



**City of  
Kalgoorlie  
Boulder**

# **AGENDA**

**Notice is hereby given  
for the Ordinary Council Meeting**

**commencing at 7:00 PM**

**on**

**27 MARCH 2023**

**at the**

**Kalgoorlie Town Hall**

16 March 2023



## NOTICE OF MEETING

An Ordinary Council Meeting of the City of Kalgoorlie-Boulder will be held in the Kalgoorlie Town Hall on 27 March 2023 commencing at 7pm.

Regards

A handwritten signature in black ink, appearing to read "Andrew Brien". The signature is stylized with a long, sweeping underline that extends to the right.

**ANDREW BRIEN**

Chief Executive Officer

## Table of Contents

<b>1</b>	<b>DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS .....</b>	<b>6</b>
<b>2</b>	<b>OPENING PRAYER.....</b>	<b>6</b>
<b>3</b>	<b>DISCLAIMER READING .....</b>	<b>6</b>
<b>4</b>	<b>RECORD OF ATTENDANCE .....</b>	<b>6</b>
4.1	ATTENDANCE .....	6
4.2	APOLOGIES.....	6
4.3	LEAVE OF ABSENCE (PREVIOUSLY APPROVED).....	7
<b>5</b>	<b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....</b>	<b>7</b>
<b>6</b>	<b>PUBLIC ACCESS AND PUBLIC QUESTION TIME .....</b>	<b>7</b>
6.1	PUBLIC ACCESS.....	7
6.2	PUBLIC QUESTION TIME .....	7
<b>7</b>	<b>PETITIONS / DEPUTATIONS / PRESENTATIONS .....</b>	<b>7</b>
<b>8</b>	<b>NOTATIONS OF INTEREST .....</b>	<b>7</b>
8.1	INTEREST AFFECTING IMPARTIALITY CITY OF KALGOORLIE- BOULDER CODE OF CONDUCT .....	7
8.2	FINANCIAL INTEREST LOCAL GOVERNMENT ACT SECTION 5.60A.....	7
8.3	PROXIMITY INTEREST LOCAL GOVERNMENT ACT SECTION 5.60B.....	7
<b>9</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE .....</b>	<b>7</b>
<b>10</b>	<b>ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSIONS .....</b>	<b>7</b>
10.1	MAYOR ANNOUNCEMENTS .....	7
<b>11</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>7</b>
<b>12</b>	<b>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....</b>	<b>8</b>
12.1	FIRST MOTION BY CR MATTHEW.....	8
12.2	SECOND MOTION BY CR MATTHEW.....	8

---

<b>13 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION</b> .....	<b>8</b>
<b>14 REPORTS OF COMMITTEES</b> .....	<b>9</b>
14.1 AUDIT AND RISK COMMITTEE MINUTES - 15 MARCH 2023.....	9
14.1.1 Risk review.....	9
14.1.2 Annual Work Plan 2023 .....	13
14.1.3 Audit and Risk Committee Standing Items March 2023 .....	16
14.1.4 Terms of Reference .....	18
14.1.5 Compliance Audit Return 2022 .....	20
14.2 GOVERNANCE AND POLICY COMMITTEE MINUTES - 23 FEBRUARY 2023.....	23
14.2.1 Policy review .....	23
14.3 YOUTH COUNCIL MINUTES - 21 FEBRUARY 2023.....	36
14.3.1 Youth Councillor Resignations.....	36
14.3.2 Youth Councillor Applications .....	39
14.3.3 Youth Week WA 2023 State Launch .....	43
<b>15 REPORTS OF OFFICERS</b> .....	<b>45</b>
15.1 CHIEF EXECUTIVE OFFICER.....	45
15.1.1 Delegation register update.....	45
15.1.2 Resolution register .....	48
15.1.3 Accounts Payable Report February 2023.....	50
15.1.4 Monthly Financial Report - January 2023 .....	52
15.2 DEVELOPMENT AND GROWTH.....	60
15.2.1 Community Safety and Crime Prevention Quarterly Report .....	60
15.2.2 APPLICATION FOR PLANNING APPROVAL - P016/23 PROPOSED ELECTROSTATIC PRECIPITATOR UNIT - LOT 100 (PLAN 212288) SMELTERMAN DRIVE, FEYSVILLE .....	62
15.3 ENGINEERING.....	68

---

15.3.1 Quarterly Report on Major Projects .....	68
15.3.2 Recycled Water Monthly Report .....	70
15.3.3 Workplace electric vehicle (EV) charging grants .....	77
15.4 CORPORATE AND COMMERCIAL .....	82
15.4.1 Additional Fees and Charges.....	82
<b>16 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN .....</b>	<b>85</b>
<b>17 CONFIDENTIAL ITEMS.....</b>	<b>85</b>
17.1 SALE OF PROPERTIES FOR THE NON PAYMENT OF RATES .....	85
<b>18 DATE OF NEXT MEETING.....</b>	<b>86</b>
<b>19 CLOSURE.....</b>	<b>86</b>

## **1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

### **2 OPENING PRAYER**

To be conducted by Reverend Dr Elizabeth Smith from the Anglican Church.

### **3 DISCLAIMER READING**

The Mayor will read the disclaimer to those present.

Please note this meeting is being recorded and streamed live on the Council's website in accordance with Council's Recording and Streaming of Council Meetings Policy, which can be viewed on Council's website.

All reasonable care is taken to maintain your privacy; however, as a visitor in the public gallery, your presence may be recorded. By remaining in the public gallery, it is assumed your consent is given if your image is broadcast.

The recommendations contained in this Agenda are Officer's Recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the Minutes of the Council Meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

## **4 RECORD OF ATTENDANCE**

### **4.1 Attendance**

**In Attendance:**

**Members of Staff:**

**Visitors:**

**Press:**

### **4.2 Apologies**

**Apologies – Elected Members:**

**Apologies - Members of Staff:**

#### **4.3 Leave of Absence (Previously Approved)**

##### **Leave of Absence:**

Deputy Mayor Glenn Wilson

Cr Mandy Reidy

### **5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

### **6 PUBLIC ACCESS AND PUBLIC QUESTION TIME**

#### **6.1 Public Access**

#### **6.2 Public Question Time**

### **7 PETITIONS / DEPUTATIONS / PRESENTATIONS**

### **8 NOTATIONS OF INTEREST**

#### **8.1 Interest Affecting Impartiality City of Kalgoorlie-Boulder Code of Conduct**

#### **8.2 Financial Interest Local Government Act Section 5.60A**

#### **8.3 Proximity Interest Local Government Act Section 5.60B**

### **9 APPLICATIONS FOR LEAVE OF ABSENCE**

### **10 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSIONS**

#### **10.1 Mayor Announcements**

### **11 CONFIRMATION OF MINUTES**

That the minutes of the Ordinary Meeting of Council held on 27 February 2023 be confirmed as a true record of that meeting.

That the minutes of the Special Meeting of Council held on 9 March 2023 be confirmed as a true record of that meeting.

## **12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

### **12.1 First Motion by Cr Matthew**

That Council request the CEO to prepare a proposal for presentation to the Water Corporation and to enter into discussions with that authority to construct an expanded tourist lookout at the Mt Charlotte Reservoir Lookout to celebrate CY O'Connor and the Goldfields Pipeline

### **12.2 Second Motion by Cr Matthew**

That Council request the CEO to investigate an Employee Home Ownership Incentive Scheme and explore other such employee attraction and retention strategies for inclusion in the City's Staff Accommodation Policy.

## **13 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**



## 14 REPORTS OF COMMITTEES

### 14.1 Audit and Risk Committee Minutes - 15 March 2023

#### 14.1.1 Risk review

<b>Responsible Officer:</b>	David Trevaskis Director of Corporate and Commercial Frances Liston Executive Manager Governance and Risk Services
<b>Responsible Business Unit:</b>	Office of the CEO Governance
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	1. Risk Management Policy EXE C- CE O-014 [14.1.1.1 - 3 pages] 2. Risk register updates [14.1.1.2 - 16 pages]

#### COMMITTEE RECOMMENDATION

That Council:

1. Endorse the changes to the City's risk register as set out in the attached risk register documents;
2. Note the progress update in relation to the City's risk review practices including self-assessment using the Integrity Snapshot Tool; and
3. Endorse the adoption of the attached Risk Management Policy; and
4. Endorse the use of the Skytrust default risk matrix.

#### Executive Summary

City officers have undertaken a review of the City's risk register in relation to areas requested by members of the Audit and Risk Committee ("Committee"), and additional areas in need of update.

The City's Executive Leadership Team are undertaken quarterly review of the City's risk register and controls and are continuing to develop better internal practices in respect of the management of the register and development and embedding of control mechanisms around the organisation. This includes the development of an internal database and self-assessment using the Integrity Snapshot Tool.

The City's Executive Leadership Team and Governance and Policy Committee have commenced a thorough review of the City's public policies and in tandem with that review, the Committee is requested to review the Risk Management Policy.

The City officers recommend adoption by the Committee of the default risk matrix available on the Skytrust platform.

## Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

## Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

EMPOWERED: We ensure considered decision making based on collaborative, transparent and accountable leadership.

## Budget Implications

There are no financial implications resulting from the recommendations of this report.

## Report

### Risk register

At the December 2022 Audit and Risk Committee, members requested that City consider whether the City's risk register adequately includes the following risks to the City:

1. Risk posed by water shortage; and
2. Contractual risk.

City officers have reviewed the current risk register and note the following:

1. In relation to the risk of water shortage, the City's risk assessment is presently set out in the following (attached):
  - a. Risk 216985 Climate Change Impacts
  - b. Risk 216839 Critical Infrastructure Failure – South Boulder Wastewater Treatment Plant
2. In relation to contractual risk, the City's risk assessment is not presently captured in the City's Risk register.

It is recommended for inclusion as set out in the attached new Risk 263090: Entry into contracts on terms not favourable to the City.

The City's executive leadership team recommend the following further changes to the City's risk register:

1. Risk 217004: Risk of Injury to Community Member/s due to poor condition of Council property
  - a. Risk description: add the words "public buildings, pavilions and halls" and delete "etc"; and
  - b. Possible risk event: delete the words "of parks, open spaces, ovals and reserves" and substitute "Council facilities and buildings".

These changes are recommended to expand this risk identification, assessment and controls from parks and reserves to include buildings and other facilities as the latter is not currently included in the City's risk register.

2. Addition of risk assessment and development of controls for:
  - a. Psychological hazards; and
  - b. Sexual harassment and discrimination in the workplace.

These are increasing areas of focus in work health and safety industry and are being reviewed by People and Culture officers in respect of risks and controls at both an operational and strategic level. It is anticipated that strategic risk register updates will be presented to the Committee for consideration at the next Committee meeting.

### **Integrity snapshot tool progress update**

The CEO and City officers are developing a database to improve the internal capture of risk related information and means for these to be better embedded around the organisation. In connection with the database being developed, the CEO and City officers are undertaking an assessment of internal practices and risks using the Integrity Snapshot Tool.

It is anticipated that the database, completed Integrity Snapshot Assessment and further recommendations regarding the City's risk register and controls will be presented to the Committee for consideration at the next Committee meeting.

### **Risk Management Policy**

City officers and the Governance and Policy Committee have commenced a detailed review of the City's public policies.

Amongst the policies for review is the Risk Management Policy. City officers have updated the template, format and language use across all public policies including the Risk Management Policy. There are no recommended content changes to the Risk Management Policy at this stage, and changes are of an administrative nature.

### **Risk matrix**

The Committee and Council have previously endorsed a preferred risk matrix for use in risk assessment by City officers, the Committee and Council.

The City's current software platform, Skytrust, does not accommodate changes to its default risk matrix. This default matrix is compliant with AS/NZS ISO 31000:2018 and it is therefore recommended that this default matrix be endorsed by the Committee for adoption by Council.

The proposed default Skytrust risk matrix is set out below.

		Consequence				
		1	2	3	4	5
		Negligible Injury - First aid treatment	Minor Injury - Injury requiring medical treatment	Moderate Injury - Injury requiring extensive medical treatment	Major Injury - Injury resulting in permanent incapacitation	Catastrophic Injury - Injuries resulting in single or multiple deaths
		Negligible or no quality damage/impact	Minor quality damage/impact	Significant quality damage/impact	Major quality damage/impact	Extensive quality damage & loss
		Negligible or no environmental damage/impact	Minor environmental damage/impact	Significant environment damage/impact	Major environmental damage/impact	Extensive environmental damage & biodiversity degradation
Likelihood		Negligible financial loss <= \$5k	Notable financial loss \$5k - \$50k	Substantial financial loss \$50k - \$500k	Significant financial loss \$1m+	Extensive financial loss \$5m +
Almost Certain		11 Medium	16 High	20 High	23 Extreme	25 Extreme
Likely		7 Medium	12 Medium	17 High	21 High	24 Extreme
Possible		4 Low	8 Medium	13 Medium	18 High	22 High
Unlikely		2 Low	5 Low	9 Medium	14 Medium	19 High
Very unlikely		1 Low	3 Low	6 Low	10 Medium	15 High

### Statutory Implications

There are no statutory implications resulting from the recommendations of this report.

### Policy Implications

There are no policy implications resulting from the recommendations of this report.

**14.1.2 Annual Work Plan 2023**

<b>Responsible Officer:</b>	David Trevaskis Director of Corporate and Commercial
<b>Responsible Business Unit:</b>	Corporate and Commercial
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	1. Annual Work Plan 2023 [ <b>14.1.2.1</b> - 2 pages]

**COMMITTEE RECOMMENDATION**

That Council:

1. Approve the attached Annual Work Plan 2023; and
2. Request the CEO to prepare an Internal Audit Plan for the 2023/24 financial year to be presented to the Committee at the Meeting in June 2023;

**Executive Summary**

The Western Australian Auditor General released the *Western Australian Public Sector Audit Committees – Better Practice Guide* in June 2020. Following a review of the guide, the Committee approved the use of the Annual Work Plan template to be used by the Committee. The annual work plan has been prepared to support the Committee by outlining when it will perform its key activities and to help schedule these activities across the calendar year 2023.

**Community Engagement Consultation**

No community consultation was considered necessary in relation to the recommendations of the report.

**Community Strategic Plan Links**

This report links to the Strategic Community Plan through the following Guiding Theme/s:

EMPOWERED: We ensure considered decision making based on collaborative, transparent and accountable leadership.

**Budget Implications**

There are no financial implications resulting from the recommendations of this report.

## **Report**

The annual work plan has been prepared based on the following activities to be scheduled across the calendar year 2023.

### Governance arrangements

It is proposed the governance arrangements including the appointment of the Chair, new member induction and review of the City's governance arrangements is scheduled for the December meeting. Due to the local government elections in October 2023, all committee members will need to be appointed by the newly elected Council and the first order of business for the new Committee will be to appoint the chair in accordance with the LG act and regulations.

### Risk Management

At the Council meeting 23 August 2021, as per the Committee's recommendation, Council approved for the Strategic Risk Register to be reviewed on a six (6) monthly basis.

### Systems of internal control

The Committee and Council are required to receive the CEO's review of the appropriateness and effectiveness of internal control systems at least once every three financial years. These reviews were received by the Committee in 2022 so are not scheduled to occur in 2023.

### Compliance and ethics

The annual compliance audit return is required to be approved by the Committee and Council and sent to the Department by March each year.

### Internal audit

On the 30 June 2020 the appointment of the Paxon Group for the purposes of internal audits ended. At the committee meeting 20 August 2020 it was agreed that due to the high frequency of OAG audit's the City was participating in, in conjunction with external audit obligations, that internal audit services be engaged on an ad-hoc basis as required on recommendation from the Committee.

