



# **AGENDA**

**Notice is hereby given  
for the ORDINARY Meeting of Council  
commencing at 7:00PM**

**on**

**11 MARCH, 2019**

**at the**

**Kalgoorlie Town Hall**

8 March 2019



## **NOTICE OF MEETING**

An Ordinary Council meeting, of the City of Kalgoorlie-Boulder will be held in the **Kalgoorlie Town Hall** on **Monday, 11 March 2019** commencing at **7:00pm**.

Regards

A handwritten signature in black ink, appearing to read "John Walker", written over a horizontal line.

**JOHN WALKER**  
Chief Executive Officer

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**1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS****2 OPENING PRAYER**

To be conducted by Pastor Joseph Yipwe of Churchwest.

**3 DISCLAIMER READING**

The Mayor will 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:**

**MEMBERS OF STAFF:**

**VISITORS:**

**PRESS:**

**APOLOGIES – ELECTED MEMBERS:**

**APOLOGIES – MEMBERS OF STAFF:**

**LEAVE OF ABSENCE:**

Cr Mandy Reidy  
Cr O'Donnell  
Cr Turner

**5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE****6 PUBLIC ACCESS AND 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**

Cr Suzie Williams has applied for Leave of Absence from 1 March 2019 to 31 March 2019 inclusive.

**10 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSIONS****11 CONFIRMATION OF MINUTES**

[Minutes of Ordinary Council Meeting held on 25 February 2019](#)

That the minutes of the **Ordinary** meeting held on 25 February 2019 be confirmed as a true record of that meeting.

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

Nil.

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

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## 14 REPORTS OF COMMITTEES

### 14.1 YOUTH COUNCIL MINUTES - 26 FEBRUARY 2019

#### 14.1.1 KALGOORLIE-BOULDER YOUTH COUNCIL RESIGNATIONS

|                                |  |
|--------------------------------|--|
| <b>Responsible Officer:</b>    | <b>Holly Phillips<br/>General Manager City Living</b>        |
| <b>Author:</b>                 | <b>Andrew Carroll<br/>Youth &amp; Recreation Coordinator</b> |
| <b>Disclosure of Interest:</b> | <b>Nil</b>   |

#### VOTING REQUIREMENTS

Absolute

#### OFFICER/COMMITTEE RECOMMENDATION

That Council accept the resignation of Youth Councillor Olivia Thomson, Youth Councillor Stephanie Cox and Youth Councillor Chynna-Rose O'Loughlin.

#### EXECUTIVE SUMMARY

This report is to advise that Youth Councillor Olivia Thomson, Youth Councillor Stephanie Cox and Youth Councillor Chynna-Rose O'Loughlin have resigned from the Kalgoorlie-Boulder Youth Council.

#### 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.

#### BUDGET IMPLICATIONS

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

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## REPORT

Youth Councillor Olivia Thomson, Youth Councillor Stephanie Cox and Youth Councillor Chynna-Rose O'Loughlin have tendered their resignation from the Kalgoorlie-Boulder Youth Council (KBYC).

Olivia Thomson has served as a Youth Councillor since 2012 and as Deputy Youth Mayor from 2017-18. Olivia has volunteered her time at numerous youth events and activities. Due to personal commitments, Olivia has chosen to no longer serve on the KBYC. Olivia is thanked for her valuable contribution to the KBYC operations and initiatives during her term as Youth Councillor.

Stephanie Cox has served as a member of the KBYC since 2016; Stephanie is thanked for her valuable contribution at meetings and voluntary assistance at a

number of City events. Due to a multitude of other commitments, Stephanie has decided to no longer be a member of KBYC.

Chynna-Rose O'Loughlin has served as a Youth Councillor since 2017 and has volunteered her time at a number of youth events and activities. Due to personal commitments, Chynna-Rose has chosen to no longer serve on the KBYC. We thank Chynna-Rose for her valuable contribution to the KBYC.

