



**City of  
Kalgoorlie  
Boulder**

# **AGENDA**

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

**commencing at 7:00 PM**

**on**

**29 JANUARY 2024**

**at the**

**Kalgoorlie Town Hall**

19 January 2024



## NOTICE OF MEETING

An Ordinary Council Meeting of the City of Kalgoorlie-Boulder will be held in the **Kalgoorlie Town Hall** on **Monday, 29 January 2024** commencing at **7:00 PM**.

Regards

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

**ANDREW BRIEN**

Chief Executive Officer

## Council Chamber Seating Plan

**Governance and IT**



**Deputy Mayor**  
Kirsty Dellar



**Mayor**  
Glenn Wilson



**CEO**  
Andrew Brien



**Councillor**  
Debra Botica



**Councillor**  
Carla Viskovich



**Councillor**  
Terrence Winner



**Councillor**  
Nardia Turner



**Councillor**  
Wayne Johnson



**Councillor**  
Kyran O'Donnell



**Councillor**  
Linden Brownley

**Press**

**Public Gallery**

**Directors**

**Nature of Council’s Role in Decision-Making**

<p>Advocacy:</p>	<p>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</p>
<p>Executive Strategic:</p>	<p>The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</p>
<p>Legislative:</p>	<p>Includes adopting local law, town planning schemes and policies.</p>
<p>Review:</p>	<p>When Council reviews decisions made by officers.</p>
<p>Quasi-Judicial:</p>	<p>When Council determines an application/matter that directly affects a person’s rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits/licenses (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

## Table of Contents

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

<b>13 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION .....</b>	<b>9</b>
<b>14 REPORTS OF COMMITTEES .....</b>	<b>9</b>
<b>15 REPORTS OF OFFICERS.....</b>	<b>9</b>
15.1 CHIEF EXECUTIVE OFFICER.....	9
15.1.1 Statement of Financial Activity November 2023 .....	9
15.1.2 Accounts Payable Report - December 2023.....	15
15.1.3 Commercial Business Reports September 2023 .....	17
15.1.4 Council Committees and Working Groups.....	19
15.1.5 Financial Hardship Policy Amendment .....	22
15.2 DEVELOPMENT AND GROWTH.....	24
15.2.1 Local Emergency Management Committee Update .....	24
15.3 COMMUNITY DEVELOPMENT .....	27
15.3.1 Appointment of Kalgoorlie-Boulder Youth Council.....	27
15.3.2 Cruickshank Sporting Arena .....	29
15.3.3 Kalgoorlie-Boulder Cemetery Board - Partnership Service Agreement Variation .....	37
15.4 ENGINEERING.....	39
15.4.1 Quarterly Report on Major Projects .....	39
15.4.2 Award of Tender T003 23-24 Supply and Installation of Road Stabilisation Works .....	42
15.5 CORPORATE AND COMMERCIAL .....	47
15.5.1 Award of Tender T006 23-24 Corporate CCTV and Access Control .....	47
<b>16 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN .....</b>	<b>50</b>
<b>17 CONFIDENTIAL ITEMS.....</b>	<b>50</b>
<b>18 DATE OF NEXT MEETING.....</b>	<b>50</b>
<b>19 CLOSURE.....</b>	<b>50</b>

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

### **2 OPENING PRAYER**

Details of who will conduct the opening prayer will be provided in due course.

### **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 the City's Public Participation in Council Meeting 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:**

Nil

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

Nil

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

#### **6.1 Public Access**

Nil

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

Nil

### **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**

#### **9.1 Applications for Leave of Absence**

Nil

#### **9.2 PROCEDURAL MOTION TO SUSPEND STANDING ORDERS**

#### **RECOMMENDED PROCEDURAL MOTION**

That section 9.1 of the *Standing Orders Local Law 2013*, which requires members of Council to rise to speak, be suspended.



## **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 18 December 2023 be confirmed as a true record of that meeting.

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

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

## **14 REPORTS OF COMMITTEES**

Nil

## 15 REPORTS OF OFFICERS

### 15.1 Chief Executive Officer

#### 15.1.1 Statement of Financial Activity November 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>Nature of Council's Role in Decision-Making:</b>	Legislative
<b>Attachments:</b>	1. SOFA Report Nov 2023 FINAL [15.1.1.1 - 27 pages]

#### SUMMARY STATEMENT

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 30 November 2023.

#### REPORT

The Statement of Financial Activity was introduced by the Department of Local Government on 1 October 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 2023 income is under budget by 1.24% and expenditure is under budget by 0.30%, commentary is provided at nature and type 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.

**SUMMARY OF MATERIAL VARIANCES**

**Operating Revenue**

Description	Comment	Var. \$	Var. %	Nature of Variance
<b>General rates</b>	General rates exceed budget due to an increase in excess rates received from ratepayers. These amounts were not budgeted for.	<b>182,655</b>	<b>0.60%</b>	Permanent
<b>Grants, subsidies, and contributions</b>	Grant income receipts were less than budgeted. The main variances are from the Job Support Hub (\$419k) and the Community Welfare Support Fund (\$252k), partially offset by road operating grant funding of \$53k being more than budgeted.	<b>(618,504)</b>	<b>(35.15%)</b>	Timing
<b>Fees and charges</b>	This variance is due to the timing of fees and charges over all council income sources. These will be reviewed at mid-year review.	<b>(576,160)</b>	<b>(1.95%)</b>	Timing
<b>Interest revenue</b>	Interest on investments of \$653k came in higher than budgeted, with better interest rates being obtained. Interest on overdue rates of \$296k was also higher than budgeted.	<b>942,841</b>	<b>201.35%</b>	Permanent
<b>Other revenue</b>	Income received on commercial water sales contract \$1.57m is a misallocation in the budget that will be corrected in the mid-year budget review.	<b>1,558,635</b>	<b>80.76%</b>	Timing

**Operating Expenditure**

Description	Comment	Var. \$	Var. %	Nature of Variance
<b>Employee costs</b>	This is due to more vacancies based on historical trends. Administrative staff \$511k Will be reviewed and assessed in mid-year budget review.	<b>(694,505)</b>	<b>(5.69%)</b>	Timing

<b>Materials and contracts</b>	Costs of purchasing from suppliers and contractors vary between projects and departments. Contractor payments are \$545k more than budget as well as subscription costs of \$331k and freight \$39k. This is offset by lower than budget costs for legal fees (\$451k), licenses (\$362k) and material costs (\$237k).	<b>94,842</b>	<b>0.98%</b>	Timing
<b>Utility charges</b>	Due to electricity costs being higher than budget (\$376k). This is due to an increase in the tariffs for power supply and seasonal trends. This is offset by lower than budgeted gas and water costs of \$167k.	<b>(209,563)</b>	<b>(14.11%)</b>	Timing
<b>Insurance</b>	Property \$209k, public liability \$36k and vehicle \$26k insurance premiums came in less than budgeted. This is offset by higher than budgeted crime and public works insurance premiums (\$53k).	<b>229,686</b>	<b>33.19%</b>	Timing
<b>Other expenditure</b>	Plant overhead allocation costs (\$277k) were more than budgeted.	<b>(227,558)</b>	<b>(547.76%)</b>	Timing