It is recommended that the Committee develop an internal audit plan to focus on areas where assurance is most needed and as informed by the Committee's review of the Strategic Risk Register in June. The June timing is so the Committee can review the proposed internal audit plan for the next financial year and ensure coverage is aligned with key risks. Reporting on the progress of the internal audits and implementation of findings will form part of the standing report for the Committee's review.

### Financial Reporting and External Audit

The work plan includes dates for both the preparation and audit of the annual financial statements for the 2022 and 2023 financial years due to the delay of completing the 2022 annual audit. The 2022 work plan scheduled for the Committee to receive the 2022 audit report and financial statements at the meeting in December 2022. At the December meeting the Committee was advised that the financial statements were not completed due to outstanding audit queries in relation to the City's revaluation of assets in accordance with FM regulation 17A. Whilst the City's consultants delivered the final revaluation report on 16 November, not all auditor queries were satisfactorily answered for audit sign-off in December.

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Unfortunately, the availability of both the Grant Thornton Audit team and OAG was limited during the Christmas holidays stretching into late February 2023 before the engagement was picked-up again. Given this timing and the requirement for OAG to perform their final review, it is now proposed to present the Audit Findings Report on either the 12<sup>th</sup> or 13<sup>th</sup> April. Whilst not all committee members need to be present to receive the audit findings directly from the OAG, the committee does need to receive the financial report and audit report before the Annual Report can be approved by Council. Therefore, we will have to schedule an additional meeting in April to receive the reports.

Due to the late sign-off of both the 2021 and 2022 financial statements it is recommended a request is made at the 2023 Audit Entry meeting to schedule the onsite audit work earlier to provide a better opportunity to complete the City's audit by the December deadline. In the past two years the City has been scheduled in for the onsite audit work during October.

#### Committee operations

It is recommended these functions are completed at the beginning of the calendar year.

#### **Statutory Implications**

There are no statutory implications resulting from the recommendations of this report.

#### **Policy Implications**

An annual work plan is to prepare each year in accordance with the Committee's Terms of Reference.

### 14.1.3 Audit and Risk Committee Standing Items March 2023

<b>Responsible Officer:</b>	David Trevaskis Director of Corporate and Commercial
<b>Responsible Business Unit:</b>	Corporate and Commercial
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. 230315 FAC action item list (2) [14.1.3.1 - 2 pages]</li> <li>2. 230315 Audit recommendations progress report (1) [14.1.3.2 - 3 pages]</li> </ol>

#### COMMITTEE RECOMMENDATION

That Council receives the information.

#### Executive Summary

At the May 2021 Audit and Risk Committee Meeting, members recommended the inclusion of two standing items in future agendas, being the Audit Recommendations Progress Report and the Audit and Risk Committee action item list. The items are attached for review.

#### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

#### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

EMPOWERED: We ensure considered decision making based on collaborative, transparent and accountable leadership.

#### Budget Implications

There are no financial implications resulting from the recommendations of this report.

#### Report

The Audit and Finance Committee considered the Better Practice Guide for Public Sector Audit Committees at its May 2021 meeting and supported the inclusion of two standing items on the agenda.



**Audit recommendations progress report**

This report is designed to provide the Committee with an update on the progress of actions taken by management to implement audit recommendations from the OAG, internal audit and external reviews.

**Audit and Risk Committee action item list**

This report identifies Audit and Risk Committee recommendations that are adopted by Council, and how the resolutions are followed-up and addressed by the responsible officer. The report aims to include a level of information to allow the audit committee to understand the nature of actions taken to date and the real reasons for any delays.

The report uses a 'traffic light system' to categorise progress into three groups: red – not started, amber – in progress, and green – complete.

**Statutory Implications**

There are no statutory implications resulting from the recommendations of this report.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.

#### 14.1.4 Terms of Reference

<b>Responsible Officer:</b>	David Trevaskis Director of Corporate and Commercial Frances Liston Executive Manager Governance and Risk Services
<b>Responsible Business Unit:</b>	Office of the CEO Governance Corporate and Commercial
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Council Committee and Working Group Handbook - adopted 27 September 2022 (1) [14.1.4.1 - 34 pages]</li> <li>2. DLGSCI Operational Guideline 9 The Appointment, Function and Responsibilities of Audit Committees [14.1.4.2 - 20 pages]</li> <li>3. Terms of Reference - Audit and Risk Committee ( March 2023) [14.1.4.3 - 4 pages]</li> </ol>

#### COMMITTEE RECOMMENDATION

That Council adopt the Terms of Reference for the Audit and Risk Committee in the form attached to this report.

#### Executive Summary

By resolution dated 27 September 2022, Council adopted the Council Committee and Working Group Handbook which includes (amongst other content):

1. Policy details in respect of Council committees, including the Audit and Risk Committee; and
2. Terms of Reference for the Audit and Risk Committee.

At that time, review was not undertaken as to the appropriateness and compliance of the Terms of Reference.

The Terms of Reference require the Audit and Risk Committee to undertake a review of the Terms of Reference at least one a year.

#### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

**Community Strategic Plan Links**

This report links to the Strategic Community Plan through the following Guiding Theme/s:

EMPOWERED: We ensure considered decision making based on collaborative, transparent and accountable leadership.

**Budget Implications**

There are no financial implications resulting from the recommendations of this report.

**Report**

By resolution dated 27 September 2022, Council adopted the Council Committee and Working Group Handbook (attached) which includes (amongst other content):

1. Policy details in respect of Council committees, including the Audit and Risk Committee; and
2. Terms of Reference for the Audit and Risk Committee.

At that time, review was not undertaken as to the appropriateness and compliance of the Terms of Reference.

The Terms of Reference require the Audit and Risk Committee to undertake a review of the Terms of Reference at least one a year and accordingly, City officers have reviewed the Terms of Reference and Department of Local Government, Sport and Cultural Industries' Operational Guidelines for the Appointment, Function and Responsibilities of Audit Committees (attached) (noting this document was last revised in 2013), the relevant legislation and regulations.

City officers otherwise consider the Terms of Reference in its current form continues to meet the needs of the City and are compliant with the legislative and regulatory requirements in respect of audit committees.

City officers recommend that the Audit and Risk Committee recommend that Council adopt the Terms of Reference for the Audit and Risk Committee as set out in the attached Terms of Reference.

**Statutory Implications**

There are no policy implications resulting from the recommendations of this report.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.

### 14.1.5 Compliance Audit Return 2022

<b>Responsible Officer:</b>	David Trevaskis Director of Corporate and Commercial
<b>Responsible Business Unit:</b>	Finance
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	1. Draft Compliance Audit Return 2022 [14.1.5.1 - 6 pages]

### COMMITTEE RECOMMENDATION

That Council:

1. Receive and endorse the submission of the Compliance Audit Return for the period 1 January 2022 – 31 December 2022 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 Audit Return.

### Executive Summary

In accordance with the Local Government (Audit) Regulations 1996, a local government is required to complete an annual Compliance Audit Return (CAR) for the period 1 January to 31 December of the preceding year. It is a requirement the CAR is presented to the Audit and Risk Committee for review prior to submission to Council.

The draft of the City of Kalgoorlie-Boulder Compliance Audit Return for 2022 is attached to this report. The CAR, after being adopted by Council, is to be forwarded to the Department of Local Government, Sport and Cultural Industries by 31 March 2023.

The CAR is seen as an internal control monitoring process and as such is a useful tool for the Chief Executive Officer to report to Council and the Department on the City of Kalgoorlie Boulder (CKB)'s compliance with legislation and more specifically particular sections of the Local Government Act 1995 and associated regulations.

### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

EMPOWERED: We ensure considered decision making based on collaborative, transparent and accountable leadership.

### **Budget Implications**

There are no financial implications resulting from the recommendations of this report.

### **Report**

The purpose of the annual CAR is for individual local governments to assess their level of compliance with the Local Government Act 1995 and associated regulations. The Chief Executive Officer and relevant City officers have assessed their operations in respect of statutory obligations outlined in the Compliance Audit Return and believe that their responses given indicate an accurate perspective of the City's compliance to date.

The CAR focuses on the following areas of compliance:

1. Commercial Enterprises by Local Governments (5 questions);
2. Delegation of Power/Duty (13 questions);
3. Disclosure of Interest (21 questions);
4. Disposal of Property (2 questions);
5. Elections (3 questions);
6. Finance (7 questions);
7. Integrated Planning and Reporting (3 questions);
8. Local Government Employees (5 questions);
9. Official Conduct (4 questions);
10. Optional questions (9 questions); and
11. Tenders for Providing Goods and Services (22 questions).

There were eight items of non-compliance as detailed below:

#### **S5.46(3) Admin Reg 19**

During the 2022 financial year, the CKB did not have a uniform record keeping requirement in respect of the exercise of delegated authority and so the records of individuals depended on their role and duties. As the CKB continues to roll out the use of Attain software, record keeping requirements will be standardised and managed through that platform.

#### **Section 5.76 Admin Reg 23, Form 3**

There were two officers who did not correctly submit their returns using Attain by 31 August 2022 however those officers did complete the return online by that (date) - it was just an error in the submission step.

**Section 5.88(3)**

The CKB has not consistently updated records when persons upon the cessation of a person's requirement to lodge returns however the use of the new platform, Attain, will assist in this process.

**Section 5.89A(5) and (5A)**

The CKB has not consistently provided an up-to-date record of the gifts register on its website due to being in a transition phase with the new software, Attain, which will manage those returns. This software application will improve this process and a monthly review system has been developed by CKB officers.

**Section 5.89A(6)**

The CKB has not consistently updated record of the gifts register on its website due to being in a transition phase with the new software, Attain, which will manage those returns. This software application will improve this process and a monthly review system has been developed by CKB officers.

**Section 7.9(1)**

The report has yet to be completed by the auditors due to delays with valuations and is anticipated to be submitted to the City in April.

**Section 5.87C**

There were some delays in the updating of gift register, including declarations, being lodged on time. Officers understand this was largely due to the transition from the website system to the Attain platform for lodgement of declarations.

**Section 5.127**

The CKB did not complete and provide online the register of elected member training but has improved both its register and systems in this regard.

**Statutory Implications**

This report is prepared in compliance with the Local Government (Audit) Regulations 1996.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.

## 14.2 Governance and Policy Committee Minutes - 23 February 2023

### 14.2.1 Policy review

<b>Responsible Officer:</b>	Andrew Brien Chief Executive Officer Frances Liston Executive Manager Governance and Risk Services
<b>Responsible Business Unit:</b>	Office of the CEO Governance
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Airport Safety Management System Policy (repeal) [14.2.1.1 - 3 pages]</li> <li>2. Alfresco Dining in Public Places Policy (repeal) [14.2.1.2 - 8 pages]</li> <li>3. Caravan Policy (repeal) [14.2.1.3 - 3 pages]</li> <li>4. Care and Welfare of Kangaroos and Emus at Hammond Park Policy (repeal) [14.2.1.4 - 3 pages]</li> <li>5. Employee Superannuation Arrangements Policy (repeal) [14.2.1.5 - 4 pages]</li> <li>6. Fundraising Donation Policy (repeal) [14.2.1.6 - 4 pages]</li> <li>7. Goldfields Oasis Lane Hire Policy (repeal) [14.2.1.7 - 4 pages]</li> <li>8. Goldfields War Museum Collections Policy (repeal) [14.2.1.8 - 7 pages]</li> <li>9. Heritage Award Policy ( Repeal) [14.2.1.9 - 3 pages]</li> <li>10. Home and Community Care Program WA Policy (repeal) [14.2.1.10 - 2 pages]</li> <li>11. Kalgoorlie- Boulder Airport Drug and Alcohol Management Policy (repeal) [14.2.1.11 - 2 pages]</li> <li>12. Kalgoorlie and Boulder Town Halls Collections Policy (repeal) [14.2.1.12 - 5 pages]</li> <li>13. Oval Lighting on Council Reserves Policy (repeal) [14.2.1.13 - 4 pages]</li> <li>14. Public Access and Question Time at Council Meetings Policy (repeal) [14.2.1.14 - 4 pages]</li> <li>15. Recording and Streaming Council Meetings Policy (repeal) [14.2.1.15 - 2 pages]</li> <li>16. Street Trees Policy (repeal) [14.2.1.16 - 5 pages]</li> </ol>

	<ol style="list-style-type: none"><li>17. Tandem Parachute Operations Policy (repeal) [14.2.1.17 - 2 pages]</li><li>18. William Grundt Memorial Library Collection Policy ( Repeal) [14.2.1.18 - 9 pages]</li><li>19. William Grundt Memorial Library Membership Policy (repeal) [14.2.1.19 - 6 pages]</li><li>20. Asset Management Policy [14.2.1.20 - 5 pages]</li><li>21. Community Assistance Scheme Policy [14.2.1.21 - 4 pages]</li><li>22. Display on Electronic Notice Board Policy [14.2.1.22 - 2 pages]</li><li>23. Hire of equipment policy [14.2.1.23 - 2 pages]</li><li>24. Four tonne residential tip pass policy [14.2.1.24 - 3 pages]</li><li>25. Investment Policy [14.2.1.25 - 5 pages]</li><li>26. Junior Sport Policy [14.2.1.26 - 2 pages]</li><li>27. Legal Representation for EM and Employees Policy [14.2.1.27 - 5 pages]</li><li>28. Asset Disposal Policy [14.2.1.28 - 3 pages]</li><li>29. Mulch Contribution Policy [14.2.1.29 - 2 pages]</li><li>30. Naming of City Facilities Policy [14.2.1.30 - 3 pages]</li><li>31. Purchase of Artworks Policy [14.2.1.31 - 2 pages]</li><li>32. Rates Concession ( Rateable Land) Policy [14.2.1.32 - 4 pages]</li><li>33. Rates Exemption Policy [14.2.1.33 - 4 pages]</li><li>34. Record Keeping Policy [14.2.1.34 - 4 pages]</li><li>35. Reimbursement of childcare expenses to EM policy [14.2.1.35 - 2 pages]</li><li>36. Contribution to Construction - School Parking Policy [14.2.1.36 - 2 pages]</li><li>37. Sponsorship policy [14.2.1.37 - 5 pages]</li><li>38. Tender Criteria Policy [14.2.1.38 - 6 pages]</li><li>39. Trading in public places - food vans policy [14.2.1.39 - 3 pages]</li><li>40. Verge and Public Open Space Maintenance Policy [14.2.1.40 - 3 pages]</li><li>41. Waiver Planning Fees policy [14.2.1.41 - 2 pages]</li><li>42. Work Health and Safety Policy [14.2.1.42 - 2 pages]</li><li>43. Administrative Maintenance of Policies Policy (proposed new) [14.2.1.43 - 2 pages]</li><li>44. City Collections Policy (proposed new) [14.2.1.44 - 2 pages]</li><li>45. EM record keeping policy (proposed new) [14.2.1.45 - 4 pages]</li></ol>
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	46. Public participation in Council Meetings Policy (proposed new) [14.2.1.46 - 3 pages]
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## OFFICER RECOMMENDATION

That the Committee recommends Council adopt the following in relation to the review Administration Policies:

