

## Ordinary Meeting of Council - 27 March 2023 Attachments

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## RISK MANAGEMENT POLICY

**POLICY NUMBER: EXEC-CEO-014**

### PURPOSE

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The objective of this Policy is to state the intention of the City to identify potential risks before they occur so impacts can be minimised or opportunities realised; ensuring the City achieves its strategic and corporate objectives efficiently, effectively and within good corporate governance principles.

### SCOPE

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This policy applies to Council Members and all employees and contractors involved in any City operations.

### DEFINITIONS

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**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**Council Members** means elected members of the Council.

**Risk** means effect of uncertainty on objectives.

Note 1: An effect is a deviation from the expected – positive or negative.

Note 2: Objectives can have different aspects (such as financial, health and safety and environmental goals) and can apply at different levels (such as strategic, organisation- wide, project, product or process).

**Risk Management** means coordinated activities to direct and control an organisation with regard to risk.

**Risk Management Process** means systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.

### POLICY STATEMENT

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The City is committed to achieving best practice (aligned with AS/NZS ISO 31000:2018 Risk management – Guidelines) in the management of all risks that may affect the City meeting its



objectives.

Risk management functions will be resourced appropriately to match the size and scale of the City's operations and will form part of the Strategic, Operational, and Project responsibilities and be incorporated within the City's Integrated Planning Framework.

## **POLICY DETAILS**

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### **Key criteria**

The following points provide detail on the objective specifics:

1. Aligns with, and assists the implementation of all City policies.
2. Optimises the achievement of the City's vision, mission, strategies, goals and objectives.
3. Provides transparent and formal oversight of the risk and control environment enabling effective decision-making.
4. Enhances risk versus return within the City's risk appetite.
5. Embeds appropriate and effective controls to mitigate risk.
6. Achieves effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations.
7. Enhances organisational resilience.
8. Identifies and provides for the continuity of critical operations.

### **Roles & Responsibilities**

Executives, managers and supervisors have the responsibility and accountability for ensuring that all staff effectively manage the risks within their own work areas. In each of these areas, risks should be anticipated and reasonable protective measures taken. The City's Risk Management Framework outlines in detail all roles and responsibilities associated with managing risks within the City.

The CEO is responsible for the:

- Implementation of this Policy.
- Measurement and reporting on the performance of risk management.
- Review and improvement of this Policy and the City's Risk Management Framework at least triennially, or in response to a material event or change in circumstances.

### **Risk Assessment and Acceptance Criteria**

The City has quantified its broad risk appetite through the development and endorsement of the City's Risk Assessment and Acceptance Criteria. The criteria are included within the Risk Management Framework and as a component of this policy.

All organisational risks are to be assessed according to the City's Risk Assessment and



Acceptance Criteria to allow consistency and informed decision making. For operational requirements such as projects or to satisfy external stakeholder requirements, alternative risk assessment criteria may be utilised, however these cannot exceed the organisation’s appetite and are to be noted within the individual risk assessment.

**Monitor and Review**

The City will implement and integrate a monitor and review process to report on the achievement of the risk management objectives, the management of individual risks and the ongoing identification of issues and trends,

**COMPLIANCE REQUIREMENTS**

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AS/NZS ISO 31000:2018 Risk Management - Guidelines

**RELEVANT DOCUMENTS**

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Risk Management Framework

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



**City of Kalgoorlie-Boulder**  
 577 Hannan Street  
 Kalgoorlie  
 Western Australia 6430  
 Company ABN: 63711737609

<b>ID:</b>	Risk - 216985				
<b>Risk Title or Work Activity:</b>	Climate Change Impacts				
<b>Risk Description:</b>	Climate changes impacting the region Developments Regional Growth				
<b>Responsible Person:</b>	Kevin Ketterer				
<b>Date of Risk Identification:</b>	07/02/2018				
<b>Corporate Risk?</b>	Yes				
<b>Risk Type:</b>	Strategic				
<b>Risk Category:</b>	Community Health & Wellbeing				
<b>Department:</b>	Health & Community Safety Planning Development & Regulatory Services				
<b>Location/Project:</b>	Administration				
<b>Possible Risk Events:</b>	Extended drought or extreme high intensity rainfall events				
<b>Possible Consequences:</b>	Severe recycled and stormwater scarcity and localised flooding events with loss of property				
<b>Initial Risk Score:</b>					
<b>Initial Risk Comments:</b>	Maximization of recycled water and maximize capture of stormwater. Maximize capacity of road network to manage stormwater runoff, as well as provision of stormwater detention facilities				
<b>Residual Risk Score:</b>					
<b>Residual Risk Comments:</b>	Climate change a longer-term event which is very unlikely to occur within the next 20 years, although occurrence of droughts and extreme storms may increase. Planning for the increase in capacity in stormwater detention and drought mitigation in progress, with implementation planned in the LTFP over the next 10 years				
<b>Other Requirements/Comments:</b>	KK review 21/11/2022				
<b>Current:</b>	Yes				
<b>Risk Controls</b>					
<b>Control Details</b>					
Strategic development planning and ongoing monitoring	<b>Reviewer</b>	<b>Next Review Date</b>	<b>Last Review Date</b>	<b>Review Notes</b>	<b>Control Effectiveness</b>
	Ric Halse				
Renewable Energy Projects	Alexander Wiese				
Support for Energy Solutions Task Force	Alexander Wiese				









City of  
Kalgoorlie  
Boulder

City of Kalgoorlie-Boulder  
577 Hannan Street  
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Western Australia 6430  
Company ABN: 63711737609

Pursuit of alternate energy options	4 (LPOV) = 16.00%	Alexander Wiase						
	4 (LPOV) = 16.00%	Alexander Wiase						
	4 (LPOV) = 16.00%	Alexander Wiase						
Purchase of electric vehicles								

Action Source	Action Required	Action Priority	Person Responsible	Extra Comments	Percent Complete	Status	Due Date
<b>Documents</b>							
<b>Date Added</b>				<b>Document Name</b>			
<b>Saved PDF Versions</b>							
<b>Date Saved</b>	<b>Saved By</b>	<b>Revision</b>	<b>PDF Document</b>				
01/12/2022 12:25:14 AM	Frances Liston	2	Risk216985_2022-12-01_12-25-14_AM.pdf				
21/10/2022 3:24:03 PM	Frances Liston	1	Risk216985_2022-10-21_3-24-03_PM.pdf				







**City of Kalgoorlie-Boulder**  
 577 Hannan Street  
 Kalgoorlie  
 Western Australia 6430  
 Company ABN: 63711737609

<b>ID:</b>	Risk - 216839				
<b>Risk Title or Work Activity:</b>	Critical Infrastructure Failure - South Boulder Wastewater Treatment Plant				
<b>Risk Description:</b>	Critical Infrastructure failure resulting in injury or health complications to the community				
<b>Responsible Person:</b>	Kevin Ketterer				
<b>Date of Risk Identification:</b>	04/04/2022				
<b>Corporate Risk?</b>	Yes				
<b>Risk Type:</b>	Strategic				
<b>Risk Category:</b>	Assets & Infrastructure				
<b>Department:</b>	Waste Water & Sustainability				
<b>Location/Project:</b>					
<b>Possible Risk Events:</b>					
<b>Possible Consequences:</b>					
<b>Initial Risk Score:</b>					
<b>Initial Risk Comments:</b>					
<b>Residual Risk Score:</b>					
<b>Residual Risk Comments:</b>					
<b>Other Requirements/Comments:</b>	KK review 21/11/2022.				
<b>Current:</b>	Yes				
<b>Risk Controls</b>					
<b>Control Details</b>	<b>Reviewer</b>	<b>Next Review Date</b>	<b>Last Review Date</b>	<b>Review Notes</b>	<b>Control Effectiveness</b>
Upgrading/maintenance of plant	Sheena Clark	01/05/2022			EFFECTIVE (Designed Adequately; Operating Effectively)
Trained operators	Sheena Clark	01/05/2022			EFFECTIVE (Designed Adequately; Operating Effectively)
Audits of facilities	Sheena Clark	01/05/2022			EFFECTIVE (Designed Adequately; Operating Effectively)
Water/sewerage testing	Sheena Clark	01/05/2022			EFFECTIVE (Designed Adequately; Operating Effectively)







**City of Kalgoorlie-Boulder**  
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Water loss programs	Sheena Clark	01/05/2022	6 (Low) - 24.00%	EFFECTIVEÂ (Designed Adequately; Operating Effectively)
			6 (Low) - 24.00%	
Restoration programs	Sheena Clark	01/05/2022	6 (Low) - 24.00%	EFFECTIVEÂ (Designed Adequately; Operating Effectively)
			6 (Low) - 24.00%	
Computer based monitoring	Sheena Clark	01/05/2022	6 (Low) - 24.00%	EFFECTIVEÂ (Designed Adequately; Operating Effectively)
			6 (Low) - 24.00%	
CAPEX Program	Sheena Clark	01/05/2022	6 (Low) - 24.00%	EFFECTIVEÂ (Designed Adequately; Operating Effectively)
			6 (Low) - 24.00%	
Agreements with Water Corporation	Sheena Clark	01/05/2022	6 (Low) - 24.00%	EFFECTIVEÂ (Designed Adequately; Operating Effectively)
			6 (Low) - 24.00%	
Asset Management tool encompassing software	Alyce Spokes	01/11/2022	6 (Low) - 24.00%	EFFECTIVEÂ (Designed Adequately; Operating Effectively)
			6 (Low) - 24.00%	

Actions							
Action Source	Action Required	Action Priority	Person Responsible	Extra Comments	Percent Complete	Status	Due Date
Documents							
Date Added						Document Name	
Date Added						Document Details	

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City of Kalgoorlie-Boulder  
 577 Hannan Street  
 Kalgoorlie  
 Western Australia 643  
 Company ABN: 6371173760

<b>ID:</b>	Risk - 263090
<b>Risk Title or Work Activity:</b>	Entry into contracts on terms not favourable to the City
<b>Risk Description:</b>	Entry into contracts, memorandums of understanding and heads of agreement on terms that are not favourable to the City, which the City is or may be unable to comply with or which may not include appropriate scope of work specifications to meet the City's needs
<b>Responsible Person:</b>	Frances Liston
<b>Date of Risk Identification:</b>	10/03/2023
<b>Corporate Risk?</b>	Yes
<b>Risk Type:</b>	Strategic
<b>Risk Category:</b>	Governance, Legal & Compliance
<b>Department:</b>	CEO
<b>Location/Project:</b>	Administration
<b>Possible Risk Events:</b>	Contractual breach by the City Inability for the City to terminate contract for third party non compliance Reputational damage Financial damage
<b>Possible Consequences:</b>	Financial or other third party liability for contractual breach Reputational damage City bound by contract terms which do not meet the City's needs
<b>Initial Risk Score:</b>	10 (High) - 40.00%
<b>Initial Risk Comments:</b>	
<b>Residual Risk Score:</b>	
<b>Residual Risk Comments:</b>	
<b>Other Requirements/Comments:</b>	
<b>Current:</b>	Yes

Risk Controls						
Control Details	Reviewer	Next Review Date	Last Review Date	Review Notes	Control Effectiveness	
Obtain legal advice on contracts	Frances Liston	01/03/2025	01/03/2023		Major reduction in	









City of  
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Boulder

City of Kalgoorlie-Boulder  
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Company ABN: 6371173760

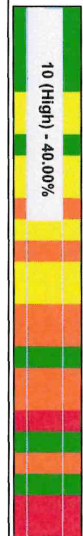
Scope of works specifications and contract, memorandums of understand and heads of agreement documents prepared by City officer  
Reviewed by review panel or management

Frances  
Liston

01/03/2025

01/03/2023

Moderate reduction  
in risk



Actions							
Action Source	Action Required	Action Priority	Person Responsible	Extra Comments	Percent Complete	Status	Due Date
Documents							
Date Added			Document Name				Document Details
Saved PDF Versions							
Date Saved	Saved By	Revision	PDF Document				
10/03/2023 10:55:11 AM	Frances Liston	1	Risk:263090_2023-03-10_10-55-11_AM.pdf				







<b>ID:</b>		Risk - 217004	
<b>Risk Title or Work Activity:</b>		Risk of Injury to Community Member/s due to Poor Condition of Council Property	
<b>Risk Description:</b>		Potential Hazards not being identified/actioned at sporting grounds, parks, playgrounds, public buildings, pavilions, and halls impacting the community	
<b>Responsible Person:</b>		Kevin Ketterer	
<b>Date of Risk Identification:</b>		22/06/2017	
<b>Corporate Risk?</b>		Yes	
<b>Risk Type:</b>		Operational	
<b>Risk Category:</b>		Assets & Infrastructure	
<b>Department:</b>		Engineering Operations Property	
<b>Location/Project:</b>			
<b>Possible Risk Events:</b>		Injury to users of council facilities and buildings	
<b>Possible Consequences:</b>		Medical attention to injured parties. Major injury or fatality not considered likely	
<b>Initial Risk Score:</b>		<p>24 (Extreme) - 96.00%</p>	
<b>Initial Risk Comments:</b>		Currently low level of asset inspection or documentation of condition, risk and safety assessments	
<b>Residual Risk Score:</b>		<p>8 (Medium) - 32.00%</p>	
<b>Residual Risk Comments:</b>		Asset condition assessments to be carried out during 2023, followed by a plan of maintenance, renewal and upgrade works for all classes of parks assets.	
<b>Other Requirements/Comments:</b>		Reviewed by ELT 21/11/22, comments added by KK Reviewed by KK and FL 10/03/2022	
<b>Current:</b>		Yes	
<b>Risk Controls</b>			
<b>Control Details</b>	<b>Reviewer</b>	<b>Next Review Date</b>	<b>Last Review Date</b>
Ongoing staff training - asset management inspections	Kevin Ketterer	21/11/2022	
			<p>1 (Low) - 4.00%</p>
Monitoring and reporting on maintenance compliance	Lui Camporeale	01/03/2022	





City of Kalgoorlie-Boulder  
 577 Hannan Street  
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Risk Controls									
Control Details	Reviewer	Next Review Date	Last Review Date	Review Notes	Control Effectiveness				
Insurance	Nicole Iisley	01/05/2022		3 (Low) -12.00%					
Maintenance Programs	Nicole Iisley	01/06/2022		3 (Low) -12.00%					
Implement plant maintenance system in synergy and train all staff on its use	Xandra Currock	01/08/2022		3 (Low) -12.00%					
Occupational Health & Safety	Michelle Bamfield	01/10/2022		3 (Low) -12.00%	EFFECTIVE (Designed Adequately; Operating Effectively)				
Process improvement focusing on condition assessment.	Kevin Ketterer	01/11/2023	21/11/2022	3 (Low) -12.00%	PARTIALLY EFFECTIVE (Designed Partially Adequately; Operating Partially Effectively)				

Actions				
Action Source	Action Required	Action Priority	Person Responsible	Extra Comments
Documents				
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Date Saved	Saved By	Revision	PDF Document	
10/03/2023 10:31:25 AM	Frances Liston	3	Risk217004_2023-03-10_10-31-25_AM.pdf	
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21/10/2022 3:50:45 PM	Frances Liston	1	Risk217004_2022-10-21_3-50-45_PM.pdf	





**City of Kalgoorlie-Boulder Audit and Risk Committee Annual Work Plan 2023.**

<b>Functions, responsibilities and associated activities</b>	<b>Mar 2023</b>	<b>Jun 2023</b>	<b>Sep 2023</b>	<b>Dec 2023</b>
<b>1. Governance arrangements</b>				
Review the membership and appoint chair of committee at next meeting after each local government election (biennially)				X
New members induction (biennially)				X
If required review the City's governance arrangements or elements of the arrangements and suggest improvements where appropriate (as required)				X
<b>2. Risk management</b>				
Review the risk management framework/policy, risk register and fraud and corruption control plans to see that the risks represent and address the current environment and strategic direction of the entity, and meet legislative compliance and better practice principles. (annually)	X			
Review the City's strategic risk register (bi-annually)		X		X
Review the City's operational risk register (annually)		X		
<b>3. Systems of internal control</b>				
Receive the CEO's review of appropriateness and effectiveness of the systems and procedures in relation to Risk Management, Internal Control and Legislative Compliance as per reg 17 of Audit Regs. (triennially – next due FY25)				
Receive CEO's review of the appropriateness and effectiveness of the financial management systems and procedures of the City as per reg 5 F&M regs (triennially – next due FY25)				
<b>4. Compliance and ethics</b>				
Receive and endorse the City's Compliance Audit Return for the period 1 January 2022 to 31 December 2022 as per the Audit Regs	X			
<b>5. Internal audit</b>				
Review the proposed internal audit plan for the next financial year, ensuring the coverage is aligned with key risks and recommend approval of the internal audit plan by Council		X		
Review progress of the internal audit plan	X	X	X	X
Review internal audit reports and provide advice to Council on significant issues identified and actions required.	X	X	X	X
Review the implementation status of internal audit recommendations	X	X	X	X
<b>6. Financial reporting</b>				
Review progress in preparing the financial statements against the preparation plan/timetable	X (FY22)		X (FY23)	
Review briefing from management on significant emerging issues, judgements and estimates impacting the financial statements. Review accounting policy papers on key matters.		X (FY22 – April 2023)		X (FY23)



Review draft management representation letter		X (FY22)		X (FY23)
Review whether management has addressed issues raised by the OAG including financial statement adjustments of revised disclosures	X	X	X	X
<b>7. External audit</b>				
External auditor to present audit planning schedule/report upcoming for financial audit		X		
Receive updates on issues arising from financial or performance audits	X	X	X	X
Review the status of implementation of financial and performance audit recommendations	X	X	X	X
Discuss audit exit brief and final management letter for the financial audit and assess the appropriateness of managements response to recommendations		X (FY22 – April 2023)		X (FY23)
Receive Annual Financial Report and Accompanying Audit Report for the year ended 30 June		X (FY22 – April 2023)		X (FY23)
Receive the Auditors Management Report / Findings Report in respect of the audit for the financial year		X (FY22 – April 2023)		X (FY23)
Approve report prepared by CEO addressing matters identified as significant by the audit in the audit report and the proposed actions the City intends to take with respect to each matter and give a copy to the Minister as per s7 of the Act		X (FY22 – April 2023)		X (FY23)
<b>8. Committee operations</b>				
Conduct an assessment of the performance of the audit committee and ensure that the committee complies with its terms of reference	X			
Agree on the annual work plan; and set priority areas for the coming year.	X			
Review the finance and audit committee terms of reference and recommend any substantive changes to the accountable authority	X			



Resolution Register 2022							
OCM Meeting Date	Item No	Item Name	Author	Responsible Officer	Department	Council Resolution	Action Progress
28-Mar-22	14.2.1	Compliance Audit Return 2021	Emma Holtum	David Trevaskis	DCEO	That Council: 1. Receive and endorse the submission of the Compliance Audit Return for the period 1 January 2021 – 31 December 2021 to the Department of Local Government, Sport and Cultural Industries in accordance with the Local Government (Audit) Regulations 1996; and 2. Note the actions being undertaken as described in the report to address the issues identified in the Compliance Annual Return.	Complete
28-Mar-22	14.2.2	Financial Management Systems Review 2022	Xandra Curnock	David Trevaskis	DCEO	That Council: 1. Note the requirement for the financial management systems review to be compliant with regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 2. Approve the budget amendment of up to \$25,000 for an external consultant to perform the financial management systems review	Complete
28-Mar-22	14.2.3	Altus Update - March 2022	Xandra Curnock	David Trevaskis	DCEO	That Council receive the update for the implementation of Altus Core Financials .	Complete
28-Mar-22	14.2.4	Audit and Risk Committee Standing Items March 2022	David Trevaskis	David Trevaskis	DCEO	That Council receive the information.	Complete
23-May-22	14.1.1	2020-21 Annual Financial Report	Xandra Curnock	David Trevaskis	DCEO	That Council: 1. Accepts the Annual Financial Report of the City of Kalgoorlie-Boulder and the accompanying Independent Audit Report for the financial year 2020-21; and 2. Accepts the Auditors Management Report / Findings Report in respect of the financial audit for the financial year 2020-21.	Complete
25-Jul-22	14.1.1	Financial Management Systems Review 2022	Xandra Curnock	David Trevaskis	Directorate Corporate and Commercial	That Council accepts the update on the Finance Management Review for 2022	Complete
25-Jul-22	14.1.2	Audit and Risk Committee Standing Items June 2022	David Trevaskis	David Trevaskis	Directorate Corporate and Commercial	That Council receive the information.	Complete
25-Jul-22	14.1.3	Strategic Risk Register	David Trevaskis	David Trevaskis	Directorate Corporate and Commercial	That Council receives the June 2022 Strategic Risk Register as reviewed by the committee	Complete
25-Jul-22	14.1.4	Reserves at 30 June 2022	Xandra Curnock	David Trevaskis	Directorate Corporate and Commercial	That Council accepts the estimated reserve position at 30 June 2022	Complete
25-Jul-22	14.1.5	Update on loan borrowings	Xandra Curnock	David Trevaskis	Directorate Corporate and Commercial	That Council note the closing position of the loan borrowings at 30 June 2022	Complete
24-Oct-22	14.1.1	Audit and Risk Committee Standing Items September 2022	David Trevaskis	David Trevaskis	Directorate Corporate and Commercial	That Council receive the information.	Complete
24-Oct-22	14.1.3	OAG - Local Government Focus Reports 2022	David Trevaskis	David Trevaskis	Directorate Corporate and Commercial	That Council notes the results from the following Western Australian Auditor General's reports: Information Systems Audit Report 2022 – Local Government Entities; Financial Audit Results – Local Government 2020-21; and Fraud Risk Management – Better Practice Guide.	Complete
19-Dec-22	14.2.1	Risk Register review	David Trevaskis	David Trevaskis	Directorate Corporate and Commercial	That Council: (1) Note the outcomes of the risk review as presented in this report and attachments; (2) Endorse and adopt the updated November 2022 risk register, including endorsement and adoption of the following: updates to the risk register including risk descriptions, assessment ratings and controls; The variation of existing risks: "Loss of IT" to include "and cyber attack"; and "Lack of preparedness" added to "Failure to update and advance technology"; the removal of the following risks from the risk register: Boundary change; Insufficiently maintained records; Failure of critical IT infrastructure; and the addition of the following risks to the register: Failure to comply with Governance Framework; and Failure to engage with community stakeholders.	Complete
19-Dec-22	14.2.2	Credit Card Policy Update	David Trevaskis	David Trevaskis	Directorate Corporate and Commercial	That Council approves the updated Credit Card Policy CORP-F-007.	Complete
19-Dec-22	14.2.4	Audit and Risk Committee Standing Items December 2022	David Trevaskis	David Trevaskis	Directorate Corporate and Commercial	That Council receive the information.	Complete
19-Dec-22	14.2.5	Annual Financial Report 2021/22 Audit Update	Casey Radford	Casey Radford	Finance Manager	That Council receives the Annual Financial Report 2021/22 and Audit progress update.	Complete



**City of Kalgoorlie-Boulder**

**Objective**

This report is to provide the audit committee with an update on the progress of actions taken by management to implement audit recommendations. The information is to help the audit committee monitor the timeliness of agreed actions and understand the reason for any delay.

Source and year	Report Date	Recommendation (record details)	Risk Rating	Manager responsible	Original completion date	Revised completion date	Status	Management Comments on action taken
Audit Findings 2019/20 – Grant Thornton/OAG	09/12/2020	Documentation inconsistencies in IT policies – recommend management: <ul style="list-style-type: none"> <li>• Incorporate missing elements into existing documentation as listed</li> <li>• Finalise the implementation of formal policies where lacking and</li> <li>• Ensure that existing requirements be documented</li> </ul>	Minor	Alyce Spokes	June 2021	30/11/2022	Open	Due to staff turnover during FY2021 this has been delayed. Policies will be updated during FY2022. (noted as a finding again 2021 audit)
Audit Findings 2019/20 – Grant Thornton/OAG	30/04/2022	Disaster recovery plan - The City should ensure the DRP is adequately	Moderate	Alyce Spokes	30/06/2022	31/12/2022	Open	A full disaster recovery solution has been

		defined to meet these recovery requirements and tested on a regular basis. These tests should be used to confirm key IT systems and services can be restored or recovered within the required timeframes. The tests should also be used to verify that key staff are familiar with the plan and their specific roles and responsibilities in a disaster situation. The results of these tests should be documented, and relevant actions taken to improve the plan where necessary						developed and approved and will be in place by June 2023. Currently all data and servers are backed up off site in Perth to ensure minimal loss to the business in the event of a disaster
Audit Findings 2019/20 – Grant Thornton/OAG	30/04/2022	Cybersecurity testing - Management should perform tests to assess vulnerabilities of the IT environment on a periodic basis in order to identify	Moderate	Alyce Spokes	31/12/2022	31/12/2022	Open	The City is working with a consultant to implement the Essential Eight cyber security guidelines for business as

		potential vulnerabilities and improve the strength of IT security measures						recommended by the Australian Cyber Security Centre. Works are ongoing and expected to be completed by December 2023.
Financial Management Review June 2022 – Hall Chadwick	14/09/2022	Credit card purchases – Recommend CKB to update its credit card policy to reflect updated processes (use of mobile phone app)	Moderate	Xandra Curnock	31/10/2022	31/10/2022	Resolved	Credit Card Policy reviewed, updated and approved by Council.



## COUNCIL COMMITTEE AND WORKING GROUP HANDBOOK

VERSION CONTROL	
Date of adoption by Council	27 September 2022
Date of last review	27 September 2022
Date of next review	Prior to next Local Government Election – October 2023

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## 1. OVERVIEW OF THIS HANDBOOK

This handbook:

- Provides Council a framework of all matters relating to Council Committees and Working Groups;
- Details the City of Kalgoorlie-Boulder's policy regarding Council Committees and Working Groups;
- Sets out current membership for 2021 – 2023 of all Council Committees, Working Groups and external committees; and
- Sets out the adopted Terms of Reference for each Council Committee and Working Group.

## 2. ADVISORY GROUPS FOR COUNCIL

Council functions are assisted by Council Committees and Working Groups. In addition, Council members are involved in external committees in order to act as a liaison between Council and the relevant committees.

### 2.1 COUNCIL COMMITTEES

Subdivision 2 of Division 2 of Part 5 of the Local Government Act contains provisions regarding the establishment of committees and the structure of their meetings. The Standing Orders Local Law 2013 also applies to Council Committees.

To assist with its decision-making responsibilities, Council is able to establish Committees to assist it in performing its wide range of activities and functions. Committees report to Council and are subject to the requirements of the Act and the City's meeting procedures for meetings.

Council may delegate authority to Committees in relation to its decision-making functions, in which case Committee meetings become open to the public (other than in relation to confidential items). Currently, none of Council's Committees have delegated authority and are therefore required to make recommendations to Council, for Council to determine by resolution.

Council has established the following Committees:

1. Audit and Risk Committee;
2. Commercial Business Committee;
3. Chief Executive Officer Performance Review Committee; and
4. Governance and Policy Committee.

In addition, Council appoints an elected member and deputy to the Youth Council.

### 2.2 COUNCIL WORKING GROUPS

Unlike Committees, Working Groups are not formally established under the Local Government Act. Working Groups are established from time-to-time as a mechanism for facilitating and improving broader participation in the City's decision-making process. They provide an engagement mechanism for Elected Members, staff and, where appropriate the community, on a wide range of issues.

The opportunity to obtain such views assists Elected Members and Council to address strategic issues and priorities, well before these are presented to Council or a Committee.

Working Groups make recommendations to the CEO and administrative staff, who in turn detail those recommendations and comments within formal reports to Council or a Committee on a particular issue or topic.

Council has established the following working groups:

1. Historic Hannan Street Precinct Working Group;
2. Walk of Fame Working Group; and
3. Boulder Tourism Precinct Strategy Working Group.

### 2.3 EXTERNAL COMMITTEES

External committees are not committees of Council but are external boards of management that are either constitutionally required to have City of Kalgoorlie Councillors as members, or have requested that Council nominate an elected representative to become a member.

Council members are members of the following external Committees:

1. Liquor Accord Committee;
2. Cemetery Board;
3. Goldfields Voluntary Regional Organisation of Councils (GVROC);
4. Kalgoorlie-Boulder Urban Landcare Group;
5. Kalgoorlie-Boulder Visitors Centre;
6. (Joint) Development Assessment Panel;
7. Western Australian Museum – Kalgoorlie-Boulder;
8. Palace Theatre Recreation Centre;
9. Roadwise;
10. Arts and Culture Goldfields Association (Artgold);
11. Local Emergency Management Committee (LEMC);
12. Reconciliation Action Plan;
13. Historical Society Committee;
14. Fair Society Committee.

**3. MEMBERSHIP OF COUNCIL COMMITTEES 2021 – 2023**

	Mayor John Bowler	Deputy Mayor Glenn Wilson	Cr Deborah Botica	Cr Mandy Reidy	Cr David Grills	Cr Terrence Winner	Cr John Matthew	Cr Kirsty Dellar	Cr Amy Astill	Cr Kim Eckert	Cr Mick McKay	Cr Suzie Williams	Cr Wayne Johnson
Audit and Risk Committee	x	xx	x			x	x	x	x	x			
Commercial Business Committee	x	x				x	x	x	x	x			
Chief Executive Officer Performance Review Committee	x	x					x			x		x	
Governance and Policy Committee	x	x				x		x		x			
Youth Council						xx			x				

x member  
xx deputy member

**4. MEMBERSHIP OF WORKING GROUPS 2021 – 2023**

	Mayor John Bowler	Deputy Mayor Glenn Wilson	Cr Deborah Botica	Cr Mandy Reidy	Cr David Grills	Cr Terrence Winner	Cr John Matthew	Cr Kirsty Dellar	Cr Amy Astill	Cr Kim Eckert	Cr Mick McKay	Cr Suzie Williams	Cr Wayne Johnson
Historic Hannan Street Precinct Working Group	x		x					x	x	x			
Walk of Fame Working Group Committee	x		x	x					x				
Boulder Tourism Precinct Strategy Working Group	x					x	x	x	x		x		

x member  
xx deputy member

**5. MEMBERSHIP OF EXTERNAL COMMITTEES 2021 – 2023**

	Mayor John Bowler	Deputy Mayor Glenn Wilson	Cr Deborah Botica	Cr Mandy Reidy	Cr David Grills	Cr Terrence Winner	Cr John Matthew	Cr Kirsty Dellar	Cr Amy Astill	Cr Kim Eckert	Cr Mick McKay	Cr Suzie Williams	Cr Wayne Johnson
Liquor Accord Committee	x												
Cemetery Board													x
Goldfields Voluntary Regional Organisation of Councils (GVROC)	x					xx				x			
Kalgoorlie-Boulder Urban Landcare Group												x	
Kalgoorlie-Boulder Visitors Centre						x				xx			
(Joint) Development Assessment Panel						x		xx		xx		x	
Western Australian Museum – Kalgoorlie-Boulder				x									
Palace Theatre Recreation Centre										x		xx	
Roadwise		x			xx								
Arts and Culture Goldfields Association (Artgold)							x		x				
Local Emergency Management Committee (LEMC)	x	xx						x		x			
Reconciliation Action Plan	x		x			X			x	x			
Historical Society Committee				x									
Fair Society Committee					X								

x member  
xx deputy member

**6. INDEPENDENT COMMITTEE MEMBERS OF COUNCIL COMMITTEES 2021 – 2023**

<b>Audit and Risk Committee</b>	Alan Pental Robert Northcoat	<b>Boulder Tourism Precinct Strategy Committee</b>	Laurie Ayers Bart Jones Bodean Buckingham Chuck Thomas
<b>Commercial Business Committee</b>	n/a	<b>Governance and Policy Committee</b>	n/a
<b>Walk of Fame Committee</b>	Representative from Eastern Goldfields Historical Society Representative from Chamber of Minerals and Energy Representative from Kalgoorlie-Boulder Chamber of Commerce and Industries	<b>Chief Executive Officer Performance Review Committee</b>	n/a



## 7. COMMITTEE AND WORKING GROUP POLICY- EXEC-CEO-018

### 7.1. PURPOSE

This policy applies to Committees and Working Groups established by Council and was adopted by resolution of Council on 27 September 2022.

### 7.2. POLICY DETAILS

#### 7.2.1. *Number of committees and working groups*

The creation of new Committees and Working Groups is to be restricted by allocating new tasks to an existing Committee or Working Group wherever possible.

#### 7.2.2. *Creating new committees and working groups*

When compiling a report or recommendation for Council to establish a new Committee or Working Group, the following should be included:

- The purpose of the proposed Committee or Working Group;
- The terms of reference of the proposed Committee or Working Group;
- The number of council members, officers and other persons to be appointed to the proposed Committee or Working Group and if appropriate, names or titles of suggested persons;
- In the case of a Committee only, details of delegation of any powers or duties to the proposed Committee under section 5.16 of the *Local Government Act*;
- Details of City administration staff members responsible for providing assistance to the proposed Committee or Working Group; and
- Details of a funding source for the operation of the Committee or Working Group, if applicable.

#### 7.2.3. *Membership*

Appointment of a Council member or independent member to a Committee or Working Group shall be resolved by Council resolution and each appointment shall cease upon the next ordinary local government election (unless the Council resolves to appoint the member for a lesser term or the member resigns or is removed from office prior to that next election).

City support staff are to ensure records of the members of the Committees and Working Groups are current and include relevant contact details.

In the event a Committee or Working Group member is absent from three consecutive meetings without first having been granted formal leave of absence by other members of the Committee or Working Group, his or her seat on the Committee or Working Group shall become vacant. If required by the relevant Presiding Member, the City support staff will advertise the vacancy.

Committee and Working Group members should not serve for more than four consecutive two-year terms.

A Committee member may resign their office, in writing to the CEO or relevant Presiding Member, in accordance with Regulation 4 of the *Local Government (Administration) Regulations 1996* and the same shall apply to a Working Group member.

The Council has the power under section 5.10 of the *Local Government Act 1995* and section 52(1) of the *Interpretation Act 1984* to resolve, by absolute majority, to suspend or remove a Committee member for any reason and the same shall apply to a Working Group member.

#### 7.2.4. *Appointment of independent members to Committees or Working Groups*

Independent Committee or Working Group members (members who are not elected members) must be selected by Council on the basis of their ability to contribute to the effective working of the Committee or Working Group by:

- Having the relevant skills, knowledge and experience to deliver on the adopted terms of reference;
- Are sufficiently independent of the Council and its members and at the date of appointment to the Committee are without conflicts of interest that will or may impede on the ability of the independent member to be an effective Committee or Working Group member;
- Appreciation of the City of Kalgoorlie-Boulder Council, administration, its values and strategic plans;
- Having the ability to determine and deliver what the community expects from Council.

At least three months prior to the expiry of the terms of the existing independent Committee or Working Group members, or on any vacancy, the CEO in consultation with the Presiding Member of the Committee or Working Group shall determine:

- Appropriate selection criteria for independent candidates;
- Advertisements for the position and medium for distribution;
- Relevant dates for the selection process, including advertising for not less than 14 days.

A sitting independent committee member must re-apply through the application process.

Applicants will be required to submit a current CV and a statement against the selection criteria. If required by the CEO, Committee or Working Group or Council, the applicants will participate in an interview and/or provide references to be checked by the CEO and/or the CEO will undertake its own enquiries to verify the qualifications of the applicant.

Upon receipt of applications and closure of the advertising period, the CEO shall review the applications and make recommendations to Council upon assessing the applications against the selection criteria. The Committee will also consider the applications and CEO advice and will make recommendations to Council for the appointment of an independent Committee or Working Group member.

#### 7.2.5. *Roles of Presiding Member of a Committee or Working Group*

In addition to the roles of Committee or Working Group member set out below, the Presiding Member must:

- Determine meeting points together with the City support staff;
- Preside at meetings of the Committee or Working Group, ensuring the debate and meeting procedures comply with the Standing Orders Local Law 2013;
- Check and sign off on meeting minutes; and

- Liaise with City support staff.

#### 7.2.6. *Role of a Committee or Working Group Member*

Each Committee or Working Group member (whether an elected member or external member) must:

- Attend meetings;
- Act in accordance with the Code of Conduct for Council Members, Committee Members and Candidates;
- Consider only those matters that are within the Committee or Working Group's adopted Terms of Reference;
- Report to Council on the activities of the Committee or Working Group if requested to do so by the Council;
- Disclose financial or other interests at meetings as stipulated by the Local Government Act and Standing Orders Local Law 2013, and ensure these are recorded in the minutes.

#### 7.2.7. *Role of City support staff*

The City will ensure that appropriate staff members are allocated to assist all Committees and Working Groups.

The relevant City support staff assigned to a Committee or Working Group must:

- Convene meetings of the Committee or Working Group;
- Prepare meeting agendas, record minutes of meetings and ensure that minutes are recorded in accordance with the City's records management practices;
- Refer recommendations of the Committee or Working Group for inclusion in a Council meeting agenda to obtain from Council decision where applicable; and
- Expend budgeted funds if authorised to do so.

#### 7.2.8. *Role of the Council*

The role of Council in relation to the Committees and Working Groups is as follows:

- Appoint members to the Committee or Working Group during the term of operation as and when required;
- Make formal decisions on reports and recommendations received from the Committee or Working Group;
- Conduct a biannual review of each Committee and Working Group's purpose and any delegations of authority to determine whether they are still relevant and whether the Committee and Working Group is still required.

#### 7.2.9. *Code of Conduct*

All Committee members are subject to the Code of Conduct for Council Members, Committee Members and Candidates and it is intended that this shall extend to Working Group members.

#### 7.2.10. *Appointment of Presiding Member*

An Elected Member is to be appointed as the Presiding Member (Chair) of each Committee.

The Presiding Member (Chair) of a Working Group need not be a Council member.



#### 7.2.11. *Convening a meeting and preparing agenda*

Notice of a meeting is to be issued by the City support staff by email to all Committee or Working Group members, such notice to include the time, date and location of the relevant meeting.

City support staff are to ensure that at least half of the elected members can be in attendance before confirming the meeting with the external members.

City support staff are to call for agenda items not less than one week prior to a meeting, to be approved by the Presiding Member for listing. Members are to provide appropriate details of an item for discussion, including general business items.

City support staff will prepare agendas and provide these to all Committee members by no later than 72 hours prior to the relevant meeting where possible.

#### 7.2.12. *Quorum*

Pursuant to section 5.19 of the *Local Government Act*, the quorum for a meeting of a Committee is at least 50% of the number of officers (whether vacant or not) of member of the Committee. The same applies to Working Groups.

A Committee or Working Group can still meet even if quorum cannot be met, but decisions cannot be made without quorum.

An elected member can attend a meeting even if they are not a member of that Committee, as a non-voting and non-participating observer.

#### 7.2.13. *Conducting meetings and recording minutes*

Unless otherwise directed in writing by the Presiding Member not less than 24 hours prior to a relevant meeting, meetings can be held in person, by telephone or by video conference.

The Standing Orders Local Law 2013 applies to all Committee meeting. Although the provisions of the Standing Orders do not apply to Working Groups, Working Group meetings shall be conducted with an appropriate degree of formality, including utilising record keeping practices such as the preparation of an agenda and minutes, and orderly conduct of members at all times. The Presiding Member (Chair) of a Working Group shall have discretion and may at any time ask any person behaving in a disorderly way to leave the meeting.

Disclosure of financial or other interests by Committee or Working Group members are to be recorded in the minutes.

All members appointed to a Committee or Working Group have one vote and are entitled to appoint a proxy to vote on their behalf if they are unable to attend a Committee or Working Group meeting (that proxy is a non-participating observer only).

Records of all Committee and Working Group decisions and actions required must be recorded in the Committee or Working Group minutes.

Minutes are to be prepared and referred to the Presiding Member of the Committee or Working Group for approval before being distributed to Committee or Working Group members, and must be distributed within seven days of the meeting being held.

Minutes of the last Committee or Working Group meeting are to be formally accepted at the next meeting with a copy signed by the Presiding Member being provided to the City support

team for record keeping purposes in accordance with the applicable record management policies and procedures.

*7.2.14. Disbanding a Committee or Working Group*

Council may determine at any time that a Committee or Working Group is no longer required and is to be disbanded.

A record is to be kept of all disbanded Committees and Working Groups.

*7.2.15. Dissolving Committees and Working Groups*

After local government election, which occur in October every two years, all Committees and Working Groups are to be dissolved.

Representation on external committees may remain unless there is a change in Elected Member. New appointments will require a council resolution.

No meetings are to be scheduled or held while Council Committees are dissolved.

At the November Ordinary Council Meeting after an election, Elected Members are to be appointed to Committees by Council Resolution.

Named external representatives are to be (re)appointed by Council resolution after Committees and Working Groups are re-established.

*7.2.16. Role of Elected Members appointed to external committees*

Elected members who are appointed to external committees representatives of the City must:

- Attend meetings or advise the proxy to attend in the elected member's absence if a proxy has been designated
- Provide the committee/group with guidance on City policies and activities;
- Liaise regularly with co-ordinators of the committee/group so as to be fully informed of its current activities, aims and objectives;
- Liaise regularly with nominated support staff at the City;
- Report to elected members at Council meetings on the activities of the committee/group if requested;
- Provide minutes and agendas of the meetings in accordance with the City's record management practices.

**7.3. REPORTING REQUIREMENTS**

Committees must report to Council following a Committee meeting.

Working Groups make recommendations to the CEO and administrative staff, who in turn will detail those recommendations and comments within formal reports to Council or a Committee on a particular issue or topic, as and when required.

**7.4. ROLES AND RESPONSIBILITIES**

The CEO is responsible for administering this Committee and Working Group policy.

7.5. RELEVANT LEGISLATION AND POLICIES

*Local Government Act 1995 (WA)*

*Local Government (Administration) Regulations 1996*

*Standing Orders Local Law 2013*

*Code of Conduct for Council Members, Committee Members and Candidates*

*Local Government (Model Code of Conduct) Regulations 2021*

## **8. AUDIT AND RISK COMMITTEE**

### **Adoption of terms of reference**

These terms of reference were adopted by Council resolution dated 27 September 2022 and replaces all previous terms of reference relating to the Audit and Risk Committee.

### **Purpose**

The objective of the Audit and Risk Committee is to provide independent assurance and assistance to the City of Kalgoorlie-Boulder ("the City") in relation to systems of risk management and internal control, legislative compliance, financial management and external and internal audit. The Audit and Risk Committee is not responsible for the management of these functions.

### **Roles and Functions**

#### **External Audit**

1. Provide guidance and assistance to Council as to the carrying out of the functions of the City in relation to audits.
2. Meet with the auditor at least once a year and report to Council on the matters discussed and outcome of those discussions.
3. Liaise with the CEO to ensure that the City does everything in its power to assist the auditor to conduct the audit and carry out his or her other duties under the Local Government Act 1995.
4. Ensure that audits are conducted successfully and expeditiously.
5. Examine the reports of the auditor after receiving a report from the CEO on the matters and:
  - a. Report to Council if any matters raised require action to be taken by the City; and
  - b. Ensure that appropriate action is taken in respect of those matters.
6. Review the report prepared by the CEO addressing any matters identified as significant by the auditor in the audit report, and stating what actions the City has taken or intends to take with respect to each of those matters.
7. Review the scope of the audit plan and program and its effectiveness.
8. Review the annual Compliance Audit Return and report to the Council the results of that review.

#### **Internal Audit**

1. Consider the CEO's review of the appropriateness and effectiveness of the financial management systems and procedures not less than once in every three years and report to Council the results of that review as per regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996.
2. Consider the implications of findings on the City, its risks and controls from special internal audit assignments undertaken by internal audit at the request of Council or CEO.

3. Recommend to Council the person or persons to be appointed as internal auditor.
4. Review the level of resources allocated to internal audit and the scope of its authority.
5. Review reports of internal audits, monitor the implementation; of recommendations made by the audit and review the extent to which Council and management reacts to matters raised.
6. Facilitate liaison between the internal and external auditor to promote capability, to the extent appropriate, between their audit programs.

#### **Annual Financial Report**

1. Review the City's draft annual financial report, focusing on:
  - a. Accounting policies and practices;
  - b. Changes to accounting policies and practices;
  - c. The process used in making significant accounting estimates;
  - d. Significant adjustments to the financial report (if any) arising from the audit process;
  - e. Compliance with accounting standards and other reporting requirements; and
  - f. Significant variances from prior years.
2. Consider and recommend adoption of the annual financial report to Council. Review any significant changes that may arise subsequent to any such recommendation but before the annual financial report is signed.

#### **Risk Management, fraud and internal control**

1. Consider the CEO's review of the appropriateness and effectiveness of the City's systems and procedures in regard to risk management, internal control and legislative compliance not less than once in every three years and report to Council the results of that review as per regulation 17 of the Local Government (Audit) Regulations 1996.
2. Review whether management has in place a current and comprehensive risk management framework and associated procedures for effective identification and management of business and financial risks, including fraud.
3. Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings.
4. Review the impact of the risk management framework on its control environment and insurance arrangements.
5. Review whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically.
6. Provide oversight on significant risk exposures and control issues, including fraud risks, governance issues and other matters as necessary or requested by the CEO or Council.
7. Review whether management has in place relevant policies and procedures, and these are periodically reviewed and updated.

8. Progressively review whether appropriate processes are in place to assess whether policies and procedures are complied with.
9. Review whether appropriate policies and procedures are in place for the management and exercise of delegations.
10. Review whether management has taken steps to embed a culture which is committed to ethical and lawful behaviour.

**Other**

1. Address issues brought to the attention of the Audit and Risk Committee, including responding to requests from Council for advice that are within the parameters of the Audit and Risk Committee's Terms of Reference.
2. Seek information or obtain expert advice through the CEO on matters of concern within the scope of the Audit and Risk Committee's Terms of Reference following authorisation from the Council.
3. The Audit and Risk Committee will ensure the Terms of Reference complies with relevant legislation and will propose amendments when necessary to ensure that it accurately reflects the committee's current role and responsibilities.
4. The Audit and Risk Committee will review the Terms of Reference once a year and more frequently if required. Any substantive changes to the Terms of Reference will be recommended by the Audit and Risk Committee and formally approved by Council.

**Delegation Powers**

1. The Audit and Risk Committee has no delegated authority and no authority to implement its recommendations without resolution of Council.
2. The Audit and Risk Committee is a formally appointed committee of Council and is responsible to that body.
3. The Audit and Risk Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility.

**Membership**

1. The Audit and Risk Committee shall be comprised of:
  - at least six elected members; and
  - not more than two independent external members.
2. The City will ensure appropriate support is provided to the Audit and Risk Committee.
3. Appointments to the Audit and Risk Committee will be until the next ordinary local government election day.

**Quorum**

The quorum for a committee meeting is set by section 5.19 of the Local Government Act.

**Meetings**

1. The Audit and Risk Committee must elect a presiding member and deputy presiding member in accordance with section 5.12 and Schedule 2.3 of the Local Government Act.
2. A schedule of meetings will be developed and agreed to by the Audit and Risk Committee.
3. The Audit and Risk Committee shall report to Council by way of its minutes and any recommendations it may make.
4. The meetings of the Audit and Risk Committee are closed to members of the public.
5. The Audit and Risk Committee will meet at least four times per year, with one of these meetings to include review and endorsement of the annual audited financial reports and external audit opinion.
6. The need for any additional meetings will be decided by the Chairperson of the Audit and Risk Committee, or the CEO, though other Committee members may take requests to the Chairperson for additional meetings. A forward meetings plan, including meeting dates and agenda items, will be agreed by the Audit and Risk Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in these Terms of Reference.

#### **Evaluation of Audit and Risk Committee's effectiveness**

At the meeting of the Audit and Risk Committee prior to the ordinary Council elections, the Committee shall undertake a review to evaluate its effectiveness, and as a guide the following should be determined:

1. Are its purpose and role and functions being met?
2. Should the purpose and role and functions be amended?
3. Is it functioning effectively and as per the requirements of the Local Government Act?
4. Are its members regularly attending meetings?
5. Review the Terms of Reference, including membership and make recommendations to Council on any required changes.

## **9. COMMERCIAL BUSINESSES COMMITTEE**

### **Adoption of terms of reference**

These terms of reference were adopted by Council resolution dated 27 September 2022 and replaces all previous terms of reference relating to the Commercial Businesses Committee.

### **Purpose**

The objective of the Commercial Businesses Committee is to review the operational highlights, strategic opportunities and financial performance for each of the four commercial businesses of the City of Kalgoorlie-Boulder (City):

- Kalgoorlie Airport;
- Kalgoorlie Boulder Golf Course;
- Goldfields Oasis; and
- Goldfields Art Centre.

### **Roles and Functions**

The duties and responsibilities of the Commercial Businesses Committee will be:

- The formation and conduct of the Commercial Businesses Committee shall be in accordance with the requirements of the Local Government Act 1995 and any other statutory requirements.
- The Commercial Businesses Committee is an Advisory Committee and as such, all advice and actions that require significant commitment of City employee resources shall be presented as recommendations to Council for consideration.
- The Council may adopt, amend, reject or refer back to the Commercial Businesses Committee any recommendations arising from the Committee's deliberations.
- The Commercial Businesses Committee will be provided with Commercial Business Reports on a quarterly basis for the following periods:
  - Quarter 1: 1 July to 30 September
  - Quarter 2: 1 October to 31 December
  - Quarter 3: 1 January to 31 March
  - Quarter 4: 1 April to 30 June.
- The Commercial Business Reports will be prepared for each of the City's commercial businesses being:
  - Kalgoorlie Airport
  - Kalgoorlie Golf Course
  - Goldfields Oasis
  - Goldfields Art Centre
- As a minimum each of the commercial business reports will include:
  - Operational Highlights – including details of significant marketing events or activities undertaken during the reporting period.



- Strategic Opportunities – including details of any upcoming strategic projects or significant capital investments.
- Financial Performance – including a profit and loss statement, income and expenditure by nature and type and capital expenditure statement.

#### **Authority and Delegation Powers**

The Commercial Businesses Committee is to report to Council and provide advice and recommendations on matters relevant to its Terms of Reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the City that have not been delegated to the CEO.

The Commercial Businesses Committee is an advisory committee to Council in accordance with the provisions of the section 5.8 of the Local Government Act 1995.

The Commercial Businesses Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility.

The Commercial Businesses Committee does not have any management functions and cannot involve itself in management processes or procedures.

#### **Membership**

- The Commercial Businesses Committee shall comprise of at least six members being Elected Members of Council.
- Council, by Absolute Majority, shall appoint the Commercial Businesses Committee members for a two year term at the first full council meeting following biennial council elections. Appointments to the Commercial Businesses Committee will be until the next ordinary local government election day.
- The Commercial Businesses Committee shall elect a Presiding Member and a Deputy Presiding Member from amongst themselves in accordance with section 5.12 of the Local Government Act 1995.
- The City will ensure appropriate support is provided to the Commercial Businesses Committee.

#### **Meetings**

1. The Commercial Businesses Committee will meet quarterly to consider to the previous quarter commercial businesses reports.
2. The need for any additional meetings will be decided by the Commercial Businesses Committee, or the CEO.
3. The CEO, Deputy Chief Executive Officer or appointed officer will prepare agendas and minutes on behalf of the Commercial Businesses Committee.
4. The Agenda and the Minutes of the previous meeting shall be circulated to all Commercial Businesses Committee members not later than 72 hours before each meeting (where practicable).

5. Minutes from each meeting containing the reports and recommendations of the Commercial Businesses Committee shall be presented to the next Ordinary Meeting of Council.
6. A schedule of meetings will be developed and agreed to by the Commercial Businesses Committee.
7. The Commercial Business Committee shall report to Council by way of its minutes and any recommendations it may make.
8. The meetings of the Commercial Businesses Committee are closed to members of the public.

**Quorum**

The quorum for a committee meeting is set by section 5.19 of the Local Government Act 1995. Meetings can be held in person, by telephone or by video conference.

**Evaluation of Commercial Businesses Committee's effectiveness**

At the meeting of the Commercial Businesses Committee prior to the ordinary Council elections, the Commercial Businesses Committee shall undertake review to evaluate its effectiveness, and as a guide the following should be determined:

1. Are its purpose and role and functions being met?
2. Should the purpose and role and functions be amended?
3. Is it functioning effectively and as per the requirements of the Local Government Act?
4. Are its members regularly attending meetings?
5. Review the Terms of Reference, including membership.

## **10. WALK OF FAME WORKING GROUP**

### **Adoption of terms of reference**

These terms of reference were adopted by Council resolution dated 27 September 2022 and replaces all previous terms of reference relating to the Walk of Fame Working Group.

### **Purpose**

The purpose of Walk of Fame Working Group is to make recommendations to the Council regarding individuals who are worthy of being recognised in the Walk of Fame.

### **Roles and Functions**

The role of the Walk of Fame Working Group is to:

1. Consider matters affecting the Kalgoorlie-Boulder Walk of Fame; and
2. Recognise worthy individuals past and present who have contributed significantly and positively to the City of Kalgoorlie-Boulder by acting as a selection panel for the Walk of Fame; and
3. Make any other relevant recommendations relating to the Walk of Fame.

### **Delegation Powers**

1. The Walk of Fame Working Group has no delegated authority and no authority to implement its recommendations without resolution of Council.
2. The Walk of Fame Working Group is a formally appointed committee of Council and is responsible to that body. The Walk of Fame Working Group does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility.

### **Membership**

1. The Working Group shall be comprised of:
  - four elected members;
  - one representative from the Eastern Goldfields Historical Society;
  - one representative from the Chamber of Minerals and Energy; and
  - one representative from the Kalgoorlie-Boulder Chamber of Commerce and Industry.
2. The City will ensure appropriate support is provided to the Working Group.
3. Appointments to the Working Group will be until the next ordinary local government election day.

### **Quorum**

The quorum for a committee meeting is set by section 5.19 of the Local Government Act 1995 and the same shall apply to this Working Group.

### **Meetings**

1. The Walk of Fame Working Group must elect a presiding member and deputy presiding member in accordance with section 5.12 and Schedule 2.3 of the Local Government Act 1995.
2. A schedule of meetings will be developed and agreed to by the Working Group.
3. The meetings of the Walk of Fame Working Group are closed to members of the public.

**Evaluation of Walk of Fame Working Group's effectiveness**

At the meeting of the Walk of Fame Working Group prior to the ordinary Council elections, the Walk of Fame Working Group shall undertake review to evaluate its effectiveness, and as a guide the following should be determined:

1. Are its purpose and role and functions being met?
2. Should the purpose and role and functions be amended?
3. Is it functioning effectively?
4. Are its members regularly attending meetings?
5. Review the Terms of Reference, including membership.

## **11. BOULDER TOURISM PRECINCT STRATEGY WORKING GROUP**

### **Adoption of terms of reference**

These terms of reference were adopted by Council resolution dated 27 September 2022 and replaces all previous terms of reference relating to the Boulder Tourism Precinct Strategy Working Group.

### **Purpose**

The purpose of the Boulder Tourist Precinct Strategy Working Group is to make recommendations to Council regarding the development of the tourism precinct in Boulder.

### **Roles and Functions**

Pursuant to Council resolution dated 28 June 2021, the Boulder Tourism Precinct Strategy Working Group shall be responsible for:

1. Oversight and management of the study being conducted into the potential relocation of Hannans North Tourist Mine and the future of the Loopline Park;
2. The optimal use of Boulder town Hall and other Council assets;
3. Positioning and promotion of Boulder as a Tourism Precinct; and
4. Investigations and recommendations of required capital improvements in the precinct.

### **5. Delegation Powers**

1. The Boulder Tourism Precinct Strategy Working Group has no delegated authority and no authority to implement its recommendations without resolution of Council.
2. The Boulder Tourism Precinct Strategy Working Group is a formally appointed committee of Council and is responsible to that body. The Boulder Tourism Precinct Strategy Working Group does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility.

### **Membership**

1. The membership of the Boulder Tourism Precinct Strategy Working Group shall be comprised of:
  - not more than six elected members;
  - CEO;
  - not more than five independent members.
2. The City will ensure appropriate support is provided to the Boulder Tourism Precinct Strategy Working Group.
3. Appointments to the Boulder Tourism Precinct Strategy Working Group will be until the next ordinary local government election day.

### **Quorum**

The quorum for a committee meeting is set by section 5.19 of the Local Government Act and the same applies to this Working Group.

**Meetings**

- The Boulder Tourism Precinct Strategy Working Group must elect a presiding member and deputy presiding member in the manner set out in section 5.12 and Schedule 2.3 of the Act.
- A schedule of meetings will be developed and agreed to by the Boulder Tourism Precinct Strategy Working Group.
- The meetings of the Boulder Tourism Precinct Strategy Working Group are closed to members of the public.

**Evaluation of Boulder Tourism Precinct Strategy Working Group's effectiveness**

At the meeting of the Boulder Tourism Precinct Strategy Working Group prior to the ordinary Council elections, the Boulder Tourism Precinct Strategy Working Group shall undertake review to evaluate its effectiveness, and as a guide the following should be determined:

1. Are its purpose and role and functions being met?
2. Should the purpose and role and functions be amended?
3. Is it functioning effectively?
4. Are its members regularly attending meetings?
5. Review the Terms of Reference, including membership.

## **12. CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE**

### **Adoption of terms of reference**

These terms of reference were adopted by Council resolution dated 22 August 2022.

### **Purpose**

In line with the Local Government Act 1995 (the Act), and the Standards for Chief Executive Officer Recruitment, Performance and Termination (the Standards), the purpose of the Chief Executive Officer Performance Review Committee (the Committee) is to:

1. Undertake the review of the Chief Executive Officers (CEO) Performance in accordance with Regulation 17 of Schedule 2, Division 3 of the Local Government (Administration) Regulations 1996, the Standards and the contract of employment of the CEO;
2. Establish any additional performance criteria, with agreement from the CEO, in line with Regulation 16 of Schedule 2, Division 3 of the Local Government (Administration) Regulations 1996; and
3. Undertake duties as required by the Council relating to the role of CEO.

### **Roles and Functions**

The role of the Committee is to:

1. Assist the Council in the engagement and oversight of a consultant to assist the committee and Council in conducting the CEO performance review in line with the process adopted by Council;
2. Conduct with the CEO, elected members and the consultant, the performance review process and provide a recommendation to Council on the result of the performance review;
3. Establish any additional performance criteria, with the agreement of CEO, for recommendation to Council arising from the performance review process;
4. Make any other relevant recommendations relating to the CEO's employment.

### **Delegation Powers**

1. This Committee has no delegated authority and no authority to implement its recommendations without resolution of Council.
2. The Committee is a formally appointed committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer (CEO) has legislative responsibility.

### **Membership**

1. The Committee shall be comprised of three elected members which should include the Mayor. There shall be two deputy members.
2. The City will ensure appropriate support is provided to the Committee.
3. Appointments to the Committee will be until the next ordinary local government election day.

### **Quorum**

The quorum for a committee meeting is set by section 5.19 of the Local Government Act 1995.

**Meetings**

1. The Committee must elect a presiding member and deputy presiding member in accordance with section 5.12 and Schedule 2.3 of the Local Government Act.
2. A schedule of meetings will be developed and agreed to by the Committee that align with the adopted CEO performance review process being completed by 30 June each year.
3. The Committee shall report to Council by way of its minutes and any recommendations it may make.



### **13. GOVERNANCE AND POLICY COMMITTEE**

#### **Adoption of terms of reference**

These terms of reference were adopted by Council resolution dated 27 September 2022.

#### **Membership**

1. The Governance and Policy Committee shall be comprised of five elected members.
2. The City will ensure appropriate support is provided to the Governance and Policy Committee.
3. Appointments to the Governance and Policy Committee will be until the next ordinary local government election day.

#### **Delegation Powers**

1. The Governance and Policy Committee has no delegated authority and no authority to implement its recommendations without resolution of Council.
2. The Governance and Policy Committee is a formally appointed committee of Council and is responsible to that body. The Governance and Policy Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility.

#### **Purpose**

In accordance with the Local Government Act 1995, the purpose of the Governance and Policy Committee is to:

1. Support Council in fulfilling its responsibility under section 2.7(2)(b) of the Local Government Act in reviewing the existing policies of the City of Kalgoorlie-Boulder and facilitate the development of new policies for consideration by Council on an ongoing basis;
2. Support Council by determining a Governance Framework for the operations of the City of Kalgoorlie-Boulder and reviewing that on an ongoing basis;
3. Assist Council in carrying out its legislative functions in the making, amending, revoking and reviewing of local laws under Part 3, Division 2 of the Local Government Act.

#### **Roles and Functions**

The role of the Governance and Policy Committee is to provide guidance and assistance to Council in fulfilling its legislative responsibilities in relation to the following key areas:

1. Recommend to Council a workplan for policy and local law review and development;
2. Reviewing and developing policies and local laws in accordance with the endorsed workplan and making recommendations to Council as a result of those reviews at the next available Ordinary Council Meeting;
3. Assisting Council in such other matters as the Council may refer to the Governance and Policy Committee.

#### **Quorum**

The quorum for a committee meeting is set by section 5.19 of the Local Government Act 1995.

#### **Meetings**

1. The Governance and Policy Committee must elect a presiding member and deputy presiding member in accordance with section 5.12 and Schedule 2.3 of the Local Government Act;
2. A schedule of meetings will be developed and agreed to by the Governance and Policy Committee; and
3. The Governance and Policy Committee shall report to Council by way of its minutes and any recommendations it may make.

#### **Evaluation of Governance and Policy Committee's effectiveness**

At the meeting of the Governance and Policy Committee prior to the ordinary Council elections, the Governance and Policy Committee shall undertake review to evaluate its effectiveness, and as a guide the following should be determined:

1. Are its purpose and role and functions being met?
2. Should the purpose and role and functions be amended?
3. Is it functioning effectively and as per the requirements of the Local Government Act?
4. Are its members regularly attending meetings?
5. Review the Terms of Reference, including membership

#### **14. HISTORIC HANNAN STREET PRECINCT WORKING GROUP**

##### **Constitution of Working Group and adoption of terms of reference**

The Historic Hannan Street Working Group was formed by resolution of Council during the ordinary meeting held on 28 June 2021 but was not formed as a Council Committee pursuant to 5.8 of the *Local Government Act*.

These terms of reference were adopted by Council resolution on 27 September 2022 and replace all previous terms of reference relating to the Historic Hannan Street Working Group.

##### **Membership**

1. The Historic Hannan Street Working Group shall be comprised of:
  - five elected members; and
  - CEO.
2. The City will ensure appropriate support is provided to the Historic Hannan Street Working Group.
3. Appointments to the Historic Hannan Street Working Group will be until the next ordinary local government election day.

##### **Purpose**

1. Define an Historic Hannan Street Precinct covering the entire length of the street between Goldfields Hwy and Lane Street;
2. Engage a suitable qualified liaison, advisory and development consultancy or consultancies to assist Council in defining a Hannan Street Master Plan to:
  - a. Understand the Asset Management requirements of public and private properties within the precinct over the next 50 years;
  - b. Review building development options within the precinct;
  - c. Determine an appropriate tenancy mix within the precinct;
  - d. Attract and retain new businesses to the precinct; and
  - e. Develop a unified heritage approach to obtain State and Federal government support and funding;
3. Appoint up to four Councillors to work with the CEO and his appointed staff to develop an appropriate brief for the consultancy;
4. Consider providing \$200,000 in the 21/22 budget for the purpose of engaging the consultancy or consultancies, such funds to be provided from the Future Capital Projects Reserve; and
5. Investigate the introduction of a differential rate for all properties within the precinct from year two onward to assist with the recovery of costs from this project.

##### **Roles and Functions**

1. The members of the Historic Hannan Street Working Group shall work with the CEO and his appointed staff to develop an appropriate brief for the consultancy.

2. Assist Council in such other matters as the Council may refer to the Historic Hannan Street Working Group.

**Quorum**

The quorum for a committee meeting is set by section 5.19 of the Local Government Act and the same applies to this Working Group.

**Meetings**

1. The Historic Hannan Street Working Group must elect a presiding member and deputy presiding member in the same manner as applies to Committees, in the manner set out in section 5.12 and Schedule 2.3 of the Local Government Act.
2. A schedule of meetings will be developed and agreed to by the Historic Hannan Street Working Group.
3. The meetings of the Historic Hannan Street Working Group are closed to members of the public.

**Evaluation of Historic Hannan Street Working Group's effectiveness**

At the meeting of the Historic Hannan Street Working Group prior to the ordinary Council elections, the Historic Hannan Street Working Group shall undertake review to evaluate its effectiveness, and as a guide the following should be determined:

1. Are its purpose and role and functions being met?
2. Should the purpose and role and functions be amended?
3. Is it functioning effectively?
4. Are its members regularly attending meetings?
5. Review the Terms of Reference, including membership.

## **15. YOUTH COUNCIL**

### **Adoption of terms of reference**

These terms of reference were adopted by Council resolution dated 27 September 2022.

### **Purpose**

The purpose of the Youth Council is to:

1. Be the voice of the young people of the City of Kalgoorlie-Boulder;
2. Be the means of communication between the young people and the Council;

### **Roles and Functions**

The role of the Youth Council is to:

1. To review and work on projects referred by Council as related to young people;
2. To report to the Council on matters that affect young people and suggest ideas to address those matters;
3. To provide advice to the State Government through the Minister for Youth and the Office of Youth Affairs via the City of Kalgoorlie-Boulder; and
4. To organise events, activities and programs for the young people of Kalgoorlie-Boulder that support diversity and encourage participation and leadership.

### **Delegation Powers**

1. The Youth Council has no delegated authority and no authority to implement its recommendations without resolution of Council.
2. The Youth Council is responsible to the Council. The Youth Council does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility.

### **Membership**

1. The Youth Council shall be comprised of:
  - one elected member and one deputy;
  - up to 20 youth councillors aged 12 – 25 years who must live, work or attend school and/or sport in Kalgoorlie-Boulder; and
  - up to give Youth Council mentors.
2. The City will ensure appropriate support is provided to the Youth Council through the Youth Coordinator.
3. Appointments of elected members to the Youth Council will be until the next ordinary local government election day.
4. Nomination to be a youth councillor involves submitting an expression of interest to the City of Kalgoorlie-Boulder. Recommendations will then be made to the Youth Council who will make a decision on whether or not to accept the nomination.

5. A youth councillor can resign at any time by providing written notice to the Youth Council or the Youth Mayor who will inform the Youth Council at its next meeting.
6. Youth Council mentors assist the Youth Councillors to run a committee in accordance with the Local Government Act and provide guidance and leadership to the Youth Council.
7. Youth Council members will be appointed for two years, with appointments made in October in line with local government ordinary elections. A candidate must nominate by completing a nomination form and presenting a speech to the Youth Council who will determine the application.
8. A Youth Councillor or Youth Mentor's membership of the Youth Council may cease in the event that:
  - A person fails to attend three consecutive meetings without providing an apology;
  - A person fails to attend a minimum of 75% of schedule meetings in the term of appointment;
  - A person speaks or behaves in a way that is discriminatory or offensive towards fellow members, guest speakers or the general public when representing the Youth Council.

## **Roles**

### *Role of the Youth Council Mayor*

The role of the Youth Council Mayor is to:

- Preside at the Youth Council meetings in accordance with the *Local Government Act*;
- Provide leadership and guidance to the Youth Councillors and young people in the community;
- Carry out official duties on behalf of the Youth Council;
- Speak on behalf of the Youth Council;
- Liaise with City officers on the Youth Council's affairs and the performance of its functions.

### *Role of the Youth Council Deputy Mayor*

The role of the Youth Council Deputy Mayor is to:

- Support the Youth Council Mayor in performing their duties;
- Perform the duties of the Youth Council Mayor if the Youth Council Mayor is absent or resigns before the end of their term.

### *Role of Youth Councillors*

The role of the Youth Councillors is to:

- Represent the interest of all young people in the community;
- Provide leadership and guidance to the community;
- Facilitate communication between the youth community and the Council;
- Participate in the Youth Council's decision-making process at meetings; and

- Be involved with community organisations and events.

**Quorum**

The quorum for a Youth Council meeting is 50% of Youth Council members + one. A meeting will be cancelled if quorum is not present and if a matter to be determined in a cancelled Youth Council meeting is urgent, it will be included for Council consideration and determination.

**Meetings**

1. The Youth Council must elect a Youth Council Mayor and Youth Council Deputy Mayor. Appointments are for one year and elections are held every year in October.
2. Any Youth Councillor may nominate for Youth Council Mayor or Youth Council Deputy Mayor and must give a speech stating their strengths and capabilities to hold the position.
3. A schedule of meetings will be developed and agreed to by the Youth Council.
4. The Youth Council shall report to Council by way of its minutes and any recommendations it may make which shall be prepared by City of Kalgoorlie-Boulder administrative staff.

**Other matters**

1. The Youth Coordinator will oversee the Youth Council and be present at all formal and informal meetings of the Youth Council as well as at events and civic occasions. If not available, a team leader will attend in place of the Youth Coordinator.
2. The Youth Council shall be provided an operational budget allocation (to cover the cost of projects and sundry items including administration) by Council at the commencement of each financial year in line with the adoption by Council of its annual budget.
3. Youth Councillors will be required to attend meetings and other special events. A register of attendance is kept by the Youth Coordinator.
4. Youth Councillors will receive a uniform that must be worn for all civic events, activities and meetings. Youth Councillors must always dress to standards appropriate to the membership and representation of the Youth Council.
5. Upon resignation, Youth Councillors must return their badge to the Youth Coordinator.
6. The Youth Mayor is the official spokesperson for the Youth Council and must have obtained approval from the City of Kalgoorlie-Boulder Public Relations Coordinator in order to speak directly to the media.



Government of **Western Australia**  
Department of **Local Government and Communities**

# Local Government Operational Guidelines

Number 09 – Revised September 2013

## Audit in Local Government

The appointment, function  
and responsibilities of  
Audit Committees



## 1. Introduction

The *Local Government Act 1995* (the Act) requires that all local governments establish an audit committee. An audit committee plays a key role in assisting a local government to fulfil its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, legislative compliance, ethical accountability and the internal and external audit functions.

The purpose of this guideline is to assist local governments to establish and operate an effective audit committee. Clear and comprehensive terms of reference, setting out the committee's roles and responsibilities, are essential and a model terms of reference for an audit committee is provided with this guideline. Matters such as the governing legislation, membership, primary roles and responsibilities of the committee and ancillary functions are also addressed. Guidance is provided to the committee as it approaches its task of appointing an external auditor through provision of a minimum standard audit specification and as it forms an opinion of the local government's internal audit requirements.

## 2. Audit Requirements, Committees and Functions

The relevant parts of the Act and regulations that relate to audit requirements, audit committees and their functions are listed below.

### Financial Management

In relation to financial management under Part 6 of the Act, a local government is to –

- a) prepare and adopt an annual budget in the form and manner prescribed (section 6.2). A copy of the budget is to be sent to the Department within 30 days of adoption.
- b) prepare an annual financial report and such other financial reports as prescribed. The accounts of the local government and annual financial report are to be submitted to the auditor for audit by 30 September (section 6.4).
- c) have a municipal fund and a separate and distinct trust fund (section 6.6).
- d) establish and maintain reserve funds for the holding of monies set aside for future use (section 6.11).

### Audit Requirements for Local Governments

Part 7 of the Act and the *Local Government (Audit) Regulations 1996* (the Regulations) address the situation of audit. In relation to the duties of the local government with respect to audits –

- a) the local government is to do everything in its power to –
  - i. assist the auditor to conduct an audit and carry out his or her other duties under the Act; and

- ii. ensure that audits are conducted successfully and expeditiously;
- b) a local government is to meet with its auditor at least once in every year;
- c) a local government is to examine the report of the auditor and is to –
  - i. determine if any matters raised require action to be taken by the local government; and
  - ii. ensure that appropriate action is taken in respect of those matters;
- d) a local government is to –
  - i. prepare a report on any actions taken in respect of any matters raised in the report of the auditor; and
  - ii. forward a copy of that report to the Minister by the end of the next financial year, or six months after the last report prepared by the auditor is received by the local government, whichever is the latest in time.

### **Establishment of the Audit Committee**

The Act and Regulations provide that:

In relation to the establishment of an audit committee –

- a) each local government is to establish an audit committee consisting of three or more persons to exercise the powers and discharge the duties conferred on it;
- b) members of the committee are to be appointed by an absolute majority decision of Council. At least three of the members, and the majority of the members, are to be elected members;
- c) the Chief Executive Officer (CEO) is not to be a member of the committee and may not nominate a person to be a member or have a person to represent him or her as a member of the committee;
- d) an employee is not to be a member of the committee;

- e) the only powers and duties that can be delegated to a committee are any of the powers and duties of the local government under Part 7 of the Act; that is, those relating to audit. The committee cannot on-delegate the powers and duties delegated to it;
- f) an audit committee with a member who is a person that is not an elected member can be delegated powers and duties referred to in (e); and
- g) a decision of the committee is to be made by simple majority.

### **Audit Committee Functions**

The Regulations state that an audit committee –

- (a) is to provide guidance and assistance to the local government –
  - (i) as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act;
  - (ii) as to the development of a process to be used to select and appoint a person to be an auditor;
- (b) may provide guidance and assistance to the local government as to –
  - (i) matters to be audited;
  - (ii) the scope of audits;
  - (iii) its functions under Part 6 of the Act;
  - (iv) the carrying out of its functions relating to other audits and other matters related to financial management;
- (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;
  - (ii) give a copy of the CEO's report to the council;

- (d) review the annual Compliance Audit Return and report to the council the results of that review, and
- (e) consider the CEO’s biennial reviews of the appropriateness and effectiveness of the local government’s systems and procedures in regard to risk management, internal control and legislative compliance and report to the council the results of those reviews.

While a formal internal audit function could be considered to be an operational function and therefore the responsibility of the CEO, it is desirable for an internal auditor to have a direct line of communication to the Audit Committee.

The Audit Committee needs to form an opinion of the local government’s internal audit requirements and recommend a course of action that ensures that any internal audit processes adopted are appropriate, accountable and transparent. The role of the external auditor in this regard can be established at the time of appointment.

### 3. Operation of Audit Committees

#### Role and Responsibilities

The role of the audit committee is to support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions and ethical accountability.

The audit committee should critically examine the audit and management reports provided by the external auditor. The committee would then determine if matters raised in the reports require action to be taken by the local government and ensure that appropriate action is implemented.

A further role for the audit committee would be to receive and authorise the report relating to the audit prepared by the CEO that is to be sent to the Minister.

This report would outline any actions the local government has taken or intends to take in relation to the matters identified by the auditor.

**Please note** that an audit committee (or any other committee) cannot be given a management task where the Act and Regulations make the CEO specifically responsible. Where the local government is assigned the function through the legislation, the audit committee may have a role unless the function has been delegated to the CEO by the Council.

The deliberations and recommendations of the committee must be independent and autonomous. Therefore, the Act prohibits the CEO being a member of the committee. However, it is essential that the CEO be given every opportunity to provide his/her expert advice to the committee as he/she does with full Council and other committees.

A model terms of reference is attached as Appendix 1 to assist local governments to define an appropriate role for its audit committee. When considering the model, local governments need to remember it is a guide and they can delete or modify any matters they believe not applicable.

It is important to note that the legislation gives the audit committee a specific role in appointing the auditor. It is to recommend to the Council who should be appointed as the auditor. Attached as Appendix 2 is a model 'Minimum Standard Audit Specification' that local governments can use when developing a process to be used to select and appoint a person to be the auditor.

Local governments can amend the document to suit their individual requirements. Any scope adopted must meet, as a minimum, the legislative requirements, as outlined in the Act and the Regulations.

The legislation specifies that a local government is required to meet with its auditor at least once in every year. The term "local government" in this context means the Council. If Council so resolved via a formal delegation, a meeting between the audit committee and the auditor would satisfy this requirement.

It is acknowledged that the requirement to meet at least once per year may incur a significant financial burden for the more remote local governments. In such circumstances the meeting can be conducted by telephone or video conference. The Council or audit committee should resolve how the meeting with the auditor will be conducted and for the record of the meeting to show that the auditor was involved and the matters discussed. It would be inappropriate for Council representatives to meet with the auditor in their offices unless they were members of the Audit Committee or a significant majority of the members are present.

The committee may need to liaise regularly with the external auditor to discuss the audit plan, results of the audit and implementation of any recommendations for action emerging from the audit. How communication and liaison between auditor and committee is to occur should be addressed in the agreement of appointment.

Advice from the auditor may address issues such as –

- (i) an assessment of accounting procedures;
- (ii) an assessment of internal controls;
- (iii) an assessment of risk;
- (iv) compliance with the Act and associated regulations;
- (v) compliance with Council policies;
- (vi) performance assessments on the efficiency and effectiveness of operations;
- (vii) processes of the internal audit;
- (viii) outcomes of the external audit prior to issue of management and audit reports; and
- (ix) changes to accounting standards and legislation and the impact on the local government.

### **Membership**

The Act requires that an audit committee is to consist of a minimum of 3 members and in that situation all must be council members. Where a committee consists of more than 3 members then a majority of those members must be council members. Local governments may decide to appoint a committee involving only elected members or they may appoint one or more persons who are external to the Council. If a Council considers it appropriate, the whole Council can be appointed to the audit committee.

If the local government wishes to appoint one or more persons other than elected members to the committee, which is recommended, it should ensure that they have the requisite knowledge and skills to provide benefit to the committee.

### **Operation of the Committee**

Irrespective of the membership of the committee, all legislative requirements relating to committee meetings such as advertising meeting dates, notice of meeting and keeping minutes of meetings need to be complied with.

The legislation prevents a meeting fee being paid to an external person but it is permissible for a payment to be made as a reimbursement of expenses, commensurate with the expertise and knowledge such people bring to the committee. The Council will need to determine whether payment will be offered and the level of that reimbursement payment.

Members of the committee should be encouraged to attend appropriate courses to keep them up to date with legislation, accounting and other relevant issues.

### **Other Responsibilities**

Local governments are required by legislation to complete a statutory compliance return (Compliance Audit Return or CAR) annually and have the return adopted by Council. The return is a checklist of a local government's compliance with the requirements of the Act and its Regulations, concentrating on areas of compliance considered "high risk."

The Audit Committee is to review the annual CAR and report to the Council the results of that review, prior to adoption of the return by Council. After adoption, the return is to be signed by the Mayor or President and the CEO prior to it being forwarded to the Department.

The Audit Committee is to consider the CEO's biennial reviews (see Regulation 17.) of the appropriateness and effectiveness of the local government's systems and procedures in regard to risk management, internal control and legislative compliance and report to the council the results of those reviews.

Attached as Appendix 3 is information to assist in determining what falls within the terms 'risk management,' 'internal control' and 'legislative compliance.'

The audit committee could also consider proposals from the CEO as to whether the compliance audit, and the biennial reviews of risk management, internal control and legislative compliance, are undertaken internally or an external party is contracted to undertake the task. In the case of an external party the audit committee would have responsibility to receive the review report from the CEO and make recommendations on it to full Council.

## 4. The External Audit

### Appointment of the Auditor

The Act and Regulations provide that –

- a) on the recommendation of the audit committee a local government is to from time to time appoint, by absolute majority, a person to be its auditor;
- b) the local government may appoint one or more persons as its auditor;
- c) the local government’s auditor is to be a person who is –
  - a. a registered company auditor; or
  - b. an auditor approved by the Minister;
- d) a person may not be appointed as a local government auditor if that person is –
  - a. a councillor or employee of the local government;
  - b. in debt to the local government for more than \$5,000;
  - c. a councillor or employee of a regional local government in which the local government is a participant;
  - d. a member of an incorporated association formed by the local government; or
  - e. a class of persons as prescribed in the Regulations;
- e) an auditor is not to be appointed for more than five years; and
- f) the appointment of a person as an auditor is to be made by agreement in writing and is to include –
  - i. the objectives of the audit;
  - ii. the scope of the audit;
  - iii. a plan for the audit;
  - iv. details of the remuneration and expenses to be paid to the auditor; and
  - v. the method to be used by the local government to communicate with, and supply information to, the auditor.