**Capital Revenue**

Description	Comment	Var. \$	Var. %	Nature of Variance
<b>Proceeds from capital grants, subsidies and contributions</b>	Timing of grants receipts for Sewerage (\$1.67m) and roads (\$657k)	<b>(2,592,866)</b>	<b>(25.98%)</b>	Timing

**Capital Expenses**

Description	Comment	Var. \$	Var. %	Nature of Variance
<b>Payments for property, plant, and equipment</b>	Delays to reactive plant works at the Oasis \$905k, residential housing purchases \$800k, maintenance works on Administration building \$737k, youth precinct works \$350k, upgrades to Kalgoorlie and Boulder Town Halls \$278k and Loopline park renewal works \$100k make up this variance. This is mostly due to delays obtaining contractors.	<b>3,316,620</b>	<b>27.12%</b>	Timing

<b>Payments for construction of infrastructure</b>	Sewer system upgrades \$2.07m, road construction \$690k and road resurfacing \$589k.	<b>3,662,458</b>	<b>33.19%</b>	Timing
--	--	------------------	---------------	--------

<b>Payments for investment property</b>	Delays to Endowment block renewal works \$113k and power upgrades (\$4k) due to negotiations ongoing with contractors for Demolition of old Coles/Kmart building	<b>109,365</b>	<b>88.20%</b>	Timing
---	--	----------------	---------------	--------

**Reserves**

Description	Comment	Var. \$	Var. %	Nature of Variance
<b>Transfer to reserves</b>	Transfers to reserves are more than budget due to higher-than-expected interest earned	<b>(475,166)</b>	<b>(4.03%)</b>	Permanent

**Community Engagement Consultation**

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

**Budget Implications**

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

**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.

**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.

**OFFICER RECOMMENDATION**

That Council receive the Statement of Financial Activity for the period ending 30 November 2023.

**15.1.2 Accounts Payable Report - December 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>Nature of Council’s Role in Decision-Making:</b>	Review
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Municipal EFT Payments - December 2023 [15.1.2.1 - 13 pages]</li> <li>2. Municipal Direct Debit Payments - December 2023 [15.1.2.2 - 1 page]</li> <li>3. Municipal Fuel Card Payments - December 2023 [15.1.2.3 - 6 pages]</li> <li>4. Municipal Cheque Payments - December 2023 [15.1.2.4 - 1 page]</li> <li>5. Municipal Credit Card Payments - December 2023 [15.1.2.5 - 8 pages]</li> <li>6. Municipal Coles Card Payments - December 2023 [15.1.2.6 - 1 page]</li> </ol>

**SUMMARY STATEMENT**

Council is asked to receive the list of payments made from the Municipal and Trust funds including a summary report of the Corporate Credit Card transactions and other purchasing cards incurred by authorised card holders.

**REPORT**

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 and credit card.

Attached to this report are the lists of all EFT and cheque payments made during the month of December 2023 and a list of corporate credit card transactions and fuel card transactions by card holder of the same period totalling \$4,099,686.27.

Municipal EFT	\$	3,564,893.92
Municipal Cheque	\$	240.04
Direct Debit	\$	479,533.68
Credit Cards	\$	38,427.99
Fuel Cards	\$	14,690.51
Coles Cards	\$	1,900.13





**15.1.3 Commercial Business Reports September 2023**

<b>Responsible Officer:</b>	Xandra Curnock Executive Manager Finance
<b>Responsible Business Unit:</b>	Finance Corporate and Commercial
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Nature of Council's Role in Decision-Making:</b>	Executive Strategic
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Airport Q 1 2024 CBR (final) [15.1.3.1 - 11 pages]</li> <li>2. Golf Course Q 1 2024 CBR (final) [15.1.3.2 - 14 pages]</li> <li>3. Arts Centre Q 1 2024 CBR (final) [15.1.3.3 - 15 pages]</li> <li>4. Oasis Q 1 2024 CBR (final) [15.1.3.4 - 17 pages]</li> <li>5. Waste Q 1 2024 CBR (final) [15.1.3.5 - 17 pages]</li> <li>6. Water Q 1 2024 CBR (final) [15.1.3.6 - 14 pages]</li> <li>7. Endowment Q 1 2024 CBR (final) [15.1.3.7 - 9 pages]</li> </ol>

**SUMMARY STATEMENT**

Council is asked receive the unaudited financial position of the City's commercial business units from 1 July 2023 to 30 September 2023.

**REPORT**

The quarterly commercial business reports are provided to Council as a summary of key operations, events, and activities the City has undertaken for the Kalgoorlie Airport, the Kalgoorlie Golf Course, the Goldfields Arts Centre, the Goldfields Oasis Recreation Centre, Waste Services, Water Services and the Endowment Block (commercial rental properties).

The former Commercial Businesses Committee previously received the above mentioned quarterly financial reports and in the absence of that meeting being held, the attached Q1 reports for the period 1 July 2023 to 30 September 2023 are to be received by Council.

**Community Engagement Consultation**

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

**Budget Implications**

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

**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 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.

**OFFICER RECOMMENDATION**

That Council receive the quarterly commercial business reports for the period ended 30 September 2023.

### 15.1.4 Council Committees and Working Groups

<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>Nature of Council's Role in Decision-Making:</b>	Executive Strategic
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL - Terms of Reference (Museum of the Goldfields Advisory Committee) [15.1.4.1 - 9 pages]</li> <li>2. Focus Group Management Guidelines [15.1.4.2 - 6 pages]</li> </ol>

#### SUMMARY STATEMENT

Council is asked to formally resolve to disband a number of Committees and Working Groups following previous decisions by Council to consolidate the same and appoint an elected member to the Museum of the Goldfields Advisory Committee.

#### REPORT

##### Disbanding Committees and Working Groups

Following the local government elections in October 2023, Council made appointments to statutory committees but has been continuing to consider its strategic position in relation to additional committees and working groups that have previously been established by Council. In December 2023, Council endorsed the establishment of the Strategic and General Purposes Committee, with a view that this would replace existing non-statutory committees with a broad terms of reference (as adopted by Council in December 2023).

It is recommended that to complete the review of the City's Committees and Working Groups, the remaining Committees be disbanded.

In addition, City officers have reviewed the effectiveness and need for ongoing Council membership of Working Groups. The City's recommendation is that all previously formed Working Groups be disbanded, for the following reasons:

1. Working Groups consider operational or administrative matters, rather than strategic, and therefore should not include Council members;
2. Where strategic matters need to be considered by Council, these would be better considered by the new Strategic and General Purposes Committee; and

3. The value of these Working Groups continues to be in enabling consultation with stakeholders and interested or affected parties and so where there continues to be a need for what has been a Working Group, that group can reform as a Focus Group in accordance with the City's Focus Group Management Guidelines (attached).

The effect of this recommendation is as follows:

1. Current Council Committees will be:
  - a. Audit and Risk Committee;
  - b. CEO KPI Committee;
  - c. Strategic and General Purposes Committee;
2. The following Committees will be disbanded (with matters previously considered by these committees to instead be considered by the Strategic and General Purposes Committee or directly by Council):
  - a. Governance and Policy Committee; and
  - b. Commercial Businesses Committee;
3. The following Working Groups will be disbanded (and where officers consider the need for such a group continues, those groups are to be reconstituted as operational Focus Groups in accordance with the attached Focus Group Management Guideline, or alternatively, strategic recommendations previously considered by these Working Groups will be directed to the Strategic and General Purposes Committee or Council):
  - a. Boulder Tourism Precinct Strategy Working Group;
  - b. Walk of Fame Working Group;
  - c. Reconciliation Action Plan Working Group;
  - d. Community Safety and Crime Prevention Working Group; and
  - e. Historic Hannan Street Precinct Working Group.