1. The following policies be repealed:
  - a. Airport Safety Management Policy
  - b. Alfresco Dining Policy
  - c. Caravan Occupancy Policy
  - d. Care and Welfare of Kangaroos and Emus at Hammond Park Policy
  - e. Employees' Superannuation Arrangements Policy
  - f. Fundraising and Donation Policy
  - g. Goldfields Oasis Lane Hire Policy
  - h. Goldfields War Museum Collections Policy
  - i. Heritage Award Policy
  - j. Home and Community Care Policy
  - k. Kalgoorlie-Boulder Airport Drug and Alcohol Management Policy
  - l. Kalgoorlie and Boulder Town Hall Collections Policy
  - m. Oval Lighting Policy
  - n. Public Question and Access Time at Council Meetings Policy
  - o. Recording and Livestreaming of Council Meetings Policy
  - p. Street Trees Policy
  - q. Tandem Parachute Policy
  - r. William Grundt Memorial Library Collections Policy
  - s. William Grundt Memorial Library Membership Policy
2. The following amended policies be adopted:
  - a) Asset Management Policy
  - b) Community Assistance Scheme Policy
  - c) Display on Electronic Notice Board Policy
  - d) Equipment Hire Policy (renamed)
  - e) Four Tonne Tip Pass Policy
  - f) Investment Policy
  - g) Junior Sporting Policy
  - h) Legal Representation for Elected Members and Employees Policy
  - i) Minor Surplus Assets Disposal Policy (renamed)
  - j) Mulch Contribution Policy
  - k) Naming of Facilities Policy (renamed)
  - l) Purchase of Artworks Policy (renamed)
  - m) Rates Concession Policy
  - n) Rates Exemption Policy
  - o) Record Keeping Policy
  - p) Reimbursement of Child Care Expenses for Elected Members Policy
  - q) School Parking Contribution Policy
  - r) Sponsorship Policy (renamed)
  - s) Tender Criteria Policy
  - t) Trading in Public Places – Food Van Policy
  - u) Verge and Public Open Space Maintenance Policy
  - v) Waiver Planning Fee Policy

- w) Work Health and Safety Policy (renamed)
- 3. The following new policies be adopted:
  - a) Administrative Maintenance Policy
  - b) City Collections Policy
  - c) Elected Member Record Keeping Policy
  - d) Public Participation in Council Meetings Policy

### **ALTERNATE MOTION /COMMITTEE RESOLUTION**

That Council adopt the following in relation to the review Administration Policies:

- 1. The following policies be repealed:
  - a) Airport Safety Management Policy
  - b) Alfresco Dining Policy
  - c) Caravan Occupancy Policy
  - d) Care and Welfare of Kangaroos and Emus at Hammond Park Policy
  - e) Employees' Superannuation Arrangements Policy
  - f) Fundraising and Donation Policy
  - g) Goldfields Oasis Lane Hire Policy
  - h) Goldfields War Museum Collections Policy
  - i) Heritage Award Policy
  - j) Home and Community Care Policy
  - k) Kalgoorlie-Boulder Airport Drug and Alcohol Management Policy
  - l) Kalgoorlie and Boulder Town Hall Collections Policy
  - m) Oval Lighting Policy
  - n) Public Question and Access Time at Council Meetings Policy
  - o) Recording and Livestreaming of Council Meetings Policy
  - p) Street Trees Policy
  - q) Tandem Parachute Policy
  - r) William Grundt Memorial Library Collections Policy
  - s) William Grundt Memorial Library Membership Policy
- 2. The following amended policies be adopted with the amendments set out in resolution 4:
  - a) Asset Management Policy
  - b) Community Assistance Scheme Policy
  - c) Display on Electronic Notice Board Policy
  - d) Equipment Hire Policy (renamed)
  - e) Four Tonne Tip Pass Policy
  - f) Investment Policy
  - g) Junior Sporting Policy
  - h) Legal Representation for Elected Members and Employees Policy
  - i) Minor Surplus Assets Disposal Policy (renamed)
  - j) Mulch Contribution Policy
  - k) Naming of Facilities Policy (renamed)
  - l) Purchase of Artworks Policy (renamed)
  - m) Rates Concession Policy
  - n) Rates Exemption Policy
  - o) Record Keeping Policy
  - p) Reimbursement of Child Care Expenses for Elected Members Policy
  - q) School Parking Contribution Policy
  - r) Sponsorship Policy (renamed)
  - s) Tender Criteria Policy
  - t) Trading in Public Places – Food Van Policy

- u) Verge and Public Open Space Maintenance Policy
  - v) Waiver Planning Fee Policy
  - w) Work Health and Safety Policy (renamed)
3. The following new policies be adopted with the amendments set out in resolution 4:
- a) Administrative Maintenance Policy
  - b) City Collections Policy
  - c) Elected Member Record Keeping Policy
  - d) Public Participation in Council Meetings Policy
4. The CEO is requested to make amendments to the following policies, as set out below:

*Purchase of Artwork Policy*

1. Under the heading "Purchase form the annual Kalgoorlie-Boulder Art Prize, paragraph 2, line 2: change the word "will" to "may".
2. Under the heading "Acquisition of artwork for City's Collection, paragraph 2, line 1: change the word "will" to "may".

*City Collections Policy*

Under the heading "management guidelines" add the following two paragraphs:

- "b. The City will ensure that each management guideline developed pursuant to this policy contains all relevant compliance requirements."
- "c. The City will ensure that suitably qualified and experienced staff are responsible for the management of the City's collections and the development and implementation of guidelines pursuant to this policy."

*Reimbursement of childcare expenses to Elected Members policy*

In paragraph 2, change the words "... to a maximum value of \$35 per hour..." to read "... to a maximum value determined by the Salary and Allowance Tribunal (being \$35 per hour at the date of adoption of this policy)...".

*Sponsorship applications*

1. Under the heading "Recognition of the City as a sponsor", paragraph e, at the end of the line: add the words "and the CEO will ensure an appropriate record is kept of such distributions";
2. Under the heading "Assessment process", paragraph b, add:

"vi. Previous financial assistance provided by the City to the applicant".

*Trading in public places – Food Vans*

Review of the definition of "food vehicle" and whether a time limit or alternative amendment is needed to ensure that travelling food and coffee vehicles are able to operate around Kalgoorlie without being inadvertently restricted by the operation of this policy.

5. The CEO be requested to develop a policy in respect of the City's entry into Service Agreements.
6. The CEO be requested to develop a policy and appropriate declaration forms and registers in respect of Elected Members having:
  - a. involvement in meetings with developers and/or proponents;
  - b. political interests; and
  - c. involvement in sporting clubs and other associations.

### **Executive Summary**

The CEO and City officers have identified that the review of a number of policies has been outstanding for some time, as well as there being a number of policies now due for review. The City's Executive Leadership Team has commenced a comprehensive review of Council policies and present the recommendations arising out of the first stage of that review for the Committee's consideration and endorsement.

### **Community Engagement Consultation**

No community consultation was considered necessary in relation to the recommendations of the report.

### **Community Strategic Plan Links**

This report links to the Strategic Community Plan through the following Guiding Theme/s:

EMPOWERED: We ensure considered decision making based on collaborative, transparent and accountable leadership.

EMPOWERED: We are utilising diverse points of view to inform decision making and actions taken for the City.

### **Budget Implications**

There are no financial implications resulting from the recommendations of this report.

### **Report**

The City's Executive Leadership Team have commenced a comprehensive review of the City's policies adopted by Council and make the recommendations set out below in respect of each policy that has been updated in this first stage of review.

The aim of the review has been to:

- a. achieve consistency in the format and structure of policies;
- b. ensure accuracy in content in both ensuring the content meets the City's needs as well as in references to legislation, regulations and external regulators or authorities;

- c. remove content from policies that is operational in nature and instead focus on the additional, separate City's development of management guidelines using that content; and
- d. removal of unnecessary content that is merely re-stating legislation or local laws.

In addition to the proposed amendments set out below under each policy name, it is recommended that each policy be updated to achieve a consistent template, format and writing standard (including in respect of heading conventions and defined language use for terms such as "City" and "CEO").

### **Policies recommended to be repealed**

a. AIRPORT SAFETY MANAGEMENT POLICY

It is recommended that this policy be repealed on the basis that the requirements in this policy are set out in regulations (including the Civil Aviation Safety Regulations) and this policy is therefore unnecessary.

b. ALFRESCO DINING POLICY

It is recommended that this policy be repealed on the basis that some content is restating legislation (Food Act 2008 and associated regulations) and the Thoroughfares and Trading in Public Places Local Law 2000, and is therefore unnecessary. The balance of content is operational and therefore better placed as management guidelines. There are no longer any fees or charges associated with the application of this policy.

c. CARAVAN OCCUPANCY POLICY

It is recommended that this policy be repealed on the basis that it is restating legislation (Caravan Parks and Camping Grounds Act 1995 and Caravan Parks and Camping Grounds Regulations 1997) and is therefore unnecessary.

d. CARE AND WELFARE OF KANGAROOS AT HAMMOND PARK AT HAMMOND PARK POLICY

It is proposed that this policy be repealed on the basis that legislation (including the Animal Welfare Act 2002) provides for the protection of animals, and the balance of content is operational and better placed as management guidelines.

e. EMPLOYEES' SUPERANNUATION ARRANGEMENTS POLICY

It is recommended that the superannuation policy be repealed as it is out of date. Superannuation entitlements are set out in the City's new Enterprise Agreement.

f. FUNDRAISING AND DONATION POLICY

It is recommended that this policy be repealed on the basis that these activities are better managed through:

- i. The City's quick response sponsorship process; and
- ii. Management guidelines as needed to support these activities and that procedure.

Currently, the process set out in this policy conflicts with the City's preferred mechanisms for sponsorship.

g. GOLDFIELDS OASIS LANE HIRE POLICY

It is recommended that this policy be repealed on the basis that this content is operational and further, that the question of discounted fees are more appropriately set out in the Schedule of Fees and Charges (such recommendation to be set out in a separate report to Council).

h. GOLDFIELDS WAR MUSEUM COLLECTIONS POLICY

It is recommended that this policy be repealed and replaced with:

- i. The proposed new City Collections Policy (see below); and
- ii. Management guidelines with respect to the operation and procedures aligned with this policy and currently included in this policy.

i. HERITAGE AWARD POLICY

It is recommended that this policy be repealed on the basis that this award is no longer offered and is no longer consistent with Council's strategic direction. Additionally, there are currently no resources available to reinstate this award.

j. HOME AND COMMUNITY CARE POLICY

It is recommended that this policy be repealed on the basis that the City no longer holds the relevant contract for provision of these services to the community.

k. KALGOORLIE-BOULDER AIRPORT AND DRUG MANAGEMENT POLICY

It is recommended that this policy be repealed on the basis that the City has a separate drug and alcohol management policy as is required by the Civil Aviation Safety Authority and the balance of content is set out in relevant regulations (including the Civil Aviation Safety Regulations).

l. KALGOORLIE AND BOULDER TOWN HALL COLLECTIONS POLICY

It is recommended that this policy be repealed and replaced with:

- i. The proposed new City Collections Policy (see below); and
- ii. Management guidelines with respect to the operation and procedures aligned with this policy and currently included in this policy.

m. OVAL LIGHTING POLICY

It is recommended that this policy be repealed on the basis that some content is better located within the policy relating to the hire of reserves and the balance within the "Junior Sport Policy".

n. PUBLIC QUESTION AND ACCESS TIME AT COUNCIL MEETINGS POLICY

It is recommended that this policy be repealed because it contains content set out in the City's Standing Orders Local Law and contains content that is better placed as guidelines. In addition, the proposed new "Public Participation in Council Meetings Policy" will contain relevant policy content.

o. RECORDING AND STREAMING OF COUNCIL MEETINGS POLICY

It is recommended that this policy be repealed because it contains content set out in legislation and local laws and contains content that is better placed as guidelines. In addition, the proposed new “Public Participation in Council Meetings Policy” will contain relevant policy content.

p. STREET TREES POLICY

It is recommended that this policy be repealed as the content is better placed as management guidelines.

q. TANDEM PARACHUTE POLICY

It is recommended that this policy be repealed on the basis that the Airport Manager has sufficient authority to manage such circumstances and develop such guidelines as may be required in that regard.

r. WILLIAM GRUNDT MEMORIAL LIBRARY COLLECTIONS POLICY

It is recommended that this policy be repealed and replaced with:

- i. The proposed new City Collections Policy (see below); and
- ii. Management guidelines with respect to the operation and procedures aligned with this policy and currently included in this policy.

s. WILLIAM GRUNDT MEMORIAL LIBRARY MEMBERSHIP POLICY

It is recommended that this policy be repealed and replaced with:

- i. The proposed new City Collections Policy (see below); and
- ii. Management guidelines with respect to the operation and procedures aligned with this policy and currently included in this policy.

**Policies recommended to be revised/amended**

t. ASSET MANAGEMENT POLICY

This content has been updated to remove content which is operational and better placed as management guidelines or procedures.

u. COMMUNITY ASSISTANCE SCHEME POLICY

The recommended changes to this policy achieve three things:

- i. clarity around the options available to the community under this scheme;
- ii. ease of effecting policy outcomes at an operational level by removing need for minor grants to be endorsed by Council (and instead authorising City officers to determine such minor grants); and
- iii. removal of content which is not related to this scheme, such as in relation to sponsorship and fee waiver.

In order for this policy to be effected, the CEO will also need to update delegated authority to the Director Community Development in line with the proposed outcomes for minor grants.

v. DISPLAY ON ELECTRONIC NOTICE BOARD POLICY

It is proposed that this policy be updated to reflect Council's endorsement of the use of this noticeboard to advertise community events, and that the content of the existing policy otherwise be moved into management guidelines.

w. EQUIPMENT HIRE POLICY

It is recommended that the policy name is changed to "Equipment Hire Policy" and that changes are made to this policy to more accurately reflect the ownership of the equipment (being both City owned and GVROC owned equipment). It is also recommended that much of the content is better placed in management guidelines than Council policy.

x. FOUR TONNE TIP PASS POLICY

The proposed changes to this policy are of administrative nature.

y. INVESTMENT POLICY

The proposed amendments to this policy are of an administrative nature.

z. JUNIOR SPORT POLICY

It is recommended that this policy is updated as follows:

- i. Instead of a junior sporting group being required to pay 33% of oval lighting costs, it instead pay no costs associated with lighting.
- ii. Instead of oval lighting discounts and waiver of hire fees applying only to sporting fixtures, these benefits also apply to structured training sessions held by junior sporting clubs.

Given the relatively low cost to the City, these changes are recommended to support the City's promotion of junior sport and all associated benefits. This proposal also brings the City in line with many other local governments which offer the same proposed benefits to junior sporting groups. The cost to the City of such policy changes is considered nominal compared to the value to the community in this regard.

aa. LEGAL REPRESENTATION FOR ELECTED MEMBERS AND EMPLOYEES POLICY

The proposed amendments to this policy are of an administrative nature.

bb. MINOR SURPLUS ASSET DISPOSAL POLICY (RENAMED)

It is recommended that this policy be renamed "Minor Surplus Assets Disposal Policy" to better reflect what this policy relates to. The balance of proposed changes to this policy are of an administrative nature.

cc. MULCH CONTRIBUTION

The proposed changes to this policy are of administrative nature and provide the referenced City officer with discretion for determining the suitability of an organisation applying under this policy.

dd. NAMING OF FACILITIES POLICY (RENAMED)

It is recommended that the wording of this policy be updated for improved clarity in respect of the application of the policy to City owned venues as well as parks and reserves. To achieve this, an updated definition of "Facilities"



and consistent use of that definition is proposed. It is also recommended that the name of this policy change to “Naming of Facilities Policy”.

ee. PURCHASE OF ARTWORKS POLICY

The Executive Leadership Team proposes a change in Council policy and objective in relation to its acquisition of art. Currently, this policy provides a procedure for the acquisition by the City of pieces from the City’s annual Art Prize, to be chosen by a panel of Councillors.