The committee should undertake a proper selection and appointment process as part of appointing, or reappointing an auditor. If reappointment is being considered, the process should include the review of key issues as in i. to v. above.

It is important to realise that the Act specifies that it is a named person(s) that is appointed as auditor, not the company, or ‘the partners’ of the company which employs the person. Therefore, when the audit report is received it must be signed by the person(s) appointed as the auditor; it cannot be the generic signature identifying the firm.

### Conduct of the Audit

The Act and Regulations provide that –

- a) the auditor is required by 31 December next following the financial year to which the audit relates, to examine the accounts and annual financial report submitted for audit;
- b) the auditor is to form an opinion as to whether –
  - i. the accounts are properly kept; and
  - ii. the annual financial report –
    - is prepared in accordance with the financial records; and
    - represents fairly the results of the operations of the local government and its financial position at 30 June;
- c) the auditor is to prepare a report on the audit and within 30 days of completing the audit forward a copy to –
  - i. the mayor or president;
  - ii. the CEO of the local government; and
  - iii. the Minister;

- d) the report is to give the auditor's opinion on –
- i. the financial position of the local government; and
  - ii. the results of the operation of the local government;
- e) the report is to include –
- i. any material matters that indicate significant adverse trends in the financial position or the financial management practices of the local government;
  - ii. any matters indicating non-compliance with financial management requirements of the Act, Regulations and any other written law;
  - iii. details of whether information and explanations were obtained;
  - iv. a report on the conduct of the audit; and
  - v. the opinion of the auditor as to whether or not the specific financial ratios reported are supported by verifiable information and reasonable assumptions;
- f) where it is considered appropriate to do so the auditor is to prepare a management report to accompany the auditor's report;
- g) where the auditor considers that –
- i. there is any error or deficiency in an account or financial report;
  - ii. any money paid from, or due to the local government has been, or may have been misapplied; or
  - iii. there is a matter arising from the audit that needs to be addressed by the local government; details are to be included in the report to the Minister; and

- h) the auditor has a right of access at all reasonable times to such books, accounts, documents and assets of the local government as are in the opinion of the auditor necessary to allow the audit to be conducted.

### Scope of the Audit

The Act and Regulations prescribe the scope of the external audit of the annual financial statements of a local government.

The scope details are going to vary between local governments but as an aid a model minimum standard audit specification is attached as Appendix 2 to this guideline. Individual local governments can amend that document to suit their particular needs.

### Reporting by the Auditor

Regulations require the auditor, where appropriate, to prepare a management report to accompany the auditor's report. Although there is no legislative requirement for the auditor to prepare a management report unless he or she deems it appropriate, local government may wish to require the auditor to prepare a report on all issues identified during the audit.

The auditor, after completing the audit, is to forward a copy of his or her audit and management report to –

- the Mayor or President;
- the CEO of the local government; and
- the Minister via the Department.

It is the CEO's responsibility to ensure that the external audit report is provided to the audit committee. In considering the audit and management reports presented to the audit committee, the CEO should:



- a) examine any critical matters raised in the reports that affect the financial position of the local government; and
- b) provide comment on any critical matters raised and action proposed to be taken to address those matters.

Once Council has addressed matters raised, or accepted the CEO’s planned remedial action on matters raised in the audit and management reports, the CEO should provide feedback to the Department on those matters.

## Appendix 1

### Model Terms of Reference – Audit Committees

**Important:** The following Model Terms of Reference contains clauses that may not be applicable to each local government. Local governments will need to consider each clause and only adopt those that are applicable to the roles and responsibilities and delegated powers and functions that will apply to their audit committee.

The clauses that may be considered optional have been asterisked (\*).

### Objectives of Audit Committees

The primary objective of the audit committee is to accept responsibility for the annual external audit and liaise with the local government’s auditor so that Council can be satisfied with the performance of the local government in managing its financial affairs.

Reports from the committee will assist Council in discharging its legislative responsibilities of controlling the local government’s affairs, determining the local government’s policies and overseeing the allocation of the local government’s finances and resources. The committee will ensure openness in the local government’s financial reporting and will liaise with the CEO to ensure the effective and efficient management of the local government’s financial accounting systems and compliance with legislation.

The committee is to facilitate –

- the enhancement of the credibility and objectivity of \*internal and external financial reporting;



- \*effective management of financial and other risks and the protection of Council assets;
- compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;
- \*the coordination of the internal audit function with the external audit; and
- the provision of an effective means of communication between the external auditor, \*internal auditor, the CEO and the Council.

#### Powers of the Audit Committee

The Audit committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its term of reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

The committee is a formally appointed committee of council and is responsible to that body. The committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The committee does not have any management functions and cannot involve itself in management processes or procedures.

#### Membership

The committee will consist of \*four members with three elected and \*one external person. All members shall have full voting rights.

\*External persons appointed to the

committee will have business or financial management/reporting knowledge and experience, and be conversant with financial and other reporting requirements.

\*Appointment of external persons shall be made by Council by way of a public advertisement and be for a maximum term of two years. The terms of the appointment should be arranged to ensure an orderly rotation and continuity of membership despite changes to Council's elected representatives.

\*Reimbursement of approved expenses will be paid to each external person who is a member of the committee.

The CEO and employees are not members of the committee.

The CEO or his/her nominee is to be available to attend meetings to provide advice and guidance to the committee.

The local government shall provide secretarial and administrative support to the committee.

#### Meetings

The committee shall meet at least \*quarterly.

Additional meetings shall be convened at the discretion of the presiding person.

#### Reporting

Reports and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council.

\*The committee shall report annually to the Council summarising its activities during the previous financial year.

#### Duties and Responsibilities

The duties and responsibilities of the committee will be –

- a) Provide guidance and assistance to Council as to the carrying out the functions of the local government in relation to audits;
- b) Develop and recommend to Council an appropriate process for the selection and appointment of a person as the local government’s auditor;
- c) Develop and recommend to Council –
  - a list of those matters to be audited; and
  - the scope of the audit to be undertaken;
- d) Recommend to Council the person or persons to be appointed as auditor;
- e) Develop and recommend to Council a written agreement for the appointment of the external auditor. The agreement is to include –
  - the objectives of the audit;
  - the scope of the audit;
  - a plan of the audit;
  - details of the remuneration and expenses to be paid to the auditor; and
  - the method to be used by the local government to communicate with, and supply information to, the auditor;
- f) Meet with the auditor once in each year and provide a report to Council on the matters discussed and outcome of those discussions;
- g) Liaise with the CEO to ensure that the local government does everything in its power to –
  - assist the auditor to conduct the audit and carry out his or her other duties under the *Local Government Act 1995*; and
  - ensure that audits are conducted successfully and expeditiously;
- h) Examine the reports of the auditor after receiving a report from the CEO on the matters to –
  - determine if any matters raised require action to be taken by the local government; and
  - ensure that appropriate action is taken in respect of those matters;
- i) Review the report prepared by the CEO on any actions taken in respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or 6 months after the last report prepared by the auditor is received, whichever is the latest in time;
- j) Review the scope of the audit plan and program and its effectiveness;
- k) \*Review the appropriateness of special internal audit assignments undertaken by internal audit at the request of Council or CEO (see reference to internal audit page 14);
- l) \*Review the level of resources allocated to internal audit and the scope of its authority;
- m) \*Review reports of internal audits, monitor the implementation of recommendations made by the audit and review the extent to which Council and management reacts to matters raised;
- n) \*Facilitate liaison between the internal and external auditor to promote compatibility, to the extent appropriate, between their audit programs;
- o) \*Review the local government’s draft annual financial report, focusing on –
  - accounting policies and practices;
  - changes to accounting policies and practices;
  - the process used in making significant accounting estimates;
  - significant adjustments to the financial report (if any) arising from the audit process;

- compliance with accounting standards and other reporting requirements; and
  - significant variances from prior years;
- p) \*Consider and recommend adoption of the annual financial report to Council. Review any significant changes that may arise subsequent to any such recommendation but before the annual financial report is signed;
- q) \*Address issues brought to the attention of the committee, including responding to requests from Council for advice that are within the parameters of the committee’s terms of reference;
- r) Seek information or obtain expert advice through the CEO on matters of concern within the scope of the committee’s terms of reference following authorisation from the Council;
- s) Review the annual Compliance Audit Return and report to the council the results of that review, and
- t) Consider the CEO’s biennial reviews of the appropriateness and effectiveness of the local government’s systems and procedures in regard to risk management, internal control and legislative compliance, required to be provided to the committee, and report to the council the results of those reviews.

### Internal Audit

Many local governments have recognised the need to improve their internal auditing processes, and have moved to either employ an internal auditor or contract out the internal audit function.

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation’s operations. It helps an

organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

The scope of an internal audit would be determined by the Audit committee, with input from the CEO, based on the size of the local government’s internal operations and the level of compliance to be achieved. The role differs from that of the external auditor who is appointed by council on the recommendation of the Audit Committee, to report independently to it, through the mayor/president and the CEO, on the annual financial statements. The external auditor’s primary role is to decide whether the annual financial statements of a local government are free of material misstatement.

There are certain functions of the internal audit that complement the external auditor’s role. As the external auditor plans for an effective audit they need to assess and determine whether to include the scope, procedures and outcomes of the internal audit. The CEO must refer all internal audit reports to the Audit Committee for consideration.

An internal auditor’s activities should typically include the following:

- (a) review of the internal control structure, monitoring the operations of the information system and internal controls and providing recommendations for improvements;
- (b) a risk assessment with the intention of minimising exposure to all forms of risk on the local government;
- (c) examination of financial and operating information that includes detailed testing of transactions, balances and procedures;

- (d) a review of the efficiency and effectiveness of operations and services including non-financial controls of a local government;
- (e) a review of compliance with management policies and directives and any other internal requirements;
- (f) review of the annual Compliance Audit Return;
- (g) assist in the CEO's biennial reviews of the appropriateness and effectiveness of the local government's systems and procedures in regard to risk management, internal control and legislative compliance; and
- (h) specific tasks requested by management.

For local government, the internal auditor should report functionally to the audit committee and administratively to the CEO. It should be remembered that pursuant to section 5.41 of the Act, the CEO is responsible for the day-to-day management of council activities including the direction of staff and implicitly the internal audit function. The CEO may choose to delegate this responsibility provided always that the delegation does not directly or indirectly interfere with the ability of the Internal Auditor to conduct an internal audit function free from interference.

A clear and properly defined reporting relationship ensures that the internal auditor is empowered to perform their role working with management. The direct reporting line to the audit committee also acts as an adequate safeguard in the event of a serious breakdown in internal controls or internal control culture at senior levels in the organisation.

While it is recognised that smaller councils may not be able to justify a

full-time internal auditor, a small size of operation does not justify forgoing internal audit altogether. If audit committee or management is of the view that the employment of an independent internal auditor either full-time or part-time is not warranted, it may request the council to have the internal audit function undertaken as necessary by an external contractor, or expand the role of its external auditor.

The external auditor or his or her professional company should only undertake internal audit functions that complement the external audit and do not cloud the objectivity and independence of the external audit. An external auditor must not audit information prepared by them or their accounting practice, as this is considered incompatible with the standard of independence.

Local governments that do not establish an internal audit process but require a review of the financial management systems and procedures, may decide to use the services of the external auditor for that purpose. Such reviews are to be undertaken every four years in accordance with regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996*.

The review of financial management systems and procedures provides the external auditor with greater assurance of systems and procedures used to prepare the annual financial statements, and whether they provide information free of material misstatement.

## Appendix 2

### Model Minimum Standard Audit Specification

**Important:** The following Model Minimum Standard Audit Specification may be used as the basis for the calling of tenders or seeking of quotes for the appointment of an auditor. Local governments need to consider the Model to ensure that only those clauses applicable to its requirements are used. This applies, in particular, to the “Critical matters to be audited”.

#### Introduction

This document is provided for the assistance of auditors who wish to apply for the role of auditor with the City/Town/Shire.

Auditors are required to address all of the matters outlined in the specification.

Auditors who submit an application may be asked to provide further information and/or make a presentation to the audit committee.

#### Objectives of the Audit

To provide an independent audit opinion of the accounts and annual financial reports of the local government for each financial year covered by the term of the audit appointment.

#### Term of Audit Appointment

For the financial years commencing 1 July ..... through to 30 June..... (not more than 5 years)

### Scope of the Audit

The auditor is to –

Carry out such work as is necessary to form an opinion as to whether –

- (a) the accounts are properly kept; and
- (b) the annual financial report –
  - (i) is prepared in accordance with the financial records; and
  - (ii) represents fairly the results of the operations of the local government and the financial position of the local government at 30 June in accordance with the Australian Accounting Standards, the *Local Government Act 1995* (as amended) (the Act), the *Local Government (Financial Management) Regulations 1996* (as amended) and other mandatory professional reporting requirements.

Give an opinion in his or her audit report on –

- (a) the financial position of the local government; and
- (b) the results of the operation of the local government.

Include in his or her audit report –

- (a) any material matters that indicate significant adverse trends in the financial position or the financial management practices of the local government;
- (b) any matters indicating non-compliance with financial management or control requirements of the Act, Regulations and any other written law;
- (c) details of whether information and explanations were obtained by the auditor;

- (d) a report on the conduct of the audit; and
- (e) the opinion of the auditor as to whether or not the specific financial ratios reported are supported by verifiable information and reasonable assumptions.

#### Audit Methodology and Approach

Other requirements of the Auditor –

- (a) The auditor is required to comply with the requirements of section 7.9 of the *Local Government Act 1995* and the *Local Government (Audit) Regulations 1996*;
- (b) An audit is to be carried out in accordance with accounting standards adopted from time to time by the Australian Government Auditing and Assurance Standards Board (AuASB);
- (c) The auditor is to provide the local government with a general outline of his/her methodology;
- (d) The auditor is to provide the local government with a plan for the audit including –
  - timing of interim audit visits;
  - final audit visit (within 30 days of being advised that the accounts and annual financial report are available for audit);
  - timing of the legislative requirement to meet with the local government and whether that meeting will be in person or by some other means;
  - the method to be used to communicate with, and provide advice and information to, the local government; and
- (e) The auditor is required to produce an audit report as required by section 7.9 of the *Local Government Act 1995* and, if considered appropriate by the auditor, a management report.

#### Critical Matters to be Audited

The auditor is to include in his or her application the extent to which the critical matters outlined below will be audited so as to form an opinion on the manner in which they have been maintained.

- (i) Revenue
  - Rates revenue
  - Government grants
  - User pays revenue
  - Profit on sale of non-current assets
  - Other income
- (ii) Expenditure
  - Salary and wage costs
  - Depreciation
  - Materials and contract expenditure
  - Loss on sale of non-current assets
  - Insurances
  - Bad debts
  - Other expenditure
- (iii) Current Assets
  - Bank and short term investments
  - Receivables and prepayments
  - Inventory
- (iv) Non-Current Assets
  - Property, plant, furniture and equipment
  - Infrastructure and depreciation
  - Other receivables
- (v) Liabilities (Current and non-current)
  - Creditors and accruals
  - Loan borrowings including new loans raised
  - Provision for annual and long service leave entitlements
- (vi) Reserve Funds
- (vii) Contingent Liabilities
- (viii) Capital Commitments
- (ix) Accounting Policies and Notes to the Financial Statements
- (x) Cash Flow Statement
- (xi) The financial ratios required by the *Local Government (Financial Management) Regulations 1996*

### Hours, Fees and Expenditure

The auditor is to provide –

- estimate of the time to be spent on the audit;
- fees for completing the audit in accordance with this specification;
- nominated auditor(s) and registered company audit number(s); and
- experience of the nominated auditors in completing local government audits.

The auditor is to provide a fee for any additional audit requested by Council.

### Terms

Conditions to be noted by auditors –

- the auditor shall not sub contract to a third party;
- the auditor shall not, and has no right to, assign the audit contract to third parties;
- the auditor shall not be engaged by the local government to undertake any financial consultancy with the local government that requires the preparation of financial information that will be the subject of the annual audit; and
- the auditor shall confirm that he or she has, and will maintain during the duration of the audit term, professional indemnity insurance covering the legal liability arising out of any neglect, default, error, or omission.

### Termination of Appointment

The appointment as auditor is terminated if –

- (a) the auditor ceases to be a registered company auditor;
- (b) the auditor ceases to be an approved auditor under Section 7.5 of the *Local Government Act 1995*;
- (c) the auditor is a disqualified person under Section 7.4(2) of the *Local Government Act 1995*;
- (d) the auditor resigns by notice in writing to Council; or
- (e) Council serves notice in writing to the auditor terminating the appointment.



## Appendix 3

### Issues that should be considered for inclusion in the CEO's Review of Risk Management, Internal Control and Legislative Compliance

**Please note:** Section 7 of the Department's Western Australian Local Government Accounting Manual provides a comprehensive internal control framework related to internal control and risk management.

#### Risk Management

Internal control and risk management systems and programs are a key expression of a local government's attitude to effective controls. Good audit committee practices in monitoring internal control and risk management programs typically include:

- Reviewing whether the local government has an effective risk management system and that material operating risks to the local government are appropriately considered;
- Reviewing whether the local government has a current and effective business continuity plan (including disaster recovery) which is tested from time to time;
- Assessing the internal processes for determining and managing material operating risks in accordance with the local government's identified tolerance for risk, particularly in the following areas;
  - potential non-compliance with legislation, regulations and standards and local government's policies;
  - important accounting judgements or estimates that prove to be wrong;
  - litigation and claims;
  - misconduct, fraud and theft;
  - significant business risks, recognising responsibility for general or specific risk areas, for example, environmental risk, occupational health and safety, and how they are managed by the local government;
- Obtaining regular risk reports, which identify key risks, the status and the effectiveness of the risk management systems, to ensure that identified risks are monitored and new risks are identified, mitigated and reported;
- Assessing the adequacy of local government processes to manage insurable risks and ensure the adequacy of insurance cover, and if applicable, the level of self-insurance;
- Reviewing the effectiveness of the local government's internal control system with management and the internal and external auditors;
- Assessing whether management has controls in place for unusual types of transactions and/or any potential transactions that might carry more than an acceptable degree of risk;
- Assessing the local government's procurement framework with a focus on the probity and transparency of policies and procedures/processes and whether these are being applied;
- Should the need arise, meeting periodically with key management, internal and external auditors, and compliance staff, to understand and discuss any changes in the local government's control environment;
- Ascertaining whether fraud and misconduct risks have been identified, analysed, evaluated, have an appropriate treatment plan which has been implemented, communicated,



monitored and there is regular reporting and ongoing management of fraud and misconduct risks.

### Internal Control

Internal control is a key component of a sound governance framework, in addition to leadership, long-term planning, compliance, resource allocation, accountability and transparency. Strategies to maintain sound internal controls are based on risk analysis of the internal operations of a local government.

An effective and transparent internal control environment is built on the following key areas:

- integrity and ethics;
- policies and delegated authority;
- levels of responsibilities and authorities;
- audit practices;
- information system access and security;
- management operating style; and
- human resource management and practices.

Internal control systems involve policies and procedures that safeguard assets, ensure accurate and reliable financial reporting, promote compliance with legislation and achieve effective and efficient operations and may vary depending on the size and nature of the local government.

Aspects of an effective control framework will include:

- delegation of authority;
- documented policies and procedures;
- trained and qualified employees;
- system controls;
- effective policy and process review;
- regular internal audits;
- documentation of risk identification and assessment; and

- regular liaison with auditor and legal advisors.

The following are examples of controls that are typically reviewed:

- separation of roles and functions, processing and authorisation;
- control of approval of documents, letters and financial records;
- comparison of internal data with other or external sources of information;
- limit of direct physical access to assets and records;
- control of computer applications and information system standards;
- limit access to make changes in data files and systems;
- regular maintenance and review of financial control accounts and trial balances;
- comparison and analysis of financial results with budgeted amounts;
- the arithmetical accuracy and content of records;
- report, review and approval of financial payments and reconciliations; and
- comparison of the result of physical cash and inventory counts with accounting records.

### Legislative Compliance

The compliance programs of a local government are a strong indication of attitude towards meeting legislative requirements. Audit committee practices in regard to monitoring compliance programs typically include:

- Monitoring compliance with legislation and regulations;
- Reviewing the annual Compliance Audit Return and reporting to Council the results of that review;
- Staying informed about how management is monitoring the

- effectiveness of its compliance and making recommendations for change as necessary;
- Reviewing whether the local government has procedures for it to receive, retain and treat complaints, including confidential and anonymous employee complaints;
  - Obtaining assurance that adverse trends are identified and review management's plans to deal with these;
  - Reviewing management disclosures in financial reports of the effect of significant compliance issues;
  - Reviewing whether the internal and/or external auditors have regard to compliance and ethics risks in the development of their audit plan and in the conduct of audit projects, and report compliance and ethics issues to the audit committee;
  - Considering the internal auditor's role in assessing compliance and ethics risks in their plan;
  - Monitoring the local government's compliance frameworks dealing with relevant external legislation and regulatory requirements; and
  - Complying with legislative and regulatory requirements imposed on audit committee members, including not misusing their position to gain an advantage for themselves or another or to cause detriment to the local government and disclosing conflicts of interest.

These guidelines are also available on the Department's website at [www.dlgc.wa.gov.au](http://www.dlgc.wa.gov.au)



#### About the Guideline series

This document and others in the series are intended as a guide to good practice and should not be taken as a compliance requirement. The content is based on Department officer knowledge, understanding, observation of, and appropriate consultation on contemporary good practice in local government. Guidelines may also involve the Department's views on the intent and interpretation of relevant legislation.

All guidelines are subject to review, amendment and re-publishing as required. Therefore, comments on any aspect of the guideline are welcome. Advice of methods of improvement in the area of the guideline topic that can be reported to other local governments will be especially beneficial.

For more information about this and other guidelines, contact the Local Government Regulation and Support Branch at:

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## 8. **AUDIT AND RISK COMMITTEE**

### **Adoption of terms of reference**

These terms of reference were adopted by Council resolution dated 27 September 2022 and replaces all previous terms of reference relating to the Audit and Risk Committee.

### **Purpose**

The objective of the Audit and Risk Committee is to provide independent assurance and assistance to the City of Kalgoorlie-Boulder ("the City") in relation to systems of risk management and internal control, legislative compliance, financial management and external and internal audit. The Audit and Risk Committee is not responsible for the management of these functions.

### **Roles and Functions**

#### **External Audit**

1. Provide guidance and assistance to Council as to the carrying out of the functions of the City in relation to audits.
2. Meet with the auditor at least once a year and report to Council on the matters discussed and outcome of those discussions.
3. Liaise with the CEO to ensure that the City does everything in its power to assist the auditor to conduct the audit and carry out his or her other duties under the Local Government Act 1995.
4. Ensure that audits are conducted successfully and expeditiously.
5. Examine the reports of the auditor after receiving a report from the CEO on the matters and:
  - a. Report to Council if any matters raised require action to be taken by the City; and
  - b. Ensure that appropriate action is taken in respect of those matters.
6. Review the report prepared by the CEO addressing any matters identified as significant by the auditor in the audit report, and stating what actions the City has taken or intends to take with respect to each of those matters.
7. Review the scope of the audit plan and program and its effectiveness.
8. Review the annual Compliance Audit Return and report to the Council the results of that review.

#### **Internal Audit**

1. Consider the CEO's review of the appropriateness and effectiveness of the financial management systems and procedures not less than once in every three years and report to Council the results of that review as per regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996.

2. Consider the implications of findings on the City, its risks and controls from special internal audit assignments undertaken by internal audit at the request of Council or CEO.
3. Recommend to Council the person or persons to be appointed as internal auditor.
4. Review the level of resources allocated to internal audit and the scope of its authority.
5. Review reports of internal audits, monitor the implementation; of recommendations made by the audit and review the extent to which Council and management reacts to matters raised.
6. Facilitate liaison between the internal and external auditor to promote capability, to the extent appropriate, between their audit programs.

### **Annual Financial Report**

1. Review the City's draft annual financial report, focusing on:
  - a. Accounting policies and practices;
  - b. Changes to accounting policies and practices;
  - c. The process used in making significant accounting estimates;
  - d. Significant adjustments to the financial report (if any) arising from the audit process;
  - e. Compliance with accounting standards and other reporting requirements; and
  - f. Significant variances from prior years.
2. Consider and recommend adoption of the annual financial report to Council. Review any significant changes that may arise subsequent to any such recommendation but before the annual financial report is signed.

### **Risk Management, fraud and internal control**

1. Consider the CEO's review of the appropriateness and effectiveness of the City's systems and procedures in regard to risk management, internal control and legislative compliance not less than once in every three years and report to Council the results of that review as per regulation 17 of the Local Government (Audit) Regulations 1996.
2. Review whether management has in place a current and comprehensive risk management framework and associated procedures for effective identification and management of business and financial risks, including fraud.
3. Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings.
4. Review the impact of the risk management framework on its control environment and insurance arrangements.
5. Review whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically.
6. Provide oversight on significant risk exposures and control issues, including fraud risks, governance issues and other matters as necessary or requested by the CEO or Council.

7. Review whether management has in place relevant policies and procedures, and these are periodically reviewed and updated.
8. Progressively review whether appropriate processes are in place to assess whether policies and procedures are complied with.
9. Review whether appropriate policies and procedures are in place for the management and exercise of delegations.
10. Review whether management has taken steps to embed a culture which is committed to ethical and lawful behaviour.

#### **Other**

1. Address issues brought to the attention of the Audit and Risk Committee, including responding to requests from Council for advice that are within the parameters of the Audit and Risk Committee's Terms of Reference.
2. Seek information or obtain expert advice through the CEO on matters of concern within the scope of the Audit and Risk Committee's Terms of Reference following authorisation from the Council.
3. The Audit and Risk Committee will ensure the Terms of Reference complies with relevant legislation and will propose amendments when necessary to ensure that it accurately reflects the committee's current role and responsibilities.
4. The Audit and Risk Committee will review the Terms of Reference once a year and more frequently if required. Any substantive changes to the Terms of Reference will be recommended by the Audit and Risk Committee and formally approved by Council.

#### **Delegation Powers**

1. The Audit and Risk Committee has no delegated authority and no authority to implement its recommendations without resolution of Council.
2. The Audit and Risk Committee is a formally appointed committee of Council and is responsible to that body.
3. The Audit and Risk Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility.

#### **Membership**

1. The Audit and Risk Committee shall be comprised of:
  - at least six elected members; and
  - not more than two independent external members.
2. The City will ensure appropriate support is provided to the Audit and Risk Committee.
3. Appointments to the Audit and Risk Committee will be until the next ordinary local government election day.

#### **Quorum**

The quorum for a committee meeting is set by section 5.19 of the Local Government Act.

### **Meetings**

1. The Audit and Risk Committee must elect a presiding member and deputy presiding member in accordance with section 5.12 and Schedule 2.3 of the Local Government Act.
2. A schedule of meetings will be developed and agreed to by the Audit and Risk Committee.
3. The Audit and Risk Committee shall report to Council by way of its minutes and any recommendations it may make.
4. The meetings of the Audit and Risk Committee are closed to members of the public.
5. The Audit and Risk Committee will meet at least four times per year, with one of these meetings to include review and endorsement of the annual audited financial reports and external audit opinion.
6. The need for any additional meetings will be decided by the Chairperson of the Audit and Risk Committee, or the CEO, though other Committee members may take requests to the Chairperson for additional meetings. A forward meetings plan, including meeting dates and agenda items, will be agreed by the Audit and Risk Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in these Terms of Reference.

### **Evaluation of Audit and Risk Committee's effectiveness**

At the meeting of the Audit and Risk Committee prior to the ordinary Council elections, the Committee shall undertake a review to evaluate its effectiveness, and as a guide the following should be determined:

1. Are its purpose and role and functions being met?
2. Should the purpose and role and functions be amended?
3. Is it functioning effectively and as per the requirements of the Local Government Act?
4. Are its members regularly attending meetings?
5. Review the Terms of Reference, including membership and make recommendations to Council on any required changes.



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Commercial Enterprises by Local Governments		
No	Reference	Question
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2022?
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2022?
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2022?
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2022?
5	s3.59(5)	During 2022, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?

n/a  
n/a  
n/a  
n/a  
n/a

Delegation of Power/Duty		
No	Reference	Question
1	s5.16	Were all delegations to committees resolved by absolute majority?
2	s5.16	Were all delegations to committees in writing?
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the <i>Local Government Act 1995</i> ?
4	s5.18	Were all delegations to committees recorded in a register of delegations?
5	s5.18	Has council reviewed delegations to its committees in the 2021/2022 financial year?
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the <i>Local Government Act 1995</i> ?
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?
8	s5.42(2)	Were all delegations to the CEO in writing?
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2021/2022 financial year?
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19?

n/a  
n/a  
n/a  
n/a  
n/a  
yes  
yes  
yes  
yes  
yes  
yes  
yes  
yes  
no

Disclosure of Interest		
No	Reference	Question
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the <i>Local Government Act 1995</i> , did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required the Local

yes  
yes



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		Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting?	
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) of the <i>Local Government Act 1995</i> recorded in the minutes of the meeting at which the disclosures were made?	Yes
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2022?	No
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> ?	Yes
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?	Yes
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> , did the CEO remove from the register all returns relating to that person?	No
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the <i>Local Government Act 1995</i> been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A?	Yes
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	No
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the <i>Local Government Act 1995</i> , did the CEO remove from the register all records relating to those people?	No
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) <i>Local Government Act 1995</i> been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) of the <i>Local Government Act 1995</i> relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	n/a
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) of the <i>Local Government Act 1995</i> recorded in the minutes of the council meeting at which the decision was considered?	n/a
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates within 3 months of the prescribed model code of conduct coming into operation (3 February 2022)?	Yes
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the <i>Local Government Act 1995</i> ?	No
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	Yes
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government in accordance with section 5.51A(1) of the <i>Local Government Act 1995</i> ?	Yes



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Disposal of Property		
No	Reference	Question
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies)?
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4) of the Act, in the required local public notice for each disposal of property?

Yes

Yes

Elections		
No	Reference	Question
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997?
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997?
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997?

n/a

n/a

n/a

Finance		
No	Reference	Question
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995?
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority?
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2022 received by the local government by 31 December 2022?
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website?
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2022 received by the local government within 30 days of completion of the audit?

Yes

n/a

no

n/a

n/a

n/a

n/a

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**Integrated Planning and Reporting**

No	Reference	Question
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section? <i>28/4/2020</i>
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section? <i>22/2/2021</i>
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)?

*yes*

*yes*

*yes*

**Local Government Employees**

No	Reference	Question
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A?
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the <i>Local Government Act 1995</i> ?
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?

*yes*

*yes*

*yes*

*n/a*

*n/a*

**Official Conduct**

No	Reference	Question
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 of the <i>Local Government Act 1995</i> to be its complaints officer?
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the <i>Local Government Act 1995</i> ?
3	S5.121(2)	Does the complaints register include all information required by section 5.121(2) of the <i>Local Government Act 1995</i> ?
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?

*yes*

*yes*

*n/a*

*yes*



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Optional Questions		
No	Reference	Question
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2)(c) within the three years prior to 31 December 2022? If yes, please provide the date of council's resolution to accept the report.
		24/10/2022
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three years prior to 31 December 2022? If yes, please provide date of council's resolution to accept the report.
		19/12/2022
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the <i>Local Government Act 1995</i> , were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the <i>Local Government Act 1995</i> ?
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2021/2022 financial year and publish it on the local government's official website by 31 July 2022?
8	s6.4(3)	By 30 September 2022, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2022?
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?

Yes

Yes

No

Yes

Yes

Yes

No

Yes

Yes

Tenders for Providing Goods and Services		
No	Reference	Question
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?
2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the Local Government Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?
4	F&G Reg 12	Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract?
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?

Yes

Yes

Yes

Yes

Yes

Yes

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7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	yes
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	yes
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	yes
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	yes
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22?	n/a
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	n/a
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	n/a
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24?	n/a
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions and General) Regulations 1996, Regulations 24AD(4) and 24AE?	n/a
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	n/a
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	n/a
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG?	n/a
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	n/a
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	n/a
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	n/a
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F?	yes



## **POLICY: ENG-AIR-001 AIRPORT SAFETY MANAGEMENT SYSTEM**

### **PURPOSE**

This policy was developed in response to directions under Civil Aviation Safety Regulation 139.250 that require the Kalgoorlie-Boulder Airport to institute an airport safety management system (SMS). The SMS is required to clearly state the position of the City with respect to its commitment to the safety of the airport and its users and to identify the role of staff members in the management of the airport safety regime.

### **DEFINITIONS**

Nil

### **STATEMENT**

The City of Kalgoorlie-Boulder is committed to providing a safe and healthy working environment free of all recognised hazards for its employees and customers. The City will provide the safest possible aerodrome to customers.

In pursuing these goals, senior management will maintain an active aviation safety management program. All levels of line management are accountable for safety performance. All City personnel and contractors are expected to participate in the program and to take an active role in the identification, reduction, and elimination of hazards.

The City's core values include:

- Safety, health and the environment.
- Ethical behaviour.
- Valuing people.

**Responsible Department:** Airport  
**Adopted:** 26 May 2008

**Last Reviewed:** 25 Aug 2017      **Version:** 1.00



The City's fundamental safety beliefs are:-

- Safety is a source of the City's competitive advantage;
- The City will strengthen its business by making safety excellence an integral part of all activities;
- The City believes that all accidents and incidents are preventable;
- All levels of line management are accountable for the City's safety performance, starting with the Chief Executive Officer.

The City's safety approach is based on the following requirements of staff:

#### **1 Top Management Commitment**

- Safety excellence is a component of our mission;
- Senior leaders hold line management and all employees accountable for safety performance;
- Senior leaders and line management demonstrate their continual commitment to safety.

#### **2 Responsibility and Accountability of All Employees**

- Safety performance is an important part of our management/employee evaluation system;
- We recognise and reward safety performance;
- We empower our employees to communicate any issue that has a safety impact to the Safety Officer.



### **3 Clearly Communicated Expectations**

We expect all employees to communicate any issue having a safety impact to the Safety Officer.

### **4 Auditing and Measuring**

- Management ensures regular safety audits are conducted and that everyone is given the opportunity to participate in the process;
- We focus our audits on the behaviour of people as well as on the conditions of the operating area;
- We establish performance indicators to help us evaluate our level of safety.

### **5 Responsibility of All Employees**

- All are expected to accept responsibility and accountability for their own behaviour;
- All have an opportunity to participate in developing safety standards and procedures;
- We openly communicate information about safety incidents and share the lessons with others; and
- Each of us is concerned for the safety of others in our organisation.

We recognise that the safety of our employees, aerodrome users and suppliers is of strategic importance to the viability of aerodrome operations.

## **RELEVANT DOCUMENTS**





## **POLICY: DS-HC-001 ALFRESCO DINING IN PUBLIC PLACES**

### **PURPOSE**

To ensure that the placement of tables and chairs on the footpath (either on ground level or a raised platform) does not pose a safety threat to the public and is in accordance with the relevant legislation.

### **DEFINITIONS**

Nil

### **STATEMENT**

#### **Background**

Prior to the placement of chairs and tables on the footpath area, approval from the Council is required. It is considered important to encourage Alfresco Dining as it improves the atmosphere and provides the opportunity for passive surveillance of the street. There are two options available when applying for approval for Alfresco Dining; to have the tables at street level or elevated above the verge.

Applications for Alfresco Dining at street level require the consent of the City's Health and Engineering departments to enable the Health section to assess the capacity of the kitchen to serve more patrons and to assess the suitability and compliance of the furniture proposed to be used and for Engineering to assess the proposed location of the Alfresco Dining in relation to the impact on other users and the overall functionality of the verge areas.

Applications for raised Alfresco Dining require the consent of the Department for Planning and Infrastructure (DPI) as landowner. Together with the local government, DPI ensures that land under its care and control is being used in the best public interest. Planning approval is required for raised Alfresco Dining as the planning assessment considers design, amenity and environmental implications in relation to other buildings and uses in the area.

This policy includes provision for amending the warrant of each individual including consideration of whether a premise has internal facilities to cater for a smoking breakout area in which case use of external alfresco dining area would not be warranted.

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**Responsible Department:** Health and Compliance  
**Adopted:** 25 May 2008  
**Last Reviewed:** 25 Aug 2017      Version: 2.00



The requirements of part 3, Division 3 of the *Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2000*, will be considered in conjunction with this policy when assessing applications.

## 1. Health Requirements

### Hygiene

- 1.1 The proposed alfresco area and its management and operation must comply with the *Health Act 1911*, regulations made under that Act, the City of Kalgoorlie-Boulder's Local Laws, the *Litter Act 1979* and all other relevant legislation.
- 1.2 The permit holder is not permitted to prepare food or beverages in the alfresco dining area. For example, cappuccino machines are not permitted in the alfresco dining area.

### Cleanliness/Refuse

- 1.3 Permit holders will maintain the footpath to a high standard of cleanliness and hygiene, to the satisfaction of the City of Kalgoorlie-Boulder. This will include removing grease and stains, keeping the vicinity clear of litter and waste materials (including cigarette butts) and the daily washing down of the pavement. No waste or sweepings are to be swept or placed in the gutter.
- 1.4 In the case of a fast food or takeaway establishment, the City of Kalgoorlie-Boulder may require the permit holder at its cost to install rubbish bins of an approved design.
- 1.5 Adequate provision should be made within the proposed alfresco area for the minimisation of wind blown rubbish.

### Maintenance

- 1.6 Outdoor alfresco areas and all structures associated therewith should be maintained in good, clean and sound condition at all times and failure to do so may adversely affect the chances of renewal of permit being obtained.
- 1.7 Where considered necessary by Council the pavement surface should be treated at the applicant's expense to prevent staining and facilitate cleaning.



#### Furniture

- 1.8 A maximum of one chair and/or patron per square metre may be located in an alfresco dining area subject to any restrictions imposed by other laws including but not limited to the Building Code of Australia.
- 1.9 Seating and tables must be provided for the maximum number of people approved for the alfresco dining area.
- 1.10 Tables, chairs and other structures should be of such design as not to harbour dirt or food.
- 1.11 Public safety and comfort must be considered. For example, sharp edges and hinges or moving parts that could be a potential hazard for patrons should be avoided.

#### Lighting

- 1.12 If alfresco dining occurs outside daylight hours, the permit holder must provide adequate, clear and well distributed lighting to ensure the safety and amenity of both patrons and the public.

#### Electrical wiring

- 1.13 (1) All electrical wiring connected to lights, devices or appliances which are situated in or about the alfresco dining area shall not be placed –
  - (a) on or under the alfresco dining area;
  - (b) above any part of a public place so as to interfere or obstruct the passage of vehicles or pedestrians; or
  - (c) in any manner or in any place which may be prejudicial to safety.
- (2) Any electrical wiring must be approved by Western Power and must not be placed across the footpath.

#### Portable Gas Heaters

- 1.14 Portable gas heaters may be considered for approval where the heaters are:-
  - (1) placed completely within the approved alfresco area and the alfresco area is considered to be substantially unenclosed (i.e. less than 50%



- enclosed);
- (2) placed where they pose no safety or fire hazard;
  - (3) removed when the alfresco area is not being used;
  - (4) demonstrated that they comply with:-
    - (a) *Gas Standards (Gas fitting and Consumers Gas Installations) Regulations 1999;*
    - (b) *AS 5601/AG 601 – 2000 Gas Installations;*
    - (c) *AS/NZS 1596 – 1997 Storage and Handling of LP Gas;*
    - (d) *AS 4565 – Outdoor Radiant Gas Heaters;*
  - (5) free standing and self contained, but they must be securely fixed and stable.

#### Smoking in Alfresco Dining Areas

1.15 Smoking is prohibited in all Alfresco Dining Areas in accordance with the *Tobacco Products Control Act 2009* and the *Tobacco Products Control Regulations 2006*.

- (1) Smoking in licensed premises to which a restaurant licence does not apply must have adequate receptacles for rubbish and cigarette butts and are to be kept clean at all times.

#### Consumption and Service of Alcohol

1.16 The consumption and service of alcohol in the Alfresco Dining Area must comply with the following:

- (1) Alcohol may be consumed subject to compliance with Liquor Licensing conditions and the *Liquor Act 1988* (as amended).
- (2) Where an alfresco area is accessible via a non licensed area, table service is mandatory and patrons must be seated at all times.

#### Standard Conditions

1.17 Where applicable, the following conditions are to be imposed against any permit, its renewal or its transfer:-



- |
- (a) The alfresco area shall not be set up or conducted except in accordance with the Permit Plan and only on the days and during the hours specified hereunder:
  - (b) Seating and tables must be provided at all times. No more than (#) tables and (#) chairs shall be permitted to remain in the alfresco area. All tables, chairs and other structures shall conform to those specified in the application for the Permit.
  - (c) No tables, chairs or other structures shall be set up or permitted to remain in the alfresco area except on the days and during the hours specified in condition a) hereof.
  - (d) The alfresco area shall be conducted strictly in accordance with the provisions of the *Food Act 2008*, *Food Regulations 2009* and all other regulations and Local Laws governing the conduct of an alfresco area.
  - (e) The alfresco area shall be kept free of litter, refuse, rubbish and other disused material at all times during its conduct.
  - (f) Adequate receptacles for rubbish and cigarette butts must be provided and the area must be kept clean and tidy at all times.
  - (g) All tables, chairs and other structures shall be removed from the alfresco area forthwith upon the direction of any person or body authorised to carry out any works in the street or public place in which the alfresco area is situated or of any employee of such person or body.
  - (h) Where the alfresco area is to be conducted during the hours of darkness, the alfresco area is to be well lit and all electrical wiring is to be placed in such a manner so as not to cause or present a danger to any person.
  - (i) The proprietor hereby agrees to indemnify the City and the Crown against any and all claims for compensation howsoever arising from the conduct of the alfresco area and further to hold Public Indemnity Insurance to a value determined by the City from time to time (currently \$10 million). Evidence of such insurance having been



affected is to be submitted to the satisfaction of Council prior to the establishment of the alfresco area.

- (j) The proprietor of an alfresco area shall not, without the prior written consent of the Council, cause or allow the transfer of the permit, the playing of any musical instrument, amplified sound apparatus or electronic apparatus within the alfresco area or cause or allow the conduct of any other form of trading within the alfresco area other than that permitted by the permit.
- (k) The Permit, the Permit Plan and the conditions of the Permit shall, on demand, be shown to an authorised officer of the Council.
- (l) Alcohol may be consumed subject to compliance with Liquor Licensing conditions and the *Liquor Act 1988* (as amended).
- (m) The approved Alfresco Dining Area is to be 'closed' to the public between 4am and 6:30am.
- (n) Security officer/s must be present on the premises and situated within sight of the Alfresco Dining Area when accessible to the public between 10pm-4:00am.

## 2. Engineering Requirements

The following information is to be provided with all applications submitted:-

- A site plan indicating where tables and chairs are to be placed in relation to the footpath, road, buildings, verandah posts, any street furniture (i.e. power poles, telephone poles, fire hydrants, park benches and rubbish bins) and on-street parking bays, including bus parking bays.
- A photograph or manufacturer's brochure of the type of tables, chairs and other fittings intended for use and AS Standards compliance.
- The total number of seating for patrons, including the existing and proposed (both inside the premises and outside on the footpath) as well as the total number of male and female sanitary conveniences (WCs, hand basins and urinals).
- Proof of public indemnity insurance (in the joint names of the City and the applicant), indemnifying the City against any claim for damages which may arise in, or out of, the



placement of chairs and tables on the verge to a value determined by the City from time to time (\$10 million) and the relevant cleaning contract signed. Alternatively, if requested, the insurance policy may be a condition of approval.

### 3. Pedestrian Clearance Requirements

Engineering Officers are to assess all applications that relate to the verge area, in accordance with the following criteria:-

- In high pedestrian volume areas as determined by the Engineering Department (i.e. Hannan Street and Burt Street and the immediate surrounding streets), the clearance distances from the alfresco dining area to the primary kerb line\* shall be a desirable minimum of 3 metres. The absolute minimum\*\* clearance to the primary kerb line shall be 2.5 metres.
- In lower pedestrian volume areas as determined by the Engineering Department, the clearance distances from the alfresco dining area to the primary kerb line\* shall be a desirable minimum of 2.5 metres. The absolute minimum\*\* clearance to the primary kerb line shall be 2 metres.

*\* Note: The primary kerb line excludes any traffic control nibs, kerb extensions or channelisation.*

*\*\* Note: The absolute minimum will only be considered when accompanied by a written request to the Engineering Department justifying why the absolute minimum should be approved.*

- In the case of ground level alfresco, consideration will be given to permit the pedestrian clearance way to be located adjacent to the building, whilst maintaining a minimum 600 mm clearance between the primary kerb line and the alfresco area. Desirable and absolute minimum pedestrian walkway clearances as detailed in point 1 and 2 above will apply.
- When assessing applications for alfresco dining, the Engineering Department will consider the pedestrian volumes, the type of on-street parking and the presence of a verandah over the verge.
- There may be a requirement to 'identify' the alfresco dining area in the verge. This will be at the applicant's expense under the direction of Engineering Officers.



#### 4. Raised Alfresco Dining

The following information is to be provided with all planning applications for Raised Alfresco Dining:-

- Written clearance from all service authorities and the written approval of the Department for Planning and Infrastructure (DPI).
- A scaled elevation of the proposed raised area including details of materials to be used and how the raised area is to be secured to the footpath.
- Written confirmation that the applicant will enter into a legal agreement in the names of the City of Kalgoorlie-Boulder and the applicant for the use of the footpath for the raised dining area. The legal agreement is to be prepared by the City's solicitors at the applicant's expense and should include:-
  - Applicant and lot details;
  - Permission to use the footpath, defined area for the creation of an alfresco dining area;
  - The period of the trader's permit;
  - Trader's permit fee (for use of the footpath) which is determined by the Council;
  - Requirement for indemnity insurance;
  - Requirement to maintain the area;
  - Any other condition that the Council considers necessary (for example a lease agreement).

*Note: Once Council has agreed to entering into the Legal Agreement, the agreement will need to be advertised as per Section 3.58 (93)(a)(iii) of the Local Government Act 1995.*

*Note: Building Licence is required to be applied for and as part of that assessment process; the consent of the Minister for Local Government will be required prior to the trader's permit being issued.*

#### RELEVANT DOCUMENTS





## POLICY: DS-HC-002 CARAVAN OCCUPANCY

### PURPOSE

To control and manage the occupancy of “Caravans” on land other than at a licensed caravan park.

### DEFINITIONS

- “Camp” means any portable shed Developmetor hut, tent, tent fly, awning, blind or other portable thing used as or capable of being used for habitation and includes a vehicle of a prescribed type or in prescribed circumstances;
- “Camping ground” means an area of land on which camps, but not caravans, are situated for habitation but does not include any land prescribed for the purposes of this definition;
- “Caravan” means a vehicle that is fitted or designed for habitation, and unless the contrary intention appears, includes an annexe;
- “Caravan park” means an area of land on which caravans, or caravans and camps, are situated for habitation.

### STATEMENT

Guidelines:

1. This policy shall be administered in parallel with the *Caravan Parks and Camping Grounds Act 1995 and Regulations 1997*.
2. For the purposes of this policy a “Caravan” will have the same meaning as defined in the Act and will include a camper-trailer, campervan, bus, caravanette or similar vehicle.
3. Anyone wishing to occupy a “Caravan” on residential land for more than 3 days and up to three (3) months in any period of twelve (12) months must make written application to the City of Kalgoorlie-Boulder in the prescribed form (see Application Form

**Responsible Department:** Health and Compliance  
**Adopted:** 26 May 2008

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attached). The applicant must obtain written approval from the City of Kalgoorlie-Boulder prior to locating a “Caravan” on a property.

4. Applicants wishing to occupy a “Caravan” on a residential property for more than three (3) months in any period of twelve (12) months, must in accordance with the provisions of the Caravan Parks and Camping Ground Regulations, apply in writing to the Minister for Local Government.

Note: Application forms are available from the City’s Administration Office, 577 Hannan Street, Kalgoorlie.

5. The City will not support an application for occupying a “Caravan”, for more than three (3) months, unless the applicant satisfies all the criteria specified in this policy, and one or more of the following circumstances exist at the time the application is made:

- 5.1 All caravan sites are occupied, in any caravan park within a 20 kilometre radius of the lot on which the caravan is to be sited, or

- 5.2 The application involves the proposed accommodation of an immediate family member, where the “Caravan” is to be used as a temporary extension of the family home, or

- 5.3 The application involves the proposed accommodation of the person who owns or has a legal right to occupy the land outside of the townsite while a building licence issued to that person, in respect of the land, is in force, or

- 5.4 At the discretion of the Manager Health & Compliance, where extenuating circumstances exist.

6. A “Caravan” whether occupied or not, must be located behind the front setback, and at least one (1) metre from the side and rear boundaries of the property. The “Caravan” must be adequately screened from public view.

7. Where applicants are seeking approval to occupy a “Caravan” for a period of greater than three (3) weeks, the City will give adjacent property owners an opportunity to provide written comment on the application.

Note: The proposed sitting and occupancy of a “Caravan”, may affect adjacent property owners.

8. Not more than one (1) “Caravan” is permitted to be occupied on a lot at any one time.



9. Approved mechanisms for wastewater disposal:

*Black water disposal –*

Where a caravan is fitted with a toilet, the use of that toilet is not permitted, unless the caravan is fitted with an adequate storage tank, which can be emptied at an approved disposal point, or connected to sewer.

*Grey water disposal –*

To a storage tank, fitted to the caravan, and emptied at an approved disposal point; or to sewer via the disconnecter trap, where the caravan is being occupied for periods no greater than 3 consecutive weeks; or

where the period of occupancy exceeds 3 consecutive weeks, a connection to sewer may be required, at the discretion of the City's Manager Health & Compliance.

10. The occupier of the property must be able to demonstrate that the ablution facilities in the house are adequate to meet the demands of additional usage resulting from the occupancy of the "Caravan".
11. All "Caravans" whether occupied or not, must be maintained in a road worthy condition, so that they are capable of being moved off-site and legally driven or towed on public roads.
12. The external appearance of any "Caravan" must be of uniform finish and be well maintained at all times.
13. An approval to occupy a "Caravan" on a residential property will be subject to compliance with all relevant legislation. Council may revoke an approval if it is deemed that the occupancy of a "Caravan" is causing a nuisance, or contravening any planning, building or health requirements.

## RELEVANT DOCUMENTS



## **POLICY: ENG-PR-001 CARE AND WELFARE OF KANGAROOS AND EMUS AT HAMMOND PARK**

### **PURPOSE**

To ensure adequate care and welfare of the Kangaroos and Emus held in captivity at Hammond Park through population management, public education and good practice. Ensure the environment in which the animals are enclosed is managed in a sustainable manner and to provide an aesthetically pleasing environment.

### **DEFINITIONS**

### **STATEMENT**

#### **1. Population Management**

- 1.1. Council will endeavour to manage the population within the combined eastern and western enclosures to 10 emus and 10 kangaroos. Of the 10 Kangaroos in the Hammond Park enclosures, a diversity of gray, red and euros shall be retained.
- 1.2. Where possible Council will arrange sterilisation of all un-sterilised male kangaroos kept at Hammond Park.
- 1.3. No additional kangaroos and emus will be accepted without written approval from the Manager of Parks and Reserves. Approval will be dependent on maintaining the recommended population.
- 1.4. The Hammond Park Caretaker shall be responsible for reporting to the Manager of Parks and Reserves any unauthorised disposal of animals at Hammond Park. Kangaroos and emus placed at Hammond Park without approval are to be relocated to a site nominated by CALM under the direction of the Manager of Parks and Reserves.
- 1.5. The Hammond Park Caretaker shall be responsible for identifying all emu nests and ensuring all eggs are removed and disposed of, so that the population is maintained.

**Responsible Department:** Infrastructure and Open Space  
**Adopted:** 26 May 2008  
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- 1.6. Should inadvertent breeding occur within the enclosures, these animals shall be kept on site for a period allowing for adequate development prior to relocation to a suitable facility for soft release to the natural environment.

## **2. Vegetation Management**

- 2.1 Council will endeavour to manage the holding paddocks in an environmentally sustainable manner by rotation of fauna between the eastern and western enclosures, allowing sufficient time for the plants to regenerate.
- 2.2 Supplementary water will be applied to the plants during the re-growth period to hasten the plants' recovery.
- 2.3 Where necessary, replacement planting and seeding will be undertaken to ensure plants are replaced due to natural attrition.
- 2.4 Planting will be undertaken in a manner to allow vistas from within Hammond Park and to provide a visual barrier to the adjoining streets from within the enclosures.

## **3. Public Education**

- 3.1 Sufficient signage will be placed external to the park and at the main entrance advising people that wish to find a suitable place for native animals. Signage will direct people to either The Department of Parks and Wildlife or the Nature and Agriculture Rehabilitation Association (NARA) with the relevant contact phone numbers.
- 3.2 Signage shall be installed at the entrance and along the enclosure fencing within the park, advising the public that feeding of the animals within the park is not permitted.
- 3.3 The Caretaker of Hammond Park shall maintain a vigil on people within the park, advising them of the requirement not to feed the animals and the associated health risks to the animals by doing so.

## **4. Care and Welfare**

- 4.1 The Caretaker of Hammond Park shall immediately notify the Supervisor of Parks and Reserves of any sick or injured wildlife at the park.



- 4.2 The Supervisor and/or the Caretaker shall arrange for the local veterinary clinic to attend Hammond Park to provide advice on the care and treatment of sick or injured animals. Should the animal be beyond assistance, the Veterinary Surgeon shall arrange euthanasia. This decision will be at the sole discretion of the Veterinary Surgeon.
- 4.3 Should there be a need to euthanise any animal at Hammond Park, the Caretaker must report the case to CALM on the monthly fauna report.
- 4.4 The Manager Parks and Reserves shall develop and introduce an operational procedure for the daily feeding and care of the kangaroos and emus, in consultation with CALM and Operational Staff.

#### RELEVANT DOCUMENTS



## **POLICY: EXEC-OD-005 EMPLOYEES SUPERANNUATION ARRANGEMENTS**

### **PURPOSE**

The current taxation laws in relation to concessional superannuation could have a detrimental effect on some employees who due to their remuneration package and their contribution to superannuation, may find that they may exceed the permitted threshold for concessional superannuation contributions per annum.

The employee can contribute as much as they like into Super, however there are limits on how much can be contributed before extra tax is payable.

The purpose of this Policy is to provide options for where employees may contribute, without penalty, any additional superannuation (Other than the Super Guarantee contribution).

### **DEFINITIONS**

#### **Concessional (before Tax) Contributions**

Concessional contributions are contributions made into a Super fund **before** any tax is paid;

1. Compulsory super payments (SG) made by the City
2. Salary sacrifice contributions
3. Costs the City pays on behalf of the employee i.e. administration fees and insurance premiums

Once in the Super Fund, these funds are taxed at the statutory rate.

#### **Non-Concessional (After-Tax) Contributions**

Non-concessional contributions are generally contributions that the employee makes into their super fund **after** tax has been paid on them. Personal contributions that the employee makes from their after-tax salary that they are not allowed to claim as an income tax deduction.

#### **Contribution Caps**

This is the amount set by the Federal Government and employees should satisfy themselves as to the financial benefits of utilising this policy.

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**Responsible Department:** People and Culture  
**Adopted:** 26 May 2008  
**Last Reviewed:** 25 Aug 2017      **Version:** 2.01

REPEAL





## STATEMENT

1. Employees are entitled to the superannuation guarantee (9.5% as at 1 July 2014) contributions from the employer, if they are paid \$450 or more (before tax) in a month. This applies to all staff who are full time, part time or casual or a temporary resident of Australia. .
2. Employees will have the choice to put this superannuation into a Superannuation Fund of their choice.
3. The City provides various additional superannuation incentives for staff;
  - i. For staff who have completed 10 years or more of service.
  - ii. For all staff who contribute up to 5% of their own, the City will match that contribution.
  - iii. Employees can also make additional superannuation contributions as a salary sacrifice or contribution option (before/after tax).
4. There is a concessional superannuation limit as above per annum for employees' total contributions (including the City's contributions) to be paid into a scheme, this is taxed at 15%.
5. Superannuation contribution, including the employee's contributions that exceeds those concessional superannuation limits may be subject to tax of 31.5% and with the 15% paid by the Super Fund, this will equate to 46.5%.
6. To overcome the negative impact of excess superannuation tax, the City will offer employees the option of 'redirecting' those over the limit contributions, including the City's matching component into superannuation schemes, post tax.
7. Employees will have to make payments of the Council contributed amount (net of tax) and an equivalent matching payment from their own resources into their nominated super scheme.
8. The other Superannuation options detailed in clause 3 of this policy may also be directed into one of the superannuation schemes approved by the City.
9. The City reserves the right to review all options should legislation or circumstances change.
10. Employees are strongly encouraged to seek independent advice before entering into any agreement in relation to these super options.
11. There is to be no financial impact of the City, by employees entering into an arrangement.



**RELEVANT DOCUMENTS**

Nil

REPEAL



## **POLICY: EXEC-CEO-009 FUNDRAISING DONATION POLICY**

### **PURPOSE**

To provide guidance to staff of City of Kalgoorlie-Boulder when requested by not for profit organisations to undertake fundraising or provide donations. This policy is linked with EXEC-CEO-006 Event Sponsorship.

### **DEFINITIONS**

The City: The City of Kalgoorlie-Boulder  
External sites: Any facilities external to the Administration Building  
Individual: Private person not acting on behalf of the City

### **STATEMENT**

The City receives requests from community groups and charity organisations throughout the year to assist them with fundraising on their behalf or to provide donations. This policy will clarify the process to be undertaken when such requests are received.

The following conditions and guidelines apply when requests are received:

1. Sites can place fundraising advertising opportunities on the reception counters for charitable fundraising, subject to approval by the relevant Director.
2. Raffle tickets and collection tins are not permitted at any location.
3. Cash sponsorship/donations are only not permitted and requests should be dealt with under the EXEC-CEO-006 Event Sponsorship Policy or by approval of Council.
4. Oasis Recreation Centre
  - 4.1. The Manager of the Oasis is authorised to donate non-cash sponsorship items up to the value of \$150.
  - 4.2. Requests for non-cash sponsorship/donation valued between \$151 to \$500 are to be approved by the Director.
  - 4.3. Requests for sponsorship/donation valued over \$500 are to be applied for through the Community Grant Program with referral to the CEO for final approval in accordance with Delegated Authority.

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**Responsible Department:** Chief Executive Officer  
**Adopted:** 25 Aug 2014  
**Last Reviewed:** 25 Aug 2017      **Version:** 1.01

REPEAL



- 4.4. Costs associated with sponsorship/donation are to be allocated against marketing budgets for the Oasis, with a quarterly report listing all donations approved under this policy.
5. Kalgoorlie Golf Course
  - 5.1. Staff at the Kalgoorlie Golf Course are to forward all requests for sponsorship and donations to the Commercial Manager for approval.
  - 5.2. The Commercial Manager is authorised to donate non-cash sponsorship items up to the value of \$150.00.
  - 5.3. Requests for non-cash sponsorship/donation valued between \$151 to \$500 are to be approved by the Director.
  - 5.4. Requests for sponsorship/donation valued over \$500 are to be applied for through the Community Grant Program with referral to the CEO for final approval in accordance with Delegated Authority.
  - 5.5. Costs associated with the sponsorship/donation are to be allocated against marketing budgets for the Kalgoorlie Golf Course, with a quarterly report listing all donations approved under this policy.
6. Upon approval the relevant officer must ensure the Public Relations Coordinator is advised of the sponsorship/donation and of any events planned.
7. The City of Kalgoorlie-Boulder should be acknowledged at all times in promotional material, when dealing with media or the presentation of cheques to the charity.

#### **RELEVANT DOCUMENTS**

EXEC-CEO-006 Event Sponsorship

REPEAL



## **POLICY: CS-OR-004 GOLDFIELDS OASIS LANE HIRE**

### **PURPOSE**

The purpose of this policy is to establish the guidelines for the hire of swimming lanes at the Goldfields Oasis Recreation Centre.

### **DEFINITIONS**

Nil

### **STATEMENT**

The following Lane Hire Policy has been developed for the City of Kalgoorlie-Boulder and applies to lane usage at the Goldfields Oasis Recreation Centre. The policy is subject to annual review.

#### **1. Objectives of the Policy.**

- a) Provide clear guidelines for lane hire conditions within the Goldfields Oasis Recreation Centre Main Pool.
- b) Ensure that all parties agree to the procedure for hire, allocation, payment and priority usage of lanes; and
- c) Ensure mutual ongoing benefit to all parties to maximise the usage of the Goldfields Oasis Recreation Centre in a friendly and proactive manner.
- d) Ensure the policy will only benefit not for profit user groups.

#### **2. Booking and invoicing procedure**

Bookings will be taken on a first served basis. Any booking for a special event, as determined by the Chief Executive Officer, will take precedence over a normal training session providing at least eight weeks notification of the event has been provided.

All lane hours must be booked two weeks in advance with the Goldfields Oasis Recreation Centre. If a cancellation is required, 24 hours written notice (including email) is needed. Without such notice the full amount of the scheduled fees will need to be incurred for the groups.

All bookings are at the sole discretion of the Chief Executive Officer who will have final say and absolute ruling on the acceptance or otherwise of any booking. A booking is only confirmed once advice to that effect has been received in writing from the Goldfields Oasis.

**Responsible Department:** Council and Business Property  
**Adopted:** 26 May 2008  
**Last Reviewed:** 25 Aug 2017      Version: 3.01



### 3. Lane Hire Fees and Guidelines

Lane Hire fees for general users will be charged in accordance with the council endorsed schedule of fees and charges.

Eligible clubs will be charged one dollar per lane per hour for their Monday to Friday training sessions and a reduced rate (five dollars per lane) for the use of eight or less lanes for their competition days. If the entire main pool is required for an event (10 lanes) the payment will need to coincide with the scheduled fees and charges for a carnival, which is charged per day.

The following guidelines apply:

- For an organisation to be considered for reduced lane hire fees, they must:
  - have their primary function be the promotion of physical activity;
  - be based in the City of Kalgoorlie-Boulder;
- actively support membership within the Goldfields Oasis Recreation Centre so that members are Gold Members or Aquatic Members;
  - be an incorporated body;
  - agree to display the Goldfields Oasis logo on a mutually acceptable place on their uniform or promotional information that would be approved by Oasis management and
  - supply a copy of their public liability insurance and professional indemnity insurance.
- So as not to be affected by annual reviews of the schedule of fees and charges, the sponsorship is expressed in terms of lane hire. The lane hire is not exchangeable for the hire of other facilities.
- Lane hire charges will be invoiced to the organisation at the conclusion of each month, payment terms are 30 days and non-payment may lead to cancellation of lane bookings.





- An eligible club must supply the names of the Club President and a nominated representative to liaise with the Goldfields Oasis on all matters relating to lane usage, including attending user groups meetings every quarter. Bookings will only be accepted from a nominated person or the respective club president in writing.
- Other arrangements may be negotiated with the Centre Manager under exceptional circumstances.

The following privileges are to be made available to eligible clubs who meet the above criteria.

- Use of one wall space on pool deck for a club bulletin which is supplied by the sponsored club.
- Allocated 4 separate sessions within the pool training room for the use of club meetings only.
- Additional storage for equipment may be available within storage facilities at the Goldfields Oasis. Access to these rooms can be arranged by contacting staff on duty at the time. Key access will not be provided for any club. Storage facilities will be charged at the scheduled fees and charges on bi annual agreement.

#### **4. Number of Lanes Available**

Of the 10 lanes available in the 50m competition pool at the Goldfields Oasis, a minimum of three must be left available for public lap swimming at all times. No booking will be accepted that does not allow three public lanes to be maintained. The entire pool can only be booked for major carnivals or events and must be booked eight weeks in advance.

Immediate requirements for additional lanes at the time of use will only be considered in line with other existing bookings. The Goldfields Oasis Duty Manager will determine whether additional lanes are available. These lanes will be recorded and included in the invoice at the end of the month.

#### **5. Entry to Aquatic Area**

All club members are required to enter the Centre through the main reception area. Where equipment is required to be carried into the Centre, club members are to enter



through reception initially and then utilise the rear gates to access equipment.

All spectators entering the Aquatic Centre are required to pay the Spectator entry fee or have a current membership to the Goldfields Oasis. This spectator fee is payable on each day of a multi-day event. Parents wishing to enter the Centre will be permitted to do so at no cost for the purpose of collecting their children only.

Predetermined number of Coaches will be permitted free entry to the Aquatic area for the purposes of coaching club members during club times. The number of recognised coaches is to be approved by the centre manager.

## RELEVANT DOCUMENTS



## **POLICY: CS-CS-002 GOLDFIELDS WAR MUSEUM COLLECTIONS**

### **PURPOSE**

The purpose of the Goldfields War Museum is to collect, preserve, research, display and store objects of military significance to the Goldfields region and its people. The Collection is developed as a resource of knowledge, stories and memories that inspire, educate, entertain and inform visitors and the community.

### **DEFINITIONS**

Acquisition	The process of obtaining legal possession – by purchase, donation or bequest – of an object for accessioning into the collection
Accession	The process of entering and cataloguing an acquired object into the collection
De-accession	The formal process of removal of an object from the collection register, catalogue or database
Disposal	The physical removal of the object from the organisation by the process decided upon by the acquisition group.
Provenance	The proven or documented place of origin, use, history and ownership of an object
Permanent Collection	Objects that have provenance and significance to the Goldfields region
Education Collection	Consists of objects and the like for outreach programs to schools and educational activities within the museum.

**Responsible Department:** Community Services

**Adopted:** 26 May 2008  
**Last Reviewed:** 25 Aug 2017

**Version:** 4.01

Props Collection	Consists of objects and the like that have interpretive value but have no provenance to the Goldfields region.
The Museum	The Goldfields War Museum
Resources	Funding, time, staff, storage and display space
Collecting organisations	Museums, Historical Societies, Libraries, Archives
National Standards	National Standards for Australian Museums and Galleries
Significance	Means the historic, aesthetic, scientific and social values that an object or collection has for past, present and future generations.
Goldfields region	The following City and Shires are included in the Goldfields region; <ul style="list-style-type: none"> <li>• City of Kalgoorlie-Boulder</li> <li>• Shire of Coolgardie</li> <li>• Shire of Menzies</li> <li>• Shire of Dundas</li> <li>• Shire of Laverton</li> <li>• Shire of Leonora</li> <li>• Shire of Yilgarn</li> </ul>

## STATEMENT

### Guidelines

#### 1. Policy for the Acceptance and Retention of Material on a Permanent Basis

##### 1.1 Appropriateness

1.1.1 The Museum will retain or accept into the collection only those objects or archival materials, which are relevant and consistent with the stated purpose of the Museum.

1.1.2 Materials suitable for use in the Education or Prop collections may be considered for inclusion in these Collections provided they are relevant and consistent with the stated purpose of the Museum.

##### 1.2 Adequacy of Museum Resources and Procedures

1.2.1 The Museum will retain or accept objects only if adequate resources can be provided to preserve, research, document, store, display and



interpret these objects as applicable, in accordance with the National Standards.

### **1.3 Physical Condition**

1.3.1 The Museum will retain or accept objects only while their physical condition is such that they contribute to the purpose of the Museum.

1.3.2 The Museum may collect objects that are damaged or incomplete, provided that:

- They are held until such time that a like or suitable replacement is found.
- They can be used to provide spare parts for the restoration or repair of like or similar objects.
- They can be used safely for educational or public outreach activities.
- They are rare or are of high significance to the Goldfields Region.

### **1.4 Provenances and Documentation**

The Museum will accept or keep in the collection only objects that are accompanied by documented proof of their provenance.

### **1.5 Transfer of Ownership to Museum**

Where possible all objects entering the permanent collection will be accompanied by a Donor Form, giving full and unencumbered title of ownership to the City of Kalgoorlie-Boulder.

### **1.6 Avoidance of Duplication in the Collection**

Where possible the museum will avoid duplication of like or similar objects, recognising that such objects are an unnecessary drain on the Museum's resources. It recognises, however, that duplicate objects may be kept for security, environmental reasons, research, education and display purposes or for spare parts.



## 1.7 Ethics

- 1.7.1 The Museum will only acquire objects in accordance with State and Federal law and international agreements between Australia and other countries (e.g. UNESCO Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property and the Convention on International Trade in Endangered Species).
- 1.7.2 The Museum will only acquire objects where the present owner has a clear and verifiable title of ownership and shall have obtained the objects legally and ethically.
- 1.7.3 The collection of objects by Museum Officers will always be conducted in accordance with standards of the Code of Ethics of Museums Australia Inc.
- 1.7.4 The Museum will not provide appraisal for tax deduction, insurance evaluation or other external purposes such as identification and authentication, but may provide donors with a list of valuers or professionals for this purpose.

## 1.8 Safety

The Museum will avoid accepting objects that are likely to endanger the health or safety of staff and/or the public.

## 2. Loans Procedure

- 2.1 The Museum may accept on a temporary basis, objects which are to be used for documentation, research, educational, and interpretive purposes or temporary exhibitions.
- 2.2 Long term loans, also known as permanent loans will not be accepted.
- 2.3 The Museum will only make outward loans, of specific duration, (generally less than six months) to those collecting organisations that can guarantee in writing the safety and security of the Museum's objects. Loans will not be made to individuals.



- 2.4 All incoming and outgoing loans will be accompanied by appropriate documentation setting forth the responsibilities of the lender and the borrower as regards to the use, care, maintenance and insurance of the objects. Their condition will be described and the environmental conditions set forth, under which they will be transported and used. The date of the loan and the date of return will be clearly stated.
- 2.5 All loans will be recorded in the Museum's Collection Management System (Mosaic). A signed copy will be given to the lender/borrower and a signed copy kept on file.

### **3. Management of the Collection**

- 3.1 The Museum will endeavour to provide:
  - 3.1.1 Suitable storage and care for the collection at all times.
  - 3.1.2 Record all known provenance of objects from the donor at the time of acceptance.
  - 3.1.3 Research and document the history and describe objects in accordance with the National Standards.
  - 3.1.4 Catalogue the collection to allow easy access to the objects and to the recorded information.
  - 3.1.5 Store or display the objects according to National Standards.
- 3.2 The Museum will encourage maximum interaction with the collection provided that the preservation of the objects is not compromised and their use is consistent with the overall goals and ethics of the Museum. The Museum will endeavour to obtain supplemental materials, such as models and replicas to ensure protection of unique or valuable objects in the collection.
- 3.3 The museum will not accept an object with restrictions attached.
- 3.4 If for any reason, objects and specimens that are important to the purposes of the Museum cannot be collected, the Museum will endeavour to make a complete documentary record of those materials using printed, visual and audio media.



- 3.5 The Museum will co-operate with other collecting organisations in order to avoid duplication and achieve a collaborative plan for preservation and interpretation.

#### 4. De-accessions

- 4.1 The Museum has the right to de-accession those objects over which it has legal ownership. Generally these would include:

4.1.1 Those objects in the collection which fall outside the defined scope of the museum and this collections policy.

4.1.2 Duplicates in the collection.

4.1.3 Objects in poor condition or those requiring conservation disproportionate to their significance.

4.1.4 Requests by owners under exceptional circumstances for return of the original donated object.

4.1.5 Inability to safely store and manage the object.

4.1.6 The object is lost or stolen

4.1.7 The object is a fake or forgery

#### 4.2 De-accession Procedure

4.2.1 Approval of the de-accessioning of objects that meet the above criteria will be required from the CEO for endorsement and the result recorded in the Council minutes of meeting.

4.2.2 Approval of de-accession should be documented in the Museum's register with the date of de-accession and staff member's name and signature as well as in the Museum's Collections Management System Mosaic.

4.2.3 When de-accessioning an object(s) the museum will:-

4.2.3.1 Endeavour to give the donor first option on the object(s) before it is disposed of, but if for whatever reason the donor cannot be traced or does not want the object then the Museum should endeavour to transfer the object(s) to another suitable recognised collecting organisation(s).





- 4.2.3.2 Only sell an object(s) if the above avenues of disposing of the object have been thoroughly exhausted, Staff and Council Members of the City of Kalgoorlie-Boulder are prohibited from purchasing objects at such sales.
- 4.2.3.3 Endeavour to send full documentation with the object to the recipient.
- 4.2.3.4 Adjust the Museum's records to reflect that the object has been de-accessioned and the name and address of the individual or collecting organisation has been recorded.
- 4.2.3.5 Obtain a receipt from the recipient individual or collecting organisation.

**RELEVANT DOCUMENTS**

Donor Form



# DEVELOPMENT SERVICES

City of Kalgoorlie Boulder  
577 Hannan St, KALGOORLIE  
PO Box 2042, Boulder WA 6432  
Tel: 9021 9600 Fax: 9021 6113  
www.kalbould.wa.gov.au

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## HERITAGE AWARDS

HER02

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### BACKGROUND

The City of Kalgoorlie Boulder has established a Heritage Awards Program to raise awareness of the importance of the City's unique built heritage, to encourage developers to refurbish and preserve buildings, and to acknowledge excellence in heritage conservation.

### OBJECTIVES

To acknowledge excellence in heritage conservation / work in the City of Kalgoorlie-Boulder

### GENERAL GUIDELINES

A maximum of one Award and three Certificates of Commendation can be given per calendar year.

The categories for nomination can include, but are not limited to, the built environment (commercial or residential), heritage promotion, and heritage literature (refer to attached Nomination Form).

Nominations for the award will be judged on their ability to promote or enhance the heritage within the Goldfields and to produce benefits to the local community. The nominations will also be judged on their adherence to the principles of the Australia ICOMOS Charter for the Conservation of Places of Cultural Significance (The Burra Charter).

Buildings nominated for Heritage Awards must be either listed on the City's Municipal Inventory of Heritage or be eligible to be listed on the Municipal Inventory of Heritage.

### ADMINISTRATION

A working group consisting of the Mayor, Chief Executive Officer, Director of Community and Development Services and a nominated town planning staff member with the assistance of the Heritage Adviser, will determine any nominations.

Finalists will be notified by mail and invited to the presentation that will be held at a full Council meeting.

### PRESENTATION AND PROMOTION OF THE AWARDS

The Mayor will present the awards, consisting of one plaque and three certificates, at a full Council meeting.

Where a winning conservation project involved the services of an architect or registered builder, both the owner of the place and the architect/registered builder will be issued with a certificate to acknowledge their contributions to the awarded property.

A display will be mounted in the foyer of the William Grundt Memorial Library of any award or certificate issued. With the agreement of the owner, a display may also be mounted at the relevant properties.

Properties that receive an award will be considered for entry on the Municipal Inventory of Heritage Places, if not already listed.

REPEAL

Date Adopted:	Item Number:
File Number:	Revision Number:
Delegation: Chief Executive Officer	
Authority: City of Kalgoorlie-Boulder Town Planning Scheme No. 1, 1997 (as amended)	





## **POLICY: CS-CS-005 HOME AND COMMUNITY CARE PROGRAM WESTERN AUSTRALIA**

### **PURPOSE**

This Policy provides guidelines which outline the direction, priorities and the requirements for compliance of the HACC Program to staff delivering HACC services.

### **DEFINITIONS**

WA	Western Australia
EGCC	Eastern Goldfields Community Centre
HACC	Heath and Community Care
Clients	Recipients of HACC delivered Service and Support
CCCS	Community Care Common Standards
WAAF	Western Australia Assessment Framework

### **STATEMENT**

Provision of HACC services as per the WA HACC Program by EGCC staff will be undertaken in compliance with the following:

- Principles for Service Provision
- Western Australia Assessment Framework
- Carers Recognition Act 2004
- Western Australian Carers Charter
- Community Care Common Standards

Each EGCC Procedure related to the provision of HACC service delivery, references the related HACC document and/or Community Care Common Standard.

Overarching Policies and Procedures relating to generic areas of EGCC management relevant to their provision of HACC service delivery, such as Record Keeping and Human Resources, are governed by the City of Kalgoorlie-Boulder's Policies and Departmental Procedures.

**Responsible Department:** Community Services  
**Adopted:** 25 May 2015

**Last Reviewed:** 28 Aug 2017      **Version:** 2.00



## RELEVANT DOCUMENTS

Annual Letter of Variation to Service Agreement for the Provision of Home and Community Care Program Services

- WA HACC Manual – January 2013
- National Program Guidelines
- WA Assessment Framework (and associated documents)
- Community Care Common Standards
- Carers Recognition Act 2004
- The Western Australian Carers Charter

For all HACC Policy, Procedure and other published documents intended to guide and direct HACC Service Providers in WA, see [http://ww2.health.wa.gov.au/Articles/F\\_/HACC-Home-and-Community-Care-Program](http://ww2.health.wa.gov.au/Articles/F_/HACC-Home-and-Community-Care-Program)

City of Kalgoorlie-Boulder Policy Manual, see <http://intranet.kalbould.wa.gov.au/>



## **POLICY: ENG-AIR-003 KALGOORLIE-BOULDER AIRPORT DRUG AND ALCOHOL MANAGEMENT**

### **PURPOSE**

CASR Part 99 requires the City, as the operator of the Kalgoorlie-Boulder Airport, to develop and implement a DAMP in relation to all of its employees, contractors and sub-contractors who conduct SSAAs on the airport.

The DAMP is required to be implemented by no later than 23 March 2009.

### **DEFINITIONS**

<b>CASR</b>	Civil Aviation Safety Regulations
<b>SSAA</b>	Safety Sensitive Aviation Activity
<b>CASA</b>	Civil Aviation Safety Authority
<b>AOD</b>	Alcohol and other Drugs
<b>DAMP</b>	Kalgoorlie-Boulder Airport - Drug and Alcohol Management Plan

### **STATEMENT**

The health, well-being and safety of personnel are of paramount importance to the City of Kalgoorlie-Boulder. All individuals have a right to be safe at the Kalgoorlie-Boulder Airport. Alcohol and other drugs (AOD), when present in persons in the workplace, have the potential to increase risk of harm in the workplace and adversely impact upon fitness for work.

As the operator of the Kalgoorlie-Boulder Airport, the City of Kalgoorlie-Boulder has a duty of care to minimise the risk of accident, incident and injury in the workplace arising from the consumption of alcohol or other drugs. The purpose of this policy is to outline the strategies and processes that will be used by the City of Kalgoorlie-Boulder to manage the risks associated with use, or recent use, of alcohol or other drugs by persons on the Kalgoorlie-Boulder Airport.

In its administration of this Plan, the City of Kalgoorlie-Boulder takes a multi-strategy approach that incorporates education, support, testing and performance management. The policy is based on safety outcomes and not on whether a positive test result is illicit or legal.

**Responsible Department:** Airport  
**Adopted:** 23 Feb 2009

**Last Reviewed:** 25 Aug 2017      **Version:** 2.00



This policy also recognises permissible therapeutic drug use under the guidance of a physician or pharmacist.

Changes to the DAMP may be generated directly by the City or as directed by CASA. The information in that document will be updated by the Airport Manager as changes do occur.

