



**City of
Kalgoorlie
Boulder**

MINUTES

(Unconfirmed)

of the Ordinary Council Meeting

held at 7:00 PM

on

22 JULY 2024

at the

Kalgoorlie Town Hall

Council Chamber Seating Plan

Governance and IT



Deputy Mayor
Kirsty Dellar

Mayor
Glenn Wilson

CEO
Andrew Brien



Councillor
Deborah 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>

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Mayor declared the meeting open at 7:00PM welcoming the gallery and those present.

2 OPENING PRAYER

The opening prayer was not read as Father Thai Vu was unable to attend the meeting.

3 DISCLAIMER READING

The Mayor 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:

Mayor Glenn Wilson
Deputy Mayor Kirsty Dellar
Cr Deborah Botica
Cr Terrence Winner
Cr Wayne Johnson
Cr Kyran O'Donnell
Cr Linden Brownley
Cr Nardia Turner
Cr Carla Viskovich

Members of Staff:

Andrew Brien	Chief Executive Officer
Alex Wiese	Director Development and Growth
Mia Hicks	Director Community Development
Lui Camporeale	Director Engineering
Glenda Abraham	Director Corporate and Commercial
Xandra Curnock	Executive Manager Finance (left at 8.00pm)
Frances Liston	Executive Manager Governance and Risk Services
Jaymie Boyes	Governance Officer
Sashi Kakarla	IT Service Delivery Officer
Pia Timu	Head of Marketing

Visitors:

4

Press:

2

4.2 Apologies

Apologies - Elected Members:

Nil

Apologies - Members of Staff:

Nil

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

Nil

8 NOTATIONS OF INTEREST

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

Cr Brownley has an impartiality interest in Item 15.2.4 (DAP Application).

8.2 Financial Interest Local Government Act Section 5.60A

Cr Turner has a financial interest in item 15.2.3 (Proposed Development: Community Purpose (Therapy Centre) at Reserve 31464, Lot 1094 (No. 21B) Wart Street, Lamington as her son works for the building company.

The CEO has a financial interest in item 13.1.1 (CEO KPI Performance Review) and item 13.1.2 (Draft KPIs 2024/2025), due to these items both relating to the conditions of his employment.

8.3 Proximity Interest Local Government Act Section 5.60B

Cr Viskovich has a proximity interest in item 15.3.2 (Road Resurfacing Program (2024-2025)) as her house is on a street that is being repaired.

9 APPLICATIONS FOR LEAVE OF ABSENCE

9.1 Applications for Leave of Absence

Applicant: Cr Nadia Turner

Cr Nadia Turner requested leave of absence from 12 August - 19 August 2024 and 16 September - 30 September 2024 due to work commitments.

Moved By: Cr Deborah Botica

Seconded By: Cr Carla Viskovich

That Council approve the leave requests.

**CARRIED
(9 / 0)**

9.2 Procedural Motion to Suspend Section 9.1 Standing Orders Local Law 2013

COUNCIL RESOLUTION

Moved By: Cr Carla Viskovich

Seconded By: Cr Terrence Winner

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

**CARRIED
(9 / 0)**

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

10 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSIONS

10.1 Mayor Announcements

DATE	EVENT
25 June 2024	Post Council wrap up videos
	Triple M Interview with Corey Cutton
	Meeting with Rob Hennessey Coogee Chemicals
26 June 2024	ABC Goldfields interview: In studio
	Citizenship, Youth Awards & Town hall Pre brief meeting
27 June 2024	Goldfields Forum
	Water Security Discussion
28 June 2024	CKB Town Hall presentation
	Youth awards
	Citizenship Ceremony
1 July 2024	Meeting regarding Roads program with Lui
2 July 2024	NGA Conference travel day
3 July 2024	AMCA Catch up
	Minister McBain
	Tania Constable, CEO MCA
	General Assembly Dinner
4 July 2024	Meeting with Minister Madeline King
	Meeting with Senator Ted O'Brien
	Meeting with Melissa Price MP
	Meeting with Rick Wilson MP
	Question time
	ALGA Conference
	AMCA Board Meeting
	AMCA Collaboration Meeting
Australia Council Local Government Dinner	
7 July 2024	Naidoc Week Open Day Festivities
8 July 2024	Meeting with PA
	Naidoc Week Street Parade and Festivities

	Hon Sabine Wilson MLA – Early Childhood Education
9 July 2024	Intermodal Hub – Rail Realignment Meeting with Shane Love MLA
	ACTIV8-KB Official Launch
10 July 2024	City and Regional and Retail Sub Committee
	Meeting with Youth Mayor Emily
11 July 2024	Mineral Resources meeting
	CEO KPI Committee Meeting
	MCA Gold Event
	Interview – ABC AM Program RE BHP Nickelwest
12 July 2024	Triple M with Abbey
	Interview with Carwyn – Kal Miner
	Interview with Sky News
	Interview with Seven News Regional
	Interview with Seven News
	Interview with 6PR _ Russell Collett
15 July 2024	Seniors Focus Group meeting
	Agenda Briefing
	Meeting with PA
	Pre-Agenda briefing Discussion
	Meeting of affected GVROC LGA's following recent announcements of mine closure in the region
	Meeting with BHP
16 July 2024	Regional Capitals Australia – Membership Meeting
17 July 2024	Round Table Meeting to discuss ACTIV8-KB
18 July 2024	Met with Simone DeBeen and Retailers on Hannan Street
19 July 2024	Regional Roads Group Meeting
	Meeting with Goldfields Esperance Community Trust
22 July 2024	Council Strategy Training – with Joel Levin

10.2 Deputy Mayor's report

The Deputy Mayor provided a verbal delegate report to Council in relation to her recent delegation to Canberra.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION
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Moved By: Cr Nardia Turner

Seconded By: Cr Kyran O'Donnell

That the delegation report by Deputy Mayor Dellar on her recent delegation to Canberra be tabled.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

TABLED DELEGATE REPORT OF DEPUTY MAYOR DELLAR

Executive Report: Canberra Meetings Overview

The meetings aimed to build relationships, address current issues, and advocate for funding to support initiatives in mining cities, focusing on housing, infrastructure, critical minerals, and the net zero transition.

Summary of Key Points:

1. **Housing Supply issues:** Discussed auditing housing providers to identify gaps and opportunities, addressing homelessness and shelter provision.
Highlighted acute housing supply issues in mining cities due to FIFO workforces and the need for targeted interventions like FBT initiatives.
2. **Infrastructure Needs:** Emphasised funding gaps for critical infrastructure in mining cities, exacerbated by transient ghost populations
Land development costs, and infrastructure for major facilities to sustain economic output and community liveability.
3. **Critical Minerals:** Stressed the importance of critical minerals for the national economy and the net zero transition, highlighting the need for government support.
Discussed challenges and impacts of achieving net zero emissions, focusing on the mining sector's contributions and the need for local government to all levels of government the local impacts and opportunities to achieving these goals.
4. **Social and Economic Impacts:** Highlighted unique economic challenges and common issues of housing and economic stability across mining cities.

Focused on integrating sustainable practices into mining operations and community planning for long-term benefits creating future economic viability.

5. Common User Infrastructure Fund: Discussed the need for dedicated funding to enhance infrastructure capabilities and support shared processing hubs for current, new and improved opportunities.
6. Advocacy for Funding: Emphasised the importance of securing targeted funding for housing, infrastructure, and the net zero transition through collaboration with government and industry leaders. The local government on the ground in each city is closest to the issues and provides a voice for the community.

The current funding streams are undersubscribed in many instances due to the complexity and stringent requirements of the application processes. Simplifying these processes and offering more support to potential applicants could increase participation and ensure that critical initiatives, receive the necessary funding.

Other funding streams are often oversubscribed, leading to intense competition and many worthy projects going unfunded. To address this issue and ensure broader access to necessary resources through strengthened communication for funding opportunities and the application process to ensure all potential applicants are well-informed and prepared.

Conclusion: The meetings were crucial in addressing key issues and advocating for necessary funding to support strategic initiatives, aiming to benefit mining cities, Kalgoorlie-Boulder and their stakeholders by ensuring they are included in policy discussions.

11 CONFIRMATION OF MINUTES

Moved By: Deputy Mayor Kirsty Dellar
Seconded By: Cr Nardia Turner

That the minutes of the Ordinary Meeting of Council held on 24 June 2024 be confirmed as a true record of that meeting.

CARRIED
(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
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Against:	Nil
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Moved By: Cr Carla Viskovich
Seconded By: Deputy Mayor Kirsty Dellar

That the minutes of the Special Meeting of Council held on 8 July 2024 be confirmed as a true record of that meeting.

CARRIED
(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Motion of Deputy Mayor Dellar

Moved By: Deputy Mayor Kirsty Dellar
Seconded By: Cr Nardia Turner

That Council request the CEO

1. Provide a report to Council at the 24 September 2024 Ordinary Council Meeting on the demand for:
 - a. Community transport for seniors, people with disabilities and other vulnerable members of the community; and
 - b. A community bus for use by community groups including sport;

and

2. That the report is provided to the City of Kalgoorlie-Boulder’s Seniors Focus Group outlining the results of the analysis after presentation at the Ordinary Council Meeting.

CARRIED
(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

13 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

COUNCIL RESOLUTION

Moved By: Cr Carla Viskovich
Seconded By: Deputy Mayor Kirsty Dellar

That the items are considered to be urgent due to the matters arising following the publication of the agenda.

**CARRIED
 (9 / 0)**

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

13.2 CEO Performance Review against KPIs: March - June 2024

Responsible Officer:	Frances Liston Executive Manager Governance and Risk Services
Responsible Business Unit:	Office of the CEO Governance
Disclosure of Interest:	The CEO declared a financial interest.
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Executive Strategic Legislative
Attachments:	1. CEO KPIs 2023 2024 [6.1.1.1 - 2 pages] 2. Cultural Update Report May 2024 [6.1.1.3 - 15 pages]

The CEO left the Chambers at 7.25pm prior to the recommendation being moved, seconded and debated.

SUMMARY STATEMENT

In accordance with the Chief Executive Officer's (CEO) contract of employment and the provisions of the *Local Government Act 1995*, regular reviews of the CEO performance are undertaken throughout the year and are required to be presented to the CEO Review Committee.

REPORT

The following report has been prepared as a progress update in relation to each of the Key Performance Indicators (KPIs) adopted by Council on 30 October 2023 (attachment 1). A comprehensive report on KPIs was presented to the CEO Review Committee in April 2024, which included progress updates for the period April 2023 – March 2024.

This report provides comments only on areas for which there has been change in the period March 2024 – June 2024.

This is the last report in relation to the 2023/2024 CEO KPIs, and a further report in this agenda details the proposed 2024/2025 CEO KPIs for consideration of the Committee.

KPI: Employee satisfaction

The employee satisfaction KPI is assessed against the following four criteria, with comments noted below under each:

1. Staff surveys

The last voluntarily staff survey was conducted during the period 13 March 2024 to 24 March 2024 and results were released to the organisation on 28 March 2024. Following the release to the organisation, Directors and Executive Managers have

facilitated discussions with their teams to understand the alignment of the survey outcomes with their respective units.

The next survey will be a mini survey in relation to psychosocial safety in the workplace, which will be opened over September – October 2024.

Staff surveys and organisation-wide release of survey outcomes for discussion and reflection has become a “business as usual” component of People and Culture and Executive Leadership Team work. Moving forward, two significant surveys will be conducted over a 12 month period, with mini “pulse” surveys intermittently running in relation to target areas as required.

2. Culture Assessment

As above, this has become a “business as usual” organisational function that aligns and supports ongoing staff surveys.

3. Staff turnover

Staff turnover continues to be a challenge for the organisation, however based on discussions with other regional centres the turnover rates are comparable.

Work continues to be ongoing in relation to identifying initiatives to assist with attraction and retention of staff and this has also become a “business as usual” task with significant priority.

4. Culture Change Program

The Project Manager, Organisational Change continues to progress the City’s organisational action plan for culture change. The May 2024 cultural action report is attached (see Attachment 2). The major project currently being completed is the development of the Pulse software platform which will manage recruitment across the organisation.

Much of the action plan has now been completed or become “business as usual” tasks that are managed across the organisation. The final significant outstanding tasks are corporate projects that will be driven by the Executive Leadership Team rather than the Project Manager, Cultural Change.

KPI: Legislative Compliance

The legislative compliance KPI is assessed against the following six criteria, with comments noted below under each:

1. Annual CAR

The Compliance Annual Return was endorsed by the Audit and Risk Committee and Council in March 2024, and submitted to the Department of Local Government and Industries prior to the 31 March 2024 deadline.

The internal requirements around reporting timeframes and content reported are now “business as usual”.

2. Annual Review of Delegations

The Council to CEO, and CEO to staff delegated authority registers will be reviewed again during the period October – December 2024, being approximately twelve months since the last review and in accordance with requirements to review annually.

3. Review of Local Laws

The CEO's discussion with GVROC local governments with a view to jointly engaging a law firm to prepare a suite of standardised local laws has not transpired into any agreement or direction. It will be necessary for the City to proceed with the review of its own local laws separately to other local governments and this is currently timetabled for commencement in September 2024.

4. Implementation of Local Government Reforms

The City is implementing local government reforms as they become effective. The CEO is maintaining communications with the external stakeholders to ensure that he remains up to date with the status of reforms.

5. Governance Framework Review

The Governance Framework was updated and adopted by Council on 20 November 2023. The CEO and Executive Manager Governance and Risk Services are working through the development of a supporting operational framework which links the City's governance systems including Integrated Planning Documents and strategic plans, Risk Management Framework and Compliance Systems to support officers at all levels.

Risk Management Framework, Corporate Performance Framework and Integrity Framework documents are now complete, which will inform this project.

6. Internal Audit Plan

In March 2024 the Audit and Risk Committee endorsed a proposal to:

1. Postpone the two 23/24 internal audits projects due to work currently underway in both areas;
2. Develop a smaller, regularised internal audit program with reviews of WHS systems, pool compliance and asset management framework; and
3. Commence procurement processes in respect of a contract management review being completed with an external consultant.

A new position, Coordinator Internal Audits has been developed to report to the Executive Manager Governance and Risk Services and recruitment will commence in the new financial year. The Executive Manager Governance and Risk Services is currently overseeing reporting to the Audit and Risk Committee in relation to three identified projects areas and will commence the Contract Management audit in coming weeks with support from an external consultant.

KPI: Financial Performance

The financial performance KPI is assessed against the following four criteria, with comments noted below under each:

1. Financial Health Indicators

The status is unchanged from the last report provided in April 2024.

2. Budget and Long Term Financial Plan

The status is unchanged from the last report provided in April 2024.

3. Monthly Financial Reports

The status is unchanged from the last report provided in April 2024.

4. Annual Audit and implementation of any approved recommendations

The status is unchanged from the last report provided in April 2024.

KPI: Service Delivery

The Service Delivery KPI is assessed against the following eight criteria, with comments noted below under each:

1. Implementation of Council Resolutions

The status of this is unchanged from the last report provided in April 2024. Through the use of the resolution register and action register in Doc Assembler, this is now “business as usual”.

2. Actioning of Elected Member Requests

The Executive Manager Governance and Risk Services introduced a new system for internal management and response to Elected Member Requests in May 2024. In addition, the CEO endorsed an internal management guideline for administration of Elected Member requests and provided some information to Elected Members to inform of intended use and purpose of this system.

The new system has created improved centralised management of communications through the Office of the CEO and is now “business as usual” following successful implementation since 10 May 2024.

3. Performance against the Corporate Business Plan

The status is unchanged from the last report provided in April 2024 – quarterly reporting to the Strategic and General Purposes Committee is now “business as usual” and areas for reporting will continue to expand in accordance with the City’s Corporate Performance Framework.

4. Community Perceptions Survey

The status is unchanged from the last report provided in April 2024.

5. Business Perceptions Survey

The status is unchanged from the last report provided in April 2024.

6. Key Project performance

Council now receives quarterly project status updates which set out the details of which key projects on are on track and which are off track. This provides Council insight into the delivery of these projects, and early notice where projects are off track.

The City’s Corporate Performance Framework has recently been endorsed by the CEO and its implementation will result in continuous improvement to the reporting being provided to Council in relation to key projects.

7. Service Standards

The Executive Leadership Team have almost completed a further revision of a service level catalogue which is aligned against the City’s budget sub-programs, and will update this to reflect the 24/25 budget figures once adopted.

Once finalised, this document will be shared with Council for its strategic planning purposes. It gives insight into the services currently provided by the City, and the costs associated with these (including comparisons of cost per rateable land and per population).

The City’s Corporate Performance Framework has recently been endorsed by the CEO and its implementation will result in continuous improvement to the reporting

being provided to Council in relation to service standards. Organisational Performance Indicators are also under development which will provide a means to measure service delivery in addition to quarterly budget reviews.

8. Reporting on outcomes of external associations that the City is involved in

This reporting will form part of the Information Bulletin provided to Councillors on a monthly basis.

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.

COMMITTEE RECOMMENDATION

Moved By: Cr Terrence Winner

Seconded By: Cr Carla Viskovich

That Council receive the updates in relation to the CEO’s annual KPIs.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran
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	O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

13.3 Draft Key Performance Indicators 2024/2025

Responsible Officer:	Andrew Brien Chief Executive Officer Frances Liston Executive Manager Governance and Risk Services
Responsible Business Unit:	Office of the CEO Governance
Disclosure of Interest:	The CEO declared a financial interest.
Voting Requirements:	Simple
Nature of Council’s Role in Decision-Making:	Executive Strategic
Attachments:	1. CEO KPIs 24-25 [6.1.2.1 - 1 page]

SUMMARY STATEMENT

The Committee is asked to review and adopt the proposed Key Performance Indicators (KPIs) for the Chief Executive Officer (CEO) to apply for the 2024/2025 financial year.

REPORT

In accordance with the provisions of the Local Government Act 1995 and the Model Standards, the Chief Executive Officer’s performance is required to be assessed at least annually in accordance with the adopted performance criteria.

A further report is included in this CEO Review Committee agenda updating the Committee on the CEO progress of KPIs for the 2023/2024 period. That report includes an update and identifies a number of those KPIs as being “business as usual” across the organisation. For this reason, it is proposed that these KPIs are not repeated for the 2024/2025 financial year and that instead, the proposed KPIs set out in attachment 1 instead be adopted.

The key focus areas moving forward into 2024/25 are based around the following areas:

Key Focus Areas	Rationale
Achievement of the functions of the CEO in s5.41 of the Local Government Act.	The role of the CEO is defined in the Local Government Act 1995 (the Act) and the CEO alone is responsible for the delivery against the criteria outlined in section 5.41 of the Act. It is therefore considered appropriate that this be included as a key performance indicator.
High quality and timely advice to Council through Council reports and workshops.	To assist Council in their decision making the quality and the timeliness of the information is essential. Increasing the

	focus in this area is to ensure that the Council has appropriate information to assist in their decision making.
Advice to Council on long-term financial sustainability including proposals for operational service efficiencies and revenue diversification.	A review of the long term finance plan and the ongoing revenue streams for the City is seen as the next stage in developing strategies to reduce reliance on general rates. This will include additional commercial revenue streams and identification of operational efficiencies.
Improvement in City's Financial and Asset Management Maturity levels	The City has not had sufficient asset management practices in place for many years and this has been reflected in the requirements of significant increases in capital expenditure budgets in recent years to catch up on under funding for several years. The integration of asset management and financial planning is seen as an essential component of building capacity for major projects moving forward.
Delivery of strategic projects contained in the Corporate Business Plan	This is a continuation of major project reporting which has already been incorporated in Council over the last 12 months and is considered appropriate to continue moving forward.
Improve customer and business experience and community engagement	The customer and business perception surveys have identified priority areas of focus for the organisation and by embedding them through more regular reporting will help to ensure that progress is reported to Council.
Delivery of Capital Works Program	The delivery of the capital program is seen as a key area for reporting to Council, both in terms of community expectations and budget planning. This is linked to the asset management and financial planning focus area.
Advocacy on strategic initiatives and unfunded major projects	The Council has focused on advocating to other levels of government to assist in driving change within the community and government. By incorporating this as a key reporting area it will assist the community in understanding the priority areas for the City and in particular the advocacy role that CEO and leadership take on issues affecting the community and Council.
Executive leadership attributes	This focus area continues to ensure that the culture change and reporting requirements continue in 2024/25. The CEO is responsible for the leadership of the organisation and continues to drive cultural change. This is considered to be an appropriate approach to ensure

	continued reporting and accountability by Council.
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The shift in focus from monitoring progress against cultural change and compliance matters is reflective of the change that has been achieved over the past two years.

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.

The Local Government Act 1995 and the Model Standards require the Chief Executive Officer’s performance to be assessed at least annually in accordance with the adopted performance criteria.

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

COMMITTEE RECOMMENDATION	
Moved By:	Cr Carla Viskovich
Seconded By:	Cr Terrence Winner
That Council adopt the draft Key Performance Indicators for 2024/2025 and changing:	

- | | |
|--|--|
| <p>1. The “Customer and Business perception Surveys” from annually to quarterly requirements for reporting in relation to the KPI; and</p> <p>1. The key focus regarding the “Executive Leadership Attributes” from annually to six monthly reporting requirements for reporting in relation to the KPI.</p> | <p>CARRIED
(9 / 0)</p> |
|--|--|

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

The CEO re-entered Chambers at 7.29pm following Council's vote on this recommendation.

14 REPORTS OF COMMITTEES

Nil

15 REPORTS OF OFFICERS

COUNCIL RESOLUTION

Moved By: Cr Nardia Turner

Seconded By: Cr Carla Viskovich

The Officer Recommendations for Items 15.1.5, 15.1.6, 15.2.1, 15.2.2, 15.3.1, 15.3.3 and 15.3.4 be adopted en bloc.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.1 Chief Executive Officer

15.1.1 Annual Budget 2024/2025

Responsible Officer:	Xandra Curnock Executive Manager Finance
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Nature of Council’s Role in Decision-Making:	Legislative
Attachments:	<ol style="list-style-type: none"> 1. CKB 2024-25 Statutory Budget [15.1.1.1 - 36 pages] 2. Statement of Objects & Reasons 2024-25 [15.1.1.2 - 15 pages]

SUMMARY STATEMENT

Council is asked to review and approve the proposed Municipal Fund Budget for the 2024/25 financial year, including the imposition of rates and minimum payments, and other consequential matters arising from the Budget papers.

REPORT

The estimated brought forward balance from 30 June 2024 is a \$0.5 million surplus and the budgeted closing position for 2024/25 is a \$0.3 million surplus. This is unaudited and may be subject to change. Any change will be addressed as part of the Statutory Budget Review.

The major features of the 2024/25 Budget are as follows:

- A 10% revenue increase to total GRV and UV rate income resulting in a \$3 million increase in rates income;
- A 7% overall increase in fees and charges income;
- Operating expenditure has increased overall by eleven percent (11%) due to CPI (Consumer Price Index) increases, an increase in the use of contractors and an expected loss on disposal of assets; and
- The Capital Works Program budgeted expenditure for 2024/25 totals \$101 million, including upgrades and renewal spend on roads, footpaths, other infrastructure, land, buildings, plant equipment, furniture, and equipment.

FY2024 Budget highlights:

1. 2023/24 is showing a projected surplus of \$0.5m versus a budgeted deficit of (\$0.5m).
2. 2024/25 is showing a budgeted surplus of (\$0.3m).
3. Total capital spends for 2024/2025 is budgeted at \$101m. This consists of:

- \$36.97m on roads renewals and upgrades, being partly funded by \$10m loans,
 - \$18.5m of sewerage works program, being partly funded by \$13m loans,
 - \$9.1m on new plant and plant renewal, partially funded by \$4.5m loans
 - \$6.2m for the development of the Airport,
 - \$5.5m for the development of the Youth Precinct,
 - \$5.4m for Oasis building improvements,
 - \$3.8m for lighting,
 - \$3.5m for GAC car park roof development, fully funded by a \$3.5m loan.
4. Total income is budgeted to be 10% (\$9.7m) higher than 2023/24 forecasted income.
 5. Rates increase of 10% providing increased Rates income of \$3.1m against 2023/2024 forecasted Rates income.
 6. 7% overall increase in fees and charges totalling \$3.3m as per increase in schedule of fees and charges, and an expected increase in number of sales.
 7. Employment costs are \$5.2m higher than 2023/24 forecast. This 16% increase reflects proposed 4% salary increase across the City, along with filling vacant positions.
 8. Materials and contracts are \$3.6m higher than 2023/24 forecast. Additional expenditure is expected in 2024/25 due to delays in project completions and availability of contractors.

