



MINUTES

of the Ordinary Meeting of Council

held at 07:00 PM

on

27 AUGUST, 2018

at the

Kalgoorlie Town Hall

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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

2 OPENING PRAYER

The opening prayer was conducted by Pastor Glenn Crouch of the Lutheran Church.

3 DISCLAIMER READING

The Mayor read the disclaimer to those present.

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/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

IN ATTENDANCE:

Mayor John Bowler
Cr Allan Pandal
Cr Deborah Botica
Cr Mandy Reidy
Cr Gary Brown
Cr Suzie Williams
Cr Glenn Wilson
Cr Natalie Coxon
Cr Pam O'Donnell
Cr Nardia Turner
Cr Linden Brownley

MEMBERS OF STAFF:

Mr John Walker	Chief Executive Officer
Ms Ivana Castle	Chief Financial Officer
Mr Stuart Devenish	General Manager Infrastructure & Environment
Ms Holly Phillips	General Manager City Living
Ms Tracey Luke	Minutes and Governance Officer

VISITORS:

PRESS:

2

APOLOGIES - ELECTED MEMBERS:

Nil

APOLOGIES - MEMBERS OF STAFF:

Nil

LEAVE OF ABSENCE:

Cr Lisa Malicky
Cr Laurie Ayers

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6 PUBLIC ACCESS AND PUBLIC QUESTION TIMEPublic Question Time

Mr Loek Ruiterman addressed Council and asked the following three questions.

Question 1.

Why are the people of CKB forced to be customers of CKB and subject to censorship at council meetings by an unelected CEO ?.

Question 2.

What is the City doing about the use of Roundup weed killer after the 289 million USD Lawsuit was settled last week that is in fact does cause cancer? Precedents have been set.

Question 3.

Does the Council really feel that allowing unelected people the final say on who can address the Council is honest transparency and government by the people for the people?

Response to questions by Mayor John Bowler

Mayor Bowler noted that the content of questions 1 and 3 were the same and would answer question one. The Mayor explained to Mr Ruiterman that all 13 members of Council were elected by the citizens of Kalgoorlie- Boulder. Council had employed Mr Walker as CEO to manage the operations of the City and the vetting of questions with regard to Public Question Time and Public Access as part of the City's Standing Orders.

In response to question 2 the Mayor answered that as per APVMA there currently is no scientific information showing that Glyphosate is unsafe for use if used as per label directions. City staff who use the chemical adhere to all label directions and work to the CKB Spraying and Safety Operation procedure. Spraying does not take place during high winds nor around high pedestrian areas when pedestrians are in the area. All operators are to conduct pre-start check that take into account location and weather conditions. Spraying practices have changed in the past 18 months and the City is now conducting more spot spraying rather than blanket spraying and this approach is reducing the amount of herbicide being used.

7 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

8 NOTATIONS OF INTEREST

8.1 INTEREST AFFECTING IMPARTIALITY CITY OF KALGOORLIE-BOULDER CODE OF CONDUCT

Nil

8.2 FINANCIAL INTEREST LOCAL GOVERNMENT ACT SECTION 5.60A

Nil

8.3 PROXIMITY INTEREST LOCAL GOVERNMENT ACT SECTION 5.60B

Nil

9 APPLICATIONS FOR LEAVE OF ABSENCE

MOVED BY: CR NADIA TURNER
SECONDED BY: CR GLENN WILSON

9.1 APPLICANT: CR MANDY REIDY

Cr Mandy Reidy requested Leave of Absence from 22 September 2018 to 30 September 2018 and from 20 October 2018 to 30 October 2018 inclusive.

9.2 APPLICANT: CR SUZIE WILLIAMS

Cr Suzie Williams requested Leave of Absence from 28 August 2018 to 01 September 2018 inclusive.

CARRIED
(11/0)

10 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSIONS

Nil

11 CONFIRMATION OF MINUTES

MOVED BY: CR GARY BROWN
SECONDED BY: CR NATALIE COXON

[Minutes August 13 2018 Council.DOCX](#)

That the minutes of the **Ordinary** meeting held on 13 August 2018 be confirmed as a true record of that meeting.

CARRIED
(11/0)

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

14 REPORTS OF COMMITTEES

14.1 ALL PURPOSE MINUTES - 20 AUGUST 2018

14.1.1 GOLDFIELDS CHILD CARE CENTRE

Responsible Officer:	John Walker Chief Executive Officer
Author:	John Walker Chief Executive Officer
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Simple

OFFICER/COMMITTEE RECOMMENDATION

That Council

- 1. Reconfirm its commitment to supporting the Goldfields Childcare Centre project to relocate their before and after school care centre and additional occasional care places from the Sandalwood Community Centre to a transportable building on land leased from Council at 76 Whitlock Street Kalgoorlie.**
- 2. Reaffirm its commitment to providing \$173,000 in funding toward the total project cost of \$772,000.**
- 3. Determine whether these funds will be provided by an allocation from its 2018/19 Grants process, by internal loan funding or by cash contribution.**
- 4. Approve the granting of an extension to the lessee at 76 Whitlock Street for a period of 15 years subject to appropriate legal approvals.**

COUNCIL RESOLUTION

MOVED BY: CR PAM O'DONNELL
SECONDED BY: CR DEBORAH BOTICA

That Council

- 1. Reconfirm its commitment to supporting the Goldfields Childcare Centre project to relocate their before and after school care centre and additional occasional care places from the Sandalwood Community Centre to a transportable building on land leased from Council at 76 Whitlock Street Kalgoorlie.**
- 2. Reaffirm its commitment to providing \$173,000 in funding toward the total project cost of \$772,000.**
- 3. Provide these funds by cash contribution.**

4. **Approve the granting of an extension to the lessee at 76 Whitlock Street for a period of 15 years subject to appropriate legal approvals.**

**CARRIED
(11/0)**

EXECUTIVE SUMMARY

At the Special Council Meeting held on 1 December 2017 Council supported an application from the Goldfields Childcare Centre for a grant from the Building Better Regions Fund for \$433,000 towards a project at 26 Whitlock Street Kalgoorlie to develop a building and facilities for before and after school childcare and improved general childcare. The total project cost was \$772,000 and Council also agreed to meet the shortfall in funds available of \$173,000 with the centre contributing \$166,000 of its own funds.

The means of providing Councils funds was to be determined in the Councils budget process for 2018/19. The grant application was not ultimately successful and Council therefore did not consider the funding allocation. The centre now wishes to proceed with the project as planned and has received a \$125,000 grant from another fund. The balance of funds needed for the project will be sought from corporate and private donations.

Council is being asked to reconfirm its support for the project and its commitment to providing \$173,000 in funds.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles to invest in the children and youth of the community, improve our essential services and ensure equitable community services for all residents.

BUDGET IMPLICATIONS

Provision for \$173,000 will need to be determined.

REPORT

At a Special Meeting of Council held on 1 December 2017 it was resolved, as a result of a request by the Goldfields Childcare Centre and consideration of an officers written report, as follows

That Council:

1. In view of the impending closure of the Sandalwood Community Centre and the need for the Goldfields Childcare Centre to find alternative accommodation, Council support their relocation to land leased to them by the City in Whitlock Street and commit to supporting their application to the Building Better Regions Fund by providing an amount of \$173,000 as a contribution to the total project cost of \$772,000.
 2. Council determine in its 2018/19 budget process whether these funds will be provided by an allocation from its grant process, by internal loan funding or by cash contribution.
-

This resolution followed an earlier decision that opposed giving the support to the Centre and which was subsequently rescinded.

The Centre made an application to the Building Better Regions Fund for a grant of \$433,000 out of a total project cost of \$772,000 (50% of costs plus contingency). The Centre agreed to contribute \$166,000 of its own funds leaving a shortfall of \$173,000 which they asked Council to fill. The project followed a decision by Goldfields Child Care Centre to provide what they believed was the most effective solution to the issue at hand, of continuing to provide before and after school care as well as occasional care by building a transportable building on land abutting their full time day care centre in Whitlock Street that is leased to them by the Council. This would allow them to double the number of places from 20 to 40 and to build effectiveness in their operations.

