



**City of
Kalgoorlie
Boulder**

AGENDA

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

commencing at 7:00 PM

on

17 NOVEMBER 2025

at the

Kalgoorlie Town Hall

12 November 2025



NOTICE OF MEETING

An Ordinary Council Meeting of the City of Kalgoorlie-Boulder will be held in the **Kalgoorlie Town Hall** on **Monday, 17 November 2025** commencing at **7:00 PM**.

Regards

A handwritten signature in black ink, appearing to read "Andrew Brien". The signature is stylized with a long, sweeping horizontal stroke that curves upwards at the end.

ANDREW BRIEN

Chief Executive Officer

Council Chamber Seating Plan



Nature of Council's Role in Decision-Making

Advocacy:	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
Executive Strategic:	The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative:	Includes adopting local law, town planning schemes and policies.
Review:	When Council reviews decisions made by officers.
Quasi-Judicial:	<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

2 OPENING PRAYER

To be conducted by Major Shirley Spooner.

3 DISCLAIMER READING

The Mayor will read the disclaimer to those present.

Please note this meeting is being recorded and streamed live on the Council's website in accordance with the City's Public Participation in Council Meeting Policy, which can be viewed on Council's website

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

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

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

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

4 RECORD OF ATTENDANCE

4.1 Attendance

In Attendance:

Members of Staff:

Visitors:

Press:

4.2 Apologies

Apologies – Elected Members:**Apologies - Members of Staff:****4.3 Leave of Absence (Previously Approved)****Leave of Absence:**

Nil

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the 18 August 2025 Ordinary Council Meeting David Oates, resident of Lamington, asked the following question which was taken on notice:

Given that I am in possession of two responses relevant to the total costings of the proposed Golf Club resort first response dated 18 December 2023 amount \$4,574,493.49 and response dated 21 December 2023 amount \$3780365.35 why is there such a huge variance of the costings amounting to \$794,128 dollars?

At the 27 October 2025 Ordinary Council Meeting Michael McKay, resident of Boulder, asked the following questions which was taken on notice:

Question 1

On behalf of Mrs Kylez Owen of shop 3/248 Hannan Street, she would like to ask the CEO Mr Andrew Brien can he fulfill his pledge of More than two years ago of a Ex gratis payment for the vandalised windows of her shop That were broken due to unsecured pavers during the construction of St Barb Square. The last time he was asked about the payment his reply was "I thought it had been paid And would follow it up". To this day still no payment. When will it be paid?

Question 2

In relation to the new toilets in markets arcade, given that St Barb Square was established to encourage families and the community to enjoy, can the toilets be opened all day Saturday and Sunday. If not can an automatic toilet be installed, which was in the initial planning to go behind the old inner city cafe wall?

Question 3

Regarding the CCTV transmitter pole that was damaged in the roundabout in Burt St. Will Council investigate reinstating the new pole In a more suitable location so as to prevent this happening again?

6 PUBLIC ACCESS AND PUBLIC QUESTION TIME

6.1 Public Access

6.2 Public Question Time

7 PETITIONS / DEPUTATIONS / PRESENTATIONS

8 NOTATIONS OF INTEREST

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

8.2 Financial Interest Local Government Act Section 5.60A

8.3 Proximity Interest Local Government Act Section 5.60B

9 APPLICATIONS FOR LEAVE OF ABSENCE

9.1 Applications for Leave of Absence

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

RECOMMENDED PROCEDURAL MOTION

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

10 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSIONS

10.1 Mayor Announcements

11 CONFIRMATION OF MINUTES

RECOMMENDED PROCEDURAL MOTION

That the minutes of the Special Meeting of Council held on 20 October 2025 be confirmed as a true record of that meeting.

RECOMMENDED PROCEDURAL MOTION

That the minutes of the Ordinary Meeting of Council held on 27 October 2025 be confirmed as a true record of that meeting.

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

This motion was raised by the Deputy Mayor in accordance with section 3.8 of the Standing Orders Local Law 2013.

MOTION

That the CEO reports back to Council at the December Ordinary Council Meeting on any options which the City can consider to improve safety and access for pedestrians when crossing Graeme Street to access the Hannans Boulevard shopping complex.

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

14 REPORTS OF OFFICERS

14.1 Governance and Organisational Strategy

14.1.1 Council calendar 2026

Responsible Officer:	Frances Liston Director Governance and Organisational Strategy
Responsible Business Unit:	Governance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	1. Council Calendar [14.1.1.1 - 2 pages]

SUMMARY STATEMENT

Council is requested to endorse the calendar of Council meetings for 2026, including Concept Forums, Ordinary Council Meetings, Agenda Briefing Forums, and Strategic Workshops.

REPORT

To assist administrative functions, enable long-term planning and ensure the availability of Councillors to attend Council meetings, forums and workshops, it is recommended that Council adopt the attached 2026 Council calendar.

At the 27 October 2025 Ordinary Council Meeting (OCM), Council resolved to continue the current monthly meeting schedule and dates for OCMs over 2026 (for the third Monday of each month). These dates have been incorporated into the attached Council calendar (see attachment 1) along with dates for Agenda Briefings the week prior to resolved (the second week of each month).

In addition, as currently occurs, the first and fourth Mondays of each month are generally scheduled for Concept Forums and Strategic Workshops to provide the 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.

INTERNAL CONSULTATION

Nil required as consultation was undertaken with the Executive Leadership Team prior to presentation of options to Council at the October 2025 OCM.

COUNCIL CONSULTATION

On 27 October 2025, Council endorsed the meeting schedule for 2026 as per the below resolution:

That Council endorse option one as its preferred 2026 meeting schedule format.

This option sees the 2025 format repeating in 2026, as follows:

Week 1: Concept Forum commencing 6pm

Week 2: Agenda Briefing Forum commencing 6pm

Week 3: Ordinary Council Meeting commencing 6pm

Week 4: Strategic Workshop commencing 6pm

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 City will provide public notice of the Council calendar for 2026 following its adoption.

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:

STRATEGIC CONTEXT

Publication to the community ensures legislative compliance and supports community participation and engagement in Council activities.

RISK ASSESSMENT

Council's decision to adopt this Council calendar as proposed is considered low risk. Council endorsed the schedule on 27 October 2025 Ordinary Council Meeting, and the schedule can be modified by further resolution at any time if Council considers it is not effective.

OFFICER RECOMMENDATION

That Council:

1. Adopt the attached 2026 Council Calendar for Ordinary Council Meetings;
and
2. Note the proposed dates for Agenda Briefings, Concept Forums and Strategic Workshops for 2026.

14.1.2 Policy review

Responsible Officer:	Frances Liston Director Governance and Organisational Strategy
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:	<ol style="list-style-type: none"> 1. Advertising Planning Proposals Policy (tracked) [14.1.2.1 - 10 pages] 2. Asset Management Policy - (tracked) [14.1.2.2 - 7 pages] 3. City Collections Policy (tracked) [14.1.2.3 - 2 pages] 4. Complaints Handling Policy (tracked) [14.1.2.4 - 5 pages] 5. Compliance Policy (tracked) [14.1.2.5 - 22 pages] 6. Contribution to Construction - School Parking Policy (tracked) [14.1.2.6 - 10 pages] 7. Contribution to Verge Paving Policy (tracked) [14.1.2.7 - 6 pages] 8. Customer Privacy Policy (tracked) [14.1.2.8 - 7 pages] 9. Equipment Hire Policy (tracked) [14.1.2.9 - 4 pages] 10. Private Works Policy (tracked) [14.1.2.10 - 3 pages] 11. Public Participation in Council Meetings Policy (tracked) [14.1.2.11 - 4 pages] 12. Road Train and Heavy Haulage Policy (tracked) [14.1.2.12 - 6 pages] 13. Temporary Employment or Appointment of CEO (tracked) [14.1.2.13 - 4 pages] 14. Tourist and Service Signage Policy (tracked) [14.1.2.14 - 3 pages] 15. Trading in Public Places - Food Vehicles Policy (tracked) [14.1.2.15 - 5 pages] 16. Verge and Public Open Spaces Maintenance Policy (tracked) [14.1.2.16 - 4 pages] 17. Floodplain Management and Development Policy (Including Gribble Creek) (New Policy) [14.1.2.17 - 5 pages] 18. Elected Member Travel Policy (new) [14.1.2.18 - 3 pages]

	<p>19. Community and Commercial Facility Promotional Discount Policy (new) [14.1.2.19 - 3 pages]</p> <p>20. Gribble- Creek- Floodplain- Management-and- Development- Policy (REPEAL) [14.1.2.20 - 5 pages]</p>
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SUMMARY STATEMENT

The Council is asked to review, consider and endorse the adoption and repeal of various Council policies as set out herein and attached.

REPORT

City officers have commenced a comprehensive review of the City's policies adopted by Council, with the intention of these being reviewed over the course of 2025.

Recommended amendments to current policies

Copies of the following policies are attached for Council's reference and review, with amendments tracked for ease of reference in relation to recommended changes (noting some of these changes are administrative or format in nature only):

- Advertising Planning Proposals Policy
- Asset Management Policy
- City Collections Policy
- Complaints Handling Policy
- Compliance Policy
- Contribution to Construction – School Parking Policy
- Contribution to Verge Paving Policy
- Customer Privacy Policy
- Equipment Hire Policy
- Private Works Policy
- Public Participation in Council Meetings Policy
- Road Train and Heavy Haulage Policy
- Temporary Employment or Appointment of CEO Policy
- Tourist and Service Signage Policy
- Trading in Public Places – Food Vehicles Policy
- Verge and Public Open Spaces Maintenance Policy

Recommended new policies

The proposed new Floodplain Management and Development Policy is recommended to provide a framework for managing development in flood-prone areas across Kalgoorlie-Boulder.

The new Elected Member Travel Policy is proposed to provide a single policy to cover all circumstances where travel may be required. Previously, particulars relating to travel, accommodation and ancillary expenses have been included within a number of policies including the Elected Member Professional Development Policy and the Elected Member Attendance at Events Policy – this content is proposed to be removed from these policies if this proposed new policy is adopted instead.

The proposed new Community and Commercial Facility Promotional Discount Policy establishes a consistent and transparent approach to the provision and receiving of discounts or waivers of fees at City community and commercial facilities for promotion and activation purposes.

Repealed policy

It is recommended that the Gribble Creek Flood Plain Management and Development Policy be repealed, noting that a new Floodplain Management and Development Policy is recommended for adoption.

INTERNAL CONSULTATION

The Executive Leadership Team have undertaken a comprehensive review of Council policies, along with the relevant team members who have subject matter knowledge.

COUNCIL CONSULTATION

Nil.

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 other than in relation to the policies set out herein.

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.

STRATEGIC CONTEXT

The regular review of Council policies ensures strategic guidance remains relevant and appropriate, and aids in the good governance of the City.

RISK ASSESSMENT

Council has a low tolerance of risk to Corporate Governance, and the adoption of policies reduces risk in this space by providing a means for consistency, equity and transparency in relation to decision-making.

OFFICER RECOMMENDATION

That Council:

1. Adopt the following revised policies as attached:
 - a. Advertising Planning Proposals Policy
 - b. Asset Management Policy
 - c. City Collections Policy
 - d. Complaints Handling Policy
 - e. Compliance Policy
 - f. Contribution to Construction – School Parking Policy
 - g. Contribution to Verge Paving Policy
 - h. Customer Privacy Policy
 - i. Equipment Hire Policy
 - j. Private Works Policy
 - k. Public Participation in Council Meetings Policy
 - l. Road Train and Heavy Haulage Policy
 - m. Temporary Employment or Appointment of CEO Policy
 - n. Tourist and Service Signage Policy
 - o. Trading in Public Places – Food Vehicles Policy
 - p. Verge and Public Open Spaces Maintenance Policy
2. Adopt the following new policies as attached:
 - a. Floodplain Management and Development Policy;
 - b. Elected Member Travel Policy; and
 - c. Community and Commercial Facility Promotional Discount Policy; and
3. Repeal the Gribble Creek Flood Plain Management and Development Policy.

14.1.3 Elected Member Continuing Professional Development Policy and Elected Member and CEO Attendance at Events Policy

Responsible Officer:	Frances Liston Director Governance and Organisational Strategy
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. Elected Member and CEO Attendance at Events Policy (tracked) [14.1.3.1 - 5 pages] 2. Elected member continuing professional development policy (tracked) [14.1.3.2 - 4 pages]

SUMMARY STATEMENT

Council is asked to adopt the updated Elected Member Continuing Development Policy and Elected Member and CEO Attendance at Events Policy.

REPORT

Elected Member Continuing Professional Development Policy

Section 5.128 of the *Local Government Act 1995* (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 also be amended by absolute majority.

The proposed updated policy (attachment 1) is tracked to show recommended changes to this policy which include, in broad terms:

1. Clarity on voluntary professional development or training during the caretaker period;
2. Inclusion of reporting on outcomes of conferences, training and other professional development opportunities;
3. Inclusion of deductions for activities not attended by Elected Members after commitment;
4. Removal of provisions addressing travel, accommodation and meals (with such provisions instead recommended for inclusion in the proposed new Elected Member Travel Policy); and
5. Inclusion of provision addressing breach of the policy.

Elected Member and CEO Attendance at Events Policy

Section 5.90A of the Act requires the City to prepare and adopt by absolute majority a policy in relation to Elected Member and CEO attendance at events. This must also be amended by absolute majority.

The proposed updated policy (attachment 2) is tracked to show recommended changes to this policy which include, in broad terms:

1. Revised name of the policy incorporating the CEO, for clarity;
2. Inclusion of reporting and publishing requirements for the City to publish events (and related costs) attended by an Elected Member;
3. Removal of provisions addressing travel, accommodation and meals (with such provisions instead recommended for inclusion in the proposed new Elected Member Travel Policy);
4. Inclusion of deductions for events not attended by Elected Members after commitment; and
5. Inclusion of provision addressing breach of the policy.

INTERNAL CONSULTATION

The Governance and Office of the CEO team have reviewed the policies, and additionally, these have been referred to the City's Executive Leadership Team for review.

COUNCIL CONSULTATION

The policies and this report were first considered by Council at the April Strategic and General Purposes Committee and again at the 7 July 2025 Concept Forum. Council requested consideration of whether Elected Members could book their own travel and seek reimbursement by the City – this is not the preferred means of booking travel because it creates a greater administration burden, de-centralises data outside of the City's CTM booking agent and creates governance and compliance issues in respect of benefits such as credit card points and related membership point accrual that Elected Members would gain from City expenditure.

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.

Section 5.90A *Local Government Act* 1995 sets out requirements for attendance at events policy.

POLICY IMPLICATIONS

The recommendations in relation to removal of provisions about travel, accommodation and other ancillary expenses rely on Council's adoption of a proposed new Elected Member Travel Policy as included in the Council Policy report forming part of the November OCM agenda.

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.

STRATEGIC CONTEXT

The Elected Member Continuing Professional Development Policy aligns with the City's commitment to good governance and informed decision making.

RISK ASSESSMENT

Council has a low risk tolerance for risks to Corporate Governance and Legislative and Regulatory Compliance. The recommendation to endorse the revised policies attached to this report mitigates risk in both categories.

OFFICER RECOMMENDATION

That Council adopt the amended Elected Member Continuing Professional Development Policy and Elected Member and CEO Attendance at Events Policy as attached.

14.1.4 CEO delegations of authority

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:	Absolute Majority
Nature of Council's Role in Decision-Making:	Legislative
Attachments:	1. City of Kalgoorlie- Boulder Register of Delegated Authority - DRAFT [14.1.4.1 - 211 pages]

SUMMARY STATEMENT

Council is asked to endorse the register of delegated authority from Council to the CEO as set out in the attached delegated authority register.

REPORT

Council is able to delegate the exercise of some of its powers and discharge of some of its duties to the CEO. The authority to do so is derived from section 5.42 of the *Local Government Act 1995* as well as under or in relation to:

- *Animal Welfare Act 2002*;
- *Australian Citizenship Act 2007*;
- *Building Act 2011 and Building Regulations 2012*;
- *Bush Fires Act 1954*, regulations and local laws created under that Act;
- *Cat Act 2011 and regulations*;
- *Caravan Parks and Camping Grounds Act 1995*;
- *Control of Vehicles (Off-Road Areas) Act 1978 and regulations*;
- *Dog Act 1976 and regulations*;
- *Equal Employment Opportunity Act 1984*;
- *Environmental Protection Act 1986*;
- *Food Act 2008*;
- *Freedom of Information Act 1992*;
- *Graffiti Vandalism Act 2016*;
- *Health (Miscellaneous Provisions) Act 1911*, regulations and local laws created under that Act;
- *Health (Asbestos) Regulations 1992*;
- *Land Administration Act 1997 and regulations*;
- *Litter Act 1979 and regulations*;
- *Local Government (Miscellaneous Provisions) Act 1960*;

- *Parks and Reserves Act 1895*;
- *Planning and Development Act 2005* including regulations, policies, and the Town Planning Scheme;
- *Public Interest Disclosure Act 2003*;
- *Public Health Act 2016*;
- *Rates and Charges (Rebates and Deferments) Act 1982*;
- *Road Traffic Act 1974*; and
- *Strata Titles Act 1985*.

The application of delegated authority does not diminish Council's roles and responsibilities but rather, improves the overall functions of the City by:

1. Facilitating Council focussing on higher level strategic matters;
2. Improving efficiency, effectiveness and timeliness of decision-making; and
3. Facilitating the CEO satisfying his responsibilities under section 5.41 *Local Government Act 1995*.

Council is able to ensure that the CEO's exercise of powers and discharge of its duties is fair, consistent, transparent and appropriate by:

1. Developing policies to support the CEO's exercise of the various delegated authorities, including policies setting out record-keeping obligations;
2. Undertaking review of the exercise by the CEO's exercise of delegated authority;
3. Ensuring the CEO is only delegated authority over matters about which he has appropriate skills and expertise;
4. Retaining the ability to revoke or vary or impose conditions in respect of any delegated authority; and
5. Complying with the *Local Government Act 1995* and other legislation to retain authority in relation to matters which cannot be delegated to the CEO (including matters listed in section 5.43 *Local Government Act 1995*).

The CEO in turn is able to sub-delegate his authority to other City employees to further support these operational and governance practices. Those with delegated authority, including the CEO, are required to undertake record keeping in respect of their exercise of delegated authority, and complete primary and annual returns to support the City's governance systems (assisting to identify actual or potential conflicts of interest). The same principles set out above in relation to the benefits of Council delegating authority to the CEO apply in respect of CEO to staff delegation; and likewise, the same controls also apply.

It is a requirement of the *Local Government Act 1995* that delegated authorities are reviewed at least once every financial year. They were last reviewed and presented to Council in November 2024 for adoption.

Attachment 1 is the delegated authority register setting out the authority and functions City officers recommend be delegated by Council to the CEO.

The attached delegated authority register has been reviewed in respect of both Council to CEO delegated authority and CEO to staff sub-delegation of authority – the amendments as shown with tracking in relation to sub-delegation are not for Council comment or determination as they relate to administration employees- they are provided for completeness, and to demonstrate compliance with the legislated annual review requirements. These will be presented to the CEO for endorsement following adoption by Council of the Council to CEO delegations – it should be noted that both

the roles which have sub-delegated authority and the conditions of sub-delegation are continuing to be reviewed and may have further amendments before CEO endorsement of sub-delegations.

INTERNAL CONSULTATION

The Directors and Managers were approached for feedback on any changes including any updates required to address operational difficulties resulting from the current delegations. Limited amendment has been made to Council to CEO delegated authority but a number of proposed amendments were identified in respect of the sub-delegations from CEO to staff, which will need to be endorsed by the CEO (not Council).