RATES

Differential Rating

Section 6.33 of the *Local Government Act 1995* (Act), allows Councils to adopt differential rates. The intent behind adopting differential rates is to take into account the levels of services provided to different types of properties, to reflect the cost of provision of services to those categories of properties as well as the need to encourage the specific types of activities within the City. It is a fair and equitable method of rating.

Rating & Minimum Payments

The raising of revenue via annual rates is an important source of funds for all Councils throughout Australia. The Act empowers Western Australian Councils to impose general rates and minimum payments. The 2024/25 Objects and Reasons Statement for Differential Rates and Minimum Payments is attached to this report as Attachment 2. The Objects and Reasons Statement provides details of budget principles applied in formulating the 2024/25 Annual Budget.

Ministerial Approval

In accordance with section 6.35 of the Act, Ministerial approval is not required for the imposed differential rates due to the highest rate in the dollar being less than twice the lowest differential rate in the dollar.

Rate Increase

Council's long term financial plan 2023-2033 provides for a rate increase of three and a half percent (3.5%) in 2024/25 . This assumption is used for planning

purposes and there remains scope to adjust individual year rate increases as part of the annual budget process. At the 4 June 2024 Special Council Meeting, Council approved to implement an increase of an 11% overall rate revenue increase for 2024/25 financial year. The rates modelling conducted at the time reported the combined GRV and UV valuations as \$462,974,468 with an estimated rates yield of \$34,108,622. On the finalisation of the budget which includes 1 July 2024 valuations for unimproved values (i.e., mining tenements and rural properties) and recent interim movements in gross rental values, the total rate yield for 2024/25 has remained unchanged. However, interim rates received in 2023/24 have increased the 2023/24 Rates Revenue, resulting in the 10% rate revenue increase.

Rating Category	2023/24 Rates Revenue	Proposed 2024/25 Rates Revenue	\$ Change	% Change	
Gross Rental Values	\$24,338,258	\$26,857,361	\$2,519,103	10.35%	↑
Unimproved Values	\$6,721,988	\$7,251,261	\$529,273	7.87%	↑
TOTAL	\$31,060,246	\$34,108,622	\$3,048,376	9.81%	↑

Gross Rental Values (GRV)

The Act empowers a Council to impose different rates in the dollar for different land zoning's or uses and different rates for improved or vacant land. This power is provided to help local governments with particular rating difficulties and to achieve a better rating equity between different land uses. Section 6.33 of the Act states:

“(1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —

- (a) the purpose for which the land is zoned, whether or not under a planning scheme as defined in the Planning and Development Act 2005 ; or*
- (b) a purpose for which the land is held or used as determined by the local government; or*
- (c) whether or not the land is vacant land; or*
- (d) any other characteristic or combination of characteristics prescribed.”*

The City has adopted the combination of characteristics relating to land zoned under the new Town Planning Scheme and the purpose for which the land is held or used. It should be noted, that where, during the rating year, land is rezoned or its use changes, the City cannot issue an amended rate notice reflecting that change until the new rating year.

GRV Residential rate in the dollar of \$0.05200 forms the base rate for rate calculations for Gross Rental Value (GRV) properties, with a higher rate in the dollar for Commercial Industry properties of (\$0.07840). Both the Commercial and Industrial sectors require greater resourcing and expenditure from the City in relation to Health, Building and Town Planning services. A higher rate has been applied to

GRV Mining rate in the dollar of \$0.10400 due to the greater impact the mining equipment has on the towns roads and infrastructure, and the additional people the mines bring in to the town using the City’s facilities.

The 2024/25 GRV minimum payment of \$1,132 has been set to ensure the minimum level of service required is adequately funded and all properties contribute an equitable rate amount.

Council will continue to benchmark its rates in the dollar and minimum payments with other neighbouring local governments to ensure that some equity is retained within the region.

Valuations

The most recent revaluation of the City’s Gross Rental Value (GRV) properties was updated to take effect 1 July 2024. GRV have increased by 39.4% from the previous 2023/24 financial year (from \$303,890,470 to \$423,690,485) and GRV rates revenue by 10.35% (from \$24,338,258 to \$26,857,361). This data is summarised in table 2 and 3 below.

Table 2 2024/25 Gross Rental Values (GRV) Valuations

Rating Category	2023/24 Valuations \$	2024/25 Valuations \$	Change to Last Year	Change to Last Year
Gross Rental Values	303,890,470	423,690,485	119,800,015	39.42%

Table 3 2024/25 Gross Rental Values (GRV) Rates Revenue

Rating Category	2023/24 Rates to Raise \$	2024/25 Rates to Raise \$	Change to Last Year	Change to Last Year
Gross Rental Values	24,338,258	26,857,361	2,519,103	10.35%

Unimproved Values (UV)

Rural properties assigned an Unimproved Value (UV) such as Pastoral, Mining Operations, Exploration and Prospecting Leases are rated differentially to reflect the nature of their lease.

1. Pastoral Leases and other UV property rate in the dollar of \$0.09380 and minimum payment of \$352 was set after taking into account issues of rating equity including capacity to pay.
2. Mining Operations (Mining and General-Purpose Leases) rate in the dollar of \$0.18740 and minimum payment of \$440 is set after considering the operations of mining and the effect of their large-scale equipment on the City’s road network. The City makes a large investment in roads and road drainage infrastructure to service mining activities on rural roads. The ongoing costs involved in maintaining the road network that services this land use extends all the way to the WA/SA state boundary.

Mining Tenements and Rural/Pastoral properties are subject to annual valuation reviews which take effect 1 July. The 1 July 2024 valuation changes have been factored into the 2024/25 budget.

Unimproved Values (UV) have increased by 0.72% from the previous 2023/24 financial year (from \$39,001,631 to \$39,283,983), and UV rates revenue by 7.90% (from \$6,721,988 to \$7,251,261). This data is summarised in tables 4 and 5 below.

Table 4 2024/25 Unimproved Values (UV) Valuations

Rating Category	2023/24 Valuations \$	2024/25 Valuations \$	Change to Last Year	Change to Last Year
Unimproved Values	39,001,361	39,283,983	282,622	0.72%

Table 5 2024/25 Unimproved Values (UV) Rates Revenue

Rating Category	2023/24 Rates to Raise \$	2024/25 Rates to Raise \$	Change to Last Year	Change to Last Year
Unimproved Values	6,721,988	7,251,261	530,623	7.90%

General Charges, Concessions, and Interest

The City notes the following:

- It does not provide any discount for early payment of rates, however, endorses and acknowledges the rates incentive prize draw sponsor National Bank of Australia for their assistance in collecting the rates early.
- The rates set by the State Government for the Emergency Services Levy (ESL) for Category 2 and 5 regions for 2024/25 and apply these rates on assessments against valuations from Landgate as of 1 July 2024.
- The City is not responsible for setting Emergency Services Levy rates and simply acts as a collection agent for the funds on behalf of the State Government.
- Under section 6.47 of the Act and the terms of the Rates Concession Policy (Rateable Land), the City provides rates relief to not-for-profit recreation, sporting and community groups within the City who meet the eligibility criteria.

Advertised Differential Rates as set out in Public Notices

Council considerations of its rating strategy and reviewing the operating expenditure required for 2024/25, it was evident that the proposed 10% rate revenue increase for GRV and UV rating categories, as set out in the local public notice of 8 June 2024 of its intention to impose rates for 2024/25 was necessary to meet any budget shortfalls.

The projected rates revenue of \$34.1m has allowed Council to include additional capital work projects in the 2024/25 financial year.

Table 6 2024/25 Differential General Rates – Rates in the Dollar and Minimum Payments

Differential Rating Categories	Proposed rate in \$	Multiplier lowest rate in \$	Minimum Payment \$
Gross Rental Values (GRV)			
GRV Residential	0.05200	lowest GRV	1132
GRV Commercial / Industrial	0.07840	1.51	1132

GRV Accommodation	0.09300	1.79	1245
GRV Mining	0.10400	2.00	1245
Unimproved Values (UV)			
UV Pastoral / Other	0.09380	lowest UV	352
UV Mining	0.18740	1.99	440

Payment Options

In accordance with section 6.45 of the Act, the City offers the following options for the payment of rates by instalments:

Option One - One Instalment

Payment in full must be received by the City within 35 days of the issue date of the annual rates billing notice. Payment must be received by the City on or before 30 September 2024.

Option Two - Two Instalments

- The first instalment of 50% of the total current rates plus the total outstanding arrears is payable within 35 days of the issue date of the annual rates billing notice. Payment must be received by the City on or before 30 September 2024.
- The second instalment of 50% of the total current rates must be received by the City on or before 2 December 2024.

Option Three – four instalments

- The first instalment of 25% of the total current rates plus the total of any outstanding arrears is payable within 35 days of the issue date of the annual rate notice. Payment must be received by the City on or before 30 September 2024.
- The second instalment of 25% of the total current rates is payable and must be received by the City by 2 December 2024.
- The third instalment of 25% of the total current rates is payable and must be received by the City by 3 February 2025.
- The fourth instalment of 25% of the total current rates is payable and must be received by the City by 7 April 2025.

Option Four - Special Payment Arrangements

Ratepayers who are unable to pay their rates by the due date, may apply in writing to enter into a payment arrangement with the City to make periodical payments.

These special arrangements usually require weekly, fortnightly, or monthly direct debit payments from an Australian bank account. An annual administration fee of \$45.00 applies.

Interest Charges

Interest is charged at 7% per annum, calculated daily, to all outstanding rate assessments that remain unpaid after 30 September 2024. This excludes any rates accounts paying under payment options two and three (i.e., two or four instalments).

Interest is payable, at a rate of 5% per annum calculated daily to overdue rate accounts that pay through the instalment payment options two and three. This interest reflects the loss of investment income to Council by offering the instalment scheme.

Administration Charges

An administration charge of \$10.00 will apply to rates accounts paying under instalment payment options two or three.

An administration fee of \$45.00 per agreement will apply to any ratepayer wishing to negotiate alternative payment arrangements.

Levying of 2024/25 Refuse Collection Charges

Local Governments have a statutory obligation under the *Waste Avoidance and Resources Recovery Act 2007* to collect domestic waste.

Table 8 Refuse Collection Charges

Charge Type	Description	2023/24 Fee	2024/25 Fee
Domestic Refuse & Recycling Fee	Per service	\$ 411.00	\$ 426.00
Commercial Refuse & Recycling Fee	Per service	\$ 411.00	\$ 435.00
Additional Refuse Fee (Domestic)	Per service	\$ 411.00	\$ 405.00
Additional Refuse Fee (Commercial)	Per service	\$ 411.00	\$ 415.00
Additional Recycling Fee (Domestic)	Per service	\$ 182.00	\$ 189.00
Additional Recycling Fee (Commercial)	Per service	\$ 182.00	\$ 195.00

The *Waste Avoidance and Resources Recovery Act 2007* permits recovery of the cost of providing this service through a separate charge.

Levying of 2024/25 Sewerage Rates

Pursuant to section 41 of *Health (Miscellaneous Provisions) Act 1911* the following sewerage rates are to be levied.

Table 8 Sewerage Rates

Charge Type	Description	2023/24 Levy	2024/25 Levy
GRV per Lot of Location	Per assessment Rate in the dollar (cents)	\$0.031934	\$0.023520
	Per assessment Minimum payment	\$436	\$453

The *Health (Miscellaneous Provisions) Act 1911* permits recovery of the cost of providing this service through a separate charge.

Levying of 2023/24 Utility Service Charges

Pursuant to section 106 of *Health (Miscellaneous Provisions) Act 1911*, the following utility service charges (i.e., pan charge) are to be levied on properties that hold rate exemption status under section 6.26 (2) of the Act, in lieu of a sewerage rate.

Table 9 Utility Service Charges

Charge Type	Description	2023/24 Fee	2024/25 Fee
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Utility Service Charge Per Unit	Pedestal	\$ 433.00	\$ 448.50
	Water Closet	\$ 433.00	\$ 448.50
	Slophopper / Cleaners Sink	\$ 433.00	\$ 448.50
	Universal rundle (URC)	\$ 433.00	\$ 448.50

The *Health (Miscellaneous Provisions) Act 1911* permits recovery of the cost of providing this service through a separate charge.

Rates Prize Incentives Early Payments – Cash Prize Draws

An incentive for early payment has been included with three cash prizes, sponsored by the City and the National Australia Bank (50/50).

To be eligible for the prize draws, rates must be paid in full by 10.00pm WST by the following dates:

- 16 September 2024 1st prize \$7,000 cash
- 23 September 2024 2nd prize \$2,000 cash
- 30 September 2024 3rd prize \$1,000 cash

Terms and Conditions

This competition is a promotion run by the City of Kalgoorlie-Boulder (“Promoter”), ABN 63 711 737 609.

Entries and information on prizes and how to enter form part of these Terms and Conditions.

Participation in this competition constitutes acceptance of these Terms and Conditions.

To enter the competition, the entrant must.

1. *Be a current individual ratepayer of the City of Kalgoorlie-Boulder (Elected Members and staff are excluded – refer to clause 4)*
2. *Pay their 2024/25 rates in full by the due dates displayed in the annual rates billing notice:*
 - *1st prize \$7,000 Cash, Payment due by 10.00pm WST, 16 September 2024*
 - *2nd prize \$2,000 Cash, Payment due by 10.00pm WST, 23 September 2024*
 - *3rd prize \$1,000 Cash, Payment due by 10.00pm WST, 30 September 2024*
3. *City of Kalgoorlie-Boulder Elected Members and staff are ineligible to enter the competition.*
4. *An Excluded Entity is not eligible for inclusion in the Competition. Excluded entities are; a. State and / or Federal Government Agencies. b. Corporations; and c. Property owners of non-rateable land as per Section 6.26(2) of the Local Government Act 1995.*
5. *Payment must be received before the nominated closing dates to go into the draws. No responsibility is accepted for late, lost, or misdirected payments.*
6. *The competition commences 1 July 2024 and closes 10.00pm WST on 30 September 2024. The competition will be drawn at 10.00am on Wednesday 9 October 2024 at the City of Kalgoorlie-Boulder Administration Building, 577 Hannan Street, Kalgoorlie.*

7. *Three winners will be randomly selected via a computer program, under the supervision of representatives from the City and the National Australia Bank. The promoter's decision is final, and no correspondence will be entered into.*
8. *The winners will be notified by phone, email, and registered mail of their prize win.*
9. *The 1st prize winner will be invited to attend a Rates Prize Draw photo session at a date to be advised.*
10. *The prize winners will receive their cash payment via an EFT transaction into their nominated bank account.*
11. *Competition results will be published in the Kalgoorlie Miner Newspaper on Saturday 26 October 2024.*
12. *The information that entrants provide will be used by the Promoter for the purpose of conducting the competition. By entering this competition entrants' consent to the use of their contact details for the purposes described in this clause.*

ERates Registration

The City has launched a competition to help reduce paper use and postage costs and give one ratepayer a chance to win a \$500 Visa Gift Card.

To enter ratepayers must successfully subscribe to Council's online eRates service before 10.00pm WST 30 September 2024. Once subscribed all future rates notice will be sent directly to the ratepayer's email address and the ratepayer will be automatically entered into the draw.

Any ratepayer that has already subscribed to eRates will be automatically entered into the prize draw. Where a managing agent receives and pay the rates and charges on a property, the agent can subscribe to eRates on behalf of the owner to allow them entry into the competition.

Entries open 1 July 2024 and close at 10.00pm WST Friday 30 September 2024. The winner will be randomly drawn at 10.00am on Wednesday 9 October 2024. See full terms and conditions below.

Terms and Conditions:

1. *This competition is a promotion run by the City of Kalgoorlie-Boulder ("Promoter"), ABN 63 711 737 609.*
2. *Entries and information on prizes and how to enter form part of these terms and conditions.*
3. *Participation in this competition constitutes acceptance of these terms and conditions.*
4. *To enter the competition, the entrant must.*
5. *Be a current individual ratepayer of the City of Kalgoorlie-Boulder (Elected Members and Staff are excluded – refer to clause 8).*
6. *Have registered for the City's online eRates service before 10.00pm WST 30 September 2024.*
7. *Not be considered an "excluded entity" as described in clause 6.*
8. *City of Kalgoorlie-Boulder Elected Members and staff are ineligible to enter the competition.*
9. *An Excluded Entity is not eligible for inclusion in the Competition. Excluded Entities are;*
 - *State and / or Federal Government Agencies.*
 - *Corporations; and*

- *Property owners of non-rateable land as per section 6.26(2) of the Local Government Act 1995.*
10. *The draw will take place at 10.00am WST on Wednesday 9 October 2024, at City of Kalgoorlie-Boulder Administration Building, 577 Hannan Street Kalgoorlie.*
 11. *One entry will be awarded per registered Assessment Number. One Assessment Number will be drawn at random, and its owner as shown on the Annual Rates & Charges Notice will be deemed the winner. The Promoter's decision is final, and no correspondence will be entered into.*
 12. *The cash prize value is \$500 and will be rewarded in the form of a Visa Gift Card.*
 13. *The Prize must be taken as offered and is not exchangeable, transferable, or redeemable for cash.*
 14. *The drawn winner will be contacted using the email address supplied in their Electronic Rates Registration within two business days of the draw and will be required to respond back to Council by email confirming their eligibility within five business days of the draw.*
 15. *If the drawn winner is not confirmed as eligible within five business days of the draw, a redraw will occur.*
 16. *The Promoter has the rights to disqualify any entrants or entries where it is suspected that any unlawful or improper conduct, such as infringing a third party's intellectual property rights, or if there has otherwise been a breach of the competition terms and conditions.*
 17. *Information collected in the Registration process will be used by the Promoter only as agreed by the registrant during registration and for conducting the random draw.*
 18. *On confirmation of an eligible winner, the winner agrees to be photographed and have their name published on the Promoter's website, www.ckb.wa.gov.au and in media and other media platforms used by the Promoter.*
 19. *The Promoter will not be liable for any loss or damage or for any personal injury sustained because of taking the Prize or entering this competition, nor for any tax implications that may arise from accepting the Prize.*

OTHER BUDGET ITEMS

Adoption of Material Variance

Each year a Material Variance must be adopted to assist in reviewing the Monthly Financial Statements and the Annual Budget Review.

In accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996*, each Council must adopt a percentage over which a Budget variance would be considered material when it reviews the monthly statements of financial activities and accepts the Annual Budget Review.

Over the past number of financial years, Council has adopted a Material Variance of 10% and \$50,000, whichever is the greater amount. This amount is proposed to increase to \$100,000 for the 2024/25 Financial Year, given the increase in expenses and what is considered to be material from a users perspective.

Elected Member Sitting Fees, Expenses and Allowances

The Elected Members annual sitting fee and Mayor and Deputy Mayor's annual allowances are in line with section 5.98(5) of the Local Government Act and section 5.98A(1). The Act states the local government may pay council members fees determined by the Salaries and Allowances Tribunal under section 7B of the *Salaries and Allowances Act 197*. As such, the fees and allowances for 2024/25 will be as follows;

- Mayoral Annual Allowance \$97,115
- Deputy Mayor Annual Allowance \$24,279
- Mayoral Sitting Fee \$51,412
- Elected Member Sitting Fees \$34,278 per annum per Elected member, excluding the Mayor

In accordance with section 5.99A(b) of the Act, no ICT allowance is to be paid in 2024/25. The City provide the necessary ICT equipment to the Elected Members and as such, no further allowance is deemed required.

Triple Bottom Line Assessment

- Economic Implications
The draft 2024/25 Budget applies sound financial management and accounting principles and is considered to deliver a sustainable service outcome for the community and Council.
- Social Implications
The draft 2024/25 Budget delivers social outcomes via diverse community services, including the provision of building and community infrastructure and financial support to community organisations throughout the City.
- Environmental Implications
The draft 2024/25 Budget supports key environmental strategies and initiatives previously adopted by Council.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

The Budget for 2024/25 is expected to deliver a cash surplus of \$0.3 million, the details of which are outlined in the Statutory 2024/25 Budget Report included as an attachment to this report.

STATUTORY IMPLICATIONS

Section 6.2 of the *Local Government Act 1995* applies, as follows.

Section 6.2(2) of the Act requires that in preparing its annual budget the Council is to have regard to the contents of its plan for the future prepared in accordance with section 5.56. Under the Integrated Planning Framework for Local Government, that is the Community Strategic Plan. This section requires that the City must prepare detailed estimates of:

(a) Expenditure.

- (b) Revenue and income, independent of general rates
- (c) The amount required to make up the 'deficiency' if any shown by comparing the estimated expenditure with the estimated revenue and income.

Section 6.2(3) requires that all expenditure, revenue, and income must be taken in account unless otherwise prescribed. Local Government (Financial Management Regulation 32 prescribes amounts that may be excluded in calculating the 'budget deficiency'

Section 6.2(4) requires the annual budget to incorporate:

- (a) Particulars of estimated expenditure proposed.
- (b) Detailed information relating to the rates and service charges which will apply, including:
 - i. Amount estimated to be yielded by the general rate.
 - ii. Rate of interest to be charge on unpaid rates and service charges.
- (c) Fees and charges.
- (d) Borrowings and other financial accommodations proposed.
- (e) Reserve account allocations and uses.
- (f) Any proposed land transactions or trading undertakings per section 3.59.

Sections 22 through 31 *Local Government (Financial Management) Regulations 1996* prescribe requirements in relation to form and content of the Budget and required Notes to and forming part of the Budget.

Ministerial Approval Requirements

Should Council seek to adopt a rating and minimum payments model other than that set out in the Executive Recommendation, then such a determination should be deferred, to enable necessary assessment under the requirements of sections 6.33 and 6.35 of the Act, noting that if Ministerial approvals are required in respect of a different model of differential rates and minimum payments, such approvals must be obtained before Council can subsequently adopt a revised Budget.

Change from Publicised Intended Rates

Section 6.36(4) of the Act envisages that a Council may adopt differential rates or minimum payments different from those set out in its local public notice of intent to impose differential rates and minimum payments.

In accordance with *Local Government (Financial Management) Regulations 23(b)* and *56(4)(b)*, if Council adopts a differential rate or minimum payment that differs from that set out in its local public notice, then the changes and reasons for must be detailed in the annual budget document, and in the rates notices or in information accompanying rates notices.

Local Government Act 1995 Section 6.47: Concessions

"Subject to the *Rates and Charges (Rebates and Deferrals) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge".

(*absolute majority required.)

There are no impediments deriving from the Rates and Charges (Rebates and Deferments) Act 1992.

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996 – Regulation 26: specifies requirements for information on concessions, for inclusion in annual budgets.

Local Government (Financial Management) Regulations 1996 – Regulation 42: specifies requirements for information on concessions, for inclusion in annual financial reports.

Building Regulations 2012

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Local Government (Administration) Regulations 1996

Waste Avoidance and Resource Recovery Act 2007

Health (Miscellaneous Provisions) Act 1911

Local Government Amendment (COVID-19 Response) ACT 2020

Local Government (COVID-19 Response) Order 2020

Salaries and Allowances Act 1975

POLICY IMPLICATIONS

The City has a Budget Amendment Policy that provides the CEO with authority to make minor budget amendments up to the value of \$50,000. In addition to this limit, each variation shall not impact the quality, quantity, frequency, range of level of service previously intended within the initial budget allocation.

The City has several other financial policies which have been taken into consideration in the budget process, including its policies on investments, assets, treatment of income and expenditure, rates arrears and rating policies (Rates Charges, Rates Exemption, Rates Concession (Rateable Land), Financial Hardship Policy for Debtors and Financial Hardship Policy for Water Services).

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.