The Centre was ultimately unsuccessful with their application for funds totalling \$443,000. They were successful however in receiving a \$125,000 grant from the Community Child Care Benefit Scheme. The Centre is committed to delivering the project as proposed and is pursuing additional funding themselves from corporate and private sources. They are now requesting Council deliver on their promised support.

Given the unsuccessful grant application the Centre did not engage with the City until now on going forward with the project, and as a result the matter was not considered in the 2018/19 budget process and no provision has therefore been made.

Should Council still wish to support the project it would be possible however to find a way to financially do so.

The Goldfields Child Care Centre will attend the meeting and present their position to Council on Monday night. As an additional item the Centre has asked Council to consider extending the lease on Whitlock Street as it only has 8 years to run and the investment costs will require greater length of tenure for the appropriate security. This request is supported for a 15 year lease.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

No community consultation was considered necessary for the recommendations of this report.

**14.1.2 REVIEW OF EARLY EDUCATION AND CHILD CARE SERVICES
DELIVERY IN CKB**

Responsible Officer: Holly Phillips
General Manager City Living

Author: John Walker
Chief Executive Officer

Disclosure of Interest: Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That Council

1. Receive the report entitled "Review of Early Education and Childcare Service Delivery in the City of Kalgoorlie-Boulder.
2. Utilise its findings to assist in responding to community priorities in this space.
3. Determine whether any further reviews or studies are warranted.

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

MOVED BY: CR NATALIE COXON
SECONDED BY: CR GLENN WILSON

That Council

1. Receive the report entitled "Review of Early Education and Childcare Service Delivery in the City of Kalgoorlie-Boulder.
2. Utilise its findings to assist in responding to community priorities in this space.
3. Ask the CEO to investigate ways that Council can facilitate more day care spaces for the residents of Kalgoorlie Boulder ensuring the report is not limited in its findings about Council's involvement to providing advice, incentives, cash components and building Council run operations.

**CARRIED
(11/0)**

EXECUTIVE SUMMARY

Late last year when considering Child Care demand in the City, the Council asked for a report to be prepared on details on the Child Care industry in Kalgoorlie-Boulder. The review was undertaken to assist Council to respond to community priorities and develop strategies to support current and future demand for child care in the city through an evidence based approach to planning. The review specifically focussed on care arrangements for children aged 0-5 years and also those children of school age utilising vacation care and before and after school care. The review does not attempt to argue the case for any Council involvement in this area at this time.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles to invest in the children and youth of the community and foster a growing population.

BUDGET IMPLICATIONS

There are no budget implications from the recommendations of this report.

REPORT

The report is attached.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

No community consultations was considered necessary from the recommendations of this report.

ATTACHMENT: [Childcare Services Review Draft Report.pdf](#)

14.1.3 SQUADRON 709 REQUEST FOR NAME CHANGE

Responsible Officer: John Walker
Chief Executive Officer

Author: Tracey Luke
Minutes and Governance Officer

Disclosure of Interest: Nil

VOTING REQUIREMENTS

Simple

OFFICER/COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

MOVED BY: CR PAM O'DONNELL
SECONDED BY: CR GLENN WILSON

That Council

- 1. Grant Permission for 709 Squadron, Australian Airforce Cadets to officially change their name to 709 City of Kalgoorlie-Boulder Squadron.**
- 2. Approve a letter be sent by the Mayor advising of the City's permission for the name change.**

**CARRIED
(11/0)**

EXECUTIVE SUMMARY

The City has received a request from the Australian Air Force Cadets who are based at Cruickshank's Sports Arena to change its name from 709 Squadron, Australian Airforce Cadets to 709 City of Kalgoorlie-Boulder Squadron .

Australian Air Force Cadets Regulation requires that when a Unit wishes to use the name of a Territory or City in their Unit name a formal request must be made to that Local Government Authority to seek approval, and if granted, the Local Government Authority should provide evidence of such approval by minuted Council proceedings, and by letter from the Local Government acknowledging its consent.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles to value our strong social fabric including local culture and heritage.

BUDGET IMPLICATIONS

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

REPORT

On 24 July 2003, the City received a request for the squadron name change by Flight Lieutenant T.C Siefken on behalf of Squadron 709. In this letter he requested that the squadron be officially renamed 709 City of Kalgoorlie-Boulder Squadron.

In a letter dated 26 August 2003 from former CKB Mayor Ron Yuryevich to the 709 Squadron conveyed the City's approval for the name change. This letter is attached for Council to view.

However an extensive search of the City's records suggests that this request was not put to Council as a minuted account of Council permission cannot be found.

On 10 August 2018 a letter sent to Mayor John Bowler again requested the name change for 709 Squadron. Recognising that 2018 marks the 65th year of the squadron, they wish to commemorate this milestone by formally changing their name to recognise the City they represent.

It is within the context of valuing the long service to the City of Kalgoorlie-Boulder of the Air Force Cadets, commemorating their 65th anniversary and recognising their wish to have the City of Kalgoorlie Boulder as part of their official name that the author of this report recommends that Council grant this request

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

No Community consultation is considered necessary from the recommendations of this report.

ATTACHMENTS:

[Letter to City dated 24 July 2003](#)

[Letter from former Mayor R Yuryevich dated 26 August 2003](#)

[Letter to Mayor John Bowler dated 10 August 2018](#)

14.1.4 INITIATION OF SCHEME AMENDMENT NO.98 - PARKING OF COMMERCIAL VEHICLES AND LIGHT INDUSTRIAL ACTIVITIES IN RESIDENTIAL ZONES

Responsible Officer: Stuart Devenish
General Manager Infrastructure & Environment

Author: Samantha Durston
Planning and Development Services Team Leader

Disclosure of Interest: Nil

VOTING REQUIREMENTS

Simple

OFFICER/COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

MOVED BY: CR MANDY REIDY
SECONDED BY: CR GARY BROWN

That Council resolves:

1. Pursuant to the *Planning and Development Act 2005*, to initiate Amendment No.98 to the *City of Kalgoorlie-Boulder Local Planning Scheme No.1* by:
 - i. Amending the Scheme text Clause 4.3 *Parking of Commercial Vehicles in Residential Zones* as per the attached document.
 - ii. Inserting new Clause 4.4 *Requirements for Light Industrial Activities on Residential Lots* into the Scheme text as per the attached document.
 - iii. Amending the definition of *Commercial Vehicle* under *Schedule 1 – Interpretations* to align with the definition provided under the *Planning and Development (Local Planning Schemes) Regulations 2015*.
2. Pursuant to r35 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Amendment No.98 is assessed as a 'Standard Amendment' for the following reasons:
 - i. The Amendment is consistent with the Local Planning Strategy;
 - ii. The Amendment is consistent with the objectives identified in the Scheme for the Extensive Residential zone; and
 - iii. The Amendment does not result in any significant environmental, social, economic or governance impacts on the land in the scheme area.
3. Pursuant to s47 of the *Planning and Development Act 2005*, refer the Scheme Amendment to the Environmental Protection Authority and pursuant to r47, give notice to the Western Australian Planning Commission.

CARRIED
(11/0)

EXECUTIVE SUMMARY

The purpose of this report is to initiate amendments to the scheme that will broaden the range of activities permissible within the 'Extensive Residential' zone. It also seeks to improve provisions relating to the parking of commercial vehicles in residential zones.

Properties within the Extensive Residential zone are larger lots and can, in appropriate circumstances, be used for some light industrial activity. There are indications that such activity is presently occurring and changes to scheme provisions will reflect what has been tolerated by the community. Changes to the scheme will allow some light industrial activity where the nature of the use will not cause undue disruption to local activity and where the configuration of the site is suitable.

At present there is no prescribed limit on the number of commercial vehicles that may be parked on residential property. The amendment would limit the number to two vehicles, serving to protect residential amenity, and avoiding residential areas becoming transport depots. Further to this, the adoption of 'model' provisions relating to this issue will clarify administrative matters.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles to 'Plan for Regulated Sustainable Land Use and Development' and 'Investigating and Promoting Land/Housing Developments'.