**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.



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**14.1.2 DEPUTY YOUTH MAYOR NOMINATION**

|                                |  |
|--------------------------------|--|
| <b>Responsible Officer:</b>    | <b>Holly Phillips<br/>General Manager City Living</b>        |
| <b>Author:</b>                 | <b>Andrew Carroll<br/>Youth &amp; Recreation Coordinator</b> |
| <b>Disclosure of Interest:</b> | <b>Nil</b>   |

**VOTING REQUIREMENTS**

Absolute

**OFFICER RECOMMENDATION**

**That the Committee appoint Aiko Syafari as Deputy Youth Mayor of the Kalgoorlie-Boulder Youth Council (KBYC).**

**COMMITTEE RECOMMENDATION**

**That Council agrees the position of Deputy Youth Mayor remains vacant to be filled at a later date so as to allow the KBYC additional time to consider further nominations for the position.**

**EXECUTIVE SUMMARY**

The Youth Council is required to elect the position of Deputy Youth Mayor for a one (1) year term at the October formal meeting of Youth Council each year. At the Youth Council Formal Meeting held on 30 October 2018, there were no nominations for Deputy Youth Mayor, resulting in the position being left vacant.

Youth Councillor Aiko Syafari has nominated for the position of Deputy Youth Mayor. There have been no other nominations for Deputy Youth Mayor.

**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.

**BUDGET IMPLICATIONS**

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

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**REPORT**

The Youth Council is required to elect the position of Deputy Youth Mayor for a one (1) year term at the October formal meeting of Youth Council each year.

All current Youth Councillors are eligible to nominate for this position. If no nomination is received for the position of Deputy Youth Mayor, the existing Deputy Youth Mayor will be invited to continue in the role for another year. This process is in accordance with the Youth Council Guidelines.

City Officers approached Youth Council members to seek nominations for the position of Deputy Youth Mayor prior to the KBYC Formal Meeting held on 30 October 2018. There were no nominations received for the position of Deputy Youth Mayor. As a result the position of Deputy Youth Mayor is currently vacant.

On 18 February 2019, Youth Councillor Aiko Syafari notified City Officers of her nomination for the position of Deputy Youth Mayor. To date, there have been no further nominations received for the position of Deputy Youth Mayor for the 2018-19 term of Youth Council.

**STATUTORY IMPLICATIONS**

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

**POLICY IMPLICATIONS**

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

**COMMUNITY ENGAGEMENT CONSULTATION**

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

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## 14.2 FINANCE AND AUDIT COMMITTEE MINUTES - 6 MARCH 2019

### 14.2.1 CITY OF KALGOORLIE-BOULDER STRATEGIC RISK REGISTER MARCH 2019

**Responsible Officer:** John Walker  
Chief Executive Officer

**Author:** Michelle Todd  
Manager Governance and Legal Services

**Disclosure of Interest:** Nil

#### VOTING REQUIREMENTS

Simple

#### OFFICER RECOMMENDATION

That the Committee review the Strategic Risk Register and recommend its adoption by Council.

#### COMMITTEE RECOMMENDATION

That Council adopt the Strategic Risk Register and note the Operations Risk Register is currently being reviewed by management and will be presented at the next Finance and Audit Committee meeting.

#### EXECUTIVE SUMMARY

The Council and Management are required to keep a Risk Register which identifies inherent risk ratings across a range of areas, makes a control assessment by reviewing current control practices, determines a residual risk rating and sets forward actions that will improve the management of the risk. The strategic risks, are the risks that Councillors review on a quarterly basis at each Finance and Audit Committee meeting.

#### 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 financial implications resulting from the recommendations of this report.

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## REPORT

In accordance with section 17 of the *Local Government (Audit) Regulations 1996*, the CEO is required to review the appropriateness and effectiveness of a Local Governments systems and procedures in relations to, amongst other things, risk management. Those procedures are to be reviewed at least once every 2 years with

a report on the results of the review to be presented to the Finance and Audit Committee.

At the 23 February 2017 Finance and Audit Committee meeting, the Committee recommended to receive the Strategic Risk Register presented at each Finance and Audit meeting held quarterly. The Strategic Risk Register is **attached**. The Register is a living document and requires constant review. The strategic risks are primarily a responsibility of the elected Council.

The Strategic Risk Register will form the basis of which the Internal Auditor will conduct the reviews.

### **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**

[Strategic Risk Register Mar 2019](#)

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**14.2.2 REVIEW OF ACCOUNTING POLICY**

|                                |  |
|--------------------------------|--|
| <b>Responsible Officer:</b>    | <b>Ivana Castle<br/>Chief Financial Officer</b>  |
| <b>Author:</b>                 | <b>Ishani Subaharan<br/>Corporate Accountant</b> |
| <b>Disclosure of Interest:</b> | <b>Nil</b>                                       |

**VOTING REQUIREMENTS**

Simple

**OFFICER/COMMITTEE RECOMMENDATION**

**That Council adopt the revised Accounting Policy (CORP-F-004).**

**EXECUTIVE SUMMARY**

A review of the City's Accounting Policy has been completed, the purpose of which was to align it with the recent amendments to Regulation 17A and 17B of the Local Government (Financial Management) Regulations 1996. Additionally, asset classes were also reviewed to provide greater clarity.

