



**City of
Kalgoorlie
Boulder**

AGENDA

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

on

27 JULY, 2020

at the

Kalgoorlie Town Hall

22 July 2020



NOTICE OF MEETING

An Ordinary Council meeting of the City of Kalgoorlie-Boulder will be held in the **Kalgoorlie Town Hall** on **Monday, 27 July 2020** commencing at **7:00pm**.

Regards

A handwritten signature in black ink, appearing to be "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 Larry Gibb of the Church of Christ.

3 DISCLAIMER READING

THE MAYOR WILL READ THE DISCLAIMER TO THOSE PRESENT.

PLEASE NOTE THIS MEETING IS BEING RECORDED AND STREAMED LIVE ON THE COUNCIL'S WEBSITE IN ACCORDANCE WITH COUNCIL'S RECORDING AND STREAMING OF COUNCIL MEETINGS POLICY, WHICH CAN BE VIEWED ON COUNCIL'S WEBSITE.

ALL REASONABLE CARE IS TAKEN TO MAINTAIN YOUR PRIVACY; HOWEVER, AS A VISITOR IN THE PUBLIC GALLERY, YOUR PRESENCE MAY BE RECORDED. BY REMAINING IN THE PUBLIC GALLERY, IT IS ASSUMED YOUR CONSENT IS GIVEN IF YOUR IMAGE IS BROADCAST.

THE RECOMMENDATIONS CONTAINED IN THIS AGENDA ARE OFFICER'S RECOMMENDATIONS ONLY AND SHOULD NOT BE ACTED UPON UNTIL COUNCIL HAS RESOLVED TO ADOPT THOSE RECOMMENDATIONS.

THE RESOLUTIONS OF COUNCIL SHOULD BE CONFIRMED BY PERUSING THE MINUTES OF THE COUNCIL MEETING AT WHICH THESE RECOMMENDATIONS WERE CONSIDERED.

MEMBERS OF THE PUBLIC SHOULD ALSO NOTE THAT THEY ACT AT THEIR OWN RISK IF THEY ENACT ANY RESOLUTION PRIOR TO RECEIVING OFFICIAL WRITTEN NOTIFICATION OF COUNCIL'S DECISION.

4 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

IN ATTENDANCE:

MEMBERS OF STAFF:

VISITORS:

PRESS:

APOLOGIES – ELECTED MEMBERS:

APOLOGIES – MEMBERS OF STAFF:

LEAVE OF ABSENCE:

Cr Lisa Malicky
Cr Mandy Reidy

- 5 **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
 - 6 **PUBLIC ACCESS AND PUBLIC QUESTION TIME**
 - 7 **PETITIONS/DEPUTATIONS/PRESENTATIONS**
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 - 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**
 - 10 **ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSIONS**
 - 11 **CONFIRMATION OF MINUTES**

[Minutes of Ordinary Council Meeting held on 22 June 2020](#)

That the minutes of the **Ordinary** meeting held on 22 June 2020 be confirmed as a true record of that meeting.

[Minutes of Special Council Meeting held on 14 July 2020](#)

That the minutes of the **Special** meeting held on 14 July 2020 be confirmed as a true record of that meeting.
 - 12 **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
 - 12.1 **Motion put forward by Cr Nardia Turner**

EXTENDING SUNDAY TRADING HOURS

That Council give consideration at its August meeting to extending the approved hours for Sunday trading, which are currently restricted to 9am to 2pm, and request the CEO obtain information from shoppers and traders to assist the Council in determining whether these hours remain appropriate.
 - 13 **URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**
-

14 REPORTS OF COMMITTEES

14.1 ALL PURPOSE COMMITTEE MINUTES - 14 JULY 2020

14.1.1 DELIVERED ROADS AND INFRASTRUCTURE PROGRAM 2019 - 2020

Responsible Officer: **Stuart Devenish**
General Manager Infrastructure and Environment

Author: **Gerard Sherlock**
Manager Infrastructure Services

Disclosure of Interest: **Nil**

VOTING REQUIREMENTS

Simple

OFFICER/COMMITTEE RECOMMENDATION

That Council receives the information.

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an overview of the Roads and Infrastructure Program which was delivered as part of the 2019 – 2020 program.