BUDGET IMPLICATIONS

Council should note that there are no external costs associated with the Scheme Amendment process. However, if the State government endorse the Amendment, costs will be incurred in association with the public notification and engagement process. These costs can be met through the 2018/19 budget.

REPORT

This report outlines the components of the proposed Scheme Amendment and its compliance with the LPS and the Scheme.

Background

The conflict of industrial activities occurring in residential areas are often the subject of compliance matters for local government. In order to address this, City officers propose an amendment of the Scheme text by modifying Clause 4.3 *Parking of Commercial Vehicles in Residential Zones* to provide clarity in the application and assessment of parking of commercial vehicles in residential zones. Additionally, the amendment proposes the integration of other compatible light industrial uses in residential zones under certain circumstances. The applicant would be required to demonstrate compliance with a number of development requirements, as set out in the attached document.

In order to support this, the creation of a new policy will be programmed to coincide with the final endorsement of this amendment by the WAPC. The new policy will aim to provide guidance on boundary treatments (i.e. fencing and setbacks) that minimise

potential land use conflicts and maintain the established level of residential amenity. This policy will be presented at a future Ordinary Council Meeting for ratification.

Parking of Commercial Vehicles in Residential Zones

Under the current provisions of the Scheme, parking of commercial vehicles is permitted in all residential zones (as listed below), provided the requirements under Clause 4.3.1(2) are met.

- General Residential;
- Extensive Residential; and
- Special Residential.

Whilst this is proposed to continue, the number of commercial vehicles permitted will be limited to two (2) per lot to provide greater clarity and to reduce the potential impact of commercial vehicles in residential zones. The Amendment also proposes to align the definition of a Commercial Vehicle with that provided under the *Planning and Development (Local Planning Schemes) Regulations 2015* to conform to current best practice and align with the definition proposed under LPS2. The definition from the Regulations is outlined below:

Commercial Vehicle means a vehicle, whether licenced or not, that has a gross vehicle mass of greater than 4.5 tonnes including –

- a) A utility, van, truck, tractor, bus or earthmoving equipment; and
- b) A vehicle that is, or is designed to be an attachment to a vehicle referred to in paragraph (a).

Light Industrial Activity in Residential Lots

For those provisions proposed under Clause 4.4 *Requirements for Light Industrial Activities on Residential Lots*, the attached map delineates those areas under the current Scheme which will be affected. These areas can be summarised as the Extensive Residential zone. The zone objectives for Extensive Residential are outlined below:

- To facilitate low residential development at R2 and R2.5 in the Extensive Residential zone;
- To encourage the establishment of stables and keeping of livestock;
- To encourage the retention of significant vegetation; and
- To facilitate businesses compatible with low density residential development and the keeping of livestock.

Officers are satisfied that the proposed amendment will align with the zone objectives as defined in the Scheme, specifically the facilitation of light industrial activities in low density residential areas for the following reasons:

- By promoting and maintaining the established level of amenity in residential areas;
- By minimising any potential land use conflict between residential and non-residential land uses;
- Facilitating non-residential land uses and development in areas which meet the criteria outlined in the Scheme provisions; and

- Ensuring the provision of an acceptable level of physical separation and suitable interface treatment between non-residential and residential land uses and development are employed.

It should also be noted that light-industrial activities nominated as part of this amendment have been selected due to the perceived low risk in adversely affecting residential amenity in low density areas (i.e. low levels of noise emissions and air pollution).

Local Planning Strategy

In considering Scheme Amendments, the WAPC refers to the local government's LPS to determine if an amendment aligns with the strategic direction of land use planning. Whilst the LPS does not specifically reference the strategic intention of this amendment, officers are satisfied that the broad overarching framework of the City's LPS aligns with the amendment.

Under 2.1 *Strategic Goals*, the following objectives are defined:

- Provide a variety of residential lifestyle opportunities;
- Encourage economic growth and diversification of industry whilst maintaining a clean, safe and healthy environment; and
- Ensure appropriate location of development to avoid land use conflicts.

The amendment of provisions outlined under Clause 4.3 of the Scheme Text and the inclusion of Clause 4.4 *Requirements for Light Industrial Activities on Residential Lots* provides opportunity for residents to accommodate their business interests adjacent to their dwelling. The criteria outlined in the attached ensures that this can be facilitated whilst maintaining the principles of orderly and proper planning and mitigating potential land use conflicts. These include:

- Provisions in the Scheme Text requiring the appropriate zoning, site area and street frontage requirements are met;
- Measures are employed to adequately screen light-industrial uses from the streetscape;
- Separate crossovers are installed and maintained to delineate a separation between residential and light-industrial uses;
- Any business activity associated with the land must be owned and managed by the occupant;
- A limit to the number of employees is defined and any employee vehicles must be parked within the property boundaries;
- Operation of the business is limited to normal business hours only;
- The number of customers or clients on the property and their frequency are limited; and
- The number of commercial vehicles associated with the activity are limited to a maximum of six (6) vehicles.

A supporting policy will be developed simultaneously with the progression of this amendment to further illustrate acceptable design solutions where residential and light-industrial land uses are proposed to co-exist on the same lot. Applicants will be required to demonstrate compliance with the requirements outlined in the Scheme

Text, where the policy will provide guidance on how this could be achieved. An example of this guideline can be viewed in Figure 1.

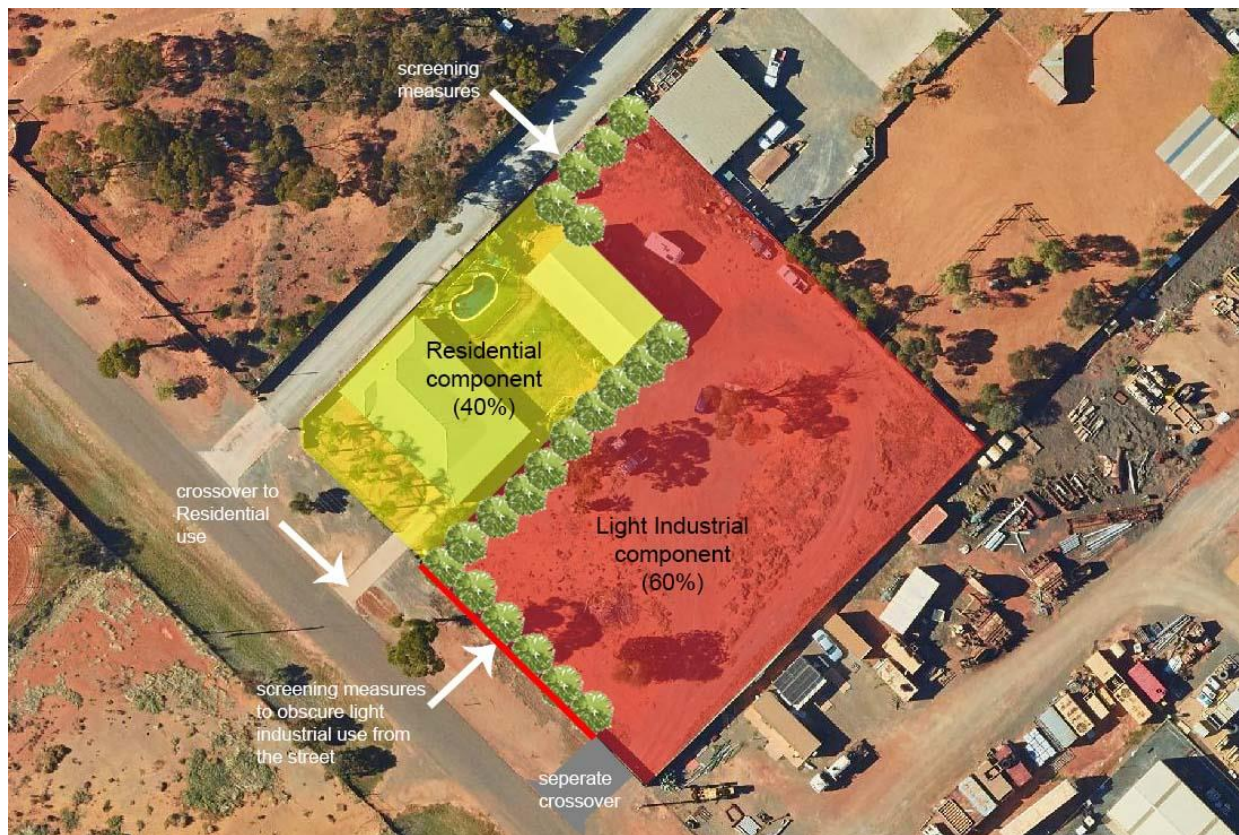


Figure 1: Example of how Residential and Light Industry uses could co-exist

Conclusion

In conclusion, City officers recommend that Council initiate Scheme Amendment No.98 based on the following land use planning justifications:

- The amendment will provide a robust framework in the assessment of parking of commercial vehicles on residential properties;
- Any future light industrial uses proposed will be largely compatible with surrounding land uses, provided criteria outlined in the attached document is complied with; and
- The proposal aligns with the *Strategic Goals* of the LPS by providing a variety of residential lifestyle opportunities, ensuring the appropriate location of development and facilitation of light-industry uses.