Paragraph 1 of the resolution below was corrected between the Agenda Briefing Forum and the Ordinary Council Meeting to provide clarity to the wording of the resolution.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Nardia Turner

Seconded By: Cr Wayne Johnson

That Council:

1. Pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*, adopt the advertised Differential General Rates and minimum payments as set out in the public notice for the 2024/25 financial year; representing a 10% rate revenue increase for GRV and UV ratepayers from the previous 2023/24 financial year budget.
2. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, impose the following due dates for the payment in full by instalments.
 - The first instalment of 25% of the total current rates plus the total of any outstanding arrears is payable within 35 days of the issue date of the annual rate notice. Payment must be received by the City of Kalgoorlie-Boulder on or before 30 September 2024.
 - The second instalment of 25% of the total current rates is payable and must be received by the City of Kalgoorlie-Boulder by 2 December 2024.
 - The third instalment of 25% of the total current rates is payable and must be received by the City of Kalgoorlie-Boulder by 3 February 2025.
 - The fourth instalment of 25% of the total current rates is payable and must be received by the City of Kalgoorlie-Boulder by 7 April 2025.
3. Pursuant to section 6.46 of the *Local Government Act 1995*, authorise the Chief Executive Officer to allow for payment incentive prizes for rates paid in full by 10:00pm WST on the dates listed below and in accordance with terms and conditions table in this report:
 - 1st Prize \$7,000 Cash payment due by 16 September 2024;
 - 2nd Prize \$2,000 Cash payment due by 23 September 2024; and
 - 3rd Prize \$1,000 Cash payment due by 30 September 2024.
4. Pursuant to section 6.46 of the *Local Government Act 1995*, authorise the Chief Executive Officer to conduct an incentive eRates prize draw for ratepayers who register to receive their future rate notices electronically by 10:00pm WDT on 30 September 2024 and in accordance with terms and conditions tabled in this report”.
 - 1st prize \$500 VISA Gift Card

5. Pursuant to Section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, impose an interest rate of 7% for rates (and charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.
6. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, impose an interest rate of 5% where the owner has elected to pay rates and service charges through an instalment option.
7. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, impose an instalment administration charge of \$10.00 of rates levied per instalment.
8. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, impose a flat fee of \$45.00 on any ratepayer who wishes to negotiate alternative payment arrangements.
9. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, impose the following charges for collection of domestic and commercial waste, incorporating a weekly refuse collection and fortnightly residential recycling service.
 - \$426.00 per annum for one refuse service per week and a fortnightly residential recycling service.
 - \$435.00 per annum for one weekly refuse service for non-residential services.
 - \$405.00 per annum for each additional 240 litre refuse service (residential).
 - \$415.00 per annum for each additional 240 litre refuse service (non-residential).
 - \$189.00 per annum for each additional fortnightly residential recycling service (residential).
 - \$195.00 per annum for each additional fortnightly residential recycling service (non-residential).
10. Pursuant to section 41 of *Health (Miscellaneous Provision) Act 1911*, the following sewerage rates are to be levied:
 - \$0.023520 cents in the dollar, per GRV, per lot of location.
11. \$453 minimum payment, per GRV, per lot of location Pursuant to section 106 of *Health (Miscellaneous Provision) Act 1911*, the following utility service charges (i.e., pan charge) are to be levied on properties that hold rate exemption status (under section 6.26 (2) of the *Local Government Act 1995*), in lieu of sewerage rates; \$448.50 per individual utility unit (i.e., water closer, pedestal, Universal Rundle (U.R.C), slophopper and/or cleaners sink).

<p>12. Pursuant to regulation 53 of the <i>Building Regulations 2012</i>, a Swimming Pool Inspection fee levy of \$62.00 is set on each owner of occupier of land on which there is a swimming pool for the 2024/25 financial year.</p> <p>13. Pursuant to regulation 34(5) of the <i>Local Government (Financial Management) Regulations 1996</i> and AASB 1031 Materiality, a variance of 10% and a minimum of \$100,000 is to be used in the Statements of Financial Activity and Annual Budget Review.</p> <p>14. Pursuant to section 5.98 and section 5.99 of the <i>Local Government Act 1995</i>, the elected members will be paid allowances as follows:</p> <ul style="list-style-type: none"> • Mayoral Annual Allowance \$97,115. • Deputy Mayor Annual Allowance \$24,279. • Mayoral Sitting Fee \$51,412. • Elected Member Sitting Fees \$34,278 per annum per Elected member, excluding the Mayor. • ICT \$nil. <p>15. Pursuant to the provision of section 6.2 of the <i>Local Government Act 1995</i> and Part 3 of the <i>Local Government (Financial Management) Regulations 1996</i>, Council adopts the Municipal Fund Budget 2024/25 for the City (as contained in Attachment 1).</p>	<p>CARRIED (9 / 0)</p>
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For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.1.2 Rates Debtor - Financial Hardship Application

Responsible Officer:	Xandra Curnock Executive Manager Finance
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Nature of Council's Role in Decision-Making:	Legislative
Attachments:	<ol style="list-style-type: none"> 1. Financial Hardship For Debtors Policy [15.1.2.1 - 13 pages] 2. CONFIDENTIAL - Financial Hardship Assessment Recommendation [15.1.2.2 - 16 pages]

Cr Botica and Frances Liston left the Chambers at 7.52pm. Frances Liston returned to Chambers at 7.53pm.

SUMMARY STATEMENT

Council is requested to receive this report regarding a financial hardship application and authorise the Chief Executive Officer (CEO) to apply section 2(j) of the Financial Hardship for Debtors Policy which allows for the write of accrued interest and legal fees relating to rates and sundry debtor accounts.

REPORT***Background***

In May 2019, Council adopted the Financial Hardship Policy for Debtors (Attachment 1). This policy aims to help residential ratepayers experiencing financial hardship due to unpaid rates and service charges on their residential properties under the *Local Government Act 1995* (Act). Financial hardship occurs when a person cannot pay rates without affecting their basic living needs or those of their dependents.

The City's Financial Hardship Policy for Debtors includes provisions for the write-off of accrued penalty interest and legal charges.

Under section 2(j) of the policy, the City can refer to the Council for consideration any request to write-off accrued interest and legal charges for rates and sundry debtor accounts by a debtor. This referral can occur if the debtor is unable to pay the accrued interest due to reasons beyond their control or if paying the interest would cause further hardship. The debtor must apply in writing, explaining why the interest should be waived. Any consideration for write-off requires Council approval.

Comments

On 29 May 2024, the City received a Financial Hardship Application from a ratepayer, addressing outstanding debts related to rates and sundry debtors. To safeguard privacy, the name and identifying details have been withheld (see Confidential Attachment 2). The application was submitted by the owner's legal guardian, who has third-party authority to act on behalf of the owner due to deteriorating health problems.

Additionally, the property related to the outstanding debts has been sold, with settlement finalised on 28 June 2024. When a property is sold, part of the proceeds is allocated to the City to clear any outstanding rates and/or fire break debt.

Debt owned

The applicant owes the City a total of \$60,341.02, which includes the following rates and charges:

1. Rates and Service Charges - \$46,995.54
 - Rates: \$14,745.36
 - Sewer Rates: \$ 5,831.82
 - ESL Levy: \$ 1,512.51
 - Rubbish Charges \$ 2,525.00
 - Penalty Interest \$21,390.45
 - Legal fees: \$ 990.40
2. Sundry/Firebreak Debtor - \$13,345.48
 - Fire Break Debtor: \$ 8,354.76
 - Fire Break Interest: \$ 4,990.72

Policy position

City officers have evaluated the application in accordance with the Financial Hardship for Debtors Policy, specifically focusing on sections 1(b)(ii) and 2(j). Their evaluation reveals the following:

- Based on document evidence provided, the ratepayer has been experiencing financial hardship since 2013.
- The financial hardship identified in the application is considered "ongoing" after considering the debtor's personal, medical, and financial circumstances.
- The debtor has provided tangible evidence of genuine financial hardship, supported by a written report from an accredited financial counsellor.

Recommendation

City officers recommend to Council that the following actions be taken:

- Waiving interest and legal fees:
 - All interest and legal fees related to rates assessment A4052 and sundry debtor ID number B672 to be waived, as per section 2(j) of the Financial Hardship Policy. The total amount is \$27,371.57. The basis of the recommendation is detailed in the 'Policy position statement' above.
- Payment Allocation from Property Settlement Funds:
 - All general rates, sewer rates, emergency state levy, rubbish charges and the fire break debt for hazard clearance should be paid from the funds obtained from the settlement of the property. The total amount is \$32,969.45.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

The write-off of rates penalty interest and legal charges will see a rates revenue reduction of \$22,380.85 and sundry debtor collection shortfall of \$4,990.72, with a subsequent increase in bad debt expense of \$27,371.57.

STATUTORY IMPLICATIONS

Section 33(8) of the Bush Fires Act 1954 states that any amount recoverable by a local government under this section as a debt due from the owner or occupier of land is, until paid in full —

- (a) a debt due from each subsequent owner in succession; and
- (b) a charge against the land with the same consequences as if it were a charge under the *Local Government Act 1995* for unpaid rates; and
- (c) recoverable by the local government in the same manner as rates imposed in respect of the land are recoverable under that Act.

POLICY IMPLICATIONS

The policy implications are as follows: The report refers to the Financial Hardship for Debtors Policy.

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/COUNCIL RESOLUTION

Moved By: Cr Terrence Winner

Seconded By: Cr Linden Brownley

That Council receive this report and attachments and authorise the CEO to undertake the following actions:

1. All interest and legal fees related to rates assessment A4052, and sundry debtor ID number B672 be waived, as per the financial hardship application. The total amount is \$27,371.57; and
2. All general rates, sewer rates, emergency state levy, rubbish charges and the fire break debt for hazard clearance should be paid from the funds obtained from the settlement of the property. The total amount is \$32,969.45.

CARRIED (8 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.1.3 Rates Write Off Report June 2024

Responsible Officer:	Casey Radford Finance Manager
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	Nil

SUMMARY STATEMENT

Council is asked to approve the rates write off as detailed in the comments of this report.

REPORT***Background***

Given the important level of the debt, and the amount of time the City allowed the ratepayers to clear or reduce their debt, it was appropriate to apply the relevant section of the *Local Government Act 1995* (Act) empowering the sale of land provisions in relation to unpaid rates and charges. In accordance with section 6.64(1)(b) of the Act, the City took possession of land and undertook by public auction the sale of twenty properties and applied the proceeds of sale to their outstanding balances.

Section 6.64(1) of the Act provides as follows:

If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and

- (a) from time to time lease the land; or*
- (b) sell the land; or*
- (c) cause the land to be transferred to the Crown; or*
- (d) cause the land to be transferred to itself.*

This action can only be taken if Council has at least once, in the previous three (3) year period, attempted to recover the overdue rates by legal action under section 6.56 or under section 6.68(2)(b) having made reasonable efforts to locate the owner of the property is unable to do so.

At the Ordinary Council Meeting held on 27 March 2023 (resolution 17.1), Council resolved the sale of nine properties to recover \$138,650.71 in unpaid rates that had been outstanding for more than 3 years. The outcome was as follows:

- Seven properties were listed and subsequently sold at Public Auction held 30 April 2024.

- Two properties were withdrawn just prior to auction day due to planning concerns regarding their location, and for the reasons stated in Table 1 below.

Table 1 Resolution 17.1 - properties not proceeding to auction

Lot No	Plan No	Land Use	Reasons for withdrawal
1375	DP222139	Vacant Land	Situated within 100yr Floodplain, flood fringe area; additional planning & building requirements may apply to development on these sites
1374	DP222139	Vacant Land	

At the Ordinary Council Meeting held on 27 April 2021 (resolution 15.2.5), Council resolved the sale of 21 properties to recover \$138,650.71 in unpaid rates that had been outstanding for more than 3 years. The outcome was as follows:

- 13 properties were listed and subsequently sold at Public Auction held 30 April 2024.
- Seven properties were withdrawn during the advertising process due to reasons stated in Table 2 below.

Table 2 Resolution 15.2.5 - properties not proceeding to auction

Lot No	Plan No	Land Use	Reasons for withdrawal
R378	DP222098	Vacant Land	Situated within 100yr Floodplain, flood fringe area; additional planning & building requirements may apply to development on these sites
1571	DP222142	Vacant Land	Subject to adverse possession claim lodged with Landgate on 23/11/2023 by third party – currently under review
1572	DP222142	Vacant Land	
145	P300482	Vacant Land	Subject to adverse possession claim lodged with Landgate on 8/4/2024 by third party – currently under review
344	DP222104	Vacant Land	Valuation concerns Landgate; properties do not technically qualify for 3 yrs overdue. They have been re-instated on the City’s GRV (Gross Rental Value) valuation register for a further rating period.
1977	P110032	Vacant Land	
1631	DP90368	Vacant Land	
359	P222104	Vacant Land	Building encroachment from an adjacent block. These properties have been flagged for a 3year referral to council in 2024/25, under s6.64.

Comments regarding properties not proceeding to auction

These properties will be reviewed again by the Rates team in the 2024/25 rating year to determine what additional action can be taken and/or if they can still proceed to public auction to recover the outstanding rates and service charges.

Reason 1: Situated within 100-year Floodplain, flood fringe area; additional planning & building requirements may apply to development on these sites.

- Transfer of the Land to the Local Government
Where the land has been offered for sale for non-payment of rates or service charges and a contract of sale has not been entered into at the expiration of 12 months from the date that the land is offered for sale by public auction notice (Form 5), the land may be transferred in fee simple, to the Crown in right of the

State or to the local government. The transfer is subject to the *Transfer of Land Act 1893*, or by deed when it is not covered by the *Transfer of Land Act 1893*. (s.6.71(1); Sch. 6.3)

The local government must have taken possession of the land. Upon transfer to the local government, all encumbrances affecting the land are of no further force or effect against the land and the Registrar of Titles or Registrar of Deeds is to remove all encumbrances from the title to the land (s.6.71(2)).

Reason 2: Subject to adverse possession claim lodged with Landgate by third party and is currently under review.

- All pending action has been temporarily placed on hold, whilst Landgate review the applicant's adverse possession claim. If the applicant is successful with their application, the debt is then transferred to them as rates is a debt on the land; or

If the application is unsuccessful, the City will proceed with its current course of action and proceed to take all three properties to public auction under for the recovery of the outstanding rates and service charges.

Reason 3: Properties re-instated on GRV Valuation register

- These properties will be fully rated for the subsequent 2024/25 and 2025/26 rating years, after which time they will undergo a review by the Rates team to determine what additional action can be taken under s6.64 of the Act. That may involve proceeding to public auction to recover the outstanding rates and service charges, however this will require a referral back to council for their approval.

Reason 4: Building encroachment from an adjacent block flagged for a 3-year referral to council.

- Both properties are subject to deceased estates, with certificate of titles dating back pre-early 1930's.
- Property 1 – Dwelling: Up to three years ago the now deceased occupier was paying the rates. However, he had no legal entitlement to the property which now stands vacant. Some of its building structure is encroaching the boundary of the second property. The property's rates account is currently 3 plus years overdue
- Property 2 – Vacant land: Owner deceased and rates account well exceeds three plus years overdue.
- In the 2024/25 financial year, Property 1 and Property 2 will be brought before the council for consideration. These properties have been flagged for referral to the council, along with a recommendation to initiate repossession proceedings under section 6.64 of the Local Government Act 1995. Additionally, on March 6, 2024, 67 Final Demand letters were sent to ratepayers, informing them of the consequences of non-payment of their rates accounts, following a similar approach.

Comments regarding Public Auction

Under the Act, the City undertook the required state-wide advertising prior to holding the public auction on Tuesday, 30 April 2024 to sell twenty properties.

Reserve price limits were set for each parcel of land at auction, however, the reserve set for eight properties fell short of having their outstanding balances paid in full. At sale, bids reached reserves but did not increase sufficiently to clear the debts.

Recommendations

Sale of land by local government discharges the land and the owners, present and past, from any liability for rates, service charges or other money due to the local government at the time of sale.

The following table details outstanding rates for each property, application of sale proceeds and the residual rates required to be written off.

Officer Recommendation 1: (in relation to previous resolutions 17.1 and 15.2.5)

That Council approves the write-off of \$90,354.22 relating to the residual amounts owing on eight properties where proceeds of sale did not fully cover the related rates and services charges. All write-offs will be completed in the June 2024 accounts.

Officer Recommendation 2: (in relation to previous resolution from 21 April 2021)

That Council authorises the CEO to write off the residual shortfall of \$4,694.26, (under CEO delegation 1.1.21 – Defer, Grant Discounts, Waive or Write off Debts up to \$5,000) on property Lot R542, DP222098 when settlement is finalised.

Officer Recommendation 3: (in relation to previous resolutions 17.1 and 15.2.5)

That Council authorises the CEO, in accordance with Section 6.64(1)(d) of the Local Government Act 1995, to apply for the transfer of ownership of the three properties specified in recommendation 3 of the report.

Table 3 Resolutions 17.1 and 15.2.5 – withdrawn from auction

Lot No	Plan No	Land Use	Reasons for withdrawal
R378	DP222098	Vacant Land	Situated within 100-year Floodplain, flood fringe area; additional planning & building requirements may apply to development on these sites.
1375	DP222139	Vacant Land	
1376	DP222139	Vacant Land	

COMMUNITY ENGAGEMENT CONSULTATION

Before the power of sale is exercised the city must advertise the sale by giving Statewide public notice, as required by s1.7 and 1.8 of the Act, in the form of Form 5 as prescribed. Public notice advertising was undertaken in the form of:

1. Western Australian Newspaper (statewide) – Friday 5 April 2024
2. Kalgoorlie Miner (local) – Saturday 6 April 2024
3. City of Kalgoorlie-Boulder website – Thursday 11 April 2024

BUDGET IMPLICATIONS

The total debt write-off of \$95,048.48 (comprising of settled properties \$90,354.22 and pending settlement property \$4,694.26) will decrease the level of outstanding rates and service charges, whilst increasing the City’s bad debt expense. It is proposed to process the bad debt write-offs in the June 2024 accounts for the 23/24 financial year.

STATUTORY IMPLICATIONS

Local Government Act 1995

s6.64 Actions to be taken:

(1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and

- (a) from time to time lease the land; or
- (b) sell the land; or

- (c) cause the land to be transferred to the Crown; or
- (d) cause the land to be transferred to itself.

(2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or in the form prescribed.

(3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land and may withdraw caveats so lodged by it.

s6.68. Exercise of power to sell land:

(2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government -

(a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land.

(b) having made reasonable efforts to locate the owner of the property is unable to do so.

s6.69. Right to pay rates, service charges and costs, and stay proceedings:

(1) Up to 7 days prior to the time of the actual sale of any land for non-payment of rates or service charges a person having an estate or interest in the land may pay the rates or service charges and the costs and expenses incurred to that time in proceedings relating to the proposed sale.

(2) At any time after the 7 days referred to in subsection (1) but prior to the time of the actual sale of any land the local government may, upon such terms and conditions as are agreed between the parties, accept payment of the outstanding rates or service charges.

(3) On payment being made under subsection (1) or (2) the proceedings relating to the proposed sale are stayed and the local government is required to make such notifications and take such measures as are prescribed in relation to the payment and the cancellation of the proposed sale.

POLICY IMPLICATIONS

Debt Collection Policy states that if rates and services charges which are due to Council in respect of any rateable land have been unpaid for at least three years, Council may take possession of the land under the provisions of Section 6.64 of the *Local Government Act 1995*.

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/COUNCIL RESOLUTION

Moved By: Cr Nardia Turner

Seconded By: Cr Kyran O'Donnell

That Council:

1. Approve the write-off of \$90,354.22 relating to the sale of properties sold at Public Auction held on 30 April 2024, to recover unpaid rates and service charges that exceed 3 years overdue, under section 6.64(1)(b) of the *Local Government Act 1995*. The residual amounts are the shortfalls where the proceeds of sale for eight properties did not fully cover their related outstanding rates and services charges.
2. Authorise the CEO to write off the residual shortfall of \$4,694.26 on property Lot R542, DP222098 when settlement is finalised.
3. Authorise the CEO, in accordance with section 6.64(1)(d) of the *Local Government Act 1995*, to apply for the transfer of ownership of the three properties specified in recommendation 3 of the report.

CARRIED

(8 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.1.4 Proposed Update to Schedule of Fees and Charges

Responsible Officer:	Casey Radford Finance Manager
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Nature of Council’s Role in Decision-Making:	Legislative
Attachments:	<ol style="list-style-type: none"> 1. Schedule of Fees and Charges 24-25 Amended [15.1.4.1 - 25 pages] 2. 2025 Schedule of Fees and Charges - amendments [15.1.4.2 - 1 page]

SUMMARY STATEMENT

Council is asked to approve amendments to the City's Schedule of Fees and Charges for the 2024/2025 financial year.

REPORT

The City’s Schedule of Fees and Charges for the 2024/2025 financial year was adopted by Council on the 27 May 2024 and public notice was given for these charges to be adopted from the 1 July 2024.

Since the adoption of the report presented in May 2024, several minor amendments have identified and are presented to Council for consideration.

A review of the City’s Schedule of Fees and Charges is a necessary step in the budgeting process. In accordance with section 6.16(1) of the *Local Government Act 1995*, the City may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

The City’ Schedule of Fees and Charges 2024/2025 was adopted at the Ordinary Council Meeting held on the 27 May 2024. As noted in the May report, some State Government departments had not yet released their charges for the new financial year. These have been amended to the new 2024/2025 rates in the schedule.

In addition to these statutory changes based on feedback, Airport Officers have requested more information be included about two of the Airport landing charges to clarify the charges for airport users.

A small number of Waste Management charges have also been adjusted, due to a computation error in the preparation of the Schedule. These adjustments are considered minor in nature.

For ease of review, a second attachment has been provided outlining the changes to the adopted schedule in the May report, with commentary explaining the proposed adjustments.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

The amendments to the fees and charges are considered minor and have been factored into the 2024/2025 Annual Budget.

STATUTORY IMPLICATIONS

Section 6.16 of the *Local Government Act 1995* requires the Local Government to adopt its fees and charges either at the time of adopting the budget or some other time during the year. If Council wishes to adopt the fees and charges outside of the budget process, then the Local Government is required to give local public notice in accordance with section 6.19 of the *Local Government Act 1995*.

Regulation 5(2)(b) of the *Local Government (Financial Management) Regulations 1996* requires the CEO to assist the Council to undertake reviews of fees and charges regularly (and not less than once in every financial year).

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 will have the resources to contribute to our community and economy.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Carla Viskovich
Seconded By: Deputy Mayor Kirsty Dellar

That Council:

1. Approve the attached amendments to the Schedule of Fees and Charges 2024/2025; and

2. Request the Chief Executive Officer advertise the amended Schedule of Fees and Charges in accordance with the requirements of the *Local Government Act 1995*.

CARRIED

(8 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.1.5 Accounts Payable Report June 2024

Responsible Officer:	Casey Radford Finance Manager
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council’s Role in Decision-Making:	Legislative Review
Attachments:	<ol style="list-style-type: none"> 1. Municipal EFT Payments - June 2024 [15.1.5.1 - 20 pages] 2. Municipal Cheque Payments - June 2024 [15.1.5.2 - 1 page] 3. Municipal Direct Debit Payments - June 2024 [15.1.5.3 - 1 page] 4. Municipal Coles Card Payments - June 2024 [15.1.5.4 - 1 page] 5. Municipal Fuel Card Payments - June 2024 [15.1.5.5 - 5 pages]

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 (CEO) 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 or credit card.

Attached to this report are the lists of all EFT and cheque payments made during the month of June 2024 and a list of corporate credit card transactions and fuel card transactions by card holder of the same period totalling \$6,297,545.61.

Municipal EFT	\$	5,834,123.43
Municipal Cheque	\$	496.18
Direct Debit	\$	399,198.27
Credit Cards	\$	50,820.84
Coles Card	\$	814.87
Fuel Card	\$	12,092.02

Grand Total	\$	6,297,545.61
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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 Accounts Payable for the Month of June 24 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 the Purchasing Policy.

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/COUNCIL RESOLUTION

MOVED EN BLOC - see item 15 on page 28.

Moved By: Cr Nardia Turner

Seconded By: Cr Carla Viskovich

That Council receive the list of payments totalling \$6,297,545.61 as presented for the month of June 2024.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.1.6 Statement of Financial Activity May 2024

Responsible Officer:	Casey Radford Finance Manager
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council’s Role in Decision-Making:	Legislative
Attachments:	1. SOFA Report May 2024 [15.1.6.1 - 31 pages]

SUMMARY STATEMENT

Council is asked to receive the completed Statement of Financial Activity for the period ending 31 May 2024 which is prepared in accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996* (“the Regulations”).