**RELEVANT DOCUMENTS**

REPEAL





**POLICY: CS-CS-001**

**Kalgoorlie and Boulder Town Halls Collections**

**Purpose**

The purpose of this policy is:-

- To provide guidelines that ensures only items relative to the history of the Town Halls of Kalgoorlie and Boulder and to the activities of Local Government within the boundaries of the City of Kalgoorlie-Boulder.
- To ensure that when accepting items for display, there are adequate resources available to do so.

**Definitions**

Nil

**Statement**

**Guidelines**

**Policy for the Acceptance and Retention of Material on a Permanent basis**

**1.0 Appropriateness**

Collection of original materials and unique documents will be limited to those relating to the City of Kalgoorlie-Boulder and directly to the history of the Town Halls of Kalgoorlie and Boulder. The following are included in the City:

- Municipality of Kalgoorlie
- Municipality of Boulder
- Town of Kalgoorlie
- Shire of Kalgoorlie

Responsible Officer:	Manager Community Services	Version:	2.01
Adopted:	26 May 2008	Last Revised:	25/8/2014
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CS-CS-001 Kalgoorlie and Boulder Town Halls Collections

- Town of Boulder
- Shire of Boulder
- Kalgoorlie Roads Board

**Adequacy of Town Halls Resources and Procedures**

The City will only retain or accept items if adequate resources and procedures can be provided to preserve, document, store, display and interpret these items as applicable, in accordance with relevant professional standards. These resources may include adequate display and storage space, funds and staff.

**Physical Condition**

The City will only retain or accept items while their physical condition is such that they contribute to the purpose of the Town Halls.

The City will only accept items in good physical condition.

Where a possible acquisition has significant conservation needs the item may be acquired if the donor is prepared to substantially or wholly fund the conservation work or failing that the item is considered to be of such rarity or significance as to justify its acquisition in any event.

**Transfer of Ownership to the City of Kalgoorlie-Boulder**

Where possible all items accepted for display at the Town Halls will be accompanied by a document, the Donor Acknowledgement Form, giving full and unencumbered title of their ownership to the City of Kalgoorlie-Boulder without restriction as to use or future use or future disposition.

**Avoidance of Duplication**

Where possible the City will avoid unnecessary duplication of like or similar items.

Responsible Officer:	Manager Community Services	Version:	2.01
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**Safety**

The City will avoid accepting items that given reasonable safety precautions are still likely to endanger the health or safety of staff or the public.

**2.0 Loans Procedure**

- 2.1 The City may accept materials to be used in temporary exhibitions/displays for a period not exceeding 90 Days.
- 2.2 For the purpose of this policy 'temporary basis' means a period not exceeding 3 months.
- 2.3 Long term loans, also known as permanent loans will not be accepted unless approved by Council under special circumstances.
- 2.4 The City will only make outward loans, of specific duration (less than 90 days), to those societies or institutions that can guarantee in writing the safety and security of the City's artefacts. Loans will not be made to individuals.
- 2.5 All artefacts entering or leaving the Town Halls as loans will be accompanied by appropriate documentation setting forth the responsibilities of the lender and the borrower as regards the use, care, maintenance and insurance of the artefacts. Their condition will be described and the environmental conditions set forth, under which they will be transported and used. The date of the loan and the date of return will be clearly stated.

**3.0 De-accessions**

The City has the right to de-accession items over which it has legal control.

De-accessioning is the process by which items in the City's collection are removed from the collection and are made ready for disposal. Disposal is the means by which the item(s) are physically removed from the City's collection. There are legal and ethical considerations in disposing of objects and the process must be clearly followed and traceable.

The City may dispose of objects that have been de-accessioned or offered as unencumbered donations and do not meet the criteria of the City's collection

## CS-CS-001 Kalgoorlie and Boulder Town Halls Collections

policy, and are therefore not to be acquired. An item can be de-accessioned from the City's collection for the following reasons:

- the object does not comply with the current collection policy of the City;
- the object is damaged beyond repair;
- the conservation and storage costs for it are beyond the means of the City;
- it is a lesser quality duplicate of an object the City already owns;
- it lacks any supporting information to enable proper identification or to establish its relevance to the collection
- A substantial request for the return of the object to its original owner/donor is received. e.g. request for a sacred object to be returned to Indigenous peoples.

**General principles**

The most desirable outcome for a de-accessioned object is to return it to the donor or the donor's family. If this is not possible, then apply the following procedure:

1. transfer the object to another appropriate community organisation;
2. keep the object as an research/educative/interpretive tool or prop;
3. sell the object – auction is the most ethical way of doing this as it ensures a fair market price and the City is seen as not favouring any one person or organisation.
4. destroy the object as a last resort

**Updating records**

1. Objects that meet the criteria and are considered appropriate for de-accessioning will be presented to the CEO for endorsement and the result recorded in the Council minutes of meeting.
2. When the de-accession is approved, the object's Register entry, the Object Data Sheet and all other records will be amended with the date of de-accession, staff member's initials, and a line drawn diagonally through the record. "DE-ACCESSIONED" should be written diagonally across all paper

CS-CS-001 Kalgoorlie and Boulder Town Halls Collections

records (e.g. classification cards) belonging to the object. The object's number will then be removed from it. Cards, data sheets and all records will at all times be retained by the City.

3. If the item goes to another organisation record where it was sent and obtain a receipt.

**Relevant Documents**

REPEAL



**POLICY: CS-AL-004**

**Oval Lighting on Council Reserves Policy**

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**Purpose**

The Purpose of this policy is to:-

- Ensure that all users of reserves with lighting or otherwise are recorded and approved.
- Ensure that the City is able to recoup either part or all costs associated with lighting use costs on the City's reserves.
- Ensure user groups are responsible for either part or all costs associated with the City's reserve lighting.
- Support and encourage junior sporting competitions to play official fixtures in the evening under lights for the experience and/or for a safer environment.

**Definitions**

Nil

**Statement**

**1. Oval Bookings**

As per Policy 3.2 – Conditions of Use of Recreation Reserves, all user groups whether they are occasional or seasonal users, must apply for usage of required reserves in the official manner.

Responsible Officer:	Manager Arts & Leisure	Version:	1.01
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Distribution:	City of Kalgoorlie-Boulder Website, Policy Register		
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REPEAL

**2. Oval Lighting**

The requirement of using oval lighting within that reserve must also be applied for to ensure that the City is notified and the group is familiar with costs associated with such usage, should a fee be applicable to their use.

All applicable user groups using any level of the City’s reserve lighting, whether it be basic training or competition standard lighting will be responsible for meeting the lighting costs of their use, in accordance with that groups booking forms as approved by City Officers.

It is the responsibility of occasional or seasonal users to ensure that reserve lighting is turned off at the completion of any training and/or competition. Users who fail to comply with this request will be invoiced for total electricity costs and call out fees associated with the reserve lighting remaining on.

**3. Costs Associated**

The City of Kalgoorlie-Boulder has adopted and will maintain an annual Schedule of Fees and Charges with relevant hourly rates associated with the lighting costs appropriate for each individual reserve within the City’s control.

Oval lighting is charged at an hourly rate based on the times outlined below:

Summer	December to February	6:30pm onwards
Autumn	March to May	5:30pm onwards
Winter	June to August	5:00pm onwards
Spring	September to November	6:00pm onwards

**4. Junior Sport Discounted Lighting Fee**

In order to assist in promoting junior sport in Kalgoorlie-Boulder, the City of Kalgoorlie-Boulder will apply 33% of the ‘actual’ cost of oval lighting, which is being used by a junior sporting group for the purpose of an official competition fixture of which, has been approved by the City.

The definition of junior sport will be any official competition fixture that the participants are 17 years of age and under.

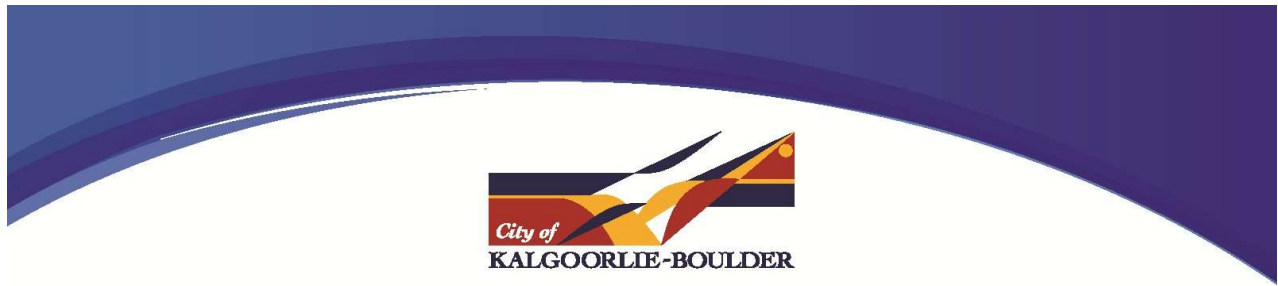


CS-AL-004 Oval Lighting on Council Reserves

Please note that the City has the right to exercise discretion in the event of unforeseen or unusual circumstances and that the discount is not applicable to training requirements or unofficial fixtures.

**Relevant Documents**

REPEAL



## **POLICY: EXEC-CEO-011**

### **PUBLIC QUESTION AND ACCESS TIME AT COUNCIL MEETINGS**

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#### **Purpose**

The purpose of this policy is to provide instruction for the public and Council to enable active participation by the public at Council Meetings in an orderly and effective manner.

#### **Definitions**

Public: Community

Council: Elected Members

Officer: Council staff

Presiding Person: Mayor or nominated Elected Member

#### **Statement**

The City's current Standing Orders Local Law 2013 section 3.3 Public Question Time: states

- (1) *Procedures for public question time are dealt with in Section 5.24 of the Act and Regulations 5, 6 and 7 of Regulations.*
- (2) *A Member of the public who raises a question during question time is to state his or her name and address.*
- (3) *Questions asked by members of the public are not to be accompanied by any statement reflecting adversely upon any member or employee.*

Responsible Officer:	Chief Executive Officer	Version:	1.00
Adopted:	4 <sup>th</sup> April 2016	Last Review:	
Distribution:	City of Kalgoorlie-Boulder Website, Policy Register		
Last printed:	13 April 2016	Page:	1 of 3
<i>Uncontrolled document when printed</i>			

REPEAL

EXEC-CEO-011 Public Question and Access Time at Council Meetings.docx

### **Public Question Time**

Question Time is held in accordance with Section 5.24 of the *Local Government Act 1995* and must be in accordance with Regulations 5, 6 and 7 of the *Local Government (Administration) Regulations 1996*.

A Public Question Time will be held in conjunction with the Ordinary Council Meeting.

- Questions are to be submitted to the Chief Executive Officer using the question form available on the City's website, or at the Administration Building no later than 30 minutes prior to the commencement of the Council Meeting.
- Each person is allowed a maximum of three (3) questions per meeting.
- Public will be invited to ask their questions stating their full name and address and will follow the directions of the Presiding Officer at all times.
- Questions requiring further research will be taken on notice and the answer provided in the agenda of the next Council Meeting.
- All three (3) questions must relate to an agenda item at that particular meeting or in the minutes of previous Ordinary Council Meetings.
- No debate or discussion will be permitted on any question or answer.
- The Presiding Officer can reject any question that does not relate to the agenda item, is defamatory or considered inappropriate.
- The Presiding Member may nominate an Elected Member or Officer to answer a question.
- The Presiding Officer reserves the right to terminate or extend Question Time at his/her discretion.

### **Public Access Session**

A Public access session will be held in conjunction with the Ordinary Council Meeting.

- The session will allow members of the public to address Council on any issue for 3 minutes.
- Comments, statements and ideas can be presented. Questions are not permitted.
- The public session will be limited to 5 presentations per meeting.
- Notification requesting public access are to be submitted in writing, identifying the topic to the Chief Executive Officer by 2pm on the day of the meeting.
- Public will be invited to address Council stating their full name and address and will follow the directions of the Presiding Officer at all times.

EXEC-CEO-011 Public Question and Access Time at Council Meetings.docx

- Individuals making statements on behalf of others or organisations must provide proof of authority to the Chief Executive Officer.
- The Presiding Officer can terminate any address that is considered aggressive, defamatory or considered inappropriate.
- The Presiding Officer reserves the right to terminate the Public Access Session at his/her discretion for any other reason.

### **Relevant Documents**

City of Kalgoorlie-Boulder Standing Orders Local Law 2013

Local Government Act 1995

Local Government (Administration) Regulations 1996.

REPEAL



## **POLICY: EXEC-CEO-012 RECORDING AND STREAMING OF COUNCIL MEETINGS**

### **PURPOSE**

Council will audio visual record Ordinary and Special Council Meetings to ensure a true and accurate account of the debate and discussions is available to assist in the preparation of the minutes of Council meetings and facilitate live streaming of meetings to the City's website. This policy provides guidelines for the audio visual recording and streaming.

### **STATEMENT**

In accordance with Sections 5.3 (1); 5.22 (1); 5.23 (1) of the *Local Government Act 1995*, Councils are required to hold ordinary meetings and special meetings that are open to the public and minutes of the proceedings are to be kept.

Council will audio visual record meetings to allow Council to meet its legislative requirement with respect to preparing accurate minutes of Council meetings that are open to the public in accordance with guidelines of the Audio Visual Recording and Streaming Procedure.

Where Council meetings are conducted electronically in accordance with regulation 14D of the *Local Government (Administration) Regulations 1996*, those meetings will be streamed and open to the public via electronic means only.

Council is committed to open, transparent and accountable decision making. Live streaming Council meetings to Council's website provides a flexible and convenient way for the wider community to access Council's decision making process.

<b>Policy Number:</b>	<b>EXEC-CEO-012</b>
<b>Previous Policy Number:</b>	
<b>Relevant Legislation:</b>	<i>Local Government Act 1995 s5.3(1), s5.22(1), s5.23(1) City of Kalgoorlie-Boulder Standing Orders Local Law 2013</i>
<b>Review Frequency:</b>	Biennial
<b>Business Unit:</b>	Chief Executive Officer

**Responsible Officer:** Manager Governance and Legal Services

**Responsible Department:** Chief Executive Officer  
**Adopted:** 27 March 2017  
**Last Reviewed:** 8 April 2020

REPEAL



## **POLICY: ENG-PR-002**

### **STREET TREES**

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#### **Purpose**

To maintain and develop the aesthetic and environmental value of the City's Streetscapes through effective management principals. To ensure there is consistency in the advice given to ratepayers regarding removal of trees, maintenance, and planting of street trees.

This policy details:-

- Planting of trees on road verges;
- The process for the removal of street trees;
- Pruning of Council street trees;
- Offences and penalties.

#### **Definitions**

#### **Statement**

##### **1. Planting of Trees on Verges**

- 1.1. The City will provide trees to residents from the City's nursery for planting on street verges at a rate of one tree per 10 lineal metres of verge, as plant stocks may be limited from the City's nursery, supply cannot be guaranteed.
- 1.2. The City will assist with the selection of a suitable tree species that is appropriate to the particular streetscape with due respect to factors such as safety, interference to services, litter potential and aesthetics.
- 1.3. Upon request from a property owner, the City will make arrangements for the planting of a street tree deemed suitable for the street environment. Planting will be undertaken by the City between the months of May to August.



Responsible Officer:	Manager Parks and Reserves	Version:	2.00
Adopted:	26 May 2008	Last Review:	25/8/2014
Distribution:	City of Kalgoorlie-Boulder Website, Policy Register		
Last printed:	1 September 2014	Page:	1 of 4
<i>Uncontrolled document when printed</i>			

REPEAL

- 1.4. Planting and watering of the tree will be the responsibility of the ratepayer once supplied.
- 1.5. Ratepayers may request a tree of their own choice for consideration by Council in writing. Approval cannot be considered until such time as Council has assessed the site requirements and issued a permit to proceed. It will be the responsibility of the applicant to supply their own plants in such circumstances.
- 1.6. Street trees are to be planted in accordance with the following guidelines:-
  - 1.6.1 in alignment with existing street trees, usually at a distance between 2.4 and 3 metres from the private property front boundary line.
  - 1.6.2 at 10 metre intervals between trees in general planted central to the average size house block.
  - 1.6.3 a minimum of 2 metres from the road.
  - 1.6.4 a minimum of 3 metres from a driveway crossover.
  - 1.6.5 a minimum of 5 metres from a Western Power pole.
  - 1.6.6 a minimum of 3 metres from a Western Power support pole.
  - 1.6.7 a minimum of 2 metres from a water, sewerage or gas property service.
  - 1.6.8 a minimum of 3 metres from water hydrants and valves, sewerage access chambers, communications access pits.
  - 1.6.9 a minimum of 6 metres from the corner property boundary at traffic intersections.

\*Council will assist with alignments should inconsistencies arise.

## **2. Removal of Street Trees**

- 2.1 Council will only process those requests for street tree removal that have been received in writing.
- 2.2 Approval to remove the tree will only be granted after establishment of sufficient justification, and where appropriate, inspection by an authorised Council officer.
- 2.3 Permission will not be granted for a tree removal if the tree is registered as a tree of significance by the National Trust of Australia (W.A.).
- 2.4 Development proposals which require the removal of street trees will be considered through internal consultation and agreement between the City's

ENG-PR-002 Street Trees

Planning, Building and Engineering Services, and Council if appropriate. Property developers are to prepare proposals which, as far as practicable, avoid the need for street tree removal.

- 2.5 Council reserves the right to remove any street tree without notification in circumstances of potential hazard to the public, property or interference with public services.
- 2.6 Council will grant permits to ratepayers, developers, and public service providers to remove street trees from road verges, in accordance with the following criteria:-
  - 2.6.1 considered by Council to be a substantiated hazard to the public.
  - 2.6.2 causing justified nuisance to the public or service providers.
  - 2.6.3 identified as causing interference to public services.
  - 2.6.4 necessary for the installation of new public service infrastructure.
  - 2.6.5 absolutely necessary for residential and industrial development.
- 2.7 Approvals granted are conditional to the following conditions as follows:-
  - 2.7.1 the responsibility to remove and dispose of the tree rests with the applicant.
  - 2.7.2 all activities related to the removal of street trees are to be carried out in accordance with WorkSafe Australia requirements.
  - 2.7.3 the responsibility for any damage to property and/or services attributable to the removal of the tree will be borne solely by the applicant.
  - 2.7.4 there being no cost or liability to Council in any respect.

### **3. Pruning of Street Trees**

- 3.1 Pruning of street trees may not be undertaken by anyone other than City operational staff, or the City's nominated contractor.
- 3.2 Tree works requests may be made to the City by the public, developers and service providers, for pruning of street trees. A suitably qualified Council officer will inspect the tree and determine the urgency of the request and action as necessary. Should the tree pose an immediate hazard to the public, the

ENG-PR-002 Street Trees

request will be dealt with as soon as practicable, otherwise the response will be in accordance with the tree pruning contractors approved works program.

- 3.3 All tree pruning operations will be conducted in accordance with the Code of Practice for Climbing, Pruning, Maintaining and Removal of Trees (THE TREE GUILD OF WA INC), Australian Standard AS4373-2007 Pruning of Amenity Trees and the Office of Energy Safety, Guidelines for the Management of Vegetation near Power lines.

#### **4. Offences and Penalties**

- 4.1 Failure to comply with the guidelines of this policy will be regarded as an offence, and penalties shall be applied in accordance with the *Local Government Act 1995* and the “Activities on Thoroughfares and Trading in Thoroughfares and Public Places Local Law”, City of Kalgoorlie-Boulder.
- 4.2 Wilful or indiscriminate damage to street trees without a permit, will be regarded as a serious breach and penalties may be applied to the extent of the law.

#### **Relevant Documents**



## **POLICY: ENG-AIR-002 TANDEM PARACHUTE OPERATIONS**

### **PURPOSE**

This policy was developed to set out the guidelines and conditions for the conduct of tandem parachute operations external to, but in the vicinity of, the Kalgoorlie-Boulder Airport and, more generally, within the Kalgoorlie-Boulder townsite.

### **DEFINITIONS**

Nil

### **STATEMENT**

1. Tandem Parachute Operations – Kalgoorlie-Boulder Airport
  - (a) No parachute drops of any type are permitted onto the Kalgoorlie-Boulder Airport.
  - (b) The conduct of tandem parachute operations external to, but in the vicinity of, the Kalgoorlie-Boulder Airport and within the Kalgoorlie-Boulder townsite generally shall strictly accord with the conditions stipulated herein.
  - (c) The conduct of such operations will be the subject of individual operator approval by the City of Kalgoorlie-Boulder.
  - (d) Prior to granting approval, the City will first require production of evidence from the Australian Parachute Federation (APF) as to the qualifications of the applicants.
  
2. Tandem Parachute Operations
  - (a) General Conditions
    - (i) Parachutists must not be dropped within 15 minutes prior to the estimated time of arrival of an RPT aircraft, unless the two aircraft are in direct communication and the exit can be completed such that all parachutists have landed prior to the arrival of the RPT aircraft in the circuit area. Once the RPT aircraft has landed and taxied clear of the runway, the exit of parachutists may proceed provided there is no other conflicting traffic

**Responsible Department:** Airport  
**Adopted:** 26 May 2008  
**Last Reviewed:** 25 Aug 2017      **Version:** 1.00



- (ii) When a departing RPT aircraft has broadcast taxiing for departure, parachutists must not be permitted to commence a descent until the RPT aircraft is clear of the circling area.
  - (iii) No tandem parachute drops are to take place whilst there are any aircraft in the circuit area (other than the drop aircraft). This includes aircraft in the process of landing and taking-off.
  - (iv) The Chief Executive Officer is authorised to suspend or withdraw the approval for tandem parachute operations for any breach of safety or for any departure whatsoever from the conditions imposed herein and any such decision will apply forthwith.
  - (v) Tandem parachuting times of operation are to be the subject of specific approval by the Chief Executive Officer. In relation to requests for operational approval for tandem parachute operations on weekends, long-weekends and public holidays, a schedule of requested times and dates shall be submitted in writing at least 14 days before to apply in relation to the next succeeding calendar month.
  - (vi) The tandem parachute operators shall inform the Chief Executive Officer as to any other times for which they seek approval. The Chief Executive Officer will consider such requests taking into account operational considerations as well as conditions that may impact on other users. The Chief Executive Officer's decision in this matter shall also be final.
  - (vii) This policy will be subject to review as required.
- (b) Appeal Provisions  
In relation to any instance where the Chief Executive Officer has exercised his authority under condition (iv), it shall be open to the affected tandem parachuting operator to appeal that decision to Council.
- (c) Public Liability Insurance Coverage  
Each person allowed through this Policy to conduct tandem parachute operations from the Kalgoorlie-Boulder Airport shall maintain a minimum Public Liability Insurance policy coverage of at least \$20 million.

## RELEVANT DOCUMENTS



## **POLICY: CS-CS-003 WILLIAM GRUNDT MEMORIAL LIBRARY COLLECTION**

### **PURPOSE**

The purpose of the William Grundt Memorial Library is to provide all members of the community with a selection of books and other materials to aid the individual in the pursuit of recreation and lifelong learning and to foster a love of reading.

### **DEFINITIONS**

Nil

### **STATEMENT**

#### **1. The Public Library Service in Western Australia**

Public Library services in Western Australia are provided by a partnership between individual local authorities and the State Government through the Library Board of Western Australia.

#### **2. Responsibility for Selection**

The ultimate responsibility for selection of library materials rests with the Coordinator of Library and Heritage Services who operates within the framework of the policies determined by the City of Kalgoorlie-Boulder. This responsibility may be shared with other members of the library staff; however, because they must be available to answer to the Council and the general public for actual selections made, the Coordinator has the authority to reject or select any item contrary to the recommendations of the staff.

#### **3. Methods of Selection**

Library materials may be purchased from library suppliers, local retail outlets, subscription agencies or selected through an exchange of stock arrangement with the State Library of WA.

**Responsible Department:**  
**Adopted:** 26 May 2008  
**Last Reviewed:** 25 Aug 2017

Community Services  
**Version:** 4.00

REPEAL





#### 4. Criteria for Selection

The main points considered in the selection of materials are:

- individual merit of each item
- popular appeal/demand
- suitability of material for the clientele
- existing library holdings
- budget

Reviews are a major source of information about new materials. The lack of a review or an unfavourable review shall not be the sole reason for rejecting a title which is in demand. Consideration is, therefore, given to requests from library patrons and books discussed on public media. Materials are judged on the basis of the work as a whole, not on a part taken out of context.

#### 5. Collection Evaluation and Assessment

The collection needs continuous evaluation to ensure that the library is fulfilling its goal to provide materials in a timely manner to meet patrons' interests and needs. Statistical tools (circulation reports, collection turnover and fill rates) as well as patron input via community surveys, requests for titles and feedback are also useful in evaluating the collection.

#### 6. Collection Weeding

An up-to-date, attractive and useful collection is maintained through a continual weeding and replacement process. Replacement of worn volumes is dependent upon current demand, usefulness, more recent acquisitions, and availability of newer editions. This ongoing process of weeding is the responsibility of the library. Withdrawn materials will be identified as per the guidelines set by the State Library of Western Australia Discard Criteria and appropriate actions identified for disposal. As a guide, items are identified for withdrawal when they are:

- factually inaccurate or obsolete
- worn beyond repair
- not circulated in a three-year period
- superseded by a new edition or a better title on the topic
- of no discernible literary or topical merit



- irrelevant to the needs of the community served

## **7. Scope of Collection**

### Adult Fiction

The Fiction collection provides recreational reading material and major works of literature. It includes contemporary literature, bestsellers, award winners, classics and popular genre titles. There is an emphasis on recently published material and fiction by Australian authors.

### Adult Non Fiction

The purpose of this collection is to provide information on a wide range of topics of interest to library users of all ages and at a level appropriate for our communities. The collection is also widely used for recreational reading. There is a strong emphasis on recently published material and Australian content. Biographies are housed together to enhance access.

Collection is supplemented by online databases subscribed to through the State Library of Western Australia and available via the website and/or the SLWA website.

### Magazines

Magazines provide information on a wide range of popular topics and culture. They are produced frequently and regularly, so are an excellent source of information on topics where currency is particularly important such as current affairs, business, sport and popular culture. A selection of popular titles that reflect the information needs and leisure interests of the community. Selection is enhanced through the surveying of clients' preferences.

The magazine collection contains titles for adults, young adults and children.

Magazine subscriptions are reviewed annually and are supplemented by online subscription through State Library of Western Australia.

### Reference Collection

The purpose of these collections is to provide current and accurate information on a wide range of subjects to all age groups. Traditionally, reference collections have been in print format and owned by the library. Reference information sources online are replacing hard copy for immediate current information. Access to this format is a key and developing aspect of the library's role as an authoritative information provider.



All reference collections are supplemented by online databases subscribed to through the State Library of Western Australia and available via the website and/or the SLWA website.

#### Electronic Resources

The Digital Collection provides access to a selection of e-resources that support the information and recreational needs of the community. Resources cater for children of all ages, students, local and family history researchers, and people learning languages.

The collection includes: e-audiobooks, e-books, e-magazines, digital newspapers, online streamed films, downloadable music, and other online resources for education, recreation or research.

Material is selected according to design and content, anticipated demand, relevance to community, accessibility, technical support, usage statistics and cost comparison to physical items. Some material does not have standard film classification ratings. New and emerging formats will be considered and trialed as appropriate.

The Checking of links ensures that they are still accessible and provides an opportunity to re-evaluate sites. The web is a dynamic medium and constant review is essential. Statistics are kept to assist in policy-making.

Access to these resources is currently through consortia purchasing and partnership arrangements with the State Library of Western Australia.

#### Junior Fiction

This collection is designed to provide children with a wide range of recreational reading supporting varying levels of reading ability and interest. The collection will encourage children to enjoy reading, refine their level of skill and stimulate creativity and interest.

All types of fiction are included with a focus on recent and popular material. Classic authors and award winning titles are included. Classics and contemporary fiction in paperback and hardcover format are offered. A high turnover paperback collection, housed on paperback stands, includes key popular series fiction editions.

It aims to provide for children beginning reading up to twelve years of age.

#### Junior Non Fiction

The purpose of this collection is to provide educational and recreational titles that will satisfy a child's curiosity and stimulate their drive to learn.

The collection aims to provide current and relevant materials suited to the varied developmental levels, reading abilities and subject interests of children. The collection



will support information requests at a recreational level as well as provide support to educational learning. A wide range of subjects is selected with an emphasis on material published in Australia and/or with Australian content. Titles should be accurate, attractive in layout, highly readable and current.

#### Picture Books

An extensive collection of picture books emphasizes recently published Australian material to meet the developmental needs of children from infancy to early primary school years. The range of picture books will enable the sharing of stories, rhyme and information at levels appropriate to these age groups. A variety of experiences, settings, themes, feelings, situations, characters, artwork and language are introduced. Classic and award winning picture books as well as popular authors and illustrators feature in the collection.

#### Young Adult Fiction

The purpose of this collection is to provide a wide range of recreational reading aimed at the varying levels of reading, maturity and interests of young adults. All themes and genres as appropriate to the age group are included. The collection includes a strong emphasis on Australian authors as well as international authors and award winning titles. The paperback format is emphasized as the preferred format for young adults. Hardcover editions of some material are collected to provide the collection with durability. Series fiction, popular, recent and classic titles are included. Young adult fiction also includes a collection of audio books that support the print collection providing resources for young people who are sight impaired or dyslexic. It aims to provide for young people aged 13 to 25.

#### Young Adult Non Fiction

The purpose of this collection is to provide informational, educational and recreational titles that reflect the needs of young adults. Specific emphasis is placed on subjects of particular relevance to this age group such as life skills, health and sexuality and recreational interests.

#### Large Print

This is a collection of fiction and non-fiction collections books aimed for library patrons who have low vision or difficulty reading standard print. The collection includes adult English fiction and non-fiction collections.



#### Ephemera Materials

Maintain Government/Council publications for display and consultation while they contain current information.

#### Audio-Visual

This material provides viewing, listening and/or instructional material to enhance the print collection. Junior material supports early learning and recreational viewing.

A wide range of formats is included and new emerging formats may be considered upon an assessment of their suitability.

#### Local History

Material relating to the local area is collected in various formats for use in the library. Inter-library loan of these items is at the discretion of the Coordinator of Library & Heritage Services.

#### Indigenous Resources

Resources of interest and relevance to Indigenous peoples where available sourced for all collections. All resources with specific Indigenous content is identified using Aboriginal or Torres Strait Islander spine labels to facilitate access.

#### Languages Other than English

Material is available in a range of languages to support clients whose original language is not English, or those clients learning languages other than English or wishing to read a language other than English. This material may be on loan from other libraries and not form part of the permanent stock of the library.

LOTE collections aim to meet the needs of non-English speaking communities within the City of Kalgoorlie-Boulder based on current demographic data. The collections also aim to serve the needs of newly-arrived migrants in learning English and acquiring literacy skills to function effectively in an English-speaking environment.

We will aim to develop collections which provide a high level of access to materials in key community languages in a range of formats. New LOTE collections are established in line with demand or as requested.

Staff who speak other community languages may facilitate the development and promotion of the collections.

### **8. Interlibrary Loan**

The library cannot collect comprehensively in every subject area due to a number of factors including space and budget, therefore, interlibrary loan is used to obtain from



other libraries those materials that are beyond the scope of this library's collection. In return for utilising interlibrary loan to satisfy the needs of our patrons, the William Grundt Memorial Library may choose to lend its materials to other libraries through the same interlibrary loan network, and to make an effort to have its current holdings listed in a tool that is accessible by other libraries throughout the state.

**Charges apply on request of items from other libraries and are set annually as per the City of Kalgoorlie-Boulder Schedule of Fees & Charges. Additional charges may be incurred if the item is requested from interstate and this charge is determined by the State Library of Western Australia.**

#### **9. Gifts and Donations**

The library accepts gifts of books and other materials with the understanding that they will be added to the collection only if appropriate and needed. If they are not needed because of duplication, poor condition, or dated information the library administrator may dispose of them as they see fit. The same criteria for selection that is applied to purchase materials is also applied to gifts.

Donated items suitable for inclusion in the general lending collections must:

- meet the basic selection guidelines
- be published material in demand
- be in an appropriate format for public library usage
- be in robust condition ready for loan

Donated material accepted into the collection will be reviewed on a regular basis.

#### **10. Censorship and Intellectual Freedom**

Although materials are carefully selected, differences of opinion may arise regarding suitable materials. The William Grundt Memorial Library refers issues related to censorship to the ALIA's *Statement on free access to information* (2001),

The William Grundt Memorial Library defends the right to provide an unbiased source of recorded knowledge and ideas for all clients. The collection aims to be representative and balanced. The State Library does not initiate censorship of any material, although it is obliged to abide by Commonwealth and State Government law on banned and restricted publications.



## RELEVANT DOCUMENTS

Vision 2025 and Framework for Strategic Action

ALIA, Statement on Free Access to Information (2001)

Discard of SLWA Library Material retained by Public Libraries

Discard Criteria for use by Public Libraries

REPEAL



## **POLICY: CS-CS-004 WILLIAM GRUNDT MEMORIAL LIBRARY MEMBERSHIP**

### **PURPOSE**

The purpose of this policy is to outline the terms and conditions of membership to the William Grundt Memorial Library.

### **DEFINITIONS**

Nil

### **STATEMENT**

#### **1. General Membership Eligibility**

Membership of the Library is free and available to any individual who satisfies the identification requirements outlined in section 2.

Membership of the library is governed by the Library Board of Western Australia Act 1951 and any regulation made under that Act.

#### **2. Registration Requirements**

Persons wishing to register as a member of the library must complete and sign a Membership form. To register as a member current proof of name and home address is required. Applicants are required to provide two forms of identification, one of which must show the name and current address of the applicant. Acceptable forms of identification must be current and may include:

- Current Driver's licence.
- Medicare card
- Postmarked *official* letter. An official document, which highlights address or mailing address (e.g. utility bill, rates notice, invoice, etc.)

Membership can be completed electronically in some circumstances and this is at the discretion of Management. Persons have 21 days to validate their membership by providing ID as outlined above, they will then be issued with a library membership card.



**Responsible Department:**  
**Adopted:** 26 May 2008  
**Last Reviewed:** 25 Aug 2017

Community Services  
**Version:** 5.00

REPEAL



### 3. Applications under 18 years of age

Applicants under the age of 18 years require a guarantor (such as a parent or guardian) who fulfils the above requirements, to complete the registration form on their behalf and sign the form.

The parent or guardian will be held responsible for items borrowed on their child's card. Should the borrowing rights of the child be suspended, all other cards held by the family are also suspended until the items are returned or the account is paid.

Parents/guardians who are already members of William Grundt Memorial Library may register their children by presenting their own library card and one other form of identification [including a credit card, Medicare card or similar].

The parent/guardian's membership record must be current and clear of any fines or overdue items. Parents/guardians with exceptions on their membership records cannot present their library membership card as proof of identification and must satisfy the identification requirements outlined in section 2 when registering children as members.

### 4. Membership Categories

The Library provides a range of services for community members in Kalgoorlie-Boulder. Collection development is aided by the use of specific categories. These categories are not intended as barriers for clients, but rather as administrative guides.

Membership categories include but are not limited to:

- Adult – 18+.
- Junior – Under 12.
- Young Adult – 13 to 17.
- Temporary.
- Housebound.
- Corporate.
- Probationary.

### 5. Temporary Membership

Temporary membership is not available to persons with no valid proof of address or with no local address. It is available to persons who have been residing at temporary accommodation, such as caravan parks/villages and boarding houses for less than six



months. Identification and proof of address must be produced. This membership category has restricted borrowing rights.

**6. Housebound Readers**

Persons who are unable to visit the Library due to cognitive or physical disabilities, may apply for the housebound service. This also applies to temporary illness or disability that would see a person unable to access the library in person as a result of an accident e.g. a broken leg. The service will be provided until the person is able to attend the library in person or has assistance such as HACC or Silver Chain that could enable them to visit the library.

**7. Probationary Membership**

Probationary membership is given to persons who have had their library membership reinstated after a suspension. After three months, the customer is given full membership again, provided no suspensions have taken place during the three-month probationary period. This membership category has restricted borrowing rights.

**8. Library Membership Card**

Each registered member is provided with a library membership card that can be utilised at the library and for remote access to databases and their personal details through the online catalogue. The card remains the property of City of Kalgoorlie-Boulder Council. This card is provided for the specific applicant. The library member is responsible for any costs incurred from incorrect use of his or her library membership card.

The library membership card should be presented when the customer wishes to borrow items – if this is not available staff may, at their discretion, accept other means of identification. Refusal to loan without the library membership card is acceptable.

A current driver's licence can be presented as a second form of identification on 2 consecutive occasions, but must be accompanied by another acceptable form of identification that includes name and address. After this time a library membership card will need to be shown or a replacement library membership card purchased.

**9. Lost or Stolen Library membership Cards**

Library customers are required to notify library staff of lost or stolen library membership cards. This should be done as soon as possible to prevent unauthorised use of the card. A replacement charge is levied for lost membership cards.

**10. Correct Membership Information**

Any changes to membership information, including name, address and telephone



numbers must be notified to the library. Library members can do this in person, in writing, or by e-mailing mailbag@ckb.wa.gov.au.

#### **11. Membership Renewal**

Library members will be asked to renew their general membership every year, at which time customer details are updated. Those members who do not use their library membership card or update details within 12 months of the renewal date will be deleted from the library membership database.

#### **12. Suspension or Withdrawal of Membership**

In the event of a library member refusing to pay any of the fees and charges authorised under the Local Government Act 1995, (Section 6) and regulations made there under, or any other relevant legislation, his or her library membership may be suspended or withdrawn.

Library members not abiding by any Library Policy or section of Library Board (Registered Public Libraries) Regulations 1985 may have their library membership withdrawn.

#### **13. Rules of the Library**

*Library Board (Registered Public Libraries) Regulations 1985* provide guidelines for the conduct in libraries and of libraries and librarians. These include;

- Library members are responsible for all items borrowed on the library membership card issued in their name.
- The member who borrowed the item must pay for any item lost, stolen or damaged whilst issued.
- Items will not be issued to members who owe money for outstanding items.

Behaviour that is socially unacceptable will not be tolerated in the library.

#### **14. Overdue Items**

Customers with items on loan are sent a reminder email 3 days before the due date of the item(s).

Customers with items, which become overdue, are sent a reminder email 1 day after the due date of the item(s) and then another email reminder is sent 14 days after the due date of the item.

If this notice is disregarded, a telephone call may be made to the customer requesting the immediate return of the item(s). Fees will be charged as set out in the annual Fees



and Charges schedule to cover all costs associated with telephone calls made in relation to recovering overdue items.

Item(s) that remain outstanding after 21 days from the due date of the item are assumed lost and an invoice is raised for the replacement cost(s). Borrowing rights are suspended at this stage and can only be reinstated if overdue items are returned or replacement costs are paid.

A Long Overdue letter is issued after another seven days in the instance that no response has been received from the library member. Fees will be charged as set out in the annual Fees and Charges Schedule to cover all costs associated with the mailing of letters to recover overdue items.

#### **15. Membership Form**

By signing the Membership Form, the customer agrees to all aspects of the Membership Policy.

## **RELEVANT DOCUMENTS**

Library Board of Western Australia Act 1951

Library Board (Registered Public Libraries) Regulations 1985

CKB Fees and Charges Schedule



City of  
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## ASSET MANAGEMENT

POLICY NUMBER: CORP-AP-003

### PURPOSE

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To provide a framework for the City to undertake the long-term sustainable management of its infrastructure and other associated assets by:

- Ensuring that the City's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment;
- Creating an environment where all City employees form an integral part in overall management of City assets by creating and sustaining asset management awareness throughout the organisation by training and development;
- Meeting legislative requirements for asset management and reporting through the integrated planning and reporting framework;
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated; and
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

### SCOPE

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This policy applies to all City activities.

### DEFINITIONS

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**City** means the City of Kalgoorlie-Boulder.

**Asset Management Plan** means long-term plans (usually 10-30 years or more for infrastructure assets) that outline the asset activities and programs for each service area and resources applied to provide a defined level of service in the most cost effective way.

**Infrastructure Assets** means fixed assets (or networks), for example, roads, parks, sewerage, public buildings, etc., that serve the community or are for public use and where the system is or assets are as a whole intended to be operated, used and maintained indefinitely.

**Integrated Planning and Reporting Framework** means a framework for establishing community priorities and linking this information into different parts of a local Government functions.



**Minister** means the Minister of the Department of Local Government, Sport and Cultural Industries (or such other state government department charged with authority over local governments).

**National Assessment Framework** means the National Assessment Framework created by the Local Government and Planning Minister's Council to help local government to evaluate progress to implement the Local Government Financial Sustainability Nationally Consistent Frameworks.

**Upgrade/New** means works to provide new facilities or works to upgrade facilities with enhanced capacity or performance capability.

**Renewal** means works to refurbish or replace existing facilities with facilities of equivalent capacity or performance capability.

**Sustainability** means meeting the needs of the future by balancing social, economic, cultural and environmental outcomes or needs when making decisions today.

## POLICY STATEMENT

The City is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of the City. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with the City's priorities for service delivery.

## POLICY DETAILS

### City's principles and best practices to be adopted

The City will adopt and embed the following principles and recognised best practices in developing and maintaining consistent asset management practices within the City.

The City will:

1. Adopt asset management principles to assist the City in achieving its strategic longer-term plan and long-term financial objectives;
2. Maintain a consistent asset management strategy for implementing systematic asset management and appropriate asset management best-practice throughout all departments within the City;
3. Take in account all relevant legislative requirements together with political, social and economic environments in asset management;
4. Integrate asset management principles within existing planning and operational processes;
5. Develop Asset Management Plans for major service/ Infrastructure Asset categories, such plans being informed by community consultation, financial planning and reporting;
6. Use an inspection regime as part of asset management to ensure agreed service levels are maintained and to identify asset Upgrade or Renewal priorities;
7. Use asset Renewals or Upgrades as detailed in approved Asset Management Plans required to meet agreed service levels as identified in relevant adopted Asset Management Plans as the basis of the annual budget estimates and long term financial planning;



8. Apply systematic and cyclic reviews to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards, Australian Accounting Standards and the City's Accounting Policy;
9. Ensure asset planning and management has a direct link with the City's corporate and business plans, including its strategic and the long-term financial plans, budgets and reporting process;
10. In developing the long term financial plan and the annual budget, the level of asset Renewal or Upgrade will be set to ensure that Council assets are maintained at the service levels as defined in the relevant Asset Management Plans while referencing the target level of asset Renewal/Upgrade expenditure required by the Integrated Planning and Reporting Framework and Minister;
11. Make asset management decisions based on service delivery needs and the benefits and risks of assets. Consideration of options should take into account lifecycle cost for the asset;
12. Ensure Renewal or Upgrade projects funded by grants include full lifecycle (whole of life costs) as part of project evaluation;
13. Categorise financial and asset management reporting in terms of operational, maintenance, Renewal, Upgrade, expansion and new expenditure classification to enable sound asset management decisions;
14. Ensure councillors and staff with asset and financial responsibilities are appropriately briefed and trained in relevant asset and financial management principles, practices and processes;
15. Operate via an asset management strategy and objectives which are aligned with this policy which are consistent with Council's strategic plans; and
16. Align asset management maturity to the National Assessment Framework.

## COMPLIANCE REQUIREMENTS

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Section 5.56 *Local Government Act 1995*

Regulation 19DA *Local Government (Administration) Regulations 1996*

## RELEVANT DOCUMENTS

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Asset Management Strategy

Asset Management Plans.

Integrated Planning and Reporting Framework

Australian Standards

Australian Accounting Standards

City of Kalgoorlie-Boulder Accounting Policy (Corp-F-004)





DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		
Date of last review		Policy reviewed and amended
Date of next review		





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## COMMUNITY ASSISTANCE SCHEME POLICY

**POLICY NUMBER: CS-AL-009**

### PURPOSE

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This policy provides guidance to City officers and Council in the application of the Community Assistance Scheme.

### SCOPE

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This policy applies to all applications for Community Assistance Scheme funding.

### DEFINITIONS

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**City** means the City of Kalgoorlie-Boulder.

**CEO** means the Chief Executive Officer of the City.

**Community Assistance Scheme** means the City's scheme to provide financial support for not-for-profit organisations and community groups within Kalgoorlie-Boulder, comprising:

1. Community Grant Program; and
2. Annual Grant Program.

**Council** means the body of elected members that governs the City.

### POLICY STATEMENT

---

The City is committed to providing financial support to eligible not-for-profit organisations and community groups within Kalgoorlie-Boulder to undertake projects and activities that strengthen and enhance the social well-being, development and sustainability of the Kalgoorlie-Boulder community.

### POLICY DETAILS

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#### 1. Community Assistance Scheme

- a. The Community Assistance Scheme is inclusive of the:
  - i. Community Grant Program; and
  - ii. Annual Grant Program.



- b. An application made under this policy must be provided using the form found on the City’s website.

**2. Community Grant Program**

- a. In its annual budget, Council will allocate funding for the Community Grant Program to be applied by City officers in the relevant budget year.
- b. The Community Grant Program consists of four (4) categories:
  - Major grants: over \$10,000, approved by Council;
  - Minor grants: under \$10,000, approved by Director – Community Development;
  - Outstanding Individual Grants: up to \$500 for intrastate travel, \$750 for interstate travel and \$1,000 for overseas travel. (Association application for multiple participants may be eligible for up to \$5,000. The value will be determined with the following scale.

Intrastate travel per association	Up to the value of \$5,000 with the maximum allocation of \$500 per participant.
Interstate travel per association	Up to the value of \$5,000 with the maximum allocation of \$750 per participant.
Overseas travel per association	Up to the value of \$5,000 with the maximum allocation of \$1,000 per participant.

- Waiver of hire fees for City venues.
- c. In its annual budget, Council will allocate funding for the Community Grant Program to be administered by City officers throughout the relevant budget year.
- d. Applications for the Community Grant Program can be made by eligible applicants at any time and will be administered by City officers with available funding distributed across the financial year.
- e. An application may be declined due to:
  - i. grant funds having been depleted;
  - ii. applicants not meeting the eligibility criteria; or
  - iii. is an organisation that is ineligible for funding.



### 3. Annual Grant Program

- a. In its annual budget, Council will allocate funding for the Annual Grant Program to be administered by City officers throughout the relevant budget year.
- b. The Annual Grant Program application period will be from the second Monday in February and close on the last Friday in April.
- c. Applications will be administered by City officers using criteria set out in clause 3(d) of this policy, with recommendations referred to Council and final decisions (regarding success of application and amount to be allocated) made by Council as part of the budget adoption process.
- d. The allocation of the Annual Grant Program funding will be determined by:
  - Applications that meet the Annual Grant Guidelines available on the City's website;
  - Alignment with the City's Strategic Community Plan; and
  - The City's financial capacity.

### 4. Guidelines

The City will from time to time develop, maintain and implement guidelines with respect to the implementation of this policy.

### 5. Reserved rights of the City

- a. The City and Council reserve the right to not support applications made under this policy.
- b. An applicant who has or is reasonably suspected to have canvassed Councillors may have their application rejected. Failure to satisfactorily complete the evaluation and acquittal requirements will disqualify recipients from further grants or financial assistance from the City.

## COMPLIANCE REQUIREMENTS

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Not applicable

## RELEVANT DOCUMENTS

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CAS Guidelines

CAS Grant Application Form

Outstanding Individual Grant Guidelines



Outstanding Individual Grant Application Form

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



## DISPLAY OF EVENTS ON THE CITY'S ELECTRONIC NOTICEBOARD POLICY

**POLICY NUMBER: CS-AL-003**

### PURPOSE

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The purpose of this policy is to provide users with a clear understanding of the process for the display of community events on the City's ECEB.

### SCOPE

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This policy applies to all community members who display signs on the ECEB and all City officers who administer bookings for the ECEB and manage the display.

### DEFINITIONS

---

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**ECEB** means the City's electronic coming events board located on Hannan Street, outside the City's administration building.

### POLICY STATEMENT

---

The City recognises the benefit of providing services to the community to allow advertising of upcoming community events and activities and has developed this policy to provide consistency and clarity in how community members can benefit from use of the City's ECEB.

### POLICY DETAILS

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#### 1. Guidelines

The City will develop, maintain and implement guidelines for the use of the ECEB by the community.



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## COMPLIANCE REQUIREMENTS

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Not applicable.

## RELEVANT DOCUMENTS

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Application Form

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		





## HIRE OF EQUIPMENT POLICY

**POLICY NUMBER: CS-AL-008**

### PURPOSE

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The purpose of this policy is to provide users with a clear understanding of their responsibilities when hiring the Equipment made available to the community.

### SCOPE

---

This policy applies to all community members seeking to hire the Equipment and all City officers with responsibility for managing that hire.

### DEFINITIONS

---

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**Commercial hirers** means those who undertake activities for the purpose of generating profit.

**Equipment** means equipment owned by the City or held on behalf of GVROC as listed in the management guidelines.

**GVROC** means Goldfields Voluntary Regional Organisation of Councils.

### POLICY STATEMENT

---

The City supports the Kalgoorlie-Boulder's community undertaking activities or events and has established this policy to provide clarity and consistency in how Equipment is hired to the community.

### POLICY DETAILS

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#### 1. Management guidelines

The City will develop, maintain and implement guidelines for the management of hire of Equipment and will publish these guidelines on the City's website.



**2. Hire of equipment**

- a. The City will hire Equipment to community members on application by the community member, subject to the terms and conditions of hire set out in the management guidelines and the City’s relevant application form.
- b. The City shall charge fees for the hire as set out in the annual Schedule of Fees and Charges and the management guidelines.

**COMPLIANCE REQUIREMENTS**

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**RELEVANT DOCUMENTS**

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Information and Guidelines Portable Community Event Equipment (GVROC)  
 GVROC Equipment Hire Agreement

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



## FOUR TONNE RESIDENTIAL TIP PASS POLICY

**POLICY NUMBER: DS-SWM-002**

### PURPOSE

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The purpose of this policy is to establish criteria for which a residential property owner is eligible to obtain a free Four Tonne Residential Tip Pass to dispose of domestic refuse at the Yarri Road Refuse Facility.

### SCOPE

---

This policy applies to all Kalgoorlie-Boulder residential property owners who are eligible for the Four Tonne Residential Tip Pass pursuant to this policy and all City officers with responsibility for managing that.

### DEFINITIONS

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**Applicant** means a residential property owner or an individual acting on behalf of the residential owner, who has submitted the 'Four Tonne Residential Tip Pass Declaration Form'.

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**Commercial refuse** means all waste streams arising from commercial, industrial or mining activities. This specifically includes:

- Concrete
- Bricks
- Building waste/rubble
- Construction and demolition materials
- Asbestos
- Contaminated soil
- Tyres
- Car batteries
- Medical Waste
- Chemicals, oils and paint



- Hazardous materials and;
- Any other refuse that is of commercial nature

**Domestic refuse** means waste streams generated from the day-to-day operations of a residential household but does not include waste from commercial or building activities on the resident's property.

**Weighbridge Docket** means the docket provided at the weighbridge outlining the date, time, customer, product and weight of the waste stream declared at the weighbridge.

## POLICY STATEMENT

---

The City has established this policy to provide clarity and consistency in respect of the circumstances where an applicant can receive a four tonne tip pass without charge.

## POLICY DETAILS

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1. Commercial businesses are not entitled to be considered under this policy, however, a commercial contractor may act on behalf of a residential property owner with written consent.
2. Domestic refuse that exceeds the four (4) tonne limit will be classified as commercial refuse and the applicant will be charged the difference at the commercial rate set in the Fees and Charges Schedule.
3. If commercial refuse is identified in loads associated with the tip pass, the tip pass will be void, and the applicant will be charged for the entire load weight in accordance with the commercial rate set in the Fees and Charges Schedule.
4. A residential premise with a demolition permit or building licence will not be entitled to claim under this policy.
5. A tip pass can only be associated with one (1) residential premise and must not be combined with a tip pass from another address.
6. Only one (1) tip pass can be issued per rateable property each financial year.
7. A tip pass remains valid for seven (7) calendar days from the date of issuance. If the tip pass is not used within seven (7) calendar days the pass is void and the applicant must reapply.
8. The tip pass declaration form must be completed and signed by the applicant and approved by the City.
9. The approved tip pass declaration form must be provided to the Yarri Road Refuse Facility weighbridge operator. The form must be signed and dated by the operator prior to disposal.



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## COMPLIANCE REQUIREMENTS

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## RELEVANT DOCUMENTS

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Four Tonne Residential Tip Pass Declaration Form

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



City of  
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## INVESTMENT POLICY

**POLICY NUMBER: CORP-F-001**

### PURPOSE

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This policy sets out the guidelines and principles that need to be followed by City officers when placing funds on investment with other institutions. The City needs to take advantage of the interest earning potential of its surplus funds while reducing its exposure to financial risk and ensuring sufficient funds are kept available to meet cash requirements

### SCOPE

---

This policy applies to all City officers with responsibility for financial management.

### DEFINITIONS

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**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

### POLICY STATEMENT

---

Whilst exercising the power to invest, consideration needs to be given to preservation of capital, liquidity and the return on investment:

1. Preservation of Capital – to ensure the safety and security of the investment made in relation to the credit risk of borrowers and interest rate on offer;
2. Liquidity of Fund – Investments are to be made in a manner to ensure liquidity to meet all reasonably anticipated cash flow requirements, without incurring significant costs due to the unanticipated sale of an investment; and
3. Return on Investment – The investment made should be based on predetermined return on investment taking into account of the market condition and risk profile of the borrowers.

### POLICY DETAILS

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#### 1. Legislative Requirements



Adherence to the requirements of section 6.14 of the *Local Government Act 1995*, *Regulations 19, 19C, 28 and 49 of the Local Government (Financial Management) Regulations 1996 (as amended)* and section 18(1) of the *Trustee Act 1962 (as amended)* (the “Prudent Person” rule).

## **2. Delegated Authority to Invest**

- a. Authority for implementation of this policy is delegated by Council to the CEO in accordance with the *Local Government Act 1995*.
- b. The CEO may sub-delegate the implementation of this policy to the Director Corporate and Commercial and/or the Executive Manager Finance.

## **3. Minimum investment benchmark**

For any period measured, funds invested should have a return that is at least 0.50% above the official bank rate that is set by the Reserve Bank of Australia (RBA).

## **4. Risk Profile**

### **a. Prudent Person Standard**

The investment will be managed with the care, diligence and skill that a prudent person would exercise. Officers are to manage the investment portfolios to safeguard the portfolios in accordance with the spirit of the Investment Policy, and not for speculation purposes.

### **b. Ethics and Conflicts of Interest**

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. The Department of Local Government and Communities Guideline No.1 “Disclosure of Interests Affecting Impartiality” and No.21 “Disclosure of Financial Interest in Returns” provide guidance for recognising and disclosing any conflicts of interest.

### **c. Professional Advice**

The City may from time to time retain the services of suitably qualified investment professionals to provide assistance in investment strategy formulation, portfolio implementation and monitoring.

Any such independent advisor must be approved by Council and licensed by the Australian Securities and Investment Commission. The Advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of this investment policy.

## **5. Approved Investments**

Authorised investments shall be limited to Australian currency (AUD)

- Deposit with an Authorised Deposit Taking Institution(ADI); and/or
- The Western Australia Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;



- Bonds that are guaranteed by the Commonwealth or State or Territory and which has a term not exceeding three years,

**6. Prohibited Investments**

In accordance with regulation 19C(2) of the *Local Government (Financial Management) Regulations 1996*, when investing money under section 6.14(1) of the *Local Government Act*, a local government may not do any of the following

- Deposit with an institution except an authorised institution;
- Deposit for a fixed term of more than 3 years;
- Invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;
- Invest in bonds with a term to maturity of more than 3 years;
- Invest in a foreign currency.

**7. Council’s Direct Investments**

- Quotations on Investments

Not less than two (2) quotations shall be obtained from authorised institutions when an investment is proposed. The best quote on the day will be accepted after allowing for administrative and banking costs, as well as having regard to the limits set above liquidity requirements.

- Term to Maturity

The term to maturity for an investment may range from “at call” to 3 years.

**8. Risk Management Guidelines**

Investments obtained are to comply with three key criteria relating to:

- Portfolio Credit Framework: limit overall exposure of the portfolio;
- Counterparty Credit Framework: limit exposure to individual counterparties/institution; and
- Term to Maturity Framework: limits based upon maturity of securities to ensure adequate working capital needs are met.

**Portfolio Credit Framework**

To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum %
AAA	A-1+	100%





AA	A-1+	100%
A	A-1	60%
BBB	A-2	40%

**Counterpart Credit Limit**

Exposure to an individual counterparty/institution will be restricted by its credit rating so that single entity exposure is limited, as detailed in the table below.

S&P Rating	Long Term	S&P Rating	Short Term	Direct Investment Maximum %
AAA		A-1+		75%
AA		A-1+		75%
A		A-1		30%
BBB		A-2		20%

**Term to Maturity Framework**

The investment portfolio is to be invested within the following maturity constraints:

Investment Type	Term of maturity
ADI Deposits	<24 months
State/Commonwealth Governments Bond	<3 years

**9. Reporting to Council**

A report will be submitted to the Audit and Risk Committee that addresses the City’s Investment performance on an annual basis, as a minimum.

**10. Review of Policy**

This policy must be reviewed by the document owner and Council at least every two years; or under the below circumstances:

- a. There is a marked change in the economic landscape affecting the financial market;
- b. There is sustained volatility in international financial markets affecting the availability of credit and wholesale sourcing of funds; and/or
- c. There is legislation enacted by State or Federal Government affecting the movement and investment of the City’s funds.



## COMPLIANCE REQUIREMENTS

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*Banking Act 1959*  
*Local Government Act 1995*  
*Local Government (Financial Management) Regulations 1996*  
*Trust Act 1962*

## RELEVANT DOCUMENTS

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



## JUNIOR SPORT POLICY

**POLICY NUMBER: CS-EL-007**

### PURPOSE

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The purpose of this policy is to support and encourage community junior sporting groups in Kalgoorlie-Boulder.

### SCOPE

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This policy applies to all users of City facilities and all City employees with responsibility for managing facilities, managing bookings of City facilities and financial management.

### DEFINITIONS

---

**City** means the City of Kalgoorlie-Boulder.

**Junior Sporting Group** means a sporting group with participants aged 17 years or younger who are competing in official fixtures sanctioned and/or governed by an incorporated sporting association.

### POLICY STATEMENT

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The City is committed to accountability and transparency, and strong financial management, in relation to booking its facilities, and encourages junior members of its community to engage in physical activity.

### POLICY DETAILS

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**1. Oval Bookings**

All user groups whether they are occasional or seasonal users, must apply for usage of required reserves in the manner required by the City pursuant to the City's policy relating to the hire of reserves and guidelines for the condition of such hire.

**2. Oval Lighting**

- a. The Junior Sport User Group must apply for oval lighting in the manner required by the City.



- b. The City will apply zero costs of oval lighting, which is being used by a Junior Sporting Group for the purpose of an official competition fixture or structured training which has been approved by the City.

**3. Waiving of Booking Fee**

- a. The City will not impose any fee for use of the ovals, parks and outdoor sporting reserves managed by the City upon Junior Sporting Groups who are participating in an official sporting competition and structured training that has been approved by the City provided that:
  - i. The condition of the relevant facilities including toilets and change rooms will be maintained by the Junior Sporting Group at its sole cost; and
  - ii. fees will not be waived for events such as end of season activities or casual booking enquiries.
- b. Should such facilities not be clean, or damage occurs to part of the facility during use it will be the responsibility of the hirer to meet any costs incurred.
- c. A key deposit bond of \$100.00 may be required in order to access certain change room or toilet facilities.

**4. Sport at Oasis Recreation Centre**

The City will not impose any booking fees for the use of outdoor courts for official junior sporting fixtures and structured training that has been approved by the City being held at the Goldfields Oasis Recreation Centre.

**COMPLIANCE REQUIREMENTS**

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**RELEVANT DOCUMENTS**

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review	2023	Policy reviewed and amended
Date of next review		



# LEGAL REPRESENTATION FOR ELECTED MEMBERS AND EMPLOYEES POLICY

**POLICY NUMBER: EXEC-CEO-010**

## PURPOSE

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This policy will set out guidelines to assist Council in determining when it is appropriate to pay legal representation costs attributed to elected members and employees (including past elected members and former employees) where they have become involved in legal proceedings as a result of their official functions.

## SCOPE

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This policy applies to all Elected Members and City employees.

## DEFINITIONS

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**Approved Lawyer** means:

- a. a certified practitioner who holds a practicing certificate issued by the Legal Practice Board of Western Australia (or alternative relevant authority governing legal practice); and
- b. approved in writing by the Council or the CEO under delegated authority.

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**Elected Member or Employee** means a current or former commissioner, elected member, non-elected member of a council committee or employee of the City.

**Legal Proceedings** may be civil, criminal or investigative.

**Legal Representation** is the provision of legal services, to or on behalf of an elected member or employee, by an approved lawyer that are in respect of:

- a. a matter or matters arising from the performance of the functions of the elected member or employee and,
- b. legal proceedings involving the elected member or employee that have been, or may be, commenced.

**Legal Representation Costs** are the costs including fees and disbursements, properly incurred in providing legal representation.



**Legal Services** includes advice, representation or documentation provided by an approved lawyer.

**Payment** by the City of legal representation costs may be either by:

- a. A direct payment to the Approved Lawyer (or the relevant firm); or
- b. A reimbursement to the Elected Member or Employee.

## **POLICY STATEMENT**

---

Section 9.56 of the Local Government Act 1995 (the Act) provides protection from actions of tort for anything an elected member or employee has in good faith done in the performance, or purported performance, of a function under the Act or under any other written law.

Section 3.1 of the Act provides that the general function of a local government is to provide for the good government of persons in its district.

Section 6.7 (2) provides that money held in the municipal fund may be applied towards the performance of the functions and the exercise of the powers conferred on the local government by the Act or any other written law.

Under these provisions a council can expend funds to provide legal representation for council members and employees as long as it believes that the expenditure falls within the scope of the local governments function.

## **POLICY DETAILS**

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### **1. Payment criteria**

There are four major criteria for determining whether the City will pay the Legal Representation Costs of an Elected Member or Employee. These are:

- a. The Legal Representation Costs must relate to a matter that arises from the performance, by the elected member or employee, or his or her functions;
- b. The Legal Representation Cost must be in respect of Legal Proceedings that have been, or may be, commenced;
- c. In performing the functions, to which the Legal Representation relates, the Elected Member or Employee must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and
- d. The Legal Representation costs do not relate to a matter that is of a personal or private nature.

### **2. Examples of Legal Representation costs that may be approved**

If the criteria in clause 1 of this policy are satisfied, the City may approve the payment of Legal Representation Costs:

- a. Where proceedings are brought against an Elected Member or Employee in connection with his or her function – for example, an action for defamation or



negligence rising out of a decision made or action taken by the Elected Member or Employee; or

- b. To enable proceedings to be commenced and/or maintained by an Elected Member or Employee to permit him or her carrying out his or her functions, for example, where an Elected Member or Employee seeks to take action to commence defamation action or to obtain a restraining order against a person using threatening behaviour to the Elected Member or Employee; or
- c. Where exceptional circumstances are involved – for example, where a person or organisation is lessening the confidence of the community in the local government by publicly making adverse personal comments about Elected Members or Employees.

### **3. Application for Payment**

- a. An Elected Member or Employee who seeks assistance under this Policy is to make an application(s) for payment of Legal Representation Costs in writing to the CEO. The written application for payment of Legal Representation Costs is to give details of:
  - i. The matter for which Legal Representation is sought;
  - ii. How that matter relates to the functions of the Elected Member or Employee making the application;
  - iii. The lawyer (or law firm) who is to be asked to provide the Legal Representation;
  - iv. The nature of Legal Representation to be sought (such as advice, representation in court, preparation of document etc.);
  - v. An estimated costs of the Legal Representation; and
  - vi. Why it is in the interests of the City for payment to be made.
- b. The application is to be accompanied by a written statement by the applicant that he or she:
  - i. Has read and understands the terms of this Policy;
  - ii. Acknowledges that any approval of legal representation costs is conditional on the repayment provisions of this policy and any other conditions to which the approval is subject; and
  - iii. Undertakes to repay to the City any legal representation costs in accordance with provisions of clause.
- c. In relation to clause 3(b)(iii), when a person is to be in receipt of such monies the person should sign a document which requires repayment of that money to the local government as may be required by the local government and the terms of the Policy.
- d. An application is to be accompanied by a report prepared by or on behalf of the CEO or, where the CEO is the applicant, by the Director Corporate Services.



#### **4. Legal representation Costs - Limit**

- a. The Council in approving an application in accordance with this policy shall set a limit on the costs to be paid based on the estimated costs in the application.
- b. An Elected Member or Employee may make a further application to Council in respect of the same matter.

#### **5. Council's Powers**

- a. Council may:
  - i. Refuse
  - ii. Grant, or
  - iii. Grant subject to conditions,  
an application for payment of Legal Representation Costs.
- b. A condition under clause 5(a) may include a financial limit and/or a requirement to enter in to a formal agreement, including a security agreement, relating to the payment, and repayment, if Legal Representation Costs.
- c. In assessing an application, regard may be had to any insurance benefits that may be available to the applicant under the City's existing insurance policy.
- d. Council may at any time revoke or vary an approval, or any conditions of approval for the payment of Legal Representation Costs.
- e. Council may, subject to clause 5(f) determine that an Elected Member or Employee whose application for Legal Representation Costs has been approved:
  - i. Has in respect of the matter for which approval was given, not acted in good faith, or has acted unlawfully or in a way that constitutes improper conduct; or
  - ii. Has given false or misleading information in respect of the application.
- f. A determination under clause 5(e) may be made by Council only on the basis of and consistent with the findings of a court, tribunal or inquiry.
- g. Where Council makes a determination under clause 5(e) it may also determine that all or part of the legal representation costs paid by the City, are to be repaid by the Elected Member or Employee in accordance with clause 7.

#### **6. CEO Authorisation**

- a. In cases of urgency, the CEO, subject to clause 6(b), may exercise, on behalf of the Council, any of the powers of the Council under clauses to a limit of \$10,000, where a delay in approving an application would be detrimental to the legal rights of any Elected Member or Employee.
- b. Where the CEO is the applicant, the powers in clause 6(a) are to be exercised by the Director Corporate Services.





- c. An application approved by the CEO under clause 6(a) or by the Director Corporate Services under 6(b) is to be submitted to the next meeting of Council which may exercise any of its powers under this Policy.

**7. Repayment of Legal Representation Costs**

- a. An Elected Member or Employee, whose Legal Representation Costs have been paid by the City, is to repay the City:
  - i. All or part of those costs – in accordance with a determination by Council under clause 5(e); or
  - ii. As much of those costs as are available to be paid by way of set-off – where the Elected Member or Employee receives monies paid for costs, damages, or settlement, in respect of the matter for which the City paid the Legal Representation Costs.
- b. The City may take action in a court of competent jurisdiction to recover any monies due it under the Policy.

**COMPLIANCE REQUIREMENTS**

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**RELEVANT DOCUMENTS**

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Local Government Operational Guidelines Number 14 – Legal Representation for Council Members and Employees.

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



City of  
Kalgoorlie  
Boulder

## MINOR SURPLUS ASSETS DISPOSAL

POLICY NUMBER: CORP-AP-002

### PURPOSE

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To establish a framework for the City to openly and transparently dispose of Minor Surplus Assets which have a maximum market value of \$5,000 (excluding GST).

### SCOPE

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This policy applies to all Minor Surplus Assets which have a maximum market value of \$5,000 (excluding GST).

### DEFINITIONS

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**City** means the City of Kalgoorlie-Boulder.

**Disposal** includes disposition of an asset by sale, transfer, destruction, throw away, donation or otherwise.

**Market Value** means the price that would be received to sell an asset in an orderly transaction between market participants on the sale date.

**Minor Surplus Assets** means materials and equipment that has been purchased or acquired by the City which for the purpose of this policy have a market value of \$5,000 (excluding GST) or less.

### POLICY STATEMENT

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The City is committed to transparency and accountability in its dealings and implements sound financial management practices to achieve the best possible financial returns for the City.

### POLICY DETAILS

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1. Minor Surplus Assets that are no longer needed by the City should be disposed of promptly.
2. The Disposal should achieve best value for money such that Council obtains the best possible return for the goods it disposes of.
3. To determine whether a Minor Surplus Asset is suitable for Disposal, City Officers must use the following criteria:
  - a. No longer required;
  - b. Unserviceable or beyond economic repair;



- c. Technologically obsolete;
  - d. Operationally inefficient;
  - e. Surplus to current or immediately foreseeable needs;
  - f. Part of an asset replacement plan; and/or
  - g. Unsustainable costs associated with the retaining of goods such as storage, insurance, security and management.
4. Where the assessment of the criteria confirms the Minor Surplus Asset is suitable for Disposal, City Officers must obtain written approval from the relevant Director or Executive Manager, authorising the disposal of that Minor Surplus Asset.
5. The Disposal method chosen must be appropriate to the value, nature, quantity and location of the Minor Surplus Assets. The following methods are to be utilised:
- a. Destruction/land filling – only where Minor Surplus Assets are of no value;
  - b. Donation to charity groups or non-profit organisations: subject to the CEO’s approval and the relevant group could either use the Minor Surplus Assets as is or for fundraising purposes (eg. as part of a charity auction); or
  - c. Sale: Subject to CEO approval Minor Surplus Assets may be sold to a third party provided that City Officers first seek at least two offers to purchase.

**COMPLIANCE REQUIREMENTS**

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Not applicable

**RELEVANT DOCUMENTS**

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		





# MULCH CONTRIBUTION POLICY

**POLICY NUMBER: ENG-PR-003**

## PURPOSE

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The purpose of this policy is to provide limited quantities of recycled environmental mulch to not-for-profit organisations free of charge.

## SCOPE

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This policy applies to all not-for-profit environmental groups who are eligible to receive mulch contributions and all City officers responsible for supply of such mulch.

## DEFINITIONS

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**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

## POLICY STATEMENT

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The City recognises the importance of sustainable and water-saving environmental practices and is committed to providing support to local not-for-profit environmentally focused organisations through the supply of mulch in a transparent and equitable manner.

## POLICY DETAILS

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### 1. General Guidelines

- The City's Manager Operations shall have discretion over the suitability of an organisation who has applied for mulch pursuant to this policy.
- Organisations must be identified as not-for-profit community groups.
- Quantity of mulch to be supplied in any one request is generally up to 3 cubic metres.
- Quantities requested in excess of 3 cubic metres may be approved at the discretion of the CEO.
- Supply is conditional on there being mulch surplus to the requirements of the City.



- The City will deliver the mulch free of charge to a predetermined location within the town site of Kalgoorlie-Boulder. The time of delivery will be dependent on available resources at the time and will be at the discretion of the City.

## COMPLIANCE REQUIREMENTS

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## RELEVANT DOCUMENTS

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



## NAMING CITY FACILITIES POLICY

**POLICY NUMBER: DS-DS-003**

### PURPOSE

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The purpose of this policy is to:

- provide a guide as to how the selection of names for City Facilities is to proceed;
- enable maximum identification of Facility within Kalgoorlie-Boulder; and
- provide the community with an opportunity to take part in selecting the preferred names for any Facility within Kalgoorlie-Boulder requiring naming.

### SCOPE

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This policy applies to all Elected Members and City officers responsible for the naming of City Facilities.

### DEFINITIONS

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**City** means the City of Kalgoorlie-Boulder.

**Facilities** means reserves, parks and venues owned by the City.

### POLICY STATEMENT

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The City is committed to transparency, consistency and fairness in its naming of Facilities.

### POLICY DETAILS

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#### 1. Naming Parks and Reserves

- a. Naming proposals for Facilities should conform to the naming policy and include clear identification of the property to be named.
- b. All such proposals must be submitted by local government or through local government.
- c. The approval of the Minister for Lands is not required however the Department of Land Administration must be advised of all names assigned.



## 2. General Guidelines

- a. Priority will be given to the naming of Facilities to maximise the identification of that park or reserve within an area.
- b. Names that commemorate or may be construed to commemorate living persons will not be considered for Facilities.
- c. Proposals to name Facilities should include evidence of community support for the name. This support can be ascertained by some of the following:
  - Advertising proposals to name Facilities in local papers, inviting comments.
  - Erection of signs on the Facility, advising of the proposed name in writing.
  - Advising local sporting clubs/associations of proposed names and requesting their comments.
- d. For personal names, the person being honoured by the naming should have either had a direct long-term association with the area, or have made a significant contribution to the area of the proposed Facility, or the State.
- e. Recognition of significant Indigenous persons and/or families from Kalgoorlie-Boulder who have contributed to the long term well being of their community must have cultural acceptance by the family before naming.
- f. Service to the community or organisation must have been voluntary. Given names may be included, as part of the naming proposal, and given and surname combinations are acceptable.
- g. Outstanding individual achievement by a person deemed to have a strong link to Kalgoorlie-Boulder in the highest competition applicable to their respective sporting pursuit will be accepted.
- h. The names of living persons are acceptable except for those persons holding any form of public office.
- i. If in the event the name in question is already represented in the way of street naming or similar within the municipality then the name will not be considered.

## 3. Naming of Ovals, Pavilions etc.

- a. Components of reserves (e.g. pavilions, ovals, gardens etc.) may be named in honour of living community members who have contributed towards the establishment of the particular feature or towards the community in general.
- b. The approval of the Minister for Lands is not required for such names when the park or reserve has already been named as a whole. The Department of Land Administration should be informed of the name if it is to be included on maps.

## 4. Renaming of Facilities

- a. Names chosen for Facilities are expected to be permanent and renaming is discouraged.





- b. If renaming is proposed due to some exceptional circumstance, the general guidelines set out in this policy will apply.
- c. Evidence of substantial community support for a change of name must be provided.

**5. Selection Process**

Upon the development of a new Facility or the request to consider renaming of an existing Facility, the City's officers will research appropriate naming options and make recommendations to Council for resolution. This undertaking will be in accordance with the guidelines as set out by the State Geographic Naming Committee and this policy.

**COMPLIANCE REQUIREMENTS**

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**RELEVANT DOCUMENTS**

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



## PURCHASE OF ARTWORKS POLICY

**POLICY NUMBER: CS-AL-006**

### PURPOSE

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The purpose of this policy is to provide guidelines for the purchase by the City.

### SCOPE

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This policy applies to Elected Members and City Officers involved in the selection and purchase of artworks.

### DEFINITIONS

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**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**Elected Member** means a member of the Kalgoorlie-Boulder Council, including the Mayor.

### POLICY STATEMENT

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The City recognises the importance of supporting artists and art culture and has developed this policy to provide clarity around the acquisition by the City of artwork.

### POLICY DETAILS

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#### **Purchase from the annual Kalgoorlie-Boulder Art Prize**

1. With the coordination of the annual City's Art Prize exhibition, Council approves a budget allocation in each financial year to purchase one or more of the entries received.
2. A panel of three Elected Members as nominated by the Mayor will formally consider all Art Prize entries of which Council has first selection prior to public viewing and will acquire such entries as it selects in accordance with the City's guidelines for such acquisition.

#### **Acquisition of artwork for City's collection**



1. The CEO is authorised to purchase artwork for the City’s collection in accordance with the allocations contained in the Council’s approved budget and in accordance with the City’s purchasing policy.
2. Council will establish and maintain a reserve for the purpose of acquisition of art for the City’s public art collection.

## COMPLIANCE REQUIREMENTS

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## RELEVANT DOCUMENTS

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



## RATES CONCESSION (RATEABLE LAND) POLICY

**POLICY NUMBER: CORP-F-010**

### PURPOSE

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This policy is to provide rating relief to not for profit recreation, sporting and community groups within the City of Kalgoorlie-Boulder. It aims to identify those target groups and establish guidelines to assess their requests for general rates relief.

### SCOPE

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This policy applies to all City officers with responsibility for financial management and rates management and all community members eligible for concession under this policy.

### DEFINITIONS

---

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**Not for profit group:** is defined as an organisation of people who are to promote a recreation, sporting or community activity which has a positive effect on the wider community of the City of Kalgoorlie-Boulder.

This is not an exhaustive list and may include other associations that have been incorporated under the *Associations Incorporations Act*.

**Concession:** to be made by application and is considered by Council, who can grant a concession or waiver of rates at 50% or 100% in accordance with its discretionary powers provided by section 6.47 of the *Local Government Act 1995*. The concession removes the liability to pay the whole or part of general land rates.

**Financial year:** means the period commencing on 1 July and ending on the next following 30 June.

**Rateable land:** is land that is rateable in accordance with section 6.26 of the *Local Government Act 1995*.



## POLICY STATEMENT

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The City of Kalgoorlie-Boulder recognises the value and importance of the services and contributions that the not for profit recreation, sporting and community groups provide to the community.

## POLICY DETAILS

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### 1. Legislation

- a. The granting of a concession or waiver of rates is entirely at the discretion of Council.

*Local Government Act 1995 –*

#### *6.47 Concessions*

*Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive\* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

*\* Absolute majority required.*

#### *6.48. Regulation of grant of discounts and concessions*

*Regulations may prescribe circumstances in which a local government is not to exercise a power under section 6.46 or 6.47 or regulate the exercise of the power.*

*Local Government (Financial Management) Regulations 1996*

#### *69A. When concession under Act s. 6.47 cannot be granted*

*A local government is not to exercise a power to grant a concession in relation to a rate or service charge under section 6.47 of the Act in circumstances where the concession is based on whether or not, or the extent to which, the land in respect of which the rate or service charge is imposed is occupied by a person who owns the land.*

### 2. Criteria

General rules for application will include the following considerations:

- a. All applications must be in writing on the prescribed form (and contain a declaration as to the accuracy of the information contained);
- b. All supporting documentation is required and must be provided according to the checklist on the application form.



- c. Council may request additional information from an organisation making application if it considers it necessary to do so;
- d. An application for a concession is only for general rates. Sewer rates, ESL levy and all other services charges will apply and must be paid in full;
- e. not for profit groups must operate as a body corporate or an incorporated association;
- f. if rates and charges are not paid in full prior to lodging an application the application will not be considered;
- g. An application must be lodged on or **before 31 December** for the rating year that the application relates too.

**3. Determination**

- a. Council will determine what is of benefit to the wider community for the purpose of this policy;
- b. Concessions ***will not apply*** to not for profit organisations for;
  - vacant land; or
  - not for profit organisations that do not fulfil their lease obligations; or
  - not for profit groups that operate as an individual; or
  - not for profit groups that, in the opinion of Council, provide activities which are not core activities and are in direct competition with a service provided by any established private operator within the City;
  - if rates and charges are not paid in full (or entered into a payment plan) prior to lodging an application;
- 3. Council may grant a 50% or 100% rates concession if the applicant meets the related concession criteria:

**100% Concession –**

- Must be a body corporate or an incorporated body;
- Must be nationally recognised as a charitable organisation and/or provide clearly recognisable charitable activities;
- Fully volunteer based service provision;
- Creates no commercial gain or benefit, collectively or individually, to its members;
- All fund raising is locally based and is not of a commercial nature;
- No restriction of membership or access to services;
- Application supported by audited financial statements



**50% Concession –**

- Must be a body corporate or an incorporated body;
  - Provides recreational, cultural or social activities to the greater or a clearly identifiable proportion of the Kalgoorlie-Boulder community;
  - Membership is open to all Kalgoorlie-Boulder residents;
  - Income is partially derived from commercial type activities;
  - Partial volunteer based service provision
  - Application supported by audited financial statements
4. Council will consider the application, and resolve by “Absolute majority” the amount of the concession (if any).