### **Museum of the Goldfields Advisory Committee**

The City has been approached by the Museum of Western Australia inviting the City to nominate a Council members to be appointed as an ex officio member of the Museum of the Goldfields Advisory Committee. The terms of reference for this Committee are attached to this report. Councillor Brownley has indicated his desire to be involved in this group. Council's External Committees Policy will apply in respect of this appointment.

### **Community Engagement Consultation**

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

### **Budget Implications**

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

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

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

**OFFICER RECOMMENDATION**

That Council:

1. Disband the following Committees:
  - a. Commercial Businesses Committee; and
  - b. Governance and Policy Committee;
2. Disband the following Working Groups:
  - a. Historic Hannan Street Precinct Working Group;
  - b. Boulder Tourism Precinct Strategy Working Group;
  - c. Walk of Fame Working Group;
  - d. Reconciliation Action Plan Working Group; and
  - e. Community Safety and Crime Prevention Working Group; and
3. Appoint Cr Linden Brownley to the Museum of the Goldfields Advisory Committee.

### 15.1.5 Financial Hardship Policy Amendment

<b>Responsible Officer:</b>	Xandra Curnock Executive Manager Finance
<b>Responsible Business Unit:</b>	Finance
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Nature of Council’s Role in Decision-Making:</b>	Review
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Financial Hardship For Debtors Policy [15.1.5.1 - 13 pages]</li> <li>2. City-of- Kalgoorlie- Boulder- Delegated-Authority-1121 (1) [15.1.5.2 - 2 pages]</li> </ol>

#### SUMMARY STATEMENT

Council is asked to endorse an amendment to the City’s Financial Hardship for Debtors Policy to provide the CEO with some additional discretion in relation to management of City debtors in accordance with Council to CEO delegated authority and adopt the revised policy.

#### REPORT

A review of the Financial Hardship for Debtors Policy was undertaken by City staff. It was noted a clause did not exist to account for the write off of small general debt, or debt which had arisen from an administrative error. City officers recommend this policy be updated to include an additional new paragraph to provide such authority to the CEO, as follows:

*Write-off general debt*

*The City may write off general sundry debt in cases where an administrative error has occurred resulting in an incorrect charge to a customer. This decision is made when the CEO deems it neither worthwhile nor prudent to pursue the debt, considering factors such as its value or the circumstances surrounding the administrative error.*

The operation of this policy will be in conjunction with Council’s delegated authority to the CEO being set out in the attached authority.

#### Community Engagement Consultation

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

**Budget Implications**

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

**Statutory Implications**

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

**Policy Implications**

This report impacts the Financial Hardship Policy (Corp-F-011). There are no further policy implications resulting from the recommendations of this report.

**Community Strategic Plan Links**

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

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

**OFFICER RECOMMENDATION**

That Council endorse the amendment to the Financial Hardship for Debtors Policy.

## 15.2 Development and Growth

### 15.2.1 Local Emergency Management Committee Update

<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>	Absolute Majority
<b>Nature of Council's Role in Decision-Making:</b>	Legislative
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. CONFIDENTIAL - Attachment 1 - LEMC Agenda - 08 November 2023 [<b>15.2.1.1</b> - 2 pages]</li> <li>2. CONFIDENTIAL - Attachment 2 - LEMC Minutes - 08 November 2023 [<b>15.2.1.2</b> - 6 pages]</li> <li>3. Attachment 3 - Department of Communities Local Emergency Welfare Plan November 2023 (Public Version) [<b>15.2.1.3</b> - 45 pages]</li> </ol>

#### SUMMARY STATEMENT

Council is asked to receive the meetings notes from the 8 November 2023 Local Emergency Management Committee (LEMC) meeting.

#### REPORT

##### Background to LEMC

The LEMC plays a vital role in helping our community to be more resilient through comprehensive emergency management planning, practices and information sharing. The LEMC aims to:

1. Improve levels of awareness in the community and with stakeholders of the emergency risks and possible impacts that might be faced;
2. Provide advice to the City of Kalgoorlie-Boulder (CKB) on the Local Emergency Management Arrangements (LEMA);
3. Help the CKB and region prepared to a high standard. This includes ensuring strategies and plans encompass all stages of emergency management, before, during and after an emergency event; and
4. Support stakeholder to work together during preparedness to provide a coordinated, interagency approach that enables understanding of organisation's capabilities, limitations, and processes.



The LEMCs core function, managed by local government, is the development, review and testing of the LEMA. LEMA set out the local government's policies, strategies, and priorities for emergency management.

### **8 November 2023 meeting outcomes**

On the 8 November 2023, a LEMC meeting was attended by various agencies and organisations involved with emergency management activities, including City officers and Council representatives. Some of the key points of the meeting include:

- Presentations from Department of Mines, Industry Regulations and Safety; National Broadband Network; and City officers;
- Endorsement of City's LEMC Terms of Reference by the committee;
- Update on Department of Communities' Emergency Welfare Plan;
- Disaster ready fund opportunities;
- Upcoming airport exercise; and
- Agency updates.

Further details and information are contained in the LEMC's agenda and meeting notes (Attachment 1 and 2). Due to sensitive information, all documentation relating to the LEMC is confidential.

The Department of Communities provided an update on their Emergency Welfare Plan and requested that a public version of the plan is available on the City's website. It is recommended that the plan is supported by Council in the form attached to this report (Attachment 3).

### **Governance arrangements**

The ongoing governance arrangements for LEMC will be addressed in a future report to Council, including adoption of the Terms of Reference considered by the LEMC on 8 November 2023.

### **Community Engagement Consultation**

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

### **Budget Implications**

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

### **Statutory Implications**

Compliance with the Emergency Management Act 2005 and Local Government Act 1995.

### **Policy Implications**

The governance structure will be addressed in line with the City's Committee Policy and External Committee Policy as applicable.

**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.

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

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

**OFFICER RECOMMENDATION**

That Council:

1. Receives the LEMC's agenda, notes and supporting documentation (Attachment 1 and 2) from the 08 November 2023 meeting; and
2. Notes the Department of Communities' public version of the Local Emergency Welfare Plan (Attachment 3) will be placed the City's website.

## 15.3 Community Development

### 15.3.1 Appointment of Kalgoorlie-Boulder Youth Council

<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>Nature of Council's Role in Decision-Making:</b>	Legislative
<b>Attachments:</b>	Nil

#### SUMMARY STATEMENT

Council is asked to appoint youth councillors to the Kalgoorlie-Boulder Youth Council for a term ceasing at the next ordinary local government election.

#### REPORT

The Kalgoorlie-Boulder Youth Council was established in 1999 to provide a platform for young people living, working and studying in Kalgoorlie-Boulder to meet regularly and discuss issues facing young people. Their role is to provide advice on how Council can support young people, assist in the planning and implementing of youth events and activities. The City also provides access to mentoring and development opportunities to support Youth Councillors to become young leaders in the community.