It is proposed that this policy be expanded to create a reserve for the City to acquire art for its public collection. This recommendation is on the basis that the City recognises the importance of the arts and culture industry to the Kalgoorlie-Boulder community, as well as being desirous of growing its collection for the benefit of the community.

It is also recommended that procedural content be removed from this policy as it is better placed as management guidelines.

ff. RATES CONCESSION POLICY

The proposed changes to this policy are administrative in nature. There is a typographical error in this policy in that a % figure has been omitted. It is proposed this be corrected to read “income partially derived”.

gg. RATES EXEMPTION POLICY

The proposed changes are of administrative in nature.

hh. RECORD KEEPING POLICY

The proposed changes to this policy are of an administrative nature.

It is also proposed that a new Elected Member Record Keeping Policy be adopted to set out the record keeping obligations of elected members, which differ to those of City employees.

ii. REIMBURSEMENT OF CHILD CARE EXPENSES FOR ELECTED MEMBERS POLICY

This policy is in line with legislative requirements for a policy of this nature. The existing policy is recommended to be updated as follows:

- i. increase the limit from \$20 per hour to \$35 per hour in accordance with the current Salary and Award Tribunal determination in this regard; and
- ii. correct parameters for the application of this reimbursement in accordance with the wording of the *Local Government Act 1995*.

ii. SCHOOL PARKING CONTRIBUTION POLICY

The proposed amendments to this policy are of an administrative nature.

jj. SPONSORSHIP POLICY (RENAMED)

It is recommended that the name and scope of this policy be expanded from “event sponsorship” to “sponsorship” generally. Currently, there is no specific policy from Council in relation to non-event sponsorship and further, some content in this policy relates to projects rather than events which is proposed to be expanded.

In addition, it is proposed that this policy be updated to improve the criteria for assessment including expanding the details about ineligibility.

kk. TENDER CRITERIA POLICY

The anti-avoidance limits have changed from \$100,000 to \$250,000 in accordance with changes to Council's delegation of authority to the CEO.

The "Recommended Criteria" column has been removed from each of the criteria tables set out in this policy, and instead only a range of possible weighting is provided (to a maximum of 100%).

ll. TRADING IN PUBLIC PLACES – FOOD VANS POLICY

This policy has been updated to remove procedural or guideline content into "management guidelines" and update the conditions imposed on food vans, including provision for food vans to operate in the CBD during events, changes to the prohibited times, reduction in permitted distance from residences, change as to the requirement for permission before a food van can operate outside a business and authority granted to the CEO to vary or waive conditions during an event.

mm. VERGE AND PUBLIC OPEN SPACE MAINTENANCE POLICY

The proposed amendments to this policy are of an administrative nature.

nn. WAIVER PLANNING FEES POLICY

The proposed amendments to this policy are to more accurately describe the funding source for the grant referred to in this policy (the existing version refers to a Local Heritage Fund, which is not accurate as there is no such fund but rather there is an associated budget allocation applied to successful applications under this policy. In addition, some amendments have been made to the criteria of this policy to align it to the City's Local Heritage Inventory and the Heritage Precincts set out in the Local Planning Scheme.

oo. WORK HEALTH AND SAFETY POLICY (RENAMED)

In addition to the ELT, this policy has been reviewed by the City's Occupational Health and Safety Committee. The following changes are recommended:

- i. Change name to Work Health and Safety Policy, consistent with 2020 legislation;
- ii. Update legislative references to Work Health and Safety Act and associated regulations; and
- iii. Insertion of definitions as relevant.

The recommended changes set out above will not result in any changes to the purpose, scope or detail of the policy.

**New policies recommended to be adopted**

pp. ADMINISTRATIVE MAINTENANCE POLICY

It is proposed that this new policy be adopted by Council to support minor administrative processes in relation to the management of policies to achieve consistency in template, language use and formatting conventions.

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**qq. CITY COLLECTIONS POLICY**

It is proposed that this new policy be adopted by Council to replace the existing policies (in respect of the War Museum, Library and Kalgoorlie and Boulder Town Halls) that address management of the City's collections. This proposed policy obliges the City's officers to develop and maintain management guidelines in relation to each of those collections.

**rr. ELECTED MEMBER RECORD KEEPING POLICY**

This policy is recommended as a distinct and separate policy from the City's overall Record Keeping Policy as the obligations on Elected Members slightly differ from those of City Officers.

**ss. PUBLIC PARTICIPATION IN COUNCIL MEETINGS POLICY**

The changes to this policy are generally administrative in nature although an additional policy detail has been added to authorise recordings of Council meetings and Agenda Briefing Forums that are livestreamed to remain published on the City's website for 12 months. Currently, City officers remove live streamed content within days of the relevant meeting however the continued publication is consistent with the approach taken by a many local governments.

It is anticipated that this policy will need further review once proposed local government reforms are enacted.

The City's Executive Leadership Team intends to complete its final stage or stages of policy review over the coming months, with a view to presenting those further policy recommendations to Council as soon as possible. Once all current policies have been reviewed, City officers will develop an improved timetabling and policy management system to ensure that policies are reviewed regularly and in accordance with Council's expectations. There is no statutory requirement for frequency of policy review, and instead it is up to the City to determine a reasonable timetable. The proposal by the executive leadership team to move procedural content out of policy and into "management guidelines" means that City officers in all business units will be more effectively and efficiently able to regularly ensure that procedures and guidelines are current, relevant and fit-for-purpose.

**Statutory Implications**

There are no statutory implications resulting from the recommendations of this report.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.

### 14.3 Youth Council Minutes - 21 February 2023

#### 14.3.1 Youth Councillor Resignations

<b>Responsible Officer:</b>	Mia Hicks Director of Community Development
<b>Responsible Business Unit:</b>	Community Development
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Attachments:</b>	1. CONFIDENTIAL - Nandini Gera Resignation [14.3.1.1 - 1 page] 2. CONFIDENTIAL - Dakota Manley Resignation Letter [14.3.1.2 - 1 page]

#### COMMITTEE RECOMMENDATION

That Council:

1. Accept the resignation of Youth Mayor Nandini Gera and Youth Councillor Dakota Manley.
2. Appoint the Deputy Youth Mayor, Braydon Donnell as Acting Youth Mayor until an election is called.

#### Executive Summary

The Kalgoorlie-Boulder Youth Council (KBYC) has received two resignations from the Youth Mayor and a Youth Councillor.

These resignations have been received as both members are moving from Kalgoorlie-Boulder to pursue further studies and career development opportunities in Perth. It is recommended that these resignations are accepted and that the Deputy Youth Mayor is appointed as Acting Youth Mayor until an election is called.

#### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

**SAFE:** We support families and youth.

**CONNECTED:** We will be connected to our history, culture and community.

**FUTURISTIC:** We plan for the future proofing of our City by being a thinking and innovative society.

**EMPOWERED:** We continue to believe in the principles of representational democracy and are enabled to make decisions about our lives.

**Budget Implications**

There are no financial implications resulting from the recommendations of this report.

**Report**

Youth Mayor Nandini Gera has chosen to resign from her position with the Kalgoorlie-Boulder Youth Council (KBYC). Nandini is unable to continue as Youth Mayor, as she has relocated to attend university. Nandini was elected to Youth Council in December 2021, and was elected as Youth Mayor in April 2022.

Nandini has become an exceptional leader throughout her time with the KBYC, and has grown in her confidence for public speaking, leadership, and decision-making skills. They have contributed remarkable amounts to ongoing projects and delivering events that the KBYC host.

Nandini has represented the KBYC as City at civic functions such as Art Prize Awards Night, Australia Day Citizenship Ceremony, and has undertaken multiple media interviews.

The City of Kalgoorlie-Boulder and the KBYC are grateful for Nandini's contributions to the KBYC and the youth community and wish her well in all future endeavours studying at university. On 14 February 2023, the City of Kalgoorlie-Boulder Deputy Mayor Glenn Wilson and Cr Terrence Winner formally presented Nandini with a certificate of appreciation for all her hard work.

The position of Youth Mayor will become vacant, and it is recommended that the responsibility as chairperson and Acting Youth Mayor reside with the Deputy Youth Mayor Braydon Donnell until an election is called.

Youth Councillor Dakota Manley has chosen to resign from the KBYC. Dakota no longer has the capacity to contribute to the KBYC, as she has chosen to relocate with her family outside of Kalgoorlie-Boulder. Dakota was elected to the KBYC in November 2017 and served as Youth Mayor from 2019 – 2021.

During Dakota's time with the KBYC, she has shown strong leadership skills and commitment to improving the lives of young people in the community. Dakota has been thanked for her contribution and dedication over the last 6 years while apart of the KBYC, and the youth community.

The City of Kalgoorlie-Boulder and the KBYC wish Nandini and Dakota well in their future endeavours.

**Statutory Implications**

There are no statutory implications resulting from the recommendations of this report.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.

### **Community Engagement Consultation**

No community consultation was considered necessary in relation to the recommendations of the report.

**14.3.2 Youth Councillor Applications**

<b>Responsible Officer:</b>	Mia Hicks Director of Community Development
<b>Responsible Business Unit:</b>	Community Development
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL - Cristabell Mbeyela - Youth Council Application 30.01.23 [<b>14.3.2.1</b> - 3 pages]</li> <li>2. CONFIDENTIAL - Emilee Stewart - Youth Council Application 14.02.23 [<b>14.3.2.2</b> - 2 pages]</li> <li>3. CONFIDENTIAL - Roza Nicholas - Youth Council Application 14.02.23 [<b>14.3.2.3</b> - 2 pages]</li> <li>4. CONFIDENTIAL - Ewan Ellers - Youth Council Application 14.02.23 [<b>14.3.2.4</b> - 2 pages]</li> <li>5. CONFIDENTIAL - Summer Nicholas - Youth Council Application 14.02.23 [<b>14.3.2.5</b> - 2 pages]</li> <li>6. CONFIDENTIAL - Zion Puyaoan - Youth Council Application 11.02.23 [<b>14.3.2.6</b> - 3 pages]</li> </ol>

**COMMITTEE RECOMMENDATION**

That Council:

- 1) Endorse the following members as Kalgoorlie-Boulder Youth Councillors:
  - Cristabell Mbeyela
  - Emilee Stewart
  - Roza Nicholas
  - Ewan Ellers
  - Summer Nicholas
  - Zion Puyaoan

**Executive Summary**

The Kalgoorlie-Boulder Youth Council (KBYC) is currently recruiting new members to join the committee in a period of significant growth and development. The City of Kalgoorlie-Boulder has received six applications to join the KBYC, the applications are from strong applicants who are active members in the community. The Officer's recommendation is to endorse the applications.

## **Community Strategic Plan Links**

This report links to the Strategic Community Plan through the following Guiding Theme/s:

**SAFE:** We support families and youth.

**CONNECTED:** We provide public spaces that facilitate a diverse range of activities and strengthen social bonds within the community.

**EMPOWERED:** We provide opportunities for genuine engagement with the community to inform the Council's decision-making.

## **Budget Implications**

There are no financial implications resulting from the recommendations of this report.

## **Report**

After attending a casual Youth Council meeting, Cristabell Mbeyela, Emilee Stewart, Roza Nicholas, Ewan Ellers, Summer Nicholas and Zion Puyaoan submitted applications to join the Kalgoorlie-Boulder Youth Council (KBYC).

The City's Youth Services team and Youth Councillors have been actively recruiting for new members and through the recruitment campaign have attracted six prospect candidates for the committee.

In the applications received, the applicants were asked why they were interested in joining Youth Council; a common identified theme from the applicants was that they were motivated to address the issues around the lack of safe spaces for young people; outside of their regular attended clubs or groups. In this report, a brief summary of each candidate has been provided.

Cristabell Mbeyela is a 12-year-old Kalgoorlie-Boulder local, who is eager to be a part of the KBYC as a previous student leader in primary school with interests in continuing that journey on developing leadership skills. With a passionate about sports and having won many trophies and medals through school, as well as representing their high school for sporting carnivals in Perth. The key issues facing young people that Cristabell has identified are; young people are self-conscious due to their background and culture, and the second issue being young people are unmotivated due to the lack of activities in the town. Cristabell is wanting to create a culturally inviting environment for youth in the community. The officer recommendation is to accept Cristabell's application as a new KBYC member.

Emilee Stewart is a 15-year-old Kalgoorlie-Boulder local who is wanting to bring positive and meaningful contributions to the young people in the community. As the Deputy Head Girl at their high school and an active member of the Goldfields Rep Club, their passions are being involved in the arts area with singing and acting. The key issues facing young people that Emilee has identified are; the struggle to access health care facilities and lack of community involvement. Emilee's aim is to assist youth in finding an easier way to access services and create a fun and safe environment for the youth community. The officer recommendation is to accept Emilee's application as a new KBYC member.



Roza Nicholas is a 14-year-old who has grown up in Kalgoorlie-Boulder. A highly active member in the community with involvement in Police Rangers, XLR8 Youth Group, Scouts and Salvation Army Youth Shed, Roza is currently in a school production of The Wizard of Oz and passionate about basketball. The key issues that Roza has identified for young people in the community are; that there is a lack of a youth drop in zone leading to boredom amongst the youth community and young people struggling with school tend to have limited support. The officer recommendation is to accept Roza's application as a new KBYC member.

Ewan Eilers is a 14-year-old local, who is eager to join KBYC as they want to develop their skills as a young leader. With a passion for soccer, robotics and spending time with their dad working with audio equipment, Ewan has a creative mind and feels they can bring an outside the box look on issues young people are facing in the community and events the KBYC host. The issues that Ewan has identified for young people are; bullying between friends' groups in and outside of school and suicide rates increasing in the community. The officer recommendation is to accept Ewan's application as a new KBYC member.

Summer Nicholas has grown up in Kalgoorlie-Boulder and is currently 15 years old. Summer is involved with a lot of community groups including Salvation Army Youth Shed, YM Hockey Club, XLR8 Youth Group and Scouts. She is wanting to join KBYC is to become even more connected and active in the community involving young people. The key issues in the youth community that they identified are; aggressive behaviours and fighting amongst different cohorts of people, the second issue is self-harm/suicide amongst young people that is not spoken about openly enough. Summer realises that the issues are not completely preventable but wanting to address the issues and create more awareness in efforts to minimize effects on the youth community. The officer recommendation is to accept Summer's application as a new KBYC member.

Zion Puyaoan is a 13-year-old Kalgoorlie-Boulder local. They are involved with the Salvation Army Youth Shed on the weekends. Their passions are programming, poetry, and painting. They want to join the KBYC to create safe environments for young people in the community and creating inclusive opportunities for all young people. The key issues Zion has identified that young people face are homophobia, racism, and discrimination. They believe that the reason behind these issues are lack of knowledge and education. They want to provide more educational opportunities to the community that will hopefully limit these issues not only for young people but the broader community. The officer recommendation is to accept Zion's application as a new KBYC member.

### **Statutory Implications**

The Kalgoorlie-Boulder Youth Council is a committee established under the *Local Government Act 1995* (Section 5.8). The Kalgoorlie-Boulder Youth Council is solely an advisory body and under Section 5.10 of the *Local Government Act 1995* requires an absolute majority vote before an appointment of a person to the committee can be made.

### **Policy Implications**

There are no policy implications resulting from the recommendations of this report.

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**Community Engagement Consultation**

No community consultation was considered necessary in relation to the recommendations of the report.