COUNCIL CONSULTATION

No preliminary consultation required with Council in relation to this report or the attached delegated authority register.

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 5.46 of the *Local Government Act 1995* requires review of the delegations by the delegator (ie. Council) at least once every financial year.

The authority to delegate as required by each relevant instrument is set within the Register of CEO Delegations attached, including in particular:

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

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

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

Section 48 *Bush Fires Act*

Section 44 *Cat Act 2011*

Section 10AA *Dog Act 1976*

Section 118 *Food Act 2008*

Section 16 *Graffiti Vandalism Act 2016*

Section 21 *Public Health Act 2016*

Section 20 *Environmental Protection Act 1986*

Section 16 *Planning and Development Act 2005***Regulation 297(2) *Road Traffic Code 2000*****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

STRATEGIC CONTEXT

Review of the delegated authority register is required annually pursuant to section 5.46 of the *Local Government Act 1995* so this review ensures the City is compliance with this statutory provision.

Additionally, the regular review of the delegated authority register ensures strategic guidance remains relevant and appropriate, supports sound operational practices and aids in the good governance of the City.

RISK ASSESSMENT

Council's decision to adopt this register is considered a low risk due to:

1. The delegations have been in effect since they were developed with assistance from a specialised consultant in 2022 with review annually and a small number of changes made since then;
2. There are conditions and limits placed on authority within the delegated register;
3. Relevant legislation operates in conjunction with the authority; and
4. The City's internal management processes in respect of both CEO and sub-delegation to staff.

Council has a low tolerance in relation to legislative breach and corporate governance. This register achieves legislative compliance and supports good governance and therefore the risk of not adopting this register is greater than the risk of adopting it.

The most significant risk in relation to this register is mismanagement of it which is controlled through various organisational mechanisms including management through Attain, governance systems and processes and operational oversight by the CEO and Executive Leadership Team.

OFFICER RECOMMENDATION

That Council:

1. Endorse the register of delegations to the Chief Executive Officer as attached; and
2. Note that the sub-delegations including identification of sub-delegates and conditions of sub-delegation will be finalised and endorsed by the CEO in due course.

14.1.5 Chief Executive Officer Key Performance Indicators - First Quarter Review 2025/26

Responsible Officer:	Andrew Brien Chief Executive Officer Frances Liston Director Governance and Organisational Strategy
Responsible Business Unit:	Advocacy and Strategy City and CommunityCorporate and Commercial Engineering Finance, People and CultureGovernance and Organisational Strategy
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 adopt the key performance indicators (KPIs) for the Chief Executive Officer (CEO) and note the first quarterly review for the 2025/26 year.

REPORT

Endorsement of 2025/2026 KPIs

The CEO Performance Review Committee (now disbanded) first received draft proposed Key Performance Indicators at its 10 April 2025 meeting. At the 22 April 2025 Ordinary Council Meeting, Council endorsed an amended recommendation from Council, with its resolution being that Council:

- 1. Endorse the draft CEO KPIs for 2025/26 to enable the development of an organisational framework to ensure alignment for all staff;*
- 2. Request that the CEO arrange a workshop on 5 May 2025 to enable all Councillors the opportunity to provide input to the assessment process and framework consistent with the changes to the Local Government Act 1995 prior to 30 June 2025; and*
- 3. Note that the completion of the KPIs for 2025/26 should be completed prior to 30 June 2025.*

In accordance with the resolution, the matter was brought to a workshop on 5 May 2025 with no amendments being made to the draft CEO KPIs at that time beyond a request to ensure that organisational culture featured in the CEO KPIs (and not as a "business as usual" activity as had been contemplated following the 2024/25 review).

Subsequently, the CEO received notification from the Minister for Local Government that it was reviewing opportunities for a boundary re-alignment. The CEO Performance Review Committee met again on 28 July 2025 and at that time moved an alternative motion which included a recommendation to *refer the draft CEO KPIs to the next CEO Performance Review Committee*. The postponement of endorsement of final CEO KPIs was on the basis of the significant amount of work that would be required if a boundary adjustment was required by the Minister for Local Government, and the uncertainty of what that would mean for other key deliverables for this financial year. This was endorsed by Council at the 18 August 2025 OCM.

Council then entered its electoral caretaker period on 4 September 2025 and held its next meeting on 27 October 2025 at which time the CEO Performance Review Committee was disbanded in favour of these items being considered by the whole of Council.

The below proposed CEO KPIs are presented to Council for endorsement. These are in accordance with the draft CEO KPIs that were endorsed in April 2025, with the following changes:

1. No inclusion of a boundary realignment KPI that had been considered previously by Council given this is no longer relevant at this time;
2. With the proposed inclusion of an alternative substantial project for CEO advancement during the year. The 2024/25 financial year saw a substantial focus on the development of the Anti-Social Behaviour and Aboriginal Transitional Homelessness Report and a recommended focus area moving forward is in relation to a project around residential land development, including the submission of applications for appropriate funding and delivery to provide affordable housing specifically targeting first home buyers.

Key Focus Areas	Performance Criteria	Comments
Achievement of the functions of the CEO in s5.41 of the Local Government Act.	<ul style="list-style-type: none"> Present a report on achievement of the functions of the CEO by 30 June 2026 	This has been carried over from the prior year, however s5.41 has been expanded through the amendments to the Local Government Act 1995.
High quality and timely advice to Council through Council reports and workshops.	<ul style="list-style-type: none"> CEO ensures strategic alignment of IPRF and annual budget process in line with Council endorsed project plan Comprehensive reports and briefings to enable effective decision making by Council 	This indicator builds upon the findings from the Probity Report and is intended to ensure that the Council is fully aware of matters being presented through workshops, forums and Council reports.

	<ul style="list-style-type: none"> Development of business plans which incorporate all aspects of governance, financial, risk, etc project planning and delivery 	
Advice to Council on long-term financial sustainability including proposals for operational service efficiencies and revenue diversification.	<ul style="list-style-type: none"> Quality and timeliness of advice and management of the annual budget process and update of LTFP Accuracy of financial reporting and forecasting Development of Long Term Financial Plan aligned to Council's Community Strategic Plan and Asset Management Plan 	The financial performance of the City is recognised as one of the most important roles for the CEO and to enable informed decision making, the quality of financial information and alignment to long term financial planning is essential. The performance criteria are intended to ensure that Council short term decision making is more aligned to strategic plans.
Improvement in City's Financial and Asset Management Maturity levels	<ul style="list-style-type: none"> Improvements in financial and IT management maturity as per OAG annual audit findings. 	The annual audit process has identified opportunities for improvement in terms of IT and Asset Management and this provides an opportunity to increase focus on these two areas over the next twelve months.
Delivery of strategic projects contained in the Corporate Business Plan	<ul style="list-style-type: none"> Strategic projects delivered in line with Council endorsed project plans. 	Whilst the delivery of the outcomes of the Corporate Business Plan are organisationally focused, the Council may wish to focus on the prioritisation of specific projects of strategic significance to

		the City and identify them as deliverables for the CEO KPIs.
Delivery of Capital Works Program	<ul style="list-style-type: none"> • Delivery of approved Capital Works Program within time, budget and scope. 	The City has not been in a position to deliver the entire capital program due to constraints around grant funding and resourcing. Inclusion of the delivery of the Capital Works Program ensures that this remains a key focus for the CEO and the organisation.
Advocacy and delivery of strategic initiatives and major projects	<ul style="list-style-type: none"> • Progress in pursuing advocacy agenda with State and Federal Governments. 	<p>The ongoing work in relation to advocacy, especially with State and Federal elections during 2025 remains a critical aspect for the CEO in conjunction with the Mayor and will include:</p> <ul style="list-style-type: none"> • City projects • AMCA • RCAWA • RCA
Executive leadership attributes	<ul style="list-style-type: none"> • Report on professional development undertaken by the CEO and Executive Leadership Team aligned to organisational culture and performance improvement • Ongoing organisational culture program 	<p>The City remains focused on the culture change program and a key component is leadership development. The inclusion of a KPI ensures that this remains a key focus for the CEO and the rest of the leadership team.</p> <p>In addition the CEO remains a member of Local Government Professionals, the Institute of Public Administration Australia and Australian Institute of Company Directors. These memberships ensure that best practice in local government, policy and governance are embedded into the organisation.</p>
Election 2025	<ul style="list-style-type: none"> • Oversight of the 2025 Local Government election • Implement Councillor induction 	As there is a local government election during the year it is proposed to have two indicators to address the election process with a specific focus on the Councillor Induction Program

	program following the elections	to be undertaken following the elections.
Housing project	<ul style="list-style-type: none"> Development of City-led project to investigate opportunities for residential land development 	The CEO will develop and oversee a project around residential land development, including the submission of applications for appropriate funding and delivery to provide affordable housing specifically targeting first home buyers.

Quarterly update of CEO Performance (measured against draft KPIs endorsed in April 2025)

As set out above, draft KPIs were endorsed by Council in April 2025 to provide the organisation with some key focus areas as the City entered the new financial year. Although not yet endorsed as the final KPIs, this report provides a summary of the CEO's performance against each of those key focus areas for the first quarter of the 2025/26 financial year (noting that the timing of this report also includes some activities and actions from October 2025).

Achievement of the functions of the CEO (s5.41 Local Government Act)

- The City's action register is next due to be presented to Council at the December OCM, detailing the implementation of Council decisions for the calendar year.
- The City continues to deliver a vast range of services and facilities to Kalgoorlie-Boulder, with regular updates provided to Council through CEO Updates, Information Bulletins, briefings and Council reports.
- Review and development of procedures and policies is an ongoing, 'business as usual' activity across the organisation. This was resourced in 2025 with a new role – Coordinator Business Improvement – and will be further supported in 2026 with the Governance and Organisational Strategy team leading a CORE service delivery review across the organisation.
- Staff turnover remains a challenge for the City, with attraction and retention of critical roles and experienced staff members continuing to impact on service delivery as well as staff culture. In 2025, the departure of senior human resources officers has impacted on the City's ability to focus on workforce planning and strategic recruitment however this continues to be an executive leadership team focus.
- The City continues to undertake record keeping work, with recent reviews reported to the Audit, Risk and Improvement Committee identifying ongoing education is required. The City's new Record Keeping Plan was endorsed in the 2024/25 financial year and digitisation projects are underway.
- The CEO and directors continue to provide advice to Council to enable informed decision making, as detailed further below.
- The CEO meets with the Mayor either in person or by telephone on a near daily basis in relation to strategic and operational matters affecting the City.

High quality and timely advice to Council through Council reports and workshops

- At the 27 October 2025 OCM, Council opted to continue its 2025 meeting schedule into 2026, with the following meeting structure ensuring Council is informed of strategic issues:
 - Concept Forum: Opportunity for CEO/directors and Elected Members to discuss preliminary ideas and concepts for projects that are in the early planning stages; used to seek strategic guidance and direction from Elected Members well before the project is ready for Council decision-making.
 - Agenda Briefing: Public, livestreamed meetings held to discuss the upcoming Council meeting agenda and any issues or questions arising from the agenda reports.
 - OCM: The Ordinary Council Meeting is the formal meeting of Council where agenda items are debated and decisions (called resolutions) are made by vote of the Council.
 - Strategic Workshop: Opportunity for Elected Members and the CEO/Directors to undertake detailed discussions on issues of significant strategic importance to the City, with a particular focus on Council-led agenda items.

Advice to Council on long term financial sustainability

- The City remains in a relatively strong financial position, underpinned by sound financial management, effective debt management, and strong investment performance.
- Ongoing financial performance is presented in monthly financial reports to Council via the statement of financial activity (SOFA).
- To enhance financial oversight, it is recommended to move to a monthly budget review, allowing for more regular adjustments to the annual budget and ensuring the Council stays informed of the organisation's financial status and can implement necessary changes promptly. This approach is considered more suitable for managing the City's finances going forward.
- With the adoption of the 2025/26 budget, Council amended financial variance reporting requirements, reducing the threshold from 10% to 5%. Although this change increases reporting requirements, switching to monthly budget reviews will help streamline the additional workload.
- Details of investment performance are outlined in the monthly financial reports.
- Following the budget adoption, it became apparent that the salary and wages budget was not based on accurate employee data and this will be rectified in the mid-year budget review and for future budgets.
- An active recruitment program during the first part of the financial year along with three pay periods in July led to an unfavourable variance against this budget. Monthly reviews of staffing and recruitment will continue, with amendments and potential restructures implemented as needed to address overall financial performance.
- Council has previously expressed a preference for local procurement. However, current systems do not support effective management of local procurement across all budget levels. The following summary provides year-to-date reporting where available.
- This year, Council has forecast borrowings of \$27.7 million, with year-to-date drawdowns at nil.

- Year-to-date income is tracking in line with budget projections, with no identified factors likely to affect overall annual performance.

Improvement in City's financial and asset management maturity levels

- The development of the Asset Management Plan and all supporting information has continued to be progressed over the first quarter of 2025/26 and this will remain a key focus for the balance of the year. The completed Asset Management Plans will be used to provide input and direction for the 2026/27 budget.

Delivery of strategic projects contained in the Corporate Business Plan

- Council received a detailed update of corporate performance against the Corporate Business Plan at the 27 October 2025 OCM and will continue to receive quarterly reports in relation to that.
- There are no issues identified to date that are likely to impact organisational governance or reporting requirements necessitating external reporting.

Delivery of capital works program

- Council received a detailed update of delivery of the capital works program at the 27 October 2025 OCM and will continue to receive quarterly reports as well as ad hoc updates on critical projects such as the Community Pavilion.

Advocacy on Strategic Projects and Initiatives

Progress continues on several key projects:

- Waterbank: Meetings held with State and Federal Government ministers and departments. Correspondence sent to multiple Ministers seeking support for the Waterbank Project.
- 101 Brookman Street: Ongoing discussions with the proposed developer, State Government agencies, Housing Australia; the site is proposed as a key location under the City Activation Project.
- LED Street Lighting Project: Meetings with Western Power, local member, and ministers.
- Australian Mining Cities Alliance: Delegation to Canberra to meet Federal Members and their advisors to advance AMCA priorities.
- Regional Capitals Australia Western Australia: delegations and regular meetings with the group including a review of the strategic priorities for the remainder of 2025/26.
- GVROC: Input to reports and recommendations over the reporting period has continued. This will reduce as the CEO has been removed from the GVROC membership.
- City Activation Working Group: Grant funding of \$2.1M received through the Regional Precincts and Partnerships Program. The inaugural meeting of the City Activation Working Group was held in August to commence planning and implementation of precinct planning for the Kalgoorlie CBD, Boulder CBD and Airport.
- Johns Road: Meetings and correspondence sent to relevant departments, ministers, and their advisors to advocate for necessary upgrades.

Executive Leadership attributes

- During the first reporting period of 2025/26, the executive and management teams completed 360 reviews, participated in leadership development workshops, and finalised their annual appraisals.
- The CEO's 360 review was completed before the end of the 2024/25 year and shared with the CEO Performance Review Committee in July 2025.
- These activities contribute to the ongoing leadership program and offer continued professional development opportunities for all management and executive team members.
- The City has engaged Integral to deliver the training program, and all participants have 12 months' access to Able Coaching, an interactive AI coaching program.

Local Government Elections 2025

- Leading up to the local government elections in October 2025, an additional vacancy arose following the resignation of Cr Linden Brownley, resulting in five positions being open: four positions for four-year terms and one position for a two-year term.
- Although this additional vacancy did not significantly impact the City's operations, the tasks involved in finalising the resignation, seeking advice on the timeframes to address the vacancy at the election, and the subsequent election itself contributed additional workload outside the standard electoral process.
- The main issue during the elections was non-compliance with the Code of Conduct for Council Members, Committee Members, and Candidates. While most candidates adhered to the Code, some exploited the lack of enforceability to engage in bullying, harassment, intimidation, and attempts to humiliate other candidates throughout the electoral period. A clear lack of understanding of the Code's requirements was evident among some candidates, and there was frustration expressed about the inability of both the City and the WA Electoral Commission to take action in respect of complaints.
- At the 27 October 2025 OCM, the following motion (initiated by the Mayor) was resolved by Council:

That Council:

1. *Request the Chief Executive Officer to include in his post-election report a section in relation to complaints by or against candidates during the election process;*
2. *Request the Chief Executive Officer to prepare a report for consideration by GVROC in relation to strengthening the enforcement capability of local governments in relation to candidate behaviour during the election period, specifically addressing breaches of the Code of Conduct for Councillors, Committee Members and Candidates; and*
3. *Request that the Chief Executive Officer write to the Minister for Local Government and raise the issues identified through the election process and the specific inability for the local government to take any action until a candidate is elected to the office of Councillor.*

- The City, has prepared an initial report and recommendations for the GVROC Zone meeting and has written to the Minister for Local Government highlighting the lack of enforceability in the process.
- Despite these challenges, the election proceeded relatively smoothly, although voter participation was lower than usual. This may be attributed to it being the third election of the year and not a Mayoral election. Final voter turnout and election data will be provided by the WAEC in due course.
- In summary, from the City's perspective, all legislative and statutory requirements for the election were met. The City is currently awaiting the final report from the WAEC.

Summary of CEO Performance for period 1 July – 31 October 2025

Overall the performance to date has been in line with the previously developed key performance indicators and there are currently no areas of concern in relation to delivery over the remainder of the financial year.

INTERNAL CONSULTATION

All of the Executive Leadership Team were consulted in the preparation of the report.

COUNCIL CONSULTATION

No consultation was considered necessary in the preparation of the 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

The adoption of the annual performance criteria is required in accordance with the legislation and contract of employment of the Chief Executive Officer.

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:

Strong organisation empowered to lead - Ensuring well informed, strategic and sustainable decision making

Strong organisation empowered to lead - Sustaining an engaged, skilled and values driven workforce

Strong organisation empowered to lead - Streamlined systems that enable efficient and effective delivery

Strong organisation empowered to lead - Strengthen our influence and advocacy

STRATEGIC CONTEXT

The development and adoption of key performance indicators consistent with the Council's strategic direction is considered essential in driving the organisation forward. Each year the indicators are reviewed and aligned to the Council's strategic planning documents including the Community Strategic Plan and Long Term Financial Plan.

RISK ASSESSMENT

The risk assessment for this matter is considered all factors and generally falls with the Council's adopted risk tolerance for each of the identified areas.

OFFICER RECOMMENDATION

That Council:

1. Note the CEO performance assessment for the period 1 July 2025 until 31 October 2025;
2. Note that the Chief Executive Officer will provide a briefing to Council in January 2026 in relation to performance against the adopted KPIs for quarter 2 of the 2025/26 year.

14.2 Finance, People and Culture

14.2.1 Statement of Financial Activity September 2025

Responsible Officer:	Gian Rimbaud Director Finance, People & Culture
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Review
Attachments:	1. Monthly Financial Report Sept 2025 [14.2.1.1 - 28 pages]

SUMMARY STATEMENT

Council is asked to receive the September 2025 monthly Statement of Financial Activity.

REPORT

In accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996* (the Regulations), the City is to prepare a monthly Statement of Financial Activity for approval by Council. Attached is the completed Statement of Financial Activity for the period ending 30 September 2025.

The Statement of Financial Activity provides Elected Members with a high level oversight of operating and capital revenues and expenditures. It is 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 (-) 5% or \$100,000, whichever is the greater.

For the period 1 July 2025 to 30 September 2025:

- Income is over budget by 0.36%; and
- Expenditure is over budget by 0.26%.

Commentary in relation to these variances 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 variance value is >5% or >\$100,000 under or over budget.