Pursuant to the *Local Government Act 1995* (the Act), membership of Council Committees including the Kalgoorlie-Boulder Youth Council, became vacant as a result of a local government election and accordingly, Council must resolve membership appointments for the new Kalgoorlie-Boulder Youth Council.

The Kalgoorlie-Boulder Youth Council has received applications for eight returning members, each renominating to join the Kalgoorlie-Boulder Youth Council for a further two-year term. It is recommended that all eight members be re-appointed due to their ongoing active involvement in the Youth Council previously.

The Terms of Reference for the Youth Council allows for a full complement of members to be between eight to fifteen.

After the Youth Councillors have been endorsed, the roles of Youth Mayor and Deputy Youth Mayor will be determined at the next formal Youth Council meeting for endorsement at a subsequent Ordinary Council meeting.

### **Community Engagement Consultation**

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

### **Budget Implications**

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

### **Statutory Implications**

The Kalgoorlie-Boulder Youth Council is a committee established under the *Local Government Act 1995* (sec 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**

The Kalgoorlie-Boulder Youth Council is guided by the City's Committee Policy set out in the *Council Committee and Working Group Handbook* adopted at the Ordinary Council Meeting of 30 October 2023.

### **Community Strategic Plan Links**

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

SAFE: We support families and youth.

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

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

#### **OFFICER RECOMMENDATION**

That Council appoint to the Kalgoorlie-Boulder Youth Council, for a term ceasing at the next ordinary local government election:

- a. Emilee Stewart
- b. Erin Winchester
- c. Summer Nicholas
- d. Roza Nicholas
- e. Gabriella Mullin
- f. Elisyah Jackson
- g. Zion Puyaoan
- h. Kyle Callaghan

### 15.3.2 Cruickshank Sporting Arena

<b>Responsible Officer:</b>	Xandra Curnock Acting Director Community Development
<b>Responsible Business Unit:</b>	Community Development
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Nature of Council's Role in Decision-Making:</b>	Executive Strategic
<b>Attachments:</b>	Nil

#### SUMMARY STATEMENT

The future use of the Cruickshank Sporting Arena (CSA) has been under consideration by Council for several years, with the potential redevelopment of the site providing an overall long-term benefit to the City's growth and development.

This report therefore provides the background to these considerations together with options for Council consideration.

#### REPORT

##### Current Users

##### *Kalgoorlie-Boulder Community Fair Society (Fair Society)*

The Fair Society has an active Committee with plans to drive several event activities over the next year. They intend to add value to the annual Fair event and become a sustainable organisation through the development and implementation of new events. The Fair Society confirmed that in this respect, they have a Strategic Plan to guide their future, but this has not been made available to Officers.

The Fair Society has provided several suggestions in addition to the annual Fair that could activate the CSA ranging from Country Music Festivals to car boot sales. These events could be considered aspirational rather than practical as they require significant upfront sponsorships (such as the Country Music Festival) due to the lack of working capital to invest in the events (booking of artists etc) until ticket sales are released.

At the time of writing this report, the City has not received financial acquittals from the Fair Society for funding provided in the 2023/23 financial year. The City has also not received financial acquittals for funding provided for the 2020, 2021 or 2022 Fair events.

##### *Golden Mile Trotting Club (GMTC)*

In March 2018, the Chief Executive of Racing and Wagering WA, Richard Burt, confirmed that harness racing would cease in Kalgoorlie-Boulder in December 2018. This was primarily due to Kalgoorlie-Boulder not having the population required to sustain harness racing in the region.

During the recent Race Round, the GMTC reportedly met with the then Minister for Racing and Waging, the Hon. Minister Dr Tony Buti MLA who confirmed that the GMTC would need to demonstrate a good cause for why harness racing should be brought back to the Goldfields. At the very minimum, the GMTC expressed that they would like to add a few meetings during the Race Round calendar of events at the Cruickshank Sporting Arena.

The City has addressed a letter to the current Minister for Racing and Wagering to request feedback on whether Racing and Wagering WA were considering re-establishment of harness racing in Kalgoorlie-Boulder soon.

Racing and Wagering Western Australia currently financially support the Golden Mile Trotting Club via a training venue payment. This payment is contingent on the Club hosting training for a minimum number of horses per annum. The Club no longer meets this minimum with only the one harness trainer registered for the venue. This has prompted the conversation on the Club remaining a registered Club with RWWA.

The GMTC have confirmed that they have ten Committee members (no financial members) and currently have no horses stabled on the Cruickshank Sporting Arena.

### *Kalgoorlie-Boulder Air Cadets*

At the time of consultation, the Kalgoorlie-Boulder Air Cadets membership base had 18 young people. The Deputy Liaison Officer for the Airforce has confirmed that their preferred location for the Air Cadets would be a block of land near the airport. This would allow the Australian Defence Force to create what is referred to as a MUD (Multi-user Defence) location, which could include army, navy and air cadets.

### **Current Status**

Since 2018, the assets at Cruickshank Sporting Arena have started to exceed regular maintenance, and the facility now requires the City to decide on the long-term strategic future of this site. This would include making a significant investment in bringing the facility up to a public space standard.

At the Ordinary Council Meeting on 27 February 2023, Council approved that *“Cruickshanks Oval be de-commissioned as a sporting oval with no irrigation supply.”*

### **Land**

The City of Kalgoorlie-Boulder holds the management order over Reserve 24855 and is vested with the power to lease not exceeding 21 years. It is currently zoned “Parks and Recreation” under TPS1 and under LPS2, “Public Open Space.”

Should any use other than “Parks and Recreation” be envisaged, then the process for amending this use would be required through the Department of Planning, Lands, and Heritage.

The GMTC own a small land parcel on the CSA reserve which was donated to them by the Perth Mint. Access is currently through the CSA but were the CSA to be repurposed for any other use this GMTC land could be accessed off the Goldfields HW.



**Leases**

All user groups are currently on expired leases with the City since 2019 and all are in “holding over” as below -

Lessee	Lease Until	Cost per Lessee
Golden Mile Trotting Club	30 June 2019	\$110 per annum
Kalgoorlie-Boulder Fair Society	31 October 2019	
Kalgoorlie Air Cadets		
Lions’ Club of Kalgoorlie		

Previous users, the Lake View Cricket Club and Eastern Goldfields Little Athletics relocated to other City facilities many years ago.

Should Council decide to terminate these leases, a 30 days' notice will be required.

**Buildings**

Over the years, the Fair Society and the Golden Mile Trotting Club have claimed ownership on the following buildings -

- Fair Society – Office and adjoining shed (confirmed ownership with Esther Roadnight, previous President, built by Fair Society in 1980s)
- GMTC – Grandstand (1981 build), modular office, horse stables, and tote shed

The lease agreements state that,

*“...before the expiry or termination of the Lease or, if it is terminated by the Lessor (City), within five (5) days after this Lease is terminated, the Lessee (users) must:*

- *Remove all fittings and accessories, fixtures, improvements, alterations and additions that the Lessee has erected or installed on the Leased Premises other than those deemed to form an integral part of the Leased Premises pursuant to clause 14(4) and make good any damage occasioned by such removal to the satisfaction of the Lessor; and*
- *Remove all its property, including furniture, plant, equipment and stock in trade, from the Leased Premises.”*

The City has provided a Building and Infrastructure Analysis Report which outlines the condition of the buildings and infrastructure at the CSA. Refer to Attachment 2 - Cruickshank Sporting Complex (CSA) - Building and Infrastructure Analysis. Many buildings and infrastructure are classified as average or very poor condition.