REPORT

The Statement of Financial Activity was introduced by the Department of Local Government from 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 31 May 2024 income was under budget by 2.40% and expenditure is over budget by 0.85%, 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

Revenue from operating activities

Description	Comment	Variance \$	Variance %	Nature of Variance
General Rates	Lower due to an adjustment to excess rates to trust of (\$450k), mostly offset by a \$101k increase to back rates and interim rates.	(318,133)	(1.03%)	Permanent
Grants, Subsidies and Contributions	Operating Grant income was less than budgeted, mostly	(1,692,866)	(35.21%)	Permanent

	attributable to the Dept of Social Services Community Led Support Fund grant income received YTD transferred to grant liabilities as it is unspent (\$1.56m)			
Fees and Charges	Less than expected fees received for sewer tanker disposals (\$97k), commercial waste disposals at the Yarri Road Waste Facility (\$92k), Less than expected fees for sewer headworks charges (\$58k) and airport advertising fees (\$50k)	(300,929)	(0.69%)	Permanent
Interest Revenue	Interest received on investments has come in higher than initial budget estimates, with better interest rates obtained \$373k	373,066	14.60%	Permanent
Other Revenue	Property lease income is (\$266k) below budget due to higher-than-expected vacancies. This is offset by \$267k of revenue from the sale of land inventory and \$57k in unexpected paid parental leave payments	63,686	0.94%	Permanent
Profit on Asset Disposals	Profit on sale of plant, equipment and vehicles is less than budget as assets have not been sold or replaced as expected	(270,482)	(73.10%)	Permanent

Expenses from operating activities

Description	Comment	Variance \$	Variance %	Nature of Variance
Employee Costs	Costs for salaries and wages were higher than budgeted for year to date for public works and roads \$1.51M, Oasis \$256k, health inspections \$204k and economic development \$130k.	(2,119,476)	(7.87%)	Permanent
Materials and Contracts	Materials and contracts were lower than budgeted for valuation expenses \$535k, tree pruning \$89k, crime safety initiatives \$88k and software licenses \$82k. This is partially offset by higher than budgeted legal expenses (\$394k), road kerbing (\$171k), storm damage repairs (\$80k) and airport security screening (\$48k).	110,298	0.47%	Timing

Contributions, Donations and Subsidies	Expenditure on the grant funded Community Led Support fund is less than expected YTD (\$961k), with tourism contributions also less than expected YTD (\$38k).	1,017,673	14.29%	Permanent
Finance Costs	Interest expense costs were less than budgeted. (\$138k)	144,100	10.29%	Permanent
Non-cash amounts excluded from operating activities	Adjustments to revenue and expenses for depreciation, profit and loss on sale of assets and adjustments for provisions.	1,006,408	4.37%	Timing

Inflows from Investing activities

Description	Comment	Variance \$	Variance %	Nature of Variance
Proceeds from capital grants, subsidies and contributions	Delays to projects due to securing contractors and approvals. Sewerage funding \$667k, Roads grant funding \$512k, Boulder Landcare Group funding \$210k. This is offset by funds received by the State Government for the Youth Hub project of (\$1.6M).	213,546	1.52%	Permanent
Proceeds from disposal of assets	Price received for assets sold or traded this year	194,536	0.00%	Permanent

Outflows from investing activities

Description	Comment	Variance \$	Variance %	Nature of Variance
Payment for property, plant and equipment	Water bank project delayed to next year, Oasis building improvements and reactive plant works \$805k, Youth precinct works \$695k, admin furniture and equipment replacement \$310k and the Airport bus terminal project \$203k.	1,999,072	13.46%	Permanent
Payments for construction of Infrastructure	Contractor delays for road resurfacing projects to be completed \$3.74M, sewer reticulation upgrades \$1M, parks maintenance and construction \$478k, irrigation replacement program \$447k and delays to the recycled water pipeline and pump upgrades at the Racecourse dam \$398k.	6,164,932	21.37%	Permanent

Payments for Investment Property	Delays to Endowment block renewal works and power upgrades due to negotiations ongoing with contractors for Demolition of old Coles/Kmart building and Heritage listing.	156,068	77.65%	Permanent
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Inflows from financing activities

Description	Comment	Variance \$	Variance %	Nature of Variance
Transfer from Reserves	Transfers will occur when funds invested are returned in June.	8,517,000	51.28%	Timing

Outflows from financing activities

Description	Comment	Variance \$	Variance %	Nature of Variance
Transfer to Reserves	Transfers to reserves are more than budgeted due to higher than expected interest earned.	(542,712)	(4.42%)	Timing

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.

<p>OFFICER RECOMMENDATION/COUNCIL RESOLUTION</p> <p>MOVED EN BLOC - see item 15 on page 28.</p> <p>Moved By: Cr Nardia Turner Seconded By: Cr Carla Viskovich</p> <p>That Council receive the Statement of Financial Activity for the period ending 31 May 2024.</p> <p style="text-align: right;">CARRIED (9 / 0)</p>	
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For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.1.7 Elected Member training 23/24 and Continuing Professional Development Policy

Responsible Officer:	Frances Liston Executive Manager Governance and Risk Services
Responsible Business Unit:	Office of the CEO Governance
Disclosure of Interest:	Nil
Voting Requirements:	Absolute majority
Nature of Council's Role in Decision-Making:	Review
Attachments:	<ol style="list-style-type: none"> 1. Training Register 2023/2024 [15.1.7.1 - 2 pages] 2. Elected Member Travel and Training [15.1.7.2 - 8 pages] 3. Elected member continuing professional development policy [15.1.7.3 - 4 pages]

SUMMARY STATEMENT

Council is asked to receive the 2023/24 summaries of training completed by Elected Members and Elected Member travel expenses, as well as endorsed the updated Elected Member Continuing Development Policy.

REPORT

Elected Member training records

Section 5.126 of the *Local Government Act 1995* (Act) provides as follows:

- (1) *Each council member must complete training in accordance with regulations.*
- (2) *Regulations may:*
 - a. *Prescribe a course of training;*
 - b. *Prescribe the period within which training must be completed;*
 - c. *Prescribe circumstances in which a Council member is exempt from the requirement in subsection 1; and*
 - d. *Provide that contravention of subsection (1) is an offence and prescribe a fine not exceeding \$5,000 for the offence.*

Regulation 35(1) *Local Government (Administration) Regulations* sets out the requirements for Elected Member training which set out as follows:

- (1) *A council member completes training for the purposes of section 5.126(1) if the Council Member passes the course of training specified in sub-reg (2) within the period specified in sub-reg (3).*

Pursuant to regulation 35(2), the course of training is the course titled "Council Member Essentials" which is conducted by North Metropolitan TAFE, South Metropolitan TAFE or WALGA. Regulation 35(3) requires this to be completed

within 12 months of the day on which an elected member is elected. Regulation 36 *Local Government (Administration) Regulations* sets out the exemptions to these training requirements.

Section 5.127 of the Act includes the requirements for the City to:

1. Report annually on completed training; and
2. Publish the Elected Member training register on the City's website, updated annually following the report to Council.

Accordingly, this report satisfies this reporting requirement by providing these records (see attachment 1). City officers will ensure these records are published in accordance with this and the City's Elected Member Continuing Professional Development Policy, on the website and in the City's Annual Report.

Travel costs

Attachment 2 sets out the travel and accommodation expenses that have been incurred in the 2023/24 financial year.

The current Elected Member Continuing Professional Development Policy is somewhat unclear in respect of whether or not mandatory training costs or costs associated with Council-resolved travel are taken from the annual allowance. The intent (and current administrative application) is that costs associated with attendance at training or events mandated by statute or Council are not covered by that allowance. This is because the allowance is intended for voluntary professional development that a Councillor chooses to undertake in addition to that required by statute or Council decision. If the allowance is applied to mandated attendances, it deprives Councillors with mandatory training requirements from the opportunity to undertake additional development at their election, and in some cases the allowance may be insufficient to cover all relevant costs. As set out below, this issue is recommended for correction in the policy.

Internal training and development

From time to time, the City facilitate training and development opportunities for Elected Members by engaging consultants or other practitioners. In the 2023/2024 financial year, the internal training and development has included:

1. October – November 2023: Elected Member induction program consisting of the following modules that were led by consultants and the Executive Leadership Team:
 - a. "About the City";
 - b. "Becoming an Elected Member";
 - c. "Elected Member Behaviour";
 - d. "Planning and Development";
 - e. "Planning for the City";
 - f. ICT;
 - g. Governance; and
 - h. Finance;
- and
2. 23 May 2023: David Julian Price delivered training on conducting meetings and public speaking.

On 22 – 23 July 2023, Joel Levin from AHA Consulting will deliver a workshop regarding Council's role in strategic planning for the City.

It is proposed that from 1 July 2024, the attendance records for these training sessions is included in the City's training register and reporting.

Elected Member Continuing Professional Development Policy

Sections 5.128 of the Act requires the City to prepare and adopt by absolute majority a policy in relation to Elected Member continuing professional development, in accordance with the regulations. This must be amended by absolute majority.

It is recommended that the Elected Member Continuing Professional Development Policy be updated to provide clarity to provisions in relation to what training costs are or are not included in the annual allowance. This clarity will assist officers to apply the policy and manage travel records, as well as improving Elected Member awareness.

The proposed updated policy forms Attachment 3. Recommended changes to this policy include, in broad terms:

1. Clarity between mandatory training, voluntary professional development and Council-resolved attendances;
2. Clarity around the budget implications for attendance at professional development events, including in particular clarity that costs associated with mandatory training are not to be met out of the annual allowance provided for chosen voluntary development;
3. Inclusion of travel and related expenses as part of the reporting in the Annual Report; and
4. Inclusion of attendance at City-facilitated internal training and development opportunities in the Annual Report.

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

Section 5.126, section 5.127, section 5.128 *Local Government Act* 1995 set out requirements for training and reporting about training.

Regulation 35 *Local Government (Administration) Regulations* provides details on training requirements.

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

Cr Botica returned to the Chambers at 7.57pm during the debate, after the motion was moved and seconded and prior to the vote.

A corrected Register of Elected Member Travel and Training was provided to Councillors between the Agenda Briefing Forum and the Council meeting.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Nardia Turner

Seconded By: Cr Terrence Winner

That Council:

1. Receive the register of Elected Member completed training for 2023/24 financial years;
2. Receive the register of travel expenses for Elected Members for 2023/24; and
3. Adopt the amended Elected Member Continuing Professional Development Policy as attached.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.1.8 Mid-Year Review of Council Meeting Schedule

Responsible Officer:	Frances Liston Executive Manager Governance and Risk Services
Responsible Business Unit:	Governance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Review
Attachments:	Nil

SUMMARY STATEMENT

Council is asked to review the 2024 Council Meeting Calendar for the remainder of 2024.

REPORT

On 18 December 2023, Council resolved to continue the current monthly meeting schedule, and adopted dates for Ordinary Council Meetings (OCMs) over 2024 (fourth Monday of the month). At the time, Council requested to revisit this mid year 2024 and accordingly this report is provided for that purpose.

In addition, as currently occurs, the first two Mondays of each month are generally scheduled for Concept Forums and Briefings/Workshops to provide opportunity for Council to:

1. Hear presentations from external stakeholders;
2. Hear presentations from staff;
3. Discuss strategic or other future plans and proposals; and
4. Provide guidance or direction to City officers regarding Council's preliminary views on upcoming City matters.

On 18 December 2023, Council also resolved to review the meeting processes and procedures in mid 2024. Council will consider of whether the monthly meeting cycle continues as set out, or whether an alternative is instead adopted.

Option One: Fortnightly meeting schedule

This option would see the Council hold two OCMs and two Agenda Briefing Forums per month. These would all be held in the Council Chambers at the Kalgoorlie Town Hall.

Where there are matters for discussion in Workshop/Concept Forum format, these discussions would occur after the Agenda Briefing Forum has closed.

The proposed schedule is as follows:

Week 1: Agenda Briefing Forum and Workshop/Concept Forum.

Week 2: Ordinary Council Meeting.

Week 3: Agenda Briefing Forum and Workshop/Concept Forum.

Week 4: Ordinary Council Meeting.

Option Two: Monthly meeting schedule

This option would see the Council hold one OCM, one Agenda Briefing Forum and two informal meetings per month. The OCM and Agenda Briefing Forums would be held in the Council Chambers in the Kalgoorlie Town Hall, and the informal meetings at suitable locations determined on an ad hoc basis.

The proposed schedule is as follows:

Week 1: Workshop/Concept Forum.

Week 2: Workshop/Concept Forum.

Week 3: Agenda Briefing Forum.

Week 4: Ordinary Council Meeting.

Summary of recommendation and reasons

Option Two (monthly meeting schedule) is recommended for the following reasons:

- Maintains the current meeting arrangements which City staff, public and media are accustomed to;
- Workshop/Concept Forum allows Council time for in-depth discussions, brainstorming, understanding and development of ideas and concepts; and
- Agendas have a manageable number of Council reports resulting in less occurrences where agendas only have minimal reports and OCMs still need to be held.

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.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

That Council endorses Option Two (monthly meeting schedule) as follows:

- Week 1: Workshop/Concept Forum.
- Week 2: Workshop/Concept Forum.
- Week 3: Agenda Briefing Forum.
- Week 4: Ordinary Council Meeting.

FORESHADOWED MOTION / COUNCIL RESOLUTION

Cr Johnson foreshadowed the following motion in the event the Alternative Motion was not carried.

That Council accept the Officer's Recommendation.

ALTERNATE MOTION / COUNCIL RESOLUTION

Moved By: Deputy Mayor Kirsty Dellar
Seconded By: Cr Nardia Turner

That Council endorses the following monthly meeting schedule:
 Monday Week 1: Concept Forum.
 Monday Week 2: Agenda Briefing Forum commencing at 6pm followed by Councillor Workshop.
 Monday Week 3: Ordinary Council Meeting commencing at 7.00pm.
 Monday Week 4: Reserved for strategic workshops and external presentations as required.

CARRIED
(8 / 1)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Cr Wayne Johnson

As the Alternate Motion was carried, the foreshadowed motion was not moved, seconded or voted upon.

15.1.9 Risk Appetite and Tolerance

Responsible Officer:	Andrew Brien Chief Executive Officer Frances Liston Executive Manager Governance and Risk Services
Responsible Business Unit:	Office of the CEO Governance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council’s Role in Decision-Making:	Executive Strategic
Attachments:	1. Risk appetite statement [15.1.9.2 - 1 page] 2. Risk Tolerance Position [15.1.9.3 - 2 pages]

SUMMARY STATEMENT

Council is asked to adopt a Risk Appetite and Risk Tolerance position in accordance with the statements attached to this report.

REPORT

On 24 June 2024, Council adopted a new corporate Risk Management Framework and revised Risk Management Policy. The implementation of these requirements is supported by the City’s Risk Management Strategy and Risk Management Procedure.

Council is asked to adopt the following:

- Risk Appetite Statement; and
- Risk Tolerance Position.

City officers have completed both statements to reflect the discussions and feedback from Elected Members during a briefing/workshop on 8 July 2024, and recommend that Council adopt the two documents as attached.

Risk Appetite

The Risk Appetite Statement (Attachment 1) is a general Council statement on the amount of risk Council is willing to accept in pursuit of its strategic objectives. The risk appetite will be one of the following, as further detailed in the Risk Management Strategy:

- Risk averse
- Open to moderate level of Risk
- Eager for Risk

Once Council has established its risk appetite, this will inform decision-making by providing guidance to Council and City officers in relation to the development of strategic projects – for example, if the risk of a proposal exceeds Council’s Risk

Appetite, that will identify that further investigation and assessment of the project will be needed than if the project was within tolerance from the outset.

Risk Tolerance

The Council's adopted Risk Tolerance establishes boundaries and thresholds within which the City can develop and deliver projects and services. As the Risk Tolerance Position (Attachment 2) shows, there are a number of categories for consideration of risk of a project, including long term financial sustainability, corporate governance, economic development, project delivery, heritage, environment, relationships and reputation (amongst others).

This document gives opportunity for Council to provide guidance on a general risk tolerance position, which will be one of Low, Moderate or High Tolerance.

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 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.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Deborah Botica

Seconded By: Cr Terrence Winner

That Council adopt the Risk Appetite Statement and Risk Tolerance Position as attached to this report.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.2 Development and Growth

15.2.1 2024 Goldfields Environmental Management Group Conference

Responsible Officer:	Paul Lees Acting Director Development and Growth
Responsible Business Unit:	Development and Growth
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council’s Role in Decision-Making:	Executive Strategic
Attachments:	1. 2025 GEMG Sponsorship Application [15.2.1.1 - 8 pages] 2. Sponsorship Policy [15.2.1.2 - 5 pages]

SUMMARY STATEMENT

Council is asked to consider the sponsorship for Goldfields Environmental Management Group for the 2025 Goldfields Environmental Management Group Environmental Management Conference.

REPORT

Application details

The Goldfields Environmental Management Group (GEMG) has applied for a single year sponsorship under the City’s Event Sponsorship Program to the value of \$18,115 in-kind support to cover the cost of the Goldfields Arts Centre venue hire and associated staffing costs for the proposed conference (refer to Attachment 1). The event will take place from 5 May 2025 to 9 May 2025.

The GEMG was formed in 1988 and is a volunteer-run incorporated association working to achieve environmental excellence in the Goldfields region. GEMG specialises in providing information on environmental management practices with a focus on the mining industry. For the past 30 years the GEMG has run an Environmental Management Conference bi-annually in Kalgoorlie-Boulder. The three-day event showcases excellence in environmental management within the industry across Western Australia and attracts over 350 delegates.

Compliance with policy

The application has been assessed by City officers in terms of its compliance with the City’s Sponsorship Policy (refer to Attachment 2).

City officers consider that the application is compliant with the Sponsorship Policy.

Other considerations

City officers note the following in relation to the application:

1. The City previously sponsored the event in 2023 to the value of \$7,757.40 and in 2021 to the value of \$5,000. The funding request for the 2025 event is higher than previously requested due to the increase in venue hire fees, and because staffing costs were not previously accurately captured under sponsorship. All additional income received will be reinvested into environmental research within the Goldfields region with workshops being provided in 2026.
2. It is anticipated the conference will bring approximately 350 to 400 delegates to Kalgoorlie-Boulder from across Western Australia with high profiled guests including the WA Minister for Energy; Environment; Climate Action who has attended and spoken at the conference in the past.

City officers recommend that Council supports the application with the following recommended sponsorship:

1. \$18,115 in-kind support as follows:
 - a. Goldfields Arts Centre venue hire from 5 May 2025 to 9 May 2025 including the auditorium, community gallery, function room and indoor decking.
 - b. Three Goldfields Arts Centre staff for three days (eight hours per day), totalling 72 hours.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

There are sufficient funds in the City's Economic Development Sponsorship account.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

The Sponsorship Policy applies (Attachment 1). As set out in the report, the application is compliant with this policy.

COMMUNITY STRATEGIC PLAN LINKS

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

CAPABLE: We promote and support local tourism opportunities including facilitating tourism infrastructure and services.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

MOVED EN BLOC - see item 15 on page 28.

Moved By: Cr Nardia Turner

Seconded By: Cr Carla Viskovich

That Council approve sponsorship for the Goldfields Environmental Management Group for the value of \$18,115 in-kind support to cover the costs associated with the use of the Goldfields Arts Centre venue and staffing costs for the 2025 Goldfields Environmental Management Group Environmental Management Conference.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.2.2 Home Business - 24 Melba Street, Piccadilly

Responsible Business Unit:	Development and Growth
Disclosure of Interest:	Nil
Application Number:	D061/24
Owner’s Name:	Michael Plozza
Applicant’s Name:	Helen Buckley
Development Value:	Nil
Voting Requirements:	Simple
Nature of Council’s Role in Decision-Making:	Quasi Judicial
Attachments:	Nil

SUMMARY STATEMENT

Council is asked to approve a home business application for the preparation, cooking and packaging of sweets, cakes, and biscuits at Lot 936 (No 24) Melba Street, Piccadilly 6430 (the site). As the proposal is an “A” use under the Local Planning Scheme No. 2 (LPS2) and the decision powers are not delegated to the Chief Executive Officer, the approval of Council is sought.

REPORT

Background

The site contains an original dwelling approved in 2004. The applicant proposes to establish a home business that will operate from the residential premises.

The land use for home business in a ‘Residential zoned’ area is not exempt from the requirement for development approval under the *Planning and Development (Local Planning Schemes) Regulations 2015*. Therefore, development approval from Council is required.

Details of the Proposal

The applicant proposes to operate a home business for the preparation, cooking, and packaging of sweets, cakes, and biscuits from the site. The proposed hours of operation are Tuesday to Friday from 9:00am to 4:00pm, and Saturday/ Sunday from 8:00am to 4:00pm. The preparation, cooking and packaging of baked goods is restricted to the existing home kitchen.

Description of the Site

Address:	No. 24 Melba Street Piccadilly, 6430	
Lot Size:	962m ²	
Zoning	LPS1:	N/A
	LPS2:	Residential
Existing Land Use:	Residential	

Proposed Land Use:	Home Business
Adjacent / Nearby Land Uses:	Residential

The site is 962m² in area and is approved for residential use. The site contains the original dwelling approved in 2004 and is situated amongst other established dwellings. The broad character of the area is established residential homes. The site has vehicle access from Melba Street and has the capacity for two vehicles to park on the lot.



Figure 1: Aerial image of No. 24 Melba Street, Piccadilly 6430

Site History/Previous Approvals

The residential dwelling on the site was approved in 2004.

Previous Relevant Decisions of Council

There are no previous decisions of Council that are directly relevant to the proposal.

Applicant's Submission

The Applicant has submitted the following proposal:

Number of employees	Two
Area of occupation	Kitchen
Service provided	The preparation, cooking and packaging of sweets, cakes, and biscuits.
Hours of Operation	Tuesday - Friday, 9:00am to 4:00pm; and Saturday - Sunday 8:00am to 4:00pm
Customers per day	One

Deliveries / Pickup	Two deliveries per week and two collections per week.
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Officer’s Comments

The proposed use of home business in the residential dwelling is deemed to result in minimal impact to the existing residential amenity of the area.

Public Consultation

Public consultation was undertaken in the following manner:

Requirement

Schedule 2, part 8 cl. 64 (4) of the *Planning and Development (Local Planning Schemes) Regulations 2015* states that a non-complex application is advertised by doing any or all of the following, as determined by the local government:

- Cl.64 (4)(a) in accordance with clause 87 public notice in the newspaper and website publishing.
- Cl.64 (4)(b) giving owners and occupiers in the vicinity of the development who, in the opinion of the local government, are likely to be affected by the granting of development approval; and
- Cl.64 (4)(c) erecting, in the manner approved by the commission a sign or signs.

Method

The application was advertised under delegated discretion. In this instance the City’s officers determined that the notification (advertising) to the owners and occupiers of adjacent and surrounding properties was sufficient to ascertain any potential effects the proposal may have on surrounding residents.

Duration

14 days from 31 May 2024 to 14 June 2024 with due regard given to the City’s Local Planning Policy (LPP2) Advertising Planning Proposals and Schedule 2, part 8 cl. 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Submissions Received

The City received no submissions from the consultation.

Consultation with Other Agencies

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

Assessment Considerations

Zoning and Land Use Permissibility

The site is zoned ‘Residential’ under the City’s Local Planning Scheme No.2 (LPS2) and afforded a residential density of R30. One of the zone objectives is to provide for a range of non-residential uses which are compatible with, and complementary to, residential development. The proposed use of the site is classed as ‘Home Business’ which is an ‘A’ use under LPS2. A public consultation (advertising) process is required,

as well as the consideration of any submissions prior to the determination of the application. The proposal's assessment relates specifically to the proposed use against the requirements of LPS2 and any other relevant City policies.

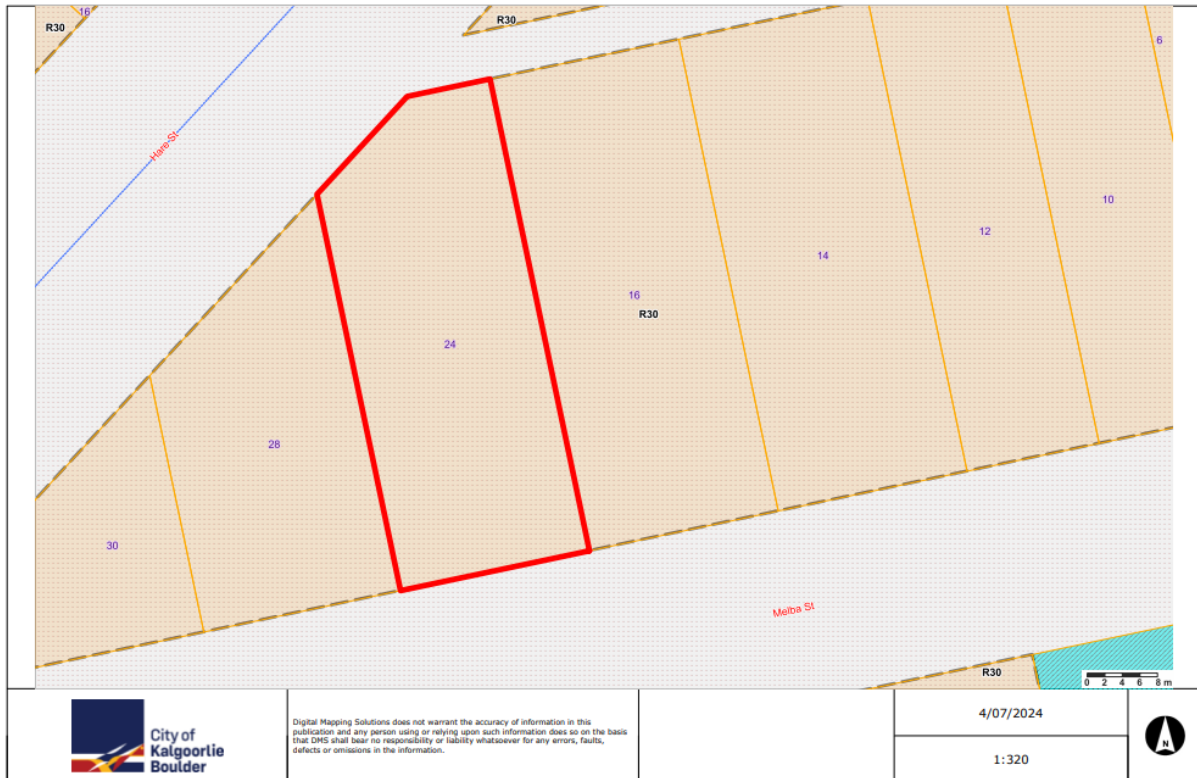


Figure 2: Zoning Map

Development Standards

The proposal does not include any physical work to the property and meets the relevant development standards relating to home business.