SUMMARY OF MATERIAL VARIANCES

Revenue from operating activities

Description	Comment	Variance \$	Variance %	Nature of Variance
General rates	The variance is due to budgeted interim rates that are expected to be earned during the financial year.	(129,974)	(0.36%)	Timing

Description	Comment	Variance \$	Variance %	Nature of Variance
Fees and charges	Passenger charges income at CKB airport more than budgeted by \$350k due to increased demand.	390,112	1.44%	Timing
	Sanitation Refuse Removal income invoiced with rates billing process was \$88k higher than budget.			Timing

Expenses from operating activities

Description	Comment	Variance \$	Variance %	Nature of Variance
Employee costs	3 vacant positions not budgeted for in Governance (\$76k) now filled contributed to a variance. Charges for external recruiting of Directors and additional pay period in July increased actuals over budget.	(270,956)	(2.78%)	Permanent Timing

Description	Comment	Variance \$	Variance %	Nature of Variance
Materials and contracts	<i>Airport</i> Passenger security screening service expenses have increased due to the demand for flights departing Kalgoorlie (\$115k).	(137,630)	(1.81%)	Timing

Description	Comment	Variance \$	Variance %	Nature of Variance
Utility charges	Less than budgeted costs on parks and reserves utilities \$33k and street lighting \$31k. Golf Course effluent water \$89k less than budgeted year to date.	161,314	13.01%	Timing

Description	Comment	Variance \$	Variance %	Nature of Variance
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Finance costs	Interest rates used on finance costs based on actual borrowing rates weighted average from previous year 24/25 at 3.39% variant to the budgeted rate of 3.8%.	20,141	6.36%	Timing
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Description	Comment	Variance \$	Variance %	Nature of Variance
Non-cash amounts excluded from operating activities	Adjustments to revenue and expenses for depreciation, profit and loss on sale of assets and adjustments to provisions.	(193,673)	(2.79%)	Timing

INTERNAL CONSULTATION

The finance department consult with the Management Team on a regular basis to provide commentary on variances between actual and budgeted figures.

COUNCIL CONSULTATION

Council adopted the 2025/26 annual budget at the 21 July 2025 Ordinary Council Meeting. No further Council consultation was considered necessary in relation to the recommendations of the 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

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:

Strong organisation empowered to lead - Ensuring well informed, strategic and sustainable decision making

STRATEGIC CONTEXT

Provision of the monthly financial report, while a statutory requirement, also supports open and accountable governance.

RISK ASSESSMENT

Council's decision to adopt this Statement of Financial Activity is considered a low risk due to:

1. Segregation of duties;
2. Varying levels of delegated financial authority dependent on level and role; and
3. City's internal management processes.

Council has moderate tolerance in relation to Long Term Financial Sustainability.

The most significant risk in relation to this payment listing is misreporting of it which is controlled through various organisational mechanisms including financial systems and processes.

OFFICER RECOMMENDATION

That Council receive the Statement of Financial Activity for the period ending 30 September 2025.

14.2.2 Accounts Payable Report - October 2025

Responsible Officer:	Gian Rimbaud Director Finance, People & Culture
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Legislative
Attachments:	<ol style="list-style-type: none"> 1. EFT Payments - October 2025 [14.2.2.1 - 17 pages] 2. Cheque Payments - October 2025 [14.2.2.2 - 1 page] 3. Direct Debit Payments - October 2025 [14.2.2.3 - 1 page] 4. Credit Card Payments - October 2025 [14.2.2.4 - 7 pages] 5. Fuel Card Payments - October 2025 [14.2.2.5 - 9 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, credit card, or fuel card.

Attached to this report are the lists of all EFT, cheque and direct debit payments made during the month of October 2025 and a list of corporate credit card transactions and fuel card transactions by card holder of the same period totalling \$9,013,260.76.

Municipal EFT	\$8,050,988.56
Municipal Cheque	\$0
Direct Debit	\$904,617.23
Credit Cards	\$44,846.69
Fuel Card	\$12,808.28
Grand Total	\$9,013,260.76

INTERNAL CONSULTATION

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

COUNCIL CONSULTATION

Council adopted the 2025/26 annual budget at the 21 July 2025 Ordinary Council Meeting. No further Council consultation was considered necessary in relation to the recommendations of the 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

The Accounts Payable for the Month of October 2025 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:

Strong organisation empowered to lead - Ensuring well informed, strategic and sustainable decision making

STRATEGIC CONTEXT

Provision of the list of payments, while a statutory requirement, also supports open and accountable governance.

RISK ASSESSMENT

Council's decision to adopt this report is considered a low risk due to:

1. Segregation of duties;
2. Varying levels of delegated financial authority dependent on level and role; and

3. The City's internal management processes.

Council has a moderate tolerance in relation to Long Term Financial Sustainability. The most significant risk in relation to this payment is misreporting of it, which is controlled through various organisational mechanisms including financial systems and processes.

OFFICER RECOMMENDATION

That Council receive the list of payments totalling \$9,013,260.76 as presented for the month of October 2025.

14.2.3 Quarterly Commercial Business Reports - Quarter 1 2025/26

Responsible Officer:	Gian Rimbaud Director Finance, People & Culture
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Legislative
Attachments:	<ol style="list-style-type: none"> 1. Endowment Q 1 2026 [14.2.3.1 - 8 pages] 2. Airport QBR Q 1 2026 [14.2.3.2 - 7 pages] 3. Water Q 1 2026 [14.2.3.3 - 16 pages] 4. Waste Q 1 2026 [14.2.3.4 - 9 pages] 5. Oasis Q 1 2026 [14.2.3.5 - 8 pages] 6. Golf Course Q 1 2026 [14.2.3.6 - 8 pages] 7. GAC Q 1 2026 [14.2.3.7 - 9 pages]

SUMMARY STATEMENT

The Committee is asked to receive the unaudited financial position of the City's Commercial Business Reports from 1 July 2025 to 30 September 2025.

REPORT

The quarterly Commercial Business Reports are provided to Council as a summary of key operations, events, and activities the City has undertaken for the quarter ended 30 September 2025 for:

- Endowment Block (commercial rental properties) (attachment 14.2.3.1)
- Kalgoorlie Airport (attachment 14.2.3.2)
- Water Services (attachment 14.2.3.3)
- Waste Services (attachment 14.2.3.4)
- Goldfields Oasis Recreation Centre (attachment 14.2.3.5)
- Kalgoorlie Golf Course (attachment 14.2.3.6)
- Goldfields Arts Centre (attachment 14.2.3.7)

Previously, these reports were provided to the Strategic and General Purposes Committee but as this Committee has now been disbanded, will be provided directly to Council on a quarterly basis.

INTERNAL CONSULTATION

Relevant Commercial Business Unit managers and coordinators contribute to the content contained within the Commercial Business Reports. Budget Responsible Officers meet with the relevant accounting team member monthly to discuss budget vs actuals which is used to comment on the year to date variances.

COUNCIL CONSULTATION

Council adopted the 2025/26 annual budget at the 21 July 2025 Ordinary Council Meeting. Any resolutions made by Council from reports that contain budget implications are included within the figures noted within the Commercial Business Reports.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY STRATEGIC PLAN LINKS

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

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

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

STRATEGIC CONTEXT

Provision of the Commercial Business Reports supports open and accountable governance.

RISK ASSESSMENT

Committee's decision to receive these reports is considered a low risk due to:

1. Segregation of duties;
2. Varying levels of delegated financial authority dependent on level and role; and
3. City's internal management processes.

Council has a moderate tolerance in relation to Long Term Financial Sustainability. The most significant risk in relation to these Commercial Business Reports is

misreporting of it which is controlled through various organisational mechanisms including financial systems and processes, and oversight by the Finance Manager.

OFFICER RECOMMENDATION

That Council receive the Commercial Business Reports for the quarter ending 30 September 2025.

14.3 Corporate and Commercial

14.3.1 Seniors Christmas Lunch - Change of Date and Venue

Responsible Officer:	Derek Fowler Manager Facilities
Responsible Business Unit:	Corporate and Commercial
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	Nil

SUMMARY STATEMENT

Council is asked to approve the change of date and location for the Seniors Christmas Lunch.

REPORT

At the Ordinary Council Meeting on 16 December 2024, Council was asked to endorse the proposed 2025 Calendar of Events to be delivered by the City to the community. This included the annual Seniors Christmas Lunch on 10 December 2025 held at the Goldfields Learning Centre (Central TAFE).

Central TAFE have subsequently advised the City that there has been a change in their facility hire policy, which no longer permits the serving of alcohol at this location. Staff reviewed the planned order of events for the lunch and impact of the policy change, and it was determined that it would be appropriate to seek an alternate venue.

The Seniors Christmas Lunch is expected to attract approximately 380 attendees. City Officers have investigated alternate venues within the City of Kalgoorlie-Boulder that can cater for an event of this size, and the Goldfields Basketball Stadium has been identified as the most suitable venue.

Due to the commencement of the current basketball season and current fixtures, the only available date around the same time is 4 December 2025. The delay in confirming the available date and seeking Council's approval has been due to the finalisation of basketball fixtures.

The Goldfields Basketball Stadium have advised that the hire fee will be \$2,940 which will be incorporated into the event budget.

INTERNAL CONSULTATION

The CEO, Director Corporate and Commercial and Manager Facilities have been consulted in relation to the date and location change.

COUNCIL CONSULTATION

No prior consultation with Council.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

Officers have identified that there are sufficient funds available within the event budget to cover the hire cost.

STATUTORY IMPLICATIONS

Nil.

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:

Communities connected through people, place and purpose - Providing opportunities for people and families to belong, contribute, connect and stay

STRATEGIC CONTEXT

This is a significant annual event which connects seniors across the City of Kalgoorlie-Boulder and directly supports the themes in the Strategic Community Plan.

RISK ASSESSMENT

The table below shows:

1. Council's adopted risk tolerance for each category; and
2. City officer's risk assessment of the recommendation to Council, undertaken using the City's Risk Management Framework and taking into account current controls.

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related
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			risk, and controls where outside of tolerance
Health/injury	Negligible	Unlikely	Council has a low tolerance for OHS issues in relation to staff, contractors, and/or members of the community. An OSH assessment will be undertaken as part of the event preparation process.
Financial loss	Negligible	Unlikely	Council has moderate tolerance for Financial Loss. As sufficient funds have been identified within the event budget, financial loss is not anticipated.
Service interruption	Negligible	Unlikely	Council has a moderate tolerance for disruption to service delivery and therefore this risk is within Council's acceptable level of risk. Changing the location and date will allow for delivery of this event to continue.
Legislative breach	N/A	N/A	Changing the date/venue does not impact any risk of Legislative Breach.
Reputational damage	Negligible	Unlikely	Council has a low tolerance for reputational damage, noting that not proceeding with the event could lead to disappointment within the Seniors community, and result in reputational damage.
Property damage	N/A	N/A	Changing the date/venue does not impact any risk of property damage.
Environmental damage	N/A	N/A	Changing the date/venue does not impact any risk of environmental damage.
Project time	N/A	N/A	Changing the date/venue does not impact any project time risk.
Project cost	Negligible	Unlikley	Changing the date/venue does not impact any risk project cost risk other than

			the cost of the venue as highlighted above and can be managed within the existing budget for the event.
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In summary, minimal risk has been identified in changing the venue and time of the Seniors Christmas Lunch. The alteration will allow for continuity of the event with existing budget identified for the additional hire cost.

<p>OFFICER RECOMMENDATION</p> <p>That Council approves the change of date and location of the Seniors Christmas Lunch to 4 December 2025 at the Goldfields Basketball Stadium.</p>

14.4 Engineering

14.4.1 Award of Tender RFT 26003 - Upgrade Wilson/McDonald Street Roundabout

Responsible Officer:	Lui Camporeale Director of Engineering
Responsible Business Unit:	Project Management Office
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	1. CONFIDENTIAL - Confidential Attachment- Tender RF T 26003- updated [14.4.1.1 - 1 page]

SUMMARY STATEMENT

Council is asked to consider the submissions received for Tender RFT26003 24/25 and award the tender to Tenderer B.

REPORT

Description of project

The Wilson and Macdonald Street intersection has become a main thoroughfare since the construction of the Coles complex. The stakeholders around the intersection include Eastern Goldfields College (EGC), Coles Complex, TAFE and Kingsbury Park. There have been traffic incidents at this intersection over the years for which the City has managed to secure a proportion of financial aid to construct the roundabout.

The City has secured funding through the Blackspot program. The project targets improvements at the intersection of Wilson Street and MacDonald Street to make the intersection safer for the community.

Project and tender background

Tender RFT26003 24/25 was advertised on 19 July 2025 with the scope of works advertised including as follows:

1. Construction of a new single-lane, four-leg roundabout;
2. Earthworks and pavement work for intersection and approach upgrades;
3. Footpath, ramp, and concrete installations for pedestrian safety and accessibility;
4. Relocation of existing services and installation of new streetlights;
5. Signage and line marking for improved traffic flow and safety; and
6. Landscaping to enhance the area's aesthetics and environmental sustainability.

This contract once awarded will enable the City to deliver and maintain infrastructure that supports community living and business viability.

All tenderers are required to address their 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 2 September 2025 and the City received two submissions as follows:

1. Tenderer A: A local contractor with experience to complete the work, however, their tender submission included the incorrect schedule of rates, did not include an addendum and also indicated that they were unable to complete the work within the time frame required.
After clarification was sent, the tenderer reaffirmed that they could not complete the works within the time frame that was stipulated in the tender documentation. Due to the submission of incorrect schedule of rates, inability to meet the required timeframe and not acknowledging an addendum, the panel deemed the tender submission non-conforming.
2. Tenderer B: A local contractor with experience to complete the works. Pricing is within budget for the scope of works which can be completed within the time frame required.

In accordance with the City's Purchasing Policy:

1. Each tender submission was assessed by a panel comprised of City officers;
2. The Panel considered the following qualitative criteria:
 - a. Relevant Experience: 20%
 - b. Key Personnel: 15%
 - c. Regional Capacity and Experience: 10%
 - d. Respondents Resources: 5%
 - e. Demonstrated Understanding: 10%
 - f. Pricing: 40%
3. The Panel evaluated and scored each submission against the above qualitative criteria, with the outcome as set out in the table below: As Tenderer A was deemed non-conforming the evaluation did not count.

Tenderers	Weighting	A	B
Relevant Experience	20%	-	16%
Key Personnel	15%	-	12%

Regional Capacity and Experience	10%	-	8%
Respondents Resources	5%	-	3.67%
Demonstrated Understanding	10%	-	6%
Pricing	40%	-	40%
TOTAL weighted score	100%	0	85.67%

Recommendation

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

1. Local Contractor;
2. Able to complete the works within the timeframe required which is during the school holiday period when the intersection is quieter;
3. Tender submission demonstrated capability to complete the works; and
4. Price is within budget.

Contract terms

The contract will be administered under AS4000-1997. The award of this contract is for the construction of the Wilson/Macdonald Street Roundabout only. The contract will be completed in two stages. The first being at practical completion and the second, being after the 12-month defects liability period. There will be no extensions to the contract.

INTERNAL CONSULTATION

No internal consultation was considered necessary in relation to the recommendation of the report.

COUNCIL CONSULTATION

There was no consultation or approval to go to tender through Council as the estimate completed for the project came under the threshold.

COMMUNITY ENGAGEMENT CONSULTATION

The EGC, TAFE and the Coles centre management were consulted for this project. Outcomes of the consultation resulted with works being planned in the summer school holiday period. Coles centre management were in support of the closing of the intersection as well as the closing of their left turning lane into Wilson Street for the duration of the work.

There will be further information for the community through print and social media prior to commencement of work.

BUDGET IMPLICATIONS

The following financial implications are applicable:

Approved budget of \$1,200,000 is in the current 25/26 financial year for completion of the works.

ITEM NO.	CAPITAL / UPFRONT COSTS (\$)	ONGOING COSTS (\$) ANNUAL		INCOME (\$)	ASSET LIFE (YEARS)	WHOLE OF LIFE COSTS (\$)	CURRENT BUDGET (\$)
		MATERIALS & CONTRACT	STAFFING				
				Blackspot			
1	\$1,065,140.90	To be determined next FY budget		\$446,000	15		\$1,200,000

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 Criteria 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 RFT26003 24/25.

COMMUNITY STRATEGIC PLAN LINKS

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

Robust built environment and sustainable natural environment - Develop and maintain infrastructure that supports community living and business viability

STRATEGIC CONTEXT

The recommendation of this report supports the Strategic Community Plan's aspirations and priorities by maintaining current road networks and plans for future needs.

RISK ASSESSMENT

The table below shows:

1. Council's adopted risk tolerance for each category; and

2. City officer's risk assessment of the recommendation to Council, undertaken using the City's Risk Management Framework and taking into account current controls.

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and controls where outside of tolerance
Health/injury	Major	Unlikely	Council has a low tolerance for OHS issues in relation staff, contractors and/or members of the community. The risk in relation to this project is higher than Council's tolerance (Moderate) and will be managed with robust safety and health procedures and compliance audits
Financial loss	Moderate	Possible	The risk is within Council's risk tolerance
Service interruption	Minor	Possible	The risk is within Council's tolerance
Legislative breach	Negligible	Rare	Council has Low tolerance for Risk in relation to breaches of the City's legislative and regulatory requirements. The risk is within Council's risk tolerance
Reputational damage	Low	Rare	Council has Moderate tolerance for risk in relation to the City's reputation to the City's relationships with external stakeholders.
Property damage	Minor	Possible	Council has Moderate tolerance for Risk in relation to the quality and safety of the City's key assets and infrastructure. The risk is within Council's risk tolerance
Environmental damage	Negligible	Rare	Council has Moderate tolerance for Risk in relation to the natural environment. The risk is within Council's risk tolerance
Project time	Moderate	Possible	City has moderate tolerance for risk in relation to the City's ability to deliver key capital projects for the relevant financial year.
Project cost	Major	Likely	Council has Moderate tolerance for Risk in relation to the City's ability to deliver services and projects in accordance with the adopted Annual Budget. Due to the unique nature of the project there is a High risk that the

		project will exceed the current available budget.
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Council's risk tolerance is exceeded in the following areas:

- Health/injury;
- Reputational damage; and
- Project cost.

It is proposed that these risks can be mitigated through:

- Robust safety and health procedures and compliance audits;
- Continued strong liaison with relevant stakeholders; and
- Good cost control and value engineering as necessary.

OFFICER RECOMMENDATION

That Council award Tender number RFT26003 24/25 – Construction of Wilson and Macdonald Street Roundabout for the sum of \$1,065,140.90 to Tenderer B.

14.5 City and Community

14.5.1 Proposed Permanent Road Closure - Right-of-Way (3489785) between 158A and 160 Cheetham Street, Kalgoorlie

Responsible Business Unit:	Development and Growth
Disclosure of Interest:	Nil
Application Number:	N/A
Owner's Name:	State of Western Australia
Applicant's Name:	Benjamin Fletcher John and Jacqueline Farr
Development Value:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Quasi-Judicial
Attachments:	1. Applicants' submission - Right of Way Closure - 158A and 160 Cheetham Street - Redacted [14.5.1.1 - 4 pages]

SUMMARY STATEMENT

Council is asked to authorise the Chief Executive Officer (CEO) to request the Minister for Lands to close a Right-of-Way (ID number 3489785).

The proposed road closure was advertised in accordance with Part 2, Regulation 9 of the *Land Administration Regulations 1998* and no public submissions were received as a result of the public consultation.

REPORT

Council at its meeting of 21 July 2025 endorsed proceedings for the commencement of the closure of Right-of-Way (ID Number 3489785) and resolved as follows:

That Council

- 1. Authorise the Chief Executive Officer to commence public notice of the proposed road closure (Land ID number 3489785) for a minimum of 35 days, in accordance with Part 5 Section 58 of the Local Administration Act 1997 and Part 2 Regulation 9 of the Land Administration Regulations 1998*
- 2. Note that this proposed road closure will be brought back to Council following the completion of the public advertisement period and formal consideration of submissions received.*

City staff duly complied with the resolution of Council and this report provides details on the public notice undertaken and next steps in the process.