A structural report has been conducted by an independent Engineering company which has recommended the demolition of Norman Johns Hall due to it being structurally unsound. Refer to Attachment 3 – Norman Johns Hall Inspection.

Therefore, several buildings could and should be demolished as their condition is poor or there is no ready purpose for the buildings.

### **Future of the CSA**

Several options exist for the future of the CSA. These are;

***Option 1 – Cease all current (expired) leases as from 1 January 2024, and negotiate new leases with existing leaseholders at alternative City facilities, where the need exists***

By all accounts and by the recent record of events held at this location, there are few community events or activities held on site. This is despite the intentions provided to the City by the associations and Clubs based on the property.

The City currently maintains all the ovals and buildings apart from the building in which the Fair Society is based. Most buildings are in poor condition, with the Norman Johns Hall being declared structurally unsound and is unused, apart from during the annual Fair event.

The City and Council need to determine the strategic and future use of the site for City Officers to be able to develop options, costings and annual budget allocations for the ongoing use of the site.

This will be achieved by opening an expression of interest process to consider strategic, large-scale enhancement and development options for the CSA which will be presented to Council for their consideration. Included in this report will be the zoning implications for each valid expression of interest submitted.

Option 1 is the preferred option for the following reasons -

- Despite the consultations undertaken, there seems to be no intention from two resident user groups to relocate their activities to any other facilities;
- There are other appropriate facilities in the City able to accommodate these groups and their activities;



- Over the last five years, CSA has experienced a significant reduction in the number of users of the facility and the number of events being held;
- There are other City facilities that can host the Kalgoorlie-Boulder annual Fair
- The infrastructure and assets have reached a critical stage where significant or major investment is required to provide a suitable venue that meets the requirements to hold large community events;
- There is a difference in the City’s and remaining users’ expectations in terms of renewal and maintenance/servicing of the grounds and assets; and
- There is no indication that harness racing will ever be returning to the Goldfields region.

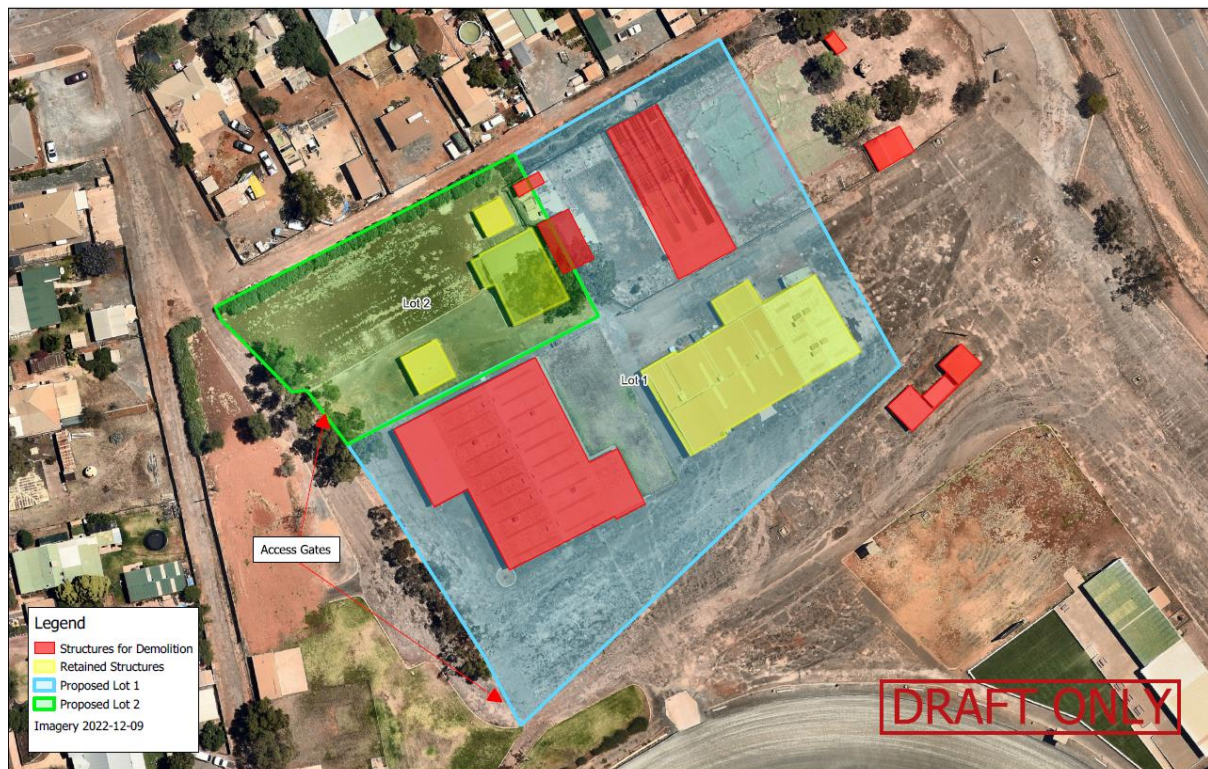
This is the recommended Option

**Option 2 – Segregate the Fair Society and Air Cadets Buildings from the main CSA property**

Based on consultation undertaken by the City Officers, the Fair Society has expressed strong opposition to ever being relocated to any other facility in the city to undertake their activities. The Air Cadets have confirmed that they understand that it could take several years to obtain a parcel of land and develop their MUD facility.

If the two organisations are not prepared to relocate, the City could exercise the option to sublease two separate areas to the Fair Society and the Air Cadets respectively (refer to the below diagram) and restrict access to the remaining Cruickshank Sporting Arena with fencing. This would provide the two users with individual and separate access to the existing Fair Society and Air Cadet buildings.

This is not a recommended Option.



**Legend**

- Red: Structures for Demolition
- Yellow: Retained Structures
- Blue: Proposed Lot 1
- Green: Proposed Lot 2

Imagery 2022-12-09

**Proposed Works - Cruickshank Sheds**

Project Name: Proposed Works - Cruickshank Sheds (Overview) - GIS and System Administration (Date: 2024-01-23 11:52 AM)

© 2023 City of Kalgoorlie-Boulder. When the City of Kalgoorlie-Boulder has used any to create this product, the City of Kalgoorlie-Boulder does so in recognition of, and without liability for any particular system, service or product. The City of Kalgoorlie-Boulder does not warrant the accuracy, completeness, or availability of any product, service or system. The City of Kalgoorlie-Boulder does not warrant the accuracy, completeness, or availability of any product, service or system. The City of Kalgoorlie-Boulder does not warrant the accuracy, completeness, or availability of any product, service or system.

0 25 50 m

Scale (A3)

Horizontal Datum: Geocentric Datum of Australia (GDA94)

City of Kalgoorlie-Boulder

**Option 3 – Provide the funds for a complete refurbishment of the CSA.**

Council could consider re-establishing the CSA as a safe and suitable venue for the Fair Society and permit them to expand their event activities. The GMTC would be able to remain at the Oval for training and a renewed facility could be established for the Air Cadets. Initial costings based on the Building and Infrastructure Analysis Report indicate significant costs to rectify the property for the above and expanded usage.