Upon initiation of the amendment, necessary documentation will be prepared and referred to the WAPC. The commission will assess the suitability of the amendment in relation to State policy. Similarly, referral to the EPA is required to allow assessment of the proposals environmental impact. Subject to the reviews, the amendment will progress to public advertising as detailed in the Community Engagement section.

STATUTORY IMPLICATIONS

In accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, the City has assessed the proposal as a 'Standard' Scheme Amendment for the following reasons:

- Is consistent with the Local Planning Strategy;
- Is consistent with the objectives identified in the scheme for the Extensive Residential zone; and
- The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendations of this report. However it should be noted that the creation of a new policy will be programmed to coincide with the endorsement of this Amendment by WAPC. The policy will address the integration of light industrial uses in residential areas.

The policy will be presented to a future Ordinary Council Meeting for ratification.

COMMUNITY ENGAGEMENT CONSULTATION

The City will be required to undertake public consultation for a period of forty two (42) days using the following advertising mediums:

- A public notification in the local newspaper;
- Display a copy of the notice in the offices of the City for the period for making submissions;
- Give a copy of the notice to each public authority that the City considers is likely to be affected by the amendment;
- Publish a copy of the notice and the amendment on the City's website; and
- Advertise the scheme as directed by the WAPC and in any other way the City considers appropriate.

During the consultation period, the City may receive submissions from the public either in support or opposition to the proposal. Submissions received during the advertising period will be presented to Council at a separate meeting for consideration.

ATTACHMENTS:

[Scheme Amendment No 98 Amendment to Text](#)
[Scheme Map Extensive Residential Zones](#)
[Current Scheme Clause 4 3](#)

14.2 FINANCE AND AUDIT MINUTES - 14 AUGUST 2018**14.2.1 CHANGE TO GRV REVALUATION CYCLE**

Responsible Officer: Ivana Castle
Chief Financial Officer

Author: Jocelyn Power
Coordinator Rates

Disclosure of Interest: Nil

VOTING REQUIREMENTS

Absolute

OFFICER RECOMMENDATION

That the committee:

Receive and consider the written notification received from the Valuer General's Office regarding the GRV revaluation program. The City currently has a 4 yearly revaluation cycle, the next valuation year being the 2019/20 financial year, date of valuation 1 September 2018 with an effective date 1 July 2019.

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

MOVED BY: CR SUZIE WILLIAMS
SECONDED BY: CR GARY BROWN

That Council:

Receive the written notification (appended to this report) received from the Valuer Generals office regarding the GRV revaluation program which currently has a 4 year revaluation cycle and which the Valuer General wishes to bring forward as a one off to a 3 year cycle and undertake it in 2018/19. Further the City seek confirmation that after this one off change the next valuation will not occur until 2023/24.

CARRIED
(11/0)

EXECUTIVE SUMMARY

This purpose of the report is to provide the Committee with background information on the reasons why Landgate has brought forward the City's GRV revaluation program, from 2019/20 to 2018/2019 and what (if any) will be the financial implications to the City's 2019/20 rates yield and to its ratepayers.

The Valuer Generals Office is moving this forward to 2018/19 for this cycle only. Following on from this, the City will resume its 4 yearly cycle, making the next valuation year 2023/24. The explanation provided by the Valuer Generals Office is that they are attempting to improve their scheduling of work to match their resourcing capabilities.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles to ensure financially stable local government.

BUDGET IMPLICATIONS

There are no 2018/19 budget implications resulting from the recommendation of this report as the Valuer General's Office has confirmed the City will be billed for the revaluation program in the 2019/20 financial year.

REPORT**BACKGROUND**

The Valuation of Land Act 1978 requires the Valuer-General to provide fair and equitable valuations to assist the State and local governments in their assessment of property rates and taxes. Gross Rental Value (GRV) and Unimproved Value (UV) are two types of values which are determined by the Valuer-General. Both GRVs and UVs are updated periodically during general valuations of all land and when any intervening changes occur, by interim valuations.

Gross Rental Values (GRV) in effect are gross annual rentals which comprise a fair return to the owner, plus all of the costs incurred in maintaining the value of the land in addition to rates, taxes and insurance. In the case of residential property it is the fair weekly rental for a property presented on an annual basis. This is used by local government as the basis of council rates.

There is a time difference between the date of valuation and when the general valuations are officially adopted. This means that in changing markets GRV do not reflect the conditions at the time rates notices are issued. Any property market fluctuations occurring around the issue date will not be reflected in council rates.

GRV Revaluation on rateable land for 2019/20

The City received formal notification from Landgate's Valuation Office on the 19 July 2018 that a General Valuation of the Gross Rental Values on rateable land within the City of Kalgoorlie-Boulder was to be undertaken in 2018/19. The date of valuation is 1 August 2018 and the date in force 1 July 2019, making this a 3 year revaluation cycle.

As the City sits within a 4-year revaluation cycle, with the exception of one-off revaluations (due to building development, demolition, or objections), Landgate was contacted and asked to provide reasons for the change, those reasons being;

1. State Government cuts to Landgate's workforce has resulted in a rationalisation of resources;
2. The valuation program in its current state is unsustainable. Landgate have reviewed their work load and determined that by re-scheduling the City and a number of other larger Regional Councils they are able to achieve their objective;

3. By implementing better planning strategies with valuation cycles, this will maximise the availability of Valuer's, allowing Landgate to achieve the same outcomes using fewer resources.

Financial Implications to Annual Budget

Given the significant cost, the Valuer General has agreed to change the payment terms to ensure there is no impact to the City's cash position. Payment will fall due in the 2019/20 financial year.

Provisions were made in the 2016/17, 2017/18 and 2018/19 budgets which allowed a pro rata contribution be set aside each year to go towards the final charge.

Financial Impact to Valuation Register

Any forward or backward movement in property's GRV will impact on the City's GRV Valuation Register. Revaluations do impact on the amount of rates to raise under the differential rating system used by the City. Any backward movement in property's GRV will reduce the rates revenue base. Council will need to take this scenario into consideration when conducting their 2019/20 budget workshops.

The average percentage change for Country GRV valuations reported by Landgate for 2017 is as follows:

Table 1 2017 Country GRV Valuations

Property Classifications	Average % change per property type
Residential	5.64%
Industrial	-1.77%
Commercial	3.62%
Vacant Land	-5.44%

The previous two valuation cycles at the City were conducted in 2012/13 and 2016/17 when the Western Australian economy was going from a boom period (12/13) to a low period (16/17). Landgate reports that most properties during this period either saw a reduction in GRV or just a marginal increase.

The valuation data from these two periods has been summarised in Table 2 below and confirms Landgate's comments.