### 14.3.3 Youth Week WA 2023 State Launch

<b>Responsible Officer:</b>	Mia Hicks Director of Community Development
<b>Responsible Business Unit:</b>	Community Development
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	Nil

#### COMMITTEE RECOMMENDATION

That Council formally accept the invitation from the Minister for Youth for the City of Kalgoorlie-Boulder to host the State Launch for Youth Week WA 2023.

#### Executive Summary

Kalgoorlie-Boulder has been selected by the Department of Communities as the host city for the state launch for Youth Week WA 2023. The purpose of this report is for the Youth Council to recommend that the offer is accepted and that an invitation be sent to the Minister for Youth to come to Kalgoorlie-Boulder as part of the launch.

#### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

#### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

**SAFE:** We will deliver a safe and activated community that can be used day and night.

**CONNECTED:** We provide public spaces that facilitate a diverse range of activities and strengthen social bonds within the community.

**CONNECTED** We deliver the community better connectivity with the rest of Australia and the world.

#### Budget Implications

There are no financial implications resulting from the recommendations of this report.

**Report**

In January, the Department of Communities wrote to Andrew Brien, CEO, City of Kalgoorlie-Boulder requesting that the City host the launch of Youth Week WA for 2023.

Youth Week WA is being held from 14 to 21 April 2023 and the Youth Council is in the process of developing a calendar of events in collaboration with other youth agencies and stakeholders. The launch event will be held as part of the already budgeted and scheduled events.

The City of Kalgoorlie-Boulder's Councillor Amy Astill has been selected, for the second year, as a Youth Week Ambassador for 2023.

Youth Council will invite the Minister for Youth to attend the opening and engage with local young leaders on topics and issues that matter to young people in Kalgoorlie-Boulder.

**Statutory Implications**

There are no statutory implications resulting from the recommendations of this report.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.

## 15 REPORTS OF OFFICERS

### 15.1 Chief Executive Officer

#### 15.1.1 Delegation register update

<b>Responsible Officer:</b>	Andrew Brien Chief Executive Officer Frances Liston Executive Manager Governance and Risk Services
<b>Responsible Business Unit:</b>	Office of the CEO Governance
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Attachments:</b>	1. CEO delegated authority (amended) [15.1.1.1 - 3 pages]

#### Officer Recommendation

That Council endorse the revised CEO Delegated Authority 1.1.16 and 3.1.2 as attached to this report.

#### Executive Summary

Council is able to delegate the exercise of some of its powers and discharge of some of its duties to the Chief Executive Officer (“CEO”) in accordance with section 5.42 Local Government Act 1995 (and other legislative instruments under which the City of Kalgoorlie-Boulder operates).

By resolutions dated 27 September 2022 and 24 October 2022, Council endorsed the Register of CEO Delegated Authority as was presented to Council on each occasion.

It is recommended that two amendments are made to the Register of CEO Delegated Authority as set out in the report below.

#### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

#### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

EMPOWERED: We continue to believe in the principles of representational democracy and are enabled to make decisions about our lives.

EMPOWERED: We ensure considered decision making based on collaborative, transparent and accountable leadership.

## Budget Implications

There are no financial implications resulting from the recommendations of this report.

## Report

Council is able to delegate the exercise of some of its powers and discharge of some of its duties to the Chief Executive Officer (“CEO”) in accordance with section 5.42 Local Government Act 1995 (and other legislative instruments under which the City of Kalgoorlie-Boulder operates).

The application of delegated authority does not undermine Council’s roles and responsibilities but rather, improves the overall functions of the City of Kalgoorlie-Boulder. It enables Council to:

1. Focus on higher level strategic matters; and
2. Improve efficiency, effectiveness and timeliness of decision-making.

By resolutions dated 27 September 2022 and 24 October 2022, Council endorsed the Register of CEO Delegated Authority as was presented to Council on each occasion. It is recommended that the following changes be made to this register:

1. Delegated Authority 1.1.16: In paragraph 8 under the heading “Function”, delete the words “or increase the contract value by up to 10% of the awarded tender up to a maximum of \$50,000”.

This change is recommended because the CEO has delegation to approve tenders up to \$1,000,000 and any variation to contracts will be in accordance with the Local Government Regulations.

2. Delegated Authority 3.1.2: Under the heading “Council Conditions on this Delegation”, delete the word “Mayor” and replace with “Chief Executive Officer”.

This change is recommended to correct an error in this condition and is required to ensure the condition applies to both delegates.

## Statutory Implications

The authority to delegate as required by each relevant instrument is set within the Register of CEO Delegation Authority, including in particular in relation to the revised Delegated Authority referred to herein:

Section 5.41 Local Government Act 1995: *Functions of CEO*

Section 5.42 Local Government Act 1995: *Delegation of some powers and duties to the CEO*

Section 5.43 Local Government Act 1995: *Limits on delegations to CEO*

Section 48 Bush Fires Act

## Policy Implications

There are no policy implications resulting from the recommendations of this report.

### 15.1.2 Resolution register

<b>Responsible Officer:</b>	Andrew Brien Chief Executive Officer Frances Liston Executive Manager Governance and Risk Services
<b>Responsible Business Unit:</b>	Office of the CEO Governance
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	1. CONFIDENTIAL - Action Register 1 July 2022 - 9 March 2023 [15.1.2.1 - 28 pages]

#### Officer Recommendation

That Council note the Resolution Action Register for the period 1 July 2022 to 9 March 2023.

#### Executive Summary

Since 1 July 2022, Council Resolutions and Resolutions Actions are registered in Doc Assembler to replace the previous Excel format Resolution Register maintained by administration staff. Following Council meetings, resolutions of Council are captured in both the Resolution Register and Action Register, and City officers enter updates in the Action Register to record actions taken by them in relation to resolutions of Council.

#### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

#### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

EMPOWERED: We continue to believe in the principles of representational democracy and are enabled to make decisions about our lives.

EMPOWERED: We ensure considered decision making based on collaborative, transparent and accountable leadership.

EMPOWERED: We are utilising diverse points of view to inform decision making and actions taken for the City.

#### Budget Implications

There are no financial implications resulting from the recommendations of this report.

**Report**

Prior to 1 July 2022, administration has kept a register of Council resolutions and excels in a detailed Excel spreadsheet. From 1 July 2022, Council Resolutions and Resolutions Actions have been registered in Doc Assembler to replace that spreadsheet.

All resolutions of Council from prior to 1 July 2022 are continuing to be recorded, with actions noted, in the Excel spreadsheet. This will continue until all actions have been completed and then the use of this register will cease.

All resolutions from 1 July 2022 will be managed through the Doc Assembler platform. This register is updated by the Governance Officer following Council meetings with an automated data transfer from the minutes, and Doc Assembler then provides automated updates to responsible officers who can then enter updates as progress is made.

A copy of the Resolution Action Register for the period 1 July 2022 – 9 March 2023, is attached to this report for the information of Council.

**Statutory Implications**

There are no statutory implications resulting from the recommendations of this report.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.



### 15.1.3 Accounts Payable Report February 2023

<b>Responsible Officer:</b>	Casey Radford Finance Manager
<b>Responsible Business Unit:</b>	Finance
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Municipal EFT Payments - February 2023 [15.1.3.1 - 27 pages]</li> <li>2. Municipal Cheque Payments - February 2023 [15.1.3.2 - 1 page]</li> <li>3. Municipal Direct Debit Payments - February 2023 [15.1.3.3 - 1 page]</li> <li>4. Municipal Credit Card Payments - February 2023 [15.1.3.4 - 9 pages]</li> </ol>

#### Officer Recommendation

That Council receive the list of payments totalling \$6,874,974.14 as presented for the month of February 2023.

#### Executive Summary

The purpose of this report is for Council to receive the list of payments made from the Municipal and Trust funds including a summary report of the Corporate Credit Card transactions incurred by authorised card holders.

The Chief Executive Officer has been delegated the power to make payments from the Municipal and Trust funds in accordance with budget allocations. The City provides payment facilities to suppliers either by cheque, electronic funds transfer (EFT), direct debit, debit card and credit card.

#### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

#### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

**EMPOWERED:** We ensure considered decision making based on collaborative, transparent and accountable leadership.

**CAPABLE:** We will have the resources to contribute to our community and economy.

**Budget Implications**

There are no financial implications resulting from the recommendations of this report.

**Report**

Attached to this report are the lists of all cheque and EFT payments made during the month of February 2023 and a list of corporate credit card transactions by card holder of the same period totalling \$6,874,974.14.

Municipal EFT	\$6,337,650.35
Municipal Cheque	\$4,738.92
Direct Debit	\$461,005.23
Credit Cards	\$71,579.64
<b>Grand Total</b>	<b>\$ 6,874,974.14</b>

**Statutory Implications**

The Accounts Payable for the Month of February 2023 has been prepared in accordance with the requirements of the Local Government (Financial Management) Regulations 1996.

**Policy Implications**

All purchases by authorised officers are to be completed in accordance with Policy CORP AP 001– Purchasing.

### 15.1.4 Monthly Financial Report - January 2023

<b>Responsible Officer:</b>	Casey Radford Finance Manager
<b>Responsible Business Unit:</b>	Finance
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	1. Monthly Financial Report - Jan 2023 [15.1.4.1 - 25 pages]

#### Officer Recommendation

That Council in accordance with Regulation 34 of the Local Government (Financial Management Regulations 1996), receive the Statement of Financial Activity for the period ending 31 January 2023.

#### Executive Summary

In accordance with regulation 34 of the Local Government (Financial Management) Regulations 1996 (“the Regulations”), the City is to prepare a monthly Statement of Financial Activity for approval by Council. Attached for consideration is the completed Statement of Financial Activity for the period ending 31 January 2023.

#### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

#### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

**EMPOWERED:** We ensure considered decision making based on collaborative, transparent and accountable leadership.

**CAPABLE:** We will have the resources to contribute to our community and economy.

#### Budget Implications

There are no financial implications resulting from the recommendations of this report.

#### Report

The Statement of Financial Activity was introduced by the Department of Local Government from 1 July 2005; the change was implemented to provide elected members with a better idea of operating and capital revenues and expenditures. It was

also intended to link operating results with balance sheet items and reconcile with the end of month balances.

In accordance with the Regulations, a report must be compiled on variances greater than the percentage agreed by Council which is currently plus (+) or minus (-) 10% or \$50,000, whichever is the greater.

For the year to date to 30 November 2022 income is over budget by 3.32% and expenditure is over budget by 8.26%, commentary is provided at sub program level. A nil variance means that the year to date actual value is identical to the year to date budget estimate. Comments are therefore provided where the variances value is > 10% and > \$50,000 under or over budget.

## INCOME CATEGORIES

Overall stated income is (8.16%), (\$6,064,673) under budget. The sub programs which are outside the allowable variance is as follows.

### Other General Purpose Funding

Description	YTD Budget	YTD Actual	YTD Variance
Other General Purpose Funding	\$553,937	\$991,360	\$437,423

This variance is due to Federal Assistant Grant of (\$75k) being less than budget due to timing difference, and interest on term deposit of \$509k being more than budget, which is due to the interest rate received is higher than expected.

### Other Welfare

Description	YTD Budget	YTD Actual	YTD Variance
Other Welfare	\$2,764,111	\$765,033	(\$1,999,078)

This variance is mainly due to Youth Hub project being deferred to next year, and the receipt of unbudgeted grant income from the department of social services Summer Response Program grant of \$500k.

### Town Planning & Regional Development

Description	YTD Budget	YTD Actual	YTD Variance
Town Planning & Regional Development	\$99,274	\$165,333	\$66,059

This variance is mainly due to the planning application fee of \$66k being more than budget.

**Other Community Amenities**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Other Community Amenities</b>	<b>\$356,412</b>	<b>\$0</b>	<b>(\$356,412)</b>

This variance is mainly due to the Karlkurla park toilet block project being deferred to next year.

**Other Recreation & Sport**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Other Recreation &amp; Sport</b>	<b>\$2,857,086</b>	<b>\$3,295,489</b>	<b>\$438,403</b>

This variance is due to an increase in the Oasis health club income of \$192k due to increased membership numbers, higher Golf Course beverage income of \$115k attributable to a busy events schedule for the period, higher Golf Course membership income of \$58k, higher Golf Course Equipment Hire income of \$38k, and a higher Golf Course Green Fees income of \$31k, compared to budget.

**Other Culture**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Other Culture</b>	<b>\$408,388</b>	<b>\$564,774</b>	<b>\$156,386</b>

This variance is mainly due to the increased budget for GAC of \$80k for unexpected income.

**Const Roads Bridges Depots**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Const Roads Bridges Depots</b>	<b>\$5,246,114</b>	<b>\$3,816,553</b>	<b>(\$1,429,561)</b>

This is due to a timing difference.

**Aerodromes**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Aerodromes</b>	<b>\$6,908,335</b>	<b>\$9,158,935</b>	<b>\$2,250,600</b>

This variance is mainly due to a 25% increase in passenger numbers when compared with budget. By comparing with last financial year, the passenger numbers for the period ending 31/01/2023 are 212,566, compared to passenger numbers for last financial year to 31/01/2022, which were 170,045.

**Economic Development**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Economic Development</b>	<b>\$7,449,274</b>	<b>\$1,430,411</b>	<b>(\$6,018,863)</b>

This variance is due to timing differences in the drawdown of grant funds for the Kalgoorlie City Centre project, held by the WA Treasury Corporation of \$5.6M, and the invoicing of commercial water customers of \$703k, which has occurred in February 2023.

**General Administration Overheads**

Description	YTD Budget	YTD Actual	YTD Variance
<b>General Administration Overheads</b>	<b>\$66,731</b>	<b>\$12,266</b>	<b>(\$54,465)</b>

This is due to a timing difference and will be cleared by year end.

**Business Unit Operations**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Business Unit Operations</b>	<b>\$525,000</b>	<b>\$470,232</b>	<b>(\$54,768)</b>

This variance is due to the vacant properties.

**EXPENSE CATEGORIES**

Overall stated expenditure is 4.48%, \$2,006,373 over budget. The sub programs which are outside the allowable variance is as follows.

**Rates Revenue**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Rates Revenue</b>	<b>\$606,466</b>	<b>\$492,752</b>	<b>(\$113,714)</b>

This is due to a timing difference and will be cleared by year end.

**Other Governance**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Other Governance</b>	<b>\$1,364,266</b>	<b>\$853,023</b>	<b>(\$511,243)</b>

This variance is due to reduced expenditure on contributions, and donations & subsidies of (\$175k), contractors & consultants services of (\$167k), employee salaries & wages of (\$85k), advertising of (\$60k), and admin costs of (\$30k).

**Other Law, Order & Public Safety**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Other Law, Order &amp; Public Safety</b>	<b>\$1,092,868</b>	<b>\$790,482</b>	<b>(\$302,386)</b>

This variance is attributable to reduced spend on employee salaries & wages of (\$133k) due to vacant positions, furniture & equipment depreciation of (\$43k) due to assets' useful lives adjustments during the City's asset revaluation in June 2022. Additionally, materials purchased of (\$58k), and contractors & consultants services of (\$55k) are less than budget due to timing differences of operational expenses.

**Preventive Services Inspection/Admin**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Preventive Services Inspection/Admin</b>	<b>\$898,199</b>	<b>\$682,356</b>	<b>(\$215,843)</b>

This variance is due to employee salaries & wages of (\$146k) and admin costs of (\$76k) being less than budget.