This is not a recommended Option

**Community Engagement Consultation**

At the Ordinary Council Meeting on 14 February 2022, Council resolved as follows;

*“That Council*

1. ....
2. ....
3. *Invite current users to a forum to consider their roles over the Cruickshank Sports Arena (CSA) working with Council in developing future use options for the CSA.”*

On 19 October 2022, the City arranged and hosted a workshop at the Kalgoorlie-Boulder Community Fair Society’s building at Cruickshank Sporting Complex (CSA).

In attendance were representatives from the Kalgoorlie Boulder Fair Society Inc. Committee (Fair Society), the Golden Mile Trotting Club Inc. Committee (GMTC), and the Kalgoorlie Air Cadets (via videoconference).

The purpose of the meeting was to obtain feedback from the organisations on future-use options for the CSA as per the Council resolution of 14 February 2022.

A summary of the proposed future uses for the CSA was developed by the user groups and is available at Attachment 1 - Cruickshank Sporting Complex (CSA) - User Group Consultation Summary.

At the Ordinary Council Meeting on 27 February 2023, Council resolved as follows;

*“That Council*

1. ....
2. ....
3. *Request the CEO to continue with the negotiations with all key users around the future of Cruickshanks Sporting Area immediately after the 2023 Fair or sooner as applicable.”*

On 5 April 2023, the City hosted another CSA user workshop at the City's Administration Building. In attendance were representatives from the Fair Society, the GMTC and the Air Cadets.

The purpose of the meeting was to obtain feedback from the organisations on the future of the CSA as per the Council resolution of 27 February 2023.

The Air Cadets indicated a willingness to relocate to an alternate site; however, both the Fair Society and the GMTC expressed their strong opposition to ever being relocated for any of their activities.

The GMTC confirmed it would be possible to hold harness races at the Kalgoorlie-Boulder Racing Club; however, it was not a suitable venue for training due to accessibility. The Fair Society indicated their strong belief that there is no other venue for holding the annual Kalgoorlie-Boulder Fair.

A summary of required assets for each existing user group to successfully operate at any location was developed at the workshop. These have been detailed in the combined consultation document. Refer to Attachment 1 - Cruickshank Sporting Complex (CSA) - User Group Consultation Summary.

### **Budget Implications**

The City currently expends a significant amount of funds, (separate to the preparations for the few events at the CSA) on maintaining and servicing Cruickshank's Sporting Arena's buildings and the site.

If the use of the site continues as in the past, without significant capital renewal investment, then the maintenance and operational costs will continue to increase significantly due to the increasing vandalism to and deterioration of the assets.

### **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 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.

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

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

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

**Officer Recommendation**

That Council:

1. Notes that all leases expired in 2019 and have been in holding over since that time;
2. Authorises the CEO to issue notice of termination to all leaseholders, providing 60 days' notice;
3. Authorises the CEO to identify potential alternative City-controlled locations for:
  - a. Kalgoorlie-Boulder Community Fair Society;
  - b. Eastern Goldfields Number 9 Flight Air Cadet Unit;
  - c. Rotary Club of Kalgoorlie; and
  - d. Lions Club of Kalgoorlie

and if agreement is reached, negotiate the entry into short term license or similar temporary agreements for the use of such locations, pending the adoption by Council of a Community Leasing Policy;

4. Place the site in care and maintenance from 1 January 2024; and
5. Request the CEO schedule a strategic workshop for Council in early 2024 for Council to consider all options on the future of the site.

### 15.3.3 Kalgoorlie-Boulder Cemetery Board - Partnership Service Agreement Variation

<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>Nature of Council's Role in Decision-Making:</b>	Legislative
<b>Attachments:</b>	1. Cemetery Partnership Service Agreement Variation [15.3.3.1 - 3 pages]

#### SUMMARY STATEMENT

Council is asked to approve an amendment to the Kalgoorlie-Boulder Cemetery Board Community Assistance Agreement.

#### REPORT

##### Background to Partnership Service Agreement Policy

At the Ordinary Meeting of Council on 26 June 2023, Council adopted the Partnership Service Agreement (PSA) Policy. The PSA Policy aims to foster strategic partnerships between the City and community organisations through the provision of services that result in increased efficiencies, higher quality outcomes, and improved services for the community.

The PSA Policy necessitates the formalisation of partnerships through a Memorandum of Understanding (MOU) for project activities, ensuring clarity and commitment from all parties involved. Additionally, any financial sponsorship related to these partnerships is to be resolved through Council at an Ordinary Council Meeting.

##### Kalgoorlie-Boulder Cemetery Board partnership

The Kalgoorlie-Boulder Cemetery Board, a community organisation, has been providing operational and maintenance services for the Kalgoorlie cemetery to the City of Kalgoorlie-Boulder for decades. The partnership between the City and the Cemetery Board has demonstrated value for money through the efficient provision of services.

At the Ordinary Council Meeting of 28 August 2023, Council noted and approved the memorandum of understanding and financial sponsorship for the Kalgoorlie Boulder Cemetery Board (KBCB).

The KBCB has been unable to provide audited financial statements to complete their acquittal for the 2022/23 FY, therefore, impeding the subsequent release of their 2023/24 funding allocations. This is due to the requirement for their financial statements to be audited by the Office of the Auditor General, as per the legislation

for *Cemeteries Act 1986 – Section 51*. This process can take a considerable amount of time.

The attached MOU has been amended to permit an additional year for the KBCB to provide audited financial statements and this item is being brought back to Council to note the proposed change and departure from the MOU previously provided to Council and the Partnership Service Agreement Policy requirements.

With the recent adoption of the Partnership Service Agreement (PSA) Policy, the amended agreement requires resolution by Council to permit the submission of financial acquittal requirements one year in arrears and permit the departure from the PSA requirements to provide - *"a copy of the reviewed or audited financial report.... to the City each year."*

Upon Council approval, the amended agreement can be executed and the first quarterly payment will be issued.

### **Community Engagement Consultation**

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

### **Budget Implications**

There is sufficient budget allocation in the 2023/24 annual budget.

### **Statutory Implications**

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

### **Policy Implications**

Approval required to depart from the financial acquittal timeframes as outlined in the City of Kalgoorlie-Boulder's Partnership Services Agreement.

### **Community Strategic Plan Links**

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

CONNECTED: Culture, heritage, and place are valued, shared, and celebrated.

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

### **OFFICER RECOMMENDATION**

That Council approve the amendment to the Kalgoorlie-Boulder Cemetery Board Community Assistance Agreement to facilitate their request to provide financial acquittals 12-months in arrears.

## 15.4 Engineering

### 15.4.1 Quarterly Report on Major Projects

<b>Responsible Officer:</b>	Arno Gouws Manager Project Management
<b>Responsible Business Unit:</b>	Project Management
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Nature of Council's Role in Decision-Making:</b>	Review
<b>Attachments:</b>	1. Major Projects Reporting Schedule - 2nd Quarter [15.4.1.1 - 5 pages]

#### SUMMARY STATEMENT

Council is asked to receive this update on the performance of major projects as at 31 December 2023.

#### 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 provides a high-level summary on the performance of major projects for the second quarter (Q2) for FY24, as of 31 December 2023.

A list of major reports has been included as Attachment 15.4.1.1 titled "Major Projects Reporting Schedule – 2<sup>nd</sup> Quarter, which contains details relating to physical progress as well as financial expenditure of projects. A summary of the forty-seven capital projects is further summarised below.