**4. Review**

- a. An application will be required to be lodged at least every two years and is to be assessed in accordance with this policy upon satisfaction of the requirements of the policy;
- b. Council may request information from an organisation on a yearly basis if the Council considers this appropriate.

**COMPLIANCE REQUIREMENTS**

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*Local Government Act 1995 – Sections 6.26, 6.47, 6.48*  
*Rates and Charges (Rebates and Deferments) Act 1992*  
*Local Government (Financial Management) Regulations 1996 – Regulations Part 5 - 69A*

**RELEVANT DOCUMENTS**

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Rates Concessions Application Form

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



## RATES EXEMPTION POLICY

**POLICY NUMBER: CORP-F-005**

### PURPOSE

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This policy aims to provide guidance to the City and City officers when determining if rate exemption status applies to 'non rateable land'.

### SCOPE

---

This policy applies to all City officers with responsible for financial and rate management and all relevant land owners in the Kalgoorlie-Boulder district.

### DEFINITIONS

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**Charitable Organisations** means a body, whether incorporated or not – the objects are for a charitable purpose and the members are not entitled or permitted to receive any pecuniary profit from the body's transactions.

**Charitable Purpose** has the same meaning as defined at common law, as it is not currently defined in the Local Government Act 1995, being:

- a. trusts for the relief of poverty;
- b. trusts for the advancement of education;
- c. trusts for the advancement of religion; or,
- d. trusts for other purposes beneficial to the community

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

### POLICY STATEMENT

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The City is committed in assisting Charitable Organisations based within the City who provide assistance to members of the public.

### POLICY DETAILS

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General rules for application will include the following considerations:





### 1. Criteria

An application for Charitable Rate Exemption status must be made in writing by completing a Request for Charitable Rate Exemption Form and provide any supporting documentation according to the checklist on the application form.

Charitable Organisations are required to evidence their right to an exemption, and demonstrate the land is used exclusively for Charitable Purposes.

The applicant applying for more than one property must submit a separate application for each property. This supports the principle that it is 'land use', not the applicant that is being assessed.

If any information has not been provided or is unclear, the applicant may be required to provide the additional information before the application will be assessed.

If the property is leased, a copy of the lease is required with the application.

### 2. Determination

Applicants will be notified in writing of the Council's decision, with correspondence to include details of:

- the date the exemption applies from;
- the section of the LG Act applicable to the exemption, the review period (i.e. 2 years); and
- the amount of general rates reversed.

Where exemption from rates is approved, the property will still be subject to the Emergency Services Levy and any other service charges (e.g. Rubbish collection charges, sewerage and pedestals charges etc.).

In the event the application is not successful, the applicant will be given the opportunity to reapply for a general rates relief under Council's 'Rates Concession' Policy.

### 3. Objection

An objection should be made by the person named in the rate record as the owner of land or by the agent or attorney of that person. Where the property is leased, it should be by the lessee or by the agent or attorney of that person.

Where the application is refused, the applicant may object under s. 6.76 of the Local Government Act 1995, on the basis that the land or part of the land was not rateable land.



The applicant has the right to appeal a decision made under s. 6.76 to the State Administrative Tribunal.

**4. Reviews**

All properties holding rate exemption status from rates will be subject to reviews at least every 2 years to ensure continued rating exemption.

**5. Delegation of Authority**

In making a determination if non-rateable status applies, Council delegates authority to the CEO to approve applications that meet all the eligibility criteria.

**COMPLIANCE REQUIREMENTS**

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*Local Government Act 1995 – section 6.26*

**RELEVANT DOCUMENTS**

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Rates & Charitable Land Use Exemption Applications – WALA Best Practice Guidelines  
Request for Charitable Rate Exemption Form

<b>DOCUMENT CONTROL</b>		
Responsible department		
Date adopted by Council		Resolution number:



**City of  
Kalgoorlie  
Boulder**

Date of last review		Policy reviewed and amended
Date of next review		



# RECORD KEEPING POLICY

**POLICY NUMBER: CORP-IM-001**

## PURPOSE

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The policy defines:

- a. the principles of the City's records management system; and
- b. sets out requirements for all City staff to comply with legislative and regulatory record management requirements.

## SCOPE

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This policy applies to all City employees and all external and internal Records which are handled, received or generated by the City, regardless of their physical format or media type.

## DEFINITIONS

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**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**GDA** means the General Disposal Authority for Local Government records, being a continuing authority for the consistent disposal and archival of Government Records.

**Government Record** means a record created or received by a government organisation or an employee in the course of their work for the government organisation.

**IM** means City's information management department that is responsible for the City's records management.

**Record** means information in any form created or received and maintained by an organisation in the transaction of business and is to be kept as evidence of such activity, including without limitation:

- Anything on which there is writing or braille;
- A map, plan, diagram or graph;
- A drawing, pictorial, graphic work or photograph;
- Anything on which there are figures, marks, perforations, symbols or having meaning for persons qualified to interpret them;



- Anything from which images, sounds or writings can be reproduced with or without the aid of anything else; and
- Anything on which information has been stored or recorded either mechanically, magnetically or electronically.

**Disposal** means the way of depositing records in the State Archives, managing the records as designated by State Archives, or by destruction in accordance with General Disposal for Local Government.

**Significant Records** means records that contain information, which is of administrative, legal, fiscal, evidential or historical value, and are not recorded elsewhere on the public record. They may describe an issue, record who was involved, why a decision was made, and/or may include actual guidelines and procedures.

**State Records** means any record of information (in any form) created, received or maintained by a government agency or parliamentary department in the course of conducting its business activities.

**Vital Records** means records which are essential to the continued business of the City including those that protect the rights of any individual and/or the City and are essential for reconstruction in the event of a disaster.

## POLICY STATEMENT

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The City is committed to legislative and regulatory compliance and best practices in its record keeping systems. The City recognises that Records are an important information resource in the City, and that sound record management practices will contribute to the overall efficiency and effectiveness of the City.

## POLICY DETAILS

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### 1. Record keeping requirements

- a. The City is required under the State Records Act 2000 to maintain a records management system that completely, accurately and reliably creates and maintains Records, and to dispose of those Records only through an approved scheme.
- b. All City records are to be managed according to whether or not they are Significant Records and/or Vital Records, and in accordance with their security classification. The City uses guidelines contained within the GDA to determine these classifications..
- c. All correspondence that is a Significant Record , whether paper or electronic and whether internal or external, appraised as a record, will be captured within the



City's Electronic Records Management System.

- d. Access to the City's records by staff and contractors will be in accordance with designated access and security classifications as determined by the City's Coordinator Information Management.
- e. Access to the City's records by the general public will be in accordance with the Freedom of Information Act 1992 and the City's Freedom of Information policy.
- f. Access to the City's records by elected members will be via the Chief Executive Officer in accordance with s5.92 of the Local Government Act 1995.
- g. Registers are to be maintained by City officers of all records, including but not limited to, registers of policies, databases, FOI applications, assets, tenders and quotations, forms, vital records, files and contracts.
- h. The CEO must ensure all contractual arrangements entered by the City include provision for the City's ownership of Significant Records.
- i. All City officers are to ensure that all Records in their possession are registered to the City's nominated electronic records management system.
- j. All Records are to be categorised as to their level of sensitivity and adequately secured and protected from violation, unauthorised access or destruction, and kept in accordance with necessary retrieval, preservation and storage requirements.
- k. Only approved record formats are to be used in effecting the City of Kalgoorlie-Boulder's business see Record Keeping Procedure - Introduction for more details.
- l. All records kept by the City are to be disposed of in accordance with the State Records Office's general disposal schedule for local government records.
- m. Records are not to be removed from the City's sites unless in accordance with the approved retention and disposal schedule, or in the custody of an officer performing their duties.
- n. Where a City officer is, within their duties, taking electronic format Records outside of the City's sites, the City officer should ensure that any external storage device is encrypted.
- 1. All City staff must familiarise themselves with and comply with the State Records Act 2000 including familiarizing themselves with offences (including in relation to failure to keep government records, transferring records to a person not entitled to a record, and destruction of government records).

## COMPLIANCE REQUIREMENTS

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State Records Act 2000 (section 78)



- Freedom of Information Act 1992
- Local Government Act 1995
- Evidence Act 1906
- Limitation Act 1935
- Financial and Administration and Audit Act 1985
- Criminal Code 1913 (section 85)
- Electronic Transactions Act 2000
- Privacy Act 1998
- Crimes Act 1914

**RELEVANT DOCUMENTS**

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Record Keeping Plan 2019

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



# REIMBURSEMENT OF CHILDCARE EXPENSES TO ELECTED MEMBERS

**POLICY NUMBER: EXEC-CEO-002**

## PURPOSE

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This policy regulates the reimbursement to Elected Members of childcare expenses incurred as a result of Elected Members attending formal meetings, external committee meetings, training sessions or functions as requested by the City.

## SCOPE

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This policy applies to all Elected Members and to all City officers with responsibility for financial management.

## DEFINITIONS

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**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**Committee** means a committee of Council which is established by resolution of Council.

**Council** means the elected governing body of City comprised of Councillors and the Mayor.

**Elected Member** means a Councillor or the Mayor.

## POLICY STATEMENT

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The City is committed to transparency, consistency, legislative compliance and strong financial management and has established this policy to support those principles.

## POLICY DETAILS

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1. In accordance with regulations 31(1) and 32 of the *Local Government (Administration) Regulations 1996*, the City will reimburse child care expenses incurred by Elected Members as a result of the Elected Member attending:
  - a. Council meetings or meetings of Committees of which the Elected Member is a member;





- b. training sessions; or
  - c. performing functions with the express authority of the Council in accordance with regulation 32(2)(1)(b) of the *Local Government (Administration) Regulations 1996* or in his or her authority as a Council member.
2. Childcare expenses will be reimbursed to a maximum value of \$35 per hour, or the actual cost per hour, whichever is the lesser amount.
  4. Elected Members will be required to provide details of the meeting or function attended and verification of the cost incurred in the form of a receipt or in the absence of a receipt, in the form of a statutory declaration. An Elected Member must provide such information as is reasonably required by the CEO in order to document and process such reimbursement in accordance with the City’s financial management and record keeping requirements.
  5. Any tax implications arising as a result of the reimbursement of childcare expenses is to be borne by the Elected Member.

## COMPLIANCE REQUIREMENTS

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Section 5.98(2) *Local Government Act 1995*

Regulation 32 of the *Local Government (Administration) Regulations 1996*

Salary and Allowances Tribunal

## RELEVANT DOCUMENTS

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



# CONTRIBUTION TO CONSTRUCTION – SCHOOL PARKING POLICY

**POLICY NUMBER: ENG-ES-006**

## **PURPOSE**

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The purpose of this policy is to set out the guidelines for the City's contribution towards the construction of school parking facilities.

## **SCOPE**

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This policy applies in respect of all schools in Kalgoorlie-Boulder and to all City officers with responsibility for approvals of applications for parking contribution from the City.

## **DEFINITIONS**

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**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

## **POLICY STATEMENT**

---

The City is committed to providing assistance to better schools and related infrastructure and has developed this policy to ensure consistency, fairness and transparency in its contributions to school parking infrastructure in Kalgoorlie-Boulder.

## **POLICY DETAILS**

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The City will contribute towards the provision of car parking near schools based upon a maximum of one third towards the capital construction cost of any one project and subject to:

1. The balance of funding for the capital construction cost being provided by the education department or other sources.
2. Funding requests may be made for future funding approval in the following year's budget discussions. The application will need to be lodged in March of the preceding financial year's budget.



3. The policy being limited to roads and road reserves adjacent to school sites within Kalgoorlie-Boulder.
5. The City determining project priorities through consultation with local schools and relevant authorities.
6. The project having a recognised traffic and pedestrian safety improvement benefit.
7. The City will after completion of the construction works, maintain all infrastructure on land under the management of the City.
8. The Department of Education or the relevant school will after completion of the construction works, maintain all infrastructure located on land under their management

The City will at its own cost undertake investigation, survey, design and supervision of construction in addition to the contribution made pursuant to this policy.

### COMPLIANCE REQUIREMENTS

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### RELEVANT DOCUMENTS

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



## SPONSORSHIP POLICY

**POLICY NUMBER: EXEC-CEO-006**

### PURPOSE

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The purpose of this policy is to:

1. provide guidance in the application of sponsorship;
2. achieve best practice for sponsoring a variety of events or projects that raise the profile of the City and:
  - a. increase economic advantage; or
  - b. celebrate, develop and engage the community.

### SCOPE

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This policy applies to all community members seeking sponsorship from the City and all City officers with responsibility for administering the sponsorship and/or with financial management.

### DEFINITIONS

---

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**Council** means the City's governing body comprised of elected members.

**Sponsorship** the provision of cash or 'in-kind' support offered by the City to external organisations as a mutually beneficial arrangement.

### POLICY STATEMENT

---

The City recognises the importance of the role projects and events play in contributing to the vitality of the City, the activation of spaces, our sense of community and well-being, and increased economic advantage.

### POLICY DETAILS

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## 1. Sponsorship applications

- a. Applications requesting sponsorship are open all year round and are not limited to application rounds;
- b. Applications are, at all times, subject to funding availability;
- c. As well as providing financial support, in-kind support may be offered where deemed applicable upon assessment. This may include, although is not limited to, assistance with event specific requirements;
- d. Applications are limited to one per financial year per organisation unless specifically set out in the Sponsorship Application and Guidelines, however multiple or a series of events can be included within one application.
- e. Applications that require consideration by Council (i.e. are over \$10,001+) must be received by the City a minimum of 6 weeks prior to the date of the event.

## 2. Criteria for assessment

Sponsorship requested cannot exceed more than 50% of the total cost of the event or project and must be consistent with the City's Sponsorship Application and Guidelines:

- a. The sponsorship program will not support:
  - i. individuals;
  - ii. organisations or groups that are unincorporated;
  - iii. private functions;
  - iv. schools, P&C associations, political parties, lobby groups or religious groups;
  - v. Capital equipment;
  - vi. organisations raising funds on behalf of another group which is itself a recipient of financial assistance from Council or is a federal or state government funded initiative;
  - vii. projects or organisations who have not satisfactorily acquitted previous City sponsorships or grant funds;
  - viii. applicants who have not fulfilled previous sponsorship obligations; and
  - ix. applications where the funds are to be used entirely for the costs associated with running an organisation (for example salaries and rent).
  - x. events that have commenced or begun promotion, the City cannot sponsor retrospectively;
  - xi. organisations that have an outstanding debt with the City.



**3. Categories of sponsorship**

- a. Sponsorship consists of three categories which are designed to maximise the benefit of diverse applications:
  - i. Partnerships;
  - ii. Sponsorship; and
  - iii. Quick Response.
- b. Table 1 below summarises the types of sponsorship and who has authority to approve such sponsorship.

**Table 1**

Category	Amount	Approval	Definition
<b>Partnership</b>	\$10,001+	Council	Large scaled high profile events or projects
<b>Sponsorship</b>	\$2001 - \$10,000	CEO	New or established events that: <ul style="list-style-type: none"> <li>• attract a significant amount of visitors to the City;</li> <li>• generate a high volumes of community participation; or</li> <li>• have a direct and positive impact on the City</li> </ul>
<b>Quick Response</b>	\$0 - \$2000	CEO	Small-scale, time sensitive or unforeseen projects and events that have a positive impact on the City or contribute to our sense of community.

**4. Recognition of the City as a sponsor**

The applicant must detail how they will promote and recognise the support of the City. This may be (but not limited to) any of the following:

- a. Signage at the event;
- b. Inclusion of the City logo in press advertising or any promotional material;
- c. Acknowledgement of the City in radio or television advertising;



- d. Opportunities for the Mayor or their representative to open the event or make a presentation; and
- e. Any tickets provided to the City by event organisers are required to be distributed to the Office of the CEO.

**5. Assessment process:**

- a. Applications for the Sponsorship Program are assessed throughout the year, with available funding distributed across the financial year.
- b. Sponsorship will be determined by:
  - i. Applicants meeting the sponsorship eligibility criteria set out in clause 2;
  - ii. Alignment with any of the City’s strategic and community plans;
  - iii. The predicted level of mutual benefit;
  - iv. The event or project’s sustainability; and
  - v. The City’s financial capacity.
- c. The City and Council reserve the right to not support applications.
- d. Canvassing of Councillors may disqualify applications.

**6. Guidelines**

The City will from time-to-time develop, maintain and implement guidelines in relation to the implementation of this policy.

**COMPLIANCE REQUIREMENTS**

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**RELEVANT DOCUMENTS**

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Sponsorship Program Application and Guidelines  
 Sponsorship Acquittal

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:



**City of  
Kalgoorlie  
Boulder**

Date of last review		Policy reviewed and amended
Date of next review		





## TENDER CRITERIA POLICY

**POLICY NUMBER: CORP-AP-004**

### PURPOSE

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The purpose of an evaluation process is to identify which tender offers the most advantageous tender or proposal to the City. The objective of this policy is to enable guidance to be provided to Responsible Officers in setting tender evaluation criteria prior to the inviting of tenders to achieve the best overall outcome for the City.

### SCOPE

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This policy applies to all Responsible Officers and other City officers responsible for tender administration and all tenderers.

### DEFINITIONS

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**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**EG** means the Executive Group consisting of the City's CEO, directors and executive managers.

**Responsible Officer** means the person responsible for the delivery of the project or service that is subject of the Tender.

**Tender** means a tender required under Clause 11 of the Local Government (Function and General) Regulations 1996 or other Tender Procedure as determined by Council.

**Tender Criteria** means the standards by which are specified in the invitation to tender document which are used to judge the tender submissions and form the basis for the tender selection. They are expressed in percentages.

### POLICY STATEMENT

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The City is committed to ensuring good governance through principles of transparency, accountability, consistency and fairness and has developed this policy to ensure these principles are applied to the City's tender administration processes.

### POLICY DETAILS

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**1. Tendering Procedure**

The City will develop, maintain and implement a tendering procedure setting out the requirements and process that must be followed by City officers and tenderers in respect of an invitation to tender.

**2. Scope of works**

- a. This must be relevant and in specific detail to give the contracted tenderer a clear understanding of the nature and extent of works required, including timeframes and deliverables to complete the tendered work.
- b. Pricing by the tenderer will be based on the Scope of Works outlined – therefore, the more detail provided the more accurate will be the pricing and less contingencies.
- c. This detail is required to be confirmed by the Responsible Officer prior to the invitation of tenders.

**3. Evaluation models**

a. Tenders vary greatly in the nature of the activity, scope of works and pricing, Evaluation criteria should be tailored to each individual purchasing requirement. Three example models that reflect the majority of tenders that are invited by the City:

- Product Purchases;
- Service Provision; and
- Building Contracts

as provided below with acceptable percentile ranges of criteria and individual recommended percentage criteria.

- b. The recommended criteria weighting should generally be used in most cases, the criteria may be adjusted within the acceptable range or omitted where they are deemed unnecessary for the particular tender.
- c. Additional Tender specific criteria may also be added if required.
- d. The final criteria selected are subject to CEO and Director approval for each tender.
- e. When determining the criteria, the sum of the weightings must equal 100%.
- f. The price criteria may be replaced with a schedule of rates for the goods or services required.

**Product Purchases**

This model applies to any goods or products purchased from suppliers.

Product Purchases		
Ref	Criteria	Acceptable



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		Range
<b>A</b>	Quality	20-30%
<b>B</b>	Capacity to Deliver	10-30%
<b>C</b>	Regional Capacity and Experience	10-20%
<b>D</b>	Sustainability / Life Cycle	0-10%
<b>E</b>	Price / Schedule of Rates	20-80%
	<b>Must Total</b>	100%

**Service Provision**

This model applies to any services provided by suppliers whether it is to be consultancy work, service and repairs, provision of labour services, etc.

Service Purchases		
Ref	Criteria	Acceptable Range
<b>A</b>	Relevant Experience	10-25%
<b>B</b>	Capacity to Deliver	10-25%
<b>C</b>	Regional Capacity and Experience	10-20%
<b>D</b>	Methodology / Demonstrated Understanding	0-20%
<b>E</b>	Key Personnel	20-30%
<b>F</b>	Price / Schedule of Rates	20-80%
	<b>Must Total</b>	100%

**Construction Projects**

This model applies to construction projects, particularly buildings and civil works.

Construction Projects		
Ref	Criteria	Acceptable



		Range
<b>A</b>	Relevant Experience	20-30%
<b>B</b>	Key Personnel	10-20%
<b>C</b>	Regional Capacity and Experience	10-20%
<b>D</b>	Tenders Resources.	0-10%
<b>E</b>	Methodology / Demonstrated Understanding	10-20%
<b>F</b>	Price	20–80%
	Must Total	100%

**4. Example Criteria Details**

Criteria may be broken down to require information specific to the project.

- a. Quality  
Approved quality systems, Location of product manufacture, product guarantees
- b. Capacity to Deliver  
How soon can the product be delivered, is it sourced from overseas manufacturers, can multiple repeat orders be fulfilled.
- c. Regional Capacity and Experience.  
Is the supplier a Local Business as defined in the Regional Price Preference Policy CORP- AP-006 or are they using local Businesses as sub-contractors and provided an estimate of the value of the local content. How does the respondent plan to engage with local contractors or handover the methodology once the project is completed. Will partnerships with local contractors be formed for ongoing servicing, maintenance and training. Does the respondent have previous experience in the region and demonstrated knowledge of working with local contractors.
- d. Sustainability / Lifecycle  
What sustainability features if any are involved in the product, what is its whole of life costs, what are its running costs, what is its maintenance frequency, what is its design life?
- e. Relevant Experience  
Details of similar work, demonstrated experience in projects, scope of the tenderer’s involvement including details of outcomes, details of issues that arose during the project(s) and how they were managed, demonstrate competency and proven track record of achieving outcomes.



f. Methodology / Demonstrated Understanding

The process for the delivery of the requirements including a clear outline of the tenders understanding of the requirements including the proposed methodology for its delivery including an Implementation Timetable,

g. Key Personnel

The role of key personnel in the performance of the contract, Curriculum vitae of key personnel (all consultants and sub-consultants, contractors and sub-contractors) inclusive of qualifications and membership of professional and business associations.

h. Tenders Resources

Current commitment schedule and any relevant contingency measures or back up of resources including personnel.

i. Price / Schedule of Rates

Lump sum prices should be broken down into identifiable line items and priced on that basis. Scoring for lump sum contracts is on a weighted average calculation provided by WALGA. Schedules of rates should clearly identify what works will be carried out under the contract and the times for doing the work. Approximate quantities, no of call outs etc., may be provided is deemed suitable by the responsible officer to allow tenderers estimate the requirement in terms of resources. Scoring for a schedule of rates based tender is on direct comparison, lowest average rates, and best value for money etc.

5. **Anti-avoidance**

Purchases shall not be broken purposefully into smaller components under \$250,000 (exclusive GST) to a tender procedure.

## **COMPLIANCE REQUIREMENTS**

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Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Part 4 of the Local Government (Functions and General) Regulations 1996 provides for the process to be followed when inviting tenders.

Regulation 14 (2a) indicates the need for the local government to determine the criteria to be applied to the tender for assessment purposes prior to the invitation being publicised.

## **RELEVANT DOCUMENTS**

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- Employee's Code of Conduct
- Code of Conduct for Councillors, Committee Members and Candidates
- Tendering Procedure

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



## TRADING IN PUBLIC PLACES – FOOD VEHICLES POLICY

**POLICY NUMBER: DS-HC-003**

### PURPOSE

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The purpose of this policy is to regulate the operation of food vehicles in the public places of the City.

### SCOPE

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This policy applies to all operators of food vehicles in Kalgoorlie-Boulder and all City officers with responsibility for managing the approvals of them.

### DEFINITIONS

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**City** means the City of Kalgoorlie-Boulder.

**Public Place** includes –

- (a) any thoroughfare or place which the public are allowed to use whether or not the thoroughfare or place is on private property; and
- (b) local government property,

but does not include premises on private property from which trading is lawfully conducted under a written law.

### POLICY STATEMENT

---

The City is committed to ensure it is fair and consistent in its decision making and has developed this policy to ensure that these principles are applied to its management of food vans in Kalgoorlie-Boulder.

### POLICY DETAILS

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## 1. Guidelines

The City must from time-to-time develop, maintain and implement guidelines and general requirements in respect of the implementation of this policy and the then current Trading in Public Places and Thoroughfares Local Law.

## 2. Criteria for food vehicle approvals

1. No food vehicle shall be granted approval to operate in the central business districts of Kalgoorlie or Boulder as deemed in the current Local Town Planning Scheme unless part of an approved event.
2. No food vehicle shall operate in front of any business outside the central business districts of Kalgoorlie or Boulder unless the written permission of the business operator has been obtained and a copy provided to the City.
3. No food vehicle shall be permitted to park within 50m of any residence between the hours of 2200 to 0700 hours (City's discretion reserved).
4. No food vehicles shall be granted approval to park in a public place outside the central business districts of Kalgoorlie or Boulder unless the City is satisfied that the location of the vehicle will not pose a traffic problem or a danger to the safety of the general public.
5. The CEO is authorised to vary or waive any of conditions when the applicant wishes to operate during an approved event or any other exceptional circumstances.

## COMPLIANCE REQUIREMENTS

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Food Act 2008

Food Standards Code

City's local laws

Environmental Protection (Noise) Regulations 1997

## RELEVANT DOCUMENTS

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Trading in Public Place Guidelines

Trading in Public Place Application





DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



# VERGE AND PUBLIC OPEN SPACE MAINTENANCE POLICY

**POLICY NUMBER: ENG-PR-004**

## **PURPOSE**

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The purpose of this policy is to maintain and develop the aesthetic appeal of the City's streetscapes and public open space by ensuring that effective management principles are applied and consistency in advice is given to ratepayers with regard to the City's commitment to the maintenance of these areas.

## **SCOPE**

---

This policy applies in relation to all verges and public open spaces within the City's limits of Kalgoorlie-Boulder and to all City officers with responsibility for the maintenance of them.

## **DEFINITIONS**

---

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

## **POLICY STATEMENT**

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The City recognises the importance of aesthetic appeal of verges and public open spaces for residents and visitors and is committed to transparency in its management of these space in Kalgoorlie-Boulder.

## **POLICY DETAILS**

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### **1. Management guidelines**

The City will develop management guidelines setting out the City:

- a. Estimated timetable and timeframes for management works to be undertaken on verges and public opens spaces;
- b. Guidelines for the works including in respect of the use of weed killer and pesticides; and



- c. Minimum safety requirements to be undertaken at a minimum by City officers.

## **2. Entrance roads and roundabouts**

The City will maintain entrance roads and roundabouts as per agreement with Main Roads Western Australia.

## **3. City's maintenance standard**

- a. The City will ensure that all works are carried out in a safe manner to minimise potential risk to and damage to property.
- b. City staff will remove litter and debris identified whilst undertaking works and dispose of same in an appropriate manner.
- c. City staff will identify potential hazards and take appropriate measures to minimise risk.
- d. The City will mow or spray vegetation on verges; trim around trees, service pits, poles, accessible drains, and alongside footpaths, fences and kerbs as deemed appropriate at the time.
- e. City staff will remove material from footpaths or dual use paths by means of sweeping or blowing.
- f. The City will comply with its legislated obligations to remove declared weed species through a control program developed by the City.
- g. The City will take all reasonable precautions to avoid damage to property and exposure of residents to the spraying operation.

## **4. Use of pesticides**

The City will only use those herbicides considered which pose the least risk to the environment, the public and staff.

## **5. Property owners**

- a. Property owners are responsible for ensuring that vegetation, rubbish and disused material from their property does not encroach onto the verge causing obstruction or hazard to the public.
- b. The City will encourage residents to become involved in the general presentation of the streetscapes by assisting at the request of the resident, with the removal of leaves and litter generated from the verge. In such cases it is the responsibility of the resident to collect and place the material adjacent to the roadside for collection. The City will not remove any material that has been generated from within private property, including vegetation encroaching onto the thoroughfare.
- c. The City will encourage property owners and residents to actively participate with the control of declared or nuisance weeds on verges, laneways or their own property through educational programs.



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## COMPLIANCE REQUIREMENTS

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## RELEVANT DOCUMENTS

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



## WAIVING PLANNING FEES POLICY

**POLICY NUMBER: DS-DS-002**

### PURPOSE

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The purpose of this policy is to encourage and support the development, maintenance and improvement of buildings that are listed in the City's Local Heritage Inventory.

### SCOPE

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This policy applies in respect of all properties in Heritage Precincts and to all City officers with responsibility for planning and development applications.

### DEFINITIONS

---

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

**Heritage Precincts** means those areas of Kalgoorlie and Boulder as defined in the City's current Local Planning Scheme.

### POLICY STATEMENT

---

The City is committed to improving the appearance of the Heritage Precincts in Kalgoorlie-Boulder and recognises the importance of aesthetic appeal to residents and tourists and has established this policy to provide transparency and fairness in its waiver of planning application fees for property owners undertaking minor improvements to property in the Heritage Precincts.

### POLICY DETAILS

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#### 1. Guidelines

- a. Applications for appropriate minor improvements of property in Heritage Precincts, such as painting of the façade and the appropriate upgrading and improving of shopfronts, may request that the City:



- i. provide financial support from its budget allocation for local heritage funding for Minor Improvements; and/or
- ii. waive the relevant planning application fees.
- b. Applications for works that have been approved for funding from City’s budget for local heritage grants may also request that the City waive the planning fees as it may be counterproductive to provide a grant on one hand and then charge planning fees on the other.
- c. The CEO shall determine the applications that are eligible for the waiver of planning application fees.

**2. Applications that are eligible for waived planning fees**

The City may waive the planning application fees for the following applications:

- a. Applications for appropriate minor works, including painting, that are either maintenance or improvement to the parts of the building with heritage significance;
- b. Applications to upgrade or improve shopfronts where the shopfronts are original or proposed to be sympathetic with the original shopfront; and/or
- c. Applications for works that have been granted approval for funding from the City’s budget for local heritage grants and or a listed on the City’s Local Heritage Inventory.

**3. Guidelines**

The City may from time to time develop, maintain and implement guidelines for the implementation of this policy.

**COMPLIANCE REQUIREMENTS**

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**RELEVANT DOCUMENTS**

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number
Date of last review		Policy reviewed and amended
Date of next review		



## WORK HEALTH AND SAFETY POLICY

**POLICY NUMBER: EXEC-OSH-001**

### PURPOSE

---

The City is committed to:

1. providing a workplace that enables all work activities to be carried out safely;
2. taking all reasonably practicable measures to eliminate or minimise risks to the health, safety and welfare of workers, contractors, visitors, volunteers and anyone else who may be effected by City operations; and
3. ensuring the compliance with the *Work Health and Safety Act 2020* and any other relevant legislation, applicable Codes of Practice and Australian Standards.

### SCOPE

---

This policy applies to all City employees and stakeholders including contractors, volunteers and visitors at all, City sites or any worksites that may fall be under the control of the City.

### DEFINITIONS

---

**City** means the City of Kalgoorlie-Boulder.

**Code of Practice** means a code of practice published by a relevant authority or regulator.

### POLICY STATEMENT

---

The City is committed to protecting the safety, health and wellbeing of all personnel in the workplace including City employees, contractors, volunteers and visitors. The City demonstrates its commitment through its safety and health management system that is integrated with all City activities, services and personnel and by maintaining a work environment that does not expose them to hazards.

### POLICY DETAILS

---

The City will ensure that City employees with responsibility for work health and safety are aware of and comply with all relevant codes of practice and Australian standards that may from time to time apply.



The City will take all reasonable and practicable steps to:

1. Provide and maintain a safe work environment through the implementation of safe work practices, safe systems of work and the provision of safe plant and equipment;
2. Ensuring the workplaces under the control of the City are safe and with minimised risks;
3. Provide updated advice and training to all workers, contractors and volunteers;
4. Routinely consult with workers and other duty holders on health & safety matters in the workplace; and
5. Review, through appropriate mechanisms, the effectiveness of safety measures taken.

The City will also implement and maintain these systems, inclusive of standards, policies and procedures. These standards will be monitored regularly to ensure their legislative compliance.

## COMPLIANCE REQUIREMENTS

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Work Health & Safety Act 2020  
 Work Health & Safety (General) Regulations 2022  
 AS/NZ ISO 45001:2018

## RELEVANT DOCUMENTS

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		





City of  
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# ADMINISTRATIVE MAINTENANCE OF POLICIES

**POLICY NUMBER: [PROPOSED NEW POLICY]**

## PURPOSE

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To allow minor inconsequential amendments to be made to the City's policies without the requirement to present those minor amendments to Council for adoption.

## SCOPE

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This policy applies to all City officers with responsibility for review and oversight of Council policies.

## DEFINITIONS

---

**City** means the City of Kalgoorlie-Boulder.

**CEO** means the Chief Executive Officer of the City.

## POLICY STATEMENT

---

The City is committed to good governance and establishes this policy to establish a balance between operational efficiencies and good governance principles of transparency, consistency and accountability.

## POLICY DETAILS

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### 1. **Authorised amendments**

Council authorises the CEO to make minor amendments to Council policies without the need for those minor amendments to be adopted by Council.

### 2. **Minor amendments**

For the purpose of this policy, the following amendments are deemed minor amendments:

- a. Style, format structure and number structure of policies;



- b. Correction of spelling and grammatical errors;
- c. Updating of references in relation to operational procedural documents (procedures and management guidelines and other documents), legislative provisions and Australian standards;
- d. Change of template and/or policy numbering conventions in accordance with City's updated style guides from time-to-time; and
- e. The updating of document control information.

## COMPLIANCE REQUIREMENTS

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## RELEVANT DOCUMENTS

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DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



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## CITY COLLECTIONS POLICY

**POLICY NUMBER: [PROPOSED NEW POLICY]**

### PURPOSE

---

The purpose of this policy is to set out guidelines for the management of the City's collections of cultural and historical objects including art, artefacts, books and other library resources.

### SCOPE

---

This policy applies to all City officers with responsibility for the management of the City's collections of art, artefacts, books and other library resources.

### DEFINITIONS

---

**CEO** means the Chief Executive Officer of the City.

**City** means the City of Kalgoorlie-Boulder.

### POLICY STATEMENT

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The City proudly recognises its heritage and history and is committed to the proper management and development of the collections of culturally significant and/or historic items which are preserved, displayed and stored at the Kalgoorlie Town Halls, Boulder Town Hall, Goldfields War Museum, Goldfields Arts Centre, William Grundt Memorial Library and the City's administration building.

### POLICY DETAILS

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#### 1. Management guidelines

The City will develop, maintain and implement guidelines in respect to the management of its collections of cultural and historical objects including art, artefacts, books and other library resources owned by or in the control of the City and including collections located at the Kalgoorlie Town Hall, Boulder Town Hall, Goldfields War Museum, William Grundt Memorial Library, Goldfields Art Centre and the City's administration building.

### COMPLIANCE REQUIREMENTS

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## RELEVANT DOCUMENTS

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- Kalgoorlie and Boulder Town Hall Collections Guidelines
- William Grundt Memorial Library Management Guidelines
- Goldfields War Museum Collections Guidelines

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		



City of  
Kalgoorlie  
Boulder

# ELECTED MEMBER RECORD KEEPING POLICY

**POLICY NUMBER: [PROPOSED NEW]**

## PURPOSE

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The policy defines:

- a. the principles of the City's records management system; and
- b. sets out requirements for all City staff to comply with legislative and regulatory record management requirements.

## SCOPE

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This policy applies to all Elected Members and all external and internal Records which are handled, received or generated by the City, regardless of their physical format or media type.

## DEFINITIONS

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**City** means the City of Kalgoorlie-Boulder.

**CEO** means the Chief Executive Officer of the City.

**GDA** means the General Disposal Authority for Local Government records, being a continuing authority for the consistent disposal and archival of Government Records.

**Government Record** means a record created or received by a government organisation or an employee in the course of their work for the government organisation.

**IM** means City's information management department that is responsible for the City's records management.

**Record** means information in any form created or received and maintained by an organisation in the transaction of business and is to be kept as evidence of such activity, including without limitation:

- Anything on which there is writing or braille;
- A map, plan, diagram or graph;
- A drawing, pictorial, graphic work or photograph;



- Anything on which there are figures, marks, perforations, symbols or having meaning for persons qualified to interpret them;
- Anything from which images, sounds or writings can be reproduced with or without the aid of anything else; and
- Anything on which information has been stored or recorded either mechanically, magnetically or electronically.

**Disposal** means the way of depositing records in the State Archives, managing the records as designated by State Archives, or by destruction in accordance with General Disposal for Local Government.

**Significant Records** means records that contain information, which is of administrative, legal, fiscal, evidential or historical value, and are not recorded elsewhere on the public record. They may describe an issue, record who was involved, why a decision was made, and/or may include actual guidelines and procedures.

**State Records** means any record of information (in any form) created, received or maintained by a government agency or parliamentary department in the course of conducting its business activities.

**Vital Records** means records which are essential to the continued business of the City including those that protect the rights of any individual and/or the City, and are essential for reconstruction in the event of a disaster.

## POLICY STATEMENT

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The City is committed to legislative and regulatory compliance and best practices in its record keeping systems. The City recognises that Records are an important information resource in the City, and that sound record management practices will contribute to the overall efficiency and effectiveness of the City.

## POLICY DETAILS

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### 1. Record keeping requirements

- a. The City is required under the State Records Act 2000 to maintain a records management system that completely, accurately and reliably creates and maintains Records, and to dispose of those Records only through an approved scheme.
- b. All City of Kalgoorlie-Boulder records are to be managed according to whether or not they are Significant Records and/or Vital Records, and in accordance with their security classification as determined by Coordinator Information



Management.

- c. Access to the City’s records by elected members will be via the Chief Executive Officer in accordance with the Local Government Act 1995.
- d. All Elected Members are to create and maintain records relating to their role as an Elected Member for the City in line with legislation and state policies and procedures for the management of records. Political and personal records of Elected Members are exempt
- e. All Elected Members must familiarise themselves with and comply with the State Records Act 2000 including familiarizing themselves with offences (including in relation to failure to keep government records, transferring records to a person not entitled to a record, and destruction of government records).

**COMPLIANCE REQUIREMENTS**

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- State Records Act 2000 (section 78)
- Freedom of Information Act 1992
- Local Government Act 1995
- Evidence Act 1906
- Limitation Act 1935
- Financial and Administration and Audit Act 1985
- Criminal Code 1913 (section 85)
- Electronic Transactions Act 2000
- Privacy Act 1998
- Crimes Act 1914

**RELEVANT DOCUMENTS**

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Record Keeping Plan 2019

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		







# PUBLIC PARTICIPATION IN COUNCIL MEETINGS POLICY

**POLICY NUMBER: [PROPOSED NEW POLICY]**

## PURPOSE

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The purpose of this policy is to outline the City’s position with respect to public participation, including Public Access and Public questions and recording and livestreaming of Council meetings.

## SCOPE

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This Policy applies to Public Access, Public Questions, Livestreaming and recording of Council Meetings.

## DEFINITIONS

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**CEO** means the Chief Executive Officer.

**City** means the City of Kalgoorlie-Boulder.

**Council** means the City’s governing body, comprised of elected members including the Mayor.

## POLICY STATEMENT

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Council and the City are committed to open, transparent and accountable decision making. Live streaming Council meetings to the City’s website provides a flexible and convenient way for the wider community to access Council’s decision making process.

## POLICY DETAILS

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### 1. Public Participation

Members of the public are able to participate in Council meetings in a number of ways, including:

- a. Participating by asking a question during public question time;



- b. Presenting to the Council on a particular issue during public access time;
- c. Attending ordinary council meetings and agenda briefing forums and other public Council meetings; and/or
- d. Watching public council meetings on the City's website.

## **2. Recording and livestreaming**

- a. All Ordinary and Special Council meetings will, wherever technically possible, be recorded on an audio and visual device and will be made available by live stream.
- b. Other than in accordance with this policy, a person must not use any recording devices or instruments to record the proceedings of a meeting without the written permission of the Presiding Member.
- c. The presiding member (ie. the Mayor or in their absence, the Deputy Mayor) may rule at any time prior to or during a meeting that the livestreaming be stopped.
- d. Where Council Meetings are conducted electronically in accordance with regulation 14D of the Local Government (Administration) Regulations 1996, those meetings will be streamed and open to the public via electronic means only.
- e. Recording of the livestream of a meeting will be available on the City's website (and/or YouTube page) for a period not exceeding 12 months.
- f. The City retains copyright over its livestreaming and recording of its Council meeting.
- g. Recordings will be stored and disposed of in accordance with the State Records Act 2000.
- h. Under section 9.57A of the Local Government Act, the City is not liable for defamation in relation to a matter published on its website as part of a Livestream or recording of a Council meeting. Elected members and City officers are not liable in defamation for any statements made in good faith or to which a defence is available under the Defamation Act 2005.

## **3. Public Question Time**

- a. Public question time is held in accordance with Section 5.24 of the Local Government Act 1995 and must be in accordance with Regulations 5, 6 and 7 of the Local Government (Administration) Regulations 1996.
- b. Members of the public are allowed a maximum of (3) questions per meeting, and they must relate to an agenda item of that particular meeting or from the minutes from the previous ordinary council meeting. The member of the public who raises a question will be required to state his or her name and address in accordance with the City's *Standing Orders Local Law 2013*.
- c. No debate or discussion will be permitted on any questions or answers.



- d. A person wishing to participate in public question time must complete any required form or provide such information as is required by the City, within the timeframes required by the City.
- e. The Presiding Member may nominate an elected member or officer to answer a question.
- f. The Presiding Member can reject any question that does not relate to the agenda item, is defamatory or considered inappropriate.
- g. The Presiding Member reserves the right to terminate or extend Public Question time at his/her discretion.

**4. Public Access**

- a. Members of the public are allowed to address Council on any issue for three (3) minutes within public access time, but questions are not permitted. Members of the public will be invited to address Council stating their full name and address while following the direction of the presiding officer at all times.
- b. A person wishing to participate in public access time must complete any required form or provide such information as is required by the City, within the timeframes required by the City.

**COMPLIANCE REQUIREMENTS**

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City of Kalgoorlie-Boulder Standing Orders Local Law 2013

Local Government Act 1995

Local Government (Administration) Regulations 1996

**RELEVANT DOCUMENTS**

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Public access form

Public question form

DOCUMENT CONTROL		
Responsible department		
Date adopted by Council		Resolution number:
Date of last review		Policy reviewed and amended
Date of next review		

**1.1.16 Tenders for Goods and Services – Accepting and Rejecting Tenders; Varying Tendered Contracts; Exercising Tendered Contract Extension Options**

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(2)(j) Exercising contract extension options r.18(2), (4), (4a), (5), (6) and (7) Rejecting and accepting tenders r.20(1), (2), (3) Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine whether or not to reject tenders that do not comply with requirements specified in the invitation to tender [F&amp;G.r.18(2)].</li> <li>2. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&amp;G r.18(4a)].</li> <li>3. Authority to assess, by written evaluation, tenders that have not been rejected, to determine:             <ol style="list-style-type: none"> <li>i. The extent to which each tender satisfies the criteria for deciding which tender to accept; and</li> <li>ii. To accept the tender that is most advantageous within the \$1,000,000 detailed as a condition on this Delegation [F&amp;G r.18(4)].</li> </ol> </li> <li>4. Authority to decline to accept any tender [F&amp;G r.18(5)].</li> <li>5. Authority to accept the next most advantageous tender if, within 6-months of accepting a tender, a contract has not been entered into <u>OR</u> the City and the successful tenderer agree to terminate the contract [F&amp;G r.18(6) &amp; (7)].</li> <li>6. Authority to determine whether variations in goods and services required are minor variations, and to negotiate with the successful tenderer to make minor variations <u>before</u> entering into a contract [F&amp;G r.20(1) and (3)].</li> <li>7. Authority to choose the next most advantageous tender to accept, if the chosen tenderer is unable or unwilling to form a contract to supply the varied requirement <u>OR</u> the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer [F&amp;G r.20(2)].</li> <li>8. Authority to vary a tendered contract, <u>after</u> it has been entered into, provided the variation/s are necessary for the goods and services to be supplied, and do not change the scope of the original contract [F&amp;G r.21A(a)].</li> </ol>

	<p>9. Authority to exercise a contract extension option that was included in the original tender specification and contract in accordance with r.11(2)(j) [F &amp; G r.21A(b)].</p>
<p><b>Council Conditions on this Delegation:</b></p>	<p>a. Exercise of authority under F&amp;G r.18(2) requires consideration of whether or not the requirements as specified in the invitation to tender have been expressed as mandatory and if so, discretion may not be capable of being exercised – consider process contract implications.</p> <p>b. In accordance with s.5.43(b), tenders may only be accepted under this delegation, where:</p> <p>i. The total consideration under the resulting contract is \$1,000,000 or less for single project tenders, or over the period of a term tender;</p> <p>ii. The expense is included in the adopted Annual Budget; and</p> <p>iii. The tenderer has complied with requirements under F&amp;G r.18(2) and (4).</p> <p>c. A decision to vary a tendered contract <u>before</u> entry into the contract [F&amp;G r.20(1) and (3)] must include evidence that the variation is minor in comparison to the total goods or services that tenderers were invited to supply.</p> <p>d. A decision to vary a tendered contract <u>after</u> entry into the contract [F&amp;G r.21A(a)] must comply with the adopted Policy <i>EXEC-CEO-008 Variation to Tenders</i> and must include evidence that the variation is necessary and does not change the scope of the contract.</p> <p>e. A decision to renew or extend the tendered contract must only occur where the original tendered contract contained the option to renew or extend its term as per r.11(2)(j) <b>and</b> that the contractor's performance has been reviewed and the review evidences the rationale for entering into the extended term.</p>
<p><b>Express Power to Sub-Delegate:</b></p>	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
<p>Compliance Links:</p>	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p><a href="#">Local Government (Functions and General) Regulations 1996</a> – prescribe applicable statutory procedures</p> <p><a href="#">WALGA Subscription Service</a> – Procurement Toolkit</p> <p>Council Policy CORP-AP-001 Purchasing Policy</p>

3.1.2 Prohibited Burning Times - Vary

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

<b>EFT MUNICIPAL PAYMENTS FEBRUARY 2023</b>				
<b>EFT NUMBER</b>	<b>DATE</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>VALUE</b>
EFT122655	03/02/2023	AVIS AUSTRALIA	P174372461 - HIRE CAR DARWIN AIRPORT RETURN - 3-9 SEPT 2022 - EMP # 3786	\$ 433.13
EFT122656	03/02/2023	AUSTRALIA POST (COMMISSION AND SUPPLY ONLY)	ADMIN - GENERAL POSTAGE CHARGES PERIOD ENDING 31/12/22	\$ 902.50
EFT122657	03/02/2023	ALU GLASS (LEGION PTY LTD)	PROPERTY - GOLF COURSE CALL OUT GLAZING	\$ 165.00
EFT122658	03/02/2023	ENSURV PTY LTD ATF THE HARRIS FAMILY TRUST T/A GUARDIAN FIRST AID AND FIRE	OHS - FIRST AID SUPPLIES AS PER QUOTE NO: QU-0736	\$ 399.56
EFT122659	03/02/2023	ABCO PRODUCTS	DEPOT-TOILET ROLLS, JUMBO TOILET ROLLS, HAND TOWELS ULTRASLIM, HAND TOWELS COMPACT, GARBAGE BAG 240L, FREIGHT AND FUEL LEVY	\$ 2,931.33
EFT122659	03/02/2023	ABCO PRODUCTS	DEPOT-HAND TOWELS INTERLEAF, HAND TOWELS COMPACT, JUMBO TOILET ROLLS, TOILET ROLLS, FREIGHT AND FUEL LEVY	\$ 2,706.77
EFT122659	03/02/2023	ABCO PRODUCTS	DEPOT-TOILET ROLLS, JUMBO TOILET ROLLS, HAND TOWELS ULTRASLIM, HAND TOWELS COMPACT, FREIGHT AND FUEL LEVY	\$ 2,621.92
EFT122660	03/02/2023	ABBA ENGINEERING SERVICES	GC - FABRICATION & INSTALLATION OF 315 HDPE SUCTION SPOOL	\$ 3,988.40
EFT122661	03/02/2023	AUSCO BUILDING SYSTEMS	GC- HIRE OF PORTABLE OFFICE SPACE( DONGA) OFFICE 12.0M X 3.0M INCLUDES 3 X AIR CONDITIONERS JANUARY 2023	\$ 659.68
EFT122662	03/02/2023	ATOM SUPPLY	PROPERTY - PLIERS LOCKING 165MM LONG NOSE KING TONY SJ-CLP- CODE 61020250	\$ 25.32
EFT122662	03/02/2023	ATOM SUPPLY	PROPERTY- OASIS-21-20-07MR RIVETER + RIVETS SET KING TONY 21-20-07MR KING TONY- CODE 34650002	\$ 35.38
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC - LICENSE BOOM TYPE AND WORKSAFE HIGH RISK	\$ 295.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC - CONFINED SPACE TRAINING FOR CLIENT	\$ 145.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC - RIWH5204E-WAH TRAINING FOR CLIENT	\$ 295.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC - RIWH5202E- WORKING AT HEIGHTS PACKAGE	\$ 440.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC- 2 DAY TRAINING WAH AND CS	\$ 650.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC-RIIMPO318F SKID STEER	\$ 650.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC- CONDUCT EXCAVATOR	\$ 650.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC - WAH AND CS 2 DAY TRAINING PACKAGE	\$ 440.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC - CPCCLDG3001 DOGGING AND RIGGING, WORKSAFE HIGH RISK LICENSE	\$ 2,105.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC - DOGGING AND RIGGING AMCT	\$ 2,105.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC- FORKLIFT 2 DAY TRAINING TLILIC0003 - 23-24/01/2023	\$ 475.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC- CONDUCT LOADER	\$ 650.00
EFT122663	03/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC - CONDUCT LOADER- RIIMPO304E	\$ 650.00
EFT122664	03/02/2023	ALCOLIZER TECHNOLOGY	OHS - CALIBRATION OF ALCOLIZER #40004911 AND DRUGALIZER #36000597	\$ 146.30
EFT122665	03/02/2023	ANTHONY WILLIAM FLINT T/A ADMIRE PAINTING SERVICES	PROPERTY - ENDOWMENT BLOCK - 300 HANNAN STREET - ROCKMANS SHOP FASCIA	\$ 715.00
EFT122665	03/02/2023	ANTHONY WILLIAM FLINT T/A ADMIRE PAINTING SERVICES	PROPERTY-DEPOT TRAINING ROOM INTERNAL / EXTERIOR INCLUDE, EXTERIOR WALL, INTERIOR NEW OFFICE WALLS, DOORS AND FRAMES	\$ 3,091.00
EFT122665	03/02/2023	ANTHONY WILLIAM FLINT T/A ADMIRE PAINTING SERVICES	PROPERTY- ADMIN BUILDING MARKETING AREA PAINTING	\$ 924.00
EFT122666	03/02/2023	AVANTGARDE TECHNOLOGIES PTY LTD	ICT - 1X FORTIGATE-200F - 18 X GE RJ45 (INCLUDING 1 X MGMT PORT, 1 X HA PORT, 16 X SWITCH PORTS), 8 X GE SFP SLOTS, 4 X 10GE SFP+ SLOTS, NP6XLITE AND CP9 HARDWARE ACCELERATED., 1X FORTIGATE-200F - 1YEAR LICENSE UNIFIED THREAT PROTECTION (UTP) (IPS, ADVANCED MALWARE PROTECTION, APPLICATION CONTROL, URL, DNS & VIDEO FILTERING, ANTISPAM SERVICE, AND FORTICARE PREMIUM), 2X 10GE SFP+ TRANSCEIVER FORTINET MODULE, SHORT RANGE - 10GE SFP+ TRANSCEIVER MODULE	\$ 12,917.07
EFT122666	03/02/2023	AVANTGARDE TECHNOLOGIES PTY LTD	ICT - CABLE AND ACCESSORIES, SCISSOR LIFT HIRE X 3 DAYS, LABOUR, FIREWALL INSTALLATION	\$ 19,140.00
EFT122666	03/02/2023	AVANTGARDE TECHNOLOGIES PTY LTD	ICT - NETGEAR PROSAFE GS105 5 PORT GIGABIT SWITCH, ICT - CAT6 UTP VARIOUS LENGTHS, FIBRE PATCH LEADS MULTI-MODE VARIOUS LENGTHS	\$ 622.55
EFT122666	03/02/2023	AVANTGARDE TECHNOLOGIES PTY LTD	ICT - CITY OF KALGOORLIE-BOULDER ADMIN FIBRE INTERNET - 1000MBPS JANUARY 2023	\$ 1,078.00

EFT122666	03/02/2023	AVANTGARDE TECHNOLOGIES PTY LTD	ICT - AIRPORT FIBRE INTERNET CONNECTION MONTHLY FEE JAN23 - JUNE23	\$ 902.00
EFT122666	03/02/2023	AVANTGARDE TECHNOLOGIES PTY LTD	ICT - L2 SUPPORT - 80HOURS, ICT - L3 SUPPORT - 20HOURS	\$ 38,280.00
EFT122667	03/02/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	DEPOT - BRUSH JD AM128682	\$ 6,572.72
EFT122668	03/02/2023	ALLRID PEST MANAGEMENT (RENTOKIL INITIAL)	PROPERTY - SOUNDSHELL PEST CONTROL	\$ 264.00
EFT122669	03/02/2023	3E ADVANTAGE PTY LTD	GAC - MONTHLY RENTAL OF X3 IDEAL POS TERMINALS	\$ 363.00
EFT122669	03/02/2023	3E ADVANTAGE PTY LTD	ICT - PRINTING LEASE - FIXED RENTAL 1/12/2022 - 31/12/2022	\$ 11,072.61
EFT122670	03/02/2023	AUSTRALIAN COMMUNITY MEDIA	HERITAGE - ADVERT FOR THE SENIOR OCT 2022 - GWM AND TOWN HALLS	\$ 173.00
EFT122671	03/02/2023	AUSTRALIAN ABORIGINAL MINING ACADEMY LTD	CD - ONGOING MENTORING AND SUPPORT	\$ 5,200.00
EFT122672	03/02/2023	123 DRIVE WITH ME	CDC- BULK CLIENT AUTOMATIC DRIVING LESSONS	\$ 792.00
EFT122673	03/02/2023	AUSTRALIAN MEDICAL SUPPLIES PTY LTD	BAND - TYVEK NEON BLUE X 1000, BAND - TYVEK BLUE STARS X 1000, BAND - TYVEK CONFETTI X 1000, BAND - TYVEK NEON ORANGE X 1000, AND - TYVEK PURPLE STRIPES X 1000, BAND - TYVEK RED STRIPES X 1000, BAND - TYVEK LAUGHTER ( RED & BLACK) X 1000, BAND - TYVEK LIME HAPPY X 1000, BAND - TYVEK NEON RED X 1000, BAND - TYVEK NEON BLUE X 1000, BAND - TYVEK NEON ORANGE X 1000, BAND - TYVEK PURPLE HAPPY X 1000, BAND - TYVEK LAUGHTER (PURPLE & YELLOW) X 1000, BAND - TYVEK NEON ORANGE STRIPES X 1000, FREIGHT	\$ 1,138.50
EFT122674	03/02/2023	BUNNINGS BUILDING SUPPLIES P/L	AIRPORT - DETA 12W LED SLIM PROFILE SECURITY FLOOD LIGHT	\$ 89.10
EFT122675	03/02/2023	ATO PAYG	FINANCE - PAYG PAYMENT PPE 22/1/23	\$ 206,304.00
EFT122676	03/02/2023	BUILT BY GEOFF	FLEET - LABOUR - PROGRAM 24 REMOTE, CENTSYS REMOTES	\$ 2,455.20
EFT122676	03/02/2023	BUILT BY GEOFF	PROPERTY - KINGSBURY PARK 1 STANDARD 1800MM GARRISON PANEL INCLUSIVE OF 4X 40X40, BRACKETS ALL POWDER COATED IN SATIN BLACK, CUSTOM MADE 1800MM GARRISON PANEL @2550MM INCLUSIVE OF 4X 40X40 BRACKETS, ALL POWDER COATED IN SATIN BLACK	\$ 3,080.00
EFT122677	03/02/2023	BOYA EQUIPMENT	DEPOT - K5647-34312 DUST COVER, K5651-34352 SPRING PLATE	\$ 470.84
EFT122678	03/02/2023	BELLINI BULK HAULAGE PTY LTD	GC - MT BURGESS SAND	\$ 2,010.20
EFT122678	03/02/2023	BELLINI BULK HAULAGE PTY LTD	PARKS - MT BURGESS 2	\$ 180.40
EFT122678	03/02/2023	BELLINI BULK HAULAGE PTY LTD	GC -MT BURGESS 2 SAND	\$ 1,994.60
EFT122678	03/02/2023	BELLINI BULK HAULAGE PTY LTD	TURF - 1T PERTH (WHITE) SAND	\$ 749.76
EFT122678	03/02/2023	BELLINI BULK HAULAGE PTY LTD	GC - NARNIUP SAND	\$ 5,153.94
EFT122678	03/02/2023	BELLINI BULK HAULAGE PTY LTD	WORKS - 2000T MRWA SPEC GRAVEL TO PICCADILLY LAY DOWN YARD	\$ 52,230.41
EFT122678	03/02/2023	BELLINI BULK HAULAGE PTY LTD	MT BURGESS SAND	\$ 1,015.82
EFT122678	03/02/2023	BELLINI BULK HAULAGE PTY LTD	PARKS - MT BURGESS 2	\$ 926.13
EFT122679	03/02/2023	BIG SKY ENTERTAINMENT WA PTY LTD	EVENTS - POP-UP 23 - BUBBLES AND SKATES ROVING ENTERTAINMENT. 5 X 45 MINUTE SETS PER DAY ON 22 AND 23 APRIL 2023	\$ 5,698.00
EFT122680	03/02/2023	G BOWDEN PLUMBING	PROPERTY-7/5 O'CONNOR -19/12/23 - REPLACED INLET AND OUTLET WASHER AND MINI TAP ON TOILET AT UNIT	\$ 154.00
EFT122680	03/02/2023	G BOWDEN PLUMBING	PROPERTY-CENTENNIAL PARK -05/01/23 - REPAIR RUNNING DISABLED TOILET	\$ 165.00
EFT122680	03/02/2023	G BOWDEN PLUMBING	PROPERTY-ENDOWMENT BLOCK -20/12/22 - INSTALL NEW INLET VALVE TO TOILET CISTERN IN THE ENDOWMENT BLOCK	\$ 154.00
EFT122680	03/02/2023	G BOWDEN PLUMBING	PROPERTY-11/01/23 - REPLACE INLET VALVE AND CISTERN MINI STOP IN DISABLED WC/BATHROOM	\$ 176.00
EFT122680	03/02/2023	G BOWDEN PLUMBING	PROPERTY-HAMMOND PARK-20/12/22 - SUPPLY AND INSTALL NEW WALL MOUNT FLUSH KIT TO LADIES TOILET	\$ 495.00
EFT122681	03/02/2023	JUAN PABLO RIQUELME BASAURE	ADMIN - GUITAR PERFORMANCE FOR STAFF CHRISTMAS PARTY ON THE 10TH OF DECEMBER 2022	\$ 320.00
EFT122681	03/02/2023	JUAN PABLO RIQUELME BASAURE	ADMIN - ENTERTAINMENT EQUIPMENT FOR STAFF CHRISTMAS PARTY	\$ 120.00
EFT122682	03/02/2023	NORTHBRIDGE ENTERPRISES UNIT TRUST T/A BBC ENTERTAINMENT	EVENTS - SATS 23 - STAGE PERFORMANCE	\$ 1,650.00
EFT122683	03/02/2023	MELLEN BURNS	EVENTS - SCL 22 - PHOTOGRAPHY (11AM TO 2PM)	\$ 450.00



EFT122684	03/02/2023	BOC GAS & GEAR	BOC - BALLOON GAS TANKS	\$ 11.97
EFT122685	03/02/2023	CITY OF KALGOORLIE-BOULDER SOCIAL CLUB	FINANCE - SOCIAL CLUB DEDUCTION PPE 22/1/23, SOCIAL CLUB REIMBURSEMENT PPE 22/3/23	\$ 465.00
EFT122686	03/02/2023	CHILD SUPPORT AGENCY	FINANCE - CHILD SUPPORT PAYMENT PPE 22/1/23	\$ 455.22
EFT122687	03/02/2023	CENTURION TRANSPORT CO PTY LTD	OASIS - CENTURION FREIGHT - VARIANCE FOR PO242990	\$ 595.39
EFT122687	03/02/2023	CENTURION TRANSPORT CO PTY LTD	OASIS - CENTURION QUOTE REFERENCE: MB6102022KB PICK UP THREE PALLETS FROM SIGMA PERTH AND DELIVER TO OASIS KALGOORLIE. FORKLIFT REQUIRED	\$ 480.00
EFT122687	03/02/2023	CENTURION TRANSPORT CO PTY LTD	OASIS - CENTURION FREIGHT - VARIANCE FOR PO242990	\$ 289.18
EFT122687	03/02/2023	CENTURION TRANSPORT CO PTY LTD	OASIS - CENTURION FREIGHT - VARIANCE FOR PO242990	\$ 372.56
EFT122688	03/02/2023	CLINIPATH PATHOLOGY PTY LTD	P&C - D&A TESTING FOR EMPLOYEE	\$ 26.40
EFT122689	03/02/2023	CITY BUILDING SUPPLIES PTY LTD	PROPERTY-23 HESTON -MODWOOD SAHARA 88 X 23 X 5400MM-CODE 100012007, MODWOOD KLEVA KLIP SNAP-LOC (40) TOP FIX 88MM-CODE 100012408	\$ 1,888.28
EFT122689	03/02/2023	CITY BUILDING SUPPLIES PTY LTD	PROPERTY-DEPOT-GYPROCK 10MM 2700 X 1200MM CODE-100008544, RONDO 402 TRACK 76MM 3000MM CODE-100009261, RONDO 403 STUD 76MM 2700MM CODE-100009231, RONDO P01 CORNER BEAD 90 2700MM CODE-100009186, RONDO P01 CORNER BEAD 90 2400MM CODE-100009185, READICOTE (FLUSH INTERNAL) 820 X 2040 X 35MM DOOR CODE-3305927, SPLIT DOOR FRAME 820 RIGHT- CODE-100008805, 6G X 45MM NP (500) BUGLE PLASTERBOARD SCREWS CSR- CODE-100011723, WALL PLUG GREEN 7X50MM (FRAME 25) RAMSET- CODE-2597730, BASECOAT 45 20KG- CODE-100008027, ALL PURPOSE COMPOUND 15KG EASY-FLOW- CODE-100008011, STUD ADHESIVE 5.5KG- CODE-100009183, PAPERTAPE 152M- CODE-100009104, MDF 92 X 18 SINGLE BULLNOSE MOULDING 3/5.4 (3 PCS) - CODE-100008786, RONDO P05 PLASTER CASING BEAD 10MM 2700MM - CODE-100009194	\$ 2,386.48
EFT122690	03/02/2023	CENTRAL REGIONAL TAFE	PARMS - CERT IV ACCOUNTING & BOOKKEEPING FOR EMPLOYEE#3248	-\$ 2,318.00
EFT122690	03/02/2023	CENTRAL REGIONAL TAFE	PARMS - FRONT END LOADER TRAINING RIIMPO321F, SKID STEER LOADER TRAINING RIIMPO318F, EXCAVATOR TRAINING RIIMPO320F, ROLLER TRAINING RIIMPO317F, INTEGRATED TOOL CARRIER TRAINING RIHAN311F	\$ 1,212.00
EFT122690	03/02/2023	CENTRAL REGIONAL TAFE	PARMS - TRAINING LOADER EXCAVATOR	\$ 61.32
EFT122690	03/02/2023	CENTRAL REGIONAL TAFE	MICROSOFT WORD INTERMEDIATE FOR EMPLOYEE #3491, MICROSOFT WORD INTERMEDIATE FOR EMPLOYEE #3242, EXCEL INTERMEDIATE FOR EMPLOYEE #2912, EXCEL INTERMEDIATE FOR EMPLOYEE #3242, EXCEL INTERMEDIATE FOR EMPLOYEE #3224, DEVELOPING SKILLS WITH MICROSOFT OFFICE FOR EMPLOYEE #3118	-\$ 295.00
EFT122690	03/02/2023	CENTRAL REGIONAL TAFE	P&C - ICTICT426 - IDENTIFY AND EVALUATE EMERGING TECHNOLOGIES AND PRACTICES FOR EMPLOYEE #3558	\$ 794.75
EFT122690	03/02/2023	CENTRAL REGIONAL TAFE	PARMS - CERTIFICATE IV IN ACCOUNTING AND BOOKKEEPING FOR EMPLOYEE #3844	\$ 1,917.50
EFT122690	03/02/2023	CENTRAL REGIONAL TAFE	P&C - TRAINING- CIII IN BUSINESS - BSB CRT311 & BSBPEF201	\$ 327.50
EFT122691	03/02/2023	COHERA-TECH PTY LTD	OASIS - ANNUAL SUBSCRIPTION FOR PEOPLE COUNTING AND REPORTING SERVICE FROM OCTOBER 2022 UNTIL SEPTEMBER 2023	\$ 814.00
EFT122692	03/02/2023	MEGGAN CARSWELL	MEGGAN CARSWELL - FEE FOR PERFORMANCE AUSTRALIA DAY CITIZENSHIP CEREMONY 26/01/2023	\$ 200.00
EFT122693	03/02/2023	CREATIVE TEN SOFTWARE	AIRPORT - BAY CONTROL QUARTERLY (3 MONTHS) SUBSCRIPTION, BAYS: 01, 02, (03, 03A), 04, 05, 06, 07, (08, 09)	\$ 2,409.00
EFT122693	03/02/2023	CREATIVE TEN SOFTWARE	AIRPORT - CLOUDTEN FIDS SUBSCRIPTION FOR LAST MONTH (DECEMBER 2022), (MIN 200 FLIGHTS PER MONTH)	\$ 519.20
EFT122694	03/02/2023	JULIE COCKS	GAC - REIMBURSEMENT FOR STAFF FAREWELL #3331	\$ 188.00
EFT122694	03/02/2023	JULIE COCKS	GAC - STOOLS, TABLES, DVD PLAYER	\$ 456.55
EFT122695	03/02/2023	CHAS CLARKSON	EVENTS - CSP 22 - EXTENSIONS AND CONNECTORS	\$ 977.44
EFT122696	03/02/2023	LUI CAMPOREALE	DEPOT - TYRE REPAIR	\$ 55.00
EFT122697	03/02/2023	CONVERGED COMMUNICATION NETWORK APPLICATION PTY LTD T/A CCNA	ICT - MONTHLY TELEPHONE CHARGES OCTOBER 22	\$ 1,494.78
EFT122697	03/02/2023	CONVERGED COMMUNICATION NETWORK APPLICATION PTY LTD T/A CCNA	ICT - SUBSCRIPTION CHARGES 1 JULY22 - 30 JUNE23	\$ 9,711.13
EFT122697	03/02/2023	CONVERGED COMMUNICATION NETWORK APPLICATION PTY LTD T/A CCNA	ICT - MONTHLY TELEPHONE CHARGES NOVEMBER 22	\$ 1,495.31
EFT122697	03/02/2023	CONVERGED COMMUNICATION NETWORK APPLICATION PTY LTD T/A CCNA	ICT - MONTHLY TELEPHONE CHARGES DECEMBER 22	\$ 1,455.16

EFT122698	03/02/2023	CHEF SHANE	EVENTS - SATS 23 - CATERING FOR ARTISTS - CONCERT 1 - AUSTRALIA DAY	\$ 250.00
EFT122699	03/02/2023	DULUX AUSTRALIA	WORKSHOP - PC EPOXY THINNER 4L	\$ 173.14
EFT122700	03/02/2023	LANDGATE	RATES - GRV 31/12/2022 VALUATION ROLL	\$ 167.50
EFT122700	03/02/2023	LANDGATE	RATES - RURAL & MT 31/12/2022 VALUATION ROLL	\$ 335.00
EFT122701	03/02/2023	DNA LIVE EXPERIENCES PTY LTD	EVENTS - SATS 23 - REMAINING PAYMENT FOR PERFORMER ON AUSTRALIA DAY, 26 JANUARY 23	\$ 6,050.00
EFT122702	03/02/2023	DRUMMOND CATERING	OASIS - MEMBERS END OF YEAR PARTY CATERING	\$ 1,320.00
EFT122703	03/02/2023	CHERYL WORKMAN DAVIES	EGCC - INTERGENERATIONAL PLAYGROUP TOYS AND SUPPLIES, XMAS BRUNCH PRIZES, XMAS BRUNCH FRUIT AND PRAWNS	\$ 212.74
EFT122704	03/02/2023	EAST GOLD DAIRY DISTRIBUTORS	EGCC- MILK SUPPLY 1 NOVEMBER 2022 TO 30 JUNE 2023	\$ 14.90
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - AIRPORT - LOT 4531 GATACRE STREET BOULDER - FROM 13/10/22 TO 9/11/22	\$ 9,979.89
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - LOT A20 THROSSEL STREET DEPOT - FROM 13/10/22 - 09/11/22	\$ 544.39
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - 13 ROBERTS STREET KALGOORLIE WA - LIBRARY - FROM 15/10/22 - 09/11/22	\$ 502.42
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - 4 BURTON PLACE, KALGOORLIE FOR THE PERIOD 22/11/22 -04/12/22	\$ 86.16
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - LOT 221 GOLDFIELDS HWY BOULDER WA - SBWWTP - FROM 15/12/22 - 10/01/23	\$ 25,639.67
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - HOUSE AT HAMILTON ST BOULDER FROM 14/4/22 TO 1/11/2022	\$ 254.01
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - EGCC - 13 ROBERTS STREET - FROM 10/11/22 - 14/12/22	\$ 2,434.49
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - 13 ROBERTS STREET KALGOORLIE WA - LIBRARY - FROM 10/11/22 - 14/12/22	\$ 1,104.76
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - TOILETS AT 17 BURT ST, BOULDER FROM 02/11/22 - 03/01/23	\$ 271.80
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - LOT 503 PICCADILLY ST, WEST LAMINGTON FROM TO 15/12/2022 TO 10/1/23	\$ 1,949.76
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - BOULDER TOWN HALL - LOT 1 BURT STREET BOULDER - FROM 15/12/22 TO 10/1/23	\$ 660.28
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - CASSIDY STREET - ST BARBARA SQUARE AND STREET LIGHTS - FROM 15/12/22 TO 10/1/23	\$ 237.37
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - SIR RICHARD MOORE OVAL PICCADILLY STREET - FROM 15/12/22 - 10/01/23	\$ 1,004.67
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - RACE COURSE PUMP STATION - FROM 15/12/22 - 10/01/23	\$ 7,125.28
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - PICCADILLY PUMP STATION - FROM 15/12/22 - 10/01/23	\$ 2,055.86
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - CRUIKSHANK'S SPORTS ARENA - FIMISTON ROAD - FROM 15/12/22 - 10/01/23	\$ 625.01
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - DIGGER DAWS OVAL BOULDER - FROM 15/12/22 - 10/01/23	\$ 465.49
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - HAMMOND PARK - MEMORIAL DRIVE KALGOORLIE - FROM 15/12/22 10/01/23	\$ 1,394.55
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - UNIT A/99 JOHNSON STREET BOULDER - PLAYING FIELD 1 - FROM 15/12/22 - 10/01/23	\$ 303.22
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - 93 ASLETT KARLKURLA - GOLF COURSE - FROM 15/12/22 - 10/01/23	\$ 2,682.66
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - OASIS 99 JOHNSTON STREET BOULDER - FROM 15/12/22 - 10/01/23	\$ 16,763.11
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - CHESTERTON PUMP - LEVIATHAN STREET BOULDER WA - FROM 15/12/22 - 10/01/23	\$ 1,203.57
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - OLD BOULDER LAGOONS - LYNCH STREET BOULDER - FROM 15/12/22 - 10/01/23	\$ 5,351.95
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - EGCC - 13 ROBERTS STREET - FROM 15/12/22 - 10/01/23	\$ 1,674.81
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - ADMIN BUILDING 577 HANNAN STREET - FROM 15/12/ - 10/01/23	\$ 5,253.97
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - KALGOORLIE TOWN HALL - FROM 15/12/22 - 10/01/23	\$ 886.62
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - UNIT A OSMETTI DRIVE BOULDER - OASIS CLUBROOMS - FROM 15/12/22 - 10/01/23	\$ 641.62
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	PROPERTY - ELECTRICITY FOR 7/5 O'CONNOR ST FOR THE PERIOD 30/10/22 - 11/01/23	\$ 289.56
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	PROPERTY - ELECTRICITY FOR 7/5 O'CONNOR ST FOR THE PERIOD 12/01/23 - 12/01/23	\$ 6.50

EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - RAY FINLAYSON - LOT 4347 MARSHALL STREET WEST LAMINGTON - CAR PARK LIGHTING - FROM 14/12/22 - 10/01/23	\$ 2,679.90
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - HAMMOND PARK MEMORIAL DRIVE - FROM 12/11/22 - 16/01/23	\$ 534.03
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - MORRISON OVAL - MARSHALL STREET KALGOORLIE FROM 22/12/22 - 17/01/23	\$ 552.82
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - MAIN ROADS DEPOT - HAY STREET KALGOORLIE FROM 15/12/22 TO 17/1/23	\$ 816.46
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - OASIS PLAYING FIELDS - LOT 9000 JOHNSTON STREET KALGOORLIE FROM 16/12/22 - 18/01/23	\$ 199.72
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - GREENVIEW ESTATE PARK LOT 4870 BUTTERFLY STREET FROM 17/11/22 -16/01/23	\$ 582.32
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - FIMISTER LANE BOOSTER PUMP FOR EFFLUENT LINE - FROM 17/11/22 - 16/01/23	\$ 780.22
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - LOT 5012 PICCADILLY STREET - GOLF COURSE GRASS - FROM 15/12/22 - 17/01/23	\$ 1,893.84
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - PARK AT 76 LYALL STREET KALGOORLIE FROM 17/11/22 - 17/01/23	\$ 134.26
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - LOT 501 HAWKINS STREET - GOLF COURSE SHED - FROM 15/12/22 TO 10/1/23, OFF PEAK CREDIT	\$ 3,066.91
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - GAC - 35 CHEETHAM STREET KALGOORLIE - FROM 15/12/22 TO 10/1/23	\$ 12,323.29
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - AIRPORT - LOT 4531 GATACRE STREET BOULDER - FROM 15/12/22 TO 10/1/23	\$ 10,027.74
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - LOT A20 THROSSEL STREET DEPOT - FROM 15/12/22 - 10/01/23	\$ 635.31
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - KARLKURLA GROVE EFFLUENT TANK - LOT 4570 WINDARRA WAY, HANNANS FROM 17/11/22 - 19/01/23	\$ 260.85
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - EDWARDS PARK - PICCADILLY STREET FROM 17/11/22 - 19/01/23	\$ 356.44
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - LOT 4210 PRESIDENT ST, KALGOORLIE - FROM 16/12/22 - 19/01/23	\$ 487.85
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - 13 ROBERTS STREET KALGOORLIE WA - LIBRARY - FROM 15/12/22 - 10/01/23	\$ 702.13
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - U B 2 TINDALS CR, HANNANS FOR THE PERIOD FROM 18/11/22 - 19/01/23	\$ 154.15
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - GREENVIEW ESTATE PARK - LOT 206 ASLETT DRIVE HANNANS PARK FROM 17/11/22 - 19/01/23	\$ 244.98
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - FINNERTY PARK - LOT 3385 BENNET'S PLACE KALGOORLIE FROM 18/11/22 - 20/01/23	\$ 183.34
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - KARLKURLA PARK - LOT 119 NANKIVILLE ROAD KALGOORLIE FROM 18/11/22 - 20/01/23	\$ 587.19
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - WALLACE PARK - COLLINS STREET KALGOORLIE 19/11/22 - 23/01/23	\$ 1,385.98
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - 2A TINDALS CRES, HANNANS FROM 14/11/22 -20/01/23	\$ 182.03
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - FINNERTY PARK - LOT 3885 COTTER STREET KALGOORLIE FROM 18/11/22 - 24/01/23	\$ 260.76
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - BURTON PARK - BURTON STREET KALGOORLIE FROM 22/11/22 - 25/01/23	\$ 126.85
EFT122705	03/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	CAR PARK - 39 BROOKMAN STREET KALGOORLIE FROM 23/11/22 - 25/01/23	\$ 154.31
EFT122706	03/02/2023	FORPARK AUSTRALIA	PARKS - STRAP SWING SEAT, TODDLER SWING SEAT	\$ 1,287.66
EFT122707	03/02/2023	OFFICE NATIONAL KALGOORLIE (DONWAR PTY LTD)	ICT - OFFICE NATIONAL A4 ULTRA WHITE CARBON NEUTRAL COPY PAPER 80GSM WHITE PACK 500 SHEETS	\$ 655.38
EFT122707	03/02/2023	OFFICE NATIONAL KALGOORLIE (DONWAR PTY LTD)	DEPOT - PAPERMATE INKJOY 100RT RETRACTABLE BALLPOINT PEN BLACK BOX 12, REXEL STAPLES 26/6 BOX 5000, INITIATIVE STAPLE REMOVER BLACK, PAPERMATE INKJOY 100RT RETRACTABLE BALLPOINT PEN BLUE BOX 12, VISIONCHART COMMUNICATE MAGNETIC WHITEBOARD 1800 X 1200MM, INITIATIVE PREMIUM SPIRAL NOTEBOOK WITH PP COVER AND POCKET SIDEBOUND 200 PAGE A5, INITIATIVE HIGHLIGHTER CHISEL ASSORTED WALLET 6, DYMO 45013 D1 LABELLING TAPE 12MM X 7M BLACK ON WHITE, REFLEX A4 100% RECYCLED COPY PAPER 80GSM WHITE PACK 500 SHEETS	\$ 135.08
EFT122708	03/02/2023	GOLDFIELDS SEPTIC DISPOSALS (AIPIM NOMINEES PTY LTD)	PROPERTY - BOULDER CAMP - WEEKLY PUMP OUT OF THE PORTABLE TOILET AT BOULDER CAMP	\$ 308.00
EFT122709	03/02/2023	GOLDFIELDS SIGN WORKS, ENGRAVING AND TROPHY SPECIALISTS	CDT - NAME BADGE MAGNETIC BACK	\$ 138.60
EFT122710	03/02/2023	GOLDFIELDS ARTS CENTRE	FINANCE - TRUST PAYOUT - CELTIC CHRISTMAS 21/12/22	\$ 6,607.47
EFT122711	03/02/2023	BIDFOOD KALGOORLIE (GOLDLINE DISTRIBUTORS)	AIRPORT - PRODUCT CODE 176235 - TOILET ROLLS 2 PLY JUMBO 300M - PURE - 8'S, PRODUCT CODE 176586 PAPER HAND TOWEL ULTRASLIM INTERLEAVE 24X23CM - PURE - 16 X 150SHEET	\$ 872.30