**Staff Housing**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Staff Housing</b>	<b>\$141,452</b>	<b>\$246,092</b>	<b>\$104,640</b>

This variance is mainly due to depreciation on buildings of \$81k, which is due to assets' useful lives adjustments following June 2022 asset revaluations, and materials purchased of \$21k being over budget.

**Town Planning & Regional Development**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Town Planning &amp; Regional Development</b>	<b>\$941,647</b>	<b>\$794,539</b>	<b>(\$147,108)</b>

This variance is mainly due to admin costs of (\$101k), employee salaries & wages of (\$99k) being less than budget; legal advice, obligation & expense of \$56k being over budget.

**Other Community Amenities**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Other Community Amenities</b>	<b>\$318,358</b>	<b>\$162,888</b>	<b>(\$155,470)</b>

This variance is due to a timing variance in the payment of contributions, donations & subsidies of (\$132k) and employee salaries & wages of (\$16k) being less than budget.

### Libraries

Description	YTD Budget	YTD Actual	YTD Variance
<b>Libraries</b>	<b>\$636,265</b>	<b>\$499,996</b>	<b>(\$136,269)</b>

This variance is mainly due to employee salaries & wages of (\$116k), and depreciation on building of (\$25k) being less than budget.

### Heritage

Description	YTD Budget	YTD Actual	YTD Variance
<b>Heritage</b>	<b>\$285,145</b>	<b>\$198,445</b>	<b>(\$86,700)</b>

This variance is mainly due to employee salaries & wages of (\$75k) being less than budget.

### Const Roads Bridges Depots

Description	YTD Budget	YTD Actual	YTD Variance
<b>Const Roads Bridges Depots</b>	<b>\$2,844,492</b>	<b>\$5,891,440</b>	<b>\$3,046,948</b>

This variance is mainly due to depreciation on roads works being \$3.06m over budget, which is due to an adjustment to assets' useful lives following the June 2022 asset revaluations.

### Mtce Roads Bridges Depots

Description	YTD Budget	YTD Actual	YTD Variance
<b>Mtce Roads Bridges Depots</b>	<b>\$5,775,091</b>	<b>\$4,302,806</b>	<b>(\$1,472,285)</b>

This variance is due to a delay in contractors & consultants services payments of (\$538k) due to contractor shortage, employee salaries & wages of (\$499k), and labour overheads of (\$412k) being less than budget due to vacant positions.

### Road Plant Purchases

Description	YTD Budget	YTD Actual	YTD Variance
<b>Road Plant Purchases</b>	<b>\$369,866</b>	<b>\$131,232</b>	<b>(\$238,634)</b>

This variance is due to loss on sale of assets of (\$317k) being less than budget due to timing difference; depreciation of \$87k being over budget.



**Parking Facilities**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Parking Facilities</b>	<b>\$316,897</b>	<b>\$193,754</b>	<b>(\$123,143)</b>

This variance is due to depreciation of (\$70k), and employee salaries & wages of (\$47k) being less than budget.

**Aerodromes**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Aerodromes</b>	<b>\$2,719,879</b>	<b>\$3,012,440</b>	<b>\$292,561</b>

This variance is due to depreciation on buildings of 392k, and depreciation on airport area infrastructure of \$265k being higher than budget which are due to adjustments to assets' useful lives following June 2022 asset revaluations; employee salaries & wages of (\$113k), contractors & consultants services of (\$107k), materials purchased of (\$51k), loss on sale of assets of (\$29k), total admin costs of (\$25k), and internal plant hire allocations of (\$22k) being less than budget.

**Tourism & Area Promotion**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Tourism &amp; Area Promotion</b>	<b>\$1,043,908</b>	<b>\$706,561</b>	<b>(\$337,347)</b>

This variance is due to contractors & consultants services of (\$230k), contributions, donations & subsidies of (\$145k), and employee salaries & wages of (\$55k) being less than budget; materials purchased of \$78k being over budget.

**Building Control**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Building Control</b>	<b>\$598,129</b>	<b>\$414,703</b>	<b>(\$183,426)</b>

This variance is due to employee salaries & wages of (\$96k), and admin costs being (\$82k) being less than budget.

**Public Works Overheads**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Public Works Overheads</b>	<b>\$151,586</b>	<b>\$1,784,301</b>	<b>\$1,632,715</b>

This is due to a timing difference, will be cleared by year end.

**Plant Operation Costs**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Plant Operation Costs</b>	<b>\$70,782</b>	<b>\$502,744</b>	<b>\$431,962</b>

This is due to a timing difference, will be cleared by year end.

**Unclassified**

Description	YTD Budget	YTD Actual	YTD Variance
<b>Unclassified</b>	<b>\$32,452</b>	<b>\$178,612</b>	<b>\$146,160</b>

This is mainly due to total depreciation of \$150k being higher than budget, which is due to the adjustment of assets' useful lives following the June 2022 asset revaluations.

**CAPITAL CATEGORIES**

January 2023 year to date capital expenditure is under budget by (\$17.32m). Actual YTD expenditure is \$20.96m versus budgeted YTD spend of \$38.28m.

Main variances from Work in Progress of (\$7.38m) with the majority relating to Kal City Centre Project and Golf Course Resort, Sewerage of (\$3.06m) relating to the Water Bank project, Buildings of (\$2.96m) with delayed purchase of properties and Youth Hub Project, Infrastructure –Roads of (\$1.32m), mainly relating to delays in R2R and RRG projects, and Investment Property of (\$1.17m). Majority of works for this have been delayed to next calendar year.

**Statutory Implications**

The Statement of Financial Activity has been prepared in accordance with the requirements of the Local Government (Financial Management) Regulations.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.

## 15.2 Development and Growth

### 15.2.1 Community Safety and Crime Prevention Quarterly Report

<b>Responsible Officer:</b>	Alain Baldomero Manager Health and Community Safety
<b>Responsible Business Unit:</b>	Health and Community Safety
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	1. Quarterly Report Community Safety [15.2.1.1 - 3 pages]

#### Officer Recommendation

That Council receive the Quarterly Community Safety and Crime Prevention Report for the period of October 2022 to December 2022.

#### Executive Summary

Data analysed from October 2022 to December 2022 demonstrated a month-to-month increase in public antisocial behaviour incidents over the summer period. Opportunities and strategies for proactive responses to address community safety will be discussed with the re-established Community Safety and Crime Prevention Working Group when the inaugural 2023 meeting is held in April.

#### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

#### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

SAFE: We will be safe and free from harm and crime.

#### Budget Implications

There are no financial implications resulting from the recommendations of this report.

#### Background

The City's current Community Safety and Crime Prevention Plan (CSCPP) was last reviewed in 2015, and is now undergoing a major review. Agency stakeholders have been engaged to assist the City develop the CSCPP, and outcomes, actions and key

performance indicators are being developed with the community; there are multiple opportunities for community consultation prior to adoption. The first initiative in the CSCPP review was the re-establishment of the Community Safety and Crime Prevention Working Group, with membership from WA Police, the community, City officers and Elected Members. The City's Coordinator of Community Safety and the Safer Streets Patrol will play a key role in assisting to implement the CSCPP.

### **Report**

The Quarterly Community Safety and Crime Prevention Report (see Attachment 15.2.1.1) analyses data collected by Safer Streets Patrol, the Kalgoorlie Police CBD Team and the greater Community Safety Team, to provide commentary on trends, themes and future predictions.

This report covers the October 2022 to December 2022 period, which demonstrates a month-to-month increase in public antisocial behaviour incidents over the Summer period.

It is predicted that the Summer 2023 to 2024 period will see a similar increase in these incidents. This provides an opportunity for the Community Safety and Crime Prevention Working Group, in consultation with Safer Streets Patrol and external stakeholders, to prepare a comprehensive and proactive response in addressing or preventing this behaviour in 2023 and 2024. The City's draft Strategic Community Safety and Crime Prevention Plan 2023 to 2026 will also be presented to the Working Group for initial feedback before broader consultation in April.

### **Statutory Implications**

There are no statutory implications resulting from the recommendations of this report.

### **Policy Implications**

There are no policy implications resulting from the recommendations of this report.

**15.2.2 APPLICATION FOR PLANNING APPROVAL - P016/23 PROPOSED  
ELECTROSTATIC PRECIPITATOR UNIT - LOT 100 (PLAN 212288)  
SMELTERMAN DRIVE, FEYSVILLE**

<b>Responsible Business Unit:</b>	Development and Growth
<b>Disclosure of Interest:</b>	Nil
<b>Application Number:</b>	P016/23
<b>Owner's Name:</b>	BHP Nickel West Pty Ltd
<b>Applicant's Name:</b>	BHP Nickel West Pty Ltd
<b>Development Value:</b>	\$8,700,000
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	1. Application for Planning Approval P 016 23 - 100 Smelterman Road - A 19519 [15.2.2.1 - 4 pages]

**Officer Recommendation**

That Council resolve to approve Planning Application (P016/23) for a precipitator and switch room located at Lot 100 Smelterman Drive, Feysville, as set out in the following drawings, and subject to the following conditions:

1. This development must substantially commence within two years from the date of this decision letter, unless an extension of the approval is received from the City, prior to this approval expiring.
2. This development taking place in accordance with the approved plans NS-00-02274, DW-M00-001-A0 Rev 06, 11543AB-DRG-PL-002 Rev A, 11543AB-DRG-PL-003 Rev A.

**Executive Summary**

Council is to determine a development application for the construction of an electrostatic precipitator unit for the Kalgoorlie Nickel Smelter (NKS), located at Lot 100 Smelterman Drive, Feysville.

Conditional approval is recommended as the proposal is consistent with the 'Industry Extractive' development requirements of Local Planning Scheme No. 1 (the Scheme).

Any potential environmental emissions are to be assessed by the Department of Water and Environmental Regulation independent of the development application process.

**Authority/Discretion**

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with Cl. 77 (1)(c) of the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, an owner of land in respect of which development approval has been granted by the local government may make an application to the local government to amend an aspect of the

development approved which would not substantially change the development approved.

Pursuant to Cl. 77 (4) of the Deemed Provisions, the local government may determine an application made under subclause (1) by:

- a. Approving the application without conditions; or
- b. Approving the application with conditions; or
- c. Refusing the application

Local Planning Scheme No. 1 (Cl. 6.9)

Council has discretion in accordance with cl. 6.9 of Local Planning Scheme No. 1 to approve (with or without conditions) or refuse an application.

City of Kalgoorlie-Boulder CEO Delegated Authority Register

Pursuant to the City of Kalgoorlie-Boulder CEO Delegated Authority Register, City staff are unable to determine this development as it exceeds the delegated authority threshold of \$5,000,000.

**Background**

<b>Address:</b>	Lot 100 Smelterman Drive, Feysville	
<b>Lot Size:</b>	594.8 ha	
<b>Zoning</b>	<b>LPS1:</b>	Rural
	<b>LPS2:</b>	General Industry
<b>Existing Land Use:</b>	Industry - Extractive	
<b>Proposed Land Use:</b>	Industry - Extractive	
<b>Adjacent / Nearby Land Uses:</b>	No surrounding land uses	

**Details of the Proposal**

The City has received an application for a precipitator and electrical switchroom for the Kalgoorlie Nickel Smelter, located at Lot 100 Smelterman Drive, Feysville. An electrostatic precipitator is an improved pollution control system which uses positively or negatively charged rods to remove fine dust particles from flowing gas. The proposed development also includes the installation of a switchroom to house electrical equipment.

**Description of the Site**

The subject site, Lot 100 Smelterman Drive, Feysville is zoned as ‘Rural’ under Town Planning Scheme No. 1. The subject land is located approximately 12km south of the Kalgoorlie Town Centre and measures 594.8 hectares (See Figure 1). The site sits among other mining operations, with the nearest sensitive receptors located within South Boulder, approximately 8km to the north.

The nickel smelter facility, which opened in 1973, houses various administration buildings, plant and equipment, principally centred on the railway line, and also comprises of substantial areas of impermeable bitumen seal and concrete surfaces. See Figure 2.



Figure 1. The Subject Site

### Site History/Previous Approvals

Development approval (P120/21) for an oxygen plant was granted by Council at the Ordinary Council Meeting held on 23rd of August 2021 with amended plans approved on 25 July 2022.

### Applicant's Submission

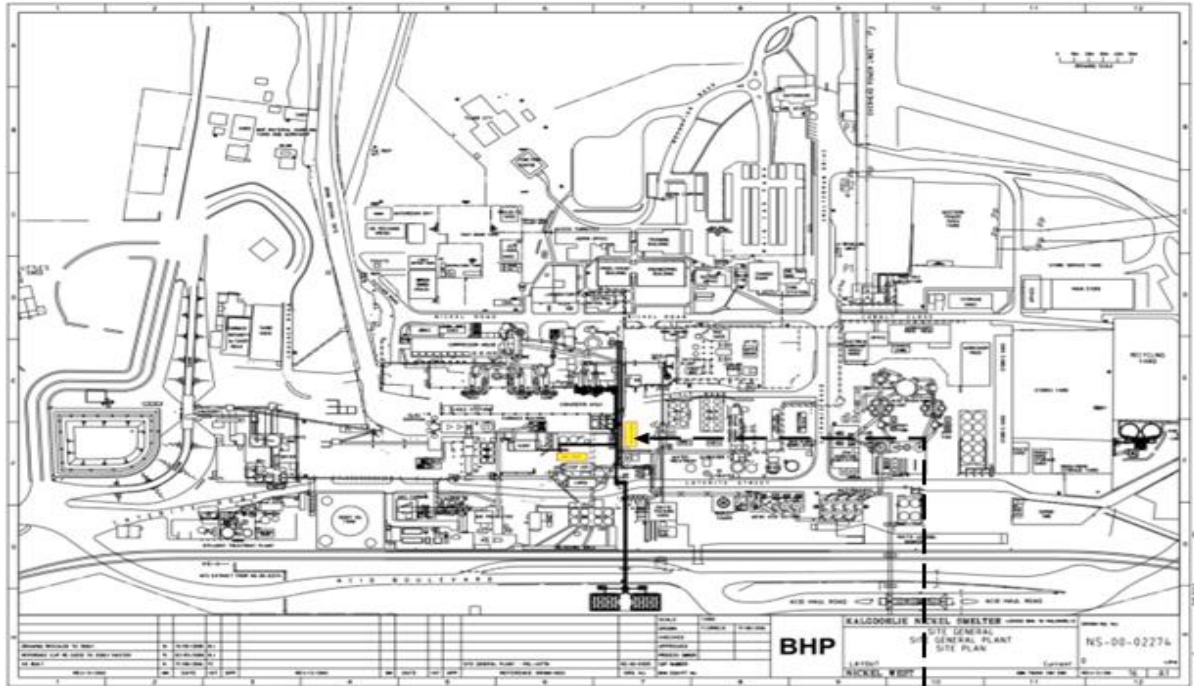
The applicant advises that the proposed development is unlikely to result in any change to the Smelter's existing air and noise emissions levels.

Air emission discharge points will remain unchanged, with the final discharge point located at the Acid Plant (as already approved and monitored as per the current Licence L8653/2012/2). Additionally:

- no significant change to traffic movement or vehicle use is expected as a result of the Proposed Development;
- the Proposed Development will not be visible to the public from outside the Smelter;
- rainfall captured within the proposed development area will be directed to existing stormwater infrastructure and not discharged to the environment;
- air emissions from construction activities are expected to be inconsequential;
- Nickel West will utilise existing waste management vendors and manage construction waste in accordance with existing facility waste management practices.



Figure 2. Site Plan – Proposed facilities are highlighted.