#### Projects On Track:

- Roadworks and resurfacing projects are on schedule for completion this financial year. The Maxwell, Johnston and Kingsmill intersections upgrade opened for traffic in December with the associated shared use path due for completion at the end of February 2024. The remaining road resurfacing projects are to continue in accordance with planned contractor resourcing.
- The Kalgoorlie City Centre opened in December with the construction of new toilet facilities anticipated to commence in the third quarter of the financial year. A contractor has also been appointed for the installation of shade sails over the playground.
- Purchase of 101 Brookman Street is complete.
- Sewer capacity reviews and upgrades are progressing with grant funding secured for the sewer reticulation capacity upgrade to the area west of the Airport.

- Designs for upgrades planned to air conditioning systems at the Goldfields Oasis indoor courts, Administration building and Airport are currently being reviewed in anticipation for the tender and installation phase.

### **Projects Generally On Track With Minor Issues:**

- Recycled water pump main for the Water Bank Project is delayed due to nonresponsive tenders. An alternative discipline specific procurement strategy is being finalised.
- The audit and inspection of lighting across identified parks and reserves was completed in December. The recommendations contained in the report are being reviewed for the development of an implementation plan that aligns with the available budget.
- Goldfields Art Centre Events Marquee conceptual designs have been reviewed by internal stakeholders. Consultation on the concept is underway with the Arts and Culture Trust, after which the project will commence to design development phase.
- Upgrades to the Endowment Block façade and parapets are currently in Design investigation stage. Further project consideration and investigation is required due to the pending assessment of the Endowment Block for inclusion into the State Register for heritage significance.
- The upgrade to the Johns Road/Great Eastern Highway intersection designs are being finalised for comment by Main Roads Western Australia (MRWA). Once funding approval is confirmed, a contractor will be appointed.

### **Projects Off Track:**

- Construction of staff housing on City owned land is delayed. No tender submissions were received for the Expression of Interest which closed on 20 November 2023. A new tender is being scoped for advertisement in February 2024.
- The Recycled Water and New Stormwater Capture Initiatives project is delayed due to required investigations. Geotechnical investigations have been completed. The hydrology/hydraulic design and the yield /assurance of the dams is being finalised. Designs are anticipated to be completed at the end of April 2024. Construction is planned to commence in July 2024 subject to grant approval.
- Golf course resort construction is on hold pending approval of reviewed Deed of Assignment and Variation of Lease.
- SMART enabled LED Streetlight Project is dependent on Western Power submitting feedback to the consortium of councils on the revised project agreement. It is anticipated that this project will commence in 2025 and subject to the availability of Western Power's contractors.
- Drainage construction for the upgrade to Hampden Street stormwater channel is delayed due to the required relocation of existing services (water, gas, electrical, telecoms, sewer and reclaimed water). Services relocation and lowering will commence towards the end of the financial year once further potholing is completed.
- The Kitchener Cutline Road project is delayed due to outstanding native title approvals. Feedback in this regard is expected at the end of January 2024.



**Community Engagement Consultation**

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

**Budget Implications**

There are no financial implications resulting from the recommendations of this report although there may be financial implications as a result of the status of some of these projects, which will be addressed separately as needed.

**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 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.

**OFFICER RECOMMENDATION**

That Council receive the Major Projects Summary as at 31 December 2023, detailed in Attachment 15.4.1.1 of this report.

**15.4.2 Award of Tender T003 23-24 Supply and Installation of Road Stabilisation Works**

<b>Responsible Officer:</b>	Lui Camporeale Director Engineering
<b>Responsible Business Unit:</b>	Engineering
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Nature of Council’s Role in Decision-Making:</b>	Review
<b>Attachments:</b>	1. CONFIDENTIAL - Confidential Attachment-Tender T 003 23-24_ [15.4.2.1 - 1 page]

**SUMMARY STATEMENT**

Council is asked to consider the submissions received for T003-23/24- Supply and Construction of Road Stabilisation Works and award that tender.

**REPORT**

This Tender is for the supply of new pavements and the reconstruction of existing pavements utilising a road reclaimer machine as part of the Road Renewal Programme. The Works include:

- Recycling and stabilisation of existing road pavements and shared use path (SUP) pavements;
- Stabilisation of pavement subgrades;
- Engineered improvement foundation works; and
- Traffic management where required.

The public tender process led to two (2) submissions being received. Tenderer A is considered suitable and most advantageous. The award of a one (1) year contract, with two (2) year extension thereafter, total of three (3) years maximum is recommended.

**Background**

A backlog exists in the renewal program of the roads. The City reviewed the condition of the roads annually to prepare a road renewal priority list of roads. The Long-Term Financial Plan (LTFP) addresses the road priorities for the renewal of the road network. The annual Road Resurfacing Program addresses the objectives of the LTFP to improve the service levels of the roads.

The City is renewing the current roads as part of the Road Resurfacing Works Program. Some road pavements are in very poor structural condition and must be reconstructed. The City requires the road pavements to be recycled by stabilizing the roads with a reclaimer machine by adding binders to the pavement to achieve the necessary structural strength requirements.

The City wishes to engage the services of a contractor to reconstruct sections of the road network as part of the Road Renewal Programme. Road Pavement Recycling is a cost-effective method to reconstruct roads and minimise the traffic impact. Subsequently, the City has advertised tenders to procure the services of a suitable contractor to facilitate the rehabilitation of roads

### **Tender Assessment**

Tender T003-23/24- Supply and Construction of Road Stabilisation Works was issued on the 14 October 2023 and closed on the 13 November 2023. At the close of tender, two (2) submissions were received.

Each tender submission was assessed by a panel comprising of City officers being correct and compliant in line with the City's 'Request for Tender' document. Tenderers are assessed based on the following qualitative criteria:

- Relevant Experience: 20%
- Key Personnel – Regional Contracting: 5%
- Tenderers' Resources: 5%
- Pricing: 70%

This criterion requires tenderers to address relevant experience and to include the following information:

- a. Details of similar work;
- b. Demonstrated experience in projects;
- c. Scope of the Respondent's involvement including details of outcomes;
- d. Details of issues that arose during the project(s) and how they were managed; and
- e. Demonstrate competency and proven track record of achieving outcomes.

### **Relevant Experience (20% weighting)**

Both Tenderers provided and demonstrated through example, experience and a track record with projects. Both tenderers have provided road stabilisation services to local government authorities and Main Roads Western Australia. However, Tenderer A listed issues encountered, outcomes achieved, and competency demonstrated by good contract management, stakeholder management, and construction methodologies exhibited on various projects. Tenderer B did not demonstrate competency and proven track record of achieving outcomes.

### **Key Personnel and Resources – Regional Contracting (5% weighting)**

This criterion requires tenderers to verify their organisation and resources by including the following information:

- a. Provide adequate documentation to verify your organisation has operated a business continuously out of premises within the City of Kalgoorlie-Boulder for at least six (6) months (section 4.8), or
- b. Respondent to submit schedule of Local Contractors, Sub-Contractors and suppliers specific to the Works in this Document. Inclusive of estimated contract amounts.