EFT122711	03/02/2023	BIDFOOD KALGOORLIE (GOLDLINE DISTRIBUTORS)	LIBRARY-128874-CLEANER FLOOR BIG RED HEAVY DUTY-CATCLEAN-5L, 120396-TOILET ROLLS 2 PLY DELUXE WRAPPED-STYLE-48'S	\$ 81.57
EFT122711	03/02/2023	BIDFOOD KALGOORLIE (GOLDLINE DISTRIBUTORS)	AIRPORT - PRODUCT CODE 145316 PAPER TOWEL HAND OPTIMUM 30.5 X 24CM #4456 - KLEENEX - 120'S, AIRPORT - PRODUCT CODE 176235 TOILET ROLLS 2 PLY JUMBO 300M - PURE - 8'S, AIRPORT - PRODUCT CODE 66584 BAGS GARBAGE 82LT HEAVY DUTY BLACK - TAILORED - 25'S	\$ 3,050.52
EFT122712	03/02/2023	GOLDNET PTY LTD	ICT - 50MB COMMUNICATION SERVICES JANUARY 2023	\$ 3,080.00
EFT122713	03/02/2023	GROSVENOR LODGE PTY LTD	WASTE - RFT007 19/20 - CONTRACTED LANDFILL SERVICES FOR SEPTEMBER 2022	\$ 221,245.42
EFT122714	03/02/2023	GOLDRUSH TOURS	ADMIN - STAFF FUNCTIONS EXPENSES	\$ 2,600.00
EFT122715	03/02/2023	WANSLEA LIMITED	BOND RETURN - 211123 W263 T025 KEY BOND LORD FORREST COMPLEX	\$ 58.20
EFT122716	03/02/2023	GOLDFIELDS SAND DRAG ASSOCIATION	BOND RETURN - 210152 G908 T005 HIRE OF TOILET BLOCK AND CONTROL BARRIER	\$ 425.20
EFT122717	03/02/2023	GOLDFIELDS AUTO ELECTRICAL	WORKSHOP - CHECK AIR CON NOT WORKING - GAS COMPRESSOR BLOWN OUT ON SIDE DUE TO HI HEAD PRESSURE - CHECK SYSTEM - CONDENSER FULL OF MUD AND CORRODED OUT - FAN BURNT OUT - ORDER ALL PARTS PRIORITY - STRIP OUT ALL COVERS AND PANELS TO ACCESS COMPRESSOR. CHANGE OUT COMPRESSOR - CHANGE OUT CONDENSER AND MOTOR ASSY AND ALL REQUIRED O-RINGS - PRESSURE TEST ALL OK - VAC & GAS AS REQUIRED AND ASSEMBLE	\$ 1,483.90
EFT122717	03/02/2023	GOLDFIELDS AUTO ELECTRICAL	WORKSHOP - DC 27 HD CYCLE	\$ 383.90
EFT122717	03/02/2023	GOLDFIELDS AUTO ELECTRICAL	WORKSHOP - SUPPLY NEW COMPRESSOR AND CONDENSER & MOTOR - OEM COMPRESSOR AIR CON, CONDENSER ASSY, MOTOR ASSY	\$ 4,540.25
EFT122718	03/02/2023	GLOBAL DRONE SOLUTIONS	BOND REFUND - 211115 G879 T022 HIRE BOND FOR RAY FINLAYSON SPORTS COMPLEX	\$ 265.20
EFT122718	03/02/2023	GLOBAL DRONE SOLUTIONS	BOND REFUND -211115 G879 T025 KEY BOND FOR RAY FINLAYSON SPORTS COMPLEX	\$ 58.20
EFT122719	03/02/2023	GREEN WORKZ PTY LTD	TURF - DESTRO HERBICIDE 20L, LONHRO 100GM	\$ 1,144.00
EFT122720	03/02/2023	GOLDFIELDS OFF ROAD	WORKSHOP - DRIVETECH 4X4 SPRING EYE BUSH KIT	\$ 80.00
EFT122721	03/02/2023	GOLDFIELDS MINING SUPPLIES	WATER - PARTS FOR ALGAECIDE DOSING FOR THE GOLF COURSE SUPPLY LINE. QUOTE 37161	\$ 435.83
EFT122721	03/02/2023	GOLDFIELDS MINING SUPPLIES	WATER- ITEM NO YCCB63200F - 63MM FI CHEM X2BSP, - ITEM NO 5020013- REDUCING BUSHING THREADED PP 2"-1", - ITEM NO PCF-ELB90-25 - ELBOW 90 DEG 25MM, - ITEM NO PCF- AM-25-25- ADAPTOR 25MM X 25MM MALE"	\$ 197.60
EFT122721	03/02/2023	GOLDFIELDS MINING SUPPLIES	WATER- ITEM NO 1607034- PLASSON SADDLE 110X25, - ITEM NO KP2-110AB - 110MM SS WANG CLAMP 200MM LONG	\$ 274.10
EFT122722	03/02/2023	GPM RESOURCES PTY LTD	RATES REFUND FOR ASSESSMENT A34738	\$ 206.27
EFT122722	03/02/2023	GPM RESOURCES PTY LTD	RATES REFUND FOR ASSESSMENT A34743	\$ 191.92
EFT122722	03/02/2023	GPM RESOURCES PTY LTD	RATES REFUND FOR ASSESSMENT A34739	\$ 193.76
EFT122723	03/02/2023	BOC	GC - MONTHLY GAS BOTTLE RENTAL AND CHANGING OF EMPTY BOTTLE	\$ 104.69
EFT122724	03/02/2023	COCA COLA AMATIL	GC - COCA COLA 600ML, COCA COLA ZERO 600ML, MT FRANKLIN 24 X 600ML, MT FRANKLIN 1L, MT FRANKLIN SPARKLING 450ML, POWERADE BERRY ICE, POWERADE GOLD RUSH, POWERADE MT BLAST, POWERADE BLACKCURRANT, POWERADE LEMON LIME, BARISTA ICED COFFEE	\$ 1,217.62
EFT122724	03/02/2023	COCA COLA AMATIL	GC - COCA COLA 600, COCA COLA NO SUGAR 600, FANTA RASPBERRY 600, SPRITE LEMON 600, CASCADE LLB 330, CASCADE DRY GINGER ALE 330, MT FRANKLIN 600, POWERADE 600 LEMON LIME, POWERADE 600 BERRY ICE, POWERADE 600 MT BLAST, POWERADE 600 GOLD RUSH, POWERADE 600 BLACKCURRANT, CASCADE LIME CORDIAL, BARISTA BROS ESPRESSO 500, CREMA CAFFITALY 80G CAPSULE, TABOO VANILLA 750ML, CC DRY CAN, FERAL DRAUGHT CAN	\$ 1,614.62
EFT122724	03/02/2023	COCA COLA AMATIL	GC - BAR SUPPLIES COCA COLA 600ML, COCA COLA ZERO 600ML, COCA COLA DIET 600ML, SPRITE 600ML, FANTA 600ML, CASCADE GINGER BEER, MT FRANKLIN 600ML, MT FRANKLIN SPARKLING LIME 450ML, FRUIT BOX APPLE BLACKCURRANT, CC SODA LIME CANS	\$ 903.84
EFT122724	03/02/2023	COCA COLA AMATIL	GC- BAR SUPPLIES -COCA COLA 600, COCA COLA DIET 600, COCA COLA ZERO 600, COCA COLA 375ML, COCA COLA NO SUGAR 375ML, POWERADE BLACKCURRANT, POWERADE BERRY ICE, POWERADE GOLD RUSH, POWERADE MT BLAST, POWERADE LEMON LIME, BARISTA ICED COFFEE, BARISTA ICED CHOCOLATE, GRINDERS COFFEE CAPSULE, CANADIAN CLUB DRY CANS, CANADIAN CLUB SODA LIME CANS, FERAL DRAUGHT, MT FRANKLIN 600, MT FRANKLIN SPARKLING LIME450, MT FRANKLIN SPARKLING 450, CASCADE 300ML TONIC WATER, CASCADE 300ML LLB, CASCADE 300ML GINGER BEER, CASCADE 300ML GINGER ALE	\$ 1,696.63

EFT122725	03/02/2023	HEATLEY SALES PTY LTD (HEATLEYS)	WORKS - JEANS MEN'S STRETCH DENIM 5 PKT, EMPLOYEE 3664	\$ 68.17
EFT122725	03/02/2023	HEATLEY SALES PTY LTD (HEATLEYS)	PARKS - SHIRT MEN'S CHAMBRAY W/FREE L/S BLUE LGE, CKB LOGO EMBROIDERY	\$ 215.49
EFT122725	03/02/2023	HEATLEY SALES PTY LTD (HEATLEYS)	JEANS MEN'S STRETCH NAVY MUSTANG, EMPLOYEE 3664	\$ 49.91
EFT122725	03/02/2023	HEATLEY SALES PTY LTD (HEATLEYS)	DEPOT-WORKS DEPOT YEARLY CLOTHING ISSUE	\$ 552.39
EFT122726	03/02/2023	ELEVATED WORK SERVICES PTY LTD (PREVIOUSLY HOWE ELECTRICS)	RESERVES - T014 - 18/19 - TREE REMOVAL AND PRUNING - REMOVE TREE BRANCH SUSPENDED IN TREE AT WALLACE PARK OPPOSITE 235 COLLINS ST	\$ 202.25
EFT122726	03/02/2023	ELEVATED WORK SERVICES PTY LTD (PREVIOUSLY HOWE ELECTRICS)	PARKS - T014 - 18/19 -TREE PRUNING AND REMOVAL - REMOVE DEAD TREE AND STUMP GRIND AT FINNERTY PARK	\$ 2,732.80
EFT122726	03/02/2023	ELEVATED WORK SERVICES PTY LTD (PREVIOUSLY HOWE ELECTRICS)	RESERVES - T014 - 18/19 - TREE PRUNING AND REMOVAL -REMOVE TREE BRANCH THAT IS OVERHANGING POWER LINES AT 51 CAMPBELL ST, KALGOORLIE	\$ 202.25
EFT122727	03/02/2023	HOWARD & HEAVER PTY LTD T/A H+H ARCHITECTS	ENG- PHASE 1 CONCEPT CONFIRMATION	\$ 3,531.00
EFT122727	03/02/2023	HOWARD & HEAVER PTY LTD T/A H+H ARCHITECTS	ENG- PHASE 1 CONCEPT CONFIRMATION	\$ 6,476.25
EFT122728	03/02/2023	HARVEY NORMAN BEDDING KALGOORLIE	PROPERTY- UNIT 2 / 269 DUGAN STREET - 2X SINGLE BEDS, PROPERTY- UNIT 2 / 269 DUGAN STREET - 2X SINGLE MATTRESSES, PROPERTY- UNIT 2 / 269 DUGAN	\$ 1,918.00
EFT122729	03/02/2023	INSTANT RACKING	EVENTS - LONGSPAN STARTER BAY, ADD ON BAY, EXTRA LEVEL, SPAN STEP BEAM	\$ 1,772.00
EFT122730	03/02/2023	INSPIRED DEVELOPMENT SOLUTIONS PTY LTD	P&C - CULTURE SURVEY, DATA ANALYSIS, REPORT COMPILATION, PRE-MEETINGS & DE-BRIEF	\$ 16,500.00
EFT122731	03/02/2023	JOHN MATTHEW & SONS	ED - RENT FOR 50 EGAN ST. MNG FEE FROM 01/02/23 - 28/02/23	\$ 2,059.75
EFT122731	03/02/2023	JOHN MATTHEW & SONS	ED - WATER CONSUMPTION FOR 50 EGAN STREET - LEASE	\$ 99.15
EFT122732	03/02/2023	KALGOORLIE BOULDER CEMETERY BOARD	CD - CONTRIBUTION AS PER GRANT AGREEMENT	\$ 72,875.00
EFT122733	03/02/2023	KALPUMPS SALES & SERVICE	OASIS - REPLACEMENT OF TWO (2) AUTOMATIC AIR RELEASE VALVES LEISURE POOL PLANT ROOM AND MAIN POOL PLANT ROOM	\$ 638.00
EFT122734	03/02/2023	KALGOORLIE METRO PROPERTY GROUP (KMPG PTY LTD)	PROPERTY - 38/38 GREAT EASTERN HIGHWAY - WATER BILL	\$ 26.67
EFT122734	03/02/2023	KALGOORLIE METRO PROPERTY GROUP (KMPG PTY LTD)	PROPERTY -3/189 MACDONALD STREET FROM 9/02/23 - 09/03/23	\$ 2,389.88
EFT122735	03/02/2023	KALGOORLIE FEED BARN PTY LTD	RANGER - 340ML NON SKID S/S BOWLS @\$6.00	\$ 120.00
EFT122735	03/02/2023	KALGOORLIE FEED BARN PTY LTD	PARKS - KANGAROO MUESLI 25KG, EMU PELLETS 30KG, WOMBAROO KANGAROO MILK REPLACER >0.7 5KG, PASSWELL COMPLETE LORIKEET 5KG	\$ 1,733.00
EFT122735	03/02/2023	KALGOORLIE FEED BARN PTY LTD	RANGER - FUSSY CAT 20K, PEDIGREE ADULT 20KG, CHICK STARTER 5 KG, SMALL POO WEE CAT LITTER TRAYS 616.020, MEDIUM POO WEE CAT LITTER TRAYS 616.021, LARGE PLAIN CAT LITTER TRAYS 616.015	\$ 423.00
EFT122736	03/02/2023	KPCD PTY LTD	GAC - SAMSUNG GALAXY A7 LITE TABLET	\$ 249.00
EFT122736	03/02/2023	KPCD PTY LTD	ICT - WESTERN DIGITAL WD ELEMENTS DESKTOP 12TB USB 3.0 3.5 EXTERNAL HARD DRIVE"	\$ 499.00
EFT122737	03/02/2023	KALGOORLIE BOULDER MEN'S SHED	PARKS - CONSTRUCT 12X BIRD NESTING BOXES	\$ 948.00
EFT122738	03/02/2023	AIR LIQUIDE AUSTRALIA LIMITED	DEPOT - MONTHLY HIRE FEE FOR GAS RENTAL DEC 2022, CYLINDER FEE MED OXY	\$ 208.00
EFT122739	03/02/2023	LOGIC ENTERPRISES (WA) PTY LTD T/AS LOGIC HEALTH	P&C -PRE-EMPLOYMENT MEDICAL AND D&A TESTING	\$ 621.50
EFT122739	03/02/2023	LOGIC ENTERPRISES (WA) PTY LTD T/AS LOGIC HEALTH	P&C -PRE-EMPLOYMENT MEDICAL AND D&A TESTING	\$ 151.25
EFT122739	03/02/2023	LOGIC ENTERPRISES (WA) PTY LTD T/AS LOGIC HEALTH	P&C -PRE-EMPLOYMENT MEDICAL AND D&A TESTING	\$ 159.50
EFT122739	03/02/2023	LOGIC ENTERPRISES (WA) PTY LTD T/AS LOGIC HEALTH	P&C -PRE-EMPLOYMENT MEDICAL AND D&A TESTING	\$ 319.00
EFT122739	03/02/2023	LOGIC ENTERPRISES (WA) PTY LTD T/AS LOGIC HEALTH	P&C -PRE-EMPLOYMENT MEDICAL AND D&A TESTING	\$ 88.00
EFT122739	03/02/2023	LOGIC ENTERPRISES (WA) PTY LTD T/AS LOGIC HEALTH	P&C -PRE-EMPLOYMENT MEDICAL AND D&A TESTING	\$ 88.00
EFT122739	03/02/2023	LOGIC ENTERPRISES (WA) PTY LTD T/AS LOGIC HEALTH	P&C -PRE-EMPLOYMENT MEDICAL AND D&A TESTING	\$ 88.00
EFT122739	03/02/2023	LOGIC ENTERPRISES (WA) PTY LTD T/AS LOGIC HEALTH	P&C -PRE-EMPLOYMENT MEDICAL AND D&A TESTING	\$ 319.00
EFT122740	03/02/2023	KEVIN DAVID BIRD T/A LE CHARABANC PRIVATE CHARTERS	TOURISM - PURCHASE OF RUBY TOURIST TRAM. OCM ITEM 17.1 23/01/01	\$ 80,000.00
EFT122741	03/02/2023	AUSTRALIAN SERVICES UNION	FINANCE - UNION PAYMENT PPE 22/1/23	\$ 954.30

EFT122742	03/02/2023	LGRCEU	FINANCE - UNION PAYMENT PPE 22/1/23	\$ 77.00
EFT122743	03/02/2023	MODUS COMPLIANCE PTY LTD	PLANNING - BUILDING CERTIFICATION SERVICES	\$ 704.00
EFT122744	03/02/2023	MY MEDIA INTELLIGENCE PTY LTD T/AS MY MEDIA	MARKETING - COPYRIGHT PER PRESS ARTICLE, COPYRIGHT SEVENWEST FOR BEHIND PAYWALL ARTICLES, COPYRIGHT BUSINESS NEWS ONLINE ARTICLES	\$ 599.85
EFT122745	03/02/2023	GEORGIE MATTINGLEY	GAC - ARTWORK - SUPERPIT CURTAIN	\$ 6,000.00
EFT122746	03/02/2023	NEVE'S LOCKSMITH SERVICE	ED - REKEY 226 HANNAN STREET - KB COLLECTIVE	\$ 432.50
EFT122747	03/02/2023	GPC ASIA PACIFIC PTY LTD T/A NAPA AUTO PART	WORKSHOP - DXA604 ALT 12V 140A DELPHI STYLE	\$ 334.40
EFT122748	03/02/2023	ONLINE BUSINESS EQUIPMENT - ON-LINE	GAC - MONTHLY SUBSCRIPTION FOR IDEALPOS LICENCE - JANUARY	\$ 99.00
EFT122748	03/02/2023	ONLINE BUSINESS EQUIPMENT - ON-LINE	GAC - MONTHLY SUBSCRIPTION FOR IDEALPOS LICENCE - FEBRUARY	\$ 99.00
EFT122749	03/02/2023	TKPH PTY LTD T/A OTR TYRES	WORKSHOP - 25570R16TYAT2, 255/70R16 TOYO OPAT2 115S, EPAKALLT, DISPOSAL OF LIGHT TRUCK TYRE KALGOORLIE	\$ 602.80
EFT122750	03/02/2023	ONYXPRODUCTIONS PTY LTD	GAC - FIRST 50% PRESENTER FEE - 360 ALLSTARS 13TH FEB 2023, FINAL 50% PRESENTER FEE	\$ 10,175.00
EFT122751	03/02/2023	PFD FOOD SERVICES PTY LTD	GC - FOOD SUPPLIES	\$ 992.75
EFT122752	03/02/2023	CHEVRON AUSTRALIA DOWNSTREAM FUELS PTY LTD (PUMA ENERGY)	DEPOT - BULK FUEL DELIVERY WORKS DEPOT	\$ 30,521.60
EFT122753	03/02/2023	PACE LIVE PTY LTD	FINANCE - SHOW PAYOUT - CELTIC CHRISTMAS 21/12/22	\$ 14,178.18
EFT122754	03/02/2023	PICKWICK INTEGRATED FACILITIES SERVICES	PROPERTY - CLEANING OF THE JOB SUPPORT HUB 50 EGAN STREET, KALGOORLIE WA 6430	\$ 551.98
EFT122754	03/02/2023	PICKWICK INTEGRATED FACILITIES SERVICES	PROPERTY - T032 21/22 CITY CLEANING - VARIOUS LOCATIONS	\$ 66,512.83
EFT122755	03/02/2023	QHSE INTEGRATED SOLUTION PTY LTD	P&C- SKYTRUST SUBSCRIPTION	\$ 1,538.90
EFT122756	03/02/2023	RESOURCES TRADING (KARRI HOLDINGS PTY LTD)	RESERVES - PRESSURE REGULATOR VALVE, FREIGHT	\$ 81.75
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - BREAD POTATOES ONIONS TOMATOES FOOD SUPPLIES	\$ 47.80
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - MCCAIN SUPERFRIES FOOD SUPPLIES	\$ 7.00
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - MCCAIN SUPERFRIES - FOOD SUPPLIES	\$ 7.00
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - MCCAIN SUPERFRIES - FOOD SUPPLIES	\$ 7.00
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - MCCAIN SUPERFRIES -FOOD SUPPLIES	\$ 7.00
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - BREAD MCCAIN SUPERFRIES FOOD SUPPLIES	\$ 24.20
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - EGGS MCCAIN SUPERFRIES FOOD SUPPLIES	\$ 19.00
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - SALMON EGGS FOOD SUPPLIES, CROISSANTS FOOD SUPPLIES	\$ 50.00
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	C - MCCAIN SUPERFRIES FOOD SUPPLIES	\$ 7.00
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - LETTUCE BREAD LEMONS FOOD SUPPLIES	\$ 35.80
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - PARSLEY CORIANDER BASIL MUSHROOMS LETTUCE FOOD SUPPLIES	\$ 86.80
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - SILVERSIDE PHILADELPHIA CHEESE BREAD FOOD SUPPLIES	\$ 41.20
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - SILVERSIDE BREAD LETTUCE FOOD SUPPLIES	\$ 29.97
EFT122757	03/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - BREAD FOOD SUPPLIES	\$ 43.00
EFT122758	03/02/2023	RSEA PTY LTD	WATER - PPE FOR EMPLOYEE 3666	\$ 335.12
EFT122759	03/02/2023	RED DESERT COOLING	RETIC - REPAIRED VANDALISED SWITCHBOARD AT OASIS	\$ 446.30
EFT122760	03/02/2023	RATE IT AUSTRALIA PTY LTD	VARIOUS LOCATIONS - RATEIT SERVICE & DEVICE FLOOR STAND BUNDLE	\$ 2,085.01
EFT122761	03/02/2023	REDCAT MEDIA PTY LTD	EVENTS - CSP 22 - VIDEOGRAPHY (INCLUDES EDITING AND DELIVERY OF PROMOTION VIDEO)	\$ 968.00
EFT122761	03/02/2023	REDCAT MEDIA PTY LTD	EVENTS - SATS 23 - VIDEOGRAPHY FOR SUNSETS - PROMOTIONAL VIDEO OF ALL THREE CONCERTS	\$ 968.00
EFT122762	03/02/2023	SUPER CHEAP AUTO PTY LTD	WATER- SUPPLY SCA DIESEL JERRY CAN 20 LITRE, - BLACKRIDGE AIR TYRE INFLATOR WITH GAUGE	\$ 103.15

EFT122763	03/02/2023	MATCHBURY ENTERPRISES PTY LTD T/A SYKES TRANSPORT WA	GC - TRANSPORT FEE FOR CUB	\$ 170.98
EFT122763	03/02/2023	MATCHBURY ENTERPRISES PTY LTD T/A SYKES TRANSPORT WA	GC - TRANSPORT FEE FOR CUB	\$ 230.55
EFT122763	03/02/2023	MATCHBURY ENTERPRISES PTY LTD T/A SYKES TRANSPORT WA	GC - TRANSPORT FEE FOR CUB	\$ 197.66
EFT122763	03/02/2023	MATCHBURY ENTERPRISES PTY LTD T/A SYKES TRANSPORT WA	GC - TRANSPORT FEE FOR CUB	\$ 293.94
EFT122764	03/02/2023	SEAN SMITH	EVENTS - SATS 23 - MC AUSTRALIA DAY	\$ 700.00
EFT122765	03/02/2023	STORYTOWNS PTY LTD	ED - CHRISTMAS SCAVENGER HUNT BOULDER	\$ 3,960.00
EFT122766	03/02/2023	SERENA MELANIE GRACE	BOND REFUND - SERENA GRACE 799130 T022 HIRE BOND OF SOUNDSHELL	\$ 360.50
EFT122766	03/02/2023	SERENA MELANIE GRACE	BOND REFUND - KEY BOND HIRE - CENTENNIAL PARK 3/12/2022	\$ 58.20
EFT122767	03/02/2023	TELSTRA CORPORATION	ICT - TELEPHONE 0400 425 225 SMS SYSTEM CHARGES 08 JAN- 07 FEB23	\$ 496.98
EFT122767	03/02/2023	TELSTRA CORPORATION	ICT - MOBILE 0147 145 141 USAGE FROM JAN - FEB 2023	\$ 135.00
EFT122767	03/02/2023	TELSTRA CORPORATION	ICT - PHONE AND INTERNET USAGE FROM DEC - JAN	\$ 7,003.33
EFT122768	03/02/2023	TECHNOLOGY ONE LTD	IM - CONSULTING SERVICES - CASE 00529065 - ADDING A NOTE TO BPA	\$ 1,078.00
EFT122769	03/02/2023	SPECIALIST WHOLESALERS PTY LTD T/A TRUCKLINE	WORKSHOP - LF3462 OIL FILTER	\$ 40.66
EFT122769	03/02/2023	SPECIALIST WHOLESALERS PTY LTD T/A TRUCKLINE	WORKSHOP - AF25551 AIR FILTER, FF270 FUEL FILTER SPIN ON	\$ 96.82
EFT122769	03/02/2023	SPECIALIST WHOLESALERS PTY LTD T/A TRUCKLINE	DEPOT-PEDAL PAD HILUX BU100 BU110 YH81 DUTR	\$ 22.57
EFT122770	03/02/2023	TRASH TEST DUMMIES PTY LTD	GAC - FINAL PRESENTER FEE FOR DON'T MESS WITH THE DUMMIES - 5TH FEB 2023	\$ 2,750.00
EFT122771	03/02/2023	TIM TOPHAM PTY LTD	RATES REFUND FOR ASSESSMENT A24260	\$ 258.61
EFT122772	03/02/2023	TSN GROUP PTY LTD	TOURISM 23 - CUSTOM MADE COINS X 350	\$ 1,244.99
EFT122773	03/02/2023	WATER CORPORATION	WATER - HALL AT 7 CONNOLLY ST SOUTH KALGOORLIE 20/10/22 - 12/12/22, WATER - WA STATE DISCOUNT 20/10/22 - 12/12/22	\$ 55.94
EFT122773	03/02/2023	WATER CORPORATION	WATER - OFFICE AT 314 HANNAN STREET KALGOORLIE FROM 01/11/22-31/12/22	\$ 48.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - SHOPS AT 304 HANNAN ST KALGOORLIE - FROM 01/11/22 - 31/12/22	\$ 48.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - ROAD VERGE AT BROOKMAN STREET, KALGOORLIE FROM 18/10/22 - 13/12/22, WATER - WA STATE GOVT DISCOUNT 18/10/22 - 13/12/22,	\$ 103.49
EFT122773	03/02/2023	WATER CORPORATION	WATER - GARDEN AT WILSON STREET KALGOORLIE LOT LEASE FROM 18/10/22 - 13/12/22	\$ 352.42
EFT122773	03/02/2023	WATER CORPORATION	WATER - REAR OF TOILETS AT CASSIDY STREET - ST BARBARA SQUARE GARDEN RETICULATION FROM 18/10/22 -13/12/22, WATER - WA STATE GOVT DISCOUNT FROM 18/10/22 -13/12/22,	\$ 243.34
EFT122773	03/02/2023	WATER CORPORATION	WATER - ROUNDABOUT AT BROOKMAN ST KALGOORLIE FROM 18/10/22 - 13/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 148.24
EFT122773	03/02/2023	WATER CORPORATION	WATER - ROUNDABOUT AT ROBERTS ST FROM 17/10/22 - 13/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 111.88
EFT122773	03/02/2023	WATER CORPORATION	WATER - VACANT LAND AT 24 CHARLES STREET, KALGOORLIE - LOT 12 FROM 17/10/22 -13/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 83.82
EFT122773	03/02/2023	WATER CORPORATION	WATER - SHOPS AT 292 HANNAN STREET KALGOORLIE FROM 01/11/22 - 31/12/22,	\$ 48.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - SHOPS AT 296 HANNAN STREET LOT 154 KALGOORLIE FROM 01/11/22 - 31/12/22	\$ 48.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - SHOP AT 282 HANNAN ST - LOT 156 FROM 01/11/22 - 31/12/22	\$ 48.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - BOULDER DEPOT STANDPIPE AT LOT 3391 HAMILTON STREET BOULDER FROM 24/10/22 - 20/12/22, WA STATE GOVT DISCOUNT	\$ 114.68
EFT122773	03/02/2023	WATER CORPORATION	WATER - BOULDER OVAL - WITTENOOM STREET (DIGGER DAWS OVAL) FROM 25/10/22 - 23/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 48.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - BOULDER OVAL AT LOT 311 MORAN STREET BOULDER 20/10/22 - 22/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 233.56
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT 1140 WILSON STREET, KALGOORLIE - , FROM 17/11/22 - 22/12/22	\$ 1,549.54
EFT122773	03/02/2023	WATER CORPORATION	WATER - CRUIKSHANK'S OVAL AT LOT 381 FEDERAL ROAD BOULDER FROM 17/11/22 - 22/12/22,	\$ 2,573.24
EFT122773	03/02/2023	WATER CORPORATION	WATER - SHOPS AT 260 HANNAN STREET LOT 159KALGOORLIE FROM 01/11/22 - 31/12/22	\$ 48.96

EFT122773	03/02/2023	WATER CORPORATION	WATER - CENTRE AT HANNAN STREET, KALGOORLIE - LOT 151:152 - KALGOORLIE TOWN HALL FROM 01/11/22 - 31/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 48.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - SHOPS AT 270 HANNAN ST - LOT 158 FROM 01/11/22 - 31/12/22	\$ 48.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - EGCC - LOT 7315 ROBERTS ROAD - STH KALGOORLIE FROM 20/10/22 - 29/12/22, EGCC - WA STATE GOVT DISCOUNT	\$ 784.57
EFT122773	03/02/2023	WATER CORPORATION	WATER - GAC - 46 HANBURY STREET KALGOORLIE LOT 501 -FROM 20/10/22 - 29/12/22, WATER - GAC - WA STATE GOVT DISCOUNT	\$ 1,279.64
EFT122773	03/02/2023	WATER CORPORATION	WATER - COMMERCIAL CENTRE AT 250 HANNAN ST - LOT 160 FROM 20/10/22 - 29/12/22, COMMERCIAL CENTRE AT 250 HANNAN ST - LOT 160	\$ 1,305.74
EFT122773	03/02/2023	WATER CORPORATION	WATER - GARDEN AT MCGILLIVRAY CR SOMMERVILLE LOT ROUNDABOUT FROM 25/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 13.99
EFT122773	03/02/2023	WATER CORPORATION	WATER - ROUNDABOUT AT MCCLEERY STREET, SOMMERVILLE LOT ADJ L4739 FROM 27/10/22 - 29/12/22, WATER - WA STAT GOVT DISCOUNT	\$ 22.38
EFT122773	03/02/2023	WATER CORPORATION	WATER - ROUNDABOUT AT TREVASKIS ST SOMERVILLE LOT ADJ L375 FROM 27/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 30.77
EFT122773	03/02/2023	WATER CORPORATION	WATER - SHOWROOM AT 12 FEDERAL RD SOUTH KALGOORLIE LOT 53 FROM 01/11/22 - 31/12/22	\$ 48.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - TRICKLE IRRIGATION AT WITTENOOM STREET, BOULDER FROM 26/10/22 - 29/12/23	\$ 48.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - GARDEN AT JOHNSTON ST, SOUTH KALGOORLIE FROM 27/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 67.13
EFT122773	03/02/2023	WATER CORPORATION	WATER - RECREATION CENTRE - 99 JOHNSTON STREET, BOULDER FROM 1/12/22 - 31/12/22	\$ 59.77
EFT122773	03/02/2023	WATER CORPORATION	WATER - LIBRARY AT LOT R39223 RHODES STREET, KALGOORLIE FROM 20/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 176.24
EFT122773	03/02/2023	WATER CORPORATION	WATER - CAMP AT BENDIGO ST SOUTH BOULDER FROM 26/10/22 - 27/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 123.07
EFT122773	03/02/2023	WATER CORPORATION	WATER - O'CONNOR STREET ROUNDABOUT FROM 26/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 184.60
EFT122773	03/02/2023	WATER CORPORATION	WATER - SEWER TREATMENT WORKS AT LOT 221 KAMBALDA ROAD BOULDER FROM 26/10/22 - 31/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 212.57
EFT122773	03/02/2023	WATER CORPORATION	WATER - CHAPMAN DRIVE PARK AT LOT 236 CHAPMAN DRIVE SOMERVILLE FROM 25/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 285.29
EFT122773	03/02/2023	WATER CORPORATION	WATER - RAINSFORD LOOP PARK - BOULDER - AT LOT 4152 RAINSFORD LOOP BOULDER FROM 27/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 355.22
EFT122773	03/02/2023	WATER CORPORATION	WATER - BULL WAY PARK AT 918 BULL WAY SOMERVILLE FROM 26/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 425.14
EFT122773	03/02/2023	WATER CORPORATION	WATER - TOILETS AT LOT 4435 VIVIAN STREET, BOULDER FROM 27/10/22 - 31/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 469.90
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT 250 HAY STREET, KALGOORLIE. LOT R363 RES 24082 FROM 20/10/22 - 27/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 570.59
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT 47 CROWLEY GARDENS, SOMERVILLE LOT 24 FROM 26/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 601.36
EFT122773	03/02/2023	WATER CORPORATION	WATER - NANKIVILLE ROAD PARK AT LOT 4799 NANKIVILLE ROAD KALGOORLIE FROM 27/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 657.30
EFT122773	03/02/2023	WATER CORPORATION	WATER - FRANK STREET PLAYGROUND AT LANE STREET BOULDER LOT 2715 FROM 20/10/22 - 29/12/22, WATER - WA STATE GOVT DISCOUNT	\$ 716.03
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT LOT 3865 TUPPER STREET BOULDER FROM 20/10/22 TO 28/12/22, STATE GOVERNMENT DISCOUNT	\$ 721.63
EFT122773	03/02/2023	WATER CORPORATION	WATER - GARDEN AT UNIT REAR 241 HANNAN STREET, KALGOORLIE - KALGOORLIE STREETScape FROM 19/10/22 TO 29/12/22, STATE GOVERNMENT DISCOUNT	\$ 6,410.72
EFT122773	03/02/2023	WATER CORPORATION	WATER - RESERVE AT PRESIDENT ST - CY O'CONNOR SITE FROM 20/11/22 TO 29/12/22, STATE GOVERNMENT DISCOUNT	\$ 6,459.68
EFT122773	03/02/2023	WATER CORPORATION	WATER - BARRY STEVENS PARK - AT 19 CARRINGTON STREET KALGOORLIE FROM 20/10/2022 TO 29/12/22, STATE GOVERNMENT DISCOUNT	\$ 819.52
EFT122773	03/02/2023	WATER CORPORATION	WATER - TRICKLE IRRIGATION AT NANKIVILLE ROAD, HANNANS FROM 27/10/22 TO 29/12/22, STATE GOVERNMENT DISCOUNT	\$ 1,116.00
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT LOT 101 MAXWELL STREET KALGOORLIE FROM 20/10/22 TO 28/12/22, STATE GOVERNMENT DISCOUNT	\$ 1,370.53
EFT122773	03/02/2023	WATER CORPORATION	WATER - KILLINGTON CRES. PARK AT LOT 4047 KILLINGTON COURT BOULDER FROM 27/10/22 TO 29/12/22, STATE GOVERNMENT DISCOUNT	\$ 1,398.50
EFT122773	03/02/2023	WATER CORPORATION	WATER - RICHARDSON PARK AT LOT 255 RICHARDSON STREET BOULDER FROM 27/10/22 TO 29/12/22, STATE GOVERNMENT DISCOUNT	\$ 1,432.06
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK - LOT 7761 MAXWELL STREET, SOUTH KALGOORLIE FROM 20/10/22 TO 29/12/22, STATE GOVERNMENT DISCOUNT	\$ 2,444.58
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT LOT 4401 PEARCE WAY BOULDER FROM 27/10/22 TO 29/12/22, STATE GOVERNMENT DISCOUNT	\$ 2,500.52



EFT122773	03/02/2023	WATER CORPORATION	PARK AT LOT 4872 MELDRUM AVENUE SOMMERVILLE FROM 20/10/22 TO 29/12/22, STATE GOVERNMENT DISCOUNT	\$ 4,058.45
EFT122773	03/02/2023	WATER CORPORATION	WATER - GARDEN AT LFOP - 69 MACDONALD STREET, KALGOORLIE LOT 1140 RES 6589 - 20/10/2022 TO 10/12/2022 (ESTIMATED)	\$ 654.50
EFT122773	03/02/2023	WATER CORPORATION	WATER - PHOENIX PLACE PARK - 24/10/2022 TO 29/12/2022	\$ 3,037.54
EFT122773	03/02/2023	WATER CORPORATION	WATER - GARDEN AT BURT STREET, INFANT HEALTH CENTRE - 25/10/2022 TO 26/12/2022	\$ 648.90
EFT122773	03/02/2023	WATER CORPORATION	WATER - CENTRE AT HANNAN STREET, KALGOORLIE - LOT 151:152 - KALGOORLIE TOWN HALL FROM 18/10/22 - 13/12/22	\$ 106.29
EFT122773	03/02/2023	WATER CORPORATION	WATER - RES AT 100I BURT STREET BOULDER ROUNDABOUT FROM 24/10/22 TO 27/12/22	\$ 64.33
EFT122773	03/02/2023	WATER CORPORATION	WATER - TRICKLE IRRIGATION AT GATACRE DR SOMERVILLE LOT ADJ TO LOT 780 JOHNSTON ST FROM 09/11/22 - 05/01/23	\$ 1,343.36
EFT122773	03/02/2023	WATER CORPORATION	WATER - ROUNDABOUT AT CNR THROSSELL HAY ST KALGOORLIE LOT ROAD RESERVE FROM 10/11/22 - 05/01/23	\$ 36.36
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT BENNETTS PL HANNANS LOT 3884-5 RES 41728 FROM 10/11/2022 TO 5/01/2023, SERVICE CHARGE, STATE GOVERNMENT DISCOUNT	\$ 5.59
EFT122773	03/02/2023	WATER CORPORATION	WATER - WORKSHOP AT 4860L HAY STREET, KALGOORLIE - 10/11/22 TO 5/1/23, STATE GOVERNMENT DISCOUNT	\$ 61.35
EFT122773	03/02/2023	WATER CORPORATION	WATER - RESERVE AT DUGAN STREET SOMERVILLE LOT 4927 RES 9653 ROTARY PEACE PARK FROM 9/11/22 TO 5/1/23, STATE GOVERNMENT DISCOUNT	\$ 128.66
EFT122773	03/02/2023	WATER CORPORATION	WATER - TRICKLE IRRIGATION AT HAY STREET KALGOORLIE ROUNDABOUT - FROM 19/10/22 TO 15/12/22 (ESTIMATED)	\$ 279.70
EFT122773	03/02/2023	WATER CORPORATION	WATER - TOILETS AT LOT 3426L HANNAN STREET SOMERVILLE LOT 3426 RES 27173 FROM 10/11/22 TO 5/1/23, STATE GOVERNMENT DISCOUNT	\$ 290.89
EFT122773	03/02/2023	WATER CORPORATION	WATER - SEWERAGE TREATMENT WORKS - PICCADILLY STREET, SOMMERVILLE FROM 8/11/2022 TO 3 /1/23, STATE GOVERNMENT DISCOUNT	\$ 704.84
EFT122773	03/02/2023	WATER CORPORATION	WATER - WALTER SMITH PLAYGROUND, LYALL ST LAMINGTON FROM 4/11/22 TO 5/1/23, STATE GOVERNMENT DISCOUNT	\$ 1,054.47
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT 11 COMPTON CT HANNANS LOT 4047 RES 39330 - FROM 10/11/22 TO 5/1/23, STATE GOVERNMENT DISCOUNT	\$ 1,163.55
EFT122773	03/02/2023	WATER CORPORATION	WATER - DEPOT AT HAY STREET, SOMERVILLE - FROM 10/11/22 TO 5/1/23, STATE GOVERNMENT DISCOUNT	\$ 2,041.81
EFT122773	03/02/2023	WATER CORPORATION	WATER - VILLA HOUSE AT UNIT 2/269 DUGAN STREET SOMERVILLE FROM 10/11/22 - 5/12/23	\$ 96.01
EFT122773	03/02/2023	WATER CORPORATION	WATER - ADMIN BUILDING - 577 HANNAN STREET, KALGOORLIE FROM 10/11/22 - 05/01/23, WATER - WA STATE GOVT DISCOUNT 10/11/22 - 05/01/23	\$ 212.38
EFT122773	03/02/2023	WATER CORPORATION	WATER - GOLF COURSE AT 91 ASLETT DRIVE, KARLKURLA FROM 04/11/22 - 05/01/23, WATER - WA STATE GOVT DISCOUNT FROM 04/11/22 -05/01/23	\$ 648.22
EFT122773	03/02/2023	WATER CORPORATION	WATER - ROUNDABOUT AT CNR MARITANA COLLINS ST PICCADILLY LOT ROAD RESERVE FROM 7/11/22 TO 09/01/2023 (ESTIMATED), STATE GOVERNMENT DISCOUNT	\$ 53.14
EFT122773	03/02/2023	WATER CORPORATION	WATER -GARDEN AT MARITANA STREET KALGOORLIE LOT MEDIAN STRIP - FROM 8/11/22 TO 9/1/23, STATE GOVERNMENT DISCOUNT	\$ 100.69
EFT122773	03/02/2023	WATER CORPORATION	WATER - GARDEN AT MARITANA STREET KALGOORLIE LOT LEASE FROM 8/11/2022 TO 9/1/23, STATE GOVERNMENT DISCOUNT	\$ 713.24
EFT122773	03/02/2023	WATER CORPORATION	WATER - ROUNDABOUT AT CNR EGAN PORTER ST KALGOORLIE LOT ROAD RESERVE FROM 14/11/22 - 10/01/23	\$ 61.53
EFT122773	03/02/2023	WATER CORPORATION	WATER - MEDIAN STRIP AT NR#27 GRAEME STREET LAMINGTON LOT ROAD RESERVE FROM 03/11/22 - 11/01/23	\$ 223.76
EFT122773	03/02/2023	WATER CORPORATION	WATER - PLAYGROUND AT VARDEN STREET PICCADILLY LOT 1431 RES 7320 FROM 16/11/22 - 12/01/23	\$ 495.07
EFT122773	03/02/2023	WATER CORPORATION	WATER - RUBBISH DEPOT AT YARRI ROAD PARKESTON LOT 251 RES 41888 FROM 10/11/22 - 12/01/23	\$ 564.99
EFT122773	03/02/2023	WATER CORPORATION	WATER - CLUB AT MARSHALL STREET WEST LAMINGTON LOT 3595 RES 4557 - FROM 10/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 22.38
EFT122773	03/02/2023	WATER CORPORATION	WATER - SEWER TREAT WORKS AT LOT 3582L PICCADILLY STREET WEST LAMINGTON LOT 3582 RES 32457 FROM 10/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 11.19
EFT122773	03/02/2023	WATER CORPORATION	WATER - SPORTS GROUND AT 4557L MARSHALL STREET, WEST LAMINGTON LOT 4880 RES 32809 FROM 10/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 405.38
EFT122773	03/02/2023	WATER CORPORATION	WATER - CLUB AT 395 PICCADILLY STREET LOT 395 RES 4553 - KANGA'S CLUB ROOMS FROM 10/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 13.99
EFT122773	03/02/2023	WATER CORPORATION	WATER - SPORTS GROUND AT PICCADILLY STREET LOT 395 RES 4553 SIR RICHARD MOORE FROM 10/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 1,309.00
EFT122773	03/02/2023	WATER CORPORATION	WATER - SPORTS GROUND AT PICCADILLY STREET PICCADILLY LOT 4885 RES 29137 - PUBLIC TOILETS (EDWARDS PARK) FROM 10/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 13.99

EFT122773	03/02/2023	WATER CORPORATION	WATER - SPORTS GROUND AT PICCADILLY STREET - LOT 395 RES 4553 - RAILWAYS CLUB/PUBLIC TOILETS FROM 10/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 97.71
EFT122773	03/02/2023	WATER CORPORATION	WATER - 543 COLLINS STREET PICCADILLY LOT 543 RES 7318 VARDEN STREET PARK FROM 16/11/22 TO 10/1/23, STATE GOVERNMENT DISCOUNT	\$ 962.17
EFT122773	03/02/2023	WATER CORPORATION	WATER - ROUNDABOUT AT DUGAN STREET KALGOORLIE LOT ROAD RESERVE FROM 10/11/22 TO 11/1/23, STATE GOVERNMENT DISCOUNT	\$ 109.08
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT GORDON STREET MULLINGAR LOT 1321 RES 38485 FROM 15/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 992.94
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT 4233L BURTON PLACE WEST LAMINGTON LOT 4233 BURTON PARK FROM 10/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 503.46
EFT122773	03/02/2023	WATER CORPORATION	WATER - TOILETS AT PORTER STREET, KALGOORLIE FROM 7/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 55.94
EFT122773	03/02/2023	WATER CORPORATION	WATER - TRICKLE IRRIGATION AT PORTER STREET KALGOORLIE LOT ROUNDABOUT FROM 15/11/22 TO 13/1/23, STATE GOVERNMENT DISCOUNT	\$ 394.38
EFT122773	03/02/2023	WATER CORPORATION	WATER - HOUSE AT 4 BURTON PLACE WEST LAMINGTON LOT 3985 FROM 10/11/22 - 11/01/23	\$ 76.96
EFT122773	03/02/2023	WATER CORPORATION	WATER - MEDICAL CENTRE/CLINIC AT 6 BROOKMAN STREET FROM 10/11/22 TO 12/1/23, STATE GOVERNMENT DISCOUNT	\$ 28.26
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT RES 11126 COLLINS STREET PICCADILLY - LOT 401 & 3596 WALLACE PARK FROM 07/11/22 - 13/01/23	\$ 844.69
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT MEMORIAL DRIVE LAMINGTON FROM 07/11/22 - 12/01/23	\$ 3,169.00
EFT122773	03/02/2023	WATER CORPORATION	WATER - PARK AT 1140 WILSON STREET, KALGOORLIE FROM 22/12/22 - 19/01/23	\$ 2,546.98
EFT122773	03/02/2023	WATER CORPORATION	WATER - CRUIKSHANK'S OVAL AT LOT 381 FEDERAL ROAD BOULDER FROM 22/12/22 - 16/01/23	\$ 1,076.90
EFT122773	03/02/2023	WATER CORPORATION	WATER - AIRPORT AT LOT 4531 GATACRE STREET BROADWOOD FROM 21/12/22 - 9/01/23	\$ 7,282.17
EFT122773	03/02/2023	WATER CORPORATION	WATER - RECREATION CENTRE - 99 JOHNSTON STREET, BOULDER FROM 23/11/22 - 22/12/22	\$ 7,442.82
EFT122773	03/02/2023	WATER CORPORATION	WATER - RECREATION CENTRE - 99 JOHNSTON STREET, BOULDER FROM 22/12/22 - 20/01/23	\$ 7,959.68
EFT122774	03/02/2023	ALEX WIESE	ED - UNLEADED FUEL FOR P502T	\$ 103.70
EFT122775	03/02/2023	WA COUNTRY HEALTH SERVICE	OHS - X-RAY FOR EMPLOYEE # 3630, EMERGENCY ATTENDANCE FOR EMPLOYEE # 3630	\$ 339.00
EFT122775	03/02/2023	WA COUNTRY HEALTH SERVICE	OHS - X-RAY FOR EMPLOYEE # 3630, EMERGENCY ATTENDANCE FOR EMPLOYEE # 3630	\$ 339.00
EFT122776	03/02/2023	WATER2WATER PTY LTD (WATERWISE WA)	PROPERTY-ADMIN LABOUR ECO853151 BILLI ECO LEVEL SENSOR KIT, SERIES 3 1ECO856600 BILLI ECO GASKET , HOT TANK SEAL, ECO/SAHARA ECO853520 BILLI ECO ELEMENT KIT1500W S310 B4&5000	\$ 665.50
EFT122776	03/02/2023	WATER2WATER PTY LTD (WATERWISE WA)	PROPERTY-ADMIN LABOUR T013111407LCH BILLI ECO XL LOCATED ADMINISTRATION OFFICE ATTENDED, CHECKED UNIT WITH COMPUTER ALL WORKING NORMALLY - RETURNED 2 DAYS LATER AND STILL NORMAL OPERATION,	\$ 99.00
EFT122776	03/02/2023	WATER2WATER PTY LTD (WATERWISE WA)	PROPERTY-DEPOT MAINT12 MAINTENANCE 12 MONTHS IN ADVANCE MAINTENANCE PROGRAMME, 2 X STANDARD SERVICES PER ANNUM TO AP11 SINGLE HOUSING GAC FILTER SYSTEM A10571, FEEDING ZIP FOUNTAIN 2016101940019 LOCATED CITY OF KAL DEPOT OUTSIDE ADMIN- HAY ST KALGOORLIE, MAINT12 MAINTENANCE 12 MONTHS IN ADVANCE. MAINTENANCE PROGRAMME.2 X STANDARD SERVICES PER ANNUM TO. AP11 SINGLE HOUSING GAC FILTER SYSTEM A10877.FEEDING WATER WARE FOUNTAIN. LOCATED CITY OF KAL DEPOT WORKSHOP - HAY ST KALGOORLIE, MAINMAXI15SCALEM2 AINT MAXIFLOW SYSTEM SCALE 15 2 SERV PA MAINTENANCE PROGRAMME, 2 X STANDARD SERVICES PER ANNUM TO MAXIFLOW 15" SCALE FILTER SYSTEM A10520, FEEDING ICOMATIC ICE MACHINE LOCATED CITY OF KAL DEPOT OUTSIDE ADMIN- HAY ST KALGOORLIE, SERVICE SANITISE SANITISATION ICE MACHINE 1.00 265.45 26.55 292.00 1 X SANITISATION TO ICEOMATIC ICE MACHINE - ICE MACHINE NEEDS TO BE TURNED OFF 24 HOURS PRIOR LABOUR WILL BE CHARGED AS USED AND PRICING IS BASED ON SERVICING OTHER SYSTEMS AT SAME TIME (OR CALLOUT FEE MAY APPLY).OUTSIDE ADMIN CONNECTED TO A10520	\$ 1,466.00
EFT122776	03/02/2023	WATER2WATER PTY LTD (WATERWISE WA)	PROPERTY-DEPOT -LABOUR , TEE, 1/4 EQUAL TUBE, STRAIGHT REDUCER, 3/8T X 1/4T , STEM ELBOW	\$ 221.45
EFT122777	03/02/2023	WORMALD AUSTRALIA PTY LTD	PROPERTY-OASIS ROUTINE INSPECTION AND TESTING -FROM 12 NOV-2022 TO 11-MAY 2023, FIRE BLANKET - FIRE EXTINGUISHERS-HOSE REEL-HYDRANTS	\$ 513.46
EFT122778	03/02/2023	THE WORKWEAR GROUP	P&C - EMPLOYEE 2807-CORPORATE UNIFORM	\$ 263.50

EFT122778	03/02/2023	THE WORKWEAR GROUP	P&C -EMPLOYEE 2807- CORPORATE UNIFORM	\$ 32.00
EFT122779	03/02/2023	WARREN SYMINTON RALPH PTY LTD	PROPERTY - AIRPORT - BP LEASE AT AIRPORT - LEASE EXTENSION	\$ 1,210.00
EFT-122993	27/02/2023	123 DRIVE WITH ME	CDC - DRIVING PROGRAM	\$ 704.00
EFT-122994	27/02/2023	ABCO PRODUCTS	LIBRARY-100135-PUREGIENE SLIMLINE INTERLEAVED HAND TOWEL, 100149-PUREGIENE TOILET TISSUE, 100155-PUREGIENE COMPACT INTERLEAVED HAND TOWEL, FREIGHT	\$ 279.09
EFT-122995	27/02/2023	ADH GOLF & UTILITY VEHICLES	GC - ORDERING OF ADDITIONALLY GOLF CART KEYS X 15 PART NUMBER 105068001, FREIGHT	\$ 454.63
EFT-122996	27/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC- 1 DAY FORKLIFT TRAINING CDC- WAH AND GTA TRAINING AMCT CDC -RIIMP0318F SKID STEER LOADER CDC- SKLYER OAKLEY - WORKING AT HEIGHTS CONFINED SPACES AND GAS TESTING 12/1/2023 AND 13/1/2023 CDC - SKID STEER LOADER TRAINING CDC - TRAINING FOR CLIENT - CDC - TRAINING FOR CLIENT CDC - TRAINING FOR CLIENT CDC - LICENSE TO OPERATE BOOM TYPE EWP	\$ 5,080.00
EFT-122997	27/02/2023	ALU GLASS (LEGION PTY LTD)	PROPERTY-DEPOT SLIDING DOOR AND WINDOWS- OFFICE UPGRADE	\$ 8,976.00
EFT-122998	27/02/2023	ANDREW BRIEN	EXEC - REIMBURSEMENT OF FLIGHTS BOOKED FOR IPAA MEETING	\$ 401.26
EFT-122999	27/02/2023	ANIMAL PROTECTION SOCIETY OF WESTERN AUSTRALIA INC	RANGERS - TRANSPORTATION OF ANIMALS TO PERTH. - FUEL	\$ 125.33
EFT-123000	27/02/2023	ANNETTE CARMICHAEL PROJECTS	ED - SPONSORSHIP FOR THE KALGOORLIE THE STARS DESCEND	\$ 2,200.00
EFT-123001	27/02/2023	AQUATIC INFORMATICS	WATER - ANNUAL LICENSE FOR EXISTING WATERTRAX SOFTWARE, ANNUAL LICENSE AQUATIC ACADEMY	\$ 8,770.30
EFT-123002	27/02/2023	ARTA ENTERPRISES PTY LTD	RANGERS- COLLECTION AND IMPOUND OF ABANDONED VEHICLES	\$ 13,079.00
EFT-123003	27/02/2023	ARTSHUB AUSTRALIA	EVENTS - AP 23 - ARTS HUB ADVERT FOR REGISTRATIONS OPEN (FEBRUARY PUBLICATION)	\$ 935.00
EFT-123004	27/02/2023	ATCO GAS AUSTRALIA	ENG - RFT - T0101.2 - 21/22 - FINAL ATCO PAYMENT FOR GAS RELOCATION JOB NO 302615995	\$ 4,727.37
EFT-123005	27/02/2023	ATO PAYG	FINANCE - PAYG TAX WITHHELD PPE 19/02/23 - FINANCE - PAYG TAX WITHHELD PPE 19/02/23	\$ 223,978.00
EFT-123006	27/02/2023	ATOM SUPPLY	GC - H2O WATER DEMINERALISED DEIONISED 20L PROPERTY-OASIS WHEEL WIRE STEEL MOUNTED TWIST KNOT 70MMX12 -CODE 92635098, WHEEL WIRE STEEL PIPELINE 125X22.2MM UNIVERSAL PFERD -CODE 40009481, DISC CLEAN STRIP PRO PURPLE TYPE 27 -CODE 40012533 TYRE 2 5-4 SUITS RIM WIDTH 2.5 SUITS RIM DIAMETER 4 NIPPLE GREASE KIT ASSORTMENT 101 PIECE INDUSTRIAL ALEMLUBE, GREASE RED RUBBER GRR (B) 500G CASTROL, GREASE SPECIAL PURPOSE 50G ELECTRO GUARD, DEGREASER DEGREASE IT WATER BASED BIODEGRADABLE 20L	\$ 671.11
EFT-123007	27/02/2023	AUSTRALIA POST- ( POSTAGE ACCOUNT ONLY)	ADMIN - POSTAGE NOVEMBER 22	\$ 2,313.96
EFT-123008	27/02/2023	AUSTRALIAN SERVICES UNION	FINANCE - UNION PAYMENT PPE 19/02/23 - FINANCE - UNION PAYMENT PPE 19/02/23	\$ 928.40
EFT-123009	27/02/2023	A-Z PANEL & PAINT	OASIS - REFINISH 1 MIX& MATCH 2 SLIDE END, REMOVE & REPLACE SLIDE END, REPAIR & ALIGN SLIDE END - FIBERGLASS	\$ 1,133.00
EFT-123010	27/02/2023	BAILEYS FERTILISER (AKC PTY LTD)	PARKS - 3.1.1. GRANULATED 20KG, BIOWISH CROP 1KG, PALLET CHARGE	\$ 4,087.60
EFT-123011	27/02/2023	BC SPARKLE CLEANING	AIRPORT - WORKSHOP OFFICE CLEANING FOR THE MONTH OF DECEMBER 2022	\$ 1,056.00
EFT-123012	27/02/2023	BIDFOOD KALGOORLIE (GOLDLINE DISTRIBUTORS)	EGCC TEA BAGS ENV YELLOW LABEL 6782166 -LIPTON - 1200S 1 CARTON @ EGCC BISCUITS P/C SCOTCH / NICE ARNOTT'S 150X29.8GR, EGCC BISCUITS P/C 406 DELTA CREAM/BUTTERNUT SNAP ARNOTT'S 150X27GR EGCC- BISCUITS P/C 201 BNT SNAP/CHOC CHIP - ARNOTT'S - 150 X 24GR 3 CARTONS EGCC BISCUITS P/C SCOTCH / NICE ARNOTT'S 150X29.8GR 3 CARTONS BLUEBERRIES LQF CAT CHOICE 1KG, CARROTS DICED EDGELL 2KG	\$ 1,971.29
EFT-123013	27/02/2023	BOULDER BOWLING CLUB	EXEC - CLEANING OF THE CLUB, EXTRA BAR STAFF AT THE CLUB	\$ 500.00

EFT-123014	27/02/2023	BUNNINGS BUILDING SUPPLIES P/L	WASTE - WASTE EDUCATION - LOW WASTE CHRISTMAS COMP - GIFT VOUCHERS FOR 1ST PRIZE (\$200) AND HONOURABLE MENTIONS (2 X\$30) CABINET FOR HAMMOND PARK - PARKS - GARAGE CABINET MONTGOMERY 1830X760X380MM GREY WORKS - POLYURETHANE SEALANT SIKA 310ML SIKAFLEX PRO PLUS SANDST PROPERTY-ADMIN KEY CABINET SANDLEFORD 400 KEY KB400-CODE 0043264, KEY CABINET SANDLEFORD 200 KEY KB400-CODE 4210193 SYNECO 100MM BLUE RUBBER CASTOR SET - 4 PACK, NORTON BEAR WHITE CLOTH TAPE, NORTON BEAR BLACK CLOTH TAPE, MONDAY	\$ 1,765.75
EFT-123015	27/02/2023	CALLION INVESTMENTS PTY LTD TRADING AS GOLDFIELDS PEST CONTROL SERVICE	RESERVES - TREAT VERGE TREE FOR BEES AT 85 CAMPBELL ST, ORIGINALLY QUOTED TERMITE TREATMENT INSTEAD OF BEE TREATMENT RESERVES - TREAT TERMITES IN VERGE TREE AT 3 HARVEY STREET PARKS - BI-MONTHLY MICE TREATMENT AT HAMMOND PARK (INCLUDING NURSERY)	\$ 715.00
EFT-123016	27/02/2023	CHARLOTTE GUY	CROSSOVER APPLICATION PERMIT NO 2196 - CROSSOVER APPLICATION PERMIT NO 2196	\$ 1,146.00
EFT-123017	27/02/2023	CHEVRON AUSTRALIA DOWNSTREAM FUELS PTY LTD (PUMA ENERGY)	DEPOT- DIESEL 10 PPM SULPHUR (BULK) 16,000 LITRES	\$ 29,567.91
EFT-123018	27/02/2023	CHILD SUPPORT AGENCY	FINANCE - CHILD SUPPORT DEDUCTION PPE 19/02/23	\$ 429.77
EFT-123019	27/02/2023	CLEANAWAY	WASTE- CKB CORPORATE WASTE COLLECTION GC - GREASE TRAP SERVICE - GC - 1000.00 X GREASE TRAP SERVICE COMPLETED 26/08/2022 -, GC - 4.00 X LABOUR HIRE P/HOUR - GT OPERATOR, GC - 1.00 X SUNDRY ITEM - GT SUPERVISE, GC - 4.00 X TRUCK HIRE P/HOUR - G TRUCK, GC - 1.00 X LEVY ENVIRONMENTAL PERMIT- GREASE TRAP	\$ 16,783.46
EFT-123020	27/02/2023	CMMA DIGITAL AND PRINT	GC - AUSTRALIAN GOLF DIGEST - 2023 ANNUAL CALENDAR - GC 2023 ANNUAL CALENDAR PRINT ADVERTISING - SEPT COVER	\$ 2,420.00
EFT-123021	27/02/2023	COCA COLA AMATIL	GC - BEVERAGE ORDER FOR THE BAR AND PROSHOP - 600 PET X24 COCA COLA 24 BOTTLES X 2, 375 CAN X24 COCA COLA 24 CANS X 2, 600 PET X24 COCA COLA NO SUGAR 24 BOTTLES X 1, 375 CANS X24 COCA COLA NO SUGAR 24 CANS X 1, 275 CANS X 24 SPRITE 24 CANS X 3, 600 PET X 24 FANTA ORANGE 24 BOTTLES X 1, 375 CAN X 24 FANTA ORANGE 24 CANS X 1, 600 PT X24 FANTA RASPBERRY 24 BOTTLES X 1, 375 CAN 2X10 SPRITE LEMON PLUS 20 CANS X 2, 330 NRB X24 CASCADE DRY GINGER ALE 24 GLASS BOTTLES X 2 , 375 CAN 2X10 KIRKS PASITO 20	\$ 3,484.88
EFT-123022	27/02/2023	COOLGARDIE TYRE SERVICE	TYRES FOR KBC468S AND KBC469S RESERVES MOWERS - FLEET-56681 20.5/8.00-10 12PR BUSHMATEP815 (TO), 010 FITTING - IF REQUIRED	\$ 1,892.00
EFT-123023	27/02/2023	COYLES MOWER & CHAINSAW CENTRE	HS82T-600MM BLADE SET, HS56C-600MM BLADE SET, STIHL BG86 HAND HELD BLOWERS, PARKS - HS45-600MM BLADE SET, HS46C-550MM BLADE SET EQUIPMENT REPAIRS - PARKS - REPAIRS TO STIHL HT75 EXTENSION POLE PRUNER S#5249978612 GC - THROTTLE TRIGGER FOR MS170 MINI BOSS CHAINSAW (QUOTE 1701) PARKS - SPARK PLUG	\$ 2,412.30
EFT-123024	27/02/2023	DZEMO PIRIC	RATES INCENTIVE PRIZE DRAW 3RD PRIZE	\$ 1,000.00
EFT-123025	27/02/2023	EASTERN GOLDFIELDS HISTORICAL SOCIETY	CITY LIVING ANNUAL GRANT PROGRAM FUNDING 22/23 - CITY LIVING ANNUAL GRANT PROGRAM FUNDING 22/23	\$ 49,500.00
EFT-123026	27/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - WINGATE STREET PARK FROM 30/11/22 - 03/02/23 ELECTRICITY - KINGSBURY RESERVE MACDONALD ST FROM 02/12/22 - 08/02/23 ELECTRICITY - BOULDER TOWN HALL LT 1 BURT ST FROM 11/01/23 - 07/02/23 ELECTRICITY - 23 HESTON COURT	\$ 8,994.34
EFT-123027	27/02/2023	EMIL SAULE	REIMBURSEMENT FOR FUEL	\$ 259.27
EFT-123028	27/02/2023	EMYJOR SERVICES PLUMBING, EXCAVATION & CONTROLLED WASTE	WATER - RECYCLED WATER NETWORK OPERATIONAL WORKS INCLUDING LINE BREAKS	\$ 7,942.00
EFT-123029	27/02/2023	ENSURV PTY LTD ATF THE HARRIS FAMILY TRUST T/A GUARDIAN FIRST AID AND FIRE	INSPECT AND SERVICE DEFIBRILLATOR, SERVICE FIRST AID KIT/MULTI, SKIN PREP WIPE WITH CETRIMIDE, TRIANGULAR CLOTH BANDAGE 110 X 110 X 155CM, SALINE 20ML PODS FAC, PREMIUM PLASTIC STRIPS BOX 50, NON-ADHERENT DRESSING 10X10CM SGL, NON-ADHERENT DRESSING 7.5X10CM SGL, NON-ADHERENT DRESSING 5X7.5CM SGL, FAC NITRILE GLOVES SINGLE PAIR, FAC BLUE DETECTABLE PLASTIC STRIPS PK 50, MEDIUM CREPE BANDAGE 7.5CM, MEDIUM CREPE BANDAGE 5CM, GAUZE STERILE 7.5CM PK5, EYE PAD SINGLE, CONFORMING BANDAGE W2.5CM, COMBI	\$ 1,246.63
EFT-123030	27/02/2023	EUROFINS ARL PTY LTD T/AS ANALYTICAL REFERENCE LABORATORY PTY LTD (ARL)	ARO/ALI TESTING, PB & NI TESTING DEPOT - SOLID SAMPLE FOR METALS TESTING	\$ 1,834.25

EFT-123031	27/02/2023	FOSTERS GROUP T/A CARLTON UNITED BREWERIES (CUB)	GC -GREAT NORTHERN SUPER CRISP BOTTLES, GREAT NORTHERN SUPER CRISP CANS, CARLTON DRY KEG, CARLTON DRY CAN, CARLTON DRY BOTTLES, CORONA BOTTLES, PIRATE LIFE BAR SUPPLIES -GOAT KEG, GOAT CANS, CARLTON DRAUGHT, GREAT NORTHERN KEGS, GREAT NORTHERN CANS, FREIGHT FREIGHT, PIRATE LIFE CANS, CARLTON DRAUGHT BOTTLES, CARLTON DRY CANS, BROOKVALE KEG, CARLTON MID BOTTLES, GOAT KEG, GREAT NORTHERN CANS, GREAT NORTHERN BOTTLES, GREAT NORTHERN KEG, GOAT CANS, GREAT NORTHERN KEG, GOAT CANS, FREIGHT	\$ 14,635.48
EFT-123032	27/02/2023	GARPEN	WATER- WATER SUPPLY WP2DELELHP 2" DIESEL WATER PUMP, WP4DEL 4" DIESEL WATER PUMP AND SHIPPING - WP2DELELHP 2" DIESEL WATER PUMP, WP4DEL 4" DIESEL WATER PUMP, SHIPPING OF PUMPS	\$ 3,009.70
EFT-123033	27/02/2023	GOLDFIELDS AUTO ELECTRICAL	DEPOT - GIANNA MOWER KBC663Q DASH FULL OF WATER AND MACHINE HAS WIRING ISSUES - REPAIR WIRING FROM DASH PANEL TO RIGHT HAND SIDE CONTROL - SWITCH BLOCK UNDER PEDAL BOX HAS COME APART - STRIP DOWN UNDERNEATH PEDAL BOX - CARRY OUT REPAIRS TO TWO SW HINO SWEEPER KBC073P CHECK TWO WAY RADIO - FRONT DAMAGED ON RADIO 1. CARRY OUT RADIO REPAIRS AS REQUIRED AND TEST OK 2. RHS BROOM NOT GOING DOWN AND LHS GETTING STUCK ON WAY UP - ARM BUSHES SEIZED AND HAS PERMANENT AIR SUPPLY FROM VALVE ISLAND TO	\$ 3,083.85
EFT-123034	27/02/2023	GOLDFIELDS DEAN'S AUTOGLASS	DEPOT - SUPPLY AND FIT RIGHT HAND FRONT DOOR GLASS AND TINT TO MAZDA CX-9	\$ 954.00
EFT-123035	27/02/2023	GOLDFIELDS GOLF CLUB INC	GC - ANNUAL MICLUB SOFTWARE SERVICING S, HOSTING & SUPPORT	\$ 10,744.80
EFT-123036	27/02/2023	GOLDFIELDS LOCKSMITHS	DEPOT - 40MM PADLOCK - KA2, CUT KEY (SINGLE SIDED) ADDITIONAL KEYS	\$ 72.63
EFT-123037	27/02/2023	GOLDFIELDS MINING SUPPLIES	WATER - FITTINGS REQUIRED TO INSTALL NEW PICCADILLY STANDPIPE PUMP, PIPE CLAMPS FOR WWTP LAGOON 3 PUMP SUCTION LINE. 39057. - ITEM NO -SW1-104- --CLAMP SUPER 104-112MM H-DUTY, - ITEM NO -SW1-112- --CLAMP SUPER 113--121MM H-DUTY, - ITEM NO -400-G-BU--CAMLOCK 100MM GASKET BUNA 400-, WATER- ITEM NO -ALDC400A -CAMLOCK ALU 100MM MALEXFEM BSP, - ITEM NO -ALDC400C -CAMLOCK ALU 100MM FEMXH-TAIL, - ITEM NO -ALDC400E-CAMLOCK ALU 100MM MALEXH-TAIL WATER - PARTS FOR LAGOON 2 PUM	\$ 3,815.74
EFT-123038	27/02/2023	GOLDFIELDS TRUCK POWER	WORKSHOP - LINED SHOE ASSY, HUB SEAL FRONT MITSU, FREIGHT	\$ 532.81
EFT-123039	27/02/2023	GOLDFIELDS WOMENS HEALTH CARE ASSOCIATION INC	ADMIN - SPEAKER FOR INTERNATIONAL WOMEN'S DAY LUNCH	\$ 4,000.00
EFT-123040	27/02/2023	GOLDFIELDS WOMEN'S REFUGE ASSOC INC.	ANNUAL GRANT PROGRAM 2022/2023 FUNDING ONE OFF - ANNUAL GRANT PROGRAM	\$ 110,000.00
EFT-123041	27/02/2023	GOLF CAR RENTALS PTY LTD	GC - ITEMS TO SERVICE GOLG BUGGY (INV - 00025878) MACHINED SPINDLE LH, MACHINED SPINDLE RH, WORKSHOP - SHOCK ABSORBER W/BUMPER WORKSHOP - TIE ROD END LH FOR PGC134, TIE ROD END - RH FOR PGC134 WORKSHOP - SHOCK ABSORBER W/BUMPER	\$ 2,776.56
EFT-123042	27/02/2023	GREENHILL ELECTRICAL WA PTY LTD	AIRPORT - INSTALLATION OF APRON LIGHTS AIRSIDE	\$ 1,539.11
EFT-123043	27/02/2023	GROSVENOR LODGE PTY LTD	WASTE: RFT007 19/20 YARRI RD MANAGEMENT	\$ 221,245.42
EFT-123044	27/02/2023	HAMPTON TRANSPORT SERVICES PTY LTD	RFT 011 21/22- PROVISION OF RURAL ROAD MAINTENANCE ROADS - DOZER WORKS FOR STOCKPILE OF ROAD BASE/GRAVEL FOR USE ON KP RD	\$ 28,570.97
EFT-123045	27/02/2023	HEATLEY SALES PTY LTD (HEATLEYS)	PARKS - BOOT ARGYLE SAFETY WHEAT SZ11.5 ZIP EMP: 78 EMBROIDERY FOR WORK CLOTHING, POLO MEN'S L/S YEL/NAVY REF MICROMESH SZ LRG- TS2850T3YNL CITY OF KAL BOULDER	\$ 429.71
EFT-123046	27/02/2023	HOSMAR PTY LTD T/A TOTAL ASPHALT	ENG - RFT T023 21/22 & RFT T011 20-21 - SUPPLY AND CONSTRUCTION OF PARRY: KEEGAN TO CAVALIER AS PER QUOTE 365LT22 - SEALING, TRAFFIC CONTROL, TRAFFIC MANAGEMENT, SUPPLY SPRAY AND COVER, ENG - RFT - T011 20/21 AND RFT - T023 21/22 - SUPPLY AND CONSTRUCTION OF PIESSE ST: LANE TO HAMILTON AS PER QUOTE 378LT22 - SUPPLY & PROFILE, SUPPLY AND LAY, ASPHALT, TRAFFIC CONTROL, ENG - RFT T023 21/22 & RFT T011 20-21 - SUPPLY AND CONSTRUCTION OF CAVALIER: AZAMOR TO BRACKLEMAN	\$ 411,321.45
EFT-123047	27/02/2023	IAN ABEL	RANGER - REIMBURSEMENT VEHICLE TOW	\$ 209.00

EFT-123048	27/02/2023	J BLACKWOOD & SON PTY LTD (BLACKWOODS)	WORKSHOP - 03968204 CRC 5-56 5005 MP LUBRICANT CAN 400GM DEPOT - GREASE PREMIUM H/D 450G CASTROL (STOCK FOR DEPOT STORES) WORKSHOP - 03968204 CRC 5-56 5005 MP LUBRICANT CAN 400GM DEPOT - GREASE PREMIUM H/D 450G CASTROL (STOCK FOR DEPOT STORES) WORKS - TIE CABLE SS 201X4.6MM (02414264) DISPOSABLE GLOVES - VARIOUS SIZES, WATER BOTTLE INSULATED 5 LITRE, WATER BOTTLE INSULATED 5 LITRE WITHOUT TAP DEPOT-HAMMER COPPER PART 06921303, DEPOT-RATCHET SPANNER SET PART 00058008	\$ 5,028.48
EFT-123049	27/02/2023	JAMES PERVAN	PROPERTY - RENTAL 121B VARDEN - FROM 06/03/23 - 02/04/23	\$ 2,400.00
EFT-123050	27/02/2023	JASON SIGNMAKERS SIGNS & LIGHT ENGINEERING	ENG - RFT033 21/22 - SUPPLY OF SIGNS AS PER DRAWING 01-5302-17 R2R GRAND FUNDING	\$ 7,302.74
EFT-123051	27/02/2023	JAY WESTON T/A ARIA ENTERTAINMENT	GAC - PRESENTER FEE FOR THE 60'S SENSATIONS SHOW - 9TH FEB 2023	\$ 1,000.00
EFT-123052	27/02/2023	JEMO PTY LTD T/A SNAP KALGOORLIE	P&C - ART WORK AND LAY OUT FOR BUSINESS CARDS	\$ 737.00
EFT-123053	27/02/2023	JESSICA HALSE	CDC - REIMBURSEMENT - BIRTH CERTIFICATE PURCHASES FOR CLIENTS	\$ 159.00
EFT-123054	27/02/2023	JESTERS KALGOORLIE	ENVIRONMENTAL HEALTH - FREE COFFEE'S FOR EVENT	\$ 125.00
EFT-123055	27/02/2023	JOBFIT HEALTH GROUP PTY LTD	P&C- VARIOUS PRE- EMPLOYMENT MEDICALS	\$ 1,256.20
EFT-123056	27/02/2023	JOHAN LE ROUX	WATER - REIMBURSEMENT OF RELOCATION COSTS	\$ 5,500.00
EFT-123057	27/02/2023	KALGOORLIE METRO PROPERTY GROUP (KMPG PTY LTD)	PROPERTY- RENTAL LEASE 4/460 HANNAN STREET FROM 01/02/023 - 29/03/23 PROPERTY - RENTAL LEASE 4/57 CHEETHAM STREET FROM 01/03/23 - 29/03/23	\$ 3,650.00
EFT-123058	27/02/2023	KALGOORLIE MONUMENTAL WORKS	EXEC - WALK OF FAME PAVERS	\$ 2,236.60
EFT-123059	27/02/2023	KALPUMPS SALES & SERVICE	GC - SUCTION AND DISCHARGE HOSES C/W FOOT VALVE & FOOT VALVE REPAIR AND FOLLOW UP WORKS	\$ 2,592.70
EFT-123060	27/02/2023	KALSIGNS PTY LTD	TOURISM - CITY ENTRY STATEMENTS - PRODUCE AND INSTALL 3 SIGNS AND CANVAS ARTWORK CONVERSION	\$ 19,680.38
EFT-123061	27/02/2023	KEVIN KETTERER	ENG - REIMBURSEMENT MEALS MUN WASTE ADVISORY COUNCIL MEETING	\$ 81.80
EFT-123062	27/02/2023	KLEENWEST DISTRIBUTORS	RANGERS - AIRSPI20 - AIR SPIKE 20LTR, STAKENFLO20 - STABLE & KENNEL FLORAL 20LTR, KWDLIQBLE20 - KWD LIQUID BLEACH 4% 20LTR	\$ 1,145.65
EFT-123063	27/02/2023	LEMMON & LIME	AGENDA BRIEFING CATERING - 19/09/2022 (KALGOORLIE TOWN HALL) FOR 13 PEOPLE - ASSORTMENT OF CAKES OR SLICES - SANDWICHES - MINI PASTRIES - X1 GLUTEN-FREE OPTION & X1 VEGETARIAN OPTION, DELIVERY TO THE KALGOORLIE TOWN HALL FEE	\$ 236.50
EFT-123064	27/02/2023	LGRCEU	FINANCE - UNION PAYMENT PPE 19/02/23 - FINANCE - UNION PAYMENT PPE 19/02/23	\$ 77.00
EFT-123065	27/02/2023	MACDONALD JOHNSTON (BUCHER MUNICIPAL)	DEPOT-NOZZLE WHEELS 7064910 WORKSHOP - 835-66 CHANNEL BRUSH, 295050-406 BRUSH POLY	\$ 4,300.91
EFT-123066	27/02/2023	MATCHBURY ENTERPRISES PTY LTD T/A SYKES TRANSPORT WA	GC - TRANSPORT FEE FOR CLUB TURF - DELIVERY OF 2X PALLETS FROM BAILEYS, PERTH TO CKB, KALGOORLIE TURF - DELIVERY FROM NUTURF - TURF - DELIVERY FROM NUTURF, PERTH TO CKB, KALGOORLIE FREIGHT FROM NUTRIEN - RETIC - DELIVERY FROM NUTRIEN, PERTH TO CKB DEPOT, KALGOORLIE NUTIREN WATER DELIVERY - RETIC - DELIVERY FROM NUTREN WATER, PERTH TO CKB DEP	\$ 11,755.08
EFT-123067	27/02/2023	MCM PROTECTION PTY LTD	AIRPORT - INSITE SWIPE CARD SYSTEM ERROR - CALLOUTS FEE. PROPERTY - UNLOCKING OF GATES DIGGER DAWES, PROPERTY - UNLOCKING OF GATES AT SIR RICHARD MOORE OASIS - TO PROVIDE A CROWD CONTROL GUARD - NOVEMBER	\$ 7,202.80
EFT-123068	27/02/2023	MELISSA CHAPMAN	PROPERTY - RENTAL 58/406 HAY ST FROM 03/03/23 - 31/03/23	\$ 1,920.00
EFT-123069	27/02/2023	MINTERELLISON	EXEC - LEGAL FEES - CITY OF KALGOORLIE-BOULDER	\$ 35,677.07
EFT-123070	27/02/2023	MODUS COMPLIANCE PTY LTD	PLANNING - BUILDING CERTIFICATION SERVICES	\$ 1,408.00
EFT-123071	27/02/2023	MSS SECURITY PTY LTD	AIRPORT - SECURITY SCREENING CHARGES FOR THE MONTH OF JANUARY 2023 - BODY SCANNER	\$ 77,860.90
EFT-123072	27/02/2023	NEXT GEN BUILDING PTY LTD	PROPERTY- ADMIN FENCING PROPERTY-OASIS WATER SLIDE SIGN REMOVAL	\$ 12,027.94
EFT-123073	27/02/2023	NIGEL LANDERS	REIMBURSEMENT - WORK SAFETY GLASSES	\$ 299.00
EFT-123074	27/02/2023	NUTRIEN (TOTAL EDEN VICTORIA)	RETIC - VALVE SOLENOID RICHDEL 200BSP 25MM, VALVE SOLENOID RICHDEL 216B 40MM FC, VALVE SOLENOID RICHDEL 217B 50MM FC	\$ 2,545.17