**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 financial implications resulting from the recommendations of this report.

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**REPORT**

A review of the City's Accounting Policy has been completed, the purpose of which was to align it with the recent amendments to Regulation 17A and 17B of the *Local Government (Financial Management) Regulations 1996*. Additionally, asset classes were also reviewed to provide greater clarity.

The following items have been altered in this policy:

- The threshold value for the capitalisation of an asset has been adjusted to \$5,000 effective from 1<sup>st</sup> of July 2018;
- Item 1.5 Portable and Attractive Asset Register, was introduced, in order to record assets valued under \$5,000 which are advised by management to be of portable and attractive in nature;
- Item 1.4.5 was adjusted, the asset class Sewerage & Effluent was further defined into two classes, Sewer and Treated Water,
- Item 1.4.5 was adjusted , an additional type of asset was identified, Irrigation Systems, under the asset class Parks & Reserves; and

- The effective useful life of Light Vehicles was adjusted from 7 years to 4 years to ensure that written down value (WDV) is a true reflection of fair value.

The City has performed research on industry updates and across varying Councils within Western Australia in support for the recommended changes to this policy.

In conjunction with this this research, the City has made every effort to ensure compliance with the current legislative framework that exists.

### **STATUTORY IMPLICATIONS**

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

### **POLICY IMPLICATIONS**

The policy document will be updated as recommended by the Committee and endorsed by Council.

### **COMMUNITY ENGAGEMENT CONSULTATION**

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

### **ATTACHMENTS**

[Corp-F-004 Accounting Policy](#)

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**14.2.3 INTERNAL AUDIT UPDATE 2018/19**

|                                |  |
|--------------------------------|--|
| <b>Responsible Officer:</b>    | <b>Ivana Castle<br/>Chief Financial Officer</b>          |
| <b>Author:</b>                 | <b>Casey Radford<br/>Finance and Systems Coordinator</b> |
| <b>Disclosure of Interest:</b> | <b>Nil</b>   |

**VOTING REQUIREMENTS**

Simple

**OFFICER/COMMITTEE RECOMMENDATION**

**That Council receive an update on the Internal Audit assignments allocated to Paxon Group at Ordinary Council Meeting on 27 August 2018:**

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

**EXECUTIVE SUMMARY**

The purpose of this report is to update the Committee on the progress of the internal audit assignments as allocated at Ordinary Council Meeting on 27 August 2018; Service Provision to the Community and Workplace Injury, death or disease due to poor safety culture/practices. The aim of this engagement is to provide independent audit opinion of operational and strategic processes identified in the City Risk Register, and report to the Finance and Audit Committee on a quarterly basis.

The draft reports were received on 26 February 2019, the documents are still under review by the City's Executive. A response to the draft report is being undertaken, and the final report will be presented at the next Finance and Audit Committee Meeting.

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 demonstrate a transparent and inclusive 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.

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**REPORT**

At Ordinary Council Meeting 27 August 2018, Council agreed to the following schedule of assignments for the City's internal auditor, Paxon Group:

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

These assignments were recommended by the Finance and Audit Committee and were drawn from the City's risk register.

Auditors were on site and met with management and staff from the 14th to the 18th of January 2019. All requested information was delivered, some of which was provided post the site visit. Subsequently, the draft reports were provided to the City on the 26 of February, and are still under review.

A finalised report will be presented to the Finance and Audit Committee once in hand.

### **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.



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#### 14.2.4 SUMMARY REPORT ON OUTSTANDING DEBTORS

**Responsible Officer:** Ivana Castle  
Chief Financial Officer

**Author:** Jocelyn Power  
Rates Coordinator

**Disclosure of Interest:** Nil

#### VOTING REQUIREMENTS

Simple

#### OFFICER RECOMMENDATION

That the Committee:

1. Receive an update on the progress of rates collection for the 2018/19 financial year; and
2. Receive an update on the progress on the development of policy CORP-F-009 Finance Hardship Policy for Debtors.