Traffic and Parking

The proposal meets the car parking requirements of LPS2. Two parking spaces within the site are available for visitors and customers’ use to collect ordered goods. Vehicle movements associated with the home business will have a negligible impact on the surrounding road network.

Noise

The proposed hours of operation are within the requirements of the *Environmental Protection (Noise) Regulations 1997*.

Local Planning Policy Home Based Businesses and Family Day Care Policy

The above local planning policy has been adopted by the Council and must be considered (given due regard to) during the assessment of any home-based business operation. The proposed home business meets all policy and planning requirements.

Conclusion

It is considered that the proposed home-based business will have a minor impact on the local amenity, adjoining and adjacent neighbours and the local street network; such impacts are consistent with normal activities within the general residential area.

It is therefore recommended that the application be approved with the conditions as recommended.

BUDGET IMPLICATIONS

There are no financial implications 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 the Council or any development conditions applied, the applicant will have a right to 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

The proposal is consistent with the City’s Local Planning Policy Home Based Businesses and Family Day Care Policy and advertising was aligned with the Local Planning Policy – Advertising Planning Proposals Policy. 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.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

MOVED EN BLOC - see item 15 on page 28.

Moved By: Cr Nardia Turner

Seconded By: Cr Carla Viskovich

That Council approve the proposed use home business at Lot 936 (No 24) Melba Street, Piccadilly 6430 subject to the following conditions:

1. The operation of the home business is restricted to the applicant, Helen Buckley. The operation of the home business by any other person or on any other land is not permitted by this approval. This approval cannot be transferred to any other person without the prior approval of the City of

Kalgoorlie-Boulder.

2. For this approval to remain in force, the applicant Helen Buckley must remain a permanent occupant of the property.
3. This Home Business is restricted in its hours of operation to:
 - Tuesday - Friday 9:00am to 4:00pm; and
 - Saturday - Sunday 8:00am to 4:00pm.
4. This Home Business shall not employ more than two persons who are not members of the occupier's household.
5. This Home Business shall not have more than one customer at the same time. All visits by customers shall be by appointment only and any associated carparking is to be within the property boundary.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.2.3 Proposed Development: Community Purpose (Therapy Centre) at Reserve 31464, Lot 1094 (No. 21B) Ward Street, Lamington

Responsible Business Unit:	Development and Growth
Disclosure of Interest:	Cr Turner declared a financial interest.
Application Number:	D070/23
Owner's Name:	City of Kalgoorlie-Boulder
Applicant's Name:	Full Circle Therapies Inc.
Development Value:	\$2,478,500
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Quasi Judicial
Attachments:	1. Cover Letter and Proposed Plans - Construction of Therapy Centre - Full Circle Therapies - Reserve 3 [15.2.3.1 - 12 pages]

Due to her financial interest, Cr Turner left the Chambers at 8.19pm prior to the motion being moved, seconded, debated and voted upon.

SUMMARY STATEMENT

Council is asked to approve the construction of a new therapy centre for Full Circle Therapies Inc. (Full Circle) at Reserve 31464 Lot 1094 (21B) Ward Street, Lamington, 6430 (the site). Full Circle holds a lease from the City of Kalgoorlie-Boulder (the City) for a period of 21 years over the site. As the proposed works are on reserve land, and the decision powers are not delegated to the Chief Executive Officer, approval from the Council is sought.

REPORT

Background

Full Circle is a not-for-profit organisation that provides allied health therapy services to children in Kalgoorlie-Boulder. Full Circle has been granted \$2.8m of State Government funding to construct a new therapy centre. The City and Full Circle have been working together since 2021 on a project to redevelop and construct a new facility.

Full Circle has submitted a Development Application to construct a new therapy centre at the site. The new building is within the general location of the existing building. The City and Full Circle signed a lease agreement on 1 September 2015 (peppercorn lease) and renewed the lease on 1 December 2023 for a further 21 years.

Council at its meeting of 25 March 2024 endorsed the use of adjacent Reserve 42837 for spillover parking, subject to Ministerial consent, should this parking be required in the future.

At its meeting on 24 June 2024, Council authorised the Chief Executive Officer to publicly advertise the disposal (demolition) of the existing building and provided the City receives no substantive submissions, the CEO was authorised to proceed with the disposal of the building.

The proposed land use 'Community purpose' on a local reserve is not exempt from the requirement of development approval under the *Planning and Development (Local Planning Schemes) Regulations 2015* and the City's Local Planning Scheme No 2 (LPS2).

Application Description and Details

Address:	Reserve 31464 Lot 1094 (21B) Ward Street, Lamington, 6430.	
Lot Size:	3,036m ²	
Zoning	LPS1:	N/A
	LPS2:	Reserve - Civic and Community
Existing Land Use:	Community Purpose	
Proposed Land Use:	Community Purpose	
Adjacent / Nearby Land Uses:	Hotel, Childcare and residential	

Details of the Proposal

The proposal includes the following components:

- The demolition of the existing building;
- The construction of a 487m² single-storey brick building;
- Proposed operating hours of 7:00am to 7:00pm, Monday to Friday;
- Eight allied health specialists providing individual consultations;
- The access arrangements remain unchanged - via the sealed right of way (ROW); and
- The provision of 17 car parking bays.

Description of the Site

The site is 3,036m² in area and slopes to the south, with frontages to Ward Street and McKenzie Street. The site includes an existing asbestos-clad/iron-roofed building of 215m² that is to be demolished, a transportable office and a storage shed both to be retained, a playground, and well-established landscaping. The site is situated amongst established dwellings; a new childcare facility is located to the southwest across the ROW, and on the opposite side of McKenzie Street is an established hotel.



Figure 1: Site Map of Reserve 31464 Lot 1094 (21B) Ward Street, Lamington, 6430.

Site History/Previous Approvals

Planning

Application No	Date	Description	Outcome
P413/05	03/11/2005	Shade sails	Approved
P020/04	22/01/2004	Shade sails	Approved

Building

Application No	Date	Description	Outcome
25322	17/02/2017	Occupancy Permit	Approved
25251	8/11/2016	Internal Modifications	Approved
24730	11/08/2015	Occupancy Permit	Approved
23057	23/08/2012	Toy Library	Approved
22296	07/04/2011	Accessible Toilet	Approved
20586	12/03/2009	Access steps	Approved
17739	03/11/2005	Shade sails	Approved
16358	22/01/2004	Shade sails	Approved

Previous Relevant Decisions of Council

Council on 23 February 2015 resolved –

“That Council subject to the vesting being changed to Community Purposes

- 1. Authorise the CEO to approve a ten (10) year lease with a ten (10) year option between Full Circle Therapies (lessee) and the City of Kalgoorlie Boulder (lessor) for reserve 31464, (lot 1094) Ward Street, Lamington, under the following conditions:
 - a. Lease to commence once vesting order is changed for a term of ten (10) years with a ten (10) year option.*
 - b. Standard peppercorn rental of \$110 plus GST per annum.*
 - c. All outgoings to be payable by the lessee.**
- 2. Authorise the Mayor and Chief Executive Officer to sign and affix the common seal of the City of Kalgoorlie-Boulder in accordance with part 19.1(2) of the standing order local law to the lease agreement between Full Circle Therapies (lessee) and the City of Kalgoorlie-Boulder (lessor) for the reserve 31464, (lot 1094) Ward Street, Lamington as per attached plan.”*

On 25 March 2024 resolved -

“Council resolved to –

- 1. Endorse the additional land use designation of ‘car park, car parking or similar’ to Reserve 42837 (Lot 4904) on Plan 191136, Addis Street, Lamington; and*
- 2. Request the CEO writes to the Minister for Planning; Lands; Housing; Homelessness to request the additional land use designation ‘car park, car parking or similar’ to Reserve 42837 (Lot 4904) on Plan 191136, Addis Street, Lamington, pursuant to s42 of the Land Administration Act (1997) (LAA).”*

On 24 June 2024 resolved -

“Council resolved to -

- 1. Authorise the CEO to effect local public notice in accordance with s3.58 of the Local Government Act 1995 for the disposal (demolition) of the asbestos cement and iron clad building on Reserve 31464, Lot 1094 (21B) Ward Street, Lamington for a period of 14 days;*
- 2. Provided no substantive submissions are received, authorise the CEO to approve the disposal (demolition) of the asbestos cement and iron clad building on Reserve 31464, Lot 1094 (21B) Ward Street, Lamington; and*
- 3. Endorse a financial contribution in the form of a fee waiver of up to \$26,822.75 to support the construction of a single-storey brick therapy centre with specialist paediatric allied health service facilities and a relocated nature-based play area on Reserve 31464, Lot 1094 (21B) Ward Street, Lamington by Full Circle Therapies.”*

Applicant's Submission:

Area of Occupation (internal and external)	Proposed single-storey building of 487m ² , retention of the existing transportable office and shed, expansion of car parking by seven bays, and refurbishment of the nature playground.
Number of Employees	An increase from five to eight allied health specialists.
Services provided (facilities)	Allied health services for children.
Hours of Operation	7:00am - 7:00pm, Monday to Friday
Access and Parking	Access is off the ROW connecting to McKenzie Street. A total of 17 parking spaces (including two ACROD bays)

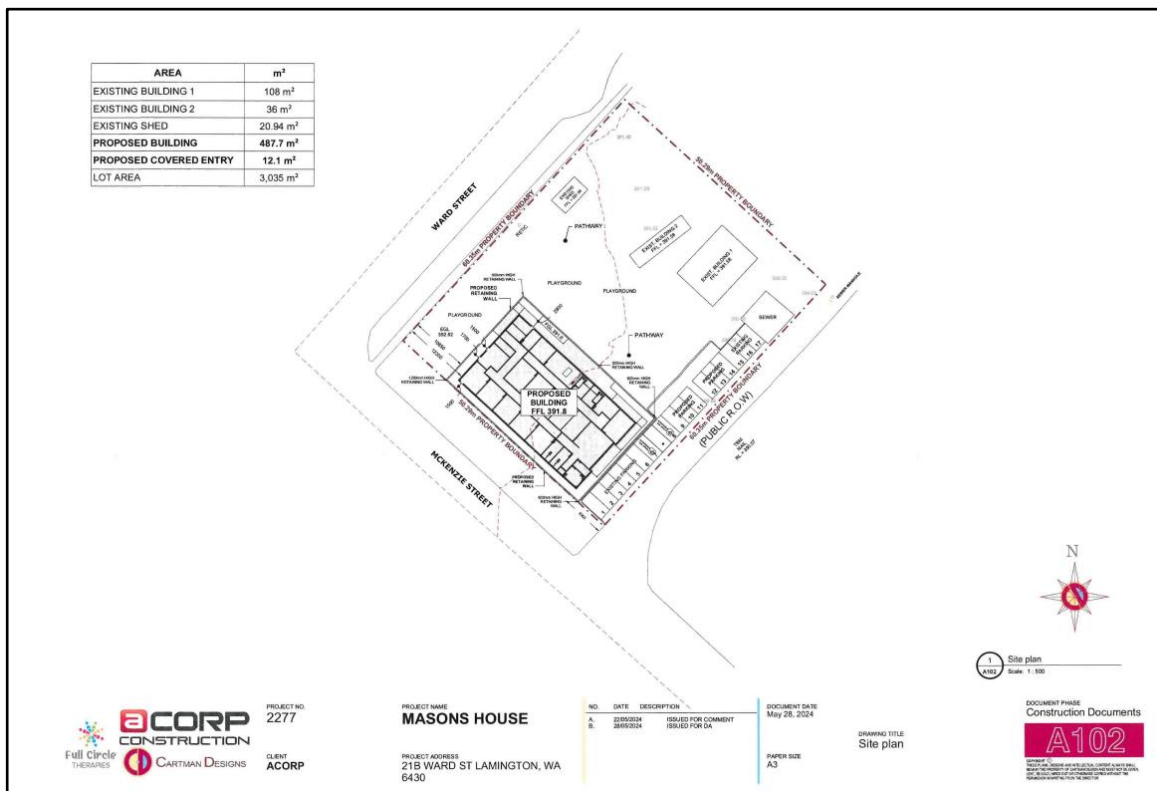


Figure 2: Site plan

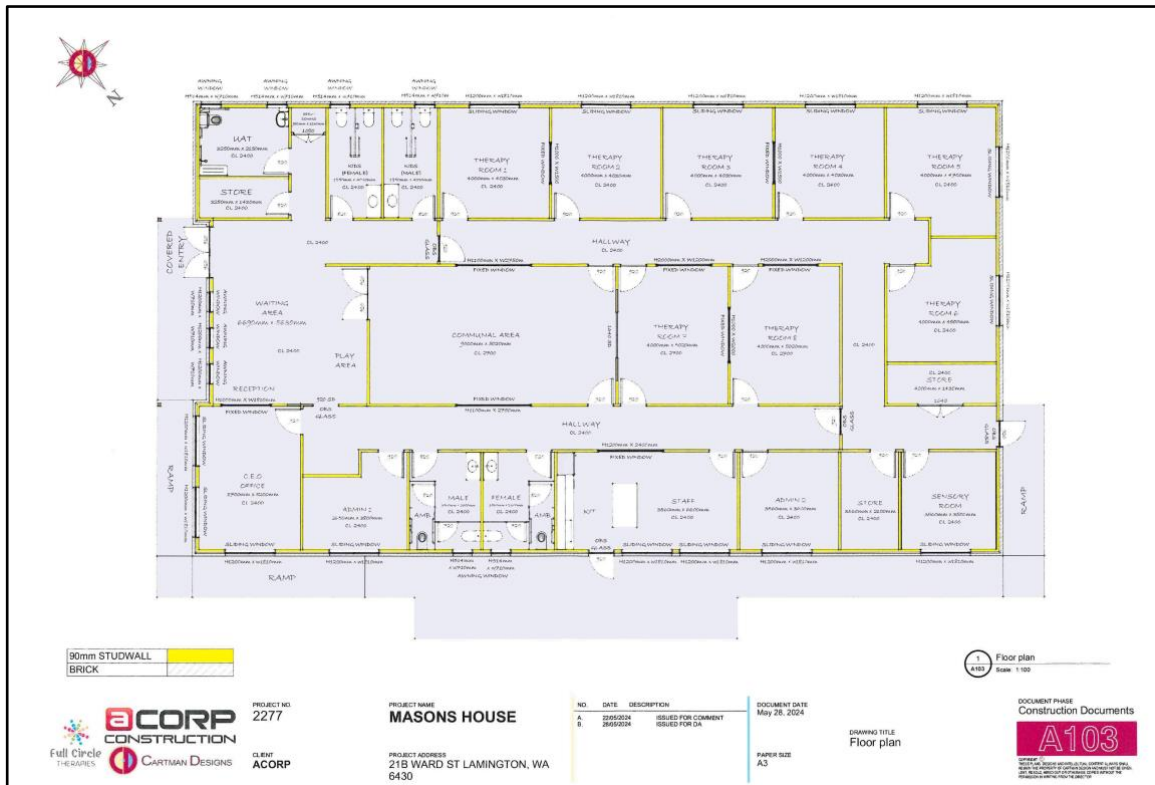


Figure 3: Floor plan

Public Consultation

As the building replacement is generally like for like, and the land use is unchanged, it was considered that public notification (advertising) of the proposal was not necessary.

Consultation with Other Agencies

No agency consultation was necessary in relation to the recommendations in the report.

Assessment Consideration

Zoning and Land Use Permissibility

The reserve purpose in LPS2 is 'Civic and Community Use'. The zone objectives are:

- 'To provide land for a range of community facilities which are compatible with surrounding development, and
- Provide for public facilities such as halls, theatres, art galleries, educational, health, and social care facilities, accommodation for the aged, and other services by organisations involved in activities for community benefit.'

The proposed new centre will continue to provide a critical health service to Kalgoorlie-Boulder and is consistent with the objectives of the local reserve.

The north-eastern corner of the site is located within the 'Special Control Area 7: State Planning Policy 5.4: Road and Rail Noise' however as the proposed building is outside of the area the issue of potential noise intrusion is not applicable, and in any event the proposal does not include noise sensitive land uses.

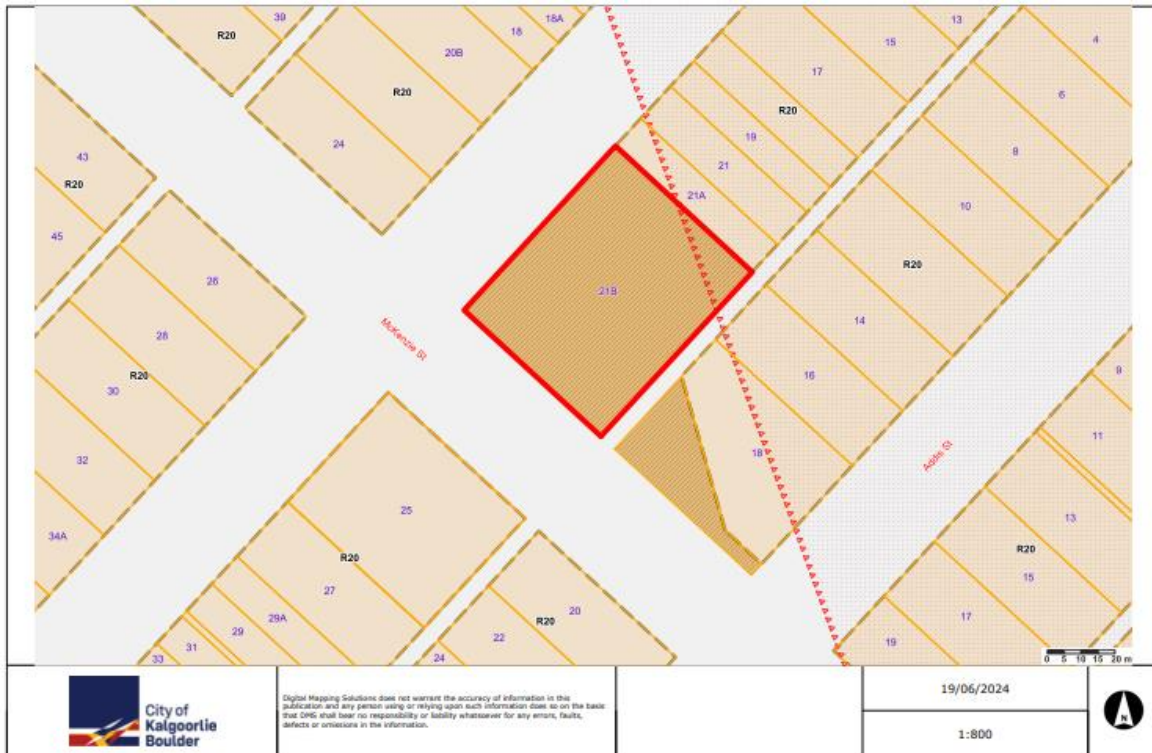


Figure 4: LPS2 Zoning Map

Parking adequacy

The assessment of parking is outlined in the table below:

Land use	Parking required	Parking proposed
Community purpose	24 car parking bays	17 car parking bays (including two ACROD bays) Existing parking bays: 10 car bays
	Four visitor bicycle parking bays	No bicycle parking has been identified; the requirement for bicycle parking is a recommended condition.

As identified in the table above, at face value, parking provision is seven bays short of the LPS2 parking requirements for the proposed use. However, the ratio of parking provision to allied health professionals attending the centre is the same being two bays per consultant; 17 bays are proposed, which is a minor increase in the number required for consultants. The parking provision for allied professionals is therefore considered met.

Access

The City’s Engineering department has indicated that the sealed ROW access and proposed 17 car parking bays (including two ACROD parking bays), and the spillover parking arrangements at the adjacent reserve are supported. The new therapy centre will have a negligible impact on access at McKenzie Street and the surrounding road network.

Stormwater management

The City's Engineers have requested a Stormwater Management Plan to be prepared to cater for the increase in the new building's roof area. The plan will need to demonstrate how the proposal will adequately manage the stormwater from 1:10 ARI (rain event) and reduce discharge onto local streets.

Noise

The operation of the proposal is mainly indoors. Therefore, day-to-day impacts relating to the centre are internalised. However, there will be some noise associated with vehicle movement and the opening and closing of the car doors. Considering the hours of operation and the adjacent childcare centre parking at the rear, the noise impact will not adversely impact the existing residential character of the area.

Landscaping

The site is well landscaped with mature trees, grassed area and play equipment. The construction of the building will result in the removal of some landscaping, however, the remnant landscaping across the site will still achieve the LPS2 requirements. A condition is included requiring landscaping to be installed to the City's satisfaction prior to the use of the building.

Conclusion

The approval of the Development Application subject to conditions provides for the continuation and enhancement of the important health services provided by Full Circle at the location over the 10 years. It is recommended that Council approve the application with the conditions as recommended.

BUDGET IMPLICATIONS

There are no financial implications 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 the Council or any development conditions applied, the applicant will have a right to 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

The proposal is consistent with the City's following policies:

- State Planning Policy 5.4 - Road and Rail Noise
- Local Planning Policy - Advertising Planning Proposals
- Local Planning Policy - Landscaping Policy

Therefore, 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:

SAFE: We support families and youth.

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

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Carla Viskovich

Seconded By: Deputy Mayor Kirsty Dellar

That Council approve the application for a community purpose as lodged at Reserve 31646 (No. 21B) Ward Street, Lamington, 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 granted by the City.
2. This development must take place in accordance with the plans received with this application and stamped as approved by the City.
3. The 17 on-site parking bays, including two ACROD parking bays, must be drained, line marked and maintained to the satisfaction of the City in accordance with the approved plans.
4. Any liquid waste from air conditioning, or other liquid generating plant or activities, shall be retained on-site or connected to the City's sewer system and comply with AS/NZ3500, subject to any pretreatment requirements prior to discharge.
5. Operational hours are limited to 7:00am - 7:00pm from Monday to Friday.
6. Prior to the submission of a building permit, a Construction Management Plan shall be prepared and submitted to the City for approval.
7. Prior to the submission of a building permit, the applicant must submit a Stormwater Management Plan demonstrating that the stormwater from the 1:10 ARI (rain event) from the roof area is retained on-site with the overflow discharged onto McKenzie Street to the satisfaction of the City.
8. Prior to the submission of a building permit, hydraulic drawings detailing how the proposed development will connect to the City's sewer main must be submitted and approved by the City.
9. Prior to the use of the building, landscaping is to be installed to the satisfaction of the City.
10. All external lighting must comply with the requirements of AS4282 – Control of Obstructive Effects of Outdoor Lighting.
11. At least four bicycle spaces must be provided on-site.

CARRIED (8 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley and Cr Carla Viskovich
Against:	Nil

Cr Turner returned to the Chambers at 8.25pm, after the vote was carried.

15.2.4 DAP Application - Proposed Additions and Alterations to Approved Workforce Accommodation - No. 36 Great Eastern Highway, Somerville

Responsible Business Unit:	Development and Growth
Disclosure of Interest:	Cr Brownley declared an impartiality interest.
Application Number:	PA028.22
Owner's Name:	Jagcor Pty Ltd
Applicant's Name:	Planning Solutions
Development Value:	\$3.5 million
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Review
Attachments:	<ol style="list-style-type: none"> 1. Plann I~1 [15.2.4.1 - 36 pages] 2. Redacted Submission [15.2.4.2 - 1 page] 3. Draft RAR [15.2.4.3 - 7 pages]

SUMMARY STATEMENT

Council is asked to endorse an application seeking amendments to an existing workforce accommodation development on Lot 672 (No. 36) Great Eastern Highway, Somerville (the site). The original development approval was determined by the Regional Development Assessment Panel (DAP) at its meeting of 15 August 2022. Construction of the development has substantially progressed with a temporary occupancy permit being issued. This amendment application seeks a reduction in parking bays to allow room for an enlarged bin storage enclosure, and some minor changes to the overall layout of the development.

The applicant has elected DAP as the determining authority for this application. DAP has requested that the Responsible Authority Report (RAR) be provided to them by 31 July 2024.

REPORT

Background

The DAP at its meeting of 15 August 2022 resolved to approve a workforce accommodation development on Lot 672 subject to conditions.