Background

The City received a request to permanently close the Right-of-Way (ID number 3489785) by the adjoining property owners, John and Jacqueline Farr and Benjamin Fletcher. The applicant's cover letter is provided as attachment 1.

The request was presented to Council at the 21 July 2025 Ordinary Council Meeting.

In line with the Council resolution, City officers advertised the proposed closure through public notice for a period of 35 days in accordance with Part 2, Regulation 9 of the *Land Administration Regulations 1998*.

Description of the Site

Right-of-Way (ID number 3489785) is accessed off Cheetham Street and connects Cheetham Street with a rear lane.

The property on the south-west side of the Right-of-Way is owned by John and Jacqueline Farr (Lot 30 (No. 160) Cheetham Street); the property on north-east side is owned by Benjamin Fletcher (Strata Lot 2, No. 158A Cheetham Street). Refer to Figure 1 below.

A full description of the site was provided in the earlier report to Council.



Figure 1: Aerial map of public road located between Strata Lot 2 (No. 158A) Cheetham Street, and Lot 30 (No. 160) Cheetham Street, Kalgoorlie.

Road Closure Procedure

Part 5 of Section 58 of the *Land Administration Act 1997* specifies that a local government may request the Minister for Lands (the Minister) to permanently close a road within its district. Part 2 Regulation 9 of the *Land Administration Regulations 1998* outlines the procedures that a local government must follow before submitting this request to the Minister; this includes seeking Council's endorsement to close the road after undertaking public notice to affected landowners and service providers for a minimum period of 35 days.

Public consultation has been concluded with no objections received. Detailed information relating to public consultation is provided in the subsequent section of this report.

Council is now requested to pass a resolution to formally request the Minister for Lands to close the road permanently.

Actions following advice to the Minister

Should Council be of a mind to support the request, the CEO will formally request the Minister of Lands to close the Right-of-Way (ID number 3489785).

Subsequently, the proponents will be responsible for matters related to the land sale, combining lots (subdivision or amalgamation), land titles, and finances directly between the affected parties. Specifically, this relates to the Department of Planning, Lands and Heritage, and the adjoining landowners, Benjamin Fletcher John and Jacqueline Farr.

Internal Consultation

The request for closure has been referred to the City's Engineering department for comment, who do not object to the road closure.

Previous Relevant Decisions of Council

Council, at its meeting of 21 July 2025, endorsed the proceedings for the commencement of the road closure through public notice for Right-of-Way (ID number 3489785).

Public Consultation

Public consultation was undertaken in the following manner:

Requirement:

Part 2, Regulation 9 of the *Land Administration Regulations 1998* sets out the advertising requirements for a road closure request.

Duration:

35 Days

Method:

Public notice was undertaken via the following methods:

- Advertised in the Kalgoorlie Miner;
- Advertised on the City's 'Your Say' website;
- Service providers were notified by letters; and
- Letters to owners and occupiers of all properties within 50m of the Right-of-Way (refer to Figure 2 below).

Submissions Received:

No objections were received.

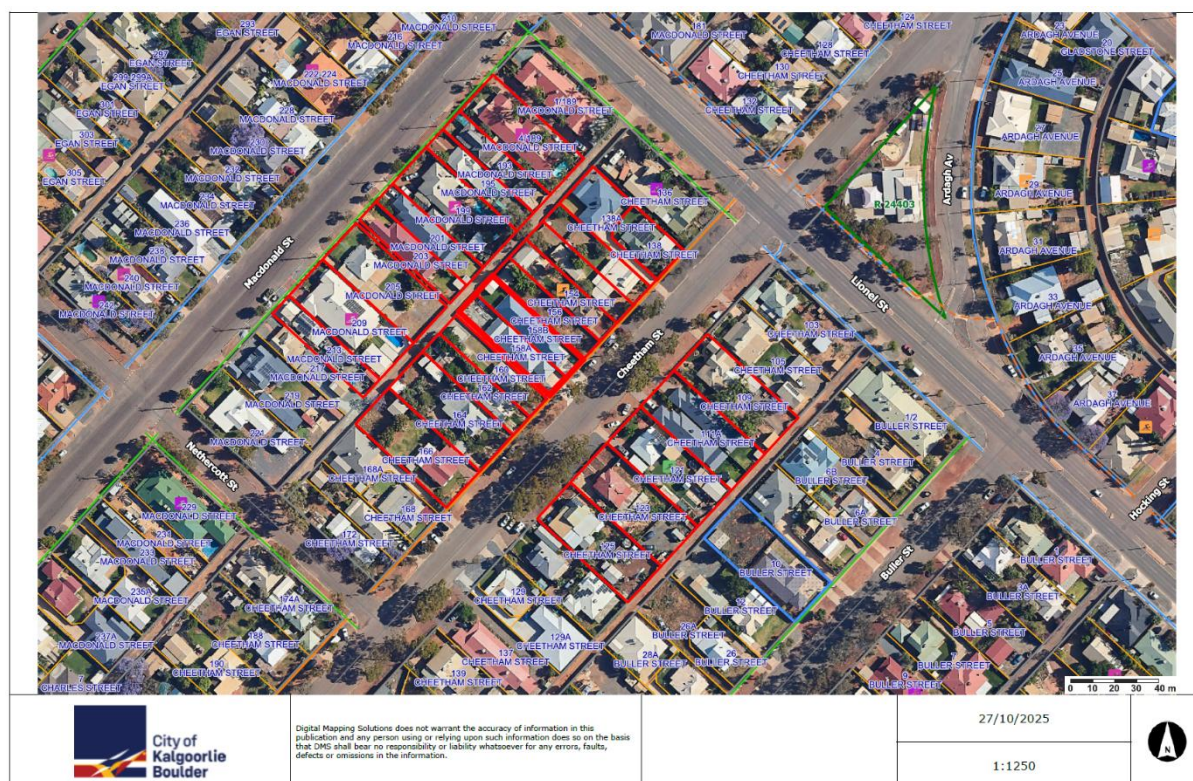


Figure 2: Properties directly consulted with.

Consultation with Other Agencies

Public and State agencies were provided with a copy of the road closure request and asked to provide comments within 42 days of receiving the request.

The consulted agencies provided the following response.

- i. Department of Planning, Lands and Heritage (DPLH)
 - *The Department's Land Use Planning division has no comments in relation to the proposal.*
- ii. Water Corporation
 - *Water Corporation raises no objection to this closure of the right of way between 158 & 160 Cheetham St. This right of way does not contain any water corporation assets and will not impede our access to nearby assets if closed.*
- iii. ATCO Gas Australia
 - *ATCO Gas Australia (ATCO) has no objection to the proposed application, based on the information and plan provided.*
 - Standard ATCO advice notes were provided on the response pertaining to mitigating risk for any damage to gas infrastructure, should any additional development occur on site.
- iv. Main Roads Western Australia provided the following response
 - *Main Roads has no objections to the closure of Right of Way.*
- v. Western Power provided standard advice but did not object to the proposed road closure.
- vi. Telstra provided standard advice but did not object to the proposed road closure.

The above advice will be provided to the proponents in a cover letter following Council's decision.

COUNCIL CONSULTATION

Council, at its meeting of 21 July 2025, endorsed the commencement of the closure of Right-of-Way (ID number 3489785) via public notice.

BUDGET IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from this report.

STATUTORY IMPLICATIONS

- Part 5 Section 58 of the *Land Administration Act 1997* stipulates if a local government considers that a road in its district should be closed permanently, the local government may in accordance with the regulations request the Minister to close the road.
- Part 2 Regulation 9 of the *Land Administration Regulations 1998* sets out advertising and procedural requirements that must be followed by a local government in order to close a road permanently.

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:

Robust built environment and sustainable natural environment - Care for built and natural environment.

RISK ASSESSMENT

The table below shows:

1. Council's adopted risk tolerance for each category; and
2. City officer's risk assessment of the recommendation to Council, undertaken using the City's Risk Management Framework and taking into account current controls.

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk,
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			and controls where outside of tolerance
Health/injury	N/A	N/A	The risk to health/injury is not relevant to this report.
Financial loss	N/A	N/A	The risk of financial loss to the City is not relevant to this report.
Service interruption	N/A	N/A	The risk of service interruptions is not relevant to this report.
Legislative breach	Moderate	Unlikely	City officers are closely following the requirements of the legislation to ensure that the actions of the City meet the statutory requirements.
Reputational damage	Moderate	Unlikely	A decision of Council as recommended in this report will not result in any reputational damage to the City.
Property damage	N/A	N/A	There is no risk of property or underground infrastructure damage.
Environmental damage	N/A	N/A	The risk of environmental damage is not relevant to this report.
Project time	N/A	N/A	This is not a City project.
Project cost	N/A	N/A	This is not a City project.

The overall risk score is low, and the likelihood of occurrence is unlikely.

OFFICER RECOMMENDATION

That Council authorise the Chief Executive Officer to request that the Minister for Lands authorise the road closure of the Right-of-Way (ID number 3489785) in accordance with Part 5 Section 58 of the *Land Administration Act 1997* and Part 2 Regulation 9 of the *Land Administration Regulations 1998*.

14.5.2 Change of Use - Place of Worship - D079/25 - Lot 2 (No. 51) and Lot 3 (No. 53) Hannan Street, Kalgoorlie 6430

Responsible Business Unit:	Development and Growth
Disclosure of Interest:	Nil
Application Number:	D079/25
Owner's Name:	Hotel 229 Pty Ltd
Applicant's Name:	SGL Design
Development Value:	\$18, 000
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Quasi Judicial
Attachments:	1. Development Application - D079/25 - Lot 2 (51) & Lot 3 (53) Hannan Street [14.5.2.1 - 28 pages]

SUMMARY STATEMENT

Council is asked to consider a development application for a change of use from 'Shop' to a 'Place of Worship' at Lot 2 (No. 51) and Lot 3 (No.53) (Strata Plan 18962) Hannan Street, Kalgoorlie (the site).

The application seeks to refurbish two existing commercial units (approximately 243m² of floor area), fit out the buildings for the place of worship use, install accessible toilets and erect external signage.

As the proposal is an "A" use under Local Planning Scheme No. 2 (LPS 2), and the decision powers are not delegated to the Chief Executive Officer, the approval of Council is required.

REPORT

Background

An application for development approval has been submitted to the City for a place of worship and associated signage. The building is located at the intersection of Hannan Street and Porter Street and contains five strata commercial units. The proposed two units, Lots 2 and 3 on Strata Plan 18962, were previously used as a shop/showroom.

The use of 'Place of Worship' in the 'Commercial Zone' of LPS2 is not exempt from requiring planning approval under the *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations).

Application Description and Detail

Address:	Lot 2 (No. 51) & Lot 3 (No. 53) Hannan Street, Kalgoorlie WA 6430
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Lot Size:		1,113m ²
Zoning	LPS2:	Commercial
Existing Land Use:		Shop
Proposed Land Use:		Place of Worship
Adjacent / Nearby Land Uses:		Commercial, offices, shops, restaurants, civic and community, hotels, child care premises, and residential land uses.

Details of the Proposal

The application proposes to refurbish two existing units for use as a place of worship that includes a wellness centre (new reception, prayer hall and meditation/yoga hall), an accessible toilet, and associated external wall and fascia signage; it also includes an “Operational Management Plan” (OMP) that will guide staff on how to operate the centre. The centre will be operated by Siddha Maha Yoga Wellness Centre.

The centre is open for prayers and meditation between 6:00am to 8:30pm. Prayer meetings will be held from Monday to Sunday inclusive, from 6:00am to 8:00am, and again from 6:00pm to 8:00pm. Yoga and meditation sessions will be held on Saturdays, Sundays, and public holidays from 9:00am to 11:00am, and again from 4:00pm to 6:00pm.

The application includes details on the provision of parking and potential noise impacts on adjacent owners/occupiers. These matters are discussed in detail in the relevant sections below.

The application details and associated reports can be found in attachment 1.

Description of the Site

The overall site has an area of 1,113m² and contains five existing strata units. The two units proposed for redevelopment are highlighted in yellow in figure 1 below. The combined area of the two units to be refurbished is 243m².

The site is surrounded by a mix of shops, the school of music, a hotel/restaurant, a childcare centre, and established residential units. The site has direct access of Hannan Street.



Figure 1: Aerial Imagery of Lot 2 (No. 51) & Lot 3 (No. 53) Hannan Street, Kalgoorlie 6430 and surrounds (Tenancies in yellow).

Site History/Previous Approvals

The City's records include the following approvals:

Planning

Application No	Date	Description	Outcome
P409/06	17/10/2006	Shop and Signage	Approved

Building

Application No	Date	Description	Outcome
18244	12/11/2007	Building	Approved

Previous Relevant Decisions of Council

The City's records indicate that the above decisions were made under delegation, therefore no previous decisions of Council are relevant to the site.

Applicant's Submission

The full application as submitted is attached to this report (attachment 1) and includes the following details:

Number of Persons

- A maximum of 20 persons per day (including two staff/employees)

Number of Employees	<ul style="list-style-type: none">• Two employees
Area of Occupation (Internal and External)	<p>The total area of occupation is 243m² and includes:</p> <ul style="list-style-type: none">• Prayer hall.• Meditation & yoga hall.• Front entry, reception and main lobby.• New accessible toilet facilities.
Operating Hours	<p>The proposed operating times are as follows:</p> <ul style="list-style-type: none">• Prayer meetings will be held from Monday to Sunday inclusive from 6:00am to 8:00am, and 6:00pm to 8:00pm.• Yoga and meditation sessions will be held on Saturdays, Sundays, and public holidays from 9:00am to 11:00am, and from 4:00pm to 6:00pm.
Signage	<p>Two signs are proposed:</p> <ul style="list-style-type: none">• Wall sign on the Hannan Street frontage fixed to the existing brickwork measuring 8m by 1m.• Below awning sign measuring 2m by 0.5m, and approximately 3m above the footpath.
Parking	<ul style="list-style-type: none">• Three off-street parking car bays are available for use.• Additional parking is available within 150m of the site – refer to the relevant section below.