At the November 11 Ordinary Council Meeting Council endorsed the following:

1. Receive the treatment options and associated costs for an expanded road renewals program to be delivered as part of the 2019/20 budget year;
2. Endorse the recommended option, option 7, applying a Single Coat Seal with Polymer Modified Binder PMB with Asphalted Intersections to the full width of urban roads (non-arterial) where suitable, noting the width of application will change per road;
3. Allocate \$2m towards the program for the remainder of the 19/20 financial year with the program to be funded as follows:
 - \$1.2m in savings from the 19/20 Capital Works Program;
 - \$127,440 from WALGA/LGIS distribution of surplus funds;
 - \$450,000 reallocation from Playground Replacement Program;
 - \$222,560 from the anticipated 2018/19 budget surplus;
4. Subject to the confirmation of the 2018/19 budget surplus, consider allocating a further \$1m from the 18/19 surplus to the project during this financial year ensuring all roads on the attached priority list (11.7kms) are completed; and
5. Receive the proposed priority list of roads requiring renewal, with works to be completed in accordance with the list (subject to final road inspections and updates by City officers).

COMMUNITY STRATEGIC PLAN LINKS

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

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

BUDGET IMPLICATIONS

Capital Urban Roads Program Expenditure	= \$4,499,771
Capital Rural Roads Program Expenditure	= \$2,044,256
Capital Footpath Program Expenditure	= \$591,495
Capital Kerbing Program Expenditure	= \$283,000

REPORT

As part of the 2019 – 2020 program the City has delivered the following infrastructure improvement works for the community:

- Capital Urban Roads Program

The urban roads program was delivered in two stages, stage 1 was the PMB program which covered an area of 82,259m² across 20 different locations and delivered a sealed length of 6.01km.

Stage 2 of the program was the asphalt program which once completed will cover an area of 144,674m² across 74 different locations and deliver a sealed length of 7.19km.

The 2019 – 2020 urban roads program will deliver 226,933m² of sealed road with an overall sealed length of 13.20km.

- Capital Rural Roads Program

The rural roads program delivered 49,000 linear metres of road upgrades across 7 different roads. The primary focus for the year was the Trans Access where the City delivered over 31,000 linear metres of upgrades as well as two full maintenance grades.

- Capital Footpath Program

The 2019 – 2020 footpath program was an ambitious one with over 7,000m² (approximately 3,500 linear metres) of footpath upgrades being completed at 311 different locations across the City. There was 927m³ of concrete used to undertake these upgrades.

- Capital Kerbing Program

The kerbing program for 2019 – 2020 was very successful with 10,994 linear metres of kerbing being installed across 53 different locations throughout the City using 359m³ of concrete. The proposed 2020 – 2021 program is even more ambitious with approximately 14,000 linear metres programmed to be delivered.

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; however, the local asphalt/surfacing contractor was consulted to ensure that the recommendations of the report were suitable for the Goldfields region.

ATTACHMENTS

Road Resurfacing Program 

14.1.2 RECONCILIATION ACTION PLAN WORKING GROUP

Responsible Officer:	Holly Phillips General Manager City Living
Author:	Holly Phillips General Manager City Living
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Simple

OFFICER/COMMITTEE RECOMMENDATION

That Council receives the information.

EXECUTIVE SUMMARY

In November 2018, the City of Kalgoorlie-Boulder (the City) launched its inaugural Reflect Reconciliation Action Plan (RAP).

With the Reflect RAP set to expire, the City has enacted the appropriate steps as per Reconciliation Australia's advice to embark on the next version of the Plan.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the following Guiding Themes:

- **CONNECTED:** We will be connected to our history, culture and community.
- **CONNECTED:** Culture, heritage, and place are valued, shared, and celebrated.
- **CONNECTED:** We document and celebrate the contributions of Aboriginal people in the development of Kalgoorlie-Boulder.
- **SUSTAINABLE:** Establishing appropriate forums and resources to coordinate and drive Aboriginal economic development.
- **EMPOWERED:** We provide opportunities for genuine engagement with the community to inform the Council's decision-making.

BUDGET IMPLICATIONS

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

REPORT

In November 2018, the City of Kalgoorlie-Boulder (the City) launched its inaugural Reflect Reconciliation Action Plan (RAP).

The launch of the Reflect RAP was a significant milestone, enabling the City to publicly declare its commitment to improving social and economic results for First Nations people.

Further, the RAP provided an early road map to guide the way the City works with local Aboriginal and Torres Strait Islander people to achieve better outcomes in the areas of relationships, respect, opportunities and reporting.

The development of the Reflect RAP occurred over two (2) years and reflected considerable planning efforts with local stakeholders including the now defunct Goldfields Land and Sea Council, City Councillors and various working groups.

With the Reflect RAP set to expire, Council resolved on 25 November 2019, to appoint Cr Lisa Malicky, Cr Linden Brownley and Cr Terrence Winner to a RAP Working Group to act as the governing body to oversee development of the next RAP in 2020.

While the Reflect RAP spanned twelve (12) months and focused on the City