The approved development includes the following:

- Installation of 66 single-storey transportable units;
- Communal facilities including an office, dining, kitchen area, gym and a covered barbecue area;
- Concrete footpaths and communal lawn areas connecting the units to the communal facilities and parking areas;
- A screen/acoustic wall along the south-eastern property boundary to Great Eastern Highway; and
- 44 vehicle parking bays including parking bays for oversized vehicles.

Following the DAP approval of 2022, construction of the development has substantially progressed with the development being substantially complete and a temporary occupancy permit having been issued.

On 31 October 2023, the City’s Local Planning Scheme No. 2 (LPS2) was officially gazetted and became effective. Under LPS2 Workforce Accommodation is an ‘X’ use (prohibited use) in the Mixed Use zone. Given the development was legally approved under the previous scheme, it is afforded a non-conforming use right. The proposal will therefore be considered under the non-conforming use provisions of the LPS2.

Application Description and Details

Address:	Lot 672 (No. 36) Great Eastern Highway, Somerville
Lot Size:	13,841m ²
Zoning LPS2:	Mixed Use - Residential R30 overlay
Existing Land Use:	Workforce Accommodation
Proposed Land Use:	No change
Adjacent / Nearby Land Uses:	Residential, tourism, workshop, office and transport depot

Details of the Proposal

The following amendments are sought to the approval:

1. The addition of a 3m x 6m ablution block adjacent to the BBQ area and gym, providing access to bathrooms in a convenient location;
2. The addition of a 3m x 3m security hut adjacent to the internal accessway providing a security checkpoint before vehicles enter the rear car park;
3. The addition of a 2.4m x 12.2m maintenance building required for the secure storage of maintenance/ gardening equipment adjacent to the rear carpark;
4. The addition of a 2.4m x 12.2m locker building to provide secure storage for occupants whilst not on site;
5. An airlock was installed at the south-eastern end of the dining building to meet health requirements;
6. Relocation of the south-eastern most accommodation unit to a previously approved laundry unit location;
7. A reduction in the number of laundry units; and
8. A reduction of five car parking bays to accommodate a bin storage area to adequately accommodate waste generated by the facility.

Description of the Site

The site has an area of 13,841m² and is located approximately 5km west of the Kalgoorlie Town Centre. The site is surrounded by mixed business uses, a transport depot, and grouped dwellings. The site gains access from a single vehicular access off the Great Eastern Highway.

The current site and surrounds are depicted in Figure 1 below.

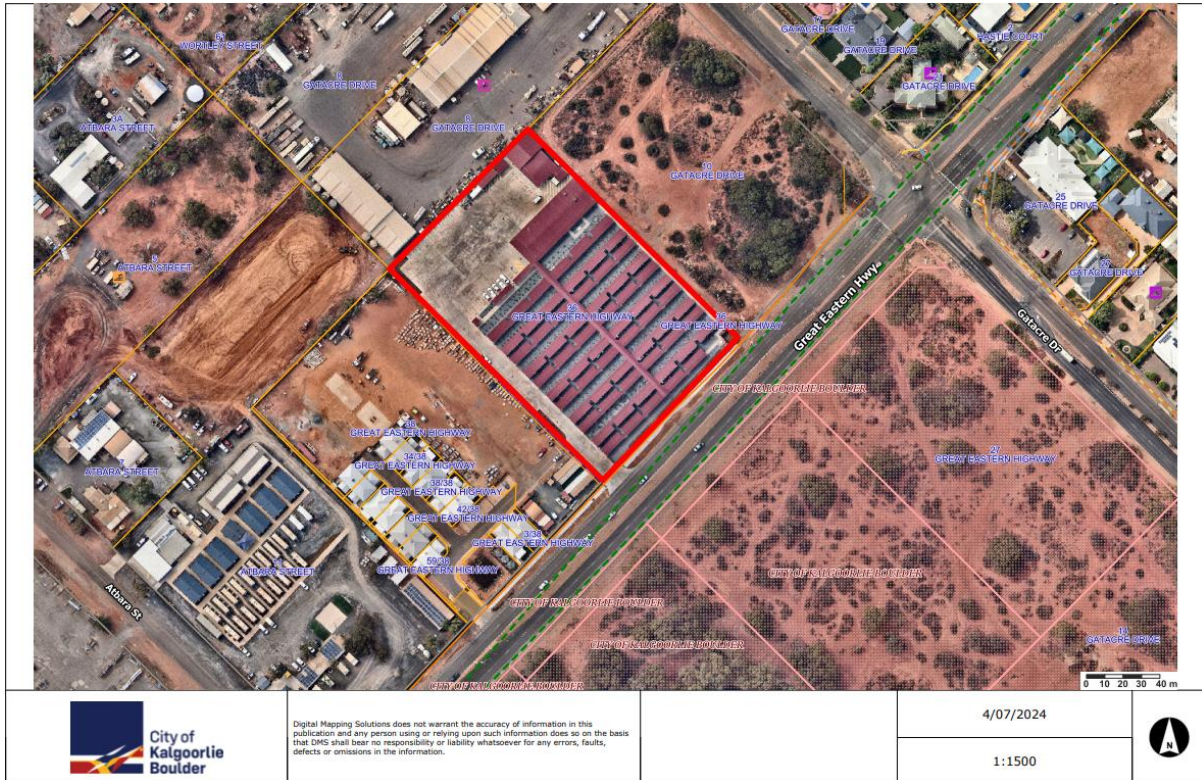


Figure 1: Aerial Plan of Lot 376 (36) Great Eastern Highway, Somerville

Site History/Previous Approvals

The City’s records include the following relevant applications:

Application No.	Date	Description	Outcome
P028/22; DAP/22/02195	15 August 2022	Workforce Accommodation	Approved

Previous Relevant Decisions of Council

Council first considered the original application for development approval at its meeting of 26 April 2022 (Item 15.2.1) and the following was resolved:

That Council:

1. *Resolve in accordance with Clause 3.6(c) of Local Planning Scheme No. 1 that the land use “Workforce Accommodation” is not consistent with the objectives and purposes of the “Tourist” zone at Lot 93 (No. 36) Great Eastern Highway, Somerville, and is therefore not permitted.*

CARRIED (9/3)

Notwithstanding the above resolution, the DAP, at its meeting of 16 June 2022, resolved to defer the application and requested the City to advertise the application and report back at a subsequent meeting.

At its meeting of 15 August 2022, the DAP resolved to approve the application subject to conditions.

Applicant’s Submission

The full application as submitted is attached to this report (Attachment 1). Other than the applicant's response to the community submissions, no additional information was provided. A site plan of the proposal is provided in Figure 2 below.

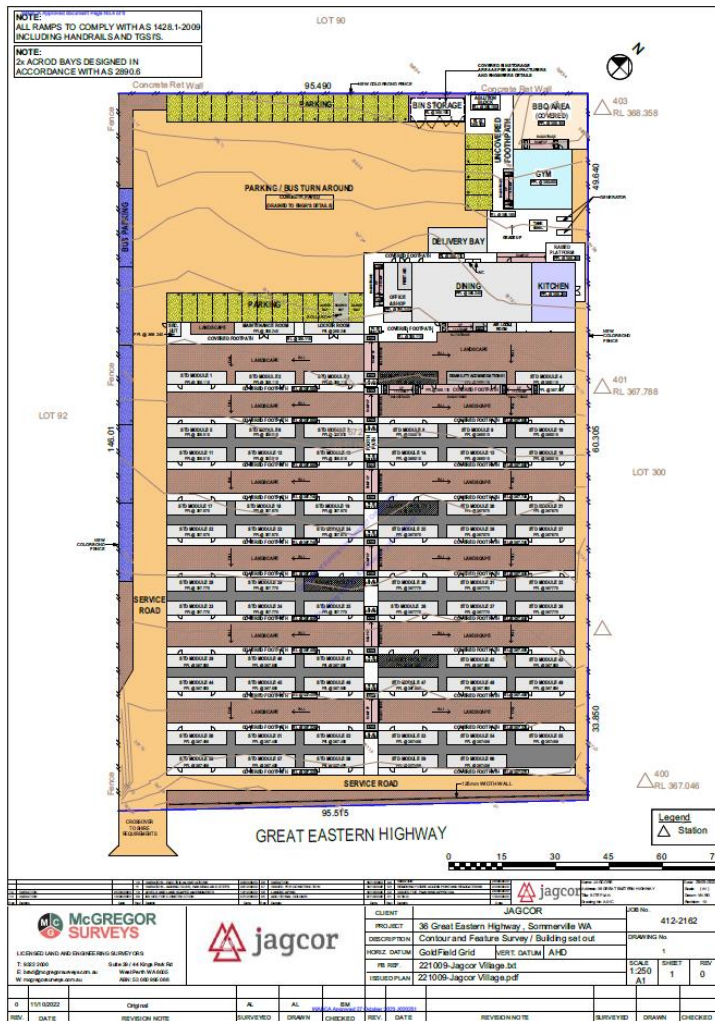


Figure 2: Site Plan

Public Consultation

Public consultation was undertaken in the following manner:

Requirement:

Schedule 2, part 8 cl.64(4) of the *Planning and Development (Local Planning Schemes) Regulations 2015* states that a non-complex application is advertised by doing any or all of the following, as determined by the local government:

- Cl. 64(4)(a) in accordance with clause 87 public notice in the newspaper and website publishing.
- Cl. 64(4)(b) giving owners and occupiers in the vicinity of the development who, in the opinion of the local government, are likely to be affected by the granting of development approval.
- Cl. 64(4)(c) erecting, in the manner approved by the commission, a sign or signs.

Duration:

28 days, being 13 May 2024 to 10 June 2024.

Due regard was given to the City’s Local Planning Policy (LPP2) Advertising of Planning Proposals, and Schedule 2, part 8 cl. 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Method:

In this instance the City’s officers determined that the notification (advertising) to the owners and occupiers of adjacent and surrounding properties was sufficient to ascertain any potential effects the proposal may have on surrounding areas.

Submissions Received:

One submission was received during the public consultation period. The main concerns of the submitter and the officer’s comments are provided below.

Issues Raised	Officer’s comments
Traffic	The development approval for the workforce accommodation was granted in 2022. The proposal includes a reduction in parking bays with the same number of workers residing on-site. Workers will be transported by bus and there will be an overall reduction in overall traffic movements.
Noise from the generators	Noise from the generators is required to comply with the <i>Environmental Protection (Noise) Regulations 1996</i> .
Anti-social behavior and burglary	This is not a relevant planning consideration.
Objection against FIFO working arrangement	The development approval for the Workforce Accommodation was granted in 2022 and the proposed amendment does not substantially change the development outcome.

Applicant’s response to community submissions:

Traffic

The acceptability of traffic impacts generated by the existing workforce accommodation was demonstrated through its original approval in 2022.

The application simply seeks to amend the approval to match currently built minor additions and layout changes and does not significantly alter the traffic impact of the development.

Noise from the generators

The acceptability of noise impacts generated by the existing workforce accommodation was demonstrated through its original approval.

We note the generators are a temporary measure given the current delays experienced with Western Power transformer installation.

Anti-social behaviours and burglaries

This is not a relevant planning matter.

Objection against FIFO accommodation

The application seeks approval for minor additions to the already approved workforce accommodation development.

Consultation with Other Agencies

The proposal was referred to Main Roads Western Australia. No objection was received from this agency.

Assessment Considerations

Zoning and Land Use Permissibility

The subject land is zoned in LPS2 as ‘Mixed Use’ with an R30 overlay for any residential development. The approved use of ‘workforce accommodation’ is defined in the LPS2 as:

‘Workforce Accommodation – means premises, which may include modular or relocatable buildings, used (a) primarily for the temporary accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and (b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.’

‘Workforce accommodation’ was a discretionary use and legally approved under the previous Scheme and is a prohibited use in Mixed Use zone under the LPS2. As such, the land use is considered as a non-conforming use under the new Scheme. Clause 22 of LPS2 stipulates the following:

22 Non-conforming uses

- (1) Unless specifically provided, this Scheme does not prevent –*
 - (1) The continued use of any land, or any structure or building on land, for the purpose for which it was being lawfully used immediately before the commencement of this Scheme; or*
 - (2) The carrying out of the development on land if –*
 - (1) Before commencement of this Scheme, the development was lawfully approved; and*
 - (2) The approval has not expired or been cancelled.*

Clause 23 further states that any changes or alterations to an existing non-conforming use will require a Development Application, which must be advertised before determination.

Development Standards

An assessment against Clause 33 of LPS2 in relation to the amenity of non-residential development is provided as follows:

Criteria	Assessment
(a) the form, bulk, and scale of development is to be compatible with surrounding land uses; and	The form, bulk and scale of development has been approved under the original development approval granted by DAP.
(b) The impacts of the development are to be contained on-site and/or suitably managed to limit impacts on adjoining properties; and	The proposed amendments will have a negligible impact on the adjoining properties.

(c) The impact of the development on the road network and traffic management is to be consistent with the road function and hierarchy; and	The proposed amendments will reduce the number of on-site parking bays – workers will be transported by bus.
(d) Adequate and safe provision and access is to be made for parking and service, haulage and waste vehicles, and loading areas where required; and	The proposed amendments will not alter the approved vehicle access and maneuvering arrangements.
(e) Storage of plant and equipment, services, and areas for waste management and essential services, to be screened or separated from public areas, particularly from street frontages; and	Plant, equipment and services are located to the rear of the site and thus effectively screened from the street.
(f) External lighting of public spaces is to be provided and designed to minimise light spill and glare on adjoining properties; and	Condition 14 of the existing approval requires the applicant to maintain an Operational Management Plan, which contains complaints handling procedures if light spill becomes an issue.
(g) Visual impacts are to be minimised by the use of vegetation screening and tree retention; and	Detailed landscaping has been approved under the original development approval granted by DAP.
(h) Buildings are to have coordinated or complementary materials, colours and styles, and be reflective of the character of the locality.	The design of development has been approved under the original development approval granted by DAP.

It is considered that the proposal will satisfy the above criteria.

Parking Adequacy

The level of parking proposed in the original approval was discretionary as the former Scheme did not provide car parking rates for ‘Workforce Accommodation’. LPS2 includes the following parking requirements relating to Workforce Accommodation:

Land Use	Parking required	Parking provided
Workforce Accommodation	<p>Motor vehicle parking: 1 bay per dwelling/unit and 1 oversized vehicle parking bay per 10 beds</p> <p>Total required: 61 standard bays and 7 oversized vehicle parking bays</p>	39 bays (34 standard bays and 5 oversized vehicle bays)

	Total approved: 44 (39 standard bays and 5 oversized vehicle bays)	
--	--	--

This proposal includes a reduction of five parking bays from 44 to 39. The applicant advised that given Kalgoorlie’s remote location, a large number of workers staying at the accommodation will be arriving by bus and will therefore not require individual parking spaces, and the existing number of bus bays is sufficient to service the development.

Given the reduction of car parking bays is to facilitate a large bin storage area and other service buildings and is not to accommodate an increase in accommodation units, the proposed parking provision is sufficient for the development.

No bicycle parking was provided in the original development proposal. Due to the nature of the proposal to accommodate a FIFO (‘fly in, fly out’) workforce, the likely demand for bicycle parking is considered to be low. Should there be a need for bicycle parking, there is ample space provided adjacent to each unit to cater for the demand. -

Traffic

Given the proposal includes a reduction in the number of on-site parking bays, it is considered that the proposal will have no additional impacts on the local road network.

Recommended Conditions

- (1) The development shall be carried out only in accordance with the terms of the application as approved herein, and any approved plan.
- (2) This approval is subject to all conditions and advice notes of the development approval for Workforce Accommodation granted by the Regional Joint Development Assessment Panel dated 15 August 2022.

Conclusion

The proposal contains minor additions and alterations to the existing proposal and does not result in any increase in the number of workers residing on-site and the number of accommodation units. The proposed removal of five parking bays will reduce the overall traffic movements, and related traffic impacts. It is therefore recommended that the application be approved with the conditions as recommended.

BUDGET IMPLICATIONS

There are no financial implications 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 the Council or any development conditions applied, the applicant will have a right to appeal to the State Administrative Tribunal. A review must be lodged within 28 days of the date of the decision. An advice note to this effect will be included in the decision notice.

POLICY IMPLICATIONS

Advertising of the proposal was consistent with the City's Local Planning Policy – Advertising Planning Proposals Policy. There are no policy implications resulting from the recommendation 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.

SUSTAINABLE: We support opportunities for commercial and industrial land.

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

Cr Brownley disclosed an impartiality interest in relation to this item but was entitled to remain in the Chambers and vote.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Nardia Turner

Seconded By: Cr Kyran O'Donnell

That Council:

1. Notes the attached Responsible Authority Report (attachment 3) to be submitted to the Regional Development Assessment Panel in relation to Application reference DAP/22/02195; and
2. Endorses the recommendation in the Responsible Authority Report as to how the application should be determined by Regional Development Assessment Panel, pursuant to Regulation 12(5) of the *Planning and Development (Development Assessment Panels) Regulations 2011*.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.3 Engineering

15.3.1 Airconditioning Tender

Responsible Officer:	Lui Camporeale Director of Engineering
Responsible Business Unit:	Engineering
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council’s Role in Decision-Making:	Advocacy
Attachments:	1. CONFIDENTIAL - Tender T 019 23-24 Attachment [15.3.1.1 - 1 page]

SUMMARY STATEMENT

Council is asked to consider the submissions received for tender number T019-23/24 – Kalgoorlie Boulder Administration Building AC Replacement and award the tender to Tenderer B.

REPORT

Background

The current air conditioning system in the administration building is deteriorating and has become unreliable, prompting remediation or replacement options. The project team worked with consultants to assess the existing system, installed around 1997 or 1998, consisting of ceiling-mounted cassette units and ducted split systems with aging components like sub-zone electric trim heaters and outdated fuses. These systems, exceeding their expected lifespan of 10-15 years, are recommended for replacement due to declining efficiency and functionality issues exacerbated by subsequent modifications and additions over the years. The scope of works includes upgrading the AC system with modern technology like circuit breakers, aligning with current National Construction Code regulations and a comprehensive upgrade that aims to restore efficient air temperature control and quality throughout the Administration Building.

Criteria within the tender documentation provided opportunity for the tender assessment panel to formally assess submissions to provide greater value for money. By providing a 50% weighting for price, other elements such as relevant experience, methodology, demonstrated understanding, respondent resources and regional contracting, were able to be assessed. On evaluating these components, the assessment panel were able to assess the submission's quality and determine whether all requested elements were included. This assisted to manage the risk of potential project cost increases caused by exclusions.

Tender assessment

Tender T019-23/24 – Kalgoorlie Boulder Administration Building AC Replacement was advertised on 13 April 2024 and closed on 13 May 2024. At the close of tender, two submissions were received.

All submissions received were checked for compliance and all submissions were deemed compliant.

The remainder of the tender evaluation process was divided into two stages, stage one was a shortlisting process where the two preferred tenderers were chosen with stage two comprising of a visit to Kalgoorlie and formal information session on methodology to the evaluation panel.

Stage 1

Tenderers were assessed on the below listed criteria along with their proposed costs.

- Relevant Experience, Methodology and Demonstrated Understanding.
- Key Personnel – Regional Contracting.
- Respondent’s Resources.
- Price.

The results of the average aggregate score of the tender panel are shown in the table below:

Tenderer	Relevant Experience, Methodology and Demonstrated Understanding	Key Personnel/ Regional Contracting	Respondents Resources	Price	Total
	30%	5%	15%	50%	100%
Tenderer A	12.00	0.00	4.00	50.00	66.00
Tenderer B	19.00	0.00	8.50	48.40	75.90

Stage 2

Stage two of the process consisted of a site visit to Kalgoorlie and formal information session to the evaluation panel members. Each shortlisted tenderer was taken through the same process and provided the same information.

The evaluation panel convened, and the final decision was made with all panel members being unanimous on their preferred tenderer. This concluded stage two of the process.

Tender assessment panel recommendation

The submission provided by Tenderer B was considered by the panel to have addressed all compliance and qualitative criteria. The panel are unanimous in their decision that Tenderer B have the capability and capacity to provide the best outcome for the City while also representing best value for money.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

The following financial implications are applicable:

Account Budget Provision (491000):

Budget Table	\$ (GST Exclusive)	Details
Proposed Budget for 2024/25	\$1,100,000	Account - 491000
Less proposed expenditure	\$1,062,000	
Available balance	\$38,000.00	Available

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 the Purchasing Policy relating to purchasing is satisfied. More specifically, the requirement for public tender where the aggregate value exceeds \$250,000 is met.

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/COUNCIL RESOLUTION

MOVED EN BLOC - see item 15 on page 28.

Moved By: Cr Nardia Turner
Seconded By: Cr Carla Viskovich

That Council Award Tender Number T019- 23-24 - Kalgoorlie Boulder Administration Building AC Replacement to Tenderer B.

CARRIED
(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.3.2 Road Resurfacing Program (2024-2025)

Responsible Officer:	Johannes Prinsloo Manager Engineering
Responsible Business Unit:	Engineering
Disclosure of Interest:	Cr Viskovich declared a proximity interest.
Voting Requirements:	Simple
Nature of Council’s Role in Decision-Making:	Review
Attachments:	<ol style="list-style-type: none"> 1. ROAD MAP - Road Resurfacing Program 2024-2025 [15.3.2.1 - 16 pages] 2. ROAD LIST - Road Resurfacing Program 2024-2025 [15.3.2.2 - 8 pages]

Cr Viskovich declared a proximity interest in relation to this matter and left the Chambers at 8.27pm prior to the recommendation being moved, seconded, debated and voted upon.

SUMMARY STATEMENT

Council is requested to endorse the prioritised Road Resurfacing Program 2024/2025 as listed in Attachments 15.3.2.1 and 15.3.2.2.

REPORT

The report aims to confirm the road renewal priorities for the 2024/2025 financial year. The report addresses the program's objectives, road network priorities, statistics and explains the various road treatments, the program's progression, funding, implementation, and scheduling of the works.

Road network statistics

The present road statistics for the City’s road network on the RAMM System is summarised in Table 1.

TYPE OF TREATMENT	LENGTH (KM)	AVERAGE WIDTH (M)	ROAD SURFACED AREA (SQM)
Dense Graded Asphalt	63.3	13.7	867,073
Double Seal	119.7	8.4	1,000,692
Primer Seal	7.0	18.3	127,820
Single Seal	137.0	12.4	1,700,170
Ultra Thin Asphalt	47.1	10.3	482,775

Unsealed	1,170.7	8.0	9,365,600
GRAND TOTAL	1,544.8	11.8	13,544,130

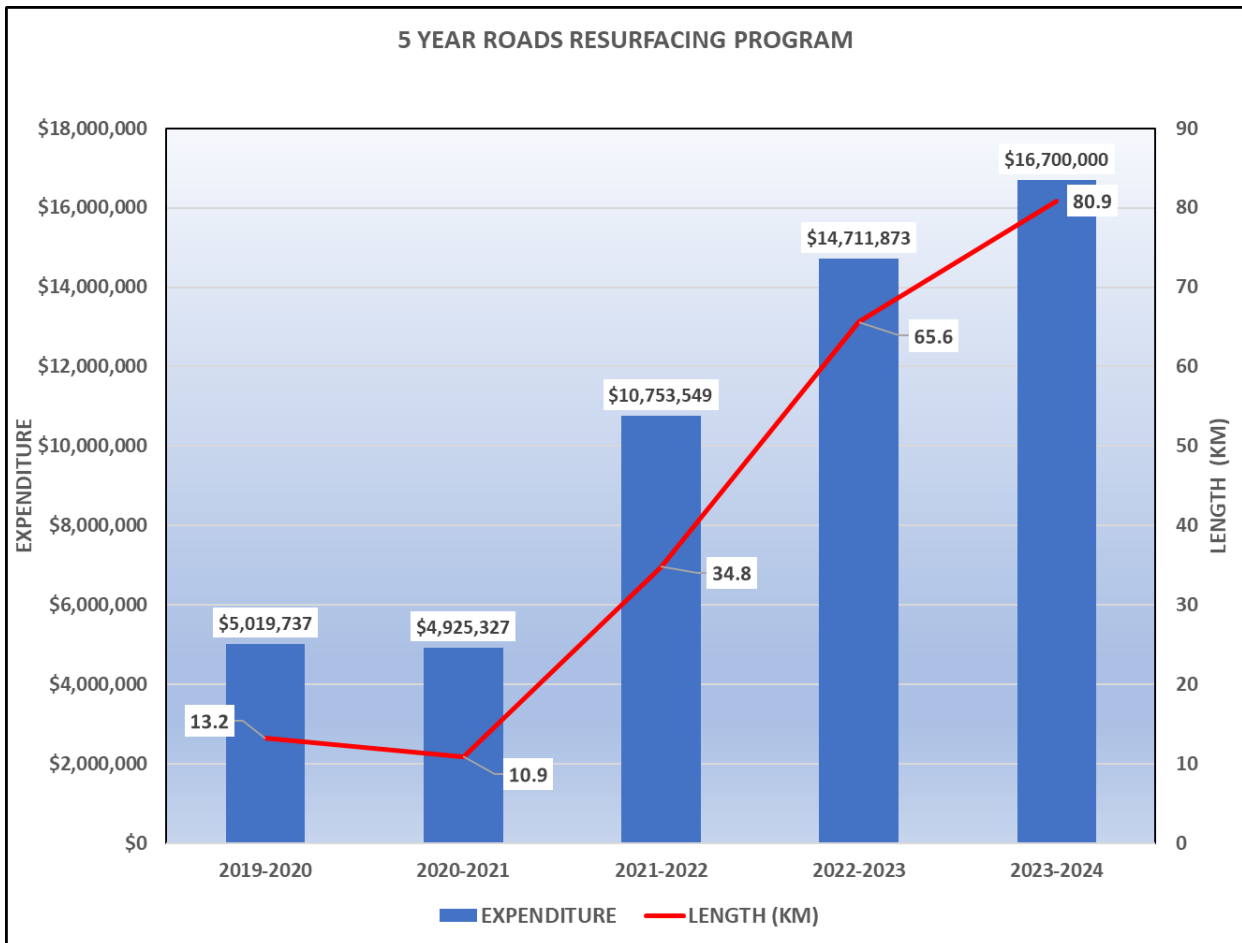
Table 1: Key statistics of the City’s Road Network

The City’s road network in summary is as follows:

- Sealed road’s total length is 374km;
- Unsealed roads with a total length of 1,171km;
- Total road’s length 1,545km; and
- Average road width 11.8m (wider than the norm of 7m).