Table 2 GRV Valuation Register

Rate Code	Rate Description	2012/13 3 yr Valuation Cycle	2016/17 4 yr Valuation Cycle	% Change in Valuations
01	All Residential	183,871,460.00	186,082,823.00	0.012
02	Central Business	27,350,098.00	24,326,015.00	-0.111
03	General Industry	26,551,125.00	23,204,071.00	-0.126
04	Mining GRV	4,449,520.00	5,880,020.00	0.321
08	All Other Properties	44,551,581.00	37,568,842.00	-0.157
		286,773,784.00	277,061,771.00	-0.034

Financial Impact to Ratepayers

As evidenced in table 2, the variation to the valuation base does not appear to be significant when comparing the last two cycles. While this is true, it does not necessarily follow that variations will be similar into the future. It is possible however to draw upon current local economic information as a guide in determining just how significant the variation will be.

In saying this, there is a varied response across Kalgoorlie-Boulder in the rental market, indicating potential economic growth, as evidenced in Table 3, 2018 REIWA Statistical Rental Data (sourced from REIWA online site www.reiwa.com.au where survey data is captured from properties listed and leased online at reiwa.com.au).

Table 3 2018 REIWA Statistical Rental Growth Data

Suburb	Rent Growth	Medium Rent
South Boulder	11.10%	250.00
Boulder	1.6%	310.00
Victory Heights	9.10%	360.00
Broadwood	0.80%	600.00
South Kalgoorlie	20.30%	355.00
Somerville	18.20%	520.00
Kalgoorlie	-4.10%	350.00
Piccadilly	2.90%	350.00
West Lamington	-12.80%	375.00
Lamington	-4.00%	360.00
Hannans	0.00%	430.00

Historically the impact to ratepayers in a revaluation year can potentially result in significant variations between individual properties within each of the rate categories, as well as between the rate categories themselves. Subsequently, whether valuations go up or down, the impact to the ratepayer will need to be managed by Council. The balance between Community expectations, budget constraints and an equitable outcome for ratepayers will need to be carefully considered.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

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

ATTACHMENT:

[Landgate re Changes to GRV Revaluation Cycle.pdf](#)

14.2.2 INTERNAL AUDIT UPDATE 2018

Responsible Officer: Ivana Castle
Chief Financial Officer

Author: Lauren Radcliffe
Financial Controller

Disclosure of Interest: Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That the committee;

1. Receive the update on the Internal Audit engagement following the appointment of Paxon Group at the Ordinary Council Meeting 12th March 2018 for the provision of internal audit services for the 2018/19 and the 2019/20 financial years.
2. Set the order of priorities, as outlined in the brief, and based on the City Risk Register with the first assignment commencing on the 20th August 2018.

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

MOVED BY: CR LINDEN BROWNLEY
SECONDED BY: CR NATALIE COXON

That the committee;

Recommend that the first and second audit assignments conducted by Paxon Group be;

1. Service Provision to the Community, and;
2. Workplace Injury, death or disease due to poor safety culture/practices.

Furthermore, the following list of risk areas is recommended for audit and subject to changes. These were identified on the City's Risk Register.

1. Service Provision to the community;
2. Workplace injury, death or disease due to poor safety culture/practices;
3. Sewerage Water Contamination (but note that the City is awaiting a report for further assessment);
4. Economic Development;
5. Loss of/inability to attract key staff;
6. Communication
7. Human Resources
8. Uncertainty of State Government direction
9. Corporate Governance

**CARRIED
(11/0)****EXECUTIVE SUMMARY**

The purpose of this report is to update the Committee on the progress of the internal audit engagement, the aim of which is to provide an independent audit opinion of operational and strategic processes identified in the City Risk Register, and report to the Audit and Finance Committee on a quarterly basis.

The term of the contract is two years, from 1 July 2018 to 30 June 2020, with four audit assignments and reports to be presented to the Audit and Finance Committee per financial year. The first assignment is scheduled to begin in August 2018. While the brief is clear, and demonstrates that the City wishes to mitigate risk and manage exposure, the prioritisation of work is necessary.

The City recognises that it has a responsibility in ensuring good governance. In doing so it is committed to not only meeting all of its statutory obligations, but that it strives for best practice through greater accountability, transparency, responsiveness, effectiveness and efficiency, equity and inclusion, and participation.

This internal audit engagement is a critical step in support of the City's greater strategic vision for good governance.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles to ensure financially stable local government.

BUDGET IMPLICATIONS

There are no budget implications resulting from the recommendation of this report. A budget allocation has been provided in the 2018/19 financial year.

REPORT**INTERNAL AUDIT SERVICES**

At the 28 August 2017 Ordinary Council Meeting Council resolved to appoint an external auditor to undertake the internal audit provision on behalf of the City. A scope of works was prepared, and submissions were requested via the City's Vendor Panel to registered WALGA preferred suppliers.

The submissions were presented to the Audit and Finance Committee meeting 21 February 2018. After due consideration Paxon Group were recommended by the Committee, acknowledging that the service provider was the most suitable in terms of experience, resourcing capacity and cost effectiveness.

The City outlined its requirements for the brief, calling for the provision of an independent audit opinion of operational and strategic processes identified in the City Risk Register. As part of this internal audit process it was requested that the internal auditor report to the Finance and Audit Committee on a quarterly basis.

Based on the City Risk Register this may include:

- Review of the internal control structure, monitoring the operations of the information system and internal controls and providing recommendations for improvements;
- Examination of financial and operating information that includes detailed testing of transactions, balances and procedures;
- A review of the efficiency and effectiveness of operations and services including non-financial controls of a local government;
- A review of compliance with management policies and directives and any other internal requirements;
- Review of the annual Compliance Audit Return;

The Auditor will report functionally to the Audit and Finance Committee and administratively to the CEO. Pursuant to section 5.41 of the Act, the CEO is responsible for the day-to-day management of council activities including the direction of staff and implicitly the internal audit function. The CEO may choose to delegate this responsibility, provided always, that the delegation does not directly or indirectly interfere with the ability of the Internal Auditor to conduct an internal audit function free from interference.

Reporting Specifications

Term of Service: 2 years commencing 1 July 2018 – 31 June 2020

Frequency: 4 audit assignments and reports per financial year to be delivered at the City of Kalgoorlie-Boulder Finance and Audit Committee quarterly meetings scheduled for the third Wednesday in August, November, February and May, (meeting dates may change depending on operational requirements).

Hours: 35 hours per assignment including onsite data collection and report preparation.

Delivery: Completed audit report to be delivered to the CEO 7 working days prior to the Finance and Audit Meeting.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

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

14.2.3 OFFICE OF THE AUDITOR GENERAL - PROCUREMENT AUDIT 2018 UPDATE

Responsible Officer: Ivana Castle
Chief Financial Officer

Author: Lauren Radcliffe
Financial Controller

Disclosure of Interest: Nil

VOTING REQUIREMENTS

Simple

OFFICER/COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

MOVED BY: CR GLENN WILSON
SECONDED BY: CR PAM O'DONNELL

That the committee:

Receive the update on the progress of the Procurement Audit by the Office of Auditor General.

**CARRIED
(11/0)**

EXECUTIVE SUMMARY

The purpose of this report is to update the Committee on the progress of the Procurement Audit conducted by the Office of Auditor General (OAG).

The audit, while not final has been an opportunity for the City to review its processes. The focus has been to ensure that our legal obligations are met above all else.

Amendments made to the Local Government (Auditing) Act 2017, have made the Office of the Auditor General responsible for the auditing of local governments. During 2017/2018 they have conducted performance audits on local councils.

The City received correspondence from the Office of Auditor General on the 8th November 2017 outlining that the City of Kalgoorlie-Boulder had been selected for an audit of its Procurement function.

The audit began with an entry meeting on 30 November 2017 held on site, which included an overview of the approach to be taken, as well as the process and time line. The process was as follows;

Step 1. Entry Meeting

The City was notified of the purpose of the audit and relevant communication streams agreed between the OAG and the City to develop the audit plan.

Step 2. Fieldwork

Auditors conducted fieldwork on site that included requests for 20 transaction samples under the \$150,000 purchasing threshold and 5 tenders.

Step 3. Review of Findings and Issue of Management Letter

Analysis and development of test findings. Discuss and review with the CEO and senior management.