**Public Consultation**

No public consultation was considered necessary by City staff as the proposal is consistent with a previously approved development application and is not likely to impact on the amenity of the area as there are no sensitive land uses near the subject site.

**Details / Assessment**

Draft Local Planning Scheme No. 1

Extractive Industry is an AA use within the Rural zone. The proposed development is considered to be incidental and a minor addition to the existing smelter. The development approved under P120/21 was compliant with the development standards relating to setbacks, plot ratio, site coverage, parking, landscaping and stormwater management. The assessment of this application is limited to the increase of the precipitator which will have a height of 38.6m and the electrical switchroom.

There are no specific development standards for "Industry - Extractive" developments set out in LPS1 pertaining to height. Furthermore, the site is not within the height restricted area of Kalgoorlie airport. As such the proposed increase in height was considered on a merits-based assessment.

In the context of the existing development on site, the proposed increase in height of the precipitator of 38.6m is not considered to be of a significance that it will impact on the amenity of the surrounding area, nor will it be out of character for the site.



### Draft Local Planning Scheme No. 2

Under the draft Local Planning Scheme No. 2 ('draft LPS2'), the subject land is proposed to be included in the 'General Industry' zone. The proposed facilities are considered to be consistent with General Industry zoning.

### State Planning Policy 3.7 – Planning in Bushfire Prone Areas

Whilst the location of the plant is not located within a designated Bushfire Prone Area, however, the surrounding land is within a Bushfire Prone Area. As such, the applicant submitted Bushfire Attack Level Assessment (BAL) for P120/21 which identified a BAL rating of BAL-LOW for the proposed oxygen plant. The BAL assessment demonstrates the proposal compliance with the bushfire protection criteria.

### Environmental Protection Act 1986

The applicant is required satisfy the approval requirements of the Department of Water and Environmental Regulation ('DWER'), as per the requirements of section 54 of the EP Act. Works approval applications are intended to be considered in parallel with an application for development approval. Any potential air emissions, noise emissions or wastewater discharges are to be assessed under the Act by DWER which is the primary regulator for emissions and discharges from a prescribed premises.

### **Conclusion**

The proposed precipitator and electrical switch room are facilities which are compatible with and ancillary to the previously established smelter. The proposed development complies with the requirements of the LPS1 and it is recommended that the application is supported by the Council.

### **Community Strategic Plan Links**

This report links to the Strategic Community Plan through the following Guiding Theme/s:

SUSTAINABLE: We advocate for the provision of land use.

### **Budget Implications**

There are no financial implications for The City of Kalgoorlie-Boulder resulting from the recommendations of this report.

### **Strategic Implications**

There are no strategic implications resulting from the recommendations of this report.

### **Statutory Implications**

If aggrieved by the decision of Council or any development conditions applied, the

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applicant will have a right of appeal to the State Administrative Tribunal. A review must be lodged within 28 days of the decision being made by the City. An advice note to this effect will be included in the decision notice.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.

## 15.3 Engineering

### 15.3.1 Quarterly Report on Major Projects

<b>Responsible Officer:</b>	Kevin Ketterer Director of Engineering
<b>Responsible Business Unit:</b>	Project Management Office
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	1. Major Projects Reporting Schedule 28 February 23 [15.3.1.1 - 1 page]

#### Officer Recommendation

That Council accepts the Major Projects Summary as at 28 February 2023, detailed in Attachment 15.4.1.1 to this report.

#### Executive Summary

This report provides an update on the performance of major projects as at 28 February 2023.

#### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

#### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

CAPABLE: We are continuing to undertake the appropriate risk management and assessment strategies.

#### Budget Implications

There are no financial implications resulting from the recommendations of this report.

#### Report

At its Ordinary Council Meeting on 19 December 2022, Council accepted a proposed Project Management Framework and Project reporting mechanism, for quarterly reporting to Council.

This report forms the Q3 report for FY23.

A list of major reports has been included as Attachment A titled Major Projects Summary, which contains details relating to physical progress as well as financial expenditure to date. It is to be noted that amendments adopted in the endorsement of the mid-year budget review have not yet been included in Attachment A due to the timing of the drafting of this report.

#### On Track:

- Drainage works for Charles Street is complete.
- Fleet purchases will be completely committed at the end of 22/23FY.
- Planning and design development of the Youth Precinct at Kingsbury Park.
- Resurfacing and resealing of roads is progressing well.
- Acquisition of staff housing based on the financial allocation for 22/23FY.
- Various sewerage infrastructure renewal works across the city.

#### Generally On Track with Minor Issues:

- Completion of the Kalgoorlie City Centre Economic development is delayed by the fabrication of the main canopy and play equipment. The completion milestones are being closely monitored by the projects team, with the launch of the project envisaged for August 2023.
- Karlkurla Park toilet block and nature play is at concept design stage with a revised completion date of 30 September 2023.
- Roadworks projects are programmed in accordance with contractor availability and are susceptible to delays (e.g. weather, contractor resource availability and Main Roads WA approvals) which have a knock-on effect on project delivery.
- Airconditioning renewal at the Admin Building and Oasis is envisioned to commence once the audit of the current systems and designs are completed. The installation works are to be rescheduled for the 23/24 FY.
- SMART enabled LED streetlight project is progressing well. All five LGAs have signed the Memorandum of Understanding with Western Power.

#### Off Track

- Master plans for the Airport and Oasis Redevelopment have experienced some delay in review and finalisation. The Oasis Master Plan is scheduled to be presented to Council in April for consideration. The Airport Draft Land Usage Plan and Terminal Development Concept has been presented to Council, with the Master Plan envisaged to be presented in the new financial year.

### **Statutory Implications**

There are no statutory implications resulting from the recommendations of this report.

### **Policy Implications**

There are no policy implications resulting from the recommendations of this report.

### 15.3.2 Recycled Water Monthly Report

<b>Responsible Officer:</b>	Johan Le Roux Manager Water Waste & Sustainability Kevin Ketterer Director of Engineering
<b>Responsible Business Unit:</b>	Water, Waste and Sustainability
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	Nil

#### Officer Recommendation

That Council note the content of this report.

#### Executive Summary

The City of Kalgoorlie-Boulder (the City) is one of very few local governments that recycles treated effluent and harvests stormwater for re-use. In this manner, the City can irrigate its open spaces and other community facilities for the enjoyment of the community. This has enhanced the reputation of Kalgoorlie-Boulder as a surprisingly green city in the desert.

Over recent years, the City has expanded the demands on the recycled water system which includes the construction of a first-class golf course and the provision of recycled water to private irrigators.

After the introduction of Level 5 water restriction by Council on 6 February 2023 a monthly report was requested to inform Council and the community of the monthly water use of contracted irrigation and City assets. From the information and graphs contained in this report, it can be concluded that users are adhering to the water restrictions and the City has seen some dramatic reductions in water consumption, which is to be commended.

With only a portion of February 2023 under the influence of water restrictions and with the “assistance” of a minor rain event, the City managed to “bank” a small amount of water that will assist in this transitional period.

The water situation, however, remains dire, and all parties involved in this effort to conserve water are encouraged to remain vigilant.

#### Community Engagement Consultation

A meeting was held with affected irrigators at the City Administration building on 13 February 2023 where irrigators received clarification regarding the restrictions and were encouraged to ask questions to seek further clarification.

Letters were sent to irrigators on 1<sup>st</sup> and 10<sup>th</sup> and 15<sup>th</sup> February 2023 informing them of the restrictions and how they were affected. Monthly water bills also inform users of their consumption figures.

Both the Department of Water and Environment Regulation and the Department of Education were informed in writing regarding the water restrictions and the background of water usage data.

**Community Strategic Plan Links**

This report links to the Strategic Community Plan through the following Guiding Theme/s:

SUSTAINABLE: We implement sustainable practices such as ensuring responsible use of water and other resources.

**Budget Implications**

There are no financial implications resulting from the recommendations of this report.

**Report**

**Background**

The City is one of few local governments that have a recycled water program using both sewage effluent and harvested stormwater for irrigation purposes. The recycled water is used as follows:

- Irrigation of almost all City owned open spaces and community facilities;
- Irrigation of the golf course;
- Supply to private irrigators; and
- Supply to local industry.

At a Special Meeting of Council on 6 February 2023, Council resolved to:

- “1. ....
8. ....
9. *Request the installation of water meters and report on water usage monthly of contracted irrigation and city assets both in Council agenda and the City’s website, identifying usage of scheme water and wastewater and the associated costs;”*

**Water Meters**

*Phase 1 – Transport system and pumpstations*

Assessment completed and meters replaced where required.

New higher capacity pump for installation at treatment works ordered. Installation anticipated end March.

100% complete

*Phase 2 – Third party irrigators*

Assessment completed.

100% complete

*Phase 3 – CKB tank sites*

Assessment completed. Preparations for installations underway.

50% complete

*Phase 4 – CKB direct feed sites*  
 Assessment currently underway

**Use of scheme water, recycled water and the associated cost**

The City is currently in discussion with the Water Corporation on a suitable way for supplementing the recycled water scheme by using potable water.

In the interim the City is applying for potable water connections at the different sites that need irrigating. A desktop study estimates the cost to connect 22 City sites to potable water supply at \$2.5M. These connections will take between 1 and 3 months to complete.

**Water Consumption**

The following graphs and tables provide an overview of the water consumption by third party users of the recycled water before and after the implementation of restrictions.

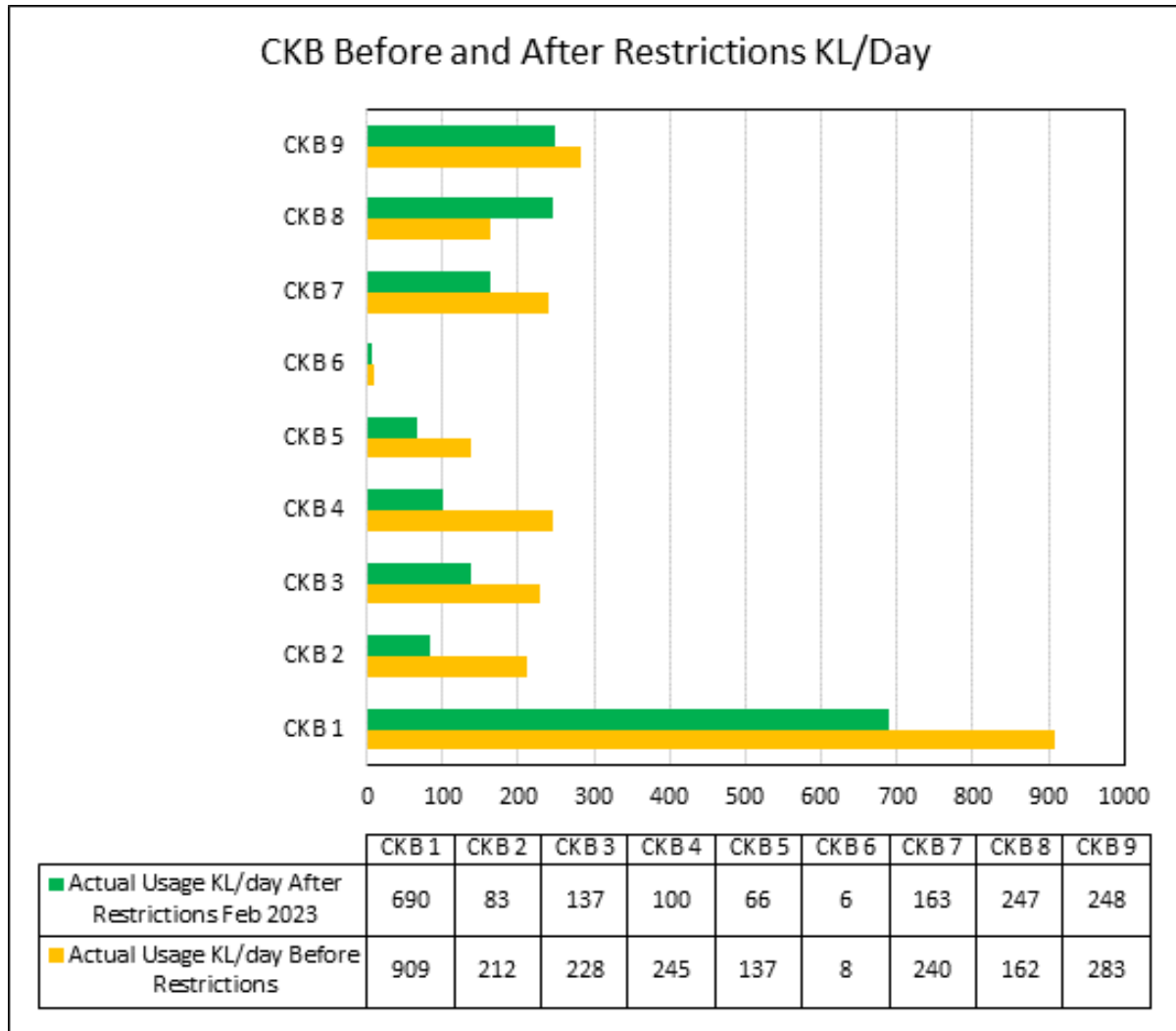
**Graph 1 – Third party users before and after the implementation of restrictions in Kℓ/day (below)**



**Graph 1** represents a daily average of the seven months preceding February for the water use before restrictions. The water use after restrictions is based on the

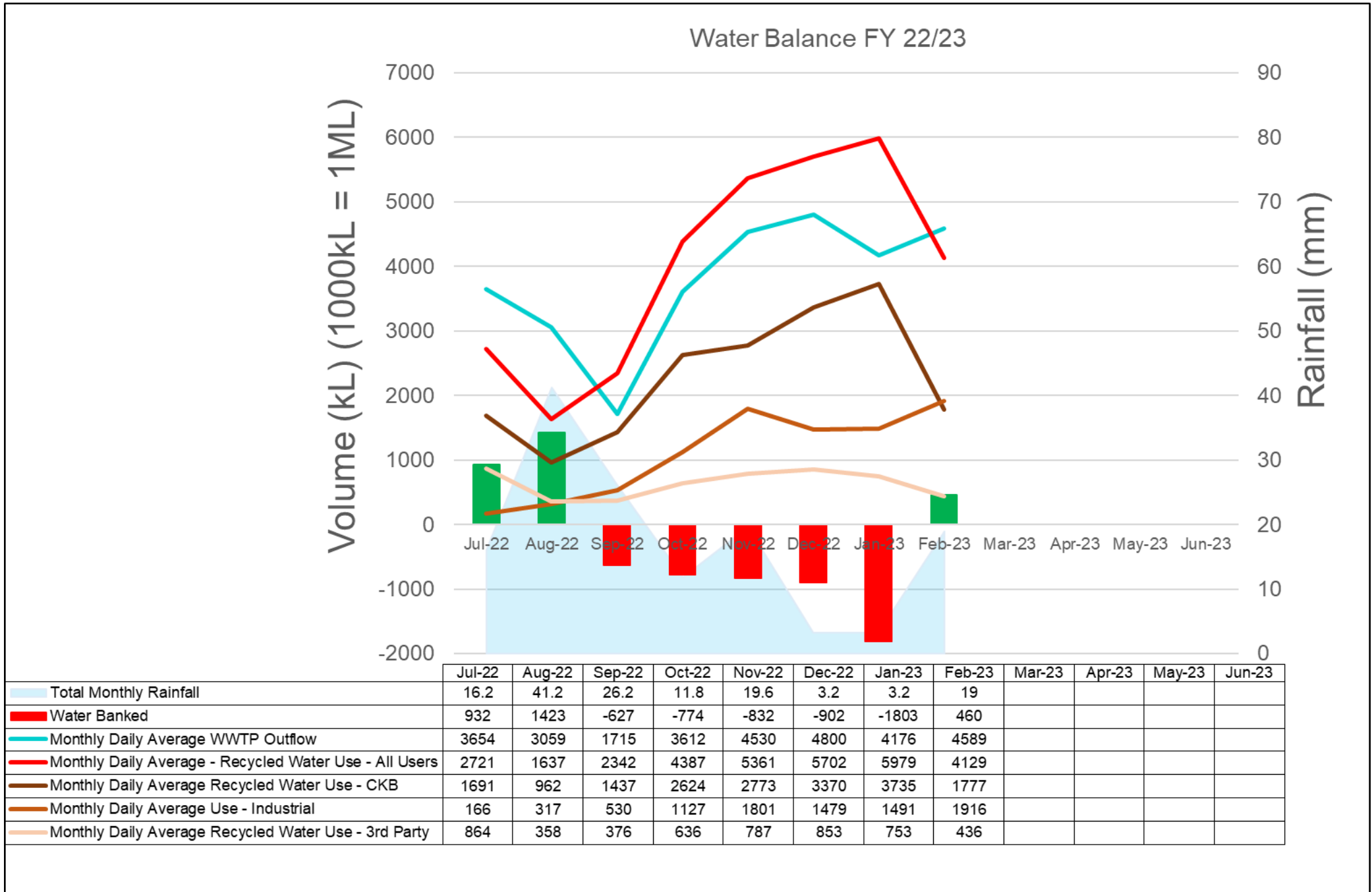
average of the 28 days in February and it should be noted that restrictions only took effect during the week of 6 -13 February. The first part of February’s water consumption would have been high due to summer temperatures and users consuming water without restrictions. The graph therefore will not provide a fully accurate reflection of the actual reductions in usage – which are expected to be greater than shown. The March graph is however expected to provide a more accurate reflection of reductions in usage.