Road renewal works completed in past five years

Considerable progress has been made with the resurfacing of roads in the City in the last five years (2019/2020 to 2023/2024). Graph 1 summarises the road length versus expenditure for the previous five budget years of the Road Resurfacing Works Program. The Road Resurfacing Program’s progress in the previous five years is summarised in **Graph 1**.



Graph 1: Progression Road Renewal Statistics

Note: 2023-2024 is an estimated expenditure amount at the reporting time, as financial year-end values are not finalised.

Road Progression Statistics of Road Resurfacing Program of the previous five years (2019/2020 to 2023/2024) in summary:

- The City has committed \$52.1 million to renew 205km (55% of the sealed road network) of sealed roads.
- Road expenditure has increased significantly annually to address the renewal backlog.
- It will take another 5 years to resurface of all the remaining roads at current expenditure levels and more reconstruction projects at hand.

Asset management road, footpath and kerbing surveys in progress

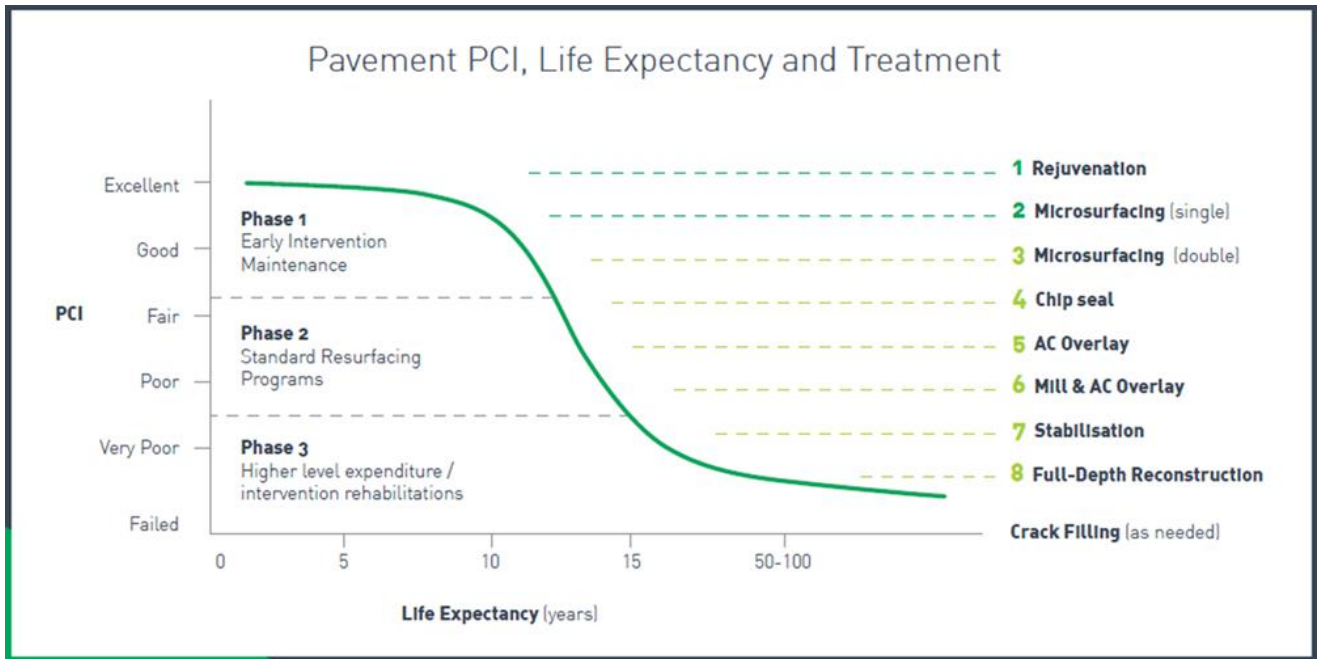
To keep the data current and accurate, the asset management team is in the process of implementing an Artificial Intelligence (AI) based road pathway (e.g., footpath/cycle path/dual use pathway) and kerbing visual condition assessment system that will detect defects in assets and monitor their progression, which in turn allows modelling of remaining life and choosing the most cost effective time to repair, renew or to replace the asset. The aim is to move away from reactive repairs to planned maintenance with the highest return on investment/lowest maintenance lifecycle costs. Implementing and fine-tuning the modelling will take several years to achieve the best outcomes. Since it is now possible to collate data from assets renewed in the previous five years and verify and fine-tune the model over the next few years, gradual implementation of planned maintenance will be possible.

The City has contracted National Transport Research Organisation (NTRO) to undertake a road, pavement and surface condition survey of the City's airport runway, taxiway, airport parking, sealed road network, and kerb assessment. The survey will commence in August 2024. The survey consists of a non-destructive high-speed pavement assessment, surface condition assessment and road roughness survey. The condition data obtained will provide the baseline for future asset management strategies for the City's road network. Furthermore, this survey will provide compliance with the New Aircraft Classification Rating – *Pavement Classification Rating (ACR-PCR)*, to which the City must conform by the end of 2024.

Resurfacing Treatments

The City implements various road asset management solutions (resurfacing treatments) to improve and preserve the present condition of the road pavements and maintain a safe and efficient road network. To extend the service life of some roads in good condition, they will be sealed at a negligible cost.

Graph 2, from an IPWEA technical paper (*An IPWEA Special Technical Report: Sustainable Stormwater, Parks and Pavement, 2016*) reflects the various treatments against the life expectancy of the roads. Initial treatments in the early service life of roads yield a cost-effective prolonging of road service life.

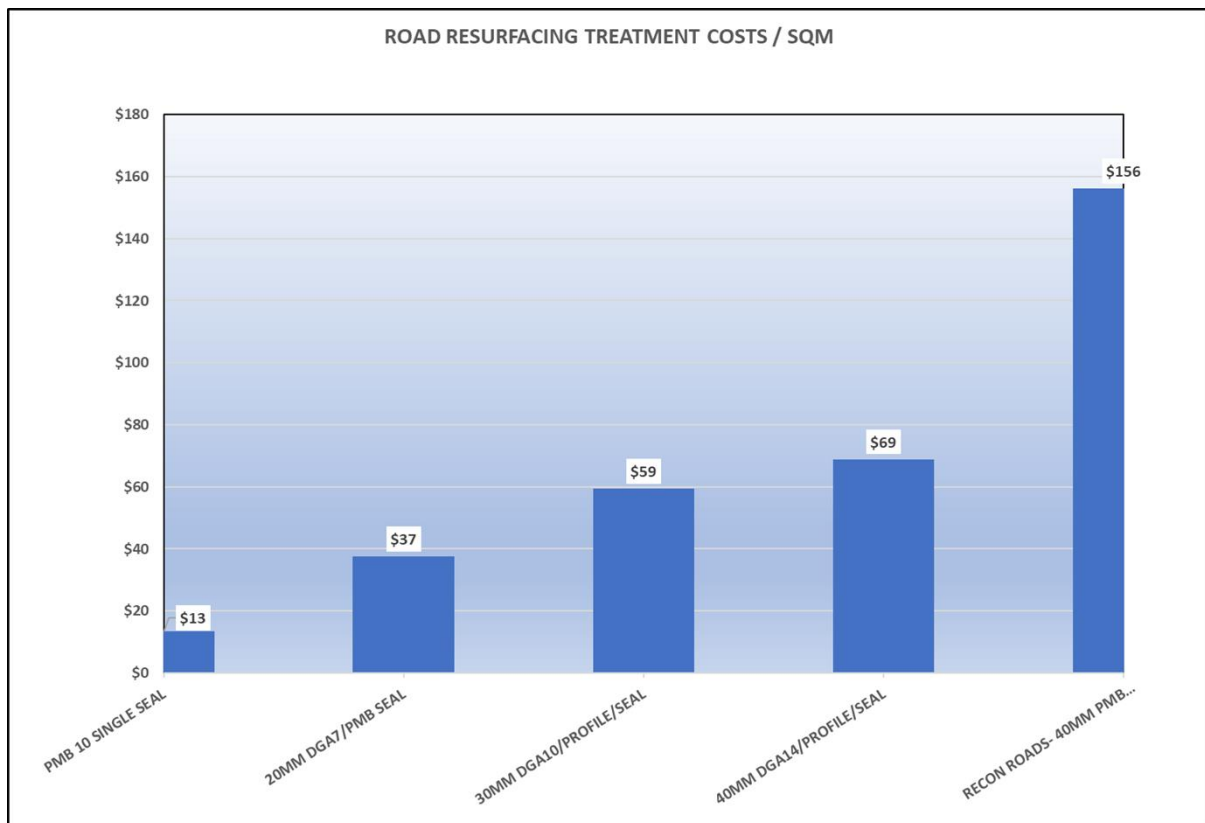


Graph 2: Life expectancy of roads against various service life treatments

The present cost prices per square metre are presented in **Graph 3**. Typical treatments in the 2024/2025 Roads Resurfacing Program are as follows:

- Road resurfacing pre-treatments (such as pothole repair works, crack sealing, primer spray, tree root removal and road profiling);
- Polymer-modified bitumen (PMB) seals, hot bitumen seals and emulsion seals;
- Micro-surfacing, which is a 14mm polymer modified seal overlayed by 20mm Dense Graded Asphalt (DGA); and
- Reconstruction of roads using bitumen/cement/lime road stabilisation and overlayed by asphalt/bitumen surfacing.

Graph 3 provides a comparison of the cost effectiveness of road treatments.



Graph 3: Comparison summary of cost of resurfacing treatments

The comparison of the cost effectiveness of road treatments in summary:

- An initial PMB seal treatment cost 8.5% of the cost of reconstructing (RECON) a road;
- A PMB seal treatment costs 19% of an asphalt resurfacing treatment; and
- Importantly, the service life of an asphalt treatment and a sealing treatment under low wheel stress conditions is comparable, providing reassurance around the durability of both options.

Objectives of 2024-2025 program

The objectives of the Road Resurfacing Program are the following:

- Pursue treatment strategies to address the maintenance backlog of roads that are in a poor to extremely poor condition;
- Implement early intervention maintenance strategies to prolong road life cost effectively;
- Strategically prioritise specific road classifications with particular emphasis on the industrial roads, local and distributor roads, airport, and CBD (Central Business District) roads;
- Prepare a productive program that takes account of the currently limited contractor and staff availability; and
- Improve the effectiveness of treatments.

Priorities for the 2024-2025 program

The priorities of the 2024-2025 Road Resurfacing Program are emphasised as follows:

- The priorities for the various works in any given year are recommended according to multiple considerations, including road hierarchy, road condition, traffic volumes, type of traffic, road function, and safety standards.
- The Goldfields Regional Road Group (RRG) Strategies for Significant Local Government Roads with Regional Importance, titled *Roads 2040* (MRWA document), serve as a comprehensive guide, listing significant regional roads and their importance in our Road Resurfacing Program.
- RRG-specific allocation of funding for significant roads in the region.
- The road structural and surface conditions were assessed by Engineering Services in a recent road condition assessment.
- Public transport route network requirements.

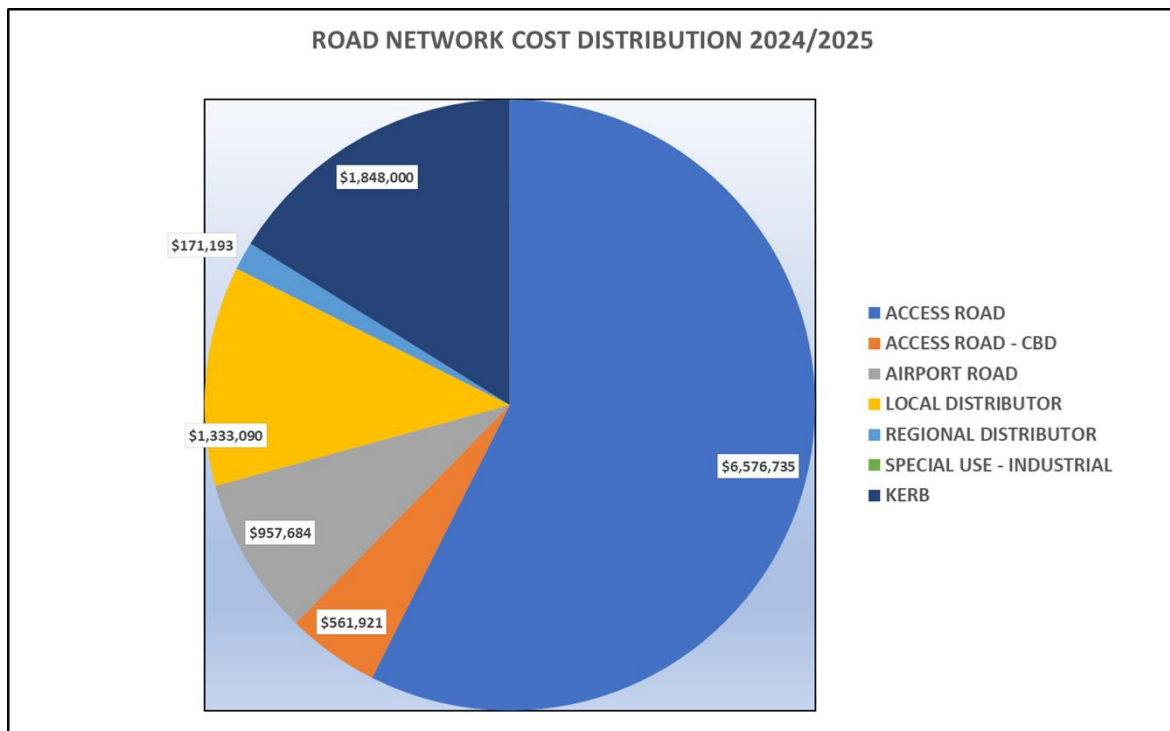
Scope of 2024-2025 program

The scope of the 2024-2025 Road Resurfacing Program is described in the following attachments:

- Attachment 1 - Road List – Road Resurfacing Program 2024-2025; and
- Attachment 2 - Map – Roads Resurfacing Program 2024-2025

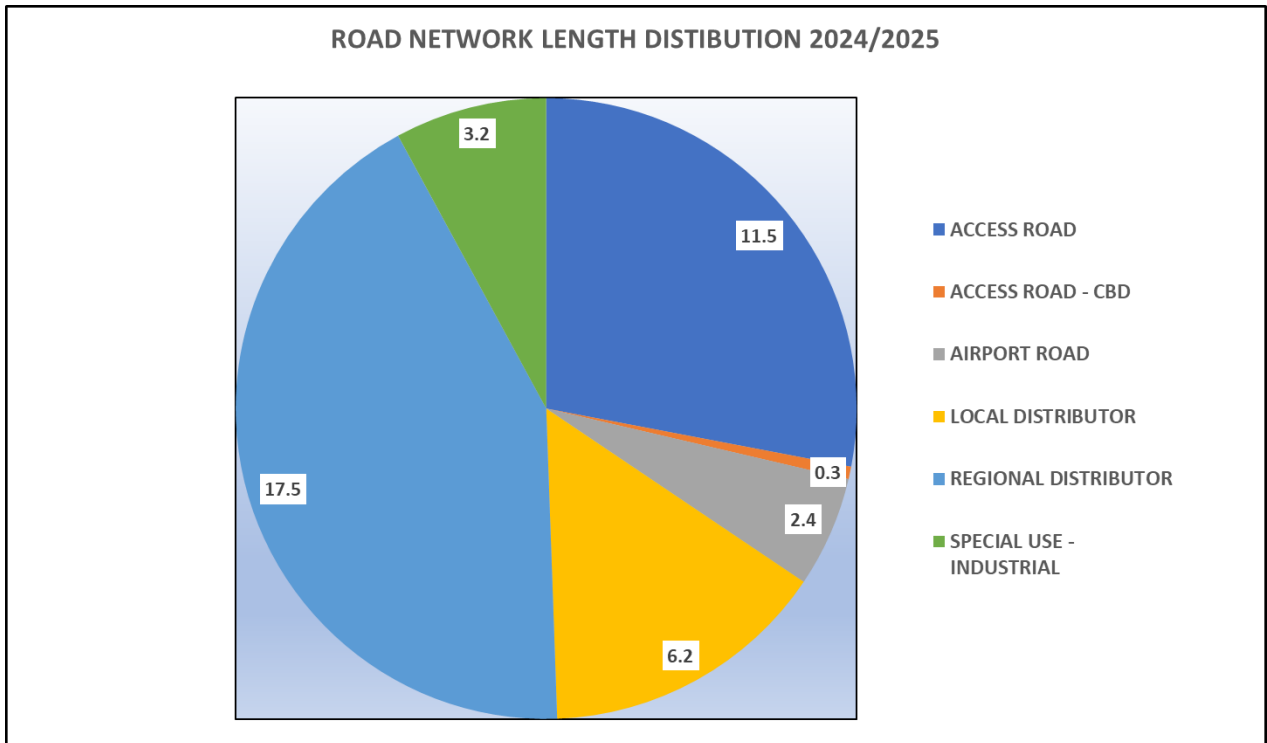
Statistics of the 2024-2025 program

Graph 4 provides a clear cost distribution summary for the residential access roads, airport internal roads (Including Hart Kersprien Drive), local and regional distributor roads, CBD access roads and industrial roads, as listed and described in detail in Attachments 15.3.2.1 and 15.3.2.2.



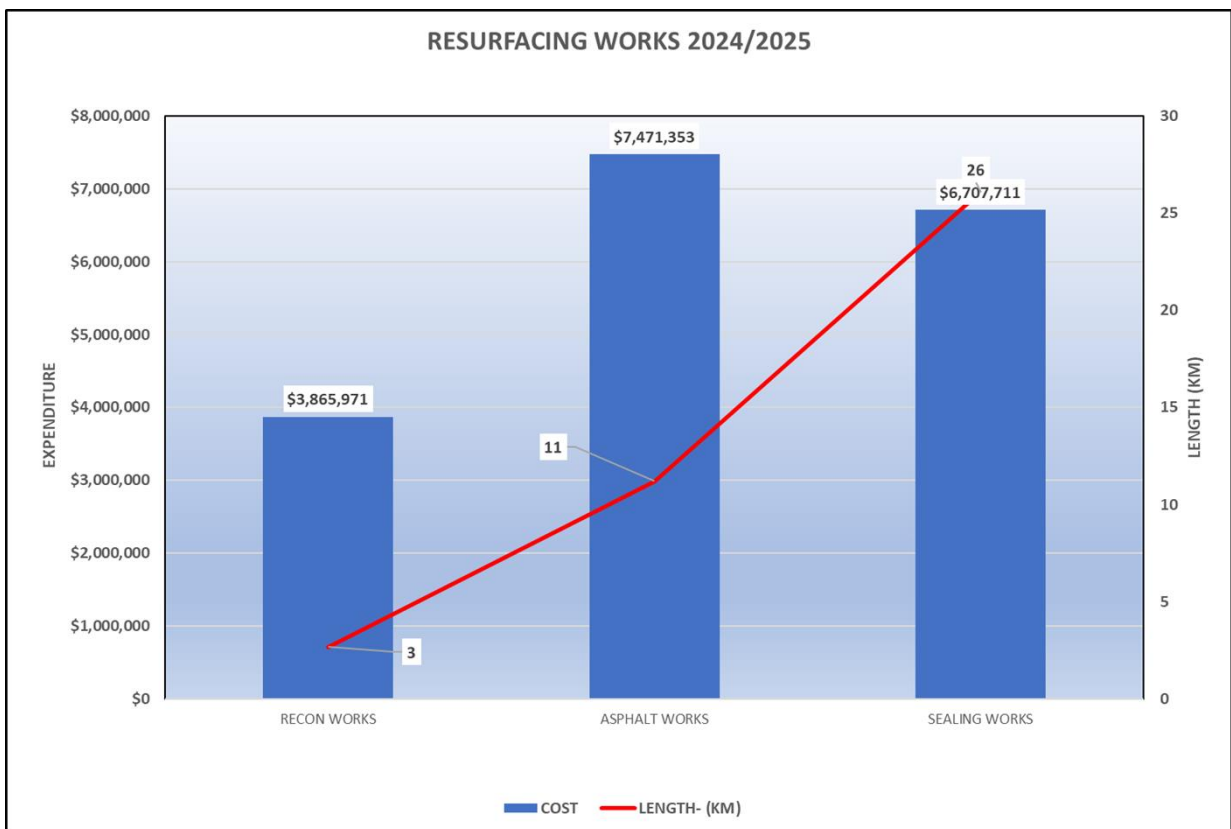
Graph 4: Road Network cost distribution summary

Graph 5 presents the length (kilometres) of the road network apportionment for the 2024-2025 Road Resurfacing Program.



Graph 5: Road Network length distribution summary

Graph 6 shows the road treatment categories allocated to the corresponding road network length for the 2024-2025 Road Resurfacing Program.



Graph 6: Road Treatments distribution summary of the 2024-2025 Program

The Road Resurfacing Program 2024-2025 statistic highlights, in summary:

- 53km (14% of the sealed road network) of roads are listed for renewal.

- The total cost of renewal works is estimated at \$20.6 million.
- 17.5km of rural roads (significant and commodity routes) will be resurfaced.
- 35.5km of urban roads will be targeted in this program.

Implementation of the 2024-2025 program

The works of this program will be implemented under the following contracts:

- Contract T014 -2023/24–Supply and Construction of Bitumen Surfacing;
- Contract T003 -2023/24–Supply and Construction of Road Stabilisation Works;
- Contract T009 – 21/22 - Placing of Extruding Kerbing;
- Contract T030 – 21/22 - Supply and Installation of Pavement Markings and Bollards;
- Contract T11 – 2022/23- Miscellaneous Concrete Works; and
- Contract T005 -2023/24– Paving and Small Concrete Works.

Civil works on the road verges, where applicable, will be executed by the City’s construction team.

Scheduling of the works

The Roads Resurfacing Program is planned along with the following time frames as scheduled in Table 2.