Neither of the tenderers had adequate documentation of their continuous operations in the Goldfields over at least six (6) months. Both, however, have provided information of their commitment to work alongside sub-contractors and suppliers unless restrictions prevent this. City officials were, however, not convinced that either

should merit the award of regional price preference because neither provided information on the estimated contracting.

**Tenderers Resources (5% weighting)**

This criterion required tenderers to address their resources for the works in the project and attach where possible the following:

- a. Project schedule/timeline (where applicable);
- b. The process for the delivery of the Goods/Services;
- c. Training processes (if required); and
- d. Demonstrated understanding of the Scope of Work.

Neither Tenderer has submitted any schedule of works. Tenderer A’s current commitment schedule shows that the organisation will be relieved of about 100% of their current total commitment by the end of December 2023, making them available to undertake the City’s portfolio of works. Tenderer B has not provided current projects and commitments.

Tenderer A has described a clear understanding of the Scope of Works, and Tenderer B does not have any information.

**Price (70% weighting)**

Both Respondents provided a schedule of rates of which the following were noted:

- a. Tenderer A was significantly higher priced for mobilisation;
- b. Tenderer A was significantly lower than Tenderer B for all rates of work;
- c. The City has also evaluated the two tenderers’ schedules of rate submissions for the most common projects to estimate the cost impact on the City. Tenderer B cost estimate was marginally lower than Tenderer A.

Overall, Tenderer A is best suited to meet the request requirements at a competitive price representing value for money.

<b>Tenderers</b>	<b>Weighting</b>	<b>A</b>	<b>B</b>
Relevant Experience	20%	20%	14.67%
Key Personnel - Regional Contracting	5%	0%	0%
Tenderer's Resources	5%	3.67%	3.17%
Pricing	70%	65.80%	70.00%
<b>TOTAL weighted score</b>	<b>100%</b>	<b>89.47%</b>	<b>87.83%</b>

It is the Tender Assessment Panel's recommendation that Council award the tender to Tenderer A. Their skill base, suitable plant and understanding of the works scored them highly.

### Community Engagement Consultation

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

### Budget Implications

In the 2023/2024 financial year, a section of Mount Monger Road requires reconstruction as part of the Road Resurfacing Program. The funding arrangement can be summarised as follow:

ITEM DESCRIPTION	PROJECT ACCOUNT	RRG FUNDING	CITY FUNDING	TOTAL BUDGET	AVAILABLE FOR THIS PROJECT
Mount Monger Road Resurfacing	470172	\$692,419	\$535,755	\$1,228,174	\$631,888

In future years, various roads must be reconstructed as part of the Road Resurfacing Programme.

### Statutory Implications

Tenders were called in accordance with section 3.57 of the *Local Government Act 1995* and *Local Government (Function and General) Regulations 1996* Part 4, Division 2, Regulation 11 (a) which requires tenders to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, worth more than \$250,000 unless sub-regulation (2) states otherwise.

### Policy Implications

The tender process ensures Policy CORP-AP-001 relating to purchasing is satisfied. More specifically, the requirement for public tender where the aggregate value exceeds \$250,000 is met.

The Regional Price Preferencing Policy CORP-AP-005 requires preference may be given to a regional tenderer of up to 10%. In this case no Tenderer met the requirements of a regional tenderer.

### Community Strategic Plan Links

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

SAFE: We have safe, reliable and efficient public transport and road networks.

**OFFICER RECOMMENDATION**

That Council Award Tender Number T003-23/24- Supply and Construction of Road Stabilisation Works to Tenderer A.

## 15.5 Corporate and Commercial

### 15.5.1 Award of Tender T006 23-24 Corporate CCTV and Access Control

<b>Responsible Officer:</b>	Alyce Spokes ICT Manager
<b>Responsible Business Unit:</b>	Corporate and Commercial
<b>Disclosure of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple
<b>Nature of Council’s Role in Decision-Making:</b>	Review
<b>Attachments:</b>	1. CONFIDENTIAL - Confidential attachments- RF T 006-2324 [15.5.1.1 - 1 page]

#### SUMMARY STATEMENT

Council is asked to consider the submissions received for tender number T006-23/24- Corporate CCTV and Access Control.

#### REPORT

The public tender process led to two (2) submissions being received. Tenderer A is considered suitable and most advantageous. The award of a one (1) year contract, with two (2) year single extension thereafter, total of three (3) years maximum is recommended accordingly.

The City is constantly expanding its safety and security of staff, community and assets, this has resulted in a need to secure a capable contractor to both install and maintain the City’s CCTV system and Access control system. With over 200 current cameras and another 50 scheduled for install as well as aged access control resulting in failures and compliance issues with works to replace scheduled for this financial year. This tender was required to ensure safety, security and compliance.

#### Background

The City has existing contracts in place for the public surveillance CCTV network and has previously gone to tender for supply and install of specific CCTV capital works projects. This tender is new and specifically relates to supply, installation and maintenance of CCTV and Access Control for City owned facilities, to ensure compliance and consistency across the network.

#### Tender Assessment

Tender number T006-23/24– Corporate CCTV and Access Control was issued on the 2 December 2023 and closed on 18 December 2023. At the close of tender, two (2) submissions had been received.

Each tender submission was assessed by a panel comprising of City officers being correct and compliant in line with the City’s ‘Request for Tender’ document.

Tenderers are assessed based on the following qualitative criteria:

- Relevant Experience, Key Personnel, Key Personnel – Regional Contracting and Tenderer’s Resources, Demonstrated understanding
- CORP-AP-005 – Regional Price Preference / Buy Local Policy
- Price

<i>Tenderers</i>	<i>Weighting</i>	<i>A</i>	<i>B</i>
Relevant Experience	30%	26%	24%
Key Personnel	20%	16%	14.67%
Key Personnel - Regional Contracting	5%	3.67%	4%
Tenderer's Resources	5%	4.67%	3.67%
Demonstrated Understanding	20%	18.67%	17.33%
Pricing	20%	17.33%	14.67%
<b>TOTAL weighted score</b>	<b>100%</b>	<b>86.33%</b>	<b>78.33%</b>

It is the Tender Assessment Panel’s recommendation that Council award the tender to Tenderer A. Their skill base, suitable experience and understanding of the works scored them highly.

**Community Engagement Consultation**

No community consultation was considered necessary in relation to the recommendations of the report. The tender was made publicly available via the City’s website, Kalgoorlie Miner and tender link.

**Budget Implications**

There are no budget implications in addition to the capital works approved in 23/24 budget.



**Statutory Implications**

Tenders were called in accordance with section 3.57 of the *Local Government Act 1995* and *Local Government (Function and General) Regulations 1996* Part 4, Division 2, Regulation 11 (a) which requires tenders to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, worth more than \$250,000 unless sub-regulation (2) states otherwise.

**Policy Implications**

The tender process ensures Policy CORP-AP-001 relating to purchasing is satisfied. More specifically, the requirement for public tender where the aggregate value exceeds \$250,000 is met. The tender process utilises pricing variables as prescribed in Policy CORP-AP-001 to support the City's preference in supporting local business.

**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.

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

**OFFICER RECOMMENDATION**

That Council Award Tender Number T006-23/24- Corporate CCTV and Access Control to Tenderer A.

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

Nil

## **17 CONFIDENTIAL ITEMS**

Nil

## **18 DATE OF NEXT MEETING**

The next Ordinary Council Meeting will be held on 26 February 2024.

## **19 CLOSURE**