EFT-123075	27/02/2023	OFFICE NATIONAL KALGOORLIE (DONWAR PTY LTD)	OASIS - 513422 GOJO LUXURY SOAP 1250ML REFILL FRESH THCRANBERRY, PEERLESS JAL GYM CLEAN 5LTR, INITIATIVE FACIAL TISSUES 2-PLY BOX 200, PEERLESS JAL FOREVER DEODORISER 5L, LIVI ESSENTIALS COMPACT HAND TOWEL 1 PLY 150 SHEET 200 X 250MM CARTON 16, REGAL KITCHEN BIN LINER-DEGRADABLE 36 L WHITE PACK PAPERMATE INKJOY 100RT RETRACTABLE BALLPOINT PEN BLACK BOX 12, INITIATIVE MAGNETIC WHITEBOARD ALUMINIUM FRAME 1800 X 900MM BRATECK METAL MONITOR LAPTOP STAND BLACK MONDI COLOUR COPY A4 PAPER GLOSSY CO	\$ 4,290.96
EFT-123076	27/02/2023	PENNANT HOUSE	PROPERTY - ADMINISTRATION - REPAIR/REPLACE FLAG-RAISING DEVICE AT ADMIN BUILDING	\$ 1,754.50
EFT-123077	27/02/2023	PICKWICK INTEGRATED FACILITIES SERVICES	PROPERTY - CLEANING SUPPLIES JANUARY	\$ 7,618.94
EFT-123078	27/02/2023	RED DESERT COOLING	WATER - RFQ009 21/22 ELECTRICAL INSTRUMENT AND CONTROL MAINTENANCE RECYCLED WATER PUMP STATION - TANK SITES WATER - REPLACEMENT ISOLATOR FOR PUMP 3 AT RACE COURSE DAM. REPLACEMENT LEVEL SENSOR FOR RACE COURSE DAM. WATER - RACE COURSE DAM LEVEL SENSOR REPLACEMENT OF SAFETY SHOWER LIGHTS AT RCD AND OB TO LED FITTINGS. - WATER - SAFETY SHOWER LIGHTS	\$ 5,478.32
EFT-123079	27/02/2023	REPCO	WORKSHOP - TRANSMISSION OIL, PAINT, VALVE REPAIR, MUFFLER BANDAGE - 2080-A VALE-TUBELESS TYRE PAIR 2 X .413 BEARING BUDDY FLEET - 53NA RFSK11C FILTER SERVICE KIT WORKSHOP - TRANSMISSION OIL, PAINT, VALVE REPAIR, MUFFLER BANDAGE - 1009 TRANSMISSION FIX STOP SLIP (700ML) 11BA PSECC0005 P-PTO SERIES-CLEAN + EGR & CAT 500ML PRO ULTRA 5W-40 205L PART-PROULTRA205 FLEET - 53NA RFSK11C FILTER SERVICE KIT FLEET - 53NA RFSK11C FILTER SERVICE KIT 53NA RSK29C RYCO SERVICE KIT, 53NA RSK29C RYCO SERV	\$ 4,425.89
EFT-123080	27/02/2023	RESOURCES TRADING (KARRI HOLDINGS PTY LTD)	DEPOT-CABLE TIE S/S CUTTER PARKS - ANTIBACTERIAL WIPES FOR DISPENSERS PARKS - WIPE ANTI BACTERIAL BRACKET 2.5KG 1200PC FLEET - B-DOUBLE SMOKE LENS SAFETY SPEC, IMPACT-A SAFETY GLASS DEFENDER POLARISED	\$ 902.70
EFT-123081	27/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - CUCUMBERS LEMONS LETTUCE BREAD FOOD SUPPLIES, WASHING POWDER SODA WATER	\$ 120.03
EFT-123082	27/02/2023	RIKLAN EMERGENCY MANAGEMENT SERVICES PTY LTD	CDC - FORKLIFT TRAINING FOR CLIENT CDC - FORKLIFT TRAINING , PASSPORT PHOTOS	\$ 1,094.50
EFT-123083	27/02/2023	RSEA PTY LTD	CDC- PPE FOR EMPLOYMENT CDC- BULK PPE SANDAL START UP CDC- BULK PPE SANDALWOOD FPC CDC- BULK PPE SANDALWOOD FPC CDC- FPC BULK PPE SANDALWOOD	\$ 2,151.77
EFT-123084	27/02/2023	SHERAE KNL - PETLINK	ANIMAL TRANSPORT (17 CATS & 9 DOGS) TO PERTH (RSPCA MALAGA, ANIMAL PROTECTION SOCIETY & CELERITY PET RESCUE) - 17 CATS AND 9 DOGS TRANSPORT FROM KALGOORLIE TO PERTH	\$ 1,892.00
EFT-123085	27/02/2023	SHERBORNE CONSULTING INTERNATIONAL PTY LTD	FINANCE - REFUND OF DOUBLE PAYMENT OF TRANSFER OF LICENCE	\$ 100.00
EFT-123086	27/02/2023	SIGMA CHEMICALS PTY LTD	OASIS - CHEMICAL ORDER - OASIS - SIGMA BUFFER SODIUM BICARBONATE 25KG, PALLET INCLUSIVE OF PALLETISED PACKAGING, SIGMA POOL STABILISER 45KG FAST DISSOLVE OASIS - REPAIR FEE ROBOTIC CLEANER JOB # 2776 ROBOTIC POOL CLEANER: WAVE 75 SERIAL NUMBER: T98884UE9J FILTERS: NO CADDY: NO FILTER SCREEN: YES BOTTOM LID: NO ANALYTICAL DATA: HOURS: 382 MINUTES: 15 CYCLES: 144 PART CYCLES: 22 ERRORS: NO FATAL REPAIR	\$ 3,552.18
EFT-123087	27/02/2023	SIGN POWER	PARKS - ALUMINIUM COMPOSITE SIGNS 45CM X 30CM	\$ 598.40
EFT-123088	27/02/2023	SITE WARE DIRECT	REIMBURSEMENT PLUMBER COSTS DUE TO SEWER MAIN BLOCKAGE	\$ 396.00
EFT-123089	27/02/2023	SOUTH METROPOLITAN TAFE	P&C - AHCTRF307 - CONSTRUCT TURF PLAYING SURFACE FOR EMPLOYEE #3153	\$ 347.25
EFT-123090	27/02/2023	SPECIALIST WHOLESALERS PTY LTD T/A TRUCKLINE	DEPOT - 1205052002 SEAL REAR HUB OEM , P9905- 47510.923 CYL WHEEL RH FWD, 1605202006 WHEEL CYL REAR RHS RWD OE, 47510.926 CYL WHEEL LH FWD , 16051020061 WHEEL CYL REAR LHS RWD OE , 46533.036 BRAKE SHOE SET LINED - REAR , 1205102007 SEAL REAR AXLE OEM	\$ 2,922.58
EFT-123091	27/02/2023	SPORTE LEISURE	GC - GREG NORMAN APPAREL AND HEADWEAR FOR GOLF PRO SHOP STOCK	\$ 2,216.50
EFT-123092	27/02/2023	T & S MOBILE MECHANICAL SERVICES PTY LTD	AIRPORT - EMERGENCY REPAIRS TO BAGGAGE SYSTEM ON T4 CONVEYER, QUOTATION ATTACHED. - T4 CONVEYOR - REMOVE FAILED BEARING FROM TAIL PULLEY. CLEAN UP HOUSING AND SHAFT. FIT NEW BEARING. RUN AND CHECK ALIGNMENT OF BELT	\$ 616.00

EFT-123093	27/02/2023	TAYLOR MADE GOLF AUSTRALIA PTY LTD	GC - TAYLOR MADE GOLF CLUBS BALLS GLOVES ACCESSORIES GOLF BAGS HEADWEAR & ADIDAS APPAREL FOOTWEAR AND HEADWEAR FOR PRO SHOP STOCK	\$ 1,504.12
EFT-123094	27/02/2023	THE PEOPLE & CULTURE OFFICE PTY LTD	P&C - SERVICES FOR RECRUITMENT OF ORGANISATIONAL MANAGER - COSTS FOR ADVERTISEMENT	\$ 4,991.25
EFT-123095	27/02/2023	THE PLANT SUPPLY CO	PARKS - PETUNIAS, DELIVERY TO KALGOORLIE	\$ 913.00
EFT-123096	27/02/2023	THE TRUSTEE FOR LONG XIANG ZHANG FAMILY TRUST T/A MAC'S DELI	EGCC - CATERING FOR FORGET-ME-NOT CAFE INAUGURAL EVENT 13TH FEBRUARY 2023	\$ 478.00
EFT-123097	27/02/2023	TKPH PTY LTD T/A OTR TYRES	DEPOT - KBC302F SUPPLY AND FIT NEW TYRE - FLEET-11R22.5 TERRATYRE BL229 18PLY 149/146, DISPOSAL OF TRUCK TYRE KALGOORLIE DEPOT-SUPPLY AND FIT 4 NEW TYRES DEPOT - BOLT OFF< STRIP AND INSPECT POS3 REPAIR AND BOLT ON FOR TRUCK KBC197F SUPPLY AND FIT 4 X NEW TYRES FOR KBC44AD - FLEET-255/65R17 TOYO OPAT2 119S, DISPOSAL OF LIGHT TRUCK TYRE KALGOORLIE TYRE REPAIR ON KBC556D - WORKSHOP - KALHVPR HV PUNCTURE REPAIR	\$ 3,786.85
EFT-123098	27/02/2023	TOLL IPEC PTY LTD	HEALTH - POSTAGE FREIGHT AND TRANSPORT OF HEALTH SAMPLES DEPOT-FREIGHT FROM THE DECEMBER 2022 TO FEB 2023	\$ 31.91
EFT-123099	27/02/2023	TOURISM COUNCIL WESTERN AUSTRALIA	TOURISM - CITY OF KALGOORLIE-BOULDER'S CONTRIBUTION TO THE 2023 PERTH AIRPORT WA TOURISM CONFERENCE HOST TOWN	\$ 38,500.00
EFT-123100	27/02/2023	T-QUIP (TOTAL TORO)	GC - TOP108-3811 FILTER-AIR OUTER, TOP54-0110 HYD/TRANS FILTER (SPIN-ON), TOP107-7817 FILTER ENG OIL, TOP94-2690 FILTER-FUEL INLINE	\$ 279.55
EFT-123101	27/02/2023	TRILITY SOLUTIONS PTY LTD T/AS HYDRAMET	OASIS - QUARTERLY SERVICE FOR THE CHLORINE GAS EQUIPMENT	\$ 7,810.89
EFT-123102	27/02/2023	VISIMAX	RANGERS - 40107 - SWEETMAT DISINFECTION MAT - 85X85CM BLUE	\$ 368.50
EFT-123103	27/02/2023	VISSIGN AUSTRALIA PTY LTD	GAC - LONG TERM EXTERIOR TEAR DROP BANNERS - LOGO WELCOME X2 GAC VENUE HIRE THEATRE GALLERY BOX OFFICE	\$ 5,974.10
EFT-123104	27/02/2023	WA COUNTRY HEALTH SERVICE	OHS - EMERGENCY VISIT FOR EMPLOYEE #3743 ON 28/11/2022 - OHS - EMERGENCY VISIT FOR EMPLOYEE #3743 ON 28/11/2022	\$ 351.00
EFT-123105	27/02/2023	WA TREASURY CORPORATION	FINANCE - LN-355-MASONIC HOMES SSL - LOAN SCHEDULE - 50, LOAN SCHEDULE - 50	\$ 9,582.39
EFT-123106	27/02/2023	WARREN PILTON	PLANNING - CROSSOVER CONTRIBUTION PERMIT 2298	\$ 1,146.00
EFT-123107	27/02/2023	WATER INFRASTRUCTURE SCIENCE & ENGINEERING (WISE)	WATER - SEWER TRUNK MAIN 600MM DUPLICATION DESIGN WORKS. WISE REF 1034-02-09	\$ 12,568.88
EFT-123108	27/02/2023	WREN OIL	WASTE - YARRI RD - OIL SUMP SERVICE OF APPROX 5000L AT YARRI RD LANDFILL	\$ 16.50
EFT-123109	27/02/2023	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA)	ADMIN - JANUARY 2023 FUEL CARDS PUMA	\$ 12,805.89
EFT-123110	27/02/2023	ZELNOR DEVELOPMENTS P/L	REIMBURSEMENT - PERMIT TO USE WASHDOWN BAY	\$ 274.00
EFT-123111	27/02/2023	ZIPFORM PTY LTD	RATES - SUPPLY AND PRINTING OF 3RD INSTALMENT RATE NOTICES	\$ 2,869.15
EFT-122894	17/02/2023	3E ADVANTAGE PTY LTD	ICT - ON-GOING PRINTING LEASE EN3 - IT - FIXED RENTAL - PRINTING LEASE (1/1/2023 - 31/01/2023)	\$ 9,024.26
EFT-122895	17/02/2023	ADRI DYER	RATES - EXCESS RATES	\$ 1,017.17
EFT-122896	17/02/2023	AIRWORKS CONSULTING PTY LTD	AIRPORT - AIR TRANSPORT APRON - AIRCRAFT PARKING OPTION 2 LAYOUT AND LINE MARKING PLAN FOR E190/F100	\$ 4,158.00
EFT-122897	17/02/2023	ALEKSANDR OSKOLKOV-SCHNEIDER	RATES - EXCESS RATES	\$ 5,700.00
EFT-122898	17/02/2023	AMANDA REIDY	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122899	17/02/2023	AMY ASTILL	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122900	17/02/2023	AQUAVODA PTY LTD	WATER - EQUIPMENT HIRE ON-SITE TECHNICAL SUPPORT DATA REVIEW REPORT WRITING, FLIGHTS ACCOMMODATION MEALS CARE HIRE	\$ 8,620.14
EFT-122901	17/02/2023	ATO PAYG	PAYG PPE 05/02/2023 - FINANCE - PAYG TAX WITHHELD PPE 05/02/2023 PAYG PPE 2/01/2023 - FINANCE - PAYG TAX WITHHELD PPE 2/01/2023	\$ 238,971.00
EFT-122902	17/02/2023	BATTERIES N MORE	RETIC - DURACELL C/TOP 9V CTN 12 WORKSHOP - N120MF DELKOR	\$ 520.00
EFT-122903	17/02/2023	BIG K CAR DETAILING	FLEET - DETAILING OF HOLDEN ACADIA	\$ 440.00



EFT-122904	17/02/2023	BUNNINGS BUILDING SUPPLIES P/L	WORKS - CONCRETE RAPID SET SWAN 20KG WORKS - 80677 - HINGE AUTO CLOSE PINNACLE 75MM 2PK GAL GHS106 WASTE - 1 X COMPOST BIN 200L BLACK FP200, WASTE - 1 X WORMS ORGANIC STARTER PACK (APPROXIMATELY 1000), WASTE - 1 X WORM FARM MAZE MWF-MV1, WASTE - 2 X COLLAPSIBLE CRATE TACTIX 60 X 40 X 22.5CM (43L) BLACK PROPERTY-GAC ASHTRAY METAL DISNEY++SMOKERS PLEASE BEIGE 119168 CODE 4480217 PARKS - RICHGRO 2.5KG ANT KILLA INSECTICIDE GRANULES RETRACTABLE KNIFE, GAC - DONT MESS WITH THE DUMMIES PRESHOW EV	\$ 3,243.44
EFT-122905	17/02/2023	CBC BEARINGS & POWER TRANSMISSION (WA) PTY LTD	WORKSHOP - 3585NTN BRG TAPER ROLLER IMP, 3525NTN BRG TAPER ROLLER IMP	\$ 118.80
EFT-122906	17/02/2023	CHEMICALS AUSTRALIA OPERATIONS PTY LTD T/A IXOM OPERATIONS PTY LTD	WATER - OLD BOULDER RECYCLED WATER PUMP STATION - CHLORINE USAGE WATER - RACE COURSE DAM RECYCLED WATER PUMP STATION - CHLORINE USAGE	\$ 7,111.50
EFT-122907	17/02/2023	CHEVRON AUSTRALIA DOWNSTREAM FUELS PTY LTD (PUMA ENERGY)	GC DIESEL - GC - DIESEL 10 PPM SULPHUR (BULK) 1,500.000L	\$ 2,753.42
EFT-122908	17/02/2023	COCA COLA AMATIL	GC - POWERADE 600ML MT BLAST, 80G SMOOTH ESP CAFF CAPSULE, POWERADE 600ML BLACKCURRANT, TABOO VANILLA 750ML, POWERADE 600ML BERRY ICE, POWERADE 600ML LEMON LIME, POWERADE 600ML GOLD RUSH, SPRITE 600ML, MT FRANKLIN 600ML, CASCADE GINGER BEER, LEMON SPRITE 600ML, DIET COCA COLA 600ML, GC - BAR SUPPLIES - COCA COLA 600ML, MT FRANKLIN SPARKLING 450ML	\$ 1,643.01
EFT-122909	17/02/2023	COUNTRY CLUB INTERNATIONAL PTY LTD	DEPOT - MICROBES FOR ESD WASTE TO WATER SYSTEM	\$ 1,538.01
EFT-122910	17/02/2023	CRW HOLDINGS (WA) T/AS KALGOORLIE PAINT CENTRE	PROPERTY-ENDOWMENT BLOCK -TITAN SC6 GUARD BASE HEAD ASSY, TITAN TIP AND SEAL	\$ 122.95
EFT-122911	17/02/2023	DANIEL BAILEY	RATES - OVERPAYMENT	\$ 1,000.00
EFT-122912	17/02/2023	DANUTA PALMER	RATES - PROPERTY SELLING	\$ 877.70
EFT-122913	17/02/2023	DAVID GRILLS	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122914	17/02/2023	DEBORAH BOTICA	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122915	17/02/2023	DIANNE MOFFITT	RATES - PROPERTY SOLD	\$ 755.78
EFT-122916	17/02/2023	DORSETT RETAIL PTY LTD T/A KALGOORLIE RETRAVISION	PROPERTY- OASIS WASHING MACHINE REPLACEMENT -SPEEDQ/LWSS2 WITH DELIVERY - DELIVERY TO OASIS	\$ 2,948.00
EFT-122917	17/02/2023	EAST GOLD DAIRY DISTRIBUTORS	EGCC- MILK SUPPLY 1 NOVEMBER 2022 TO 30 JUNE 2023	\$ 38.20
EFT-122918	17/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - SHOP 1 272 HANNAN ST FROM 25/11/22 - 30/01/23 ELECTRICITY - CAR PARK 56 EGAN ST FROM 01/12/22 - 03/02/23 ELECTRICITY - SEWER PUMP STATION FROM 29/11/22 - 30/01/23 ELECTRICITY - CAR PARK 150 EGAN STR FROM 02/12/22 - 06/02/23 ELECTRICITY - STREET LIGHT BOX 80 HANNAN ST FROM 25/11/22 - 30/01/23 ELECTRICITY - BURT STREET AUS DECORATIVE LIGHTS ELECTRICITY LT 501 RAMUS CIRCLE FROM 29/11/22 - 02/02/23 ELECTRICITY - SHOP 36 CASSIDY ST FROM 26/11/22 - 31/01/23 ELECTRICITY - LIGHTING	\$ 106,352.80
EFT-122919	17/02/2023	ELEVATED WORK SERVICES PTY LTD (PREVIOUSLY HOWE ELECTRICS)	RESERVES - T014 - 18/19 - REMOVE DEAD TREE AND STUMP GRIND AT 85A ADDIS ST	\$ 269.09
EFT-122920	17/02/2023	ELITE GYM HIRE	OASIS - ADAPTER PLUG, OASIS - FREIGHT, OASIS - VENUM GYM TIMER (REPLACEMENT)	\$ 361.90
EFT-122921	17/02/2023	EMYJOR SERVICES PLUMBING, EXCAVATION & CONTROLLED WASTE	RFT 002 20/21 - WWTP OPERATIONAL ACTIVITIES INCLUDING DE GRITTING INLET GRIT PIT AND SLUDGE LAGOONS RFT 002 20/21 - SEWER NETWORK OPERATIONAL WORKS INCLUDING BLOCKAGES OVERFLOWS FLOW CHECKS	\$ 49,920.20
EFT-122922	17/02/2023	FAIRIES AND OTHER MISCHIEF	EVENTS - SATS 22 - TWO FAIRIES FOR AUSTRALIA DAY (6PM TO 9PM)	\$ 900.00
EFT-122923	17/02/2023	FEYSVILLE GOLD PTY LTD	RATES - DEAD TENEMENT	\$ 354.85
EFT-122924	17/02/2023	FIRST AU LIMITED	VARIOUS A36681 A36659 A36680 DEAD TENEMENTS - RATES - DEAD TENEMENTS	\$ 519.77

EFT-122925	17/02/2023	FOSTERS GROUP T/A CARLTON UNITED BREWERIES (CUB)	GC - ALCOHOLIC BEVERAGE ORDER 06.02.2023 - CARLTON DRY X 1 KEG, GOAT BEER X 1 KEG, BROOKVALE UNION GINGER BEER 1 KEG, PIRATE LIFE SOUTH COAST PALE ALE BEER X 1 KEG, GREAT NORTHERN SUPER CRSP LAGER 375ML 30X SINGLE CANS CORONA BOTTLES, GOAT CANS, PIRATE LIFE CANS, PIRATE LIFE KEG, GC - GREAT NORTHERN KEG, CARLTON DRY CAN, CARLTON DRY KEG, GREAT NORTHERN CAN, BROOKEVALE GINGER BEER KEG CARLTON DRY 330ML BOTTLE, CARLTON DRY 375ML CAN, PIRATE LIFE 355ML CAN, CARLTON DRAUGHT 330ML BOTTLE	\$ 9,048.07
EFT-122926	17/02/2023	GEOFFREY BARRATT	RATE - OVERPAYMENT REIMBURSEMENT	\$ 230.00
EFT-122927	17/02/2023	GLENN WILSON	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - DEPUTY MAYOR FEES, SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 4,548.33
EFT-122928	17/02/2023	GOLDFIELDS AUTO ELECTRICAL	DMAX KBC99AD BATTERY DIN66 WORKSHOP - REMOVE OLD ANTENNA AND BASE - SUPPLY AND FIT CORRECTLY TUNED ANTENNA AND BASE AS REQUIRED WORKSHOP - TOTALLY REWIRE TRAILER AND FIT NEW PLUG DMAX KBC99AD BATTERY DIN88 DEPOT-TRAILER - KBC5477 REPAIR BOTH TAIL LIGHTS REPLACE BOTH TAIL LIGHTS CHANGE DEUTSCH PLUGS. REPAIR REQUIRED WIRING TEST ALL LIGHTS OK HINO KBC216H CHECK LIGHTS - CARRY OUT WIRING REPAIRS TO RHS INDICATOR AND REPLACE NO PLATE LIGHT PLUG AND FIX HARNESS AS REQUIRED AND TEST ALL OK	\$ 6,483.35
EFT-122929	17/02/2023	GOLDFIELDS LOCKSMITHS	ENG - SUPPLY OF CHARLES STREET GATE LOCKS AS PER QUOTE 4010166 - PL330N/50 - PADLOCK - ABLOY PROTEC - SYSTEM 5GL028 - STAMPED PR4, ENG - SUPPLY OF CHARLES STREET GATE LOCKS AS PER QUOTE 4010166 - PL330N/50 - PADLOCK - ABLOY PROTEC - SYSTEM 5GL028 - STAMPED PR4 PROPERTY-DEPOT NEW OFFICE - DONCASTER ENTRANCE LEVERSET -COST PD7000	\$ 500.94
EFT-122930	17/02/2023	GOLDFIELDS MINING SUPPLIES	WATER - REPLACEMENT NON-RETURN VALVES FOR PICCADILLY PUMP STATION. QUOTE 37517.	\$ 7,315.71
EFT-122931	17/02/2023	GOLDFIELDS TRUCK POWER	WORKSHOP - FUEL TANK LOCKING, CAP-ADD BLUE, FREIGHT - EAST	\$ 498.52
EFT-122932	17/02/2023	GREEN WORKZ PTY LTD	TURF - BUMPER 625 10L, PHOSFIGHTZ 20L, FREIGHT TURF - 1000L ECO-FLO GYPSUM, FREIGHT	\$ 8,965.00
EFT-122933	17/02/2023	GRILEX PTY LTD	PARKS - BUB258 SPOUT INSERT FOR DRINKING FOUNTAIN, FREIGHT	\$ 242.00
EFT-122934	17/02/2023	HEATLEY SALES PTY LTD (HEATLEYS)	DEPOT-WORKS DEPOT YEARLY CLOTHING ISSUE JUG COOLER 10L BLUE WILLOW WITH TAP - EMPLOY 3664 WORKS - COAT RAIN LONG TAPED YEL/NAV SZ XLG - EMPLOYEE 2837	\$ 1,935.85
EFT-122935	17/02/2023	HOSMAR PTY LTD T/A TOTAL ASPHALT	ENG - RFT T023 21/22 & RFT T011 20-21 - SUPPLY AND CONSTRUCTION OF TANNER: KEEGAN TO JOYCE AS PER QUOTE 375LT22 - SEALING, TRAFFIC CONTROL ENG - RFT - T01120/21 - SUPPLY AND CONSTRUCTION OF KEEGAN ST BOULDER AS PER QUOTE 092LT23 - SUPPLY & LAY ENG - 21/22 & RFT T011 20-21 - SUPPLY AND CONSTRUCTION OF PIESSE: LANE TO IVANHOE - MINUS GAPS AS PER QUOTE 364LT22 - SEALING, TRAFFIC CONTROL ENG - RFT T023 21/22 & RFT T011 20-21 - SUPPLY AND CONSTRUCTION OF KING: COLUMBIA TO FORREST - MINUS GAPAS	\$ 1,318,591.30
EFT-122936	17/02/2023	INTEGRATED ICT (MARKET CREATION TECHNOLOGY PTY LTD)	ICT - 1GB FIBRE OPTIC BACK HAUL, INTERNET ACCESS - 150MB\\150MB CONTENDED, CONTRACT CANCELATION FEE OCT - 22 INTERNET ACCESS - 150MB\\150MB CONTENDED - UNLIMITED DOWNLOAD\\UPLOAD + EXTERNAL IP ADDRESS OCT -22 - ICT - 1GB OPTIC BACK HAUL	\$ 41,424.74
EFT-122937	17/02/2023	J BLACKWOOD & SON PTY LTD (BLACKWOODS)	DEPOT-PAINT PRESSURE PAK ASSORTED COLOURS WORKS - PAPER CUPS PE DW EMBOSSED 120Z/400ML (448) ENG - STAFF PPE - EMPLOYEE #3852	\$ 546.42
EFT-122938	17/02/2023	JOHN BOWLER	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - MAYORAL FEES, SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 10,102.33
EFT-122939	17/02/2023	JOHN HERON	RATES - PROPERTY SOLD	\$ 2,275.76
EFT-122940	17/02/2023	JOHN MATHEW	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122941	17/02/2023	KALAIRE PTY LTD	PROPERTY- DEPOT REMOVAL OF INDOOR UNIT DAIKIN SPLIT SYSTEM RELOCATE APPROX 1.5M TO RIGHT	\$ 1,034.00
EFT-122942	17/02/2023	KALGOORLIE BOULDER CEMETERY BOARD	ANNUAL CONTRIBUTION AS PER GRANT AGREEMENT Q2 2023	\$ 72,875.00
EFT-122943	17/02/2023	KALGOORLIE METRO PROPERTY GROUP (KMPG PTY LTD)	PROPERTY - RENTAL LEASE 7/5 O'CONNOR STREET 21/02/23 - 20/03/23 PROPERTY - 2A TINDALS CRESCENT HANNANS FROM 24/02/23 - 23/03/23	\$ 4,997.02
EFT-122944	17/02/2023	KALGOORLIE VOLUNTEER FIRE AND RESCUE SERVICE	EVENTS - CSP 22 - FIRE BRIGADE ATTENDANCE FOR FIREWORKS LOGISTICS	\$ 350.00

EFT-122945	17/02/2023	KALPUMPS SALES & SERVICE	DEPOT - REDUCING NIPPLE 1/4 BSP X 1/8 BSP	\$ 88.00
EFT-122946	17/02/2023	KARRILLON GROUNDWATER BPS PTY LTD	WATER - QUARTERLY BORE DATA COLLECTION FOR SOUTH BOULDER WASTEWATER TREATMENT PLANT	\$ 1,375.00
EFT-122947	17/02/2023	KENNARDS HIRE PTY LTD	HIRE OF SCISSOR LIFT, INVOICE ATTACHED - EQUIPMENT WAIVER PLUS ( MEDIUM EQUIP) - 902041, DELIVERY FOR HC LINE ITEM(S) 1,2,4,5,6 14 NOV 2022, SCISSOR LIFT 5.8M (19FT) ELECTRIC *SWAPPED FROM ITEM EVENTS - SATS 23 - VMS BOARD 24-26 JAN EVENTS - CSP 22 - LIGHTING TOWERS FOR STREET PARTY INCLUDING DELIVERY AND COLLECTION	\$ 4,636.69
EFT-122948	17/02/2023	KIM ECKERT	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122949	17/02/2023	KIRSTY DELLAR	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122950	17/02/2023	KMART AUSTRALIA LTD (KALGOORLIE)	OASIS - RED LINEN LOOK TABLE CLOTH, OASIS -AA BATTERY, OASIS -VOLCANO BUBBLE FOUNTAIN, OASIS - 24 PACK BUBBLES, OASIS - RAINBOW GARLAND, OASIS - PARTY DOOR DECOR, OASIS - RGLLN BUBB SLITION EXEC -150 PIECE CUTLERY SET, 42L FLEXI TUB, 10 PIECE CHRISTMAS PAPER PLATES, 4 PACK CHALKBOARD SIGNS, 20 PIECE MERRY CHRISTMAS NAPKIN, 1 WHITE RND PLT, 2 POLKA DOT NAPKIN PROPERTY - 4 460 HANNAN STREET - BEDDING AND LINEN PURCHASE - FURNISHED UNIT - PILLOW PROTECTOR, PROPERTY - 4 460 HANNAN STREET - BEDDING	\$ 1,188.50
EFT-122951	17/02/2023	KPCD PTY LTD	GAC - OTTERBOX PROTECTIVE CASE FOR THEATRE TABLET ICT - 2 TINDALS CRESCENT HANNANS. INTERNET CONNECTION AND INSTALLATION OASIS -NBN MONTHLY INTERNET SUBSCRIPTION ICT - DRAYTEK VIGOR 167 ADSL+/VDSL MODEM ICT - IEC C19 SOCKET TO AS/NZS 3112 POWER CORD	\$ 1,493.90
EFT-122952	17/02/2023	MARGARET GRAY	RATES - IN CREDIT	\$ 6,340.79
EFT-122953	17/02/2023	MARKETFORCE PTY LTD	PROPERTY - ENDOWMENT BLOCK - SHOP 7 272 HANNAN STREET - PUBLIC NOTICE - KAL MINER ADVERTISEMENT - NEW LEASE MARKETING - KALGOORLIE MINER ADVERT SATURDAY 19/11 26/11 03/12 10/12 17/12 24/12 - CHRISTMAS IN THE CITY - E01993 GAC - KALGOORLIE MINER AD FOR DIZNEY IN DRAG 18TH NOV 2022, GAC - KALGOORLIE MINER AD FOR CATHERINE BRITT 20TH NOV 2022, GAC - KALGOORLIE MINER AD FOR A CELTIC CHRISTMAS 21 DEC 2022, GAC - KALGOORLIE MINER AD FOR ROCKY HORROR 5TH NOV 2022, GAC - KALGOORLIE MINER AD FOR ZAP CIR	\$ 8,998.74
EFT-122954	17/02/2023	MATCHBURY ENTERPRISES PTY LTD T/A SYKES TRANSPORT WA	RESERVES - DELIVERY FROM GRAFFITI GONE WA, PERTH TO CKB DEPOT, KALGOORLIE	\$ 1,443.52
EFT-122955	17/02/2023	MCM PROTECTION PTY LTD	PROPERTY-HESTON COURT ALARM ISSUE OASIS - TO PROVIDE A CROWD CONTROL GUARD-3-4 -5- 6- 9- 10- 11-12- 13- 16- 17- 18- 19- 23- 24- 25- 27- 30. JANUARY 3PM TO 7PM, OASIS - TO PROVIDE A CROWD CONTROL GUARD-2 JANUARY 3PM TO 7PM, PROPERTY-OASIS - TO PROVIDE A CROWD CONTROL GUARD-DECEMBER 19-20-21-22-23 3PM TO 7PM PROPERTY- GOLF COURSE ALARM CODES FOR ALL STAFF CALL OUT DUE ALARM PROBLEM - PROPERTY-KALGOORLIE TOWN HALL EVENTS - CSP 22 - SECURITY GUARDS FOR EVENT. - EVENTS - CSP 22 - SECURITY GUAR	\$ 9,816.95
EFT-122956	17/02/2023	MEDELECT BIOMEDICAL SERVICES	OHS - BATTERIES AND PADS OHS - DEFIBRILLATOR BATTERIES SERVICING OF DEFIB AIRPORT(SN 4013769)	\$ 1,182.50
EFT-122957	17/02/2023	MICHAEL MCKAY	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122958	17/02/2023	MINING EQUITIES PTY LTD	RATES - RELINQUISHED MINING TENEMENT REFUND	\$ 312.52
EFT-122959	17/02/2023	MY MEDIA INTELLIGENCE PTY LTD T/AS MY MEDIA	MARKETING - COPYRIGHT PER PRESS ARTICLE- 02/02/2023, COPYRIGHT SEVENWEST FOR BEHIND PAYWALL ARTICLES - 02/02/2023, COPYRIGHT BUSINESS NEWS ONLINE ARTICLES- 02/02/2023	\$ 497.02
EFT-122960	17/02/2023	NISBETS	GC - KH GLASS BASKET BLACK PVC GH684	\$ 173.70
EFT-122961	17/02/2023	NUTRIEN (TOTAL EDEN VICTORIA)	RETIC - SPR GEARDRIVE 8005 SS NP COLLAR RAINBIRD	\$ 3,582.22
EFT-122962	17/02/2023	OFFICE NATIONAL KALGOORLIE (DONWAR PTY LTD)	PROPERTY-ADMIN STATIONERY CABINET FOR PROPERTY OFFICE-CODE 7042070 STATIONERY ORDER	\$ 5,941.96
EFT-122963	17/02/2023	ORANA CINEMAS KALGOORLIE	SUMMER VIBES VOUCHERS - SUMMER VIBES VOUCHERS	\$ 405.00
EFT-122964	17/02/2023	OUTDOOR CAMERAS AUSTRALIA (ENDUROBY PTY LTD)	WASTE / RANGERS - RECONYX CAMERAS AND ACCESSORIES - ILLEGAL DUMPING AND LITTERING MONITORING	\$ 8,021.40
EFT-122965	17/02/2023	OVERWATCH TRAFFIC SERVICES PTY LTD	DEPOT - ST BARBARA\`S PARADE TRAFFIC MANAGEMENT 4/12/2022	\$ 28,211.70

EFT-122966	17/02/2023	PFD FOOD SERVICES PTY LTD	GC - FOOD SUPPLIES	\$ 473.65
EFT-122967	17/02/2023	PICKWICK INTEGRATED FACILITIES SERVICES	4/57 CHEETHAM ST CLEAN - PROPERTY-4/57 CHEETHAM ST CLEAN BURT ST EXELOO CLEANING, BOULDER TOWN HALL EXELOO CLEANING, CENTENNIAL PARK TOILET CLEANING, DIGGER DAWES MAIN BLOCK LIONEL ST & EXELOO TOILET CLEANING, CRUICKSHANK ARENA ENTRY BLOCK OVAL BLOCK & EXELOO TOILET CLEANING, SIR RICHARD MOORE OVAL PICCADILLY ST & EXELOO TOILET CLEANING, EDWARDS PARK TOILET CLEANING, OASIS PLAYING FIELDS OVAL AND EXELOO TOILET CLEANING, SHEPHERDSON PARK TOILET CLEANING, USHER PARK TOILET CLEANING, NORKAL PARK T	\$ 67,790.81
EFT-122968	17/02/2023	PLANET PET & AQUARIUM	PARKS - MICE 5 PACK	\$ 510.00
EFT-122969	17/02/2023	PMH ELECTRICAL CONTRACTING SERVICES PTY LTD	OASIS - REPLACE 1X240V 8 PIN RELAY FOR CHLORINE DOSING STATION	\$ 181.50
EFT-122970	17/02/2023	REBECCA FORREST	RATES - EXCESS BALANCE TO TRUST	\$ 2,000.00
EFT-122971	17/02/2023	RED DESERT COOLING	WATER - RFQ009 21/22 ELECTRICAL INSTRUMENT AND CONTROL MAINTENANCE RECYCLED WATER PUMP STATION - RACE COURSE DAM SIGNAL TESTING - RETIC - COMPLETE VALVE SIGNAL TESTS AT MOSCONI AND CENTENNIAL PARK WATER - RFQ009 21/22 ELECTRICAL INSTRUMENT AND CONTROL MAINTENANCE RECYCLED WATER PUMP STATION - PICCADILLY STORM WATER GC - VSD PUMP 3 REPAIRS GC - BACK 9 RETICULATION FAULT REPAIRS	\$ 23,155.91
EFT-122972	17/02/2023	REPCO	51GA REBSL-500 N-RADIATOR & ENG STOP LEAK 500ML, 11AA VALVE SEAL REPAIR 500ML, 11AA DPFC DIESEL PT FILTER CLEANER 300ML, 11AA 44240 REAR MAIN SEAL REPAIR 5600ML, 11BA ADDIC375 P-INJECTOR CLEANER-PETROL 375ML, WORKSHOP - 11BA ADRF375 P-RADIATOR FLUSH 375ML, ROUNDING 53NA RSK29C RYCO SERVICE KIT	\$ 675.39
EFT-122973	17/02/2023	RETAIL DECISIONS PTY LTD T/AS MOTORPASS (COLES)	GC - POTATOES SILVERSIDE SPRING ONIONS FOOD SUPPLIES GC - BREAD MCCAINS FRIES LIME ONIONS TOMATOES FOOD SUPPLIES GC -LETTUCE BREAD PACIFIC WEST FROZEN FOOD SUPPLIES GC - SALAD SPRING ONIONS TOMATOES FOOD SUPPLIES GC -CHICKEN SCHNITZEL TOMATOES BANANAS FOOD SUPPLIES GC - SALAD BREAD PARSLEY FOOD SUPPLIES	\$ 532.41
EFT-122974	17/02/2023	RIKLAN EMERGENCY MANAGEMENT SERVICES PTY LTD	CDC 2 DAY FORKLIFT COURSE, PASSPORT PHOTOS	\$ 594.50
EFT-122975	17/02/2023	ROCWELD AUSTRALIA PIPELINE SPECIALIST PTY LTD	RANGERS - CLEARING OF POTENTIAL FIRE HAZARD - JOB NO 2776/22	\$ 2,024.00
EFT-122976	17/02/2023	ROLY INDUSTRIES PTY LTD	WATER - FLANGE FITTING - 100 NB ANSI FLANGE	\$ 2,854.85
EFT-122977	17/02/2023	RSEA PTY LTD	CDC - BULK BLACK WORK PANT WATER - PPE FOR EMPLOYEE 3666. QUOTE 13996663	\$ 835.34
EFT-122978	17/02/2023	SHERIDAN'S FOR BADGES	EXEC -X25 METAL BADGES TO 42MM IN LENGTH, MEDIUM NON STD METAL BAR - INC 3 LINES, MEDIUM NON STD METAL BAR - BLANK	\$ 1,478.18
EFT-122979	17/02/2023	SIGMA CHEMICALS PTY LTD	REPAIR ROBOTIC CLEANER JOB #2777 HANDLE CADDY SUP & WAVE 75 NEW STYLE	\$ 1,010.15
EFT-122980	17/02/2023	SUZIE WILLIAMS	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122981	17/02/2023	TERRENCE WINNER	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122982	17/02/2023	THE TRUSTEE FOR LONG XIANG ZHANG FAMILY TRUST T/A MAC'S DELI	X1 LARGE SANDWICH PLATTER, X1 LARGE HOT FOOD PLATTER, COUNCIL -X1 LARGE FRUIT PLATTER , X1 LARGE CAKE PLATTER P&C - CATERING FOR MANAGER TRAINING (AIMWA) AT CKB BUILDING	\$ 1,550.00
EFT-122983	17/02/2023	TOLL IPEC PTY LTD	DEPOT-FREIGHT FROM THE DECEMBER 2022 TO FEB 2023	\$ 347.30
EFT-122984	17/02/2023	TOTAL CONNECTIONS	DEPOT - SUCTION TAIL X BSPT M - 2020, BALL VALVE LOW PRESSURE GENERAL PURPOSE - 20, BALL VALVE LOW PRESSURE T HANDLE - F X F BSP - 16, SPRAY LANCE, SUCTION TAIL X BSPT M - 1616, QUICK RELEASE FLAT FACE FEMALE, QUICK RELEASE FLAT FACE FEMALE, GC -FLEET - HOSE ASSEMBLY - 3/8, QUICK RELEASE FLAT FACE MALE	\$ 762.16
EFT-122985	17/02/2023	T-QUIP (TOTAL TORO)	GC - TOP119-9509 SCREW-BLEED GC - TOP131-8518 BRAKE PAD KIT (SET OF 4)	\$ 196.20
EFT-122986	17/02/2023	TRAVEL MANAGERS	ENG- FLIGHT ITINERARY BOOKING B442473 COSTING FOR EMPLOYEE 3765 TO ATTEND A MEETING AT WALGA AND CITY OF MELVILLE. P&C - ACCOMMODATION FOR EMPLOYEE #3153 TO ATTEND TAFE IN PERTH - P&C - ORIGINAL PO 239151 -TRAVEL FOR EMPLOYEE #2421 FOR APPROVED TRAINING P&C - ACCOMMODATION FOR EMPLOYEE #3153 TO ATTEND TAFE IN PERTH	\$ 5,816.29

EFT-122987	17/02/2023	UNITED STEEL T/A UNITED STEEL PERTH	WORKSHOP - 163359 GAL MESH 4.00X50X50 2400X3000 (FOR GATE) , 87828 RHS 3.00X50X50X8000 (FOR BIN), DELIVERY	\$ 701.80
EFT-122988	17/02/2023	VISSIGN AUSTRALIA PTY LTD	OASIS - SWIM SCHOOL PRINT, BASES, OASIS - LANE SIGNS DOUBLE SIDED	\$ 1,144.00
EFT-122989	17/02/2023	WATER CORPORATION	WATER - IVANHOE ST BOULDER PARK FROM 27/10/22 - 29/12/22 WATER - L311 BURT ST BOULDER FROM 25/10/22 - 27/12/22 WATER - COMMON NON-RES HANNAN ST FROM 19/10/22 - 13/12/22 WATER - 17 BURT ST BOULDER FROM 24/10/22 - 27/12/22 WATER - ROUNDABOUT BOULDER RD FROM 20/12/22 - 28/12/22 WATER - 260-272 HANNAN TRE LOT 157-159 FROM 01/22/31/12/22 WATER - HAMILTON RD BOULDER LOT 3391 WATER - ROUNDABOUT CNR BROCKMAN BURT ST WATER - ROUNDABOUT CNR CHAPPLE FORREST ST FROM 06/11/22 - 09/01/23	\$ 14,771.42
EFT-122990	17/02/2023	WATERPRO PTY LTD	GC - [207149] RAIN BIRD VALVE BOX 7 ROUND LILAC LID, [207150] RAIN BIRD VALVE BOX 10 ROUND LILAC LID, [207152] RAIN BIRD VALVE BOX STANDARD 1419-12 LILAC LID, 25 MM VALVE INSERTION TOOL SUITS INFINITY™ SERIES SPRINKLERS 118-1844, 40MM VALVE INSERTION TOOL SUITS INFINITY SERIES SPRINKLERS 118-1843, [340508] TORO 995-101 - VALVE INS TOOL (EXCEPT INF50), [340512] TORO 995-76 - VALVE INS TOOL (EXCEPT INF30), 3RD PARTY FREIGHT	\$ 1,468.48
EFT-122991	17/02/2023	WAYNE JOHNSON	COUNCILLOR FEES FOR THE MONTH OF FEBRUARY 2023 - SITTING FEES & IT FEES FOR THE MONTH OF FEBRUARY 2023	\$ 2,697.00
EFT-122992	17/02/2023	WORMALD AUSTRALIA PTY LTD	PROPERTY - ROUTINE INSPECTIONS AND TESTING 12-NOV-2022 TO 11-MAY-2023 - PROPERTY MEN'S SHED-FIRE EXTINGUISHERS - HOSE REEL-HYDRANTS , LIBRARY-FB-FX-R-PT/HYD, ADMIN -FB-FX-R-PT/HYD, COMMUNITY CENTRE -FB-FX-HR, COMMUNITY CENTRE-BUES FX, DEPOT-FB-FX-HR6M-PT/HYD, KALGOORLIE TOWN HALL-FB-FX-HR, BOULDER TOWN HALF-FX-HR, HAMMOND PARK -FX-HR-T/HD, CY O\CONNOR HALL-FB-FX-, ENDOWMENT TOILETS-FX, WASTER WATER TREATMENT PLANT-FX, SOUNDSHELL-FX, ENDOWMENT- SERVICE -FX, KALGOORLIE RACE COURSE PUMP-FX, CRUICKSHANKS AR	\$ 3,741.78
EFT-122892	15/02/2023	INTEGRA WATER TREATMENT SOLUTIONS	OASIS - INTEGRA - WATER TREATMENT - QUARTERLY TEST	\$ 330.00
EFT-122893	15/02/2023	JOHN MATTHEW & SONS	PROPERTY - BOND 22B PADDINGTON DRIVE, RENT 22B PADDINGTON DRIVE 17/02/23 - 16/3/23	\$ 4,172.62
EFT-122780	10/02/2023	ACIL ALLEN PTY LTD	ED- DATA FOR KALGOORLIE-BOULDER ECONOMIC ZONE - CKB INVESTMENT PROSPECTUS	\$ 29,920.00
EFT-122781	10/02/2023	AIRWORKS CONSULTING PTY LTD	AIRPORT - AIR TRANSPORT APRON / AIRCRAFT TRACKING ASSESSMENT FOR 2 X B737-800/A320 PARKING POSITIONS ON EASTERN APRON AREA	\$ 1,386.00
EFT-122782	10/02/2023	ALAIN BALDOMERO	HEALTH - FUEL FOR P416Z	\$ 130.00
EFT-122783	10/02/2023	ALCOLIZER TECHNOLOGY	OHS - LE5 DRUG TESTING MACHINE FOR AIRPORT	\$ 3,514.50
EFT-122784	10/02/2023	ALL MINE AND CONSTRUCTION TRAINING PTY LTD	CDC- RIIWHS204E WORKING AT HEIGHTS	\$ 295.00
EFT-122785	10/02/2023	ALLRID PEST MANAGEMENT (RENTOKIL INITIAL)	GAC- PEST CONTROL FOR INSIDE AND OUTSIDE OF BUILDING(QUARTERLY) ADMINISTRATION OFFICE-QUARTERLY RODENT TREATMENT JAN 2023 OASIS 5 CARRY OUT COMMERCIAL PEST TREATMENT AT THE PROPERTY - FEBRUARY 2023	\$ 1,005.00
EFT-122786	10/02/2023	ALU GLASS (LEGION PTY LTD)	PROPERTY- GOLF COURSE BROKEN WINDOW AFTER BRAKE IN PROPERTY - OASIS SUPPLY ONLY 1 X 600 X 600 DOOR GRILL (VENT) FOR THE MEN'S CHANGE ROOMS AT OASIS COLOUR: SILVER	\$ 616.00
EFT-122787	10/02/2023	ALYKA PTY LTD	MARKETING - INSTALLATION OF HOT JAR ANALYTICS CODE INTO KALGOORLIE GOLF COURSE WEBSITE	\$ 341.00
EFT-122788	10/02/2023	AMANDA TEDGE	EGCC - CHAIR EXERCISE SESSIONS 9:30AM-10:30AM TUESDAYS & WEDNESDAYS TERM 1 31ST JAN -5TH APRIL 2023. 20 X SESSIONS @ \$65/SESSION	\$ 1,300.00
EFT-122789	10/02/2023	ASH VON	EVENTS - POP-UP 23 - ASH VON - LIVE SKETCHING FOR TWO DAY EVENT (CLOSING WEEKEND)	\$ 3,039.00
EFT-122790	10/02/2023	ASPECT STUDIO PTY LTD	KALGOORLIE CITY CENTRE PROJECT - DETAILED DESIGN KAL CITY CENTRE ECONOMIC TRANSFORMATION	\$ 12,582.35
EFT-122791	10/02/2023	ATLAS LINEN KALGOORLIE (ELMSIDE CORPORATION)	GC - CLEANING OF LINEN AND MATS GAC - ORDER FOR TABLE LINEN DRY CLEANING GC - CLEANING OF LINEN AND MATS GAC - ORDER FOR TABLE LINEN DRY CLEANING GAC - ORDER FOR TABLE LINEN DRY CLEANING	\$ 1,158.83
EFT-122792	10/02/2023	ATOM SUPPLY	PROPERTY - OASIS WIRE ROPE S/S 304 5MM (7X19 CONST) PROPERTY - OASIS HOOK HAT COAT 75MM CODE-4204003	\$ 2,384.32
EFT-122793	10/02/2023	AUS RECORD	P&C - ROLLS OF FULL SIZE ALPHABET LABELS (24MM) MAC, ROLLS OF FULL SIZE ALPHABET LABELS (24MM) A TO Z, FULL SIZE NUMBER LABELS ROLLS OF 500 (24MM) 0 TO 9, ROLLS OF FULL SIZE ALPHABET LABELS (24MM) MC, FREIGHT CHARGES	\$ 657.25

EFT-122794	10/02/2023	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD - APRA/ONEMUSIC	OASIS - MUSIC LICENSING FEES - 01/12/2022 - 28/02/2023	\$ 2,342.18
EFT-122795	10/02/2023	AUSTRALIA POST (COMMISSION AND SUPPLY ONLY)	ADMIN - GENERAL POST CHARGES COMMISSION/SUPPLY PERIOD ENDING 31/01/23 - ADMIN - GENERAL POST CHARGES COMMISSION/SUPPLY PERIOD ENDING 31/01/23	\$ 491.10
EFT-122796	10/02/2023	AUSTRALIAN MEDICAL SUPPLIES PTY LTD	OASIS - BAND - TYVEK NEON ORANGE STRIPES X 1000	\$ 77.00
EFT-122797	10/02/2023	AUSTRALIAN SERVICES UNION	FINANCE - UNION PAYMENT 05/02/23 - FINANCE - UNION PAYMENT 05/02/23	\$ 954.30
EFT-122798	10/02/2023	AVANTGARDE TECHNOLOGIES PTY LTD	ICT - AIRPORT - FORTIGATE 200F - 3YEAR LICENSE (NEW EXPIRY: 20/05/2026), ICT - AIRPORT - FORTIGATE 100F - 3YEAR LICENSE (NEW EXPIRY: 20/05/2026), ICT - GOLF COURSE - FORTIGATE 30E - 3YEAR LICENSE (NEW EXPIRY: 20/05/2026)	\$ 42,028.92
EFT-122799	10/02/2023	BAILEYS FERTILISER (AKC PTY LTD)	PARKS - F3031A 3.1.1. GRANULAR BLEND 20KG	\$ 4,785.00
EFT-122800	10/02/2023	BC SPARKLE CLEANING	AIRPORT - SEPTEMBER 2022 - WORKSHOP WEEKLY OFFICE CLEAN FRIDAY SERVICES SCHEDULE INCLUDES: 2ND 9TH 16TH 23RD 30TH. A TOTAL OF (5) DAYS	\$ 660.00
EFT-122801	10/02/2023	BIDFOOD KALGOORLIE (GOLDLINE DISTRIBUTORS)	GAC- GARBAGE BAGS TISSUES CONSUMABLES & SHOW CONSUMABLES GAC- CUPS SHOW CONSUMABLES, GAC- WATER CONSUMABLES & SHOW CONSUMABLES GAC- CUPS SHOW CONSUMABLES, GAC- COFFEE SUGAR TEA SHOW CONSUMABLES GAC- MIXED LOLLIES CONSUMABLES & SHOW CONSUMABLES GAC- POTATO CHIPS CONSUMABLES & SHOW CONSUMABLES	\$ 1,580.83
EFT-122802	10/02/2023	BMC PLUMBING & GAS	PROPERTY-OASIS CALL OUT ON SUNDAY 4TH DECEMBER FOR BURST PVC 40MM PRESSURE PIPE. TRIED TO REPAIR UNDER PRESSURE BUT PRESSURE WAS TOO GREAT. HAD TO ISOLATE THE WATER AND REPAIR AND BACK FILL HOLE.-LABOUR CALL OUT	\$ 2,065.47
EFT-122803	10/02/2023	BOORD CONSTRUCTION PTY LTD	ENG - FABRICATE PIPE AND FLANGE FOR SCULPTURE	\$ 1,259.50
EFT-122804	10/02/2023	BROWN'S PARTY HIRE	GAC - HIRE OF X3 ESKIES - TWILIGHT CHRISTMAS MARKETS - 3RD DEC 2022 GC -PLASTIC PIPPEE CHAIR, BANQUET TABLE, DRY BAR, DELIVERY CDT - G2 - GLASSES - ALL PURPOSE (10OZ), BS2 - CARAFE, C4 - BREAD & BUTTER PLATE, DELIVERY	\$ 982.30
EFT-122805	10/02/2023	BULLIVANTS	PROPERTY-OASIS 10 WLAB-FS-IPSR-AU INSPECTION STD WEEK DAY - RELLY AGUILAR, 10 WLAB-FS-IPSR-AU INSPECTION STD WEEK DAY - MORNE AGGENBACH	\$ 792.00
EFT-122806	10/02/2023	CENTRAL REGIONAL TAFE	P&C - CERT III LIGHT VEHICLE MECHANICAL UNITS 2023 FOR EMPLOYEE #3768 OHS - 5 CORE UNITS FOR DIPLOMA WHS FOR EMPLOYEE 3255 & 3612	\$ 1,370.07
EFT-122807	10/02/2023	CHEVRON AUSTRALIA DOWNSTREAM FUELS PTY LTD (PUMA ENERGY)	AIRPORT - DIESEL 10 PPM SULPHUR (BULK) 3500.000 LITRES	\$ 6,477.26
EFT-122808	10/02/2023	CHILD SUPPORT AGENCY	FINANCE - CHILD SUPPORT PAYMENT 05/02/23 - FINANCE - CHILD SUPPORT PAYMENT 05/02/23	\$ 455.22
EFT-122809	10/02/2023	CLEANAWAY	WASTE- PUBLIC REFUSE COLLECTION WATER- PICK UP SKIP BIN FROM SBWWTP AND EMPTY AT TIP RETURN TO SBWWTP	\$ 843.78
EFT-122810	10/02/2023	EAST GOLD DAIRY DISTRIBUTORS	GC - MILK SUPPLY PERIOD 1 JULY 2022 TO 30 JUNE 2023	\$ 64.60
EFT-122811	10/02/2023	ELECTRICITY RETAIL CORPORATION T/AS SYNERGY	ELECTRICITY - LIGHTING OF STREET - STREETVISION - CITY STREET LIGHT POWER USAGE - 25/10/2021 - 24/11/2022	\$ 1,090.75
EFT-122812	10/02/2023	ELEVATED WORK SERVICES PTY LTD (PREVIOUSLY HOWE ELECTRICS)	RESERVES - T014 - 18/19 - TREE PRUNING AND REMOVAL TENDER T014 - 18/19 - ZONE 5	\$ 38,265.83
EFT-122813	10/02/2023	ELITE GYM HIRE	OASIS - GYM WIPES - 40 ROLLS OASIS - POWER BAG - 20KG, POWER BANDS - SET OF 5	\$ 1,910.00
EFT-122814	10/02/2023	ELLERY BROOKMAN	AIRPORT - EXTENSION OF LEASE TO CLA TRADING PTY LTD (EUROPCAR) LEGAL SERVICES 2018-2020	\$ 1,411.52
EFT-122815	10/02/2023	EMYJOR SERVICES PLUMBING, EXCAVATION & CONTROLLED WASTE	PROJECTS - KCC GAS AND WATER UPGRADE - SUPPLY AND INSTALL APPROXIMATELY 120M OF 40MM POTABLE WATER LINE TO FEED EXISTING BLOCKS	\$ 27,524.09
EFT-122816	10/02/2023	ENERGY AND WATER OMBUDSMAN (WESTERN AUSTRALIA) LIMITED	WATER - ANNUAL FEE FOR WATER OMBUDSMEN. EN1 PERIOD 1 JULY TO 30 JUNE 2023	\$ 733.34
EFT-122817	10/02/2023	ENSURV PTY LTD ATF THE HARRIS FAMILY TRUST T/A GUARDIAN FIRST AID AND FIRE	MEN'S SHED - FIRST AID KIT SERVICE AND REPLACEMENT OF ITEMS	\$ 573.35
EFT-122818	10/02/2023	ENVIROCLEAN (WA) PTY LTD	DEPOT-HIRE OF PARTS WASHER WORKSHOP SEPTEMBER 2022 TO JULY 2023	\$ 302.50
EFT-122819	10/02/2023	FMG RESOURCES PTY LTD	RATES REFUND FOR ASSESSMENT A36051 RATES REFUND FOR ASSESSMENT A36801 RATES REFUND FOR ASSESSMENT A35771 RATES REFUND FOR ASSESSMENT A35769	\$ 17,775.74
EFT-122820	10/02/2023	GARRETT HOSPITALITY REGIONAL HOTEL PTY LTD T/A IBIS STYLES KALGOORLIE	TOURISM - ACCOMMODATION BOOKING PAYMENT AT THE PLAZA HOTEL	\$ 51,140.00
EFT-122821	10/02/2023	GLOW WORM LIGHTING	EVENTS - CHRISTMAS LIGHTS - LED ICICLES FOR HANNAN STREET	\$ 2,420.00

EFT-122822	10/02/2023	GOLDFIELDS AUTO ELECTRICAL	WORKSHOP - CHECK FOR PTO NOT TURNING ON - SWITCH BROKEN ORDER NEW SWITCH PRIORITY - SUPPLY AND FIT AS REQUIRED - TEST OK AND TWISTED UP BRACKETS AND WIRING DAMAGED CARRY OUT ALL REQUIRED REPAIRS TO BEACON CIRCUIT AND REPLACE BEACON WITH LED AND STR WORKSHOP - CHANGE OUT OLD BATTERY FOR FULL DEEP CYCLES BATTERY AS REQUIRED. BATTERY BOX HAS INVERTOR AND DC OUTLET FAULT - SWAP OVER BOXES AND REFIT ALL ACCESSORIES TO BATTERY BOX WORKSHOP - SUPPORT REQUIRED SEALED EMERGENCY STOP SWITCHES AS REQUIRE	\$ 7,208.85
EFT-122823	10/02/2023	GOLDFIELDS LINEMARKING	ENG - RFT030 21/22 - SUPPLY OF LINE MARKING SOUTH BOULDER - INDUSTRIAL AS PER DRAWING 10-L-100-107-4	\$ 19,534.55
EFT-122824	10/02/2023	GOLDFIELDS LOCKSMITHS	PARKS - RIM CYLINDER (ABLOY PROTEC) PROPERTY- ENDOWMENT BLOCK CLEANER KEY CUPBOARD KEY EVENTS - SATS 23 - CHANGE LOCK TIMES ON PUBLIC TOILETS. PROPERTY-BOULDER TOWN HALL M/L LATCH PROTECTOR PLATE PROPERTY - PADLOCK (ABLOY PROTEC) -	\$ 860.39
EFT-122825	10/02/2023	GOLDFIELDS PHYSIOTHERAPY SERVICES	CDC - PEM/DAS FOR CLIENT	\$ 1,210.00
EFT-122826	10/02/2023	GOLDFIELDS TRUCK POWER	P940L - SUPPLY AND FIT TOWBAR RELOCATE SPARE TYRE MOUNT AND WELD IN ALLOY PLATE	\$ 5,020.35
EFT-122827	10/02/2023	GPC ASIA PACIFIC PTY LTD T/A NAPA AUTO PART	GC - BF004 P-BRAKE FLUID-DOT 4 SUPER 4L GC - 47005 12V 2121W BAY15D BULB, ACX1711 STD BLADE INLINE F/HOLDER BLK 35A, 3MM SINGLE CORE RED/BLK TRCE 30M	\$ 111.93
EFT-122828	10/02/2023	GREENHILL ELECTRICAL WA PTY LTD	AIRPORT - FAULT FIND MACHINE. CHARGING/RELAY CARD FAULTY	\$ 181.50
EFT-122829	10/02/2023	HARVEY NORMAN AV/IT KALGOORLIE	PROPERTY - 2 EUREKA STREET - REPLACEMENT DRYER	\$ 965.00
EFT-122830	10/02/2023	HEATLEY SALES PTY LTD (HEATLEYS)	DEPOT-WORKS DEPOT YEARLY CLOTHING ISSUE	\$ 528.48
EFT-122831	10/02/2023	HOSMAR PTY LTD T/A TOTAL ASPHALT	ENG - RFT - T011 20/21 - SUPPLY AND CONSTRUCTION OF SHANNON - PIRIE TO LEVIATHAN AS PER QUOTE 401LT22 - SUPPLY AND LAY, TRAFFIC MANAGEMENT ENG - RFT T023 21/22 & RFT T011 20-21 - CAVALIER: JOYCE TO AZAMOR + INTERSECTION AS PER QUOTE 356LT22 - A - SEALING, TRAFFIC CONTROL ENG - RFT - T001 21/21 - SUPPLY AND CONSTRUCTION OF KEEGAN & FORREST INTERSECTION AS PER QUOTE 338LT22 - SUPPLY & LAY, TRAFFIC MANAGEMENT ENG - RFT - T011 20/21 & RFT - T023 21/22 -	\$ 786,229.94
EFT-122832	10/02/2023	INITIAL HYGIENE	AIRPORT - SANITARY UNIT SERVICE 30/9/2022-30/10/2022 8 SIGNATURE TF FHU 22L WHITE 3 WHITE SIG NAPPY BIN W PEDAL 1X26L	\$ 1,328.31
EFT-122833	10/02/2023	JAMES PERVAN	PROPERTY - RESIDENTIAL TENANCY AGREEMENT -CKB- FROM06 FEB 23 - 05 MARCH 234 WEEKS	\$ 4,200.00
EFT-122834	10/02/2023	JEMO PTY LTD T/A SNAP KALGOORLIE	GAC - A1 POSTER - A FORTUNATE LIFE MARKETING - CLUB DEVELOPMENT PLAN BOOKLET PRINTING - 50 COPIES GAC - X1 A1 POSTER - MELBOURNE COMEDY FESTIVAL 2023 GAC - A0 LIGHTBOX POSTER - THE ALTERNATIVE ARCHIVE, A1 POSTER - THE ALTERNATIVE ARCHIVE MARKETING - ACCESS AND INCLUSION PLAN DOCUMENT PRINTING - 50X COPIES	\$ 1,738.58
EFT-122835	10/02/2023	JOHN OSMOND INDUSTRIES PTY LTD ATF KADESJADA TRUST	EVENTS - SATS 23 - AUDIO VISUAL FOR SUNSET CONCERT SERIES 2023 (26 JANUARY 23)	\$ 12,401.40
EFT-122836	10/02/2023	KAL ENGINEERING	PROPERTY - OASIS INTEGRITY INSPECTIONS - OUTSIDE WATER SLIDE TOWER - INSIDE CENTRAL COLUMN -INDOOR SLIDE SUPPORT STRUCTURE	\$ 4,735.50
EFT-122837	10/02/2023	KALGOORLIE METRO PROPERTY GROUP (KMPG PTY LTD)	PROPERTY - RENTAL LEASE 38/38 GREAT EASTERN HIGHWAY 19/02/ TO 18/03/23 PROPERTY - 9/36 PIESSE STREET BOULDER16/02/23 TO 15/03/23	\$ 4,345.24
EFT-122838	10/02/2023	KALGOORLIE REFRIGERATION AND AIRCONDITIONING	PROPERTY- OLD KEBAB SHOP ST BARBARA'S SQUARE ATTENDED SITE TO INVESTIGATE NO WATER TO UNIT GAINED ACCESS AND FOUND UNIT HAS WATER RUNNING. FOUND WATER PUMP SEIZED AND NOT PUMPING. PICKED UP STOCK DISCONNECTED OLD PUMP CHANGED OUT WITH NEW AND TESTED FUNCTION. A/C WORKING ALL OK., OASIS - COOL ROOM AT OASIS NOT KEEPING TEMP. REPLACED BOTH WITH NEW FROM KRA STOCK AND TESTED OPERATION OF SYSTEM SEEMINGLY ALL WORKING OK INFORMED STAFF TO MONITOR	\$ 885.50
EFT-122839	10/02/2023	KALSIGNS PTY LTD	PROPERTY - FLEET CAR STICKERS REVERSE PRINTED WINDSCREEN STICKERS	\$ 339.35
EFT-122840	10/02/2023	KRISTY LAMONT	WASTE - CRAFT SUPPLIES FOR KIDSFEST AND GARAGE SALE TRAIL	\$ 120.25
EFT-122841	10/02/2023	LGIS INSURANCE BROKING	EVENTS - INSURANCE FOR 2023 EVENTS (ADVERSE WEATHER CONDITIONS)	\$ 23,004.30
EFT-122842	10/02/2023	LGRCEU	UNION PAYMENT PPE 05/02/23 - UNION PAYMENT PPE 05/02/23	\$ 77.00
EFT-122843	10/02/2023	LOGIC ENTERPRISES (WA) PTY LTD T/AS LOGIC HEALTH	P&C - PRE-EMPLOYMENT MEDICAL AND D&A TESTING	\$ 583.00

EFT-122844	10/02/2023	MARK CROUCH	RATES REFUND FOR ASSESSMENT A3232	\$ 47.77
EFT-122845	10/02/2023	MATCHBURY ENTERPRISES PTY LTD T/A SYKES TRANSPORT WA	GC - TRANSPORT FEE FOR CLUB TURF - DELIVERY FROM GREEN WORKZ PERTH TO CKB KALGOORLIE PARKS - DELIVERY FROM BAILEYS PERTH TO CKB KALGOORLIE TURF - DELIVERY FROM BAILEYS, PERTH TO CKB DEPOT, KALGOORLIE GC - TRANSPORT FEE FOR CLUB	\$ 2,687.48
EFT-122846	10/02/2023	MATTBEN PTY LTD T/AS FREIGHT LINES GROUP	WATER - TRANSPORTATION OF CHLORINE BOTTLES. FULL BOTTLES. PERTH TO KALGOORLIE	\$ 230.41
EFT-122847	10/02/2023	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEE - PROPOSED DEVELOPMENT OF GOLF COURSE RESORT	\$ 4,626.17
EFT-122848	10/02/2023	MCM PROTECTION PTY LTD	EVENTS - SATS 23 - SECURITY FOR SUNSET CONCERT SERIES 26 JANUARY 2023. PROPERTY - EDWARD PARK -MCM LOCKING OF PUBLIC TOILET, PROPERTY - SIR RICHARDSON MOORE OVAL -MCM LOCKING OF GATES, PROPERTY - DIGGER DAWES OVAL -MCM LOCKING OF GATES	\$ 10,130.24
EFT-122849	10/02/2023	MEDELECT BIOMEDICAL SERVICES	OHS - SERVICING OF DEFIB AND BLOOD PRESSURE MONITOR ADMIN BUILDING (SN X12K576914) (SN1311), SERVICING OF DEFIB AIRPORT	\$ 544.50
EFT-122850	10/02/2023	MELLEN BURNS	EVENTS - SATS 23 - PHOTOGRAPHY FOR AUSTRALIA DAY CONCERT (5PM TO 9PM - DELIVERY OF IMAGES)	\$ 600.00
EFT-122851	10/02/2023	MODAL PTY LTD	EXEC - INITIAL MEMBER INTERVIEWS AND MEET THE ELT MEMBERS.INC. TRAVEL TO AND FROM KALGOORLIE 2/12/2022, PREPARE AND DELIVER A TWO-DAY FACILITATED WORKSHOP	\$ 10,231.65
EFT-122852	10/02/2023	MODUS COMPLIANCE PTY LTD	PLANNING - BUILDING CERTIFICATION SERVICES	\$ 2,024.00
EFT-122853	10/02/2023	NEXT GEN BUILDING PTY LTD	GAC - SUPPLY X2 FIXED LENGTH LANYARDS WITH SHOCK ABSORBERS TEST AND TAG DELIVER TO SITE	\$ 671.00
EFT-122854	10/02/2023	NEXT MEDIA	GC - GOLF AUSTRALIA MAGAZINE ADVERTISING ( PRINT AND DIGITAL)	\$ 275.00
EFT-122855	10/02/2023	NUTRIEN (TOTAL EDEN VICTORIA)	GC - SLIPFIX PVC 100MM, COUPLING PVC PN15 100MM CAT7, PRIMING FLUID BUTTHEAD RED 250ML, SOLVENT TYPE P BUTTHEAD GREEN 250ML, CONTROLLERS GSI 12STN WITH SIMCARD	\$ 3,067.50
EFT-122856	10/02/2023	OFFICE NATIONAL KALGOORLIE (DONWAR PTY LTD)	EGCC - 7102161 QUARTET PENRITE PREMIUM SLIMLINE WHITEBOARD 1800 X 1200MM	\$ 5,162.44
EFT-122857	10/02/2023	ONSITE RENTAL GROUP OPERATIONS PTY LTD	PROPERTY-BOULDER CAMP- TOILET PORTABLE METAL RENTAL - 08/08/2022-31/01/2023	\$ 243.64
EFT-122858	10/02/2023	OUTBACK ENERGY SUPPLY	WASTE - SOLAR ANALYTICS AT CKB PROPERTY AT 230057: ANIMAL MANAGEMENT FACILITY (AMF) - 20 THROSSELL STREET , SOLAR ANALYTICS AT CKB PROPERTY AT 230727: CKB WASTE WATER TREATMENT PLANT (WWTP) , SOLAR ANALYTICS AT CKB PROPERTY AT 230921: CKB OASIS , SOLAR ANALYTICS AT CKB PROPERTY AT 230925: ART CENTRE	\$ 1,144.00
EFT-122859	10/02/2023	PFD FOOD SERVICES PTY LTD	GC - FOOD SUPPLIES	\$ 84.25
EFT-122860	10/02/2023	PMH ELECTRICAL CONTRACTING SERVICES PTY LTD	PROPERTY - GOLDFIELDS OASIS - REPLACE LAMP ON PROJECTOR @ OASIS - 03/01/2023, PROPERTY - ADMINISTRATION - INSTALL LED BATTEN AND GENERAL POWER OUTLET @ ADMIN BUILDING - 03/01/2023, PROPERTY - KCC PROJECT - ALDI BUILDING - INSTALL LED BATTEN AND GENERAL POWER OUTLET @ ADMIN BUILDING - 03/01/2023 PROPERTY-ENDOWMENT BLOCK ROCKMANS -FIND FAULT ON BACK LIGHTS @ ROCKMAN'S STORE REPLACE FAULTY LIGHT FITTING INSTALL 6X RCD/MCB ON LIGHTING CIRCUITS 18/01/2023 TRADESMAN 1 HOUR 19/01/2023 TRADESMAN 2.5 H	\$ 15,092.00
EFT-122861	10/02/2023	PRO AM AUSTRALIA	OASIS - LJS RESPONSE LIFE JACKET - CHILD SML, LJS RESPONSE LIFE JACKET - YOUTH, LJS RESPONSE LIFE JACKET - ADULT XS - S, LJS RESPONSE LIFE JACKET - ADULT M-L, PRO-AM SWIM FINS - 3-5 ORANGE/BLUE, PRO-AM SWIM FINS - 5-7 BLACK/RED, PRO-AM SWIM FINS - 7-9 BLUE/BLACK, PRO-AM POOL NOODLES - GREEN, PRO-AM SWIM FINS - 9-11 RED/BLACK	\$ 2,609.60
EFT-122862	10/02/2023	RED DESERT COOLING	RETIC - REPAIR CUT CABLE ON NEW ANTENNA AT EDWARDS PARK AIRPORT - CALL OUT FEE - ACS. CHECKED OVER UNIT. FAN NOT RUNNING. TRACED FAULT TO A RELAY. WAS ABLE TO MOVE WIRE FROM RELAY 4 TO 5. TEST RUN ALL OK PROPERTY- CAFE 312 WORK COMPLETED: JACKSON DAVIS (13/12/2022) - WORK NOTE ATTENDED SITE. FOUND FRONT EVAP FAN MOTOR NOT STARTING. CAPACITOR READ OL. REPLACED WITH NEW 25UF CAPACITOR. UNIT NOW WORKING AS INTENDED	\$ 1,821.00
EFT-122863	10/02/2023	REDCAT MEDIA PTY LTD	EVENTS - SCL 22 - PROMOTIONAL VIDEO	\$ 484.00
EFT-122864	10/02/2023	REDMAN RISEBERRY PTY LTD (HWS SPECIALISED SERVICES)	EVENTS - B125 - DELIVER 150 BROCHURES FOR ROAD \$352.00 CLOSURE NOTIFICATION. - EVENTS - B125 - DELIVER 150 BROCHURES FOR ROAD CLOSURE NOTIFICATION	\$ 352.00
EFT-122865	10/02/2023	REGAL ENGINEERING	DEPOT - FABRICATE 4 X 3MM ALUMINIUM MUD GUARDS AS PER SAMPLE	\$ 1,072.50



EFT-122866	10/02/2023	RELIABLE APPLIANCES	WASTE - YARRI RD - DEGASSING OF WHITEGOODS - 130 UNITS WASTE - DEGASSING OF 77 UNITS OF WHITE GOODS AT THE YARRI ROAD REFUSE FACILITY	\$ 5,492.00
EFT-122867	10/02/2023	REPCO	WORKSHOP - FILTER SERVICE KIT - TRANSMISSION, UNIVERSAL MUDFLAPS 350X230MM	\$ 569.00
EFT-122868	10/02/2023	RESOURCES TRADING (KARRI HOLDINGS PTY LTD)	ENG - PPE FOR EMPLOYEE 3772 AND 3587 AS PER QUOTE 135461 - M1131TON/M MAK - PREMIUM POLO S/SLEEVE, MA801ON/M - PW L/WEIGHT L/SLEEVE SHIRT	\$ 326.30
EFT-122869	10/02/2023	RIKLAN EMERGENCY MANAGEMENT SERVICES PTY LTD	WHS - D&A TESTING TRAINING FOR EMPLOYEE #2807 #3836 & #3762	\$ 450.00
EFT-122870	10/02/2023	ROCWELD AUSTRALIA PIPELINE SPECIALIST PTY LTD	RANGERS - CLEARING OF POTENTIAL FIRE HAZARD AT 119A ADDIS STREET - JOB NO 2780/22	\$ 4,906.00
EFT-122871	10/02/2023	RSEA PTY LTD	PARKS - ELEVEN E1132 COOL MAX STRETCH CUFFED PANT BLACK 97 REGULAR	\$ 2,307.14
EFT-122872	10/02/2023	SAFETYCARE AUSTRALIA PTY LTD	EMP: 3646, ELEVEN E1132 COOL MAX STRETCH CUFFED PANT BLACK 87 REGULAR	\$ 5,445.00
EFT-122873	10/02/2023	SEATADVISOR PTY LTD (TICKETSEARCH)	OHS - 12 MONTH SUBSCRIPTION FOR EMPLOYEES - SAFETY VIDEOS ACCESSED VIA SKYTRUST	\$ 1,598.86
EFT-122874	10/02/2023	SHIRE OF MANJIMUP	GAC - BOOKING FEES FOR TICKET SALES	\$ 857.52
EFT-122875	10/02/2023	SOUTHERN CROSS AUSTRALIA PTY LTD	LSL REIMBURSEMENT	\$ 1,375.00
EFT-122876	10/02/2023	SPECIALIST WHOLESALERS PTY LTD T/A TRUCKLINE	ED - GO LOCAL FRIST - RADIO PACKAGE JULY AUG SEPT NOV 2022, ED - GO LOCAL FRIST - RADIO PACKAGE PRODUCTION	\$ 1,580.52
EFT-122877	10/02/2023	ST JOHNS AMBULANCE	WORKSHOP - FF270 FUEL FILTER SPIN ON WORKSHOP - BUYEX SENSOR NOX - IN MUFFLER 89463.027 WORKSHOP - RSK121 KIT HINO 500 SERIES, RSK135 KIT FUSO CANTER 4P10-T ENGINE	\$ 363.00
EFT-122878	10/02/2023	THE TRUSTEE FOR LONG XIANG ZHANG FAMILY TRUST T/A MAC'S DELI	EVENTS - SATS 23 - ST JOHN - 26.01.23	\$ 905.00
EFT-122879	10/02/2023	TKPH PTY LTD T/A OTR TYRES	EXEC - X1 LARGE HOT FOOD PLATTER, X1 LARGE SANDWICH PLATTER, X2 GLUTEN FREE WRAPS, X1 VEGETARIAN SANDWICH	\$ 2,016.30
EFT-122880	10/02/2023	TOTAL CONNECTIONS	DEPOT - SUPPLY AND FIT 2 X NEW TYRES AS REQUESTED EPAKALLT - DISPOSAL OF LIGHT TRUCK TYRE KALGOORLIE, WORKSHOP - SUPPLY & FIT NEW TYRES- 25565R17TYAT2 - 255/65R17 TOYO OPAT2 119S	\$ 2,614.72
EFT-122881	10/02/2023	T-QUIP (TOTAL TORO)	DEPOT - 20F90-1223 R2 TAIL X ORFS FS 90CEÁ - 3/4 X 1-7/16, 20F45-1223 R2 TAIL X ORFS F 45CEÁ - 3/4 X 1-7/16, R2AT-12 SAE100 R2 - 3/4, KALGOORLIE HA - 12 HOSE ASSEMBLY - 12, BV-HP-08 BALL VALVE HIGH PRESSURE - 1/2, OC-11 ORFS CAP - 11/16, O1MF-2316 ORFS M X ORFS FS, KALGOORLIE LABOUR MACHINE UP FITTING, KAL HA-06 HOSE ASSEMBLY - 3/8, 20F-1016 R2 TAIL X ORFS FS - 5/8 X 1, O1MF-2316 ORFS M X ORFS FS, OP-16 ORFS PLUG - 11/16, B1M-0402 BSPT M X BSPT M - 1/4 X 1/8, SDM-750-A-180-T HYDRAULIC FLOW INDICATOR, PO1M	\$ 2,189.70
EFT-122882	10/02/2023	TRAVEL MANAGERS	DEPOT - TOP133-0574 BULB H/LIGHT, TOP133-0385 ELEMENT TEEJET 50 MESH BLUE, TOP99-1461 SLEEVE-JOINT BALL	\$ 1,841.76
EFT-122883	10/02/2023	VERIS AUSTRALIA PTY LTD	WATER - FLIGHTS FOR 3398 AND 396 TO ATTEND DESIGN WORKSHOP FOR RECYCLED WATER PIPELINE. BOOKING B436662	\$ 7,683.50
EFT-122884	10/02/2023	VERITAS ENGINEERING PTY LTD	AIRPORT - IDENTIFY THE DRAINAGE SWALES ON LEASE AREAS - AIRPORT - PROFESSIONAL FESS FOR AT CURRENT MOBILISATION -LEASE SURVEYS 2 X AIRPORT LOTS (VIVA AND ENTERPRISE), AIRPORT - IDENTIFY THE DRAINAGE SWALES ON LEASE AREAS	\$ 580.80
EFT-122885	10/02/2023	VISSIGN AUSTRALIA PTY LTD	AIRPORT - APPLICATION PROCESSING MANUFACTURER AND DELIVERY OF ASIC WITH MAXIMUM EXPIRY 2 YEARS - EMPLOYEE 2643	\$ 4,332.90
EFT-122886	10/02/2023	WALKERDEN GOLF AUSTRALIA PTY LTD	EVENTS - CSP 22 - NO ENTRY SIGNS (X 6) FOR CHRISTMAS TREE - LONG TERM EXTERIOR GRADE METAL SIGN.	\$ 1,023.00
EFT-122887	10/02/2023	WARREN SYMINTON RALPH PTY LTD	GC - GOLF ACCESSORIES FOR PRO SHOP STOCK	\$ 4,176.77
EFT-122888	10/02/2023	WESTERN POWER	AIRPORT -BJ CAHOOTS PTY LTD AND INTUITION INVESTMENTS PTD LTD LEASE - INCLUSION OF RIGHT OF FIRST REFUSAL CLAUSE AND ATTENDING TO MINSTER CONSENT AIRPORT - VIVA ENERGY AVIATION PTY LTD ATTENDING TO VIVA REQUESTED CHANGES AND MINSTER CONSENT FOR LEASE, AIRPORT - VIVA ENERGY AVIATION PTY LTD ATTENDING TO VIVA REQUESTED CHANGES AND MINSTER CONSENT FOR LEASE	\$ 5,571.00
EFT-122889	10/02/2023	WESTNET ENERGY (ALINTA)	WATER - COST TO RELOCATE A WESTERN POWER STAY CABLE IN THE SEWER TRENCH ON PREMIER ST. NP030916	\$ 66.65
EFT-122890	10/02/2023	WESTRAC EQUIPMENT PTY LTD	GAS - 116 BURT STREET - BOULDER TOWN HALL - FROM 12/10/22 - 12/01/23	\$ 208.69
EFT-122891	10/02/2023	WIZID PTY LTD	GC - 452-1934 VALVE AS-DRA GC - 265-6619 FILTER - AIR, 265-6618 FILTER - AIR, 110-6326 MAIN ELEMENT, 110-6331 MAIN ELEMENT	\$ 1,461.38
			OASIS - CAMELBAK CHUTE MAG BOTTLE - 750ML - CLEAR - SCREEN PRINT (BLACK) 215MM X 100MM., OASIS - FREIGHT	
			<b>TOTAL EFT PAYMENTS</b>	<b>\$ 6,337,650.35</b>