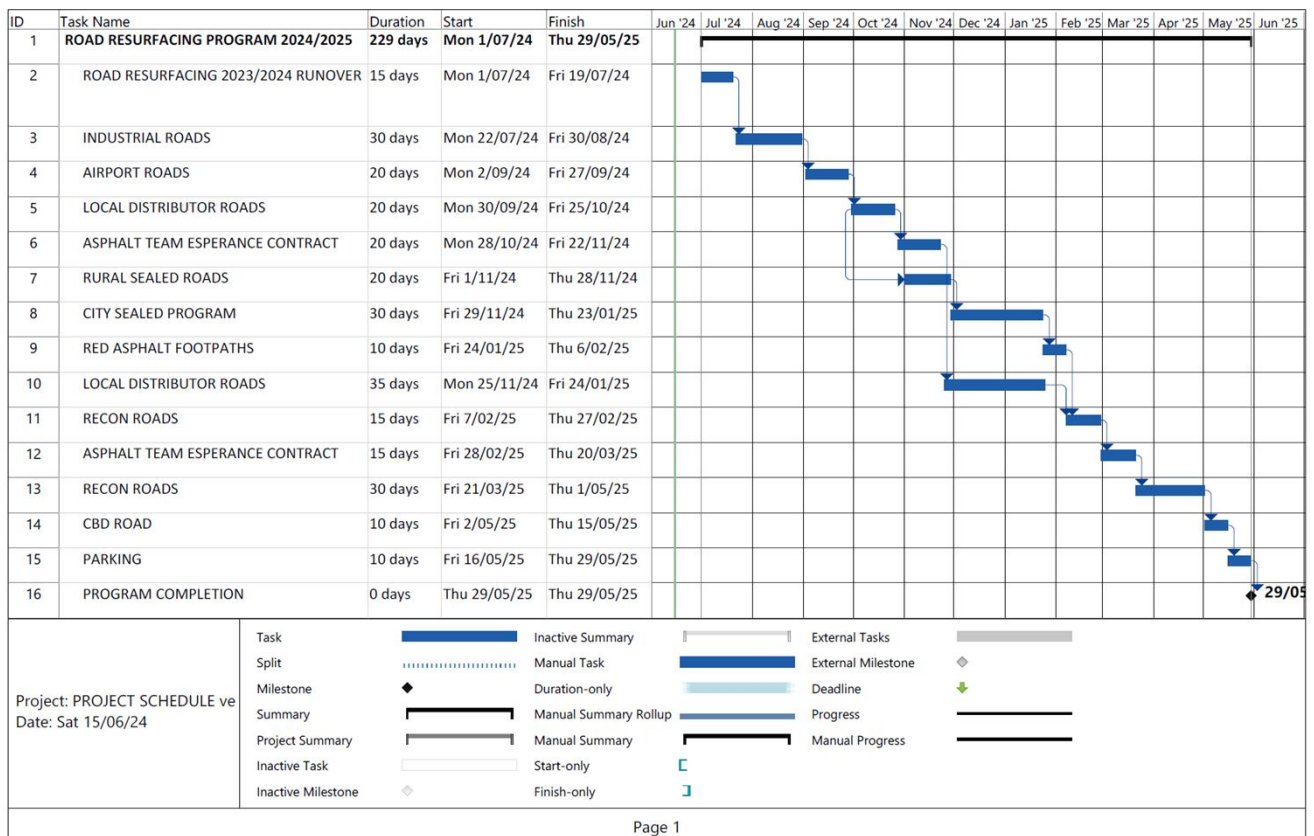


Table 2: Road Resurfacing Program Schedule for 2024-2025

In summary, proposed schedule of the works:

- The planned program schedule ends on 29 May 2025, allowing for a buffer of a month for breakdowns and bad weather.
- The successful implementation of this program is dependent on:

- Filling of vacant positions in Engineering;
- Coordination and planning of the multiple contractors;
- Completion of designs and investigations;
- Approval of the 2024-2025 budget; and
- Weather conditions.

PUBLIC CONSULTATION

Community engagement is not required as part of this report. However, internal practices are enhanced to ensure the community is provided adequate advance notice of works ahead of construction.

BUDGET IMPLICATIONS

The Road Resurfacing Program funding is sourced from the City’s municipal funds and the State and Federal governments’ grant funds. The State and Federal governments fund the roads via the Regional Road Group (RRG) grants, Roads to Recovery (R2R) grant, Federal Assistance Grants (FAGs) and Local Roads Community Infrastructure Program Grant (LRCIP).

The draft 2024/2025 budget allocation for the renewal of roads is summarised in Table 3. This table also summarises the various funding sources for the Road Resurfacing Program.

DESCRIPTION	FUNDING	GRANT AMOUNT	CITY AMOUNT	GRAND TOTAL
Resurfacing of roads	City		\$8,000,000	\$8,000,000
Resurfacing of Roads (R2R)	Roads to Recovery	\$2,200,000		\$2,200,000
Resurfacing of roads (FAGS)	Financial Assistance Grant	\$2,300,000		\$2,300,000
Resurfacing of roads (LRCIP4)	Local Roads and Community Infrastructure Program	\$604,985		\$604,985
Kerbs	City		\$1,000,000	\$1,000,000
Resurfacing of roads (RRG)	Regional Road Group	\$500,000		\$500,000
Bulong Road	Regional Road Group	\$315,969	\$213,037	\$529,006
Burt Street: RRG	Regional Road Group	\$209,086	\$600,000	\$809,086
Maritana Street – Boulder Road	Regional Road Group	\$163,863	\$110,482	\$274,345
Lionel Street	Regional Road Group	\$399,389	\$269,283	\$668,672
Broad Arrow Road	Regional Road Group	\$549,382	\$274,691	\$824,073
GRAND TOTAL		\$7,242,674	\$10,467,493	\$17,710,167

Table 3: Draft 2024-2025 budget for the Road Resurfacing Program

Table 4 presents the proposed 2024/2025 Road Network Cost Distribution.

ROAD TYPE	GRAND TOTAL
Access Road	\$7,275,576
Access Road - CBD	\$561,921
Airport Road	\$957,684
Local Distributor	\$5,505,526
Regional Distributor	\$2,232,625
Special Use - Industrial	\$2,255,902
Kerb	\$1,848,000
Grand Total	\$20,637,234

Table 4: Road Network Cost distribution of the Road Resurfacing Program

Budget and cost summary:

- The budget allocation for the proposed 2024-2025 Road Resurfacing Program is \$17.7million.
- The estimated cost for the proposed program is \$20.6 million.
- The shortfall of \$2.9 million will be funded from either/both midyear budget and grant allocations.
- Grants fund \$7.2 million (41%) and City revenue funds \$10.5 million (59%) of the 2024-2025 program.

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:

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

CAPABLE: We are exploring funding sources and revenue streams.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Deborah Botica

Seconded By: Cr Nardia Turner

That Council note the 2024/2025 Roads Resurfacing Program as listed in Attachments 1 and 2.

CARRIED
(8 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley and Cr Nardia Turner
Against:	Nil

Cr Viskovich returned to the Chambers at 8.29pm following the vote being carried.

15.3.3 Kalgoorlie 2050 Cycling Strategy

Responsible Officer:	Johannes Prinsloo Manager Engineering
Responsible Business Unit:	Engineering
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Review
Attachments:	<ol style="list-style-type: none"> 1. Map - Kalgoorlie 2050 Cycling Strategy [15.3.3.1 - 1 page] 2. Kalgoorlie 2050 Cycling Strategy 2024 [15.3.3.2 - 82 pages]

SUMMARY STATEMENT

Council is asked to endorse the Guiding Principles of the proposed Kalgoorlie 2050 Cycling Strategy and receive the proposed Action Plan for future budget and planning consideration.

REPORT

Background

The Western Australian Bike Network (WABN) Plan 2014-2031 was developed by the Department of Transport (DoT) and takes a whole-of-government approach to cycling. Its vision is to make Western Australia a place where cycling is safe, connected, convenient, and a widely accepted form of transport. The DoT identified the need for 12 long-term cycling strategies across WA, including 11 Regional 2050 Cycling Strategies, the Kalgoorlie 2050 Cycling Strategy being one of these.

Each Strategy is developed in partnership with local government and is informed by multiple stakeholder and community consultation phases. Positioned as aspirational strategies for 2050, each Strategy highlights opportunities to encourage bike riding for transport, recreation and tourism across the region and proposes networks for regional centres and their surrounding areas. Five year action plans prioritise the delivery of strategic infrastructure and initiatives and guide funding through the DoT's current Regional Bike Network (RBN) Grants Program (the program has been suspended for the 2024-25 budget year, with the future funding programme to be determined).

As aspirational plans, it is acknowledged that regional local governments with constrained funding may need help to deliver the complete final networks. However, these strategies, beyond guiding available RBN funding, have a proven track record of attracting additional investment, opening new funding sources, and empowering local government(s) to build more of the network and deliver more local travel behaviour change initiatives.

Development of these strategies is funded by the DoT but undertaken in partnership with relevant local governments.

Development of the Kalgoorlie 2050 Cycling Strategy began in late 2022, with the City of Kalgoorlie-Boulder working in partnership with the DoT.

An internal working group for the City provided input and guided the development of the document. This working group included diverse representatives from engineering, health and well-being, planning and development, community development and marketing.

The City is requested to endorse the Kalgoorlie 2050 Cycling Strategy principles and receive the proposed action plan for future budget and planning consideration.

Endorsement of the Kalgoorlie 2050 Cycling Strategy does not commit the City nor State Government agencies to deliver all, or any part, of the Kalgoorlie 2050 Cycling Strategy within a particular timeframe – nor does endorsement commit any party(s) to fund any specific route or initiative within the Strategy. Council endorsement confirms support for local and State Government agencies to work together in delivering the aspirational Kalgoorlie 2050 Cycling Strategy over the longer term.

Statistics

The report reflects the following transport mode share statistics (2021 Census) for the City:

- 92% travel by car;
- 3.5% by public transport;
- 0.6% ride bikes; and
- 3.5% walk

Location area

Attachment 15.4.5.1 (*MAP - Kalgoorlie 2050 Cycling Strategy*) shows the extent of the area.

Strategy outcome

The final strategy identifies four central themes for cycling across the region, with key opportunities highlighting the potential for bike riding in and around the Kalgoorlie-Boulder region. Case studies are used to illustrate where similar outcomes have been achieved elsewhere. The themes include:

- Enabling young people to ride;
- Promoting healthy and active communities;
- Connecting the community to local jobs and services; and
- Highlighting the region's rich history.

The guiding principles

The long-term cycle network proposed in Paragraph 1.1 in Attachment 5.4.5.2 (*REPORT—DoT Kalgoorlie 2050 Cycling Strategy*) has been developed based on the following principles:

- Safe;
 - Connected;
 - Widespread;
 - Legible;
 - Aspirational; and
-

- Achievable

Action Plan - priorities of projects

The Action Plan and Priority Projects are detailed in Paragraph 6.0 in Attachment 5.4.5.2 (*REPORT—DoT Kalgoorlie 2050 Cycling Strategy*).

Conclusion

In conclusion:

- The Strategy is now being submitted to Council and the DoT Executive for endorsement. Council is invited to endorse the Strategy as-is or provide in-principal support pending modification requests.
- The DoT has requested a copy of the Ordinary Council Minutes for its records.
- Once endorsed, the Strategy will be published on the DoT website. This document, a product of our collective efforts, is maintained by the DoT in partnership with all included local governments. Your contribution is vital in ensuring the success of this Strategy.
- The DoT seeks this endorsement to demonstrate region-wide collaboration on a shared vision, which will assist in leveraging and prioritising future funding. Once a long-term strategy is in place, all current WABN grants, and their future iteration will be linked to them. Furthermore, these strategies have already been successful in gaining funding from Federal and commercial sources.

COMMUNITY ENGAGEMENT CONSULTATION

No community engagement is required.

PUBLIC CONSULTATION

Stakeholder input was sought and received from government and non-government organisations, including (but not limited to) the Departments of Local Government, Sport and Cultural Industries (DLGSC), Planning, Lands and Heritage (DPLH), Biodiversity, Conservation and Attractions (DBCA), Main Roads Western Australia (MRWA), Department of Water and Environmental Regulation (DWER) and Tourism WA, as well as the WA Local Government Association (WALGA), Goldfields-Esperance Development Commission and WestCycle. Details of stakeholder consultation can be found in Appendix B of the Strategy.

WSP Consultants visited the region to undertake scoping and initial community consultation in October 2022. A comprehensive review of relevant government and non-government policies and strategies was undertaken, alongside reviews of existing cycling networks, data analysis, and stakeholder meetings to discuss and identify opportunities for cycling across the region.

The project's information sheets and preliminary 2050 network maps were used in community consultation.

Information on the project was provided via the online My Say Transport engagement platform and in hard copy at drop-in sessions and Shire Administration Centres.

Feedback was gathered via direct comments at the community drop-in sessions, a survey, and interactive maps. Over 110 visits (including information downloaded) were made to the My Say Transport project page, and 20 people attended the community drop-in sessions. Six people responded to the online survey, between late October and early December 2022. See Appendix B of the Strategy for details.

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:

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

CAPABLE: We are exploring funding sources and revenue streams.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

MOVED EN BLOC - see item 15 on page 28.

Moved By: Cr Nardia Turner

Seconded By: Cr Carla Viskovich

That Council:

1. Endorses the principles of the Kalgoorlie 2050 Cycling Strategy; and
2. Receives the proposed Action Plan for future budget and planning consideration.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.3.4 Tender T018 23/24 - South Boulder Wastewater Treatment Plant Inlet Works Structure

Responsible Officer:	Johan Le Roux Manager Water Waste & Sustainability
Responsible Business Unit:	Water, Waste and Sustainability
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council’s Role in Decision-Making:	Executive Strategic
Attachments:	1. CONFIDENTIAL - Confidential Attachment T018 23 24 [15.3.4.1 - 1 page]

SUMMARY STATEMENT

Council is asked to consider the submissions received for Tender T018 23/24 - South Boulder Wastewater Treatment Plant Inlet Works Structure and award the tender.

REPORT

Description of project

The City owns and operates the Sewer Network and the South Boulder Wastewater Treatment Plant (WWTP). The WWTP has an inlet structure that encompasses a flume which is used to measure the flow rate, a tanker discharge area, and a distribution chamber to either the IDEA or Lagoon treatment systems.

The current structure is in poor condition as there are exposed areas of aggregate, and it is unknown as to the condition of the structure under the water. The palatial flume, which purpose is to measure flow, is in very poor condition, rendering the structure inaccurate to measure flow. The unmetered tanker discharge into the current inlet flow may also create a risk by contact with bacterial matter through either splashback or aerosols. There is, furthermore, no proper isolation of flow to either the IDEA or the Lagoon Systems.

The proposed new inlet structure needs to:

1. Accommodate the new band screens, currently on order – both the IDEA plant and Lagoon system will be screened in the future;
2. Pre-screen the grid collection pit;
3. Be equipped with an accurate flowmeter, capturing flow into the WWTP; and
4. Be a dedicated and safer tanker receival bay with flowmeter to accurately measure the flow from the Septic tankers.

Project and tender background

Tender T018 23/24 was advertised on 6 April 2024. The scope of works advertised includes:

The provision of a new pre-cast concrete inlet structure that would involve:

1. An integrated sealed pre-cast system to prevent leakage;
2. A pre-screen pit to act as a grit collection system;
3. Two channels for the screens which can be isolated upstream and downstream to be worked on independent of each screen and channel;
4. A dry well after the screens which will incorporate two pipes and two magnetic flow meters to ensure accurate flow measurement to each of the treatment processes;
5. Replacement of the section of pipe from the screens area to the old tanker bay, this is incorrectly graded. The design will ensure there is correct fall to remove the back pressure that is put on the sewer main. (The sewer main is on a very slight, almost no grade, which results in silt depositing in the sewer main. The current set up is adding to the issue of solids build up in the main sewer trunk entering the WWTP);
6. The old tanker bay to be removed and filled in;
7. Connection of the pipe work where the old step screen was located and pit filled in; and
8. A dedicated tanker receival bay and flow meter to accurately measure the flow from tanker trucks and grit pit to collect the inorganic and debris in these loads.

This contract once awarded, will enable the City to provide a safer discharge point for tankers, improve the quality of effluent in the lagoon treatment plant and IDEA plant by screening and accurate sewer inflow data to the WWTP.

All tenderers are required to address relevant experience and to include the following information in their submission:

1. Details of similar work;
2. Demonstrated experience in projects;
3. Scope of the Respondent's involvement including details of outcomes;
4. Details of issues that arose during the project(s) and how they were managed; and
5. Demonstrate competency and proven track record of achieving outcomes.

Submissions received

The tender closed on 20 May 2024 and the City received three submissions as follows:

1. Tenderer A;
2. Tenderer B; and
3. Tenderer C.

In accordance with the City's Purchasing Policy:

1. Each tender submission was assessed by a panel comprised of City officers and specialist consultants in Water (Panel);
2. The Panel considered the following qualitative criteria:
 - a. Relevant Experience: 25%
 - b. Key Personnel: 10%
 - c. Construction Assessment: 20%
 - d. Respondent's Resources: 10%
 - e. Demonstrated Understanding: 35%
3. The Panel evaluated and scored each submission against the above qualitative criteria, with the outcome as set out in the table below:

Tenderers	Weighting	A	B	C
Relevant Experience	25 %	12.50 %	8.13 %	15.63 %
Key Personnel	10 %	5.00 %	3.50 %	6.50 %
Construction Assessment	20 %	13.50 %	7.00 %	18.00 %
Respondent's Resources	10 %	5.50 %	3.50 %	3.00 %
Demonstrated Understanding	35 %	22.75 %	11.38 %	31.50 %
TOTAL weighted score	100%	59.25%	33.50%	74.63 %

Recommendation

The Panel recommends that Council award the tender to Tenderer C for the following reasons:

1. The critical areas of the assessment were "Relevant Experience", "Construction Assessment" and "Demonstrated Understanding".
2. Through the assessment process Tenderers A and C were considered capable of successfully executing this project by means of their submissions.
3. Although both capable, Tenderer C has more experience in similar work than Tenderer A and was therefore considered most suitable for this project.
4. Tenderer C provided a "Construction Assessment" and "Demonstrated Understanding" that was superior to that of Tenderer A, as can be seen in the evaluation scoring in the table above.
5. It is the view of the panel that Tenderer C poses the least risk in the successful completion of this project.
6. Notwithstanding the results from the point scoring and not considered in the qualitative assessment, Tenderer C also submitted a lower price for the completion of the project than Tenderer A.
7. No reason was identified why Tender T018 23/24 should not be awarded to Tenderer C.

Contract terms

The contract will commence when awarded by Council and conclude once the project deliverables are completed. Due to long lead times of different components, it is anticipated that the completion of the project could take up to nine months.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

Sufficient provision has been made in the Water Services' budget for the 2024/2025 financial year for the expenditure relevant to this contract.

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 Procurement Policy relates to all tenders advertised and awarded by the City where the aggregate value exceeds \$250,000. This policy has been complied with in relation to the advertising, assessment and award of Tender T018 23/24.

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.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

MOVED EN BLOC - see item 15 on page 28.

Moved By: Cr Nardia Turner

Seconded By: Cr Carla Viskovich

That Council award Tender number T018 23/24 - South Boulder Wastewater Treatment Plant Inlet Works Structure to Tenderer C.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

15.3.5 Goldfields Oasis Recreation Centre Roof Refurbishment Project

Responsible Officer:	Lui Camporeale Director of Engineering
Responsible Business Unit:	Engineering
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council’s Role in Decision-Making:	Review
Attachments:	1. CONFIDENTIAL - RFT 025-23-24 - Goldfields Oasis Recreation Centre Roof Refurbishment Project [15.3.5.1 - 1 page]

SUMMARY STATEMENT

Council is asked to consider the submission received for Tender RFT025-23/24 - Goldfields Oasis Recreation Centre roof refurbishment project and award the tender to Tenderer A.

REPORT

Description of project

The Goldfields Oasis Recreation Centre (Oasis) is a multi-sporting complex with a large roof area consisting of heating, ventilation, air conditioning (HVAC), solar panel and pool heating systems covering the roof areas.

Recently, the building experienced increased water leaks with regular maintenance interventions required.

The Oasis roof consists of the following main portions:

1. Main Indoor Sports hall;
2. Foyer & Crèche on Ground Level with the Administration & Gymnasium, on Level; and
3. Main Indoor Pool Hall.

The City seeks to appoint a qualified roof plumber/contractor for the Oasis roof refurbishment project. The appointed contractor will be responsible for managing and executing all associated works, including procuring materials, arranging craneage, and overseeing mechanical and electrical services. Additionally, the contractor will handle the removal and reinstallation of solar power panels and solar heating systems once roof works are completed.

The primary goal is to conduct repairs and renewal works to achieve a leak-free roof.

Project and tender background

Tender RFT025-23/24 was advertised on 15 June 2024. The scope of works advertised includes a follows:

1. Removal of the solar power and pool heating systems;
2. Replacement of the Basketball Court and Main Indoor Pool skylights with new roof sheeting;
3. Removal of all redundant AC units;
4. Replace the existing roof for the Admin and Gymnasium with new roof (8rib Spandek profile);
5. Refix the existing roof with new roof screws (approximately 55,000 tek screws);
6. New box gutters, flashings, and connections to downpipes and mechanical penetrations;
7. New compliant roof access walkways, anchor system, guard rails, etc.;
8. Re-installation of solar power and pool heating systems;
9. Testing of all solar and power systems; and
10. Warrantees and certificates.

All tenderers are required to address relevant experience and to include the following information in their submission:

1. Details of similar work;
2. Demonstrated experience in projects;
3. Scope of the Respondent’s involvement including details of outcomes;
4. Details of issues that arose during the project(s) and how they were managed; and
5. Demonstrate competency and proven track record of achieving outcomes.

Submissions received

The tender closed on 8 July 2024 and the City received one submission as follows:

1. Tenderer A

In accordance with the City’s Purchasing Policy:

1. Each tender submission was assessed by a panel comprised of City officers (Panel);
2. The Panel considered the following qualitative criteria:
 - a) Relevant Experience: 15%;
 - b) Key Personnel: 10%;
 - c) Key Personnel – Regional Contracting: 10%;
 - d) Tenderer’s Resources: 5%;
 - e) Demonstrated Understanding: 25%; and
 - f) Price: 35%

3. The Panel evaluated and scored each submission against the above qualitative criteria, with the outcome as set out in the table below:

Tenderers	Weighting	A
Relevant Experience	15%	10%

Key Personnel	10%	6.67%
Key Personnel - Regional Contracting	10%	0%
Tenderer's Resources	5%	3.67%
Demonstrated Understanding.	25%	16.67%
Pricing	35%	35%
TOTAL weighted score	100%	72%

Recommendation

The Panel recommends that Council award the tender to Tenderer A for the following reasons:

1. This was the only submission received from a prospective 16 downloads of the RFT from Tenderlink.
2. The tenderer is a Registered Building Contractor (Company). Employees of the tenderer have many years of experience in roof construction.
3. The tenderer scored favourably in relevant experience and demonstrated understanding. The tenderer provided and demonstrated through example, experience and a track record with similar roof refurbishment projects highlighting more than 30 years of experience in roofing construction. The tenderer has also completed many roofing projects and as a roofing company, has many years of experience in roof refurbishments/replacement jobs.
4. The tenderer confirmed capacity to commence works upon award.
5. The submitted price aligns with the city’s investigations and budget estimations.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

The following financial implications are applicable:

Account Budget Provision Proposed for 2024/25 (463009 - \$2,160,000)

PROPOSED BUDGET 2024/2025	VALUE
Oasis Building Purchase/Improvements (Roof)	\$1,500,000.00
Less: Proposed Expenditure	(\$1,275,810.00)
Less: Contingency (10%)	(\$127,581.00)
Total Budget Remaining	\$96,609

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 Purchasing Policy relates to all tenders advertised and awarded by the City where the aggregate value exceeds \$250,000. This policy has been complied with in relation to the advertising, assessment and award of Tender RFT025-23/24

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.

SAFE: We support families and youth.

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

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

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Nardia Turner

Seconded By: Deputy Mayor Kirsty Dellar

That Council award Tender number RFT025-23/24 - Goldfields Oasis Recreation Centre roof refurbishment project to Tenderer A.

CARRIED

(9 / 0)

For:	Mayor Glenn Wilson, Deputy Mayor Kirsty Dellar, Cr Deborah Botica, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

16 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

17 CONFIDENTIAL ITEMS

COUNCIL RESOLUTION

Moved By: Deputy Mayor Kirsty Dellar

Seconded By: Cr Linden Brownley

That in accordance with Section 5.23 (2) of the *Local Government Act 1995* the meeting is closed to members of the public.

CARRIED
(9 / 0)

Members of the press and gallery left the room at 8.35pm.

Council moved into Confidential Session at 8.36pm.

17.1 Solar energy land sub-lease EOI

Responsible Officer:	Paul Lees Acting Director Development and Growth/ Manager Development and Growth
Responsible Business Unit:	Development and Growth
Disclosure of Interest:	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:

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.
- (e) a matter that if disclosed, would reveal —
 - (ii) information that has a commercial value to 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.

COUNCIL RESOLUTION

Moved By: Cr Carla Viskovich
Seconded By: Deputy Mayor Kirsty Dellar

That Council move out of Confidential Session and resume standing orders.

CARRIED
(9 / 0)

Council moved out of Confidential Session and resumed standing orders at 9.11pm.

Members of the public and press returned to the Chamber and the Mayor advised of the nature of the resolution adopted in the confidential section.

18 DATE OF NEXT MEETING

The next Ordinary Council Meeting will be held on 19 August 2024.

19 CLOSURE

There being no further business, the Mayor thanked the Councillors and Staff for their attendance and declared the meeting closed at 9.13pm.