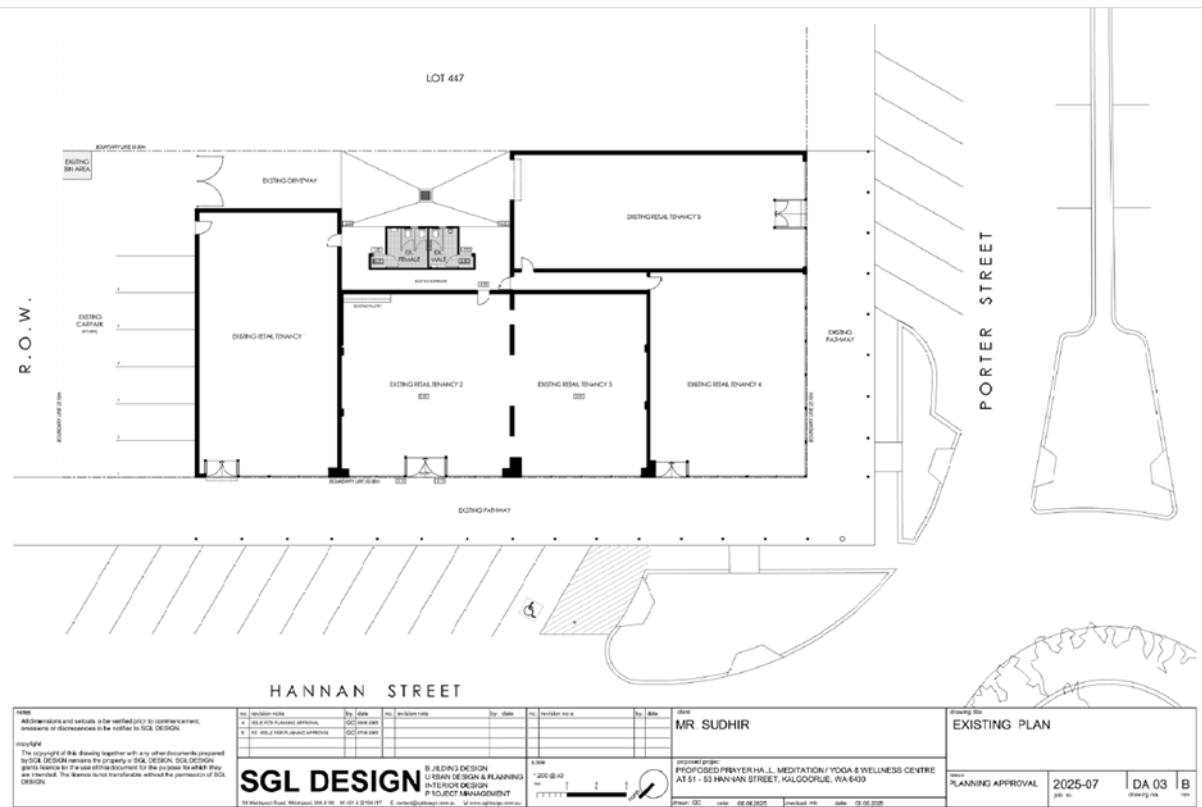


Figure 2: Site Plan

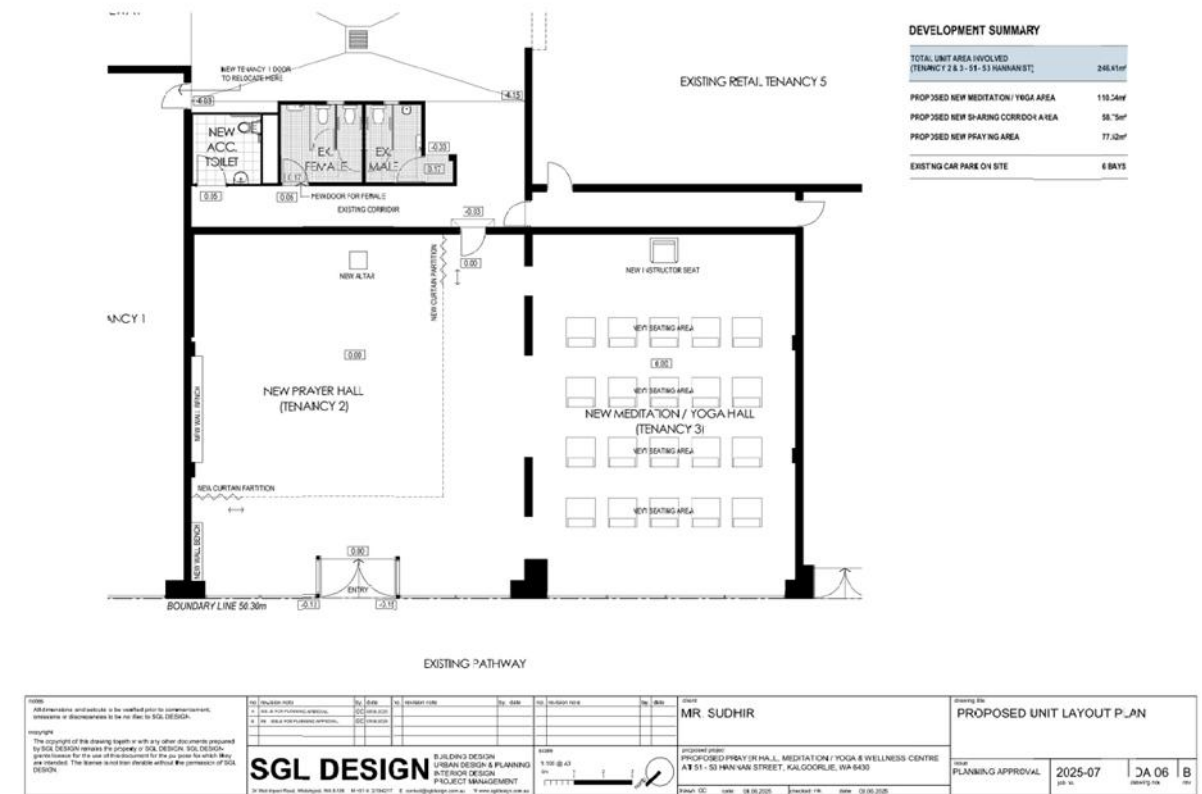


Figure 3: Floor Plan

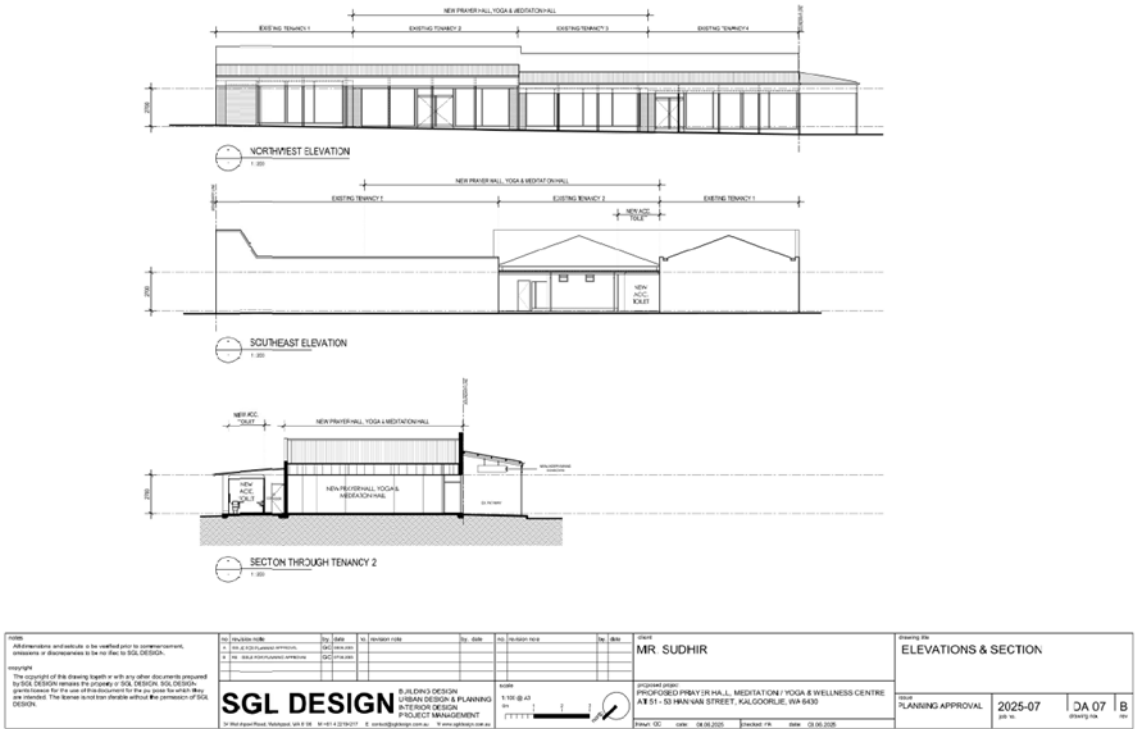


Figure 4: Elevations

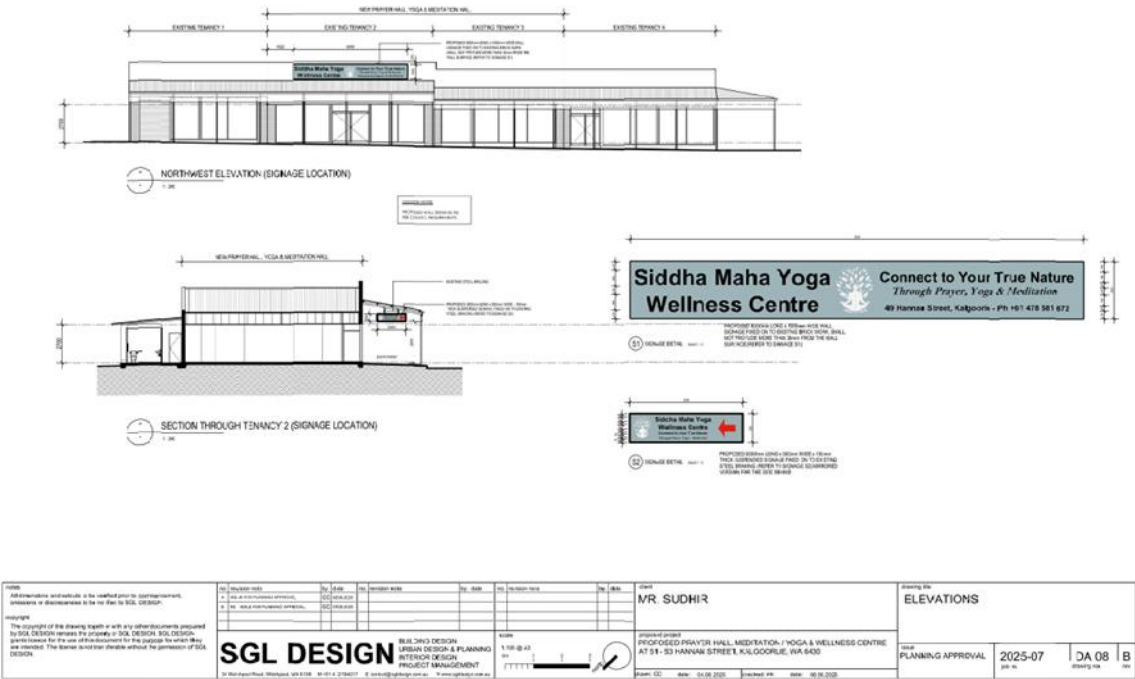


Figure 5: Proposed Signage plan

Public Consultation

Public consultation was undertaken in the following manner:

Requirement

Schedule 2, part 8 clause 64 (4) of the Planning Regulations states that a non-complex application is advertised by doing any or all of the following, as determined by the local government:

- Clause 64 (4)(a) in accordance with clause 87 public notice in the newspaper and website publishing;
- Clause 64 (4)(b) giving notices to 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
- Clause 64 (4)(c) erecting, in the manner approved by the commission, a sign or signs.

Method

The application was advertised in the following ways:

- Direct notification to owners and occupiers of adjacent and surrounding properties within a 200m radius.
- Publication on the City's 'Your Say' website.

Duration

28 days from 20 August 2025 to 18 September 2025.

Submissions Received

Two submissions were received in support of the proposed change of use.

Consultation with Other Agencies

The proposal was referred to Main Roads WA for comments as the proposed development may potentially have an impact on parking within Hannan Street. Main Roads WA has no objection to the proposed use.

Details

Zoning and Land Use Permissibility

The subject land is identified in LPS2 as a 'Commercial' zone with a residential density of R80 (note that the residential density zone is not relevant to this proposal).

The proposed use of 'Place of Worship' is defined in LPS2 as *"premises used for religious activities such as a chapel, church, mosque, synagogue, or temple."*

The objectives of the 'Commercial' zone are:

- *"To provide for a range of shops, offices, restaurants and other commercial outlets in defined town sites or activity centres."*
- *"To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades."*
- *"To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality."*

The proposed hours of use, whilst generally outside normal business hours, are contemplated by the planning scheme and are complimentary to the surrounding uses.

The activity has the potential to further support local restaurants and coffee shops, and to some degree retail businesses.

Development Standards

There are no external works proposed as part of this development application and therefore an assessment against LPS2 Table 7 General development standards and requirements for non-residential developments is not required to be undertaken.

Car Parking

The proposed activity requires a total of 17 car parking bays. The site currently has three onsite parking bays available for exclusive use by the centre accessed via a sealed right of way off Hannan Street.

In acknowledging the need to demonstrate that there is sufficient parking within the precinct for the proposed use, the applicant has engaged the services of a traffic engineer to undertake an assessment of parking demand within the area.

The application contains a “Car Parking Demand and Traffic Impact Assessment” (TIA) that demonstrates through parking surveys that there is sufficient parking for the operation of the centre at the proposed times.

The TIA concludes that *“the parking occupancies and space capacities within 150m show the 14-space shortfall can be accommodated at all times – with in excess of 180 unoccupied spaces.”*

City officers have undertaken an inspection of the surrounding road network at the times proposed and agree with the summary of the TIA.

Bicycle Parking

LPS2 requires one bicycle parking space for every 30 people, meaning that one bicycle parking space is required. The application proposes two bicycle parking spaces.

The table below summarises the parking provision against the requirements of LPS2:

Provisions	Required	Provided	Assessment
Car Parking	1 bay per 15m ² of GFA or 17 parking bays	Three on- site parking bays	Non-compliant - the application nominates street parking within 150m (3-minute walk) of the site.
Bicycle Parking	1 space for every 30 people.	Two spaces	Complies

Traffic

The TIA indicates that the maximum expected traffic generation for the centre for each “meeting” is 28 trips per hour, resulting in a *de minimis* (less than minor) impact on the City’s traffic network.

Noise Management

The application contains an Environmental Acoustic Assessment that considers the potential for off-site noise impacts resulting from the centre’s activities.

The report states that the activities within the centre are either silent (prayer and meditation) or low noise (yoga). The report concludes that the proposed activities within the building will generate less noise than previous retail activities.

The noise impacts of parking are generally related to car doors closing and people talking. The impact on neighbours of the use of the three on-site car parks must be considered; the report concludes that this noise meets the assigned outdoor noise levels for noise-sensitive premises within 15m of the site. Therefore, the impact of the on-site car parking on the adjacent neighbour is considered to be acceptable.

The additional noise impacts of on-street parking within 150m of the site must be considered within the overall parking and traffic movements within the City. It is reasonable to conclude that these impacts are minor when considered against the overall impacts of traffic moving in and around the City.

Additionally, the City's Environmental Health officers have reviewed the report and considered the findings to be acceptable.

Signage

The proposed signage meets the provisions of Local Planning Policy (LPP) 9: Signage requirements for design and content, illumination and digital signs, and safety requirements.

Operational Management Plan (OMP)

The OMP provides guidelines on how the activities at the place of worship will be managed. All activities are inherently non-disruptive and passive and will be conducted in a quiet and respectful manner. All meditation and yoga sessions will be conducted in a quiet manner, including light stretches and breathing exercises.

The OMP also has outlined a complaint management and community engagement process, including displaying contact details for any complaints and concerns regarding the operation of the centre.

Conclusion

Overall, the proposal is considered to result in minimal and acceptable impacts on the surrounding areas and represents an orderly planning outcome including the sustainable reuse of an existing building.

INTERNAL CONSULTATION

The proposal has been sent to the City's departments of Building, Engineering, Water, Waste, and Environmental Health for technical assessment:

- The Environmental Health department has advised that the activities proposed, if undertaken in accordance with the OMP, will comply with the *Environmental Protection (Noise) Regulations 1997*.
- The Engineering department has reviewed the application and advised that only static signage, with no flashing or scrolling, is permitted. The vehicle parking arrangements are acceptable; and that access to the site and the circulation of on-site parking (parking area) must be line-marked and maintained on an ongoing basis to the satisfaction of the City.

- The Waste department has advised that the proposed Waste Management Plan meets the requirements of the City.
- The City's Building section has reviewed the application and has advised that the building will require a change of use/classification from 5B to 9B (assembly building), and that the applicant must engage a building certifier/surveyor to ensure that building works meet the required classification requirements.

Planning conditions addressing the above matters are included in the recommendations of this report.

COUNCIL CONSULTATION

Information about this application has been provided within the CEO update of 8 August 2025.

BUDGET IMPLICATIONS

There are no expenditure implications resulting from the recommendations of this report, however subject to reviewing any potential application from the owner for a rate exemption for a place of worship, there may be a reduced rateable income as a result of the change of use. This would likely not apply however due to the premises being leased commercially by the owner for this use.

STRATEGIC 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.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

- Local Planning Policy – Advertising Planning Proposals
- Local Planning Policy – Signage
- Local Planning Policy – Parking 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 Themes:

Communities connected through people, place and purpose - Providing opportunities for people and families to belong, contribute, connect and stay.

Communities connected through people, place and purpose - Enhance community inclusion, safety and well-being.

Robust built environment and sustainable natural environment - Develop and maintain infrastructure that supports community living and business viability.

STRATEGIC CONTEXT

The proposal is consistent with the objectives of the City's Local Planning Strategy 2013 – 2033 as follows:

- Promote the development of the Kalgoorlie City Centre and Boulder Town Centre as the commercial and social hubs of the region.
- Ensure appropriate location of development to avoid land use conflicts.

RISK ASSESSMENT

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and controls where outside of tolerance
Health/injury	N/A	N/A	There are no health/injury concerns resulting from this report.
Financial loss	N/A	N/A	The risk of financial loss to the City is unlikely, however as noted above there may be a reduced rateable income as a result of the change of use.
Service interruption	N/A	N/A	The risk of service interruptions is not relevant to this report.

Legislative breach	Negligible	Rare	<p>The assessment of the application includes an assessment against the requirements of the relevant planning legislation.</p> <p>The recommendations of this report are consistent with the <i>Planning and Development Act 2005</i> and the Regulations. Therefore, the recommendations associated with this report are unlikely to result in any legislative breach.</p>
Reputational damage	Negligible	Rare	A decision of Council recommended in this report will not result in any reputational damage to the City.
Property damage	N/A	N/A	The risk of property damage is not relevant to this report.
Environmental damage	N/A	N/A	The risk of environmental damage is not relevant to this report.
Project time	N/A	N/A	There is no City project related to this report.

Project cost	N/A	N/A	There is no project cost to the City.
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The overall risk to the City is low, and the likelihood of occurrence is rare.

OFFICER RECOMMENDATION

That Council approve the proposed development application at Lot 2 (No. 51) and Lot 3 (No.53) (Strata Plan 18962) Hannan Street, Kalgoorlie, subject to the following conditions:

1. This development must substantially commence within two (2) years from the date of this decision letter, unless an extension of the approval is received from the City, prior to this approval expiring.
2. This development must take place in accordance with the approved and stamped plans.
3. The development is only to be used as a place of worship as defined in the City of Kalgoorlie-Boulder Local Planning Scheme No. 2.
4. The vehicle parking, access and circulation areas must be line-marked and maintained to the satisfaction of the City of Kalgoorlie-Boulder, in accordance with the approved plans.
5. The maximum number of occupants shall be 20, including 18 persons and two staff at any given time.
6. This development must be undertaken in accordance with the approved Operational Management Plan, dated 6 August 2025, and the recommendations of the Environmental Acoustic Assessment Report: Wellness Centre (Ref. 35229-25322), dated September 2025 and prepared by Herring Storer Acoustics.
7. The place of worship is restricted in its hours of operation to:
 - Monday to Sunday inclusive from 6:00am to 8:00am, and 6:00pm to 8:00pm.
 - Saturdays, Sundays, and public holidays from 9:00am to 11:00am, and from 4:00pm to 6:00pm.

14.5.3 Change of Use - D117/25 - Family Day Care - Lot 4116 (No. 39) Burkett Drive, Hannans 6430

Responsible Business Unit:	Development and Growth
Disclosure of Interest:	Nil
Application Number:	D117/25
Owner's Name:	Leo Smedley
Applicant's Name:	Marygold Smedley
Development Value:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Quasi Judicial
Attachments:	1. Application - D117/25 - Family Day Care - Lot 4116 (No. 39) Burkett Drive [14.5.3.1 - 7 pages]

SUMMARY STATEMENT

Council is asked to approve a change of use from a 'Single House' to a 'Family Day Care' at Lot 4116 (No. 39) Burkett Drive, Hannans WA 6430 (the site).

As the proposal is an "A" use under Local Planning Scheme No. 2, and the decision making powers are not delegated to the Chief Executive Officer, the approval of Council is required.

REPORT

Background

The site is located within a residential zone and contains a single house with vehicle access from Burkett Drive. The applicant proposes to operate a family day care from the dwelling, utilising internal and external areas.

The use of Family Day Care is not exempt from requiring planning approval under the *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations).

Application Description and Detail

Address:	Lot 4116 (No. 39) Burkett Drive, Hannans WA 6430
Lot Size:	859m ²
Zoning	R20
Existing Land Use:	'Single House'
Proposed Land Use:	'Family Day Care'
Adjacent / Nearby Land Uses:	Established residential properties and Hannans Primary School

Details of the Proposal

The applicant proposes to operate a family day care from Monday to Friday, 7:00am to 6:00pm and occasionally on Saturdays from 7:00am to 6:00pm, not including any public holidays. The facility is proposed to cater for a maximum of six children, being the provider's own two children; and limited to four children under four years using the service. This limitation is consistent with the *Education and Care Services National Regulations 2012*. The operator will also provide catering for the children while in care. Details of the application are provided at attachment 1.

Description of the Site

The subject site has an area of 859m² and contains an existing single dwelling including a patio, shed, and a fully fenced backyard. Vehicle access is provided via Burkett Place, with the designated customer drop-off and pick-up area located within the existing driveway. The adjoining and surrounding properties contain established dwellings.

Figure 2 shows that the previously existing pool has been decommissioned and filled in. To ensure compliance, the site was inspected by the City's Pool inspector, and the pool was confirmed as removed.



Figure 1: Aerial Image – surrounding area



Figure 2: Aerial Image – subject site

Site History/Previous Approvals

Building Approvals			
Date	Application No.	Description	Outcome
19/11/2003	16249	Pool	Approved
06/06/1990	3497	Shed	Approved
06/12/1990	4271	Pergola	Approved
05/12/1989	3245	New brick veneer cladding	Approved

Previous Relevant Decisions of Council

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

Applicant's Submission

Number of employees	One
Area of occupation	Entry, kitchen, dining room, hallway, laundry, bathroom, water closet, bedroom 2, and the outdoor activity area.
Service provided	Family day care
Hours of operation	Monday to Saturday, 7:00 am to 6:00 pm.
Services provided	Four children excluding the provider's two children.