<b>CHEQUE PAYMENTS FEBRUARY 2023</b>				
<b>CHEQUE NUMBER</b>	<b>DATE</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>VALUE</b>
CHQ-056061	17/02/2023	DZEMO PIRIC	RATES INCENTIVE PRIZE DRAW 3RD PRIZE	\$ 1,000.00
CHQ-056062	17/02/2023	GOLF CAR RENTALS PTY LTD	MACHINED SPINDLE LH, MACHINED SPINDLE RH, WORKSHOP - SHOCK ABSORBER W/BUMPER	\$ 2,651.67
CHQ-056063	27/02/2023	A & LV GENOVESE'S CARBARN NEWSAGENCY AND DELI	LIBRARIES -NEWSPAPERS AND MAGAZINES	\$ 212.50
CHQ-056064	27/02/2023	CITY OF KALGOORLIE BOULDER WILLIAM GRUNDT LIBRARY	PETTYCASH REIMBURSEMENT LIBRARY - PETTYCASH LIBRARY - DRINKING CUPS , MILK, CHRISTMAS DECORATIONS , DRINKING CUPS AND GRID MAT , MILK, MILK, KITCHEN SUPPLIES , KITCHEN SUPPLIES, KITCHEN SUPPLIES, CRAFTS CHILDRENS ACTIVITIES , CRAFTS CHILDRENS ACTIVITIES , CRAFTS CHILDRENS ACTIVITIE , MILK, LOLLIES & BATTERY	\$ 291.65
CHQ-056065	27/02/2023	CITY OF KALGOORLIE-BOULDER GOLDFIELDS WAR MUSEUM	HERITAGE PETTYCASH - HERITAGE PETTYCASH - NEVERFAIL WATER , WINDOW CLEANING	\$ 79.75
CHQ-056066	27/02/2023	COMMISSIONER OF STATE REVENUE	CONCESSIONAL REBATE REFUND TOOSR FOR PAYMENT OF ESL RATES 125042/002 - CONCESSIONAL REBATE REFUND TOOSR FOR PAYMENT OF ESL RATES 125042/002	\$ 188.15
CHQ-56059	3/02/2023	GOLDFIELDS ARTS CENTRE (PETTY CASH)	COLES - MILK FOR FUNCTIONS, BUNNINGS - FAIRY LIGHTS AND CLIPS - MARKERS, KMART - GLUE STICKS, COLES - WATER FOR BAR STOCK, COLES - MILK FOR FUNCTIONS, COLES - MILK FOR FUNCTIONS, RED DOT - LOLLY BAGS	\$ 165.20
CHQ-56060	3/02/2023	KALGOORLIE EARLY LEARNING CENTRE	RANGERS - CAT TRAP HIRE BOND REFUND	\$ 150.00
			<b>TOTAL CHQ PAYMENTS</b>	<b>\$ 4,738.92</b>

<b>DIRECT DEBIT PAYMENTS FEBRUARY 2023</b>				
<b>DIRECT DEBIT NUMBER</b>	<b>DATE</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>VALUE</b>
DE-186	01/02/2023	DIAMOND CAPITAL ASSISTANCE	FINANCE - LEASE PRINCIPAL PAYMENT PERIOD 01/02/23-28/02/23	\$ 8,680.74
DE-187	01/02/2023	DIAMOND CAPITAL ASSISTANCE	GC - LEASE PRINCIPAL PAYMENT PERIOD 01/02/23-28/02/23	\$ 1,070.21
DE-184	13/02/2023	EASI (EZIWAY)	FINANCE - EMPLOYEE SALARY SACRIFICE	\$ 2,995.77
DE-183	13/02/2023	SMART SALARY	FINANCE - EMPLOYEE SALARY SACRIFICE 05/02/2023	\$ 8,175.49
DE-192	23/02/2023	SUPER CLEARING HOUSE (BEAM)	FINANCE - EMPLOYER SUPERANNUATION PPE 19/02/23	\$ 109,239.48
DE-191	23/02/2023	SUPER CLEARING HOUSE (BEAM)	FINANCE - EMPLOYER SUPERANNUATION PPE 26/02/23	\$ 2,426.24
DE-188	21/02/2023	SUPER CLEARING HOUSE (BEAM)	FINANCE - SUPER PPE 05/02/2023	\$ 110,874.72
DE-194	22/02/2023	SMART SALARY	FINANCE - EMPLOYEE SALARY SACRIFICE - 19/02/23	\$ 6,571.56
DE-193	22/02/2023	EASI (EZIWAY)	FINANCE - EMPLOYEE SALARY SACRIFICE	\$ 1,148.21
DE-189	21/02/2023	SUPER CLEARING HOUSE (BEAM)	FINANCE - SUPER PPE 08/01/2023	\$ 103,107.91
DE-190	21/02/2023	SUPER CLEARING HOUSE (BEAM)	FINANCE - SUPER PPE 22/01/2023	\$ 106,079.10
DE-185	02/02/2023	FOX SPORTS	GC - FOX SPORT SUBSCRIPTION 01/02/23 - 26/02/23	\$ 635.80
			<b>TOTAL DIRECT DEBIT PAYMENTS</b>	<b>\$ 461,005.23</b>

<b>CREDIT CARD PAYMENTS FEBRUARY 2023</b>				
<b>DATE</b>	<b>CARHOLDER</b>	<b>SUPPLIER</b>	<b>DESCRIPTION</b>	<b>VALUE</b>
30/01/2023	DIRECTOR DEVELOPMENT AND GROWTH	COLES 4837	ECONOMIC DEVELOPMENT - FAREWELL GIFT FOR EMP #3457	\$362.00
02/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	BLACK CROW STUDIO PTY	ECONOMIC DEVELOPMENT - BUY LOCAL - PRIZES	\$140.00
06/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	AP KALGOORLIE PS	HEALTH - EMPLOYEE FAREWELL GIFT	\$105.95
11/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	UBER *TRIP	EXECUTIVE - CATERING FOR CIVIC RECEPTION - FEB 23	\$24.70
16/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	COKB GOLF COURSE	ECONOMIC DEVELOPMENT - KBCCI BUSINESS AFTER HOURS - DOOR PRIZE	\$100.00
20/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	LONGXIANG ZHANG AND CE	HEALTH - STAFF CATERING	\$30.00
20/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	O CONNOR FRESH SUPA	ECONOMIC DEVELOPMENT - COUNCIL PLANNING WORKSHOP - CATERING	\$59.32
23/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	BOOKTOPIA PTY LTD	EXECUTIVE - TRAINING READING MATERIAL	\$22.99
23/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	COLES 4837	ECONOMIC DEVELOPMENT - GOVERNANCE POLICY COMMITTEE MEETING - CATERING	\$44.05
25/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	DOMESPERANCE	ECONOMIC DEVELOPMENT - EXECUTIVE TRAINING MEALS	\$14.45
25/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	DOMESPERANCE	EXECUTIVE - TRAINING MEALS	\$169.30
26/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	DOMESPERANCE	ECONOMIC DEVELOPMENT - EXECUTIVE TRAINING MEALS	\$242.10
27/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	SHOP FOR SHOPS	GOLF COURSE - NEW PRO-SHOP CUSTOMER SERVICE DESK AND SHELVES	\$296.50
27/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	SHOP FOR SHOPS	GOLF COURSE - NEW PRO-SHOP CUSTOMER SERVICE DESK AND SHELVES	\$1,548.95
28/02/2023	DIRECTOR DEVELOPMENT AND GROWTH	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
30/01/2023	MANAGER ICT	STARLINK INTERNET	ICT - GOLF COURSE MAINTENANCE SHED INTERNET	\$139.00
30/01/2023	MANAGER ICT	WANESDITI	ICT - IM YEARLY NEWS PAPER SUBSCRIPTION	\$336.00
12/02/2023	MANAGER ICT	WANESDITI	ICT - COUNCILLORS ONLINE NEWS SUBSCRIPTION	\$22.15
15/02/2023	MANAGER ICT	KMART 1352	ICT - CHARGERS THUMB DRIVES	\$236.50
15/02/2023	MANAGER ICT	BUNNINGS GROUP LTD	ICT - KEY CABINET & SAFE MASTER LOCK KEY MOUNT	\$150.23
15/02/2023	MANAGER ICT	BUNNINGS 435000	ICT - POWER BOARD & EXTENSION	\$56.90
17/02/2023	MANAGER ICT	NINITE.COM 866.925.0825	ICT - NINITE SUBSCRIPTION (ESSENTIAL 8 SOFTWARE)	\$236.33
21/02/2023	MANAGER ICT	BUNNINGS 435000	ICT - 3 STEP LADDER	\$95.00
28/02/2023	MANAGER ICT	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
01/02/2023	CHIEF EXECUTIVE OFFICER	WOOLWORTHS/KALGOORLIE PLZ	EXEC - PURCHASE OF CATERING FOR COFFEE WITH THE CEO AND DISPOSABLE UTENSILS FOR COUNCIL MEETINGS	\$50.74
01/02/2023	CHIEF EXECUTIVE OFFICER	O CONNOR FRESH SUPA	EXECUTIVE - CATERING FOR COFFEE WITH THE CEO	\$20.98
06/02/2023	CHIEF EXECUTIVE OFFICER	LEMONGRASS THAI VIET	ECONOMIC DEVELOPMENT - KBCCI BUSINESS AFTER HOURS - DOOR PRIZE	\$100.00
06/02/2023	CHIEF EXECUTIVE OFFICER	LEMONGRASS THAI VIET	EXECUTIVE - CATERING FOR SPECIAL COUNCIL MEETING ON 6.02.2023	\$115.00
06/02/2023	CHIEF EXECUTIVE OFFICER	DISCOVERY HOLIDAY PARK	CDC - ACCOMMODATION FOR AMCT CHAINSAW OPERATOR TRAINERS	\$978.02
07/02/2023	CHIEF EXECUTIVE OFFICER	SQ *BISTRO LOUIS	EXECUTIVE - CATERING FOR MODAL WORKSHOP 25 - 26/02/2023	\$623.70
09/02/2023	CHIEF EXECUTIVE OFFICER	CROWNE PLAZA CANBERRA	EXECUTIVE - CEO ACCOMMODATION FOR AMCA DELEGATION	\$284.74
09/02/2023	CHIEF EXECUTIVE OFFICER	LINKEDIN 7936615726	EXECUTIVE - SUBSCRIPTION FOR 3720	\$359.88
10/02/2023	CHIEF EXECUTIVE OFFICER	WOOLWORTHS/KALGOORLIE PLZ	EXEC - CATERING FOR POLICY WORKSHOP 10/2/2023	\$41.99
10/02/2023	CHIEF EXECUTIVE OFFICER	BNB FOOD RETAIL PTY LT	EXECUTIVE - CATERING FOR POLICY WORKSHOP 10/2/2023	\$104.60
10/02/2023	CHIEF EXECUTIVE OFFICER	BNB FOOD RETAIL PTY LT	EXECUTIVE - CATERING FOR WORKSHOP/BRIEFING ON 13/2/2023	\$177.00
10/02/2023	CHIEF EXECUTIVE OFFICER	AHRI LTD	P&C - HR COURSE FOR 2807	\$765.00
13/02/2023	CHIEF EXECUTIVE OFFICER	BNB FOOD RETAIL PTY LT	CDC - GIFT VOUCHER FOR CLIENT	\$50.00
14/02/2023	CHIEF EXECUTIVE OFFICER	CROWNE PLAZA HOTEL CANBER	EXECUTIVE - CEO ACCOMMODATION FOR AMCA DELEGATION	\$277.63
14/02/2023	CHIEF EXECUTIVE OFFICER	UBER *TRIP	EXECUTIVE - TAXI TO ACCOMMODATION DURING AMCA MEETINGS	\$25.14
15/02/2023	CHIEF EXECUTIVE OFFICER	DEPT. OF PARLIAMENTA	EXECUTIVE - CEO REFRESHMENTS FOR AMCA DELEGATION - CANBERRA	\$20.50
15/02/2023	CHIEF EXECUTIVE OFFICER	MARBLE & GRAIN	EXECUTIVE - CEO MEALS - CANBERRA TRIP	\$75.94

16/02/2023	CHIEF EXECUTIVE OFFICER	AERIAL CG 132227	EXECUTIVE - CEO TRAVEL - PERTH VISIT	\$27.88
16/02/2023	CHIEF EXECUTIVE OFFICER	CROWNE PLAZA HOTEL CANBER	EXECUTIVE - CEO BREAKFAST AT ACCOMMODATION - CANBERRA TRIP	\$36.00
16/02/2023	CHIEF EXECUTIVE OFFICER	UBER *TRIP	EXECUTIVE - TAXI TO CLIMATE CHANGE MEETING	\$14.30
18/02/2023	CHIEF EXECUTIVE OFFICER	QANTAS AIRW_ABN16009661901	EXECUTIVE - FLIGHTS FOR IPAA MEETING ON 20/04/2023 FOR 3720	\$1,089.02
20/02/2023	CHIEF EXECUTIVE OFFICER	EATPIZZA* ONLINE	EXECUTIVE - CATERING FOR AGENDA BRIEFING ON 20/02/2023	\$144.16
21/02/2023	CHIEF EXECUTIVE OFFICER	WOOLWORTHS/KALGOORLIE PLZ	EXEC - REFRESHMENTS FOR OCM FEB 23	\$139.05
22/02/2023	CHIEF EXECUTIVE OFFICER	WOOLWORTHS/KALGOORLIE PLZ	EXECUTIVE - CATERING FOR CIVIC RECEPTION - FEB 23	\$24.70
22/02/2023	CHIEF EXECUTIVE OFFICER	O CONNOR FRESH SUPA	EXEC - CATERING FOR CIVIC RECEPTION - FEB 23	\$66.47
23/02/2023	CHIEF EXECUTIVE OFFICER	UBER* TRIP	EXECUTIVE - TAXI TO IPAA MEETING	\$10.49
23/02/2023	CHIEF EXECUTIVE OFFICER	SWAN TAXIS PERTH	EXECUTIVE - CEO TRAVEL - PERTH TRIP	\$41.43
23/02/2023	CHIEF EXECUTIVE OFFICER	UBER *TRIP	EXECUTIVE - TAXI TO WATER CORP MEETING ON 23/02/2023	\$12.80
23/02/2023	CHIEF EXECUTIVE OFFICER	INGOT HOTEL	EXECUTIVE - ACCOMMODATION FOR 3720 FOR IPAA MEETING	\$151.95
24/02/2023	CHIEF EXECUTIVE OFFICER	AMPOL NORSEMAN	EXECUTIVE - FUEL FOR HIRE VEHICLE - ESPERANCE EXECUTIVE LEADERSHIP TEAM WORKSHOP	\$72.49
24/02/2023	CHIEF EXECUTIVE OFFICER	THE PIER HOTEL	EXECUTIVE - MEALS - ESPERANCE EXECUTIVE LEADERSHIP TEAM WORKSHOP	\$491.26
25/02/2023	CHIEF EXECUTIVE OFFICER	TAYLOR ST QUARTERS	EXECUTIVE - MEALS - ESPERANCE EXECUTIVE LEADERSHIP TEAM WORKSHOP	\$360.33
26/02/2023	CHIEF EXECUTIVE OFFICER	AMPOL KALGOORLI 55415F	EXECUTIVE - FUEL FOR HIRE VEHICLE - ESPERANCE EXECUTIVE LEADERSHIP TEAM WORKSHOP	\$50.75
26/02/2023	CHIEF EXECUTIVE OFFICER	TERRY TRUCK RENTALS PT	EXEC - HIRE OF RENTAL BUS - EXEC LEADERSHIP TEAM WORKSHOP - ESPERANCE	\$653.16
26/02/2023	CHIEF EXECUTIVE OFFICER	HOSPITALITY PL	EXECUTIVE - PURCHASE OF NON-ALCOHOLIC DRINKS DURING EXECUTIVE LEADERSHIP WORKSHOP.	\$9.10
26/02/2023	CHIEF EXECUTIVE OFFICER	BP NORSEMAN 6235	EXECUTIVE - FUEL FOR HIRE VEHICLE - ESPERANCE EXECUTIVE LEADERSHIP TEAM WORKSHOP	\$62.95
26/02/2023	CHIEF EXECUTIVE OFFICER	HOSPITALITY PL	EXEC - ACCOMMODATION FOR EXECUTIVE LEADERSHIP WORKSHOP	\$2,713.11
28/02/2023	CHIEF EXECUTIVE OFFICER	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
14/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	COLES 4837	CDC - CATERING FOR GIHO BBQ AT THE JSH	\$125.60
15/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	PUMA ENERGY KALGOORL	CDC - BIANCA'S FUEL RECEIPT FOR WORK CAR	\$81.15
21/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	COLES 4837	CDC - WATER PURCHASE FOR JSH STAFF AND CLIENTS FOR ID DAY EVENT	\$18.80
21/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	DOT - GOLDFIELDS REM	CDC - DRIVERS LICENSE APPLICATION FOR CLIENT	\$20.40
21/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	DOT - GOLDFIELDS REM	CDC - DRIVERS LICENSE APPLICATION FOR CLIENT	\$20.40
21/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	DOT - GOLDFIELDS REM	CDC - DRIVERS LICENSE APPLICATION FOR CLIENT	\$20.40
21/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	DOT - GOLDFIELDS REM	CDC - PHOTO CARD APPLICATION FOR CLIENT	\$23.40
21/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	DOT - GOLDFIELDS REM	CDC - HAZARD PERCEPTION TEST FOR CLIENT	\$26.80
21/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	DOT - GOLDFIELDS REM	CDC - PHOTO ID FOR CLIENT	\$46.80
21/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	DOT - GOLDFIELDS REM	CDC - DRIVERS LICENSE & PDA FOR JSH CLIENT	\$152.90
21/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	DOT - GOLDFIELDS REM	CDC - DRIVERS LICENSE & PDA FOR JSH CLIENT	\$152.90
21/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	DOT - GOLDFIELDS REM	CDC - DRIVERS LICENSE APPLICATION/HPT/LOGBOOK FOR JSH CLIENT	\$162.90
24/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	RSEA PTY LTD - KALGOOR	CDC - WORK WEAR FOR JSH CLIENT	\$393.66
28/02/2023	REGIONAL MANAGER JOB SUPPORT HUB	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
27/01/2023	BANK FEES	ACCOUNT FEES - CC MAINTENANCE FEE	ACCOUNT FEES CC MAINTENANCE FEE	\$110.00
27/01/2023	BANK FEES	ACCOUNT FEES - CC FP USER FEE	ACCOUNT FEES CC FP USER FEE	\$163.68
30/01/2023	MANAGER COMMUNITY DEVELOPMENT	KMART 1352	EGCC - SENIORS SUPPLIES FOR ACTIVITIES	\$218.00
30/01/2023	MANAGER COMMUNITY DEVELOPMENT	THE REJECT SHOP	EGCC - SENIORS SUPPLIES TABLECLOTHS & DECORATIONS	\$44.00
03/02/2023	MANAGER COMMUNITY DEVELOPMENT	BUNNINGS 435000	EGCC - SENIORS FORGET-ME-NOT CRAFT & VALENTINES DAY CRAFT SEEDS AND PLANT	\$70.53
06/02/2023	MANAGER COMMUNITY DEVELOPMENT	COLES 4837	EGCC - SENIORS SUPPLIES AFTERNOON TEA	\$61.34
15/02/2023	MANAGER COMMUNITY DEVELOPMENT	NEVERFAIL SPRINGWTR	HERITAGE - NEVERFAIL WATER DISPENSER RENTAL	\$170.50
15/02/2023	MANAGER COMMUNITY DEVELOPMENT	KMART 1352	EGCC - SENIORS PANCAKE DAY AND SCRAPBOOKING SUPPLIES	\$201.50

17/02/2023	MANAGER COMMUNITY DEVELOPMENT	WOOLWORTHS/KALGOORLIE PLZ	EGCC - PANCAKE DAY - PANCAKE INGREDIENTS, GIFT CARDS FOR PRIZES AND VOLUNTEER APPRECIATION	\$675.50
21/02/2023	MANAGER COMMUNITY DEVELOPMENT	WOOLWORTHS/KALGOORLIE PLZ	EGCC - SENIORS PANCAKE DAY	\$49.97
21/02/2023	MANAGER COMMUNITY DEVELOPMENT	COLES 4837	EGCC - SENIORS PANCAKE DAY FRYING PANS	\$72.00
21/02/2023	MANAGER COMMUNITY DEVELOPMENT	KMART 1352	EGCC - SENIORS PANCAKE DAY SUPPLIES	\$82.00
28/02/2023	MANAGER COMMUNITY DEVELOPMENT	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
25/01/2023	COORDINATOR CITY PRESENTATION	BUNNINGS 435000	PARKS - GAS EXCHANGE 2X MALLET RUBBER HANDY 20L SCREWDRIVER SET CRAFTWRIGHT 19PC TROWEL PLASTERING	\$91.03
01/02/2023	COORDINATOR CITY PRESENTATION	COLES 4837	DEPOT - 6X COLES DAIRY FC MILK 2LITRE NESCAFE BLEND 43 GRA 500GRAM	\$44.60
02/02/2023	COORDINATOR CITY PRESENTATION	KALGOORLI CASE DRILL	RETIC - 71X SOCKET BUTTON M8 X 20	\$12.07
01/02/2023	COORDINATOR CITY PRESENTATION	BUNNINGS 435000	DEPOT - SOCKET SET 62PCE 1/4IN 3/8IN TOOL BAG TOTE CRAFTWRIGHT 480X200X260MM 19PCKT PLIER SET TROJAN..	\$250.15
02/02/2023	COORDINATOR CITY PRESENTATION	BUNNINGS 435000	DEPOT - LADDER STEP ALUM RHINO 0.9M 150KG POWERBOARD O/LOAD CLICK 4M OUTLET EXT SUGAR SOAP SELLEYS	\$118.08
02/02/2023	COORDINATOR CITY PRESENTATION	GOLDLINE DISTRIBUTORS	DEPOT - COFFEE INSTANT BLEND 43, 20X CUPS PAPER HOT 355ML 12OZ TRIPLE WALL	\$126.26
03/02/2023	COORDINATOR CITY PRESENTATION	BUNNINGS 435000	PARKS - SCREWS STITCH BUTTON 8-15X20 SCREWS TIMB T17 WAF HD 10-12X25 SCREWS TIMBER T17 CSK 10-12X30	\$17.76
03/02/2023	COORDINATOR CITY PRESENTATION	KALGOORLI CASE DRILL	RETIC - TAP CHR INTER MF12X1.25 TAP CHR BOTT MF12X1.25 TAP CHR TAPER MF12X1.25	\$61.02
06/02/2023	COORDINATOR CITY PRESENTATION	GOLFIELDS MNNG SUPPL	TURF - 4X BALL VALVE PHILMAC FI 50MM	\$317.11
06/02/2023	COORDINATOR CITY PRESENTATION	JB HI-FI SOLUTIONS	DEPOT - HISENSE 50 A7HAU 4K UHD LED SMART TV 2022 XCD FULL MOTION TV WALL MOUNT SMALL TO MEDIUM (15-55)	\$698.59
07/02/2023	COORDINATOR CITY PRESENTATION	STATEWIDE BEARINGS	WORKSHOP - 2X METRIC BALL BRG 2X 42 MM INT C/CLIP 25-37-7 SEAL 25-52-7 SEAL 25 MM EXT C/CLIP	\$36.85
07/02/2023	COORDINATOR CITY PRESENTATION	GLOBAL COMMUNICATION	DEPOT - 2X MOTOTRBO 12VDC TRAVEL CHARGER	\$286.00
13/02/2023	COORDINATOR CITY PRESENTATION	BUNNINGS 435000	TURF - WASP&PAINT DUST RICHGRO 500G INSECTICIDE 4X BICKLINE NO8 S&J 100M ORANGE 2X RULER STEEL LUFKIN	\$48.88
16/02/2023	COORDINATOR CITY PRESENTATION	BUNNINGS 435000	DEPOT - HOOKS HAT & COAT PLASTIC TRIPLE WHITE 4X KEY BLANK 3X PICTURE MASONRY HOOK EVERHANG 15KG W/PLUG	\$36.32
20/02/2023	COORDINATOR CITY PRESENTATION	BUNNINGS 435000	PARKS - PH TEST KIT MANUTEC SOIL	\$21.90
20/02/2023	COORDINATOR CITY PRESENTATION	GOLD EARTH MECHANICAL	WORKSHOP - REPAIR EXHAUST ON TRAILER 1 1/2X6 IB FLEX JOINT 1 1/2 ALUMINIUM STEEL BEND 900 1 1/2 1	\$1,763.59
21/02/2023	COORDINATOR CITY PRESENTATION	HANNANS MARKET PLACE B	DEPOT - 5X 2L COUNTRY DAIRY FULL CREAM MILK	\$14.75
28/02/2023	COORDINATOR CITY PRESENTATION	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
30/01/2023	DIRECTOR COMMERCIAL AND CORPORATE	MOORE AUSTRALIA WA PL	FINANCE - EMPLOYEE 3825 PARMAS APPROVED - WORKSHOP	\$880.00
30/01/2023	DIRECTOR COMMERCIAL AND CORPORATE	CCEP PHONE	GOLF COURSE - PAYMENT FOR BEVERAGES	\$981.80
30/01/2023	DIRECTOR COMMERCIAL AND CORPORATE	AUST INSTITUTE OF MANA	OASIS - EMPLOYEE 3494 COURSE FEE	\$1,036.00
30/01/2023	DIRECTOR COMMERCIAL AND CORPORATE	CCEP PHONE	GOLF COURSE - PAYMENT FOR BEVERAGES	\$1,158.76
30/01/2023	DIRECTOR COMMERCIAL AND CORPORATE	PAYPAL	ICT - FLOWERS SENT FOR EMPLOYEES WELLBEING	\$68.00
02/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	INTUIT QUICKBOOKS	FINANCE - AMCA QUICKBOOKS MONTHLY SUBSCRIPTION	\$35.00
08/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	MYER PTY LTD	GOLF COURSE - PURCHASE OF BAR STOOLS	\$2,319.60
10/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	BNB FOOD RETAIL PTY LT	EXECUTIVE - COMMERCIAL BUSINESSES COMMITTEE FEBRUARY MEETING CATERING	\$55.00
10/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	LONGXIANG ZHANG AND CE	EXECUTIVE - COMMERCIAL BUSINESSES COMMITTEE FEBRUARY MEETING CATERING	\$121.00
11/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	NEWS LIMITED	EXECUTIVE - MAYORS SUBSCRIPTION FOR AUSTRALIAN NEWSPAPER	\$40.00
13/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	IPEC PTY LTD	DEPOT - FREIGHT CHARGES	\$1,374.67
20/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	WANEWSDTI	FINANCE - NEWSPAPER SUBSCRIPTION	\$364.00
23/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	VIRGIN AUSTR	ICT - TRAVEL EXPENSE FOR COURSE - EMPLOYEE NUMBER 3551	\$2.71
23/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	VIRGIN AUSTR	OASIS - TRAVEL EXPENSE FOR THE COURSE - EMPLOYEE 2226	\$2.71
23/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	VIRGIN AUSTR	OASIS - TRAVEL EXPENSE FOR COURSE - EMPLOYEE NUMBER 2226	\$279.01
23/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	VIRGIN AUSTR	ICT - TRAVEL EXPENSE FOR COURSE - EMPLOYEE NUMBER - 3551	\$279.01
23/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	QANTAS AIRW_ABN16009661901	ICT - TRAVEL EXPENSE FOR COURSE - EMPLOYEE NUMBER 3551	\$454.12
23/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	QANTAS AIRW_ABN16009661901	OASIS - TRAVEL EXPENSE FOR COURSE - EMPLOYEE NUMBER 2226	\$454.12
28/02/2023	DIRECTOR COMMERCIAL AND CORPORATE	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
31/01/2023	MANAGER RECREATION CENTRE	WOOLWORTHS/KALGOORLIE PLZ	OASIS - RECEPTION STOCK - WATER	\$72.00

01/02/2023	MANAGER RECREATION CENTRE	CARDAJAM PTY LTD	OASIS - PVC PIPING FOR AIRCON UNIT	\$16.10
03/02/2023	MANAGER RECREATION CENTRE	SPOTIFY P20E3BB269	OASIS - HEALTH CLUB MUSIC SUBSCRIPTION	\$18.99
06/02/2023	MANAGER RECREATION CENTRE	TWILIO SENDGRID	OASIS - EMAIL STORAGE SUBSCRIPTION	\$132.57
07/02/2023	MANAGER RECREATION CENTRE	BOC LIMITED	OASIS - HELIUM FOR RECEPTION	-\$212.85
16/02/2023	MANAGER RECREATION CENTRE	SOUNDTRACK YOUR BRAND	OASIS - RECEPTION MUSIC SUBSCRIPTION	\$25.57
20/02/2023	MANAGER RECREATION CENTRE	SPOTIFY	OASIS - MUSIC SUBSCRIPTION FOR HEALTH CLUB	\$11.99
28/02/2023	MANAGER RECREATION CENTRE	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
31/01/2023	COORDINATOR RANGER SERVICES	COLES 4837	RANGERS - MILK	\$49.50
31/01/2023	COORDINATOR RANGER SERVICES	PPSR AFSA	RANGERS - VEHICLE PPSR SEARCH	\$2.00
31/01/2023	COORDINATOR RANGER SERVICES	THE REJECT SHOP	RANGERS - PUPPY TRAINING PADS & CHEW TOYS	\$45.50
01/02/2023	COORDINATOR RANGER SERVICES	KALGOORLIE FEED BARN	RANGERS - TICK TREATMENT	\$92.00
31/01/2023	COORDINATOR RANGER SERVICES	BUNNINGS 435000	RANGERS - POUND HOSE FITTING REPLACEMENT	\$61.38
07/02/2023	COORDINATOR RANGER SERVICES	KALGOORLIE FEED BARN	ENGINEERING - TRANSPORT AND ROAD FORUM FEES	\$70.00
08/02/2023	COORDINATOR RANGER SERVICES	PPSR AFSA	RANGERS - PPSR REGO SEARCH	\$2.00
08/02/2023	COORDINATOR RANGER SERVICES	PPSR AFSA	RANGERS - PPSR SEARCH	\$2.00
11/02/2023	COORDINATOR RANGER SERVICES	BUNNINGS 435000	RANGERS - REPLACEMENT DRILL	\$99.98
15/02/2023	COORDINATOR RANGER SERVICES	OFFICE NATIONAL KALGOO	RANGERS - CLIPBOARDS & SHEET PROTECTORS	\$70.25
15/02/2023	COORDINATOR RANGER SERVICES	OFFICE NATIONAL KALGOO	RANGERS - CLIPBOARDS	\$88.75
17/02/2023	COORDINATOR RANGER SERVICES	GOLDFIELDS CANVAS	RANGERS - UNIFORM BADGES	\$10.00
28/02/2023	COORDINATOR RANGER SERVICES	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
30/01/2023	COORDINATOR EVENTS	KMART 1352	MARKETING - DUMP TRUCKS FOR DECOR PURPOSES	\$48.00
02/02/2023	COORDINATOR EVENTS	SP LANTERNSHOP.COM.A	MARKETING - LANTERNS FOR DECOR PURPOSES	\$45.15
07/02/2023	COORDINATOR EVENTS	WOOLWORTHS/KALGOORLIE PLZ	YOUTH - YOUTH COUNCIL CATERING	\$42.27
10/02/2023	COORDINATOR EVENTS	KMART	MARKETING - TABLE DECORATIONS	\$84.00
13/02/2023	COORDINATOR EVENTS	BWS LIQUOR/KALGOORLIE PLZ	YOUTH - ICE FOR MEETING	\$15.00
13/02/2023	COORDINATOR EVENTS	WOOLWORTHS/KALGOORLIE PLZ	YOUTH - CATERING FOR ALL STARS PRESHOW	\$167.00
14/02/2023	COORDINATOR EVENTS	WOOLWORTHS/KALGOORLIE PLZ	YOUTH - YOUTH COUNCIL CATERING	\$56.70
15/02/2023	COORDINATOR EVENTS	EBAY O*07-09710-12381	EVENTS - MF 23 - MEXICAN HAT DECORATIONS	\$64.10
16/02/2023	COORDINATOR EVENTS	VIRGIN AUSTR	EVENTS - POP-UP 23 - CONTRACTOR FLIGHTS FOR POP-UP	\$21.88
16/02/2023	COORDINATOR EVENTS	VIRGIN AUSTR	EVENTS - POP-UP 23 - CONTRACTOR FLIGHTS FOR SITE VISIT	\$2,256.02
14/02/2023	COORDINATOR EVENTS	BUNNINGS 435000	EVENTS - SATS 23 - ROPES AND WIRE ROPES FOR SOUNDSHELL	\$43.50
16/02/2023	COORDINATOR EVENTS	KMART 1352	EVENTS - SATS 23 - TEA AND COFFEE CANISTERS	\$28.00
16/02/2023	COORDINATOR EVENTS	GIBSON SOAK WATER CO	EVENTS - SATS 23 - WATER FOR DISPENSER.	\$36.00
16/02/2023	COORDINATOR EVENTS	KMART 1352	EVENTS - SATS 23 - BATH AND HAND TOWELS	\$47.75
16/02/2023	COORDINATOR EVENTS	COLES 4837	EVENTS - SATS 23 - HOSPITALITY RIDER	\$65.85
16/02/2023	COORDINATOR EVENTS	SP LANTERNSHOP.COM.A	EVENTS - POP-UP 23 - LANTERNS FOR DECOR	\$257.98
16/02/2023	COORDINATOR EVENTS	KMART	MARKETING - TABLE DECORATIONS	\$74.00
17/02/2023	COORDINATOR EVENTS	BUNNINGS 435000	EVENTS - SATS 23 - MARKING SPRAY	\$28.47
17/02/2023	COORDINATOR EVENTS	WOOLWORTHS/KALGOORLIE PLZ	EVENTS - SATS 23 - HOSPITALITY RIDER FOR CONCERT 2	\$77.15
17/02/2023	COORDINATOR EVENTS	LIQUORLAND 3241	EVENTS - SATS 23 - HOSPITALITY RIDER FOR CONCERT 2	\$645.00
18/02/2023	COORDINATOR EVENTS	AMPOL KALGOORLI 55415F	EVENTS - SATS 23 - HOSPITALITY RIDER FOR CONCERT 2	\$26.45
18/02/2023	COORDINATOR EVENTS	SOUTH KALGOORLIE COR	EVENTS - SATS 23 - ICE FOR ESKIES	\$30.50
18/02/2023	COORDINATOR EVENTS	COLES 4837	EVENTS - SATS 23 - HOSPITALITY RIDER FOR CONCERT 2	\$40.89

21/02/2023	COORDINATOR EVENTS	WOOLWORTHS/KALGOORLIE PLZ	YOUTH - YOUTH COUNCIL MEETING CATERING	\$29.50
21/02/2023	COORDINATOR EVENTS	COLES 4837	EVENTS - POP-UP 23 - CATERING FOR ICE SKATING RINK CONTRACTORS DURING SITE VISIT	\$64.44
21/02/2023	COORDINATOR EVENTS	SQ *QUEEN BEES COFFEE	EVENTS - POP-UP 23 - CATERING FOR ICE SKATING RINK CONTRACTORS DURING SITE VISIT	\$31.10
21/02/2023	COORDINATOR EVENTS	EXCHANGE HOTEL KALGOOR	EVENTS - POP-UP 23 - CATERING FOR ICE SKATING RINK SITE VISIT	\$4.00
21/02/2023	COORDINATOR EVENTS	EXCHANGE HOTEL KALGOOR	EVENTS - POP-UP 23 - CATERING FOR ICE SKATING RINK SITE VISIT	\$132.00
23/02/2023	COORDINATOR EVENTS	AVIS KALGOORLIE	EVENTS - POP-UP 23 - HIRE CAR FOR ICE SKATING RINK CONTRACTORS	\$64.52
28/02/2023	COORDINATOR EVENTS	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
01/02/2023	MANAGER ENGINEERING	INSTITUTE OF PUBLIC WO	ENGINEERING - SUBSCRIPTION FEES FOR IPWEA - 3765	\$334.95
20/02/2023	MANAGER ENGINEERING	HARVEY NORMAN AV/IT	ENGINEERING - PORTABLE HARD DRIVE FOR OFFICE USE	\$215.00
21/02/2023	MANAGER ENGINEERING	WA LOCAL GOVERNMENT AS	ENGINEERING - TRANSPORT AND ROAD FORUM FEES	\$70.00
28/02/2023	MANAGER ENGINEERING	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
27/01/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	COLES 4837	GAC - ALTERNATIVE ARCHIVES GALLERY OPENING - GRAZING TABLE	\$74.30
27/01/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	WOOLWORTHS/KALGOORLIE PLZ	GAC - ALTERNATIVE ARCHIVE GALLERY OPENING - GRAZING TABLE	\$180.99
01/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	795PIN* DOMAIN NAME SERVI	GAC - DOMAIN NAME SERVICES 2 YEARS	\$249.00
02/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	BRIGHT STAR KIDS	GAC - CABLE STICKERS - THEATRE	\$167.60
02/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	MAILCHIMP	GAC - MAILCHIMP JANUARY 2023	\$314.34
02/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	SQ *CELEBRATION CITY	GAC - VENUE ACTIVATION - DUMMIES - TABLECLOTH	\$4.99
03/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	RED DOT STORES	COMMUNITY DEVELOPMENT - MENTAL HEALTH BENCH PAINTING SUPPLIES	\$6.00
03/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	THE REJECT SHOP	GAC - VENUE ACTIVATION - DON'T MESS WITH THE DUMMIES	\$13.75
03/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	WOOLWORTHS/KALGOORLIE PLZ	GAC - DUMMIES - CATERING FOR PERFORMERS	\$100.75
05/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	RED DOT STORES	GAC - TABLECLOTHS FOR VENUE ACTIVATION - DON'T MESS WITH THE DUMMIES	\$9.00
06/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	SPOTIFY P20F28A2D1	GAC - SPOTIFY JANUARY 2023	\$11.99
08/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	COLES 4837	GAC - MORNING MELODIES - JAY WESTON	\$19.00
08/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	WOOLWORTHS/KALGOORLIE PLZ	GAC - MORNING MELODIES - JAY WESTON	\$76.24
08/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	COLES 4837	GAC - MORNING MELODIES - JAY WESTON	\$97.45
09/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	WOOLWORTHS/KALGOORLIE PLZ	GAC - MORNING MELODIES - JAY WESTON	\$17.95
09/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	COLES 4837	GAC - MORNING MELODIES - JAY WESTON	\$24.10
09/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	GOLDFIELDS FRENCH HOT	GAC - MORNING MELODIES - JAY WESTON	\$44.80
10/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	THE REJECT SHOP	GAC - TOY DUCKS - GOLDFIELDS EXPO BY KBCCI	\$10.50
10/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	WOOLWORTHS/KALGOORLIE PLZ	GAC - ROOM HIRE ITEMS	\$23.70
10/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	THE REJECT SHOP	EVENTS - SATS 23 - TEA AND COFFEE CANISTERS	\$28.00
10/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	KMART 1352	GAC - GOLDFIELDS EXPO BY KBCCI - ENGAGEMENT ITEMS	\$31.70
10/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	BUNNINGS 435000	GAC - GOLDFIELDS EXPO BY KBCCI - ENGAGEMENT ACTIVITIES	\$41.63
10/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	GOLDLINE DISTRIBUTORS	GAC - LOLLIES AND CHUPA CHUPS - GOLDFIELDS EXPO KBCCI	\$215.19
13/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	WOOLWORTHS/KALGOORLIE PLZ	GAC - DUMMIES BAR STOCK	\$99.35
14/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	WIZARD PHARMACY KALG	GAC - STAT DEC SIGNED	\$2.00
14/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	WOOLWORTHS/KALGOORLIE PLZ	GAC - FUNCTION SUPPLIES	\$15.80
28/02/2023	COORDINATOR GOLDFIELDS ARTS CENTRE	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
28/02/2023	MANAGING AIRPORT - ACTING	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
03/02/2023	MANAGER AIRPORT - ACTING	BUNNINGS 435000	AIRPORT - GAS NORTHERN GA GARDEN MAINT. TRIAL PLANTS	\$130.86
04/02/2023	MANAGER AIRPORT - ACTING	BUNNINGS 435000	AIRPORT - GARDEN RETIC PARTS	\$65.26
07/02/2023	MANAGER AIRPORT - ACTING	FLANAGANS BAR	AIRPORT - DISPUTED AS CC WAS STOLEN	\$42.00
07/02/2023	MANAGER AIRPORT - ACTING	FLANAGANS BAR	AIRPORT - DISPUTED AS CC WAS STOLEN	\$75.00



07/02/2023	MANAGER AIRPORT - ACTING	STARLINK INTERNET	AIRPORT - STARLINK WIRELESS INTERNET KIT	\$450.00
07/02/2023	MANAGER AIRPORT - ACTING	ACROPOLIS NOW	AIRPORT - DISPUTED AS CC WAS STOLEN	\$5.00
07/02/2023	MANAGER AIRPORT - ACTING	PUMA ENERGY KALGOORL	AIRPORT - DISPUTED AS CC WAS STOLEN	\$118.95
03/02/2023	LEAD POLICY AND RESEARCH ADVISOR	DS AGENCIES P/L	WATER - PURCHASE OF NEW RV DUMP POINT	\$3,053.97
09/02/2023	LEAD POLICY AND RESEARCH ADVISOR	ARCHER ACCESS	EXECUTIVE - MAYORS SUBSCRIPTION FOR AUSTRALIAN NEWSPAPER	\$40.00
14/02/2023	LEAD POLICY AND RESEARCH ADVISOR	LONGXIANG ZHANG AND CE	COMMUNITY DEVELOPMENT - CATERING FOR AGP WORKSHOP 14/02/2023	\$141.00
21/02/2023	LEAD POLICY AND RESEARCH ADVISOR	KMART 1352	COMMUNITY DEVELOPMENT - MENTAL HEALTH BENCH PAINTING SUPPLIES	\$6.00
21/02/2023	LEAD POLICY AND RESEARCH ADVISOR	COLES 4837	CD - MENTAL HEALTH BENCH PAINTING SUPPLIES	\$20.55
21/02/2023	LEAD POLICY AND RESEARCH ADVISOR	XINGS SUSHI AND NOOD	COMMUNITY DEVELOPMENT - ANNUAL GRANT PROGRAM - WORKSHOP CATERING	\$58.00
21/02/2023	LEAD POLICY AND RESEARCH ADVISOR	LONGXIANG ZHANG AND CE	COMMUNITY DEVELOPMENT - ANNUAL GRANT PROGRAM - WORKSHOP CATERING	\$93.00
24/02/2023	LEAD POLICY AND RESEARCH ADVISOR	SQ *BEATEN TRACK BREWE	EVENTS - SATS 23 - HOSPITALITY RIDER FOR PERFORMERS	\$80.00
24/02/2023	LEAD POLICY AND RESEARCH ADVISOR	WOOLWORTHS/KALGOORLIE PLZ	EVENTS - SATS 23 - HOSPITALITY RIDER - CONCERT 3	\$265.45
24/02/2023	LEAD POLICY AND RESEARCH ADVISOR	LIMEPAY*DISCPARTYSUPP	GAC - LANTERNS FOR DANCE HALL	\$301.48
24/02/2023	LEAD POLICY AND RESEARCH ADVISOR	LIQUORLAND 3241	EVENTS - SATS 23 - HOSPITALITY RIDER - CONCERT 3	\$309.00
24/02/2023	LEAD POLICY AND RESEARCH ADVISOR	SP LANTERNSHOP.COM.A	GAC - LANTERNS FOR DANCE HALL	\$543.50
28/02/2023	LEAD POLICY AND RESEARCH ADVISOR	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
30/01/2023	CARETAKER HAMMOND PARK	SUPER CHEAP AUTO	PARKS - FUEL TAG GREEN 2 STROKE FUEL TAG GREEN 2 STROKE FUEL TAG RED UNLEADED	\$8.97
30/01/2023	CARETAKER HAMMOND PARK	BUNNINGS 435000	MARKETING - PEN HOLDERS AND CLEAR FILE - EXPLORE THE GOLDFIELDS EVENT	\$14.50
08/02/2023	CARETAKER HAMMOND PARK	WOOLWORTHS/KALGOORLIE PLZ	PARKS - 3X NUT PEANUT RST/SALT 750G, 4X NUT ALMOND NATURAL 750G	\$50.70
09/02/2023	CARETAKER HAMMOND PARK	BUNNINGS 435000	PARKS - MISTING KIT HOLMAN 10M CHARCOAL 5 JET BUCKET PLASTIC BMW 9.6L RND W/LID COLOURED	\$36.19
15/02/2023	CARETAKER HAMMOND PARK	BUNNINGS 435000	PARKS - 2C CLOTH TUFFMATES MR CLEAN POT & PAN SCRUBS BUCKET PLASTIC BMW 9.6L RND W/LID COLOURED	\$24.99
17/02/2023	CARETAKER HAMMOND PARK	IGA HANNANS	PARKS - HARVEST TIME BLACKBERRIES 1KG HARVEST TIME BLUEBERRIES AUS 1KG HARVEST TIME BLUEBERRIES AUS 1KG	\$39.89
28/02/2023	CARETAKER HAMMOND PARK	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
27/01/2023	MANAGER OPERATIONS	EUOPRTGEAUTOSERVPL	DEPOT - SERVICE P588L - COOLANT PRESSURE TEST DIAGNOSTIC WATER PUMP	\$2,450.99
31/01/2023	MANAGER OPERATIONS	STANS MANJIIMUP FARM	WORKSHOP - GEARBOX AND PARTS FOR KBC18171	\$4,622.00
31/01/2023	MANAGER OPERATIONS	ENVIROTUNE AUTO CENT	ENGINEERING - PORTION OF TOWING CHARGES FOR VEHICLE KBC558L	\$308.00
01/02/2023	MANAGER OPERATIONS	AUST INSTITUTE OF MANA	TURF - SUPERVISOR TRAINING FOR EMPLOYEE 3663	\$1,036.00
06/02/2023	MANAGER OPERATIONS	GOLDFIELDS TYRE	WORKSHOP - TRAILER REPAIRS - WHEELS (KBC548Q)	\$370.00
06/02/2023	MANAGER OPERATIONS	STATEWIDE BEARINGS	WORKSHOP - AXLE HUB & PARTS FOR TRAILER REPAIRS - KBC548Q	\$991.32
06/02/2023	MANAGER OPERATIONS	BLACKWOODS	WORKSHOP - TRAILER REPAIRS KBC548Q	\$63.95
14/02/2023	MANAGER OPERATIONS	CHEMCERT TRAINING GR	GOLF COURSE - CHEMCERT TRAINING EMPLOYEE 3590	\$600.00
15/02/2023	MANAGER OPERATIONS	PIVOTEL SATELLITE	DEPOT - SAT PHONE USED ON RURAL ROADS	\$1,003.95
15/02/2023	MANAGER OPERATIONS	BUNNINGS 435000	RANGERS - SPRING LATCH REPAIRED ON KBC09AF	\$50.08
17/02/2023	MANAGER OPERATIONS	COLES 4837	WORKSHOP - CATERING FOR MEETING	\$25.65
21/02/2023	MANAGER OPERATIONS	WOOLWORTHS/KALGOORLIE PLZ	WORKSHOP - BATTERIES FOR CIVIL EQUIPMENT	\$14.00
21/02/2023	MANAGER OPERATIONS	HEATLEY SALES PTY LTD	DEPOT - MEN'S KOOLFLOW L/S 4XL YELLOW/NAVY SHIRT - EMPLOYEE 755	\$40.59
22/02/2023	MANAGER OPERATIONS	HEATLEY SALES PTY LTD	DEPOT - MEN'S KOOLFLOW L/S 3XL YELLOW/NAVY SHIRT - EMPLOYEE 755	\$40.59
24/02/2023	MANAGER OPERATIONS	QUEST MIDLAND	GC - CREDIT ON ACCOMMODATION EMPLOYEE #3632 (REFER INV 820448)	-\$453.50
24/02/2023	MANAGER OPERATIONS	QUEST MIDLAND	GOLF COURSE - ACCOMMODATION FOR GOLF BUGGY TRAINING - EMPLOYEE #3632	\$1,615.00
28/02/2023	MANAGER OPERATIONS	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
28/02/2023	SENIOR OFFICER TOURISM	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
30/01/2023	DIRECTOR COMMUNITY DEVELOPMENT	RECONCILIATION AUST	COMMUNITY DEVELOPMENT - RECONCILIATION ACTION PLAN - DEVELOPMENT FEE	\$1,650.00
31/01/2023	DIRECTOR COMMUNITY DEVELOPMENT	VISTAPRINT AUSTRALIA PTY	COMMUNITY DEVELOPMENT - YOUTH COUNCIL MAGNETIC CALENDARS	\$40.98

09/02/2023	DIRECTOR COMMUNITY DEVELOPMENT	WARBURTON ROADHOUSE	COMMUNITY DEVELOPMENT - SUMMER RESPONSE STRATEGY - RETURN TO COUNTRY ACCOMMODATION AND MEALS - 5-6 JANUARY 2023	\$477.05
15/02/2023	DIRECTOR COMMUNITY DEVELOPMENT	SP RECONCILIATION BANN	COMMUNITY DEVELOPMENT - RECONCILIATION ACTION PLAN - RECONCILIATION WEEK BANNERS	\$850.00
17/02/2023	DIRECTOR COMMUNITY DEVELOPMENT	BUNNINGS 435000	COMMUNITY DEVELOPMENT - MENTAL HEALTH BENCH PAINTING SUPPLIES	\$512.95
23/02/2023	DIRECTOR COMMUNITY DEVELOPMENT	EATPIZZA* ONLINE	CD- REWARD AND RECOGNITION - STAFF LUNCH CATERING	\$117.13
23/02/2023	DIRECTOR COMMUNITY DEVELOPMENT	LONGXIANG ZHANG AND CE	EGCC - CATERING FOR MONTHLY OWLS MEETING	\$130.00
28/02/2023	DIRECTOR COMMUNITY DEVELOPMENT	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
02/02/2023	COORDINATOR FACILITY OPERATIONS	BUNNINGS 435000	OASIS - VARIOUS DEPARTMENTS REQUIRED DIFFERENT MATERIALS FOR THERE AREAS - HOOKS, DOOR STOPS & WHEEL *	\$89.10
07/02/2023	COORDINATOR FACILITY OPERATIONS	WOOLWORTHS/KALGOORLIE PLZ	OASIS - ICY POLES FOR SWIM SCHOOL AND BISCUITS FOR CRECHE ACTIVITIES	\$41.50
06/02/2023	COORDINATOR FACILITY OPERATIONS	BUNNINGS 435000	OASIS - NEW CLEANING CLOTHS FOR GYM	\$22.89
09/02/2023	COORDINATOR FACILITY OPERATIONS	SQ *DESERT POOL CARE	OASIS - EMERGENCY CHEMICALS FOR THE POOL	\$300.36
22/02/2023	COORDINATOR FACILITY OPERATIONS	WOOLWORTHS/KALGOORLIE PLZ	OASIS - RECEPTION RESTOCK OF WATER AND DETTOL FOR POOL DECK	\$60.60
22/02/2023	COORDINATOR FACILITY OPERATIONS	BUNNINGS 435000	OASIS - NEW BIN FOR BOXING AREA AND BUCKET FOR CHALK	\$20.97
28/02/2023	COORDINATOR FACILITY OPERATIONS	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
31/01/2023	COORDINATOR PROPERTY	PNP24095572 DULUX	DEPOT - PAINT WORKSHOP	\$694.10
24/02/2023	COORDINATOR PROPERTY	REECE 6004	PROPERTY - REFUND AS WRONG ITEMS NOT REQUIRED ENDOWMENT	-\$9.15
24/02/2023	COORDINATOR PROPERTY	REECE 6004	PROPERTY - PVC PIPE FOR ENDOWMENT DOWN PIPES	\$18.36
24/02/2023	COORDINATOR PROPERTY	REECE 6004	PROPERTY - PCV PIPE AND SOLVENT CEMENT FOR ENDOWMENT DOWN PIPES	\$127.16
27/02/2023	COORDINATOR PROPERTY	KMART 1352	PROPERTY - 4/570 CHEETHAM ST BEDDING NEEDED REPLACING	\$49.00
28/02/2023	COORDINATOR PROPERTY	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
28/02/2023	SUPERINTENDENT GOLF COURSE	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
29/01/2023	HEAD OF MARKETING	DROPBOX JBV3KRWHPLQ	MARKETING - MONTHLY SUBSCRIPTION TO DROPBOX	\$30.79
30/01/2023	HEAD OF MARKETING	GOOGLE*YOUTUBEPREMIUM	MARKETING - MONTHLY SUBSCRIPTION TO YOUTUBE PREMIUM	\$14.99
31/01/2023	HEAD OF MARKETING	OFFICE NATIONAL KALGOO	MARKETING - PURCHASE OF CALCULATOR FOR DIRECTOR COMMUNITY DEVELOPMENT	\$18.15
04/02/2023	HEAD OF MARKETING	GRAMMARLY COS4KTWLS	MARKETING - MONTHLY SUBSCRIPTION TO GRAMMARLY - MARKETING GOVERNANCE AND OTHER CKB OFFICERS	\$292.03
06/02/2023	HEAD OF MARKETING	WAVE.VIDEO/CREATOR	MARKETING - MONTHLY SUBSCRIPTION TO WAVE.VIDEO	\$44.22
07/02/2023	HEAD OF MARKETING	HOTJAR	MARKETING - MONTHLY SUBSCRIPTION TO HOTJAR WEBSITE HEATMAPPING	\$290.71
08/02/2023	HEAD OF MARKETING	SHUTTERSTOCK IRELAND LIMI	MARKETING - MONTHLY SUBSCRIPTION TO SHUTTERSTOCK	\$108.90
08/02/2023	HEAD OF MARKETING	MAILCHIMP	MARKETING - SOCIAL MEDIA ADVERTISING - GAC EAGLES DUMMIES ALL STARS IAN MOSS COMM DEV AGP	\$350.64
09/02/2023	HEAD OF MARKETING	KMART 1352	MARKETING - CONTAINER AND STICKY DOTS FOR STALL	\$17.00
09/02/2023	HEAD OF MARKETING	GOLDFIELDS PRINTING	MARKETING - PURCHASE OF GLOSS PAPER FOR BROCHURES	\$22.00
09/02/2023	HEAD OF MARKETING	WOOLWORTHS/KALGOORLIE PLZ	MARKETING - WATER AND SMOOTHIE BIKE INGREDIENTS FOR EXPLORE THE GOLDFIELDS STALL	\$222.25
09/02/2023	HEAD OF MARKETING	OFFICE NATIONAL KALGOO	MARKETING - BROCHURE PAPER AND DISPLAY HOLDERS FOR EVENT STALL	\$57.93
09/02/2023	HEAD OF MARKETING	RED DOT STORES	MARKETING - BOWL AND LOLLIES FOR EXPLORE THE GOLDFIELDS EVENT STALL - AND OTHER EVENTS	\$59.77
09/02/2023	HEAD OF MARKETING	OFFICE NATIONAL KALGOO	MARKETING - BROCHURE PAPER AND DISPLAY HOLDERS FOR EVENT STALL	\$99.00
09/02/2023	HEAD OF MARKETING	OFFICE NATIONAL KALGOO	MARKETING - BROCHURE PAPER AND DISPLAY HOLDERS FOR EVENT STALL	\$99.00
09/02/2023	HEAD OF MARKETING	OFFICE NATIONAL KALG	MARKETING - PAPER FOR BROCHURE PRINTING AND FILE TO HOLD FOR EVENT STALL	\$179.80
11/02/2023	HEAD OF MARKETING	KMART 1352	MARKETING - PEN HOLDERS AND CLEAR FILE - EXPLORE THE GOLDFIELDS EVENT	\$14.50
11/02/2023	HEAD OF MARKETING	BP GOLDEN GATE 1896	MARKETING - ICE FOR SMOOTHIE BIKES AND WATER ESKY- EXPLORE THE GOLDFIELDS STALL	\$10.00
15/02/2023	HEAD OF MARKETING	ASANA.COM	MARKETING - MONTHLY TEAM SUBSCRIPTION TO ASANA	\$456.39
21/02/2023	HEAD OF MARKETING	NATIONAL PEN PROMOTION	MARKETING - BRANDED CKB PENS - PART PAYMENT AS CREDITOR NOT IN ALTUS YET.	\$1,100.90
22/02/2023	HEAD OF MARKETING	SUBWAY KALGOORLIE	MARKETING - CATERING LUNCH FOR MARKETFORCE FILM CREW	\$93.30
23/02/2023	HEAD OF MARKETING	SQ *REMOTE DIGITAL IMA	ARTS AND CULTURE - ARTWORK DIGITISATION	\$450.00
24/02/2023	HEAD OF MARKETING	FACEBK PA86ANBSP2	MARKETING - SOCIAL MEDIA ADVERTISING - GAC EAGLES DUMMIES ALL STARS IAN MOSS AND COMM DEV AGP	\$939.27

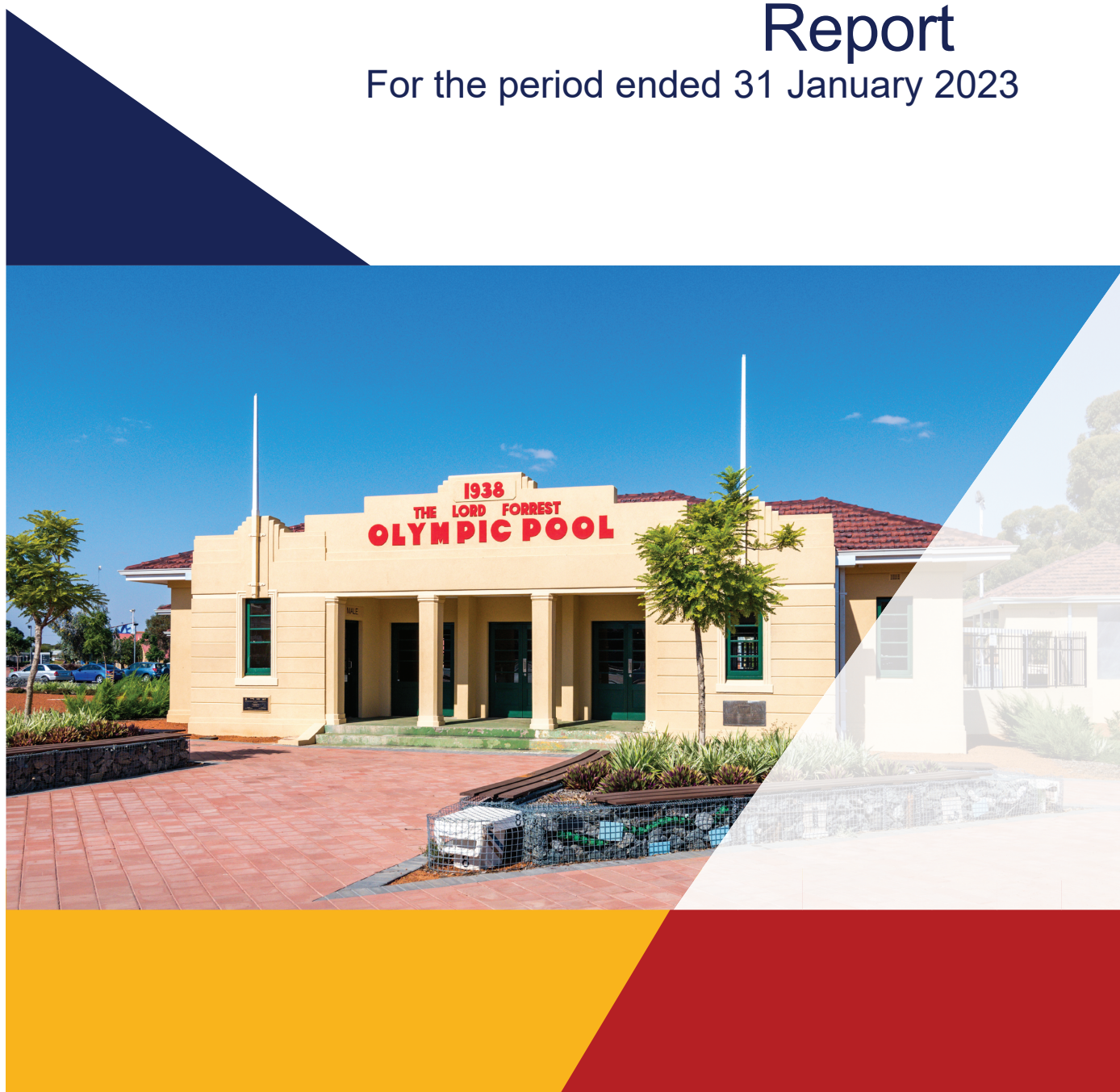
28/02/2023	HEAD OF MARKETING	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
01/02/2023	SENIOR OFFICER GOLF COURSE EVENTS	KMART 1352	GAC - TABLECLOTHS FOR VENUE ACTIVATION - DON'T MESS WITH THE DUMMIES	\$9.00
02/02/2023	SENIOR OFFICER GOLF COURSE EVENTS	BATTERIES N MORE KAL	GOLF COURSE - ADAPTOR FOR STEREO	\$12.70
07/02/2023	SENIOR OFFICER GOLF COURSE EVENTS	BUNNINGS 435000	GOLF COURSE - SHELVING FOR PRO SHOP STOCK	\$434.23
10/02/2023	SENIOR OFFICER GOLF COURSE EVENTS	CANVA* 03692-6581234	GOLF COURSE - MARKETING/ADVERTISING SUBSCRIPTION	\$20.99
23/02/2023	SENIOR OFFICER GOLF COURSE EVENTS	THE REJECT SHOP	GOLF COURSE - PURCHASE OF STATIONERY FOR PRO SHOP	\$32.00
23/02/2023	SENIOR OFFICER GOLF COURSE EVENTS	BUNNINGS 435000	GOLF COURSE - ITEMS FOR CART PRESSURE WASHER	\$53.77
24/02/2023	SENIOR OFFICER GOLF COURSE EVENTS	BUNNINGS 435000	GOLF COURSE - TABLETOPS FOR FUNCTIONS	\$79.00
28/02/2023	SENIOR OFFICER GOLF COURSE EVENTS	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
30/01/2023	SENIOR OFFICER CDC SUPPORT HUB	CLINIPATH PATHOLOGY	CDC - LAB D/A FOR CLIENT	\$56.50
30/01/2023	SENIOR OFFICER CDC SUPPORT HUB	TELSTRA PREPAID	CDC - RECHARGE FOR HUB ADMIN	\$30.00
31/01/2023	SENIOR OFFICER CDC SUPPORT HUB	DOT - LICENSING	CDC - PHOTO ID FOR CLIENT	\$46.80
31/01/2023	SENIOR OFFICER CDC SUPPORT HUB	DEPT OF JUSTICE-CTG PA	CDC - EXTRAORDINARY LICENSE APPLICATION FOR CLIENT	\$255.00
01/02/2023	SENIOR OFFICER CDC SUPPORT HUB	DOT - LICENSING	CDC - PHOTO ID FOR CLIENT	\$46.80
01/02/2023	SENIOR OFFICER CDC SUPPORT HUB	TELSTRA PREPAID	CDC - PHONE RECHARGE FOR HUB WORKER	\$150.00
01/02/2023	SENIOR OFFICER CDC SUPPORT HUB	DOT - LICENSING	CDC - DRIVERS LICENSE RENEWAL	\$163.50
02/02/2023	SENIOR OFFICER CDC SUPPORT HUB	WIZARD PHARMACY KALG	CDC - DOCUMENT WITNESS FEE	\$6.00
02/02/2023	SENIOR OFFICER CDC SUPPORT HUB	KALGOORLIE COURT-DOJ	CDC - BIRTH CERTIFICATE FOR CLIENT	\$53.00
03/02/2023	SENIOR OFFICER CDC SUPPORT HUB	DOT - LICENSING	CDC - DRIVERS LICENSE APPLICATION FOR CLIENT	\$20.40
03/02/2023	SENIOR OFFICER CDC SUPPORT HUB	RSEA PTY LTD - KALGOOR	CDC - PPE FOR CLIENT	\$114.90
03/02/2023	SENIOR OFFICER CDC SUPPORT HUB	SURINDER PAL SINGH	CDC - CAR DETAILING FOR HUB CARS	\$200.00
06/02/2023	SENIOR OFFICER CDC SUPPORT HUB	DOT - LICENSING	CDC - PHOTO ID FOR CLIENT	\$46.80
06/02/2023	SENIOR OFFICER CDC SUPPORT HUB	KALGOORLIE COURT-DOJ	CDC - BIRTH CERTIFICATE FOR CLIENT	\$53.00
06/02/2023	SENIOR OFFICER CDC SUPPORT HUB	AP KALGOORLIE PS	CDC - POLICE CLEARANCE FOR CLIENT	\$58.70
06/02/2023	SENIOR OFFICER CDC SUPPORT HUB	BP GOLDEN GATE 1896	CDC - FUEL VOUCHERS FOR CLIENT	\$100.00
06/02/2023	SENIOR OFFICER CDC SUPPORT HUB	BP GOLDEN GATE 1896	CDC - FUEL VOUCHERS FOR CLIENTS	\$125.00
07/02/2023	SENIOR OFFICER CDC SUPPORT HUB	KALGOORLIE COURT-DOJ	CDC - BIRTH CERTIFICATE FOR CLIENT	\$53.00
08/02/2023	SENIOR OFFICER CDC SUPPORT HUB	DOT - LICENSING	CDC - LICENSE RENEWAL FOR CLIENT	\$46.85
08/02/2023	SENIOR OFFICER CDC SUPPORT HUB	KALGOORLIE COURT-DOJ	CDC - BIRTH CERTIFICATE FOR CLIENT	\$53.00
08/02/2023	SENIOR OFFICER CDC SUPPORT HUB	KALGOORLIE COURT-DOJ	CDC - BIRTH CERTIFICATE FOR CLIENT	\$53.00
08/02/2023	SENIOR OFFICER CDC SUPPORT HUB	AP HANNANS LPO	CDC - POLICE CLEARANCE FOR CLIENT	\$58.70
13/02/2023	SENIOR OFFICER CDC SUPPORT HUB	KALGOORLIE COURT-DOJ	CDC - BIRTH CERTIFICATE FOR CLIENT	\$53.00
16/02/2023	SENIOR OFFICER CDC SUPPORT HUB	KALGOORLIE COURT-DOJ	CDC - BIRTH CERTIFICATE FOR CLIENT	\$53.00
16/02/2023	SENIOR OFFICER CDC SUPPORT HUB	AP KALGOORLIE PS	CDC - POLICE CLEARANCE FOR CLIENT	\$58.70
17/02/2023	SENIOR OFFICER CDC SUPPORT HUB	AP KALGOORLIE PS	CDC - WWC FOR CLIENT	\$87.00
20/02/2023	SENIOR OFFICER CDC SUPPORT HUB	WOOLWORTHS/KALGOORLIE PLZ	CDC - PURCHASES FOR ID DAY	\$32.65
21/02/2023	SENIOR OFFICER CDC SUPPORT HUB	AP KALGOORLIE PS	CDC - POLICE CLEARANCE FOR CLIENT	\$58.70
23/02/2023	SENIOR OFFICER CDC SUPPORT HUB	CENTRAL REGIONAL TAFE	CDC - WHITE CARD FOR CLIENT	\$27.36
23/02/2023	SENIOR OFFICER CDC SUPPORT HUB	CENTRAL REGIONAL TAFE	CDC - WHITE CARD FOR CLIENT	\$27.36
23/02/2023	SENIOR OFFICER CDC SUPPORT HUB	CENTRAL REGIONAL TAFE	CDC - WHITE CARD FOR CLIENT	\$27.36
23/02/2023	SENIOR OFFICER CDC SUPPORT HUB	DOT - LICENSING	CDC - PHOTO ID FOR CLIENT	\$46.80
23/02/2023	SENIOR OFFICER CDC SUPPORT HUB	DOT - LICENSING	CDC - LICENSE RENEWAL FOR CLIENT	\$46.85
24/02/2023	SENIOR OFFICER CDC SUPPORT HUB	DOT - LICENSING	CDC - HAZARD PERCEPTION TEST FOR CLIENT	\$26.80

24/02/2023	SENIOR OFFICER CDC SUPPORT HUB	SPORTS POWER KALGOOR	CDC - GIFT VOUCHER FOR CLIENT	\$50.00
24/02/2023	SENIOR OFFICER CDC SUPPORT HUB	AP BOULDER LPO	CDC - POLICE CLEARANCE FOR CLIENT	\$58.70
28/02/2023	SENIOR OFFICER CDC SUPPORT HUB	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
28/02/2023	EXECUTIVE MANAGER FINANCE	ANNUAL FEE - CARD FEE	ANNUAL FEE CARD FEE	\$8.00
			<b>TOTAL CREDIT CARD PAYMENTS</b>	<b>\$ 71,579.64</b>



# Monthly Financial Report

For the period ended 31 January 2023



**CITY OF KALGOORLIE-BOULDER**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 31 January 2023**

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

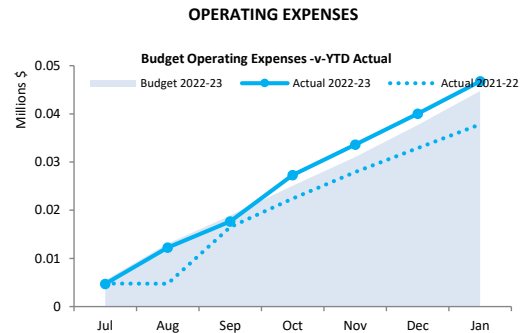
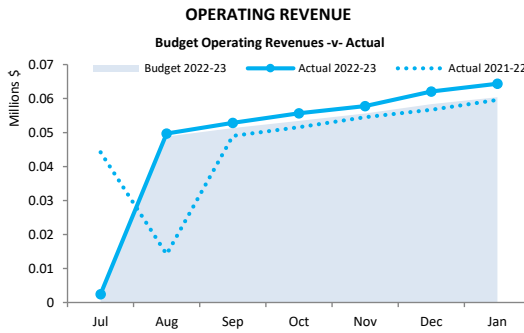
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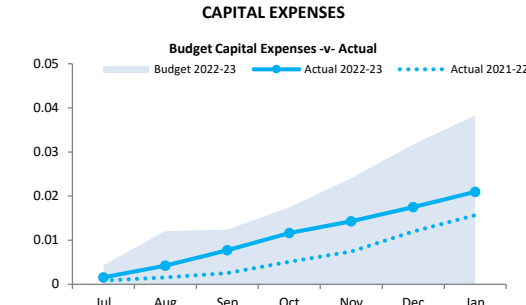
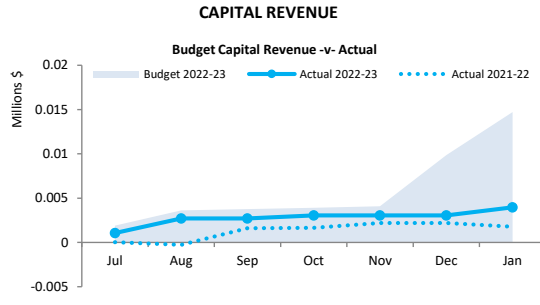
**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**SUMMARY INFORMATION - GRAPHS**

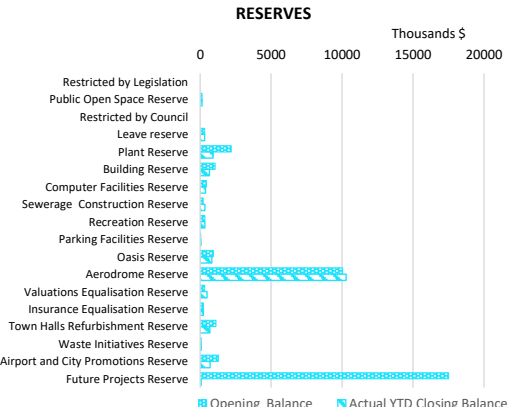
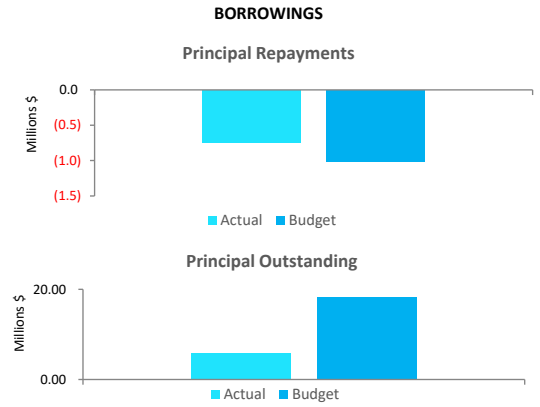
**OPERATING ACTIVITIES**



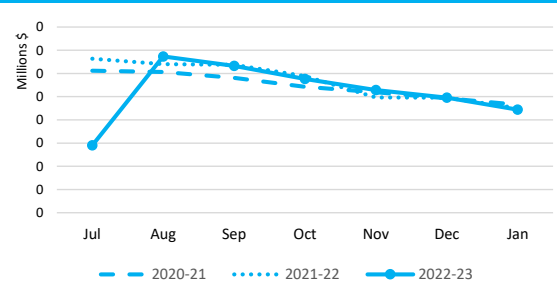
**INVESTING ACTIVITIES**



**FINANCING ACTIVITIES**



**Closing funding surplus / (deficit)**



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**EXECUTIVE SUMMARY**

**Funding surplus / (deficit) Components**

<b>Funding surplus / (deficit)</b>				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$5.57 M	\$5.57 M	\$8.98 M	\$3.41 M
Closing	(\$1.88 M)	\$39.35 M	\$44.42 M	\$5.08 M

Refer to Statement of Financial Activity

<b>Cash and cash equivalents</b>		
	\$	% of total
Unrestricted Cash	\$53.57 M	69.3%
Restricted Cash	\$37.10 M	30.7%
	\$16.47 M	

Refer to Note 2 - Cash and Financial Assets

<b>Payables</b>		
	\$	% Outstanding
Trade Payables	\$8.77 M	
0 to 30 Days	\$3.94 M	88.0%
Over 30 Days		12.0%
Over 90 Days		5.2%

Refer to Note 5 - Payables

<b>Receivables</b>		
	\$	% Collected / % Outstanding
Rates Receivable	\$9.05 M	70.2%
Trade Receivable	\$9.55 M	
Over 30 Days	\$9.05 M	62.1%
Over 90 Days		27.1%

Refer to Note 3 - Receivables

**Key Operating Activities**

<b>Amount attributable to operating activities</b>			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$15.26 M	\$25.23 M	\$33.53 M	\$8.29 M

Refer to Statement of Financial Activity

<b>Rates Revenue</b>		
	\$	% Variance
YTD Actual	\$29.01 M	
YTD Budget	\$29.04 M	(0.1%)

Refer to Statement of Financial Activity

<b>Operating Grants and Contributions</b>		
	\$	% Variance
YTD Actual	\$1.77 M	
YTD Budget	\$1.09 M	61.6%

Refer to Note 12 - Operating Grants and Contributions

<b>Fees and Charges</b>		
	\$	% Variance
YTD Actual	\$30.04 M	
YTD Budget	\$27.73 M	8.3%

Refer to Statement of Financial Activity

**Key Investing Activities**

<b>Amount attributable to investing activities</b>			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$56.78 M)	(\$23.51 M)	(\$16.94 M)	\$6.57 M

Refer to Statement of Financial Activity

<b>Proceeds on sale</b>		
	\$	%
YTD Actual	\$0.06 M	
Adopted Budget	\$0.79 M	7.8%

Refer to Note 6 - Disposal of Assets

<b>Asset Acquisition</b>		
	\$	% Spent
YTD Actual	\$20.96 M	
Adopted Budget	\$77.64 M	27.0%

Refer to Note 7 - Capital Acquisitions

<b>Capital Grants</b>		
	\$	% Received
YTD Actual	\$3.90 M	
Adopted Budget	\$19.95 M	19.5%

Refer to Note 7 - Capital Acquisitions

**Key Financing Activities**

<b>Amount attributable to financing activities</b>			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$34.07 M	\$32.05 M	\$18.85 M	(\$13.20 M)

Refer to Statement of Financial Activity

<b>Borrowings</b>	
Principal repayments	\$0.74 M
Interest expense	\$0.15 M
Principal due	\$5.93 M

Refer to Note 8 - Borrowings

<b>Reserves</b>	
Reserves balance	\$16.47 M
Interest earned	\$0.31 M

Refer to Note 10 - Cash Reserves

<b>Lease Liability</b>	
Principal repayments	\$0.17 M
Interest expense	\$0.03 M
Principal due	\$2.08 M

Refer to Note 9 - Lease Liabilities

This information is to be read in conjunction with the accompanying Financial Statements and notes.