**Graph 2 – CKB sites before and after the implementation of restrictions in Kℓ/day (below)**



**Graph 2** represents a daily average of the 7 months preceding February for the water use before restrictions. The water use after restrictions is based on the average of the 28 days in February and it should be noted that restrictions only took effect during the week of 6 -13 February. The first part of February’s water consumption would have been high due to summer temperatures and users consuming water without restrictions. The graph therefore will not provide a fully accurate reflection of the actual reductions in usage – which are expected to be greater than shown. The March graph is however expected to provide a more accurate reflection of reductions in usage.





**Graph 3 – Water Balance FY 2022/2023 (above)****Comment**

From the graphs in this report, it can be concluded that users are adhering to the water restrictions and the City has seen some dramatic reductions in water consumption, which is to be commended.

With only a portion of February under water restrictions and the “assistance” of a minor rain event the City managed to “bank” a small amount of water that will assist in this transitional period.

The water situation remains dire, and all parties involved in this effort to conserve water should remain vigilant.

**Statutory Implications**

There are no statutory implications resulting from the recommendations of this report.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.

### 15.3.3 Workplace electric vehicle (EV) charging grants

<b>Responsible Officer:</b>	Johan Le Roux Manager Water Waste & Sustainability Kevin Ketterer Director of Engineering
<b>Responsible Business Unit:</b>	Waste, Water and Sustainability
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Attachments:</b>	Nil

#### Officer Recommendation

That Council:

- 1) Support the initiative of rolling out the installation of additional EV charging stations in suitable locations in the Goldfields; and
- 2) Authorise the Chief Executive Officer to apply for Charge Up Workplace Grants, for the Level 3 Recharge Stations, when these grants open for submissions.

#### Executive Summary

Electric vehicles (EVs) are a big part of Western Australia's energy future. As we look to decarbonise our state, EVs will become more commonplace, as will the infrastructure necessary to charge them.

As part of their efforts to drive a better energy future, the West Australian government launched the Charge Up Workplace Grant, a \$15 million grant funding commitment as part of its strategy to expand electric vehicle (EV) charging infrastructure throughout the State.

Applications are open for grants for 50% of the purchase cost of up to 4 x Level 2 (7 to 22 kW) EV chargers per site. However, these chargers take up to 8 hours to fully charge an EV.

Grants for Level 3 EV chargers will open later this year. Some of the Level 3 ultra-fast chargers can charge an EV in 15 minutes.

#### Community Engagement Consultation

No community consultation was considered necessary in relation to the recommendations of the report.

#### Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

**FUTURISTIC:** We plan for the future proofing of our City by being a thinking and innovative society.

**SUSTAINABLE:** We implement sustainable practices such as ensuring responsible use of water and other resources.

**CAPABLE:** We are exploring funding sources and revenue streams.

### **Budget Implications**

The cost of a Level 2 EV charger ranges between \$2k and \$10k, depending on the capacity and the rate of charge.

Due to their high capacity and ultra-fast charging ability, the cost of Level 3 chargers range from \$75,000 to \$400,000 per installation.

Were the recommendations to be supported, a budget provision of up to \$200,000 will be required in the 2023/24 financial year for co-funding for the installation of EV chargers, depending on the option selected (i.e. Level 2 or Level 3).

### **Report**

#### **Background**

Electric vehicles (EVs) are a big part of Western Australia's energy future. As we look to decarbonise our state, EVs will become more commonplace, as will the infrastructure necessary to charge them.

As part of their efforts to drive a better energy future the West Australian government launched the Charge Up Workplace Grant, a \$15 million grant funding commitment as part of its strategy to expand electric vehicle (EV) charging infrastructure throughout the State.

\$3.75 million is available in the first round of the Charge Up Grants which target not for-profit organisations, small and medium businesses, and local government authorities. The grants will meet about half the costs of buying and installing charging stations and associated software.

Grants will be awarded to applicants where the chargers will be used predominantly during the day (9am to 5pm). Overnight charging (9pm to 9am) will, however, also be supported, but applications for EV charging taking place predominantly between 5pm to 9pm will not be supported.

The time of day that people charge their EVs can have a range of impacts. If drivers predominantly charge EVs during the daytime, they use more renewable energy, and this can help avoid expensive electricity upgrades and help keep the grid stable. Charging EVs overnight is the next best option, as it can still help avoid costly upgrades, although the proportion of renewable energy used is less. Charging during peak demand periods (5pm to 9pm) is least preferable, as it puts more strain on the network, as well as missing out on the high volumes of solar generation.

A wide range of projects will be considered if eligibility requirements are met. Typical projects include:

- 1) Destination charging: Charging at destinations that people typically spend a few hours at during the day. For example, tourist or cultural attractions, cafés, wineries, beaches, swimming pools, parks, or other outdoor leisure activity facilities.

- 2) Car parks: Car parks of eligible organisations for employees and visitors to charge their EVs.
- 3) Fleet vehicles: Chargers which are intended to support the conversion of fleets to EVs.

For this round, grants will fund:

- 1) 50% of the purchase cost of up to 4 x Level 2 (7 to 22 kW) EV chargers per site:
  - a) Chargers must be selected from the approved list.
  - b) A maximum of five sites can be funded per applicant.
- 2) 50% of installation costs (funding cap of \$5,000 per site in the Greater Perth area and \$10,000 for regional and remote areas – GST Exclusive):
  - a) The Greater Perth area.
  - b) Regional and remote areas are defined as all parts of the state that are not in the Greater Perth area.
- 3) 75% of the cost of smart charging software for a period of two years:
  - a) Software must be selected from an approved list.
  - b) Software is mandatory to receive grant funding.

Round 1 has a maximum grant amount of \$50,000 per applicant for applications within the Greater Perth area and \$75,000 for other areas of the State. Any grant funding amount payable under the Grants Program will be exclusive of GST.

Successful applicants will be required to provide data from all EV chargers co-funded by the program to Department of Mines, Industry Regulation and Safety (DMIRS) upon request for a period of two years commencing on the date the charger(s) are installed.

### ***Level 2 vs Level 3 Chargers***

Level 2 chargers operate at 208-240 V and output anywhere from 3 kW to 22 kW of AC power. This power output translates to 29 to 45 kilometres of range per hour. An average EV can be fully charged in 8 hours or less.

Level 3 charging is the fastest type of charging available and can recharge an EV at a rate of 5 to 32 kilometres of range per minute. Unlike Level 1 and Level 2 charging that uses alternating current (AC), Level 3 charging uses direct current (DC).

This round of grants will only be for Level 2 chargers but grants for Level 3 will be offered later in the year. Due to the difference in charge rate many Northern Goldfields local governments may hold off on Level 2 EV charger grants since more visitors could be looking for fast charging as they are travelling long distances between towns and likely need a full charge.

### ***Discussion***

The city currently has three EV charging stations:

- 1) City's Administration building car park on 577 Hannan Street



2) The View Hotel car park, 430 Hannan Street





## 3) 272 Hannan Street, CBD



At a recent meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) Regional Climate Alliance Working Group, the initiative of grant funding for EV charging stations was discussed. Members were encouraged to approach their Councils to participate and create a network of EV charging stations in the Goldfields region to:

- Attract more visitors (with electric vehicles) to the region. With a network of EV chargers throughout the region EV owners can plan and travel through the Goldfields with the assurance of being able to charge their vehicles on route; and
- Increase the charge options to the local community which may entice more individuals or organisations to change over to electric vehicles.

The GVROC Regional Climate Alliance Working Group is currently sourcing quotations for the installation of EV charging stations and several LG's in the Goldfields region are interested in submitting applications for this grant.

It is proposed that the City support the initiative of rolling out the installation of additional EV charging stations at or near suitable locations where people may spend some time, like tourist attractions, shopping precincts, etc.

It is further recommended that the City hold off on applying for grant funding for Level 2 EV chargers, but rather, lodge an application when grant funding is offered for Level 3 EV chargers that will better suit visitors to the City.

**Statutory Implications**

There are no statutory implications resulting from the recommendations of this report.

**Policy Implications**

There are no policy implications resulting from the recommendations of this report.



## 15.4 Corporate and Commercial

### 15.4.1 Additional Fees and Charges

<b>Responsible Officer:</b>	David Trevaskis Director of Corporate and Commercial
<b>Responsible Business Unit:</b>	Corporate and Commercial
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Attachments:</b>	Nil

### Officer Recommendation

That Council:

1. Approve, pursuant to s 6.16 of the *Local Government Act 1995*, the following additions to the 2022/23 Schedule of Fees and Charges to take effect on 10 April 2023:
  - (a) Kalgoorlie Golf Course:-
    - (i) Authority for the CEO to review and amend all charges and sale prices relating to the provision of food and beverages for the golf course hotel resort development contractors, accommodated onsite at the Kalgoorlie Golf Course, to reflect market rates and commercial relativity.
  - (b) Kalgoorlie-Boulder Airport:-
    - (i) Authority for the CEO to review and amend all charges and sale prices relating to advertising at the Kalgoorlie Boulder Airport, to reflect market rates and commercial relativity.
    - (ii) Car Hire Licence fees – 10% of airport turnover per annum as per licence agreement.
  - (c) Goldfields Oasis:-
    - (i) Kalgoorlie Boulder Amateur Swimming Club Lane Hire – As per agreement
    - (ii) Kalgoorlie Tri Club Lane Hire – As per agreement
2. Authorise the CEO to give local public notice of the proposed amendments to the 2022/23 Schedule of Fees and Charges, for a period of not less than 7 days, pursuant to s 6.19 of the *Local Government Act*.

### Executive Summary

The proposed additions to the Schedule of Fees and Charges require Council approval by absolute majority. If approved, the CEO will provide public notice of the changes which will take effect on 10 April 2023. The changes proposed for the Airport and Oasis are in relation to existing fees and charges previously approved by delegation or by Council policy. The existing Schedule of Fees and Charges provides for the sale of food and beverages at market rates at the Golf Course, however as this is in relation to an additional service charge, Council approval has been sought.

## Community Engagement Consultation

Local public notice of the amended fees and charges will be undertaken pursuant to s 6.19 of the *Local Government Act 1995*.

## Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

EMPOWERED: We ensure considered decision making based on collaborative, transparent and accountable leadership.

## Budget Implications

There is sufficient budget provided for the associated advertising costs for the public notice. There will be an increase to fees and charges for bar and food services at the Kalgoorlie Golf Course on a user pays basis.

## Report

### Kalgoorlie Golf Course Bar and Restaurant – Catering for Hilton Construction Workers

The City has approved the temporary accommodation of up to 40 caravans at the Golf Course for the Hilton hotel development contractors. The accommodation is permitted subject to certain conditions including installation of screening and compliance with appropriate building and planning legislative standards. The City will benefit by entering into a commercial agreement with the contractor for the provision of daily breakfast, lunch and dinner for the workers, to be supplied by the Golf Course bar and restaurant. To ensure a favourable commercial agreement, it is recommended that Council approve for the CEO to negotiate sale prices to reflect appropriate market rates and commercial relativity. As part of this service agreement the bar and restaurant will be able to expand service hours for both golfers and other community users of this facility.

### Kalgoorlie Boulder Airport

At the Ordinary Council Meeting 27 September 2022, Council endorsed the delegations to the CEO in accordance with the Register of CEO Delegated Authority presented at the meeting. The Register of CEO Delegated Authority included many changes to the previous year delegation register including the removal of the following CEO delegations:

- Airport 01 – Leasing and Licence Agreements (attached);
- Airport 02 – Approved Advertising Licence Approval (attached); and
- Airport 03 – Hire Car Operations;

It is recommended that the Schedule of Fees and Charges is amended to include approval for the CEO to review and amend all charges and sale prices relating to advertising at the Airport, to reflect market rates and commercial relativity. This will

ensure the City is able negotiate the most favourable commercial arrangements for both the City and those wishing to advertise at the airport including establishing new advertising opportunities. Adding the Car Hire Licence fees will ensure this charge is standard for all car hire operators and is no change from existing agreements.

#### Goldfields Oasis

The Goldfields Oasis Lane Hire Policy CS-OR-004 has been recommended for repeal by the Governance and Policy Committee. There are only two user groups who are eligible for the reduced lane hire fees in accordance with this policy. It is recommended that the agreement with the Kalgoorlie Amateur Swimming Club and Kalgoorlie Tri Club to receive reduced lane hire fees be included in the Schedule of Fees and Charges. The clubs will be offered the reduced lane hire fees under the same terms and conditions as were stated in the Policy.

#### **Statutory Implications**

In accordance with s 6.16(1) of the Local Government Act 1995, the Council may impose and recover a fee or charge for any goods or services it provides or proposes to provide. S6.16(3)(b), fees and charges may be amended from time to time during a financial year. Absolute majority vote required.

#### **Policy Implications**

There are no policy implications resulting from the recommendations of this report.

**16 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**17 CONFIDENTIAL ITEMS****17.1 SALE OF PROPERTIES FOR THE NON PAYMENT OF RATES**

<b>Responsible Officer:</b>	David Trevaskis Director of Corporate and Commercial
<b>Responsible Business Unit:</b>	Finance
<b>Disclosure of Interest:</b>	Nil

**Officer Recommendation**

That in accordance with Section 5.23 (2) of the *Local Government Act 1995* the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

- (e) a matter that if disclosed, would reveal —
- (iii) information about the business, professional, commercial or financial affairs of a person,

**Executive Summary**

It is the recommendation of the Responsible Officer that this item be considered behind closed doors due to the private and confidential nature of its contents.

## **18 DATE OF NEXT MEETING**

The next Ordinary Council Meeting will be held on 24 April 2023.

## **19 CLOSURE**