Step 4. Findings Tabled to Parliament

Announce the summary of findings and table to parliament.

Step 5. OAG Audit Review

OAG to review their audit and seek feedback from the City.

Step 6. Public Accounts Committee Review

Follow-up on the audit by the Public Accounts Committee.

The current stage of the audit is completion of Step 3.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles to ensure financially stable local government.

BUDGET IMPLICATIONS

There are no budget implications resulting from the recommendation of this report. A budget allocation has been provided in the 2018/19 financial year.

REPORT

The City was notified by the OAG that it would be audited on its performance of procurement processes on the 8th November 2017 through written communication to the CEO and Mayor. (See the attached letter)

Performance audits focus on the efficiency and effectiveness of operations and aim to highlight key areas where improvements can be made.

An entry meeting with the audit team was conducted on the 30th November 2017, and the City received information regarding the OAG's approach.

During this meeting, the Auditor outlined the following;

- The timeline of the audit that included the dates of fieldwork, consultations of findings and intended time to table report to parliament.
- The scope of the audit, which included the need for auditors to conduct fieldwork on site and the evidence that would be required. This included requests of 20 transaction samples under the \$150,000 purchasing threshold and 5 tenders.

The auditor made requests for information across 20 samples over 2016-17 and 2017-18 financial years. The breakdown of the selection is tabled below.

Purchasing Threshold	Number of Samples	Proportion of Samples
\$ 0 -1,000	1	5%

\$ 1,001 – 5,000	7	35%
\$ 5,001 – 50,000	3	15%
\$ 50,001 – 150,000	9	45%

Following the fieldwork the auditor provided the City with a Draft Management letter. This listed the audit findings and requested a response to and/or the provision of any outstanding items.

The auditors worked with City officers to discuss the findings and after three rounds of discussions, agreement on the final draft was reached.

The audit team were professional and have been accessible during the entire process. They listened to our responses, and were respectful to staff and took advice. The City has experienced a change of organisational structure and staff turnover in procurement and finance which has made the audit challenging. The OAG were flexible and worked with us to ensure the best possible outcome.

The OAG is now planning to release two documents in the following few weeks that will include:

- Final Management Letter
- Summary of Findings

The City strives to achieve best practice in all its processes. It acknowledges that process that require continuous attention and improvement, it is confident that City officers are meeting and will continue to meet their legislative obligations.

Upon receipt of the Management letter, the City will review its purchasing policy and procedure to ensure alignment with the audit recommendations.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

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

ATTACHMENTS:

[Entry Letter City of Kalgoorlie Boulder pdf](#)

14.2.4 UPDATE ON DEBT COLLECTION

Responsible Officer: Ivana Castle
Chief Financial Officer

Author: Jocelyn Power
Coordinator Rates

Disclosure of Interest: Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That the committee:

1. Receive the update on 2017/18 Debt Collection.
2. Receive, review and endorse the Financial Hardship Policy.

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

MOVED BY: CR DEBORAH BOTICA

SECONDED BY: CR NATALIE COXON

That the committee:

1. Receive the update on 2017/18 Debt Collection.
2. Receive and endorse the continued development of a draft Financial Hardship Policy (CORP-F-001).

**CARRIED
(11/0)**

EXECUTIVE SUMMARY

The purpose of this report is to update the Committee on;

1. how Debt Collection is tracking (providing statistical data comparisons from 2015/16 to 2017/18) and
2. the development of the Financial Hardship Policy Council resolved to endorse at Council Meeting 28 May 2018.

The overall results for Debt Collection for 2017/18 are as follows;

1. Reduced legal costs, from \$127,704 2016/17 to \$80,439 2017/18, an overall reduction of \$47,265.
2. Reduced outstanding debt for the same period 30 June 2017, versus 30 June 2018, by 17%, from \$8.2 million to \$6.8 million.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles to ensure financially stable local government.

BUDGET IMPLICATIONS

There are no budget implications resulting from the recommendation of this report.

REPORT**Background**

After Council resolved to bring debt collection in-house, a Debt Recovery Officer position was created in January 2018 to provide the City with an opportunity to take a more proactive approach to debt recovery. This covers both rates and sundry debtors. The role has been facilitated by the Debt Recovery Officer making an early assessment of a debtor's capacity to pay providing the debtor with an opportunity to negotiate acceptable payment arrangements:

Special Payment Arrangements

The 2017/18 statistical data shows good results have been achieved by resolving unpaid rates matters earlier. Fewer properties are now being referred to the courts for legal action, thus reducing legal costs for the City and the ratepayer.

Special Payment Arrangement Types	
Agreement Type	Total
Centrepay	19
Periodical Payments	255
	274

Legal Costs Review

A three year analysis of the City's debt collection costs from 2015/16 to 2017/18 (inclusive) confirms the decision to bring debt collection in-house was a more effective approach to debt recovery.

Cost Type	17/18	16/17	15/16
City's Court Lodgement Costs (*)	61,225	48,585	
External Third Party Agency/s (*/**)	19,214	79,119	270,678
	80,439	127,704	270,678

* recoupable

** non recoupable

Financial Hardship Policy

The payment of rates by residents is crucial to the effective operation of Council. Although the City is not required to have a financial hardship policy under any statutory requirements, Council authorised the development of a Financial Hardship Policy at its meeting on 28 May 2018, for debtors who are in genuine financial distress.

The intention of the draft policy is to;

1. establish more robust guidelines to assist in the application and management of the Special Payment Plans.

2. provide guidance to City Officers in considering requests for concessions and leniencies from persons experiencing serious and/or extreme financial hardships.
3. satisfy the Statutory requirements the City has under the Waste Avoidance and Resource Recovery Act 2007 (WARR) in regards to sewer rates and financial hardship. As of 1 July 2018, this is now a mandatory requirement.
4. to provide ratepayers with alternative payment options that better suits their situation.

New Payment Option Type

With the introduction of Centrelink's Indue card, it has provided the City with an opportunity to review the payment options on offer and introduce an alternative option to all recipients holding a Centrelink concession card (i.e. indue, senior and aged pension card holders).

As a registered business with Centrepay, City Officer's now have direct access to Centrepay Business Online. Ratepayers who wish to have periodical payments deducted directly from their Centrelink benefits can now do this through the City, saving the ratepayer a visit and long wait at Centrelink.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

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

ATTACHMENTS:

[Financial Hardship Policy draft](#)

14.3 COMMERCIAL BUSINESSES MINUTES - 22 AUGUST 2018**14.3.1 PRESENTATION OF THE COMMERCIAL BUSINESSES PROFIT AND LOSS STATEMENTS JULY 2017 TO JUNE 2018**

Responsible Officer: Ivana Castle
Chief Financial Officer

Author: Casey Radford
Finance & Systems Coordinator

Disclosure of Interest: Nil

VOTING REQUIREMENTS

Simple

OFFICER/COMMITTEE RECOMMENDATION

That the Committee recommend to Council to accept the following unaudited full year financial reports for the below mentioned Commercial business units:

- Goldfields Arts Centre
- Goldfields Oasis
- Kalgoorlie-Boulder Airport
- Kalgoorlie Golf Course

COUNCIL RESOLUTION

MOVED BY: CR NATALIE COXON
SECONDED BY: CR GLENN WILSON

That Council accept the unaudited full year financial reports for the below mentioned Commercial Business units.

- Goldfields Arts Centre
- Goldfields Oasis
- Kalgoorlie-Boulder Airport
- Kalgoorlie Golf Course

CARRIED
(11/0)

EXECUTIVE SUMMARY

The purpose of this report is to review the financial position of the City's commercial business units to 30 June 2018. These reports are presented as drafts and will not be final until the City's financial audit is complete.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles for ensuring a financially stable local government.

BUDGET IMPLICATIONS

There are budget implications resulting from this review.