#### COMMITTEE RECOMMENDATION

That Council:

1. Note the update on the progress of rates collection for the 2018/19 financial year; and
2. Note the update on the progress on the development of policy CORP-F-009 Finance Hardship Policy for Debtors.
3. Receive the revised update on debt collection that includes internal transactions amounting to \$202,512 presented to the Committee as late information and included in the below report.

#### EXECUTIVE SUMMARY

The purpose of this report is to:

1. Update the Committee on the progress of rates collection for the 2018/19 financial year; and
2. Provide the Committee with a progress report on the development of policy CORP-F-009 Finance Hardship Policy for Debtors.

#### COMMUNITY STRATEGIC PLAN LINKS

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

#### BUDGET IMPLICATIONS

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

**REPORT****Rates Collection**

The amount of rates collected as at 25 February 2019 is \$35,142,489, representing 80.37% of outstanding rates accounts (both current and rates arrears). This compares to 81.01% collected for the same period in 2017/18.

Table 1 Collection Summary

| Rating Year | Total Rates & Charges<br>(Current & Arrears)<br>\$ | Total Payments Received<br>\$ | % Rates collected | Total Rates Uncollected<br>\$ | % Rates Uncollected |
|-------------|--|-------------------------------|-------------------|-------------------------------|---------------------|
| 18/19       | \$43,725,653                                       | \$35,142,489                  | 80.37%            | \$8,583,164                   | 19.63%              |
| 17/18       | \$43,728,496                                       | \$35,423,073                  | 81.01%            | \$8,305,423                   | 18.99%              |

The contributing factors for the decrease in rates payments received from the previous year (2017/18) are:

1. a larger percentage of ratepayers pay under the instalments or periodic payment options;
2. an increase in the number of ratepayers declaring bankruptcy; and
3. a higher number of mortgagee repossession of properties by financial institutions.

**Uncollected Rates**

The uncollected rates for the same 2018/19 period are \$8,583,164 outstanding, representing 19.63% of the total amount overdue.

The overdue rates accounts comprise of three distinctive group types of debts.

1. Payment Plans
2. Debt Recovery
3. Referrals to Council

Table 2 Uncollected Rates Summary

| Rate Account Status Type | Property Count | Total              | Refer to Table 1 (18/19) | % Rates Uncollected |
|--------------------------|----------------|--------------------|--------------------------|---------------------|
| Payment Plans            | 5094           | \$4,654,022        |                          | 54%                 |
| Debt Recovery            | 814            | \$3,063,176        |                          | 36%                 |
| Council Referral         | 113            | \$865,966          |                          | 10%                 |
| <b>Total</b>             | <b>6021</b>    | <b>\$8,583,164</b> |                          | <b>100%</b>         |

## Payment Plans

Payment Plans total \$4,654,022 representing 54% of the total of uncollected rates (19.63%) for 2018/19.

Table 3 Payment Plans Summary

| Payment Plan Type     | Property Count | Refer to Table 2 Payment Plan | Total            |
|-----------------------|----------------|-------------------------------|------------------|
| Direct Debit Payees   | 881            |                               | 624,709          |
| Instalment Payees     | 3921           |                               | 2,983,693        |
| Special Payment Plans | 292            |                               | 1,045,620        |
| <b>Total</b>          | <b>5094</b>    |                               | <b>4,654,022</b> |

## Debt Recovery

Overdue rates accounts total \$3,063,176 representing 36% of the total of uncollected rates (19.63%) for 2018/19. These properties are managed by our Debt Collection Officer with assistance from the Rates Team.

This group of ratepayers comprises of the following categories:

1. Pensioners (eligible to 30 June to pay their rates when claiming a concession);
2. Pensioners claiming deferment;
3. Mortgagees/Bankrupts’;
4. Companies in Administration and Receivership;
5. Problematic payers, where legal action has been initiated;
6. Rate Accounts that have a balance less than \$1,000; and
7. Interim Rates issued post 14 September 2018.

Table 4 Overdue Rates Accounts Summary

| Collection Status   | Property Count | Refer to Table 2 Debt Recovery | Total            |
|---|----------------|--------------------------------|------------------|
| Mortgagees/Bankrupts  | 35             |                                | 152,375          |
| Companies in Administration/Receivership  | 47             |                                | 997,601          |
| Legal Action - Active   | 101            |                                | 598,927          |
| Others -<br>(Pensioners/Pensioner Deferments/Deceased Estates/Interim Accounts/Legal Action Pending ) | 255            |                                | 1,247,480        |
| Rate Accounts with Balances less than \$1000  | 376            |                                | 66,793           |
| <b>Total</b>  | <b>814</b>     |                                | <b>3,063,176</b> |

## Council Referrals

Council Referrals total of \$865,966 representing 10% of the total of uncollected rates (19.63%) for 2018/19.