Car parking	The site has the capacity to provide pick up and drop off for two vehicles in addition to the residents parking area.
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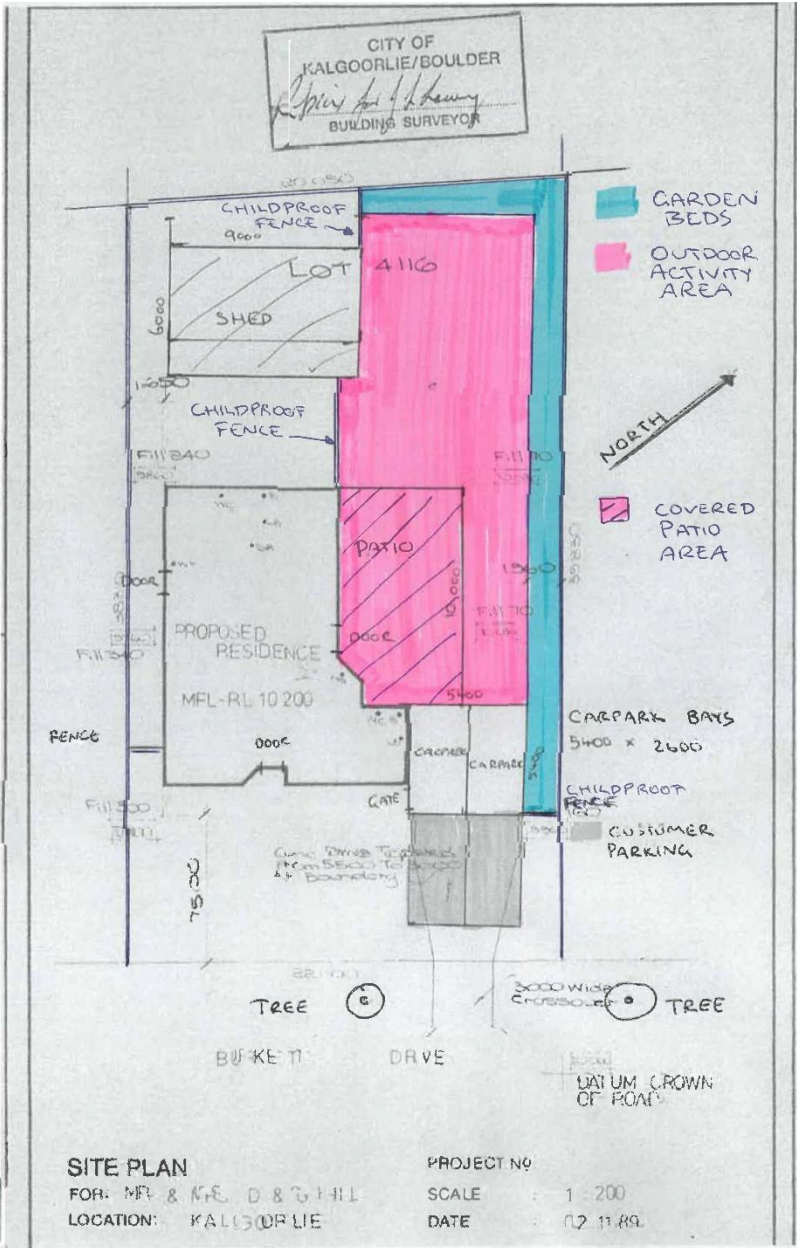
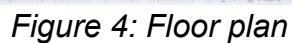


Figure 3: Site plan – Outdoor Activity Area



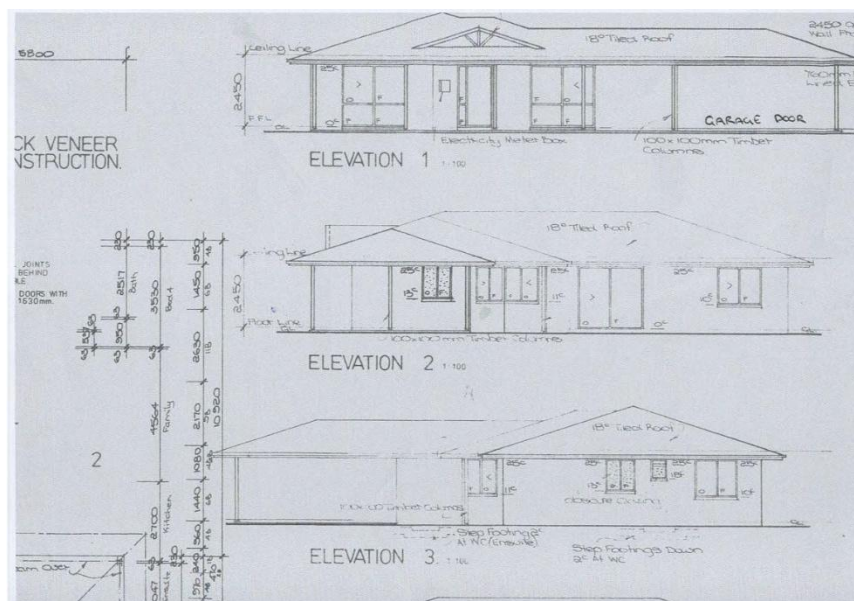


Figure 6: Elevations

Public Consultation

Public consultation was undertaken in the following manner:

Requirement

Schedule 2, part 8, clause 64 (4) of the Planning Regulations states that a non-complex application is advertised by doing any or all of the following, as determined by the local government:

- Clause 64 (4)(a) in accordance with clause 87 public notice on the newspaper or website publishing;
- Clause 64 (4)(b) giving notice to 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
- Clause 64 (4)(c) erecting, in the manner approved by the commission a sign or signs.

Method

In considering the requirements for public consultation, City officers determined that notifying owners and occupiers of adjoining and surrounding properties was sufficient to identify any potential impacts the proposal may have on surrounding residents. The full proposal was also made available on the City's 'Your Say' website.

Duration

14 Days, from 7 October 2025 to 21 October 2025.

Due regard was given to the City's Local Planning Policy – Advertising of Planning Proposals and schedule 2, part 8, clause 64 of the Planning Regulations.

Submissions Received

The City did not receive any submissions from the public.

Consultation with Other Agencies

No external 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 is afforded a residential density of R20. In the residential zone, 'Family Day Care' is an 'A' use, meaning that it is at the Council's discretion to approve or refuse the proposal subject to advertising.

The LPS2 requires that the proposed use be assessed against the scheme requirements and any other relevant policies. An assessment against the Local Planning Policies Home Based Business and Family Day Care Policy is provided under the relevant section below.

Parking

LPS2 requires parking for this proposal to be provided in accordance with R-Codes standards for a dwelling. In this instance, two parking bays are required.

Local Planning Policy No. 6 Home Based Businesses & Family Day Care Policy (LPP6) requires one additional parking bay for family day care customers.

The site has capacity to accommodate four parking bays, comprising two bays within the garage for residents and two bays on the driveway for customer use. The customer parking bays are proposed to function as short-term pickup and drop-off parking, which is considered acceptable in accordance with the LPP6.

A condition will be imposed to ensure that all vehicle access and parking is confined within the property boundaries.

Traffic

The proposed development is expected to generate up to 12 vehicle movements per operating day, or approximately 72 movements per week, based on two movements per child. No deliveries are proposed.

In accordance with the Main Roads Western Australia's *Road Hierarchy for Western Australia – Road Types and Criteria* policy, access roads in built-up areas have a capacity of 3,000 vehicles per day (vpd). Burkett Place is classified as an access road and services a total of 50 properties, including the site. It is a two-lane road with low traffic volumes. It is therefore considered that the proposed additional traffic movement of up to 12 vehicle movements plus normal occupier movements per day of operation will have a negligible impact on the street.

Noise

Noise will be generated from the proposed development during periods when children are using the designated outdoor activity area.

As noted above, the proposed hours of operation are from Monday to Saturday, 7:00am to 6:00pm. These hours are consistent with LPP6 requirements for a family day care. Additionally, the daily operation of the premises will be required to comply with the noise levels stipulated under the *Environmental Protection (Noise) Regulations 1997*.

Local Planning Policy:

The City's local planning policy Home Based Businesses & Family Day Care (LPP6) has been adopted by the Council and must be given due regard during the assessment of any family day care operation. The proposal meets all policy and planning requirements.

Conclusion

The proposed family day care is expected to have minimal impact on the surrounding residential properties and local street network. Any such impacts are consistent with typical neighbourhood interactions and residential activity.

It is therefore recommended that the application be approved subject to conditions.

INTERNAL CONSULTATION

The proposal has been referred to the City's Building, Engineering, Water, Waste and Environmental Health departments for professional advice and technical assessment prior to the finalisation of this report.

The City's Environmental Health team has advised that the proposed development must comply with the *Environmental Protection (Noise) Regulations 1997*.

The premises will also require registration under the *Food Act 2008* if catering is provided to the children. An advice note outlining this requirement will be included in the decision notice.

No other comments were received.

COUNCIL CONSULTATION

Officers provided an update through the weekly 'CEO Update' process to Councillors on 26 September 2025.

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

Should the applicant be aggrieved by the Council's decision or any conditions imposed, they have the right to seek a review through the State Administrative Tribunal. Any application for review must be lodged within 28 days of the date of the decision.

An advice note outlining this right will be included in the decision notice.

POLICY IMPLICATIONS

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

- Advertising Planning Proposals Policy; and
- Home Based Business & Family Day Care Policy.

COMMUNITY STRATEGIC PLAN LINKS

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

Communities connected through people, place and purpose - Providing opportunities for people and families to belong, contribute, connect and stay

Communities connected through people, place and purpose - Advocate for community needs and priorities

STRATEGIC CONTEXT

The recommendations of this report support the Local Planning Strategy's goal to identify appropriate sites in the northern part of the urban area to cater for community facilities.

RISK ASSESSMENT

The table below shows:

1. Council's adopted risk tolerance for each category; and
2. City officer's risk assessment of the recommendation to Council, undertaken using the City's Risk Management Framework and taking into account current controls.

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and controls where outside of tolerance
Health/injury	N/A	N/A	The risk to health/injury is not relevant to this report.
Financial loss	N/A	N/A	The risk of financial loss to the City is not relevant to this report.
Service interruption	N/A	N/A	The risk of service interruptions is not relevant to this report.

Legislative breach	Negligible	Rare	The assessment of the application includes an assessment against the requirements of the relevant planning legislation. The recommendations of this report are consistent with the <i>Planning and Development Act 2005</i> and the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> .
Reputational damage	Negligible	Rare	The recommendation associated with this report is unlikely to result in any reputational damage to the City.
Property damage	N/A	N/A	The risk of property damage is not relevant to this report.
Environmental damage	N/A	N/A	The risk of environmental damage is not relevant to this report.
Project time	N/A	N/A	There is no City project related to this report.
Project cost	N/A	N/A	There is no project cost to the City.

The overall risk score is low, and the likelihood of occurrence is rare. The City anticipates minimum risks associated with the proposed change of use.

OFFICER RECOMMENDATION

That Council approve the change of use to Family Day Care on Lot 4116 (No. 39) Burkett Drive, Hannans WA 6430, subject to the following conditions:

1. The operation of the Family Day Care is restricted to the applicant, Marygold Smedley, who must remain a permanent resident of the dwelling on the land. The operation of the Family Day Care 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. All drop-off and pick-up activities associated with the Family Day Care must occur within the subject lot.
3. A maximum of six children shall be permitted to attend the Family Day Care including children residing at the property who are under twelve years.
4. The Family Day Care hereby permitted is restricted in its hours of operation to: Monday to Saturday from 7:00am to 6:00pm, excluding public holidays.
5. Any waste generated from business activities must be properly managed using the wheelie bins provided for the residence.

14.5.4 Proposed Permanent Road Closure - Right-of-Way (ID Number 3491460) between No. 54 and No. 58 Lyall Street, Lamington

Responsible Business Unit:	Development and Growth
Disclosure of Interest:	Nil
Application Number:	N/A
Owner's Name:	State of Western Australia
Applicant's Name:	Rick Grzyb
Development Value:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Quasi-Judicial
Attachments:	1. Applicant's Submission - Right-of-Way Closure - between No. 54 and No. 58 Lyall Street - Redacted [14.5.4.1 - 5 pages]

SUMMARY STATEMENT

Council is asked to authorise the Chief Executive Officer (CEO) to request the Minister of Lands to close a Right-of-Way (ID number 3491460).

The proposed road closure was advertised in accordance with Part 2, Regulation 9 of the *Land Administration Regulations 1998* and no public submissions were received as a result of the public consultation.

REPORT

Council at its meeting of 21 July 2025, endorsed proceedings for the commencement of the closure of right-of-way (ID number 3491460) and resolved as follows:

1. *Authorise the Chief Executive Officer to commence public notice of the proposed road closure (Land ID number 3491460) for a minimum of 35 days, in accordance with Part 5 Section 58 of the Local Administration Act 1997 and Part 2 Regulation 9 of the Land Administration Regulations 1998.*
2. *Note that this proposed road closure will be brought back to Council following the completion of the public advertisement period and formal consideration of submissions received.*

City staff duly complied with the resolution of Council and this report provides details on the public notice undertaken and next steps in the process.

Background

The City received a request to permanently close the right-of-way (ID Number 3491460) from Mr Rick Grzyb the owner of Lot 1682 (No. 58) Lyall Street, Lamington, owner of the south-western neighboring property. The applicant's cover letter is provided as attachment 1.

The request was presented to Council at the 21 July 2025 Ordinary Council Meeting.

In line with the Council resolution, City officers advertised the proposed closure through public notice for a period of 35 days in accordance with Part 2, Regulation 9 of the *Land Administration Regulations 1998*.

Description of the Site

Right-of-Way (ID number 3491460) is accessed off Lyall Street and connects Lyall Street with a rear lane.

There is a fence located on the northeastern boundary of the Right-of-Way. The surrounding land use is Residential (refer to Figure 1 below).

The property on the south-west side of the Right of-Way is owned by the applicant Rick Grzyb. The property to north-east side is privately owned.

A full description of the site can be found in the earlier report to Council.



Figure 1: Aerial map of public road located between Lot 1683 (54) Lyall Street and Lot 1682 (58) Lyall Street, Lamington

Road Closure Procedure

Part 5 of Section 58 of the *Land Administration Act 1997* specifies that a local government may request the Minister for Lands (the Minister) to permanently close a road within its district. Part 2 Regulation 9 of the *Land Administration Regulations 1998* outlines the procedures that a local government must follow before submitting this request to the Minister; this includes seeking Council's endorsement to close the road after undertaking public notice to affected landowners and service providers for a minimum period of 35 days.

Public consultation has been concluded with no objections received. Detailed information relating to public consultation is provided in the subsequent section of this report.

Council is now requested to pass a resolution to formally request the Minister for Lands to close the road permanently.

Actions following advice to the Minister

Should Council support the request, the CEO will formally request the Minister of Lands to close the Right-of-Way (ID number 3491460).

Subsequently, the proponents will be responsible for matters related to the land sale, combining lots (subdivision or amalgamation), land titles, and finances between the affected parties. Specifically, this relates to the Department of Planning, Lands and Heritage, and the adjoining landowners.

Internal Consultation

The request for closure has been referred to the City's Engineering department for comment, with no objection to the road closure.

Previous Relevant Decisions of Council

At its meeting of 21 July 2025, Council endorsed the commencement of the road closure through public notice for Right-of-Way (ID number 3491460).

Public Consultation

Public consultation was undertaken in the following manner:

Requirement:

Part 2, Regulation 9 of the *Land Administration Regulations 1998* sets out the advertising requirements for a road closure request.

Duration:

35 Days

Method:

Public notice was undertaken via the following methods:

- Advertised in the Kalgoorlie Miner;
- Advertised on the City's 'Your Say' website;
- Service providers were notified by letters; and
- Letters to owners and occupiers of all properties within 50m of the Right-of-Way (refer to Figure 2 below).

Submissions Received:

No objections were received.

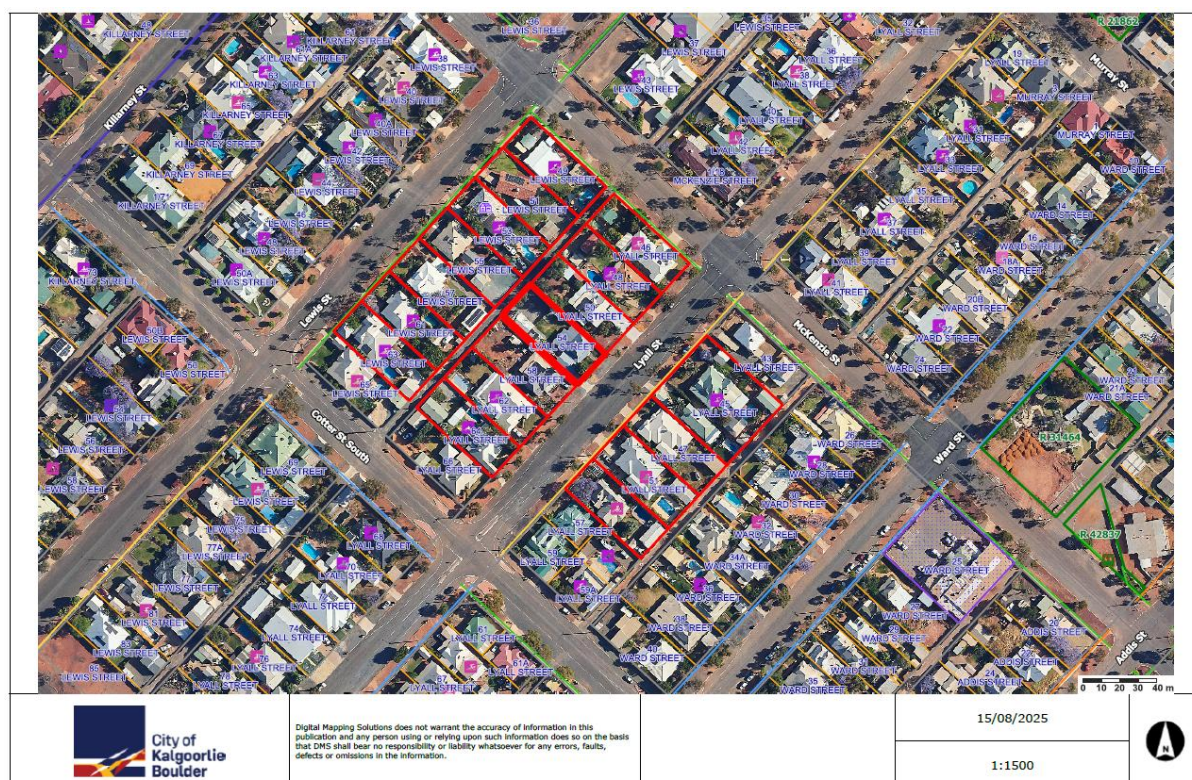


Figure 2: Properties directly consulted with.

Consultation with Other Agencies

Public and State agencies were provided a copy of the road closure request and asked to provide comments within 42 days of receiving the request.

The consulted agencies provided the following responses.

- i. Department of Planning, Lands and Heritage (DPLH)
 - *The Department's Land Use Planning division has no comments in relation to the proposal.*
- ii. Water Corporation
 - *Water Corporation raises no objection to this closure of the right-of-way between 54 and 58 of Lyall Street. This right-of-way does not contain any water corporation assets and will not impede our access to nearby assets if closed.*
- iii. ATCO Gas Australia
 - *ATCO Gas Australia (ATCO) has no objection to the proposed application, based on the information and plan provided.*
 - Standard ATCO advice notes were provided on the response pertaining to mitigating risk for any damage to gas infrastructure, should any additional development occur on site.
- iv. Main Roads Western Australia provided the following response
 - *Main Roads has no objections to the closure of the Right-of-Way.*
- v. Western Power provided standard advice but did not object to the proposed road closure.
- vi. Telstra provided standard advice but did not object to the proposed road closure.

The above advice will be provided to the proponent in a cover letter following Council's decision.

COUNCIL CONSULTATION

At its meeting of 21 July 2025, Council endorsed the commencement of the closure of Right-of-Way (ID number 3491460) via public notice.

BUDGET IMPLICATIONS

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

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from this report.

STATUTORY IMPLICATIONS

- Part 5 Section 58 of the *Land Administration Act 1997* stipulates if a local government considers that a road in its district should be closed permanently, the local government may in accordance with the regulations request the Minister to close the road.
- Part 2 Regulation 9 of the *Land Administration Regulations 1998* sets out advertising and procedural requirements that must be followed by a local government in order to close a road permanently.

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:

Robust built environment and sustainable natural environment - Care for built and natural environment.

RISK ASSESSMENT

The table below shows:

1. Council's adopted risk tolerance for each category; and
2. City officer's risk assessment of the recommendation to Council, undertaken using the City's Risk Management Framework and taking into account current controls.