REPORT

The profit and loss statements of the City's commercial businesses for the year to date 30th of June 2018 have now been completed and are attached with commentary for Elected Members consideration.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

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

ATTACHMENTS:

[Goldfields Arts Centre Annual Report 2018](#)
[Goldfields Oasis Annual Report 2018](#)
[Kalgoorlie Regional Airport Annual Report 2018](#)
[Kalgoorlie Golf Course Annual Report 2018](#)

15 REPORTS OF OFFICERS

15.1 GENERAL MANAGER INFRASTRUCTURE AND ENVIRONMENT

15.1.1 T016 17/18 - RESIDENTIAL BULK BIN SERVICE

Responsible Officer: Stuart Devenish
General Manager Infrastructure & Environment

Author: Francois Botha
Projects Coordinator

Disclosure of Interest: Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That Council

- 1. Award Tender Number T016 17/18 – Residential Bulk Bin Service to Cleanaway Pty Ltd; and**
- 2. Authorise the Mayor and CEO to sign the contract documents under the common seal of the City of Kalgoorlie-Boulder in accordance with part 19.1(2) of the Standing Order Local Law.**

COUNCIL RESOLUTION

MOVED BY: CR MANDY REIDY
SECONDED BY: CR DEBORAH BOTICA

That Council

- 1. Award Tender Number T016 17/18 – Residential Bulk Bin Service to Cleanaway Pty Ltd at an annual cost of \$165,640, and**
- 2. Authorise the Mayor and CEO to sign the contract documents under the common seal of the City of Kalgoorlie-Boulder in accordance with part 19.1(2) of the Standing Order Local Law.**

**CARRIED
(11/0)**

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the submissions received for tender number T016 17/18 – Residential Bulk Bin Service.

The public tender process for the provision of a residential bulk bin service resulted in four submissions being received. Cleanaway Pty Ltd scored highest and is considered to be the most advantageous.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles for Infrastructure.

BUDGET IMPLICATIONS

To contract Cleanaway for Bulk Bin collection services the full annual cost is quoted at \$165,640. The budget for 2018/2019 financial year is set at \$135,000, which is \$30,640 over the allocation. However, the introduction of the \$20.00 service fee for customers, and foreseeably a reduction of the fifty (50) bins per week, it is anticipated that expenditure will be offset by these two factors and consequently the expenditure is expected to be within budget.

This said bulk bin fee was approved by Council at the 25 June 2018 Ordinary Council Meeting. It should be noted that the service fee does not apply to eligible residents who qualify for rates discounts/exemptions.

As the existing contract continues to 31 October 2018, any adjustments to the 2018/2019 budget will not be performed until the mid-year budget review.

REPORT

The purpose of this report is for Council to consider the submissions received for T016 17/18 – Residential Bulk Bin Service.

Background

The existing contract for the bulk bin service is performed by Goldfields Builder Hire and has been in place for five (5) years expiring on 30 June 2018. An extension was granted to continue the service until 31 October 2018. In accordance with the City's Procurement Policy, City officers sought quotations from potential bulk bin providers through Tenderlink.

The existing contract terms do not provide adequate reporting arrangements to collect data so the City could not make informed decisions on future services. The contract agreed to was for a whole of service arrangement to supply fifty (50) bins per week regardless of usage.

Specified in the new request for contract services, City officers require additional features to be implemented by the contractor. The tender also specified a model on price per service, instead of a whole of service model. The new contract requirements are tabled below.

- Online booking service with terms and conditions;
 - Weight of each bulk bin being disposed of;
 - Bin numbers of usage per week; and
 - Customer survey sent after each bin service.
-

At the conclusion of the tender period, four (4) submissions were received as indicated in Table 01:

Table 01: Bulk Bin Service quotations – City of Kalgoorlie-Boulder (per annum)

Company	Per Lift Charge	Administration Fee	Total per year
Respondent A	\$61.40	\$115.38 per week	\$165,640.00
Respondent B	\$60.70	Included	\$157,820.00
Respondent C	\$86.29	\$282.20 per week	\$239,028.18
Respondent D	\$123.70	\$285 per week	\$336,432.72

Summary of respondents

Based on the submissions, the assessment panel decided to shortlist two (2) companies – Respondent A and Respondent B for a presentation. Following this officers made a unanimous decision to award the service to Respondent A as they demonstrated a high quality service supported by technology capabilities.

Respondent B indicated to the assessment panel that their online system was a basic email lodgement. If the City wanted a full online system this would be an additional cost of approximately \$39,000, with an additional yearly cost of approximately \$14,000.

Online bookings system

The online system allows for full automation of the bulk bin service and help stream line the bookings process to allow easier use for customers. The resident will be able to place their address details into the system, which will then provide date availability for the next available Bulk Bin. Terms and conditions will be on the online booking system, for each resident to agree too. A confirmation email is then sent to the resident outlining the service requirements. Phone bookings are still available for residents without computer access. The benefits to the City of Kalgoorlie-Boulder will enable real time bookings for the service and have added data collection.

Due to the City of Kalgoorlie-Boulder passing a resolution to implement a levy whilst the tender process was being undertaken, the logistics of billing this service stills needs to be worked out with the successful respondent. However, this is an internal administrative process and will not require additional approval or funds.

Contract details

The term of services is for an initial five (5) years and eight (8) months, with provision for extensions of two (2) years plus two (2) years plus one (1) year for a maximum contract term of ten (10) years and eight (8) months. This was done to align the service contract back to align with the financial year.

The 2017/2018 annual budget for residential bulk bin collection was \$145,000; this has been reduced to \$135,000 this financial year based on income from anticipated service fees.

The anticipated contract cost of \$165,640 is based on fifty (50) lifts per week. Due to poor data provided as part of the existing service it is unclear on the allocation of bins. Conservative estimates anticipate that the program will be within the budget allocations.

Tender Assessment

Tender number T016 17/18 – Residential Bulk Bin Service was issued on the 31 March 2018 and closed on the 03 May 2018. At the close of tender four submissions had been received from the following Tenderers:

- CAREY SA Pty Ltd;
- CLEANAWAY Pty Ltd;
- SUEZ Recycling & Recovery Pty Ltd; and
- Veolia Environmental Services (Australia) Pty Ltd.

Each tender submission has been assessed by a panel comprising and deemed to be compliant with the City's 'Request for Tender' document. Tenderers are assessed on the basis of the following qualitative criteria:

- Demonstrated Experience in Delivery Similar Service;
- Skills and experience of key personnel;
- Key Personnel – Regional Contracting;
- Tenderers Resources;
- Demonstrated Experience in Completing Similar Requirements;
- Data Collection & Information Technology; and
- Price.

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

<i>Tenderers</i>		<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>
Demonstrated Experience in Delivery Similar Service	15%	11.00%	12.00%	3.00%	8.00%
Skills and experience of key personnel	15%	12.00%	12.00%	2.00%	5.00%
Key Personnel – Regional Contracting	5%	5.00%	5.00%	5.00%	5.00%
Tenderers Resources	15%	12.00%	11.30%	10.50%	6.00%
Demonstrated Experience in Completing Similar Requirements	10%	7.87%	7.67%	3.33%	4.67%
Data Collection & Information Technology	10%	8.33%	8.00%	3.33%	3.00%
Pricing	30%	18.94%	19.47%	14.05%	7.54%
TOTAL weighted score	100.00%	75.14%	75.43%	41.21%	39.21%

Note: The assessment scores are rated from 0 to 5, 0* being price is more than 100% over budget.

Tender Assessment Panel Recommendation

The submission provided by Cleanaway Pty Ltd was considered to be the most advantageous to Council and scored highly due to the following:-

- Meeting the required scope of the tender;
- Providing the additional use of technology to allow City officers to understand the service requirements going forward; and
- Use of technology for easier access and use by the resident.

Accordingly it is the Tender Assessment Panel's recommendation that Council award the tender to Cleanaway Pty Ltd.

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 \$150,000 unless sub-regulation (2) states otherwise.

POLICY IMPLICATIONS

The tender process ensures Policy CORP-AP-001 relating to purchasing is satisfied. More specifically, the requirement for public tender where the aggregate value exceeds \$150,000 is complied with.