These properties will form part of a report required to go to council. The Debt Collection Officer, with assistance from the Rates Coordinator is still reviewing this group of properties with the intention of taking this to council in April with a recommendation.

Table 5 Referrals to Council Summary

| Council Referrals                  | Property Count | Refer to Table 2 Council Referrals | Total            |
|------------------------------------|----------------|------------------------------------|------------------|
| Council Referral                   | 82             |                                    | \$613,387        |
| Council Approved - Revert to Crown | 31             |                                    | \$252,578        |
| <b>Total</b>                       | <b>113</b>     |                                    | <b>\$865,966</b> |

## Financial Hardship Policy for Debtors:

Policy CORP-F-009 Financial Hardship Policy for Debtors is still in draft form but has been progressed and now needs to align with policy DS-SWM-003 Financial Hardship Policy for Water Services adopted by Council at Ordinary Council Meeting 25 February 2019.

## 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.

## 15 REPORTS OF OFFICERS

### 15.1 GENERAL MANAGER – INFRASTRUCTURE AND ENVIRONMENT

#### 15.1.1 T008 - 18/19 - SEWER MAINTENANCE, JETTING MAINTENANCE, CCTV INSPECTION AND VACUUM LOADING

|                                |   |
|--------------------------------|---|
| <b>Responsible Officer:</b>    | <b>Stuart Devenish<br/>General Manager Infrastructure &amp;<br/>Environment</b> |
| <b>Author:</b>                 | <b>Francois Botha<br/>Projects and Tenders Coordinator</b>                      |
| <b>Disclosure of Interest:</b> | <b>Nil</b>  |

#### VOTING REQUIREMENTS

Simple

#### OFFICER RECOMMENDATION

That Council:

1. **Not award Tender T008 18/19 Sewer Maintenance, Jetting Maintenance, CCTV Inspection and Vacuum Loading; and**
2. **Authorise City Officers to prepare a revised Scope of Works and Pricing Schedule and re-tender.**

#### EXECUTIVE SUMMARY

The purpose of this report is to consider tender submissions received for Tender T008 18/19 Sewer Maintenance, Jetting Maintenance, CCTV Inspection and Vacuum Loading. Submissions received varied significantly in terms of the Pricing Schedule criteria component.

Due to the variance between submissions, it is recommended that Council decline all tenders. It is recommended that the scope of work be reviewed to further define requirements, and to provide a briefing for tenders during a re-tender process. In the interim, services will continue to be provided through the existing service contract for reactive sewer maintenance.

#### COMMUNITY STRATEGIC PLAN LINKS

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

#### BUDGET IMPLICATIONS

Ongoing sewer maintenance services are funded through annual budget allocations. The recommendation of this report is to ensure the City receives optimal value for money. That is, adequate service provision is achieved without unplanned cost variation.

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## REPORT

The purpose of this report is for Council to consider the submissions received for Tender T008 18/19 Sewer Maintenance, Jetting Maintenance, CCTV Inspection and Vacuum Loading.

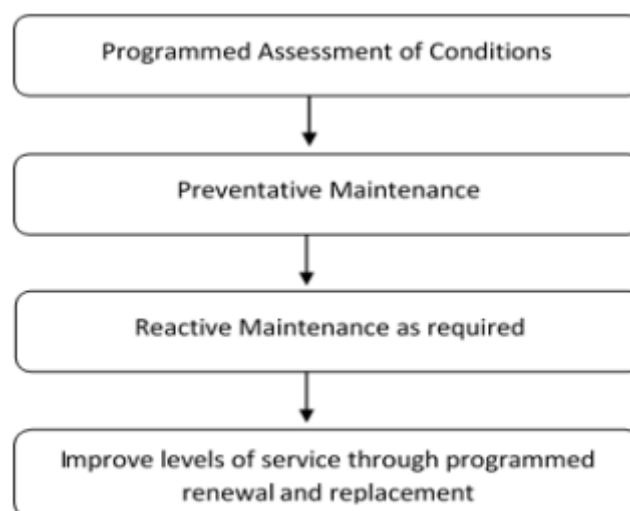
### Background

The City owns and manages the 219km sewer network that provides 14,358 connections to private homes, commercial operations and institutional facilities. The network is accessed through 2,945 manholes, with installations dating back to 1940.