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and
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			controls where outside of tolerance
Health/injury	N/A	N/A	The risk to health/injury is not relevant to this report.
Financial loss	N/A	N/A	The risk of financial loss to the City is not relevant to this report.
Service interruption	N/A	N/A	The risk of service interruptions is not relevant to this report.
Legislative breach	Moderate	Unlikely	City officers are closely following the requirements of the legislation to ensure that the actions of the City meet the statutory requirements.
Reputational damage	Moderate	Unlikely	A decision of Council as recommended in this report will not result in any reputational damage to the City.
Property damage	N/A	N/A	There is no risk of property or underground infrastructure damage.
Environmental damage	N/A	N/A	The risk of environmental damage is not relevant to this report.
Project time	N/A	N/A	This is not a City project.
Project cost	N/A	N/A	This is not a City project.

The overall risk score is low, and the likelihood of occurrence is unlikely.

OFFICER RECOMMENDATION

That Council authorise the Chief Executive Officer to request that the Minister for Lands authorise the road closure of the Right-of-Way (ID number 3491460) in accordance with Part 5 Section 58 of the *Land Administration Act 1997* and Part 2 Regulation 9 of the *Land Administration Regulations 1998*

14.5.5 Proposed Extension to Place of Worship - D113/25 - Lot 672 (No. 60) Wilson Street, Kalgoorlie 6430

Responsible Business Unit:	Development and Growth
Disclosure of Interest:	Nil
Application Number:	D113/25
Owner's Name:	24/7 Community Inc
Applicant's Name:	Quality Design Drafting Pty Ltd
Development Value:	\$300,000
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Quasi Judicial
Attachments:	<ol style="list-style-type: none"> 1. Application - D113/25 - Lot 672 (No. 60) Wilson Street [14.5.5.1 - 12 pages] 2. Community Consultation - D113/25 - Lot 672 (No. 60) Wilson Street [14.5.5.2 - 1 page]

SUMMARY STATEMENT

Council is asked to approve a development application relating to an extension to an existing place of worship (24/7 Community Church) on Lot 672 (No. 60) Wilson Street, Kalgoorlie 6430 (the site). The applicant seeks to extend the building to include a multi-purpose room.

As the proposal is an "A" use under Local Planning Scheme No. 2 (LPS2), and the decision powers are not delegated to the Chief Executive Officer, the approval of Council is required.

REPORT

Background

At its Ordinary Council Meeting of 25 March 2019, Council conditionally approved the existing development at Lot 672 (No. 60) Wilson Street, Kalgoorlie 6430.

The City has since received an application on behalf of 24/7 Community Inc. seeking approval for an extension to the existing building. The proposed extension is not intended to increase the number of occupants, but rather to enhance the amenity and functionality of the facility for the existing congregation. The additional space is primarily intended to accommodate a children's ministry for the children of current parishioners.

Application Description and Details

Address:	Lot 672 (No. 60) Wilson Street, Kalgoorlie 6430
Lot Size:	1417m ²

Zoning	Residential (R40)
Existing Land Use:	Place of worship
Proposed Land Use:	Place of worship
Adjacent / Nearby Land Uses:	Residential, & educational establishments (TAFE & Curtin University)

Details of the Proposal

The applicant is seeking approval for the following:

- Extend the existing place of worship to include a multi-purpose room measuring approximately 13m by 8m.
- Construct an undercover area opposite the auditorium access and adjacent to the proposed multi-purpose room.
- Reconfigure the existing car parking and relocate the crossover.
- Relocate the existing planter boxes to the adjacent outdoor area.

The proposed development involves the extension of the existing place of worship to provide additional assembly and supporting facilities. The extension is modest in scale and is not intended to increase the number of occupants accessing the site. It is primarily intended to improve the amenity and functionality of the existing facility, including space for a children's ministry for the children of current parishioners.

The applicant has noted that, as church services are typically held on weekends, street parking in the surrounding area, including at the school across the road, is generally available for any potential overflow. On this basis, the applicant does not anticipate a significant increase in parking demand.

The extension has been designed to retain the balance between built form and open space on the site and to minimise potential impacts on surrounding properties and the broader neighbourhood character.

Description of the Site

The site is opposite the Curtin University student accommodation and the Regional Central TAFE building. To the south-west and across the laneway and to the south-east, the predominant land use is residential.

The site currently contains a 'place of worship' building for the 24/7 Community Church, with the site extensively developed, with minimal landscaping. A 1.8m high Colorbond fence surrounds the property in areas where the building does not extend to the boundary.



Figure 1: Aerial Imagery of Lot 672 (No. 60) Wilson Street, Kalgoorlie 6430 and surrounds.

Site History/Previous Approvals

The City's records include the following approvals:

Planning

Application No.	Date	Description	Outcome
P213/97	1997	Request for continuation of zoning - commercial non-conforming use	Approved
P140/98	1998	Continuation of zoning commercial, non-conforming use	Cancelled
P90/99	1999	Extension to non-conforming use	Approved
P367/99	1999	Medical centre	Cancelled
P548/99	1999	Alteration to non-conforming use	Approved
P249/05	2005	Child care centre	Withdrawn
P488/05	2005	WAPC - application no. 130065 - survey strata	Approved
P5/06	2006	Child care centre	Approved
P134/10	2010	Depot and office	Approved by Council

P003/19	2019	Place of public worship (24/7 community church)	Approved by Council
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Building

Application No.	Date	Description	Outcome
19413	2007	Child care facility	Cancelled
26258	2019	Internal modifications	Approved
26482	2019	Occupancy application	Approved

Previous Relevant Decisions of Council

At the 25 March 2019 OCM (15.1.1 Application for Planning Approval for a Place of Public worship (24/7 Community Church) - Lot 627 (60) Wilson Street, Kalgoorlie), Council resolved the following:

That Council approve Planning Application (P003/19) for a Place of Public Worship at Lot 672 (60) Wilson Street, Kalgoorlie, subject to the following conditions:

General Conditions

- 1. This development must substantially commence within two (2) years from the date of this decision letter, unless an extension of the approval is received from the City, prior to this approval expiring.*
- 2. This development taking place in accordance with the approved plans (Drawings No. 0286-247-A-01 to 0286-247-A-08).*
- 3. The natural ground levels and finished floor levels shown on the approved plans are not permitted to be altered without seeking further approval from the City.*
- 4. The construction design referred to in the approved Environmental Noise Impact Assessment (Project No. PS113220 Acoustic Assessment) is to be shown in the drawings/plans included in the Certified Building application.*

Conditions required to be met prior to use

- 5. Prior to use of this development, the vehicle crossovers shall be constructed to the satisfaction of the City.*
- 6. Prior to use of this development, the car parking, vehicle access and circulation areas shown on the approved site plan, including the provision of car parking for the disabled, is to be constructed, drained, and line marked to the satisfaction of the City.*
- 7. Prior to use of this development, provision of onsite car parking in accordance with Australian Standard AS2890.1 and AS2890.6 to accommodate a minimum of nineteen (19) vehicles at any given time.*
- 8. Prior to use of this development, "Entry Only" and "Exit Only" signage is to be installed adjacent to the Wilson Street and Cheetham Street crossovers to the satisfaction of the City.*
- 9. Prior to use of this development, landscaping is to be completed in accordance with the approved plans or any approved modifications thereto and is to be maintained to the satisfaction of the City.*
- 10. Prior to use, this development shall be connected to the City's reticulated sewer system to the specifications of the City.*
- 11. Sewerage headworks charges are to be paid to the City prior to use of the development in accordance with the City's Sewer Headworks Contributions*

Policy (DS-DS-001). Sewerage headworks charges will be \$1,492.90 if paid prior to 30 June 2019.

12. Prior to use of the development the proposed construction design recommendations of the Acoustic Assessment is to be implemented and maintained on an ongoing basis to the satisfaction of the City.

Conditions to be met on an ongoing basis

13. Nineteen (19) onsite car parking bays, inclusive of one (1) parking bay for the disabled, and vehicle access, set down and circulation areas are to be maintained and available for car parking, vehicle access, loading and circulation on an ongoing basis to the satisfaction of the City.
14. The stormwater shall be discharged and maintained in a manner so that there is no discharge onto the adjoining properties or the rear laneway and is to be to the satisfaction of the City.
15. Approved landscaping is to be maintained on an ongoing basis to the satisfaction of the City.
16. This signage shall not contain any flashing or moving light at any time.
17. The signage is to be maintained on an ongoing basis to the satisfaction of the City.

Applicant's Submission

The full application as submitted is attached to this report (attachment 1).

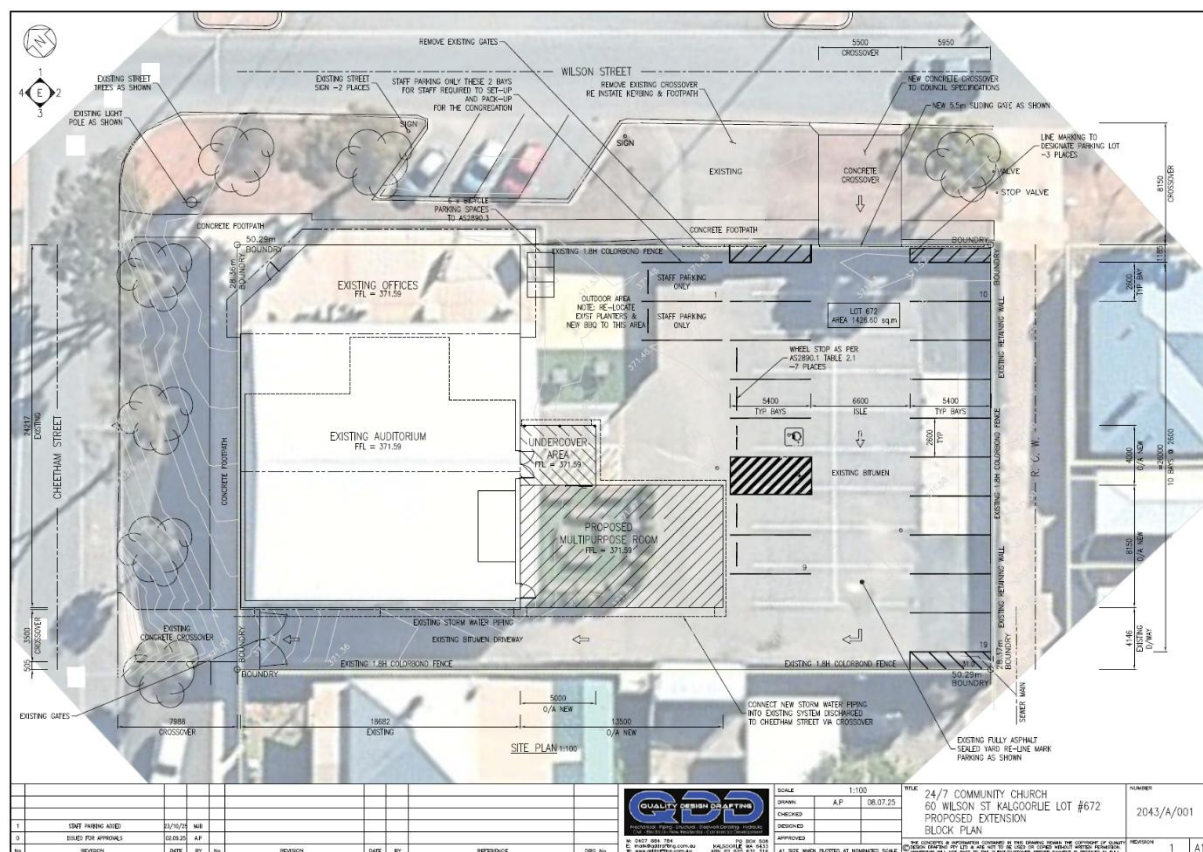


Figure 2: Proposed Site Plan

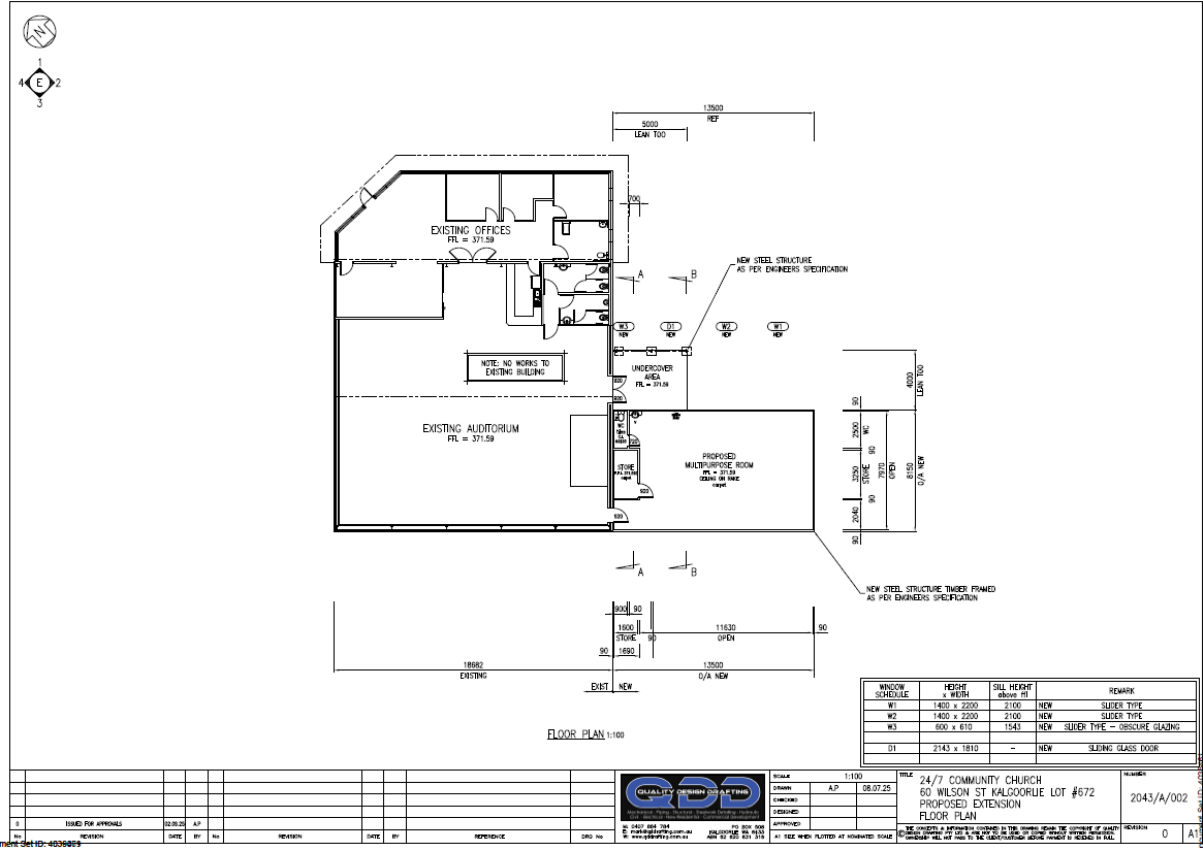


Figure 3: Proposed Floor Plan

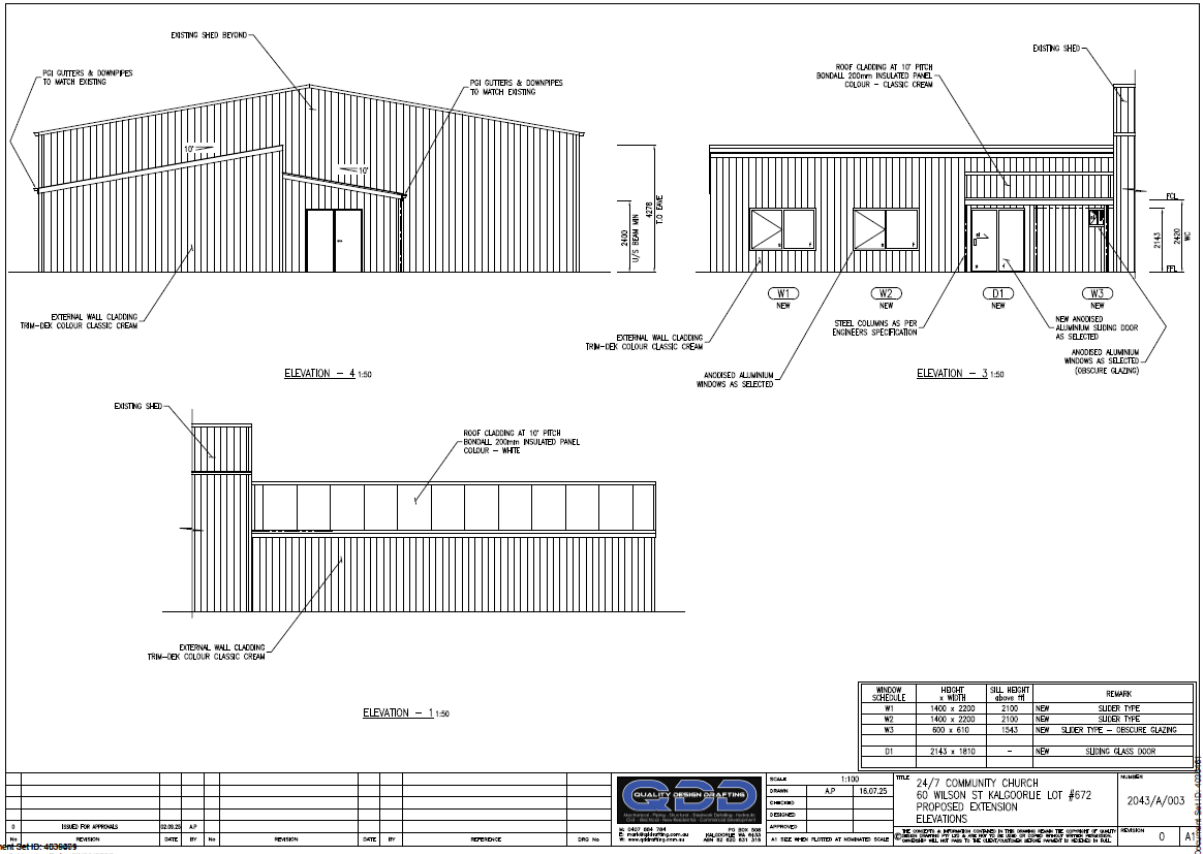


Figure 4: Proposed Elevations

Public Consultation

Public consultation was undertaken in the following manner:

Requirement

Schedule 2, part 8 clause 64 (4) of the Planning Regulations states that a non-complex application is advertised by doing any or all of the following, as determined by the local government:

- Clause 64 (4)(a) in accordance with clause 87 public notice in the newspaper and website publishing;
- Clause 64 (4)(b) giving notices to 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
- Clause 64 (4)(c) erecting, in the manner approved by the commission, a sign or signs.

Method

In considering the requirements for public consultation, City officers determined that the notification (advertising) to owners and occupiers of adjacent and surrounding properties was sufficient to ascertain any potential effects the proposal may have on surrounding properties. The full proposal was also published on the City's 'Your Say' website during the public consultation period.

Duration

14 days, from Friday, 3 October 2025 to Friday, 17 October 2025.

Submissions Received

One submission was received that was neutral and did not raise any concerns for the development (refer attachment 2).

Consultation with Other Agencies

There are no external agencies affected by the proposal.

Assessment Considerations**Zoning and Land Use Permissibility**

The subject land is identified in LPS2 as a 'Residential' zone with a residential density of R40. The existing use 'place of worship' is defined in LPS2 to mean: *"premises used for religious activities such as a chapel, church, mosque, synagogue, or temple."*

The objectives of the residential zone are:

- *"To provide for a range of housing and a choice of residential densities to meet the needs of the community."*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas."*
- *To provide for a range of non-residential uses which are compatible with, and complementary to, residential development."*

The proposal relates to an extension of an approved development.

Under the LPS2, a place of worship is an 'A' use in the Residential zone, meaning the use is not permitted unless the local government has exercised discretion to approve, subject to advertising.

Assessment against the provisions of LPS2

Non-residential development in the residential zone is assessed against clause 44.