COMMUNITY ENGAGEMENT CONSULTATION

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

15.2 CHIEF FINANCIAL OFFICER**15.2.1 ACCOUNTS PAYABLE FOR THE MONTH OF JULY 2018**

Responsible Officer:	Ivana Castle Chief Financial Officer
Author:	Casey Radford Finance & Systems Coordinator
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION/COUNCIL RESOLUTION**MOVED BY: CR NARDIA TURNER****SECONDED BY: CR GLENN WILSON**

That Council receive the list of payments totalling \$7,123,450.53 as presented for the month of July 2018.

• Municipal Cheques	55339 – 55362	\$92,391.35
• EFT Transfers	93480 – 94202	\$6,392,627.51
• Trust Cheques	3047 – 3048	\$29,481.13
• Credit Cards	29/06/18 – 27/07/18	\$17,144.96
• Direct Debits	55961 – 55937	\$591,445.58

CARRIED
(11/0)

EXECUTIVE SUMMARY

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

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

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles to demonstrate a transparent and inclusive local government.

BUDGET IMPLICATIONS

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

REPORT

Attached to this report are the lists of all cheques and EFT payments made during the month of July 2018 and a list of corporate credit card transactions by card holder of the same period totalling \$7,123,450.53. Also attached is a list of cancelled payments for the same period totalling \$35.

• Municipal Cheques	55339 – 55362	\$92,391.35
• EFT Transfers	93480 – 94202	\$6,392,627.51
• Trust Cheques	3047 – 3048	\$29,481.13
• Credit Cards	29/06/18 – 27/07/18	\$17,144.96
• Direct Debits	55961 – 55937	\$591,445.58

STATUTORY IMPLICATIONS

The Accounts Payable for the Month of June 2018 has been prepared in accordance with the requirements of the Local Government (Financial Management) Regulations.

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

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

ATTACHMENTS:

[Cheque Payments July 2018](#)
[EFT Payments July 2018 pdf](#)
[Direct Debit Payments July 2018](#)
[Trust Payments July 2018](#)
[Credit Card Payments July 2018](#)
[Cancelled Payments July 2018](#)

15.3 GENERAL MANAGER CITY LIVING**15.3.1 2019/20 CSRFF APPLICATION - KALGOORLIE-BOULDER PISTOL CLUB**

Responsible Officer: John Walker
Chief Executive Officer

Author: James Pervan
Youth and Recreation Coordinator

Disclosure of Interest: Nil.

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

MOVED BY: CR MANDY REIDY
SECONDED BY: CR SUZIE WILLIAMS

That Council endorse the Combined Sport and Recreation Facilities Funding (CSRFF) Small Grants application from the Kalgoorlie-Boulder Pistol Club.

**CARRIED
(11/0)**

EXECUTIVE SUMMARY

The State Government through the Department of Local Government, Sport and Cultural Industries (DLGSC) coordinates the CSRFF program to provide financial assistance to community groups and local governments in developing sport and recreation infrastructure. The CSRFF Grant Program provides funding for projects with a total of \$12 million available state-wide to distribute within the 2019/20 financial year. The CSRFF aims to increase participation in sport and recreation with an emphasis on physical activity.

As part of the application review process, Council is requested to prioritise and endorse all applications received based on how they align with the City's strategic direction. One application has been received by the City for consideration in the Small Grant category; this being submitted by the Kalgoorlie-Boulder Pistol Club.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles for delivering inclusive and accessible sport and recreation.

BUDGET IMPLICATIONS

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

REPORT

Submissions to the DLGSC for the latest round of the 2019/20 CSRFF Small Grant category close on Friday 31 August, 2018 at 4:00pm. This round seeks submissions

for projects with costs up to \$200,000, plus GST if the applicant is registered for GST.

One submission has been received from the Kalgoorlie-Boulder Pistol Club (KBPC). This application is for the upgrade of the 50 metre pistol range as part of the club's overall facility development plan. This will provide a facility which adheres to new police regulations and complies with the match requirements of the West Australian Pistol Association (WAPA) and the International Shooting Sport Federation (ISSP).

Currently the KBPC only has a 25 metre range which complies with police regulations. That particular range was upgraded through the clubs own internal funds after the original range was deemed non-compliant. The addition of a 50 metre range will increase the facilities capacity to allow increased member and visitor numbers at any one time. The inclusion of a 50 metre pistol range will also allow the KBPC to return to the WAPA competition circuit and host matches which comply with WAPA and ISSP match requirements. This will allow the KBPC to host more state and national level competitive events, resulting in an increase of visitors to Kalgoorlie-Boulder and Goldfields region.

The KBPC attracts a diverse range of users and prides itself on being an inclusive and accessible sport and recreation facility. This project will build the KBPC's capacity for members and visitors to increase their physical activity, improve their skills and foster relationships with other users. The facility can be used by external groups and members of the public, providing an additional sport and recreation facility for the community.

The total expenditure identified for the project is \$136,193.60 (+GST). The KBPC will contribute \$36,193.60 (+GST) through applicant cash funding, volunteer labour and donations. The City of Kalgoorlie-Boulder has allocated a one-off payment of \$50,000.00 (+GST) towards the project as part of the 2018/19 Annual Grant Program. If successful with their CSRFF application, DLGSC have been requested to contribute \$50,000 towards total costs for the project.

The maximum State Government funding approved under the CSRFF will be no greater than one-third of the total estimated costs of the project. The process for CSRFF applications is for applications to be forwarded initially to the relevant Local Government Authority for consideration and prioritisation. The priority listing of projects is then forwarded to the Regional Office of the DLGSC for regional ranking and then to the state office for final consideration. City Officers do not assess applications for compliance with DLGSC CSRFF funding criteria.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

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

ATTACHMENTS:

[CSRFF Application - LGA Completed - Signed.pdf](#)

16 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

17 INFORMATION BULLETIN**17.1 CHIEF EXECUTIVE OFFICER****17.1.1 INFORMATION ITEM 27 AUGUST 2018**

Responsible Officer: John Walker
Chief Executive Officer

Author: Tracey Luke
Minutes and Governance Officer

Disclosure of Interest: Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

MOVED BY: CR GLENN WILSON
SECONDED BY: CR LINDEN BROWNLEY

That Council receive the information.

**CARRIED
(11/0)**

EXECUTIVE SUMMARY

The purpose of this report is to keep Elected Members informed on items for information received by the City.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the Community's Guiding Principles to demonstrate a transparent and inclusive government.

BUDGET IMPLICATIONS

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

REPORT

The City of Kalgoorlie-Boulder regularly receives and produces information for receipt by the Elected Members.

INFORMATION ITEMS	
PLANNING DEPARTMENT STATISTICS	JULY 2018
BUILDING DEPARTMENT STATISTICS	JULY 2018
BUILDING STATISTICS SUMMARY	JULY 2018
BUILDING APPROVALS	JULY 2018

SWIMMING POOL INSPECTIONS	JULY 2018
ROADWISE MEETING MINUTES	24 JULY 2018
LETTER OF APPRECIATION	CARAVAN INDUSTRY
LETTER OF APPRECIATION	DIGGERS & DEALERS
MAJOR PROJECTS QUARTERLY REPORT	QUARTERLY
STATE COUNCIL AGENDA	SEPTEMBER 2018
MINUTES AGM	AUGUST 2018
GRAFFITI STATISTICS	JULY 2018

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

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

ATTACHMENTS:

[Planning Department Statistics July 18](#)
[Building Department Statistics July 18](#)
[Building Statistics Summary July 18](#)
[Building Approvals July 18](#)
[Swimming Pool Inspections July 18](#)
[Roadwise Meeting Minutes 24 July 18](#)
[Letter of Appreciation Caravan Industry Association](#)
[Letter of Appreciation Diggers and Dealers](#)
[June2018MajorProjectsQuarterly Report.pdf](#)
[State Council Agenda - September 2018.pdf](#)
[Minutes AGM 2018.pdf](#)
[KPIReport.pdf](#)

18 CONFIDENTIAL ITEMS

Nil

19 DATE OF NEXT MEETING

The next Ordinary Meeting of Council will be 10 September 2018.

20 CLOSURE

There being no further business, the Mayor thanked Councillors and staff for their attendance at the meeting and declared the meeting closed at 7:20pm.