Historically, the network has been maintained through a reactive maintenance program – clearing blockages and undertaking associated repair and clean-up work. Contract services are engaged to provide this service. Over the past 5-years, sewer blockages have averaged 80 per year – a number that is higher than acceptable levels.

The existing service arrangements are not providing adequate renewal of the sewer network. To overcome this, the sewer maintenance service contract has been restructured. The strategy in this regard is to improve the serviceability of the network through a programmed assessment of the network condition for the purposes of informing preventative maintenance works priorities. Reactive maintenance (clearing blockages and undertaking repair work) would then be undertaken as required from time to time. When reactive work does occur however, inspection and diagnosis will be required to inform ongoing preventative maintenance works with a view to preventing future failure.

The new contract structure fundamentally shifts the emphasis from reactive works to preventative maintenance – offering progressive asset renewal, better value for money and improved levels of service. The objectives in this regard are illustrated:



Capital work allocations are provided for the progressive renewal of the network to remedy damage that is caused by material deterioration, subsidence, root invasion and the like.

**Tender Assessment**

Tender number T008 18/19 Sewer Maintenance, Jetting Maintenance, CCTV Inspection and Vacuum Loading was drafted based on the terms set out above. The tender was issued on 3 November 2018 and closed on 13 December 2018. At the close of tender, four (4) submissions had been received from the following Tenderers:

- Cleanflow Environmental Solutions
- DWE Group Pty Ltd
- GRB Resources Pty Ltd T/As Emyjor Services
- Veolia Environmental Services (Australia) Pty Ltd

Each tender submission has been assessed by a panel comprising of City officers and Water Infrastructure Science & Engineering (WISE) consultants, as being correct and compliant in line with the City's 'Request for Tender' document. Tenderers were assessed on the basis of the following qualitative criteria:

- Relevant Experience;
- Key Personnel;
- Key Personnel – Regional Contracting;
- Tenderer's Resources;
- Demonstrated Understanding; and
- Pricing.

Upon assessment, it was evident that task requirements have been interpreted differently between tenderers and that some components were excluded from different submissions. The variations between submissions were too large to accurately compare proposals. Further, a contract is at risk of price variation where work scope is not sufficiently defined and the City cannot be satisfied that an adequate competitive process has been undertaken.

In these circumstances, the tender panel concluded to not proceed further in assessing the submissions and recommend Council not accept any tenders.

To proceed with the restructured service, Officers will more closely define aspects of the work scope, and provide a more prescriptive pricing schedule. It is also planned to convene a briefing for tenderers through a re-tendering process. This will allow companies to be fully appraised of requirements to assist revised tender preparation. In the interim, the City's current contractor will continue to provide reactive maintenance works.

**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. Further, 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.



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

**17 INFORMATION BULLETIN****17.1 CHIEF EXECUTIVE OFFICER****17.1.1 INFORMATION ITEM 11 MARCH 2019**

**Responsible Officer:** John Walker  
Chief Executive Officer

**Author:** Karen Theaker  
Governance Officer

**Disclosure of Interest:** Nil

**VOTING REQUIREMENTS**

Simple

**OFFICER RECOMMENDATION**

**That Council receive the information.**

**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 local government.

**BUDGET IMPLICATIONS**

There are no financial 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.

| <b>INFORMATION ITEM:</b>            | <b>DATE:</b>                  |
|-------------------------------------|-------------------------------|
| Seal Register                       | February 2019                 |
| Facebook Statistics                 | February 2019                 |
| Contract Variations                 | NIL                           |
| Minor Community Grants              | February 2019                 |
| EGCC Meals Statistics               | February 2019                 |
| Graffiti Report                     | February 2019                 |
| RoadWise Committee Action Plan 2019 |                               |
| RoadWise Minutes                    | February 2019<br>January 2019 |

**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**

[Seal Register](#)

[Facebook Statistics](#)

[Minor Community Grants](#)

[EGCC Meals Statistics](#)

[Graffiti Report](#)

[RoadWise Committee Action Plan 2019](#)

[RoadWise Minutes Feb 2019](#)

[RoadWise Minutes Jan 2019](#)

**18 CONFIDENTIAL ITEMS**

Nil.

**19 DATE OF NEXT MEETING**

The next Ordinary Council Meeting will be on Monday 25 March 2019.

**20 CLOSURE**