Provision	Requirement	Proposal	Assessment
Max. Plot Ratio – Non-Residential	Clause 44 of LPS2 - 0.2	0.38	Non-compliant. Refer to the detailed discussion in the plot ratio section of this report.
Average Front Setback	Clause 44 of LPS2 - 4m	0m	The proposed extension does not amend the existing front setback.
Average Secondary street setback	Clause 44 of LPS2 - 1m	0m	The proposed extension does not amend the existing secondary street setback.
Min. side setbacks	Clause 44 of LPS2 Southwest - 1m	4.05m	Complies.
Min. rear setback	Clause 44 of LPS2 - 6m	18m	Complies.
Landscaping	Clause 44 of LPS2 - 25% of the site (354.25m ² landscaped)	1.9% (28m ² landscaped)	Non-compliant. Refer to the detailed discussion in the landscaping section of this report.
Car Parking	Schedule No 1 of LPS2 - Place of worship: 1 bay per 15m ² of GFA (27 bays) Office: 1 bay per 40m ² of GFA (4 bays)	19 onsite parking bays	Non-compliant. Refer to the detailed discussion in the parking section of this report.
Bicycle Parking	Schedule No 1 of LPS2 - Place of worship: 1 space for every 30 people the building is designed to accommodate (4 spaces)	6	Complies.

	Office: 1 space per 200m ² of GFA (1 space) & 1 space per 500m ² of GFA (1 space)		
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Plot ratio

The development proposes a variation to the City's plot ratio standard under Clause 44 of LPS2. A plot ratio of 0.38 is proposed in lieu of the permitted 0.20, representing an increase of 0.07 compared to the approved plot ratio of 0.31 under Local Planning Scheme No. 1 (LPS1).

Under LPS1, the plot ratio standards were applied based on land use, and the approved place of worship was considered compliant. Under LPS2, development standards are now determined by zoning, and a new plot ratio standard applies to the site.

The applicant has confirmed that the proposal will not increase occupancy or operating hours and that the extension is intended solely to improve the amenity and functionality of the existing facility.

It is therefore considered that the proposed variation to the plot ratio standard is minor and acceptable given the original approval, as it does not alter the established use, intensity, or overall character of the site.

Landscaping

The development proposes a variation to the City's landscaping standard under Clause 44 of LPS2. The previously approved landscaping layout is shown in Figure 5 below. The approved landscaping area totalled 16m² the existing landscaping currently exceeds this amount. The proposed development includes a total of 28m² of retained landscaping, which represents an improvement on the previously approved outcome.

The site is enclosed by a 1.8m solid fence. No changes are proposed to the fence design. The existing gate will be relocated to accommodate the revised parking layout. Given the design of the fence, any changes to internal landscaping will not be visible from the street or adjoining public areas.

The proposal is considered to be generally consistent with the objectives of the City's Landscaping Policy.

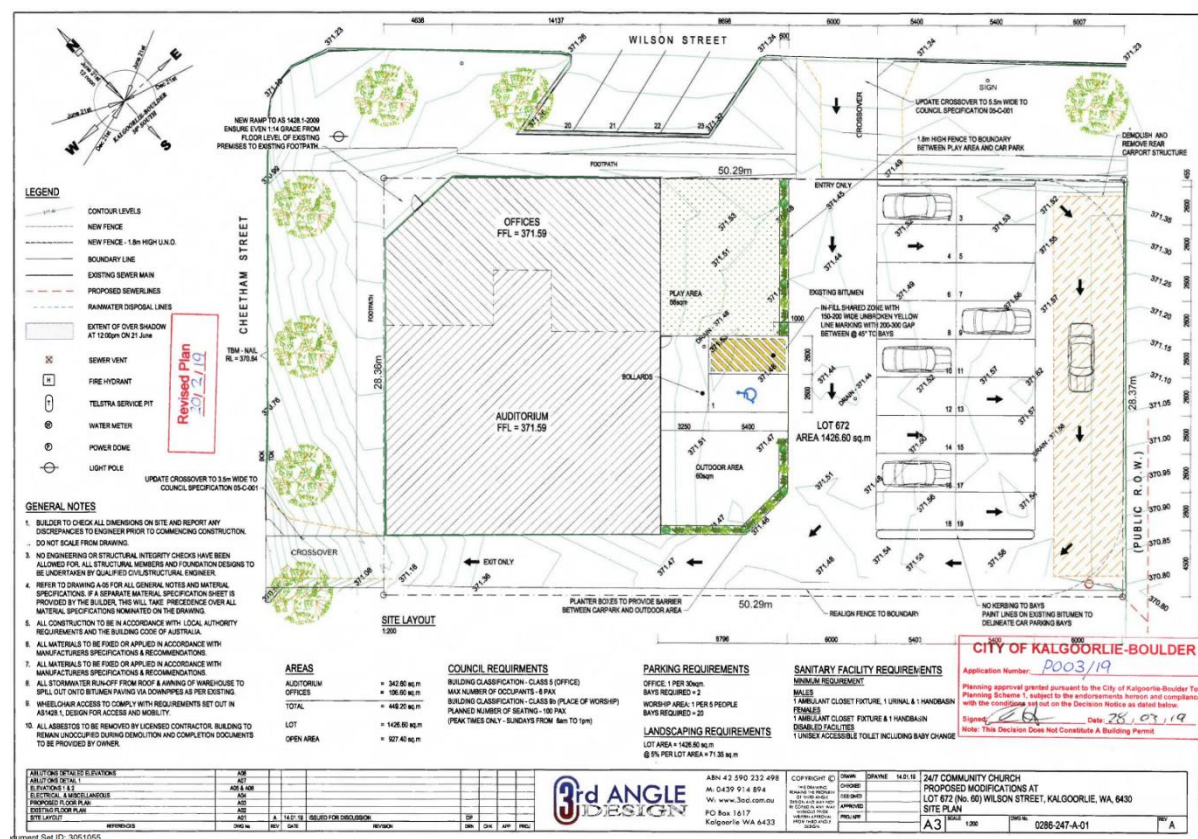


Figure 5: Approved Landscaping Plan from Planning Application (P006/19).

Traffic and Parking

The proposed extension does not increase the number of occupants; therefore, it will not generate additional traffic movements or parking demand.

The church congregation remains at approximately 100 people, with one full-time staff member and three part-time volunteers, consistent with the 2019 approval.

The approved plans nominate 19 on-site parking bays. The four street bays were excluded from the previous assessment as the church does not have exclusive use of the parking bays.

If assessed as a new development under LPS2, the overall proposal will require 31 parking bays. However, the current proposal does not increase the intensity of use, nor does it reduce the number of onsite car bays. Due to the change of the parking arrangement and circulation two bays needed to be reconfigured; and these are now proposed as a tandem staff parking. The applicant has advised that these tandem bays will be used by individuals responsible for setting up and packing down after congregation.

Noise

The Environmental Protection (Noise) Regulations 1997 operate as a prescribed standard under the Environmental Protection Act 1986 and set limits on noise emissions. The Planning Regulations require that noise received by noise-sensitive land uses, such as residential dwellings, can meet the assigned levels.

The proposed extension can achieve compliance with the Environmental Regulations by physical separation from noise-sensitive uses, design and layout of premises, or by implementing noise mitigation measures such as acoustic fences.

A condition requiring the submission and implementation of a Noise Emissions Assessment is recommended to ensure the development complies with the abovementioned Act.

Conclusion

The proposed development aims to extend the place of worship to improve the amenity and services provided by the Church. The extension is not intended to intensify the use, and the resulting changes to the plot ratio, parking and landscaping are considered acceptable. Given the site's history and ongoing use, the application is recommended for approval, subject to conditions.

INTERNAL CONSULTATION

The proposal has been referred to the City's Building, Engineering, Environmental Health, Water and Waste departments for professional advice and technical assessment.

Environmental health provides the following advice.

The auditorium's floor space could accommodate up to 95 persons, however, the current exit configuration only provides egress for approximately 50 persons, as it is a sliding door. Additionally, the second exit from the auditorium leads into the proposed multi-purpose room, which may further limit safe occupancy. It is recommended that the applicant consider providing an exit directly to the outside to ensure the auditorium can safely accommodate 95 persons in accordance with relevant building and fire safety requirements.

The above has been communicated to the applicant and will be provided as an advice note.

No other relevant responses were provided.

COUNCIL CONSULTATION

No Council consultation has been undertaken.

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 the applicant is 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

Due regards were given to the following local planning policies:

1. Landscaping Policy; and
2. Advertising Planning Proposals Policy.

COMMUNITY STRATEGIC PLAN LINKS

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

Communities connected through people, place and purpose - Providing opportunities for people and families to belong, contribute, connect and stay

STRATEGIC CONTEXT

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

RISK ASSESSMENT

The table below shows:

1. Council's adopted risk tolerance for each category; and
2. City officer's risk assessment of the recommendation to Council, undertaken using the City's Risk Management Framework and taking into account current controls.

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and controls where outside of tolerance
Health/injury	N/A	N/A	The risk of health/injury is not relevant to this report.
Financial loss	N/A	N/A	The risk of financial loss to the City is not relevant to this report.
Service interruption	N/A	N/A	The risk of service interruptions is not relevant to this report.

Legislative breach	Negligible	Rare	The assessment of the application includes an assessment against the requirements of the relevant planning legislation. The recommendations of this report are consistent with the <i>Planning and Development Act 2005</i> and the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .
Reputational damage	N/A	N/A	The recommendations of this report will not result in any reputational damage to the City.
Property damage	N/A	N/A	The risk of property damage is not relevant to this report.
Environmental damage	N/A	N/A	The risk of environmental damage is not relevant to this report.
Project time	N/A	N/A	There is no City project related to this report.
Project cost	N/A	N/A	There is no project cost to the City.

The overall risk score is low, and the likelihood of occurrence is rare. The City anticipates minimum risks associated with the proposed change of use.

OFFICER RECOMMENDATION

That Council approve the proposed development application at Lot 672 (No. 60) Wilson Street, Kalgoorlie 6430, subject to the following conditions:

1. This development must substantially commence within two (2) years from the date of this decision letter, unless an extension of the approval is received from the City, prior to this approval expiring.
2. The approved development must comply in all respects with the attached approved plans, as dated, marked and stamped, together with any requirements and annotations detailed thereon by the City of Kalgoorlie-Boulder. The plans approved as part of this application form part of the development approval issued.
3. The natural ground levels and finished floor levels shown on the approved plans are not permitted to be altered without seeking further approval from the City.
4. A total of nineteen (19) onsite car parking bays, including one (1) ACROD bay, along with vehicle access, set-down, and circulation areas, are to be maintained and kept available for car parking, vehicle access, loading, and circulation on an ongoing basis, to the satisfaction of the City.
5. The stormwater shall be discharged and maintained in a manner so that there is no discharge onto the adjoining properties or the rear laneway and shall be to the satisfaction of the City.
6. The proposed gate(s) must open entirely within the boundaries of the site and, when open, must maintain a minimum clearance of 1.5m from the driveway on either side to the satisfaction of the City.

Prior to the lodgement of a building permit

7. Prior to the lodgement of a building permit for the proposed extension, a Noise Emissions Assessment undertaken by a suitably qualified noise consultant is to be submitted to and approved by the City. The noise assessment must assess the emissions from the proposed development at the subject site and identify appropriate noise mitigation measures to minimise impact on the approved development and ensure compliance with the Environmental Protection (Noise) Regulations 1997.

Prior to a building permit being issued

8. Prior to a building permit being issued, all noise mitigation measures and building or design requirements identified in the approved Noise Emissions Assessment required by condition 7 above, must be clearly shown on the building plans submitted as part of the Building Permit application, to the satisfaction of the City.
9. Prior to a building permit being issued, stormwater disposal plans, details and calculations must be submitted for approval by the City of Kalgoorlie-Boulder and thereafter implemented, constructed and maintained on-site to the satisfaction of the City.

Prior to use

10. Prior to use, the vehicle crossover to Wilson Street must be constructed to the specification and satisfaction of the City.
11. Prior to use of the development, redundant vehicle crossovers, as shown on the approved plans, must be removed and the verge, kerb and footpath (where relevant) reinstated to the specification and satisfaction of the City.
12. Prior to use, signage shall be installed at the site entrance and exit points to demonstrate access and exit routes to the satisfaction of the City.

13. Prior to use of this development, the car parking, vehicle access and circulation areas shown on the approved site plan, including the provision of ACROD, is to be constructed, drained, and line marked to the satisfaction of the City.
14. Prior to use of this development, provision of onsite car parking in accordance with Australian Standard AS2890.1 and AS2890.6 to accommodate a minimum of nineteen (19) vehicles at any given time.
15. Prior to the commencement of the use or occupation of the development, all noise mitigation measures and building or design requirements identified in the approved Noise Emissions Assessment must be fully implemented and maintained thereafter, to the satisfaction of the City.

14.5.6 Quarterly Reporting - Kalgoorlie-Boulder Youth Council (Working Group)

Responsible Officer:	Lauren Chapman-Holle Manager Community Development
Responsible Business Unit:	Community Development
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 and note the quarterly reporting and updates on the activities of the Kalgoorlie-Boulder Youth Council Working.

REPORT

Following Council's decision to disband the formal Youth Council Committee and establish the Kalgoorlie-Boulder Youth Council Working Group, City officers have commenced quarterly reporting. This briefing summarises Youth Council meetings and actions undertaken during the July–September 2025 period.

Meeting Summary

Date	Chair	Key Focus Topics
22 July 2025	Youth Councillor Connor/ Coordinator Community Development Madison Church	Council Resolution workshopped, Kalgoorlie-Boulder Youth Council (working group) Terms of Reference (ToR) reviewed and reporting schedule
5 August 2025	Acting Youth Mayor Gabriella	Resignation, WhatsApp approval, Youth Parliament
19 August 2025	Youth Councillor Connor	ToR endorsement, Youth Mentor, Kingsbury Park
2 September 2025	Acting Youth Mayor Gabriella	Youth Mentor timeline, Youth Action Plan workshop
16 September 2025	Acting Youth Mayor Gabriella	Youth Action Plan endorsement, meeting cancellation

Key Actions and Outcomes

Governance and Structure

Kalgoorlie-Boulder Youth Council (working group) Terms of Reference (ToR):

- Reviewed collaboratively with Youth Council and City officers.
- Adjusted to align with Council Committee Handbook.
- Endorsed on 19 August 2025 for inclusion in Council's quarterly reporting, City officers to provide guidance and advise where practicable to Youth Council, Youth Mentors and interested new members on the Youth Council operations as per the endorsed ToR.

Reporting Schedule

Quarterly reporting periods to be:

- October 2025 (Jul–Sep). Moved to November OCM due to caretaker period.
- January 2026 (Oct–Dec)
- April 2026 (Jan–Mar)
- July 2026 (Apr–Jun)

Youth Engagement and Development

Youth Mentor Recruitment:

- Timeline endorsed for onboarding post-election (Nov 2025).
- Youth Councillors identified potential Youth Mentors. City officers to work on the Youth Council Recruitment Campaign for Youth Mentors and Youth Councillors and provide guidance that aligns with the endorsed ToR.

Youth Parliament WA:

- Acting Youth Mayor Gabriella presented and passed the Regional Ambulance Service Bill 2025 as part of her involvement in the WA Youth Parliament experience.
- Youth Council requested further information on 2026 Youth Parliament opportunities. City officers provided relevant information to interested Youth Councillors.

Youth Action Plan 2025–2029:

- Youth Council reviewed the draft action plan over two meetings.
- Endorsed by Youth Council on 16 September 2025 for progression to Council, anticipated in December 2026.

Communication and Inclusion

WhatsApp Communication:

- Approved for use among Youth Councillors, Mentors, Delegates, and Guardians.
- Aimed at improving engagement and ensuring child-safe communication.

New Member Appointment:

- Wania formally voted in as Youth Councillor on 22 July 2025.

Resignation:

- Youth Councillor Ella resigned from Youth Council on 5 August 2025. Motion carried to accept resignation; conflict of interest declared by Youth Councillor Sophie.

Community Issues and Advocacy**Kingsbury Park Youth Precinct:**

- Concerns raised about antisocial behaviour and fire hazards following the incident of the burnt-out slide in Kingsbury Park.
- Request for review of CCTV camera placement/coverage and public awareness initiatives. City officers worked through this request with Youth Council advising the CCTV placement has been completed in a way where it has the optimal coverage to increase the safety of the venue. Further investigation and consultation will be conducted with Youth Council around the City's current approach to public safety awareness initiatives.

Shire of Coolgardie:

- Youth Council requested Mayor Wilson attend a future meeting to provide clarity, however this has been closed out following Minister's announcement.

Environmental Advocacy:

- Youth Council raised interest in increasing greenery across Kalgoorlie-Boulder. This request was worked through to provide clarification on what is within Council/ City officer control, as well as advising how Council contributes to the greenery through council initiatives such as Adopt a Tree, Adopt a Spot and Sustainable Living Series.

Next Steps

- Finalise onboarding of Youth Mentors and new Youth Councillors post-election.
- Present Youth Council Lifecycle documentation (application, onboarding, offboarding).
- Seek Council endorsement of Youth Action Plan, anticipated at the December Ordinary Council Meeting.
- Implementation and monitoring of Youth Action Plan.
- Youth Council to request City Officers consider advocacy addressing medical staffing shortages, to increase the access to the Kalgoorlie-Boulder MRI Machine. City officers arranging guidance to Youth Council.
- Prepare next quarterly report for January 2026.

INTERNAL CONSULTATION

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

COUNCIL CONSULTATION

As per Council's decision, Councillor Winner and Councillor Brownley were the Council delegates on the Kalgoorlie-Boulder Youth Council Working Group during this reporting period, providing a consultative conduit with Council. Going forward, Councillor Winner will be the Council delegate member, and Councillor Viskovich the deputy member.

COMMUNITY ENGAGEMENT CONSULTATION

No community consultation was considered necessary in relation to this 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:

Communities connected through people, place and purpose - Providing opportunities for people and families to belong, contribute, connect and stay

Communities connected through people, place and purpose - Enhance community inclusion, safety and well-being

Communities connected through people, place and purpose - Advocate for community needs and priorities

Robust built environment and sustainable natural environment - Provide spaces for community connection and recreation

Strong organisation empowered to lead - Ensuring well informed, strategic and sustainable decision making

Strong organisation empowered to lead - Streamlined systems that enable efficient and effective delivery

Strong organisation empowered to lead - Strengthen our influence and advocacy

STRATEGIC CONTEXT

The regular review of council documents ensures strategic guidance remains relevant and appropriate ensuring up to date decision making is aided.

RISK ASSESSMENT

The Kalgoorlie-Boulder Youth Council operates as a working group and does not hold delegated authority to make decisions on behalf of Council. Council maintains a low tolerance for risks related to corporate governance and legislative compliance.

These risks are mitigated through regular oversight, structured reporting, and alignment with the City's Governance Framework.

All recommendations from Youth Council are advisory in nature and require formal Council endorsement before implementation, ensuring governance integrity and compliance with legislative obligations.

OFFICER RECOMMENDATION

That Council note the Kalgoorlie-Boulder Youth Council Quarterly Report (July 2025 – September 2025).

15 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Question from Deputy Mayor Terrence Winner:

1. Whose responsibility it is to ensure pedestrian safety when crossing Graeme Street to access the Hannans Boulevard shopping complex?
2. What works have currently been completed to improve pedestrian safety when crossing Graeme Street? And
3. What future works are currently earmarked for pedestrian safety when crossing Graeme Street?

16 CONFIDENTIAL ITEMS

Nil

17 CLOSURE

18 DATE OF NEXT MEETING

The next Ordinary Council Meeting will be held on 15 December 2025.