**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**NATURE OR TYPE DESCRIPTIONS**

**REVENUE**

**EXPENSES**

**RATES**

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

**EMPLOYEE COSTS**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

**MATERIALS AND CONTRACTS**

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

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

**UTILITIES (GAS, ELECTRICITY, WATER)**

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

**REVENUE FROM CONTRACTS WITH CUSTOMERS**

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

**INSURANCE**

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

**FEES AND CHARGES**

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

**LOSS ON ASSET DISPOSAL**

Shortfall between the value of assets received over the net book value for assets on their disposal.

**SERVICE CHARGES**

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets. Excluding Land.

**INTEREST EARNINGS**

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

**INTEREST EXPENSES**

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

**OTHER REVENUE / INCOME**

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

**OTHER EXPENDITURE**

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**PROFIT ON ASSET DISPOSAL**

Excess of assets received over the net book value for assets on their disposal.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**BY NATURE OR TYPE**

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance % ((c) - (b))/(b)	Var.
	Note	(a)	(b)	(c)	(c) - (b)		
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	5,571,579	5,571,579	<b>8,981,542</b>	3,409,963	61.20%	▲
<b>Revenue from operating activities</b>							
Rates		29,134,795	29,044,697	<b>29,013,665</b>	(31,032)	(0.11%)	
Operating grants, subsidies and contributions	12	4,161,800	1,094,946	<b>1,769,640</b>	674,694	61.62%	▲
Fees and charges		37,212,444	27,730,009	<b>30,043,087</b>	2,313,078	8.34%	
Interest earnings		854,978	498,722	<b>1,059,462</b>	560,740	112.44%	▲
Other revenue		3,877,382	2,029,003	<b>2,424,723</b>	395,720	19.50%	▲
Profit on disposal of assets	6	0	0	<b>44,966</b>	44,966	0.00%	
		<b>75,241,399</b>	<b>60,397,377</b>	<b>64,355,543</b>	3,958,166	6.55%	
<b>Expenditure from operating activities</b>							
Employee costs		(26,827,475)	(15,785,028)	<b>(15,634,542)</b>	150,486	0.95%	
Materials and contracts		(23,320,216)	(13,324,426)	<b>(10,539,360)</b>	2,785,066	20.90%	▲
Utility charges		(3,995,100)	(2,307,347)	<b>(1,987,048)</b>	320,299	13.88%	▲
Depreciation on non-current assets		(15,316,596)	(8,934,373)	<b>(15,410,294)</b>	(6,475,921)	(72.48%)	▼
Interest expenses		(1,541,045)	(898,912)	<b>(929,155)</b>	(30,243)	(3.36%)	
Insurance expenses		(891,931)	(584,911)	<b>(610,262)</b>	(25,351)	(4.33%)	
Other expenditure		(3,410,086)	(2,263,144)	<b>(1,639,150)</b>	623,994	27.57%	▲
Loss on disposal of assets	6	(1,107,000)	(645,729)	<b>(430)</b>	645,299	99.93%	▲
		<b>(76,409,449)</b>	<b>(44,743,870)</b>	<b>(46,750,241)</b>	(2,006,371)	4.48%	
Non-cash amounts excluded from operating activities	1(a)	16,423,596	9,580,102	<b>15,922,825</b>	6,342,723	66.21%	▲
<b>Amount attributable to operating activities</b>		<b>15,255,546</b>	<b>25,233,609</b>	<b>33,528,127</b>	8,294,518	32.87%	
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	19,949,473	13,922,937	<b>3,900,095</b>	(10,022,842)	(71.99%)	▼
Proceeds from disposal of assets	6	793,000	793,000	<b>61,794</b>	(731,206)	(92.21%)	▼
Proceeds from financial assets at amortised cost - self supporting loans	8	121,759	61,514	<b>61,514</b>	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(77,639,599)	(38,284,899)	<b>(20,961,937)</b>	17,322,962	45.25%	▲
<b>Amount attributable to investing activities</b>		<b>(56,775,367)</b>	<b>(23,507,448)</b>	<b>(16,938,534)</b>	6,568,914	(27.94%)	
<b>Financing Activities</b>							
Proceeds from new debentures	8	15,326,523	12,550,000	<b>0</b>	(12,550,000)	(100.00%)	▼
Transfer from reserves	10	29,947,748	29,947,748	<b>29,947,748</b>	0	0.00%	
Payments for principal portion of lease liabilities	9	(317,094)	0	<b>(166,212)</b>	(166,212)	0.00%	▼
Repayment of debentures	8	(1,015,992)	0	<b>(742,709)</b>	(742,709)	0.00%	▼
Transfer to reserves	10	(9,872,000)	(10,448,583)	<b>(10,186,500)</b>	262,083	2.51%	
<b>Amount attributable to financing activities</b>		<b>34,069,185</b>	<b>32,049,165</b>	<b>18,852,327</b>	(13,196,838)	(41.18%)	
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>(1,879,059)</b>	<b>39,346,905</b>	<b>44,423,462</b>	5,076,557	(12.90%)	▲

**KEY INFORMATION**

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 16 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**BASIS OF PREPARATION**

**BASIS OF PREPARATION**

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 14 to these financial statements.

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

**GOODS AND SERVICES TAX**

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

**ROUNDING OFF FIGURES**

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

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 01 March 2023

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**NOTE 1  
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

**(a) Non-cash items excluded from operating activities**

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	6	0	0	(44,966)
Movement in other provisions (non-current)				557,067
Add: Loss on asset disposals	6	1,107,000	645,729	430
Add: Depreciation on assets		15,316,596	8,934,373	15,410,294
<b>Total non-cash items excluded from operating activities</b>		<b>16,423,596</b>	<b>9,580,102</b>	<b>15,922,825</b>

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

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

	Adopted Budget	Last Year	Year to Date
	Opening	Closing	Date
<b>30 June 2022</b>			
<b>Adjustments to net current assets</b>			
Less: Reserves - restricted cash	10	(36,232,357)	(16,471,109)
Less: Loan receivable - club/institutions		(104,117)	(44,235)
Add: Borrowings	8	1,015,993	1,349,427
Add: Provisions employee related provisions	11	2,448,830	2,283,241
Add: Lease liabilities	9	291,315	331,973
<b>Total adjustments to net current assets</b>		<b>(32,580,336)</b>	<b>(12,550,703)</b>

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

<b>Current assets</b>			
Cash and cash equivalents	2	50,993,734	53,571,335
Rates receivables	3	2,980,613	9,548,095
Receivables	3	7,516,517	9,049,341
Other current assets	4	7,568,554	7,594,203
<b>Less: Current liabilities</b>			
Payables	5	(13,794,539)	(8,766,144)
Borrowings	8	(1,015,993)	(1,257,225)
Contract liabilities	11	(9,946,863)	(10,018,526)
Lease liabilities	9	(291,315)	(331,973)
Provisions	11	(2,448,830)	(2,414,941)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(32,580,336)</b>	<b>(12,550,703)</b>
<b>Closing funding surplus / (deficit)</b>		<b>8,981,542</b>	<b>44,423,462</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Institution	Interest Rate	Maturity Date
		\$	\$	\$			
Cash and Cash Equivalents		37,100,225	16,471,110	53,571,336			
<b>Total</b>		<b>37,100,225</b>	<b>16,471,110</b>	<b>53,571,336</b>			
<b>Comprising</b>							
Cash and cash equivalents		37,100,225	16,471,110	53,571,336			
		<b>37,100,225</b>	<b>16,471,110</b>	<b>53,571,336</b>			

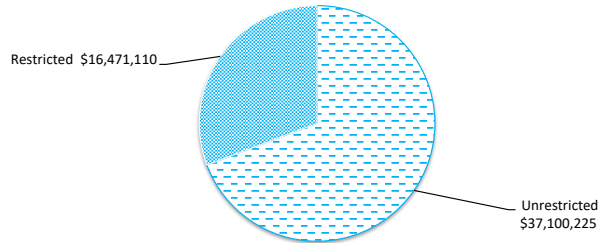
**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

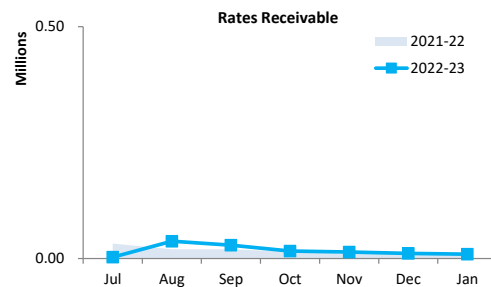
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

Rates receivable	30 June 2022	31 Jan 2023
	\$	\$
Opening arrears previous years	2,544,886	2,980,613
Levied this year	27,518,843	29,013,665
Less - collections to date	(27,083,116)	(22,446,183)
<b>Gross rates collectable</b>	<b>2,980,613</b>	<b>9,548,095</b>
<b>Net rates collectable</b>	<b>2,980,613</b>	<b>9,548,095</b>
% Collected	90.1%	70.2%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(83,316)	2,278,429	1,926,631	104,117	1,568,846	5,794,707
Percentage	(1.4%)	39.3%	33.2%	1.8%	27.1%	
<b>Balance per trial balance</b>						
Sundry receivable						5,794,707
GST receivable						45,391
Prepayments						790,532
Loans receivable - clubs/institutions						44,235
Accrued Income						2,374,476
<b>Total receivables general outstanding</b>						<b>9,049,341</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

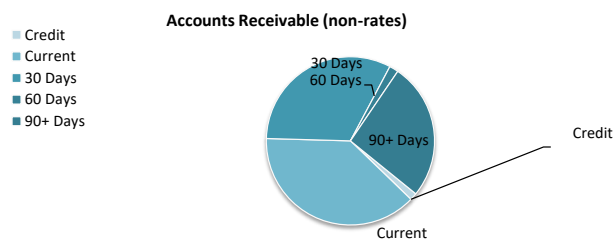
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

**Classification and subsequent measurement**

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the City measures them subsequently at amortised cost using the effective interest rate method.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**OPERATING ACTIVITIES  
NOTE 4  
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 January 2023
<b>Other current assets</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Other financial assets at amortised cost</b>				
Financial assets at amortised cost - sundry receivables	7,378,978	82,638		7,461,616
<b>Inventory</b>				
Fuel	92,123		(28,486)	63,637
Oasis Stock	7,052	941	0	7,993
Golf course Stock	81,772		(31,260)	50,512
GAC Stock	8,629	1,816		10,445
<b>Total other current assets</b>	<b>7,568,554</b>	<b>85,395</b>	<b>(59,746)</b>	<b>7,594,203</b>
<b>Amounts shown above include GST (where applicable)</b>				

**KEY INFORMATION**

**Other financial assets at amortised cost**

The City classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

**Inventory**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

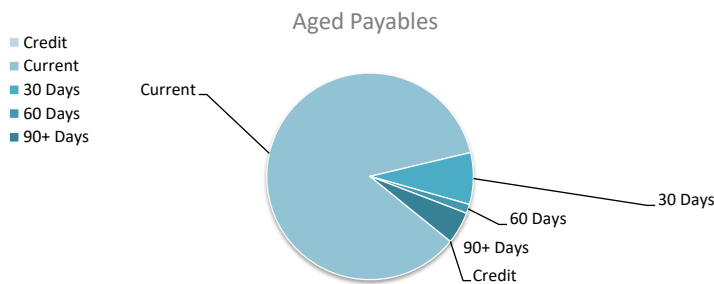
**OPERATING ACTIVITIES  
NOTE 5  
PAYABLES**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	1,927,834	182,587	(32,312)	113,100	2,191,208
Percentage	0%	88%	8.3%	-1.5%	5.2%	
<b>Balance per trial balance</b>						
Sundry creditors						3,935,771
Accrued salaries and wages						1,687,303
ATO liabilities						(224,498)
Other payables						1,631,381
Rates Paid in Advance						1,736,187
<b>Total payables general outstanding</b>						<b>8,766,144</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

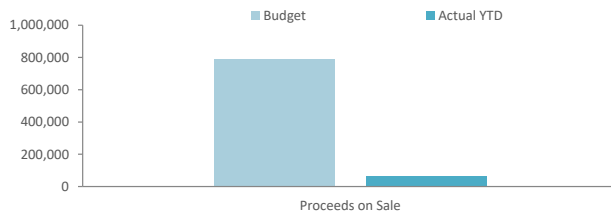




NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023

OPERATING ACTIVITIES  
NOTE 6  
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Law, order, public safety</b>								
	Budgeted	30,000	8,000	0	(22,000)	0	0	0	0
	<b>Health</b>								
	Budgeted	57,000	33,000	0	(24,000)	0	0	0	0
MV649	TOYOTA PRADO DSL WGN A/T GXL 4277430	0	0	0	0	2,059	47,025	44,966	0
	<b>Community amenities</b>								
	Budgeted	0	0	0	0	0	0	0	0
MV608	2015 HOLDEN COLORADO SPACE CAB TRAY TOP	0	0	0	0	15,000	14,769	0	(231)
	<b>Recreation and culture</b>								
	Budgeted	577,000	160,000	0	(417,000)	0	0	0	0
	<b>Transport</b>								
	Budgeted	1,137,000	543,000	0	(594,000)	0	0	0	0
	<b>Economic services</b>								
	Budgeted	22,000	8,000	0	(14,000)	0	0	0	0
	<b>Other property and services</b>								
	Budgeted	77,000	41,000	0	(36,000)	0	0	0	0
MV511	HYUNDAI ILOAD VAN TURBO DIESEL	0	0	0	0	199	0	0	(199)
		<b>1,900,000</b>	<b>793,000</b>	<b>0</b>	<b>(1,107,000)</b>	<b>17,258</b>	<b>61,794</b>	<b>44,966</b>	<b>(430)</b>



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	11,661,100	4,453,204	1,493,039	(2,960,165)
Furniture and equipment	998,410	485,159	616,991	131,832
Plant and equipment	2,121,344	1,086,014	372,829	(713,185)
Light Vehicles	1,386,000	808,472	54,826	(753,646)
Work In Progress	31,549,248	15,542,044	8,157,652	(7,384,392)
Investment Property	3,456,523	1,230,159	56,786	(1,173,373)
Right Of Use - Plant & Equipment	0	0	58,375	58,375
Infrastructure - roads	16,531,973	9,722,789	8,397,793	(1,324,996)
Infrastructure - Footpaths	430,000	250,824	43,605	(207,219)
Infrastructure - Airport	15,000	8,750	0	(8,750)
Infrastructure - Sewerage	7,490,000	3,598,325	539,887	(3,058,438)
Infrastructure - Parks & Reserves	750,000	417,493	12,732	(404,761)
Infrastructure - Street Lights	1,000,000	583,331	0	(583,331)
Infrastructure - Effluent	250,000	98,335	177,923	79,588
Infrastructure - Landfill	0	0	979,500	979,500
<b>Payments for Capital Acquisitions</b>	<b>77,639,599</b>	<b>38,284,899</b>	<b>20,961,937</b>	<b>(17,322,962)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	19,949,473	13,922,937	3,900,095	(10,022,842)
Borrowings	12,550,000	0	0	0
Lease liabilities	2,776,523	58,375	58,375	0
Other (disposals & C/Fwd)	793,000	793,000	61,794	(731,206)
Cash backed reserves				
Plant Reserve	2,693,000	2,693,000	2,693,000	0
Building Reserve	400,000	400,000	400,000	0
Computer Facilities Reserve	165,000	165,000	165,000	0
Sewerage Construction Reserve	2,290,000	2,290,000	2,290,000	0
Oasis Reserve	858,000	858,000	858,000	0
Aerodrome Reserve	755,000	755,000	755,000	0
Town Halls Refurbishment Reserve	590,000	590,000	590,000	0
Airport and City Promotions Reserve	750,000	750,000	750,000	0
Future Projects Reserve	21,446,748	21,446,748	21,446,748	0
Contribution - operations	11,622,855	(6,437,161)	(13,006,076)	(6,568,915)
<b>Capital funding total</b>	<b>77,639,599</b>	<b>38,284,899</b>	<b>20,961,937</b>	<b>(17,322,962)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

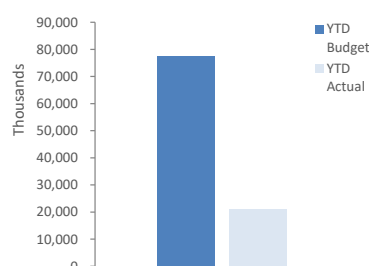
**Initial recognition and measurement for assets held at cost**

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

**Initial recognition and measurement between mandatory revaluation dates for assets held at fair value**

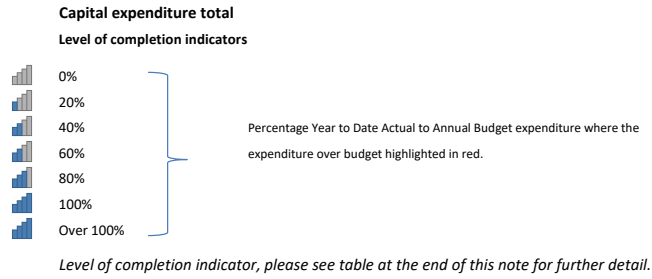
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

**Payments for Capital Acquisitions**



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS (CONTINUED)**



Account Description	Adopted			Variance
	Budget	YTD Budget	YTD Actual	(Under)/Over
	\$	\$	\$	\$
Golf Course Site Work (New/Upgrade)	11,829,248	6,900,390	1,855,820	(5,044,570)
Cbd Revitalisation Project (New/Upgrade)	15,500,000	7,806,664	4,504,156	(3,302,508)
	<b>27,329,248</b>	<b>14,707,054</b>	<b>6,359,977</b>	<b>(8,347,077)</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**FINANCING ACTIVITIES**

**NOTE 8**

**BORROWINGS**

**Repayments - borrowings**

Information on borrowings Particulars	1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Education and welfare</b>									
Loan - Youth Hub	0	0	1,900,000	0	0	0	1,900,000	0	0
<b>Community amenities</b>									
Loan 352 (340)- Methane Control	407,060	0	0	(46,652)	(62,457)	360,408	344,603	(9,574)	(12,512)
Loan - Sewerage	0	0	5,200,000	0	0	0	5,200,000	0	0
<b>Recreation and culture</b>									
Loan 352 (336) - Library Extensions	416,420	0	0	(47,725)	(63,894)	368,695	352,526	(9,795)	(12,799)
Loan 352 (339) - Oasis Alternative Energy	387,760	0	0	(44,441)	(59,496)	343,319	328,264	(9,120)	(11,918)
Loan 352 (341) - RFSC Construction	1,648,694	0	0	(188,954)	(252,968)	1,459,740	1,395,726	(38,779)	(50,675)
Loan 352 (343)- Museum Relocation	578,741	0	0	(66,329)	(88,799)	512,412	489,942	(13,612)	(17,789)
Loan 352 (344) - Oasis Alternative Energy	339,025	0	0	(38,855)	(52,019)	300,170	287,006	(7,974)	(10,421)
Loan 352 (345)- Shepherson Oval Lighting	465,899	0	0	(53,396)	(71,485)	412,503	394,414	(10,958)	(14,320)
Loan 352 (350) - Ray Finlayson Sporting Complex	1,292,382	0	0	(148,118)	(198,297)	1,144,264	1,094,085	(30,398)	(39,723)
Loan 352 (338) - Kalgoorlie Bowling Club SSL	7,837	0	0	(898)	(1,202)	6,939	6,635	(184)	(241)
Loan - Karkula Park Toilet Block	0	0	400,000	0	0	0	400,000	0	0
<b>Transport</b>									
Loan - Charles St Drainage	0	0	1,250,000	0	0	0	1,250,000	0	0
<b>Economic services</b>									
Loan - Brookman St Land	0	0	2,800,000	0	0	0	2,800,000	0	0
<b>Other property and services</b>									
Loan 352 (342) - Endowment Block Roof	399,859	0	0	(45,827)	(61,353)	354,032	338,506	(9,405)	(12,290)
Loan - Air Con Admin Building	0	0	1,000,000	0	0	0	1,000,000	0	0
	5,943,677	0	12,550,000	(681,195)	(911,970)	5,262,482	17,581,707	(139,800)	(182,688)
<b>Self supporting loans</b>									
<b>Education and welfare</b>									
Loan 355 Masonic Homes Ssl	681,761	0	0	(56,180)	(96,881)	625,581	584,880	(10,897)	(18,112)
<b>Recreation and culture</b>									
Loan 352 (326)- Goldfields Tennis Club - Ssl	46,542	0	0	(5,334)	(7,141)	41,208	39,401	(1,095)	(1,431)
	728,303	0	0	(61,514)	(104,022)	666,789	624,281	(11,992)	(19,543)
<b>Total</b>	6,671,980	0	12,550,000	(742,709)	(1,015,992)	5,929,271	18,205,988	(151,792)	(202,231)
Current borrowings	1,015,992					1,257,225			
Non-current borrowings	5,655,988					4,672,046			
	6,671,980					5,929,271			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

The City has no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

**KEY INFORMATION**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**FINANCING ACTIVITIES  
NOTE 9  
LEASE LIABILITIES**

**Movement in carrying amounts**

Information on leases Particulars	1 July 2022	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and culture</b>									
Lease - E6N0162159	1,413	0	0	(1,413)	(1,413)	0	0	(51)	(51)
Lease - Diamond 10222	457,712	0	0	(55,241)	(94,699)	402,471	363,013	(2,019)	(3,461)
Lease - Reserve 41254	0	0	2,776,523	0	(26,491)	0	2,750,032	0	(23,509)
Lease - Diamond 10322	0	58,375	0	(2,919)	0	55,456	0	(254)	0
<b>Economic services</b>									
Lease - Lot 500	1,199,619	0	0	(34,292)	(59,610)	1,165,327	1,140,009	(24,045)	(40,396)
<b>Other property and services</b>									
Lease - E6N0159905	23,151	0	0	(9,922)	(13,230)	13,229	9,921	(360)	(480)
Lease - E6N0160151	12,799	0	0	(4,800)	(6,399)	7,999	6,400	(174)	(232)
Lease - QTE 002755 & QTE002740	489,821	0	0	(57,626)	(115,252)	432,195	374,569	(5,357)	(10,713)
<b>Total</b>	<b>2,184,515</b>	<b>58,375</b>	<b>2,776,523</b>	<b>(166,212)</b>	<b>(317,094)</b>	<b>2,076,678</b>	<b>4,643,944</b>	<b>(32,260)</b>	<b>(78,843)</b>
Current lease liabilities	291,315					331,973			
Non-current lease liabilities	1,893,203					1,741,262			
	<u>2,184,518</u>					<u>2,073,235</u>			

All lease repayments were financed by general purpose revenue.

**KEY INFORMATION**

At inception of a contract, the City assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**OPERATING ACTIVITIES  
NOTE 10  
RESERVE ACCOUNTS**

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Legislation</b>									
Public Open Space Reserve	133,431	2,123	2,597	0	0	0	0	135,554	136,028
<b>Restricted by Council</b>									
Leave reserve	311,317	4,954	6,060	0	0	0	0	316,271	317,377
Plant Reserve	2,189,674	34,845	17,454	1,400,000	1,400,000	(2,693,000)	(2,693,000)	931,519	914,128
Building Reserve	1,048,104	16,679	12,616	0	0	(400,000)	(400,000)	664,783	660,720
Computer Facilities Reserve	437,490	6,962	7,251	100,000	100,000	(165,000)	(165,000)	379,452	379,741
Sewerage Construction Reserve	215,847	3,435	6,343	2,400,000	2,400,000	(2,290,000)	(2,290,000)	329,282	332,190
Recreation Reserve	328,147	5,222	6,388	0	0	0	0	333,369	334,535
Parking Facilities Reserve	48,034	764	935	0	0	0	0	48,798	48,969
Oasis Reserve	937,731	14,923	15,606	722,000	722,000	(858,000)	(858,000)	816,654	817,337
Aerodrome Reserve	10,048,055	159,900	196,469	800,000	800,000	(755,000)	(755,000)	10,252,955	10,289,524
Valuations Equalisation Reserve	320,888	5,106	9,166	150,000	150,000	0	0	475,994	480,054
Insurance Equalisation Reserve	226,944	3,611	4,418	0	0	0	0	230,555	231,362
Town Halls Refurbishment Reserve	1,117,620	17,785	13,190	150,000	150,000	(590,000)	(590,000)	695,405	690,810
Waste Initiatives Reserve	70,887	1,128	1,380	0	0	0	0	72,015	72,267
Airport and City Promotions Reserve	1,287,581	20,490	13,384	150,000	150,000	(750,000)	(750,000)	708,071	700,965
Future Projects Reserve	17,510,607	278,655	1,243	4,000,000	4,000,000	(21,446,748)	(21,446,748)	342,514	65,102
	<b>36,232,357</b>	<b>576,583</b>	<b>314,500</b>	<b>9,872,000</b>	<b>9,872,000</b>	<b>(29,947,748)</b>	<b>(29,947,748)</b>	<b>16,733,192</b>	<b>16,471,109</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023

OPERATING ACTIVITIES  
NOTE 11  
OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 January 2023
		\$		\$	\$	\$
<b>Other current liabilities</b>						
<b>Other liabilities</b>						
- Contract liabilities		1,895,808	0	0	0	1,895,808
- Bonds and deposits held		8,051,055	0	71,663	0	8,122,718
<b>Total other liabilities</b>		9,946,863	0	71,663	0	10,018,526
<b>Employee Related Provisions</b>						
Annual leave		1,363,648	0	0	(33,889)	1,329,759
Long service leave		953,482	0	0	0	953,482
<b>Total Employee Related Provisions</b>		2,317,130	0	0	(33,889)	2,283,241
<b>Other Provisions</b>						
Provision of Public Open Space		131,700	0	0	0	131,700
<b>Total Other Provisions</b>		131,700	0	0	0	131,700
<b>Total other current assets</b>		<b>12,395,693</b>	<b>0</b>	<b>71,663</b>	<b>(33,889)</b>	<b>12,433,467</b>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The City's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the City are recognised as a liability until such time as the City satisfies its obligations under the agreement.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023

NOTE 12  
OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability				Operating grants, subsidies and contributions revenue		
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Jan 2023	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>							
<b>General purpose funding</b>							
Federal Assistance Grant Scheme	0	0	0	0	2,600,000	338,113	262,894
<b>Law, order, public safety</b>							
Bush Fire Brigade Grant - LGGS Grant	0	0	0	0	2,500	1,456	(808)
State Emergency Service - LGGS Grant	0	0	0	0	0	0	16,499
<b>Health</b>							
Aboriginal Environmental Health	215,824	0	0	215,824	244,000	142,331	147,287
<b>Education and welfare</b>							
Youth Grants	0	0	0	0	25,000	14,581	0
Sucide Prevention	89,549	0	0	89,549	0	0	0
Other Welfare - Grants Received	0	0	0	0	600,000	0	582,727
<b>Recreation and culture</b>							
Children's Book Week Govt Grant	0	0	0	0	3,200	1,862	14,200
Outdoor Concert Series Grant	0	0	0	0	25,000	22,912	71,486
Community - Every Hub	30,000	0	0	30,000	0	0	0
GAC - In the House	91,881	0	0	91,881	80,000	46,662	99,745
Library - Better Beginning	9,643	0	0	9,643	0	0	0
Events & Festivals Sponsorship	0	0	0	0	0	0	30,292
<b>Transport</b>							
Regional Road Group Direct Grant	0	0	0	0	420,000	420,000	460,458
Roadwise Grants	0	0	0	0	61,000	27,244	31,170
<b>Economic services</b>							
GVROC Reimbursements & Contributions	0	0	0	0	0	0	(2,804)
<b>Other property and services</b>							
Trainee Government Subsidies	0	0	0	0	0	0	9,891
	<b>436,897</b>	<b>0</b>	<b>0</b>	<b>436,897</b>	<b>4,060,700</b>	<b>1,015,161</b>	<b>1,723,039</b>
<b>Operating contributions</b>							
<b>General purpose funding</b>							
Rates - Incentive Income	0	0	0	0	5,000	2,912	5,000
Youth Council Fundraising	0	0	0	0	3,000	1,750	0
Men's Shed Donations Received	0	0	0	0	500	287	0
Seniors Income	0	0	0	0	5,000	2,912	455
<b>Community amenities</b>							
Bus Shelter Maintenance Contribution	0	0	0	0	8,000	4,662	0
Hammond Park Donations	0	0	0	0	100	56	0
<b>Recreation and culture</b>							
Events & Festivals Sponsorship	0	0	0	0	79,500	67,206	41,147
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101,100</b>	<b>79,785</b>	<b>46,601</b>
<b>TOTALS</b>	<b>436,897</b>	<b>0</b>	<b>0</b>	<b>436,897</b>	<b>4,161,800</b>	<b>1,094,946</b>	<b>1,769,640</b>



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023

NOTE 13  
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities				Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Jan 2023	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>							
<b>Education and welfare</b>							
State Government Funding - Youth Hub	0	0	0	0	2,100,000	1,225,000	0
Lotterywest - Youth Hub	0	0	0	0	1,566,667	913,885	0
State Government Funding - Boulder Camp	0	0	0	0	510,000	297,500	0
Other Welfare - Grants Received	0	0	0	0	0	155,438	0
<b>Community amenities</b>							
Boulder Landcare Group - Karkula Park Toilet Block	0	0	0	0	600,000	350,000	0
<b>Transport</b>							
Govt Grant - Blackspot (Federal)	196,411	0	0	196,411	1,704,323	994,182	258,000
Govt Grant - Roads To Recovery	207,819	0	0	207,819	1,600,000	933,331	90,000
Govt Grant - Blackspot (State)	0	0	0	0	200,000	116,662	64,000
State Special Grant	0	0	0	0	220,000	128,331	0
Regional Roads Group Projects (Rrg)	404,995	0	0	404,995	1,583,333	923,608	413,332
Strategic Industrial Land Infrastructure Grant	0	0	0	0	2,097,650	1,730,000	2,477,430
Bike Plan Development Grant	0	0	0	0	135,000	22,500	44,000
Govt Grant - Special Federal - Fag'S Aboriginal Roads	0	0	0	0	0	0	53,333
<b>Economic services</b>							
CBD Transformation Project Grant	0	0	0	0	7,632,500	6,132,500	500,000
<b>Other property and services</b>							
ICT - CCTV	649,687	0	0	649,687	0	0	0
	<b>1,458,912</b>	<b>0</b>	<b>0</b>	<b>1,458,912</b>	<b>19,949,473</b>	<b>13,922,937</b>	<b>3,900,095</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023**

**NOTE 14  
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2022	Received	Paid	31 Jan 2023
	\$	\$	\$	\$
Cash In Lieu Public Open Space	473,923	0	0	473,923
General	102,938	0	0	102,938
Property Tenancy	53,550	0	0	53,550
	<b>630,411</b>	<b>0</b>	<b>0</b>	<b>630,411</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023

NOTE 15  
BUDGET AMENDMENTS

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

GL Code	Description	Council Resolution	Classification	Increase in			Amended Budget Running Balance
				Non Cash Adjustment	Available Cash	Decrease in Available Cash	
				\$	\$	\$	\$
	<b>Budget adoption</b>						(1,879,059)
			Opening Surplus(Deficit)				(184,059)
345007	Operating Revenue movement for Staff Housing Rental Income		Operating Revenue		20,475		(163,584)
245014	Operating Expense movement for Staff Housing Rental Expenses		Operating Expenses			(20,475)	(184,059)
245015	Operating Expense movement for Staff Housing Rental Expenses		Operating Expenses			(10,000)	(194,059)
345008	Operating Revenue movement for Staff Housing Rental Income		Operating Revenue		22,000		(172,059)
245017	Operating Expense movement for Staff Housing Rental Expenses		Operating Expenses			(12,000)	(184,059)
245007	Operating Expense movement for Staff Housing Rental Expenses		Operating Expenses			(22,000)	(206,059)
245016	Operating Expense movement for Staff Housing Rental Expenses		Operating Expenses			(3,000)	(209,059)
260009	Operating Expense movement for Staff Housing Rental Expenses		Operating Expenses		25,000		(184,059)
245019	Operating Expense movement for Staff Housing Rental Expenses		Operating Expenses			(16,000)	(200,059)
245020	Operating Expense movement for Staff Housing Rental Expenses		Operating Expenses			(16,000)	(216,059)
465088	Capital Expenses movement from Loopline Renewal Works		Capital Expenses		52,000		(164,059)
491001	Capital Expenses movement for Furniture purchase for 38/38 Great Eastern Highway		Capital Expenses			(20,000)	(184,059)
495002	Capital Expenses movement for Purchasing of residential properties		Capital Expenses			(1,350,000)	(1,534,059)
0804032	Operating Expense movement for Seniors Projects		Operating Expenses		25,000		(1,509,059)
234003	Operating Expense movement for Seniors Projects		Operating Expenses			(25,000)	(1,534,059)
251007	Budget Amendment for the purchase of mobile garbage bins and bin repair parts		Operating Expenses		130,000		(1,404,059)
452002	Budget Amendment for the purchase of mobile garbage bins and bin repair parts		Capital Expenses			(80,000)	(1,484,059)
452014	Budget Amendment for the purchase of mobile garbage bins and bin repair parts		Capital Expenses			(50,000)	(1,534,059)
204006	Operating Expense movement for Executive Travel		Operating Expenses			(20,000)	(1,554,059)
291027	Operating Expense movement for Executive Travel		Operating Expenses		20,000		(1,534,059)
268009	Operating Expense movement for the delay of KidsFest		Operating Revenue		30,000		(1,504,059)
268051	Budget Amendment for the Pop-Up Project in 2023FY		Operating Revenue			(350,000)	(1,854,059)
1106162	Operating Expense movement for the upgrades to the bar POS systems		Operating Expenses		5,000		(1,849,059)
1106102	Operating Expense movement for the upgrades to the bar POS systems		Operating Expenses			(5,000)	(1,854,059)
204012	Operating Expense movement to enable CCTV to be repaired and upgraded at GAC		Operating Expenses		25,000		(1,829,059)
1106062	Operating Expense movement to enable CCTV to be repaired and upgraded at GAC		Operating Expenses			(25,000)	(1,854,059)
1106162	Operating Expense movement due to hire shows cancelling and rescheduling		Operating Expenses		5,000		(1,849,059)
1106432	Operating Expense movement due to hire shows cancelling and rescheduling		Operating Expenses			(5,000)	(1,854,059)
1106162	Operating Expense movement due to hire shows cancelling and rescheduling		Operating Expenses		5,000		(1,849,059)
1106172	Operating Expense movement due to hire shows cancelling and rescheduling		Operating Expenses			(5,000)	(1,854,059)
1402492	Upgrading switches as per business case "ICT Network Hardware Replacement"		Operating Expenses		14,344		(1,839,715)
491019	Upgrading switches as per business case "ICT Network Hardware Replacement"		Capital Expenses			(14,344)	(1,854,059)
345012	Operating Revenue movement for Transitional Rental Housing Rental Income		Operating Revenue		10,000		(1,844,059)
345013	Operating Revenue movement for Transitional Rental Housing Rental Income		Operating Revenue		50,000		(1,794,059)
245022	Operating Revenue movement for Transitional Rental Housing Rental Payment		Operating Expenses			(25,000)	(1,819,059)
245023	Operating Revenue movement for Transitional Rental Housing Rental Payment		Operating Expenses			(60,000)	(1,879,059)
291040	Operating Expense movement for procurement consultant Expenses		Operating Expenses			(19,833)	(1,898,892)
291057	Operating Expense movement for procurement consultant Expenses		Operating Expenses		19,833		(1,879,059)
268002	Budget Amendment for Christmas Decorations		Operating Expenses		33,000		(1,846,059)
286008	Budget Amendment for Christmas Decorations		Operating Expenses		33,000		(1,813,059)
468003	Budget Amendment for Christmas Decorations		Capital Expenses			(66,000)	(1,879,059)
345013	Operating Revenue movement for Staff Accommodation		Operating Revenue		24,450		(1,854,609)
245023	Operating Expense movement for Staff Accommodation		Operating Expenses			(24,450)	(1,879,059)
345013	Operating Expense movement for Staff Accommodation		Operating Revenue		13,340		(1,865,719)
245023	Operating Expense movement for Staff Accommodation		Operating Expenses			(13,340)	(1,879,059)
				0	562,442	(2,257,442)	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023

NOTE 16  
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.  
The material variance adopted by Council for the 2022-23 year is \$50,000 or 10.00% whichever is the greater.

Revenue	31/01/2023 YTD Actual (b)	31/01/2023 YTD Budget (a)	2022/23 Budget	Variance % (b)-(a)	Reportable	Variance \$
	\$	\$	\$	%		
0301 RATE REVENUE	-29,538,802	-29,511,933	-29,815,795	0.09%		26,869
0302 OTHER GENERAL PURPOSE FUNDING	-991,360	-553,937	-2,970,000	78.97%	Report	437,423
0402 MEMBERS OF COUNCIL	0	0	0	0.00%		0
0403 OTHER GOVERNANCE	-270	-210	-360	28.57%		60
0501 FIRE PREVENTION	-12,642	-9,037	-15,500	39.89%		3,605
0502 ANIMAL CONTROL	-116,039	-82,663	-141,745	40.38%		33,376
0503 OTHER LAW, ORDER & PUBLIC SAFETY	-48,782	-21,294	-36,550	129.09%		27,488
0701 MATERNAL AND INFANT HEALTH	0	0	0	0.00%		0
0702 PREVENTIVE SERVICES - INSPECTION/ADMIN	-337,151	-317,519	-458,650	6.18%		19,632
0703 PREVENTIVE SERVICES - PEST CONTROL	0	0	0	0.00%		0
0704 Preventive Services - Meat Inspection	0	-133	-230	-100.00%		-133
0705 PREVENTIVE SERVICES - OTHER	0	0	0	0.00%		0
0706 OTHER HEALTH	0	0	0	0.00%		0
0801 PRE SCHOOLS	0	0	0	0.00%		0
0802 EDUCATION	0	0	0	0.00%		0
0803 CARE OF FAMILIES AND CHILDREN	0	0	0	0.00%		0
0804 AGED AND DISABLED - SENIOR CITIZENS CENTRES	-14,662	-22,449	-38,500	-34.69%		-7,787
0805 HACC	268	0	0	0.00%		-268
0806 AGED AND DISABLED - MEALS ON WHEELS	0	0	0	0.00%		0
0808 AGED AND DISABLED - OTHER	0	0	0	0.00%		0
0809 OTHER WELFARE	-765,033	-2,764,111	-5,252,442	-72.32%	Report	-1,999,078
0901 STAFF HOUSING*	-31,581	-80,447	-179,465	-60.74%		-48,866
0902 OTHER HOUSING	0	0	0	0.00%		0
1001 SANITATION - HOUSEHOLD REFUSE	-6,051	-4,620	-7,920	30.97%		1,431
1002 SANITATION - OTHER	-6,772,314	-7,227,738	-8,265,429	-6.30%		-455,424
1003 SEWERAGE	-10,285,713	-9,433,268	-9,622,237	9.04%		852,445
1004 URBAN STORMWATER DRAINAGE	0	0	0	0.00%		0
1005 PROTECTION OF ENVIRONMENT	0	-581	-1,000	-100.00%		-581
1006 TOWN PLANNING & REGIONAL DEVELOPMENT	-165,333	-99,274	-170,200	66.54%	Report	66,059
1007 OTHER COMMUNITY AMENITIES	0	-356,412	-611,000	-100.00%	Report	-356,412
1101 PUBLIC HALLS & CIVIC CENTRES	-31,512	-33,908	-58,154	-7.07%		-2,396
1102 SWIMMING AREAS AND BEACHES	0	0	0	0.00%		0
1103 OTHER RECREATION & SPORT	-3,295,489	-2,857,086	-4,913,782	15.34%	Report	438,403
1104 LIBRARIES	-36,420	-25,802	-44,250	41.15%		10,618
1105 HERITAGE	-8,728	-2,793	-4,800	212.49%		5,935
1106 OTHER CULTURE	-564,774	-408,388	-611,000	38.29%	Report	156,386
1201 CONST ROADS BRIDGES DEPOTS	-3,816,553	-5,246,114	-7,825,306	-27.25%	Report	-1,429,561
1202 MTCE ROADS BRIDGES DEPOTS	-75,170	-49,744	-196,000	51.11%		25,426
1203 ROAD PLANT PURCHASES	0	0	0	0.00%		0
1204 PARKING FACILITIES	-19,177	-14,581	-25,000	31.52%		4,596
1205 TRAFFIC CONTROL	0	0	0	0.00%		0
1206 AERODROMES	-9,158,935	-6,908,335	-11,842,894	32.58%	Report	2,250,600
1207 WATER TRANSPORT FACILITIES	0	0	0	0.00%		0
1301 RURAL SERVICES	0	0	0	0.00%		0
1302 TOURISM & AREA PROMOTION	-6,231	-3,241	-5,563	92.26%		2,990
1303 BUILDING CONTROL	-174,523	-140,455	-240,800	24.26%		34,068
1304 SALEYARDS & MARKETS	0	0	0	0.00%		0
1305 PLANT NURSERY	0	0	0	0.00%		0
1306 ECONOMIC DEVELOPMENT	-1,430,411	-7,449,274	-10,644,900	-80.80%	Report	-6,018,863
1307 PUBLIC UTILITY SERVICES	0	0	0	0.00%		0
1308 OTHER ECONOMIC SERVICES	0	0	0	0.00%		0
1401 PRIVATE WORKS	0	0	0	0.00%		0
1402 GENERAL ADMINISTRATION OVERHEADS	-12,266	-66,731	-114,400	-81.62%	Report	-54,465
1403 PUBLIC WORKS OVERHEADS	0	-7,000	-12,000	-100.00%		-7,000
1404 PLANT OPERATION COSTS	0	0	0	0.00%		0
1405 SALARIES & WAGES	-69,431	-96,236	-165,000	-27.85%		-26,805
1406 BUSINESS UNIT OPERATIONS	-470,232	-525,000	-900,000	-10.43%	Report	-54,768
1407 GOLDFIELDS RECORD STORAGE	0	0	0	0.00%		0
1408 TOWN PLANNING SCHEMES	0	0	0	0.00%		0
1409 UNCLASSIFIED	-324	0	0	0.00%		324
1601 FINANCE & BORROWING	0	0	0	0.00%		0
	<b>-68,255,640</b>	<b>-74,320,313</b>	<b>-95,190,872</b>	<b>-8.16%</b>	<b>11</b>	<b>6,064,673</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2023

NOTE 16  
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.  
The material variance adopted by Council for the 2020-21 year is \$50,000 or 10.00% whichever is the greater.

Expenses	31/01/2023 YTD Actual (b) \$	31/01/2023 YTD Budget (a) \$	2022/23 Budget \$	Variance % (b)-(a) %	Reportable	Variance \$
0301 RATE REVENUE	492,752	606,466	1,144,018	-18.75%	Report	-113,714
0302 OTHER GENERAL PURPOSE FUNDING	0	0	0	0.00%		0
0402 MEMBERS OF COUNCIL	832,836	878,283	1,505,755	-5.17%		-45,447
0403 OTHER GOVERNANCE	853,023	1,364,266	2,186,530	-37.47%	Report	-511,243
0501 FIRE PREVENTION	36,617	42,854	73,490	-14.55%		-6,237
0502 ANIMAL CONTROL	260,750	308,763	529,478	-15.55%		-48,013
0503 OTHER LAW, ORDER & PUBLIC SAFETY	790,482	1,092,868	1,873,747	-27.67%	Report	-302,386
0701 MATERNAL AND INFANT HEALTH	6,296	2,989	5,126	110.63%		3,307
0702 PREVENTIVE SERVICES - INSPECTION/ADMIN	682,356	898,199	1,557,841	-24.03%	Report	-215,843
0703 PREVENTIVE SERVICES - PEST CONTROL	0	23,331	40,000	-100.00%		-23,331
0704 PREVENTATIVE SERVICES - MEAT INSPECTION	0	0	0	0.00%		0
0705 PREVENTIVE SERVICES - OTHER	8,421	5,012	8,600	68.02%		3,409
0706 OTHER HEALTH	540	581	1,000	-7.14%		-41
0801 PRE SCHOOLS	7,725	7,700	13,205	0.32%		25
0802 EDUCATION	24,175	525	900	4504.67%		23,650
0803 CARE OF FAMILIES AND CHILDREN	66,100	21,027	22,022	214.36%		45,073
0804 AGED AND DISABLED - SENIOR CITIZENS CENTRES	317,570	345,320	575,017	-8.04%		-27,750
0805 HACC	8,622	0	0	0.00%		8,622
0806 AGED AND DISABLED - MEALS ON WHEELS	0	0	0	0.00%		0
0808 AGED AND DISABLED - OTHER	0	0	0	0.00%		0
0809 OTHER WELFARE	936,025	863,113	1,471,305	8.45%		72,912
0901 STAFF HOUSING*	246,092	141,452	298,606	73.98%	Report	104,640
0902 OTHER HOUSING	0	0	0	0.00%		0
1001 SANITATION - HOUSEHOLD REFUSE	4,604,782	4,623,861	7,974,389	-0.41%		-19,079
1002 SANITATION - OTHER	771,266	770,476	1,320,981	0.10%		790
1003 SEWERAGE	2,340,174	2,223,940	3,934,484	5.23%		116,234
1004 URBAN STORMWATER DRAINAGE	0	0	0	0.00%		0
1005 PROTECTION OF ENVIRONMENT	10,229	28,588	49,030	-64.22%		-18,359
1006 TOWN PLANNING & REGIONAL DEVELOPMENT	794,539	941,647	1,614,326	-15.62%	Report	-147,108
1007 OTHER COMMUNITY AMENITIES	162,888	318,358	491,679	-48.83%	Report	-155,470
1101 PUBLIC HALLS & CIVIC CENTRES	381,355	365,395	623,126	4.37%		15,960
1102 SWIMMING AREAS AND BEACHES	0	0	0	0.00%		0
1103 OTHER RECREATION & SPORT	11,127,515	10,605,014	18,219,631	4.93%		522,501
1104 LIBRARIES	499,996	636,265	1,091,008	-21.42%	Report	-136,269
1105 HERITAGE	198,445	285,145	488,944	-30.41%	Report	-86,700
1106 OTHER CULTURE	1,617,308	1,766,370	3,191,241	-8.44%		-149,062
1201 CONST ROADS BRIDGES DEPOTS	5,891,440	2,844,492	4,933,456	107.12%	Report	3,046,948
1202 MTCE ROADS BRIDGES DEPOTS	4,302,806	5,775,091	10,152,397	-25.49%	Report	-1,472,285
1203 ROAD PLANT PURCHASES	131,232	369,866	634,079	-64.52%	Report	-238,634
1204 PARKING FACILITIES	193,754	316,897	543,380	-38.86%	Report	-123,143
1205 TRAFFIC CONTROL	0	0	0	0.00%		0
1206 AERODROMES	3,012,440	2,719,879	4,517,718	10.76%	Report	292,561
1207 WATER TRANSPORT FACILITIES	0	0	0	0.00%		0
1301 RURAL SERVICES	0	0	0	0.00%		0
1302 TOURISM & AREA PROMOTION	706,561	1,043,908	1,646,866	-32.32%	Report	-337,347
1303 BUILDING CONTROL	414,703	598,129	1,025,477	-30.67%	Report	-183,426
1304 SALEYARDS & MARKETS	0	0	0	0.00%		0
1305 PLANT NURSERY	21,713	18,067	30,990	20.18%		3,646
1306 ECONOMIC DEVELOPMENT	871,718	897,699	1,562,882	-2.89%		-25,981
1307 PUBLIC UTILITY SERVICES	0	0	0	0.00%		0
1308 OTHER ECONOMIC SERVICES	93,813	133,119	228,260	-29.53%		-39,306
1401 PRIVATE WORKS	0	0	0	0.00%		0
1402 GENERAL ADMINISTRATION OVERHEADS	48,271	71,785	-34,344	100.00%		-23,514
1403 PUBLIC WORKS OVERHEADS	1,784,301	151,586	12,130	100.00%	Report	1,632,715
1404 PLANT OPERATION COSTS	502,744	70,782	6	610.27%	Report	431,962
1405 SALARIES & WAGES	0	0	0	0.00%		0
1406 BUSINESS UNIT OPERATIONS	516,914	532,310	794,995	-2.89%		-15,396
1407 GOLDFIELDS RECORD STORAGE	343	0	0	0.00%		343
1408 TOWN PLANNING SCHEMES	0	0	0	0.00%		0
1409 UNCLASSIFIED	178,612	32,452	55,677	450.39%	Report	146,160
1601 FINANCE & BORROWING	0	0	0	0.00%		0
	<b>46,750,243</b>	<b>44,743,870</b>	<b>76,409,449</b>	<b>4.48%</b>	<b>19</b>	<b>2,006,373</b>



## Community Safety – Quarterly Report

**Reporting Period:** October 2022 – December 2022

**Prepared By:** Coordinator of Community Safety

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### KEY POINTS:

- All incident types attended increased consistently month-to-month. It is highly likely the increase in incidents is attributed to the increase of persons in town and circumstances of illegal camping.
- It is highly likely the December 2022 statistics are under-reported due to public holidays and compulsory closure, and therefore true numbers would be expected to be higher.
- Whilst the number of store related incident response is low, this is almost certainly attributed to the Kalgoorlie Police CBD Team being the lead agency for response. Area data indicates stealing's have doubled from 2021 to 2022.<sup>1</sup>
- Attendance at the Oasis Recreation Centre remained consistent for the entire period, reaffirming the need for Safer Streets Patrol presence to assist in maintaining the 'enjoy-ability' of the Centre for the public.<sup>2</sup>
- Mental Health related responses, whilst remaining low and stable, continue to represent a gap in the community for referral to a managing agency. Safer Streets Patrol and Kalgoorlie Police CBD Team respond to the public-antisocial issue aspect, but ongoing engagement with persons needs to be considered by State Government Agencies with the capacity to receive referrals and appropriate liaison strategy.
- Despite the large difference in number of businesses between the Kalgoorlie CBD and Boulder CBD, data indicates it is highly likely Boulder businesses required a disproportionate number of visits, attributed to the level of offending in this area.

### FUTURE PREDICTIONS:

- It is assessed incident response will peak in January during the next quarter and decline throughout the period as persons return to community, work and school. The following two quarters; April to June and July to September will likely see lower numbers, allowing for a six month period of planning for Summer 2023 to 2024.

### SUPPORTING INFORMATION:

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<sup>1</sup> WA Police Crime Statistics Data, 2021 and 2022, Kalgoorlie-Boulder – accessed 4 January 2023 (A1)

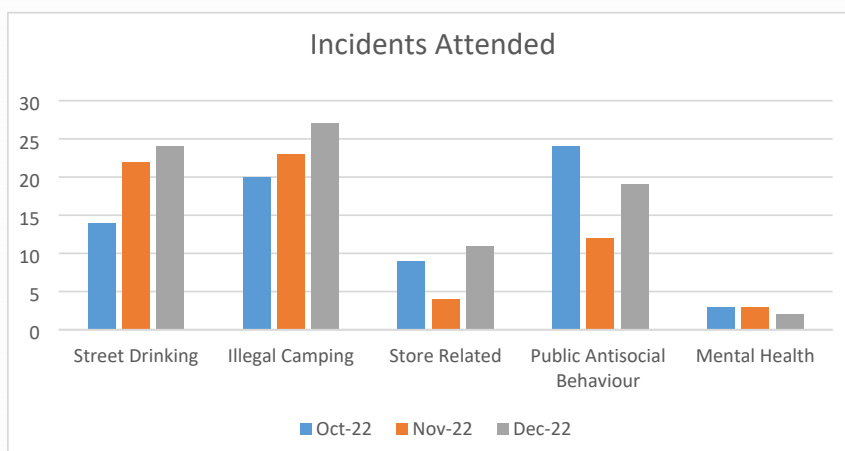
<sup>2</sup> Oasis Recreation Centre Visits – October 2022; 13 – November 2022; 13 – December 2022; 12



**INCIDENTS ATTENDED**

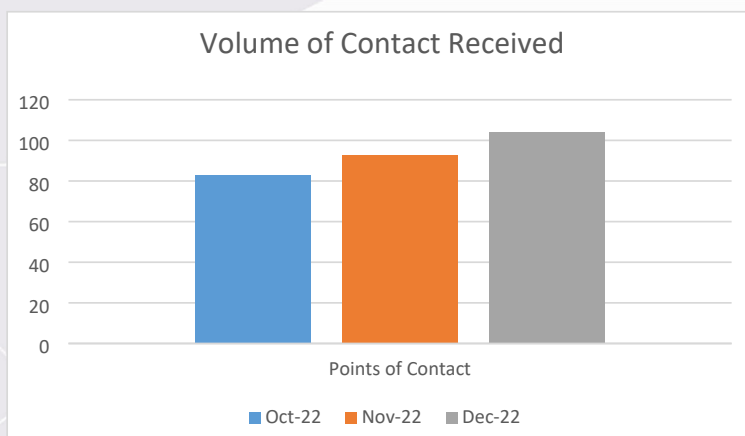
The types of incidents attended by Safer Streets Patrol as described as follows:

- *Street Drinking* – any circumstance of public consumption of alcohol.
- *Illegal Camping* – any attendance to an illegal camp within the entire Kalgoorlie-Boulder region, excluding those camping at Boulder Camp or Ninga Mia.
- *Store Related* – any incident Safer Streets Patrol have attended to resolve a store-theft, where the CBD Police Team were unavailable to attend.
- *Public Antisocial Behaviour* –all unacceptable public behaviour including fighting, intoxication, yelling, impeding traffic, refusal to leave a store or public place.
- *Mental Health* – any incident where the offender is suffering from a mental health aberrations, as opposed to being under the influence, and is causing a public issue.

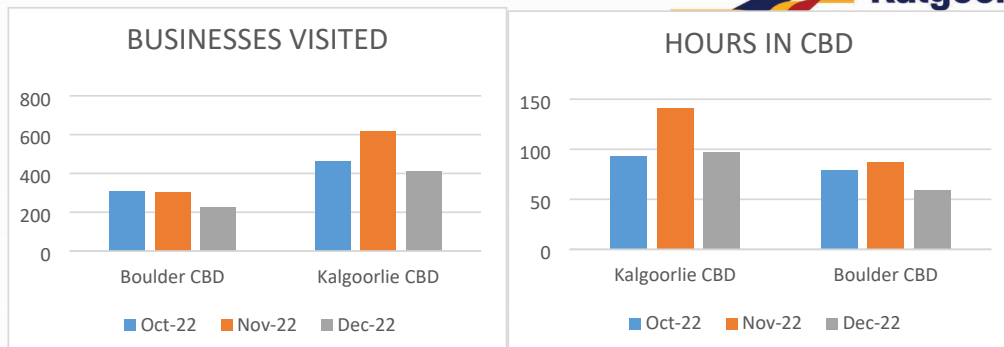


**POINTS OF CONTACT REGARDING ANTISOCIAL BEHAVIOUR**

This data encompasses all points of contact received requesting attendance for any of the above incident type, with response responsibility shared between Safer Streets Patrol and Kalgoorlie Police CBD Team. Contact is primarily received from business clients.



**BUSINESS AS USUAL/PASSIVE DATA<sup>3</sup>:**



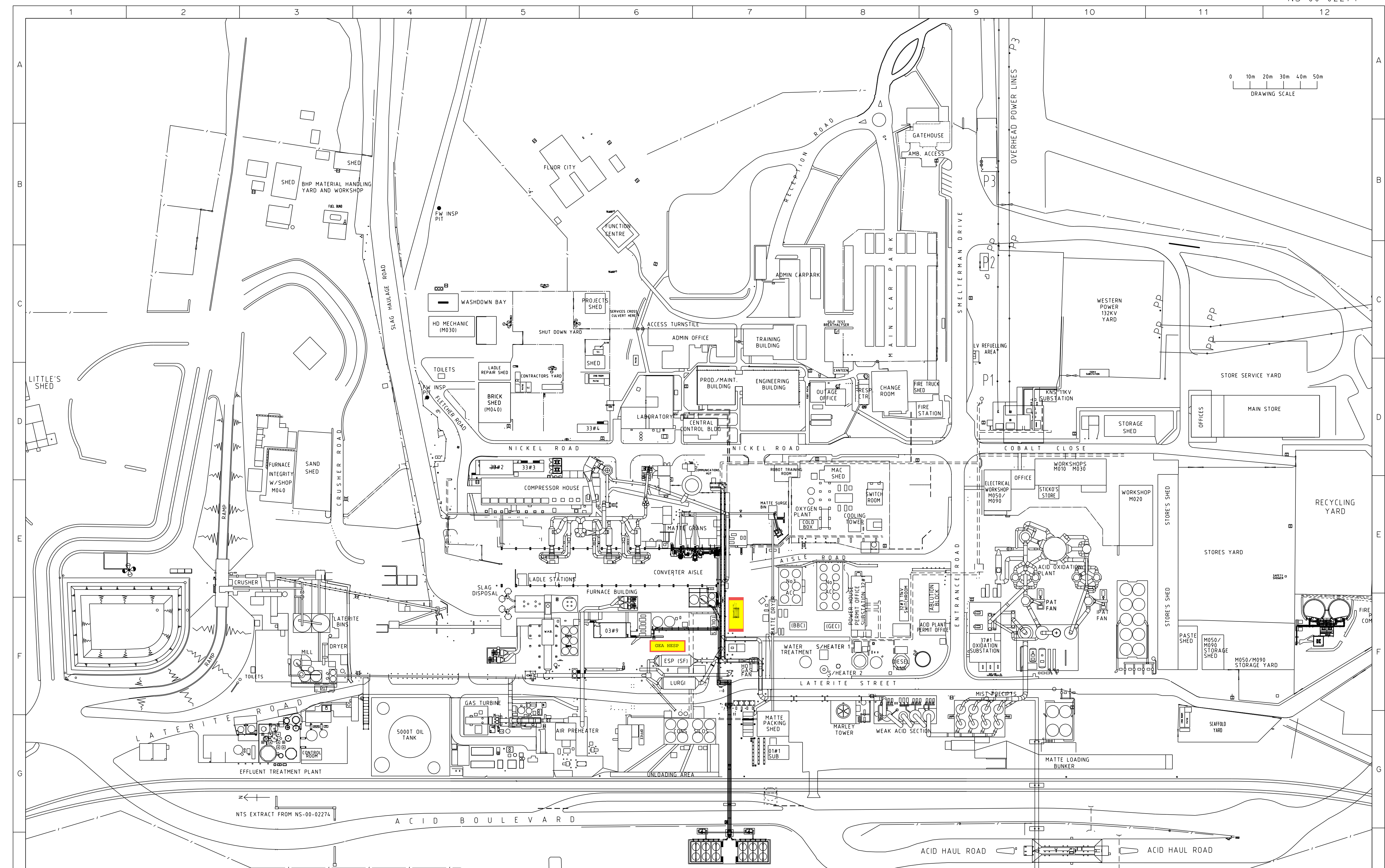
**INFORMATION GAPS & RECOMMENDATIONS:**

- Commencement of the Community Safety Working Group for the January – March 2023 quarter to undertake, assist in and advocate for the following strategies:
- Assistance in the target hardening of local businesses and reduction in illegal camping through community advocacy to be a focus area in preparation for the Summer Period of 2023.
- Supporting incident reporting by general members of the public, outside of business clientele, to provide a more accurate number of incidents for analysis. This can be achieved by (1) advertising the rebrand of the Safer Streets Patrol, (2) high visibility vehicle signage to notify presence and (3) consideration by the Community Safety Working Group of a 1300 (free call) number similar to other shires with patrol teams.
- Support Boulder CBD and Burt Street businesses in preventing and reducing the disproportionate incidents occurring in the area. Advocate for and collaborate with internal City of Kalgoorlie-Boulder team and external stakeholders to increase the activation of the Boulder CBD, in particular Burt Street, and encourage regular external agency attendance to discourage antisocial behaviours.
- Continue and expand upon collaboration with Oasis Recreation Centre in managing and responding to matters of antisocial behaviour, with the Working Group to review strategies and associate procedures which develop as a result.

<sup>3</sup> 'Kalgoorlie CBD' includes; Hannans Street, Brookman Street, Lane Street, Wilson Street, Forrest Street, the 'Woolworths complex', the 'Coles complex', Kingsbury Park, the Renal Centre and surrounds (Porter Street) 'Boulder CBD' includes: Burt Street, Lane Street, Hamilton Street, Lionel Street, Brookman Street, Loopline Park, Richardson Park, Digger Daws Oval



NS-00-02274



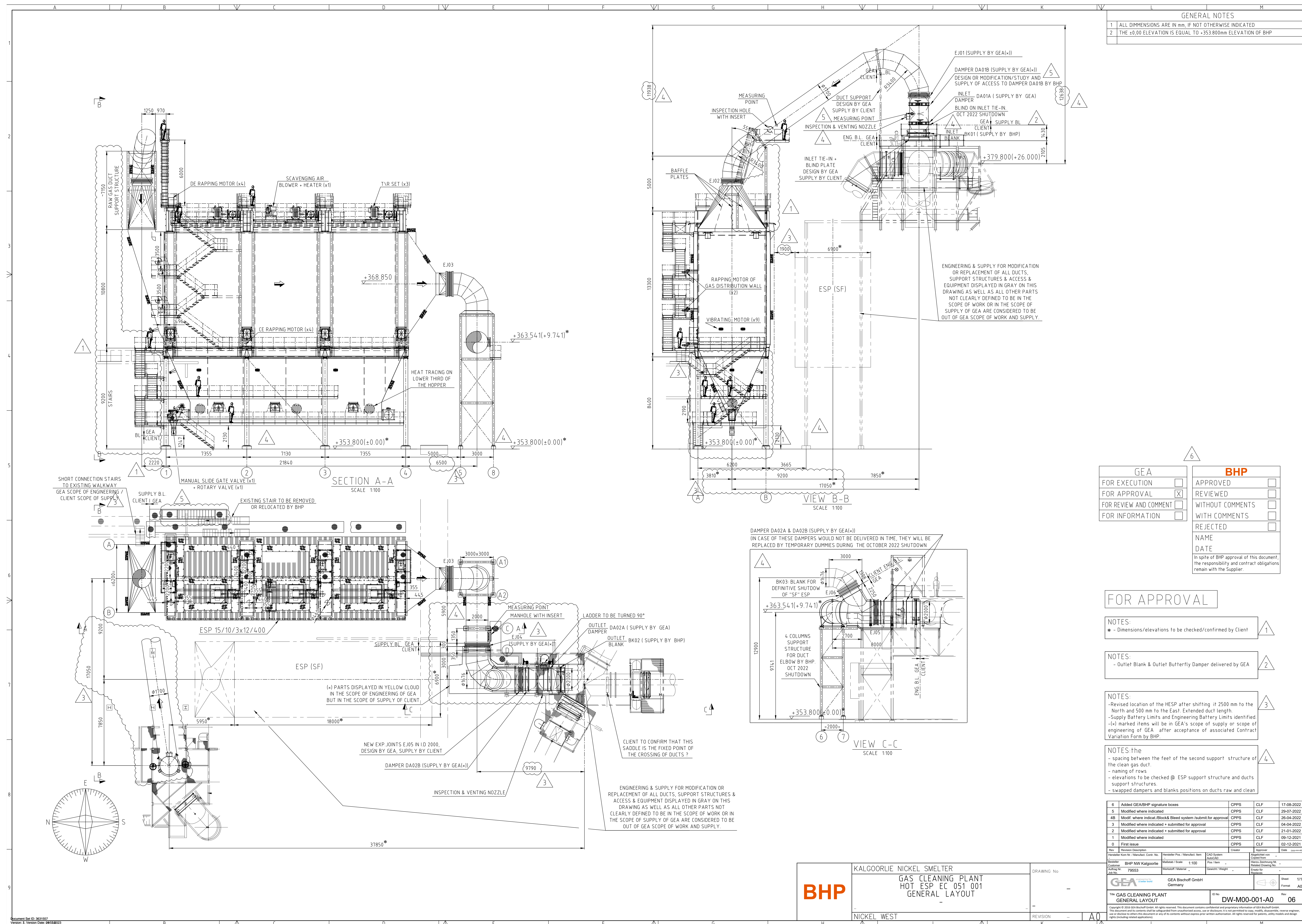
DRAWING RESCALED TO 1000:1					16	13/05/2008	B.J.						
REFERENCE CLIP RE-SIZED TO 2500:1 MASTER					15	02/05/2008	B.J.						
AS BUILT					14	17/08/2006	FC						
REVISIONS					MK	DATE	INT	APP	REVISIONS				
1	2	3	4	5	6	7	8	9	10	11	12		

SCALE	1:1000	KALGOORLIE NICKEL SMELTER LOCKED BAG 16 KALGOORLIE		DRAWING No	NS-00-02274
DRAWN	F.CORNEJO	17/08/2006	SITE GENERAL		
CHECKED			SITE GENERAL PLANT		
APPROVED			SITE PLAN		
PROCESS OWNER			LAYOUT		Current 0
SAP NUMBER			NICKEL WEST		43916
BHA EQUIP No			ABN 76004 184 598		REVISION 16 A1

Document Set ID: 3631567  
Version: 2, Version Date: 08/02/2023





GENERAL NOTES	
1	ALL DIMENSIONS ARE IN mm. IF NOT OTHERWISE INDICATED
2	THE ±0.00 ELEVATION IS EQUAL TO ±353.800mm ELEVATION OF BHP

GEA		BHP	
FOR EXECUTION	<input type="checkbox"/>	APPROVED	<input type="checkbox"/>
FOR APPROVAL	<input checked="" type="checkbox"/>	REVIEWED	<input type="checkbox"/>
FOR REVIEW AND COMMENT	<input type="checkbox"/>	WITHOUT COMMENTS	<input type="checkbox"/>
FOR INFORMATION	<input type="checkbox"/>	WITH COMMENTS	<input type="checkbox"/>
		REJECTED	<input type="checkbox"/>
		NAME	
		DATE	

In spite of BHP approval of this document, the responsibility and contract obligations remain with the Supplier.

**FOR APPROVAL**

NOTES:  
 \* - Dimensions/elevations to be checked/confirmed by Client 1

NOTES:  
 - Outlet Blank & Outlet Butterfly Damper delivered by GEA 2

NOTES:  
 - Revised location of the HESP after shifting it 2500 mm to the North and 500 mm to the East. Extended duct length  
 - Supply Battery Limits and Engineering Battery Limits identified.  
 - (-) marked items will be in GEA's scope of supply or scope of engineering of GEA after acceptance of associated Contract Variation Form by BHP. 3

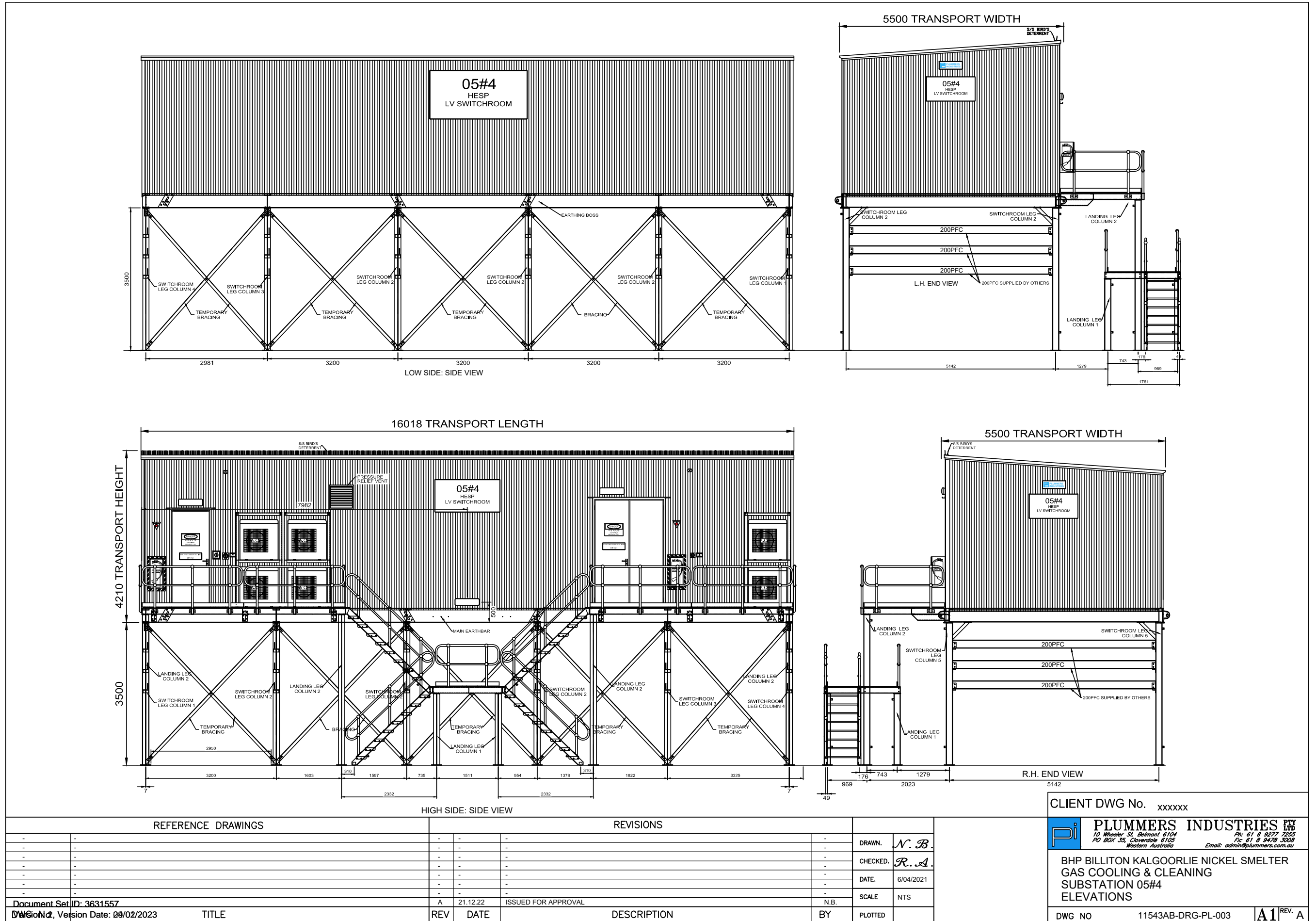
NOTES-the  
 - spacing between the feet of the second support structure of the clean gas duct.  
 - naming of rows  
 - elevations to be checked @ ESP support structure and ducts support structures. 4


Rev	Revision Description	Author	Checked	Approved	Date
6	Added GEA/BHP signature boxes	CPPS	CLF		17-08-2022
5	Modified where indicated	CPPS	CLF		26-07-2022
4B	Model where indicated BHP & BHP system (submit for approval)	CPPS	CLF		26-04-2022
3	Modified where indicated + submitted for approval	CPPS	CLF		04-04-2022
2	Modified where indicated + submitted for approval	CPPS	CLF		21-01-2022
1	Modified where indicated	CPPS	CLF		09-12-2021
0	First Issue	CPPS	CLF		02-12-2021

	KALGOORLIE NICKEL SMELTER GAS CLEANING PLANT HOT ESP EC 051 001 GENERAL LAYOUT	DRAWING No.	
	NICKEL WEST	REVISION	- 10
THE GAS CLEANING PLANT GENERAL LAYOUT		DW-M00-001-A0 Rev. 06	Sheet 1/1 Format A0







CLIENT DWG No. xxxxxx	
 <b>PLUMMERS INDUSTRIES PTY</b> 10 Wheeler St, Belmont 6104 Ph: 61 8 9377 7255 PO BOX 35, Cloverdale 6105 Fx: 61 8 9478 3028 Western Australia Email: admin@plummers.com.au	
BHP BILLITON KALGOORLIE NICKEL SMELTER GAS COOLING & CLEANING SUBSTATION 05#4 ELEVATIONS	
DWG NO	11543AB-DRG-PL-003
<b>A1</b> REV.	<b>A</b>

REFERENCE DRAWINGS		REVISIONS		BY	
-	-	-	-	DRAWN.	N. B.
-	-	-	-	CHECKED.	R. A.
-	-	-	-	DATE.	6/04/2021
-	-	-	-	SCALE.	NTS
-	-	-	-	PLOTTED.	
Document Set ID: 3631557	A	21.12.22	ISSUED FOR APPROVAL		N.B.
DWG No, Version Date: 00/02/2023	REV	DATE	DESCRIPTION	BY	

No.		Directorate	Category	Project Name	Description	Budget 2022/23	Expenditure to date 22/23	Planned		In terms of scope, schedule and budget, the project is			Comments
								Start	End	On Track	Generally On Track With Minor Issues	Off Track	
1	Engineering	ED	Economic Development - Wip Kalgoorlie City Centre (Kcc)	The project will deliver children's play areas including water play, artwork, night lighting and CCTV, modern paving and street furniture, gardens, alfresco dining and entertainment areas.	\$ 15,500,000.00	\$ 6,765,795.73	21/03/2022	15/07/2023		Generally On Track With Minor Issues		Upcoming Key Activities: • Completion of bus embayment - March • Completion of Brick paving - April • Soft landscaping - April  Official Launch of all elements proposed for August/September 2023	
2	Engineering	Parks	Other Rec & Sport - Karkurla Park Toilet Block And Installation (New/Upgrade)	Development of associated facilities and nature play in collaboration with Kalgoorlie Urban Land Care Group	\$ 400,000.00	\$ -	1/02/2023	30/09/2023		Generally On Track With Minor Issues		Progress: •Landscape Architect Appointed, •Concept Designs submitted to CKB for consideration. Upcoming Key Activities: Project is generally on track as amendments have been made as part of the Mid Year Review(MYR). Revised completion date 30-09-2023	
3	Engineering	Roads	Roads Resurfacing	The application of appropriate road surface treatments to extend the asset life.	\$ 13,575,022.12	\$ 8,407,613.57	1/07/2022	30/06/2023	On Track			Resurfacing on track. Projects include: Fresurfacing (R2R and Rrg), LRCIP3.	
4	Engineering	Parking	Parking Works	Improvements to parking areas	\$ 430,000.00	\$ -	1/07/2022	30/06/2023		Generally On Track With Minor Issues		Karkurla Park (to commence May) and Egan Street Parking(complete)	
5	Engineering	BS	Blackspot Works	Implementation of road safety measures at dangerous locations to reduce the risk of accidents	\$ 3,049,054.00	\$ 220,209.46	1/07/2022	30/06/2023		Generally On Track With Minor Issues		Blackspot projects generally on track - works include Maxwell/Johnson, Shamrock/John Street, Lane Street/Dugan/Hay Street and Bourke Street/Peers	
6	Engineering	Drainage	Drainage works	Implementation and improvement of stormwater management	\$ 1,241,555.29	\$ 1,206,264.00	1/07/2022	30/06/2023	On Track			Project is complete	
7	Engineering	Fleet	Road Plant Purchases - Plant Purchases Depot (Renewal/Replacement)		\$ 1,387,000.00	\$ 7,412.00			On Track			Will be completely spent by end of FY. PO's to the value of \$669000 issued.	
8	Engineering	Buildings	Oasis - Building Reactive Works (New/Upgrade)	Oasis Building Reactive works	\$ 350,000.00	\$ -	14/03/2023	30/06/2023		Generally On Track With Minor Issues		Repair of centre column underway, remainder of funds to be utilised for Oasis airconditioning	
9	Engineering	Buildings	Other Welfare - Youth Buildings	Establishment of a purpose built Youth Precinct at the Lord Forrest and Kingsbury Park site	\$ 322,188.00	\$ 9,798.00	3/11/2022	19/09/2023 TBC	On Track			Key phases to commence: • Contract Documentation and grant funding applications, April 2023 • Construction Tender, May - September 2023 • Construction staged April - September, 2023 - TBC Reminder of project budget allocated to 23/24FY pending Grant funding outcomes	
10	Engineering	Buildings	Public Halls & Civic Centres - Kalgoorlie Town Hall Renewal Works	Kalgoorlie Town Hall Renewal Works	\$ 500,000.00	\$ -	TBD	TBD		Generally On Track With Minor Issues		Delayed - due to Western Power and KCC works, currently awaiting electrical audit of all endowment shops,	
11	Engineering	Buildings	Admin General - Buildings (Renewal/Replacement)	HVAC installation and upgrade to Admin Building	\$ 1,000,000.00	\$ 25,830.53	1/05/2023	31/08/2023		Generally On Track With Minor Issues		Audit and design of current system to be undertaken \$20k \$1million for 23/24FY.	
12	Engineering	Buildings	Residential Housing Unit - Staff Housing	Acquisition of housing to lease to staff.	\$ 2,100,000.00	\$ 1,327,250.59	ongoing	ongoing	On Track			Acquisition of house underway, with \$120k allocated to servicing of site for golf course staff housing.	
13	Engineering	Buildings	Endowment Block - Annual Renewal Works (Renewal/Replacement)	Endowment block Renewal Works	\$ 380,000.00	\$ 146,366.00	1/02/2023	30/06/2023	On Track			Works currently underway	
14	Engineering	Streetlighting	Const Roads Bridges Depots - Energy Projects (New/Upgrade)	To replace the City's outdated streetlight luminaires with Smart enabled LED lamps that are 80% more energy efficient.	\$ 300,000.00	\$ -	1/02/2023	30/06/2024		Generally On Track With Minor Issues		MoU entered into with a consortia of councils(Albany, Armadale, Canning, Cockburn, Melville) for a SMART LED Streetlight replacement supertrial which would have significant environmental and financial benefits for the City. An estimated investment of \$3.5million required to upgrade all existing lights.	
15	Engineering	Water	Sewerage - Sbwtp Idea Plant (Renewal/Replacement)	This project will see the Idea waste water treatment plant stopped, condition assessed and renewal works executed	\$ 1,370,143.00	\$ 391,874.00	1/07/2021	30/06/2025	On Track			On track to spend budget as per Mid Year Review(MYR) adjustment	
16	Engineering	Water	Sewerage - Sewer Network Pipe And Access Chambers Works (Renewal/Replacement)	Ongoing renewal construction works to assets	\$ 440,000.00	\$ 178,657.73	ongoing	ongoing	On Track			Annual - ongoing	
17	Engineering	Water	Economic Development - Recycled Water Pipeline And Pump Station Upgrades	Ongoing renewal construction works to assets	\$ 250,000.00	\$ 161,087.00	ongoing	ongoing	On Track			Annual - ongoing	
18	Engineering	Recycled Water	Water Bank - Recycled Water	Recycled Water supply - Stage 3	\$ 1,727,830.14	\$ 527,830.00	1/07/2022	30/06/2025	On Track			Preliminary designs and geotechnical work underway.	
19	Corporate Commercial	Building	Golf course clubhouse/hilton resort development (464901)	Preliminary site works and works contribution to clubhouse	\$ 5,880,303.47	\$ 1,855,820.00	1/10/2022	30/06/2024		Generally On Track With Minor Issues		Piling works completed and installation works underway.	
20	Corporate Commercial	Building	Oasis Master Planning and Refurbishment (including new pool) (463021)	Design and costings for refurbishment	\$ 350,000.00	\$ -	1/03/2023	30/06/2023			Off Track	Master plan to be presented to Council. Master Plan has been reviewed by Oasis Working Group and is ready to be presented to Council in April.	
21	Corporate Commercial	IT	Disaster recovery and switch replacement (491019)	As per scope of works provided by avantgarde	\$ 264,344.00	\$ 256,530.00	1/03/2023	30/06/2023	On Track			Works ordered	
22	Corporate Commercial	Building	Airport Master Plan (475019)	Design and costings for terminal upgrade	\$ 350,000.00	\$ -	1/03/2023	30/06/2023			Off Track	Master plan delayed - draft land use plan presented to Council with future terminal development concept. Asset management plan to be presented to staff in March. Final Master Plan to be presented to Council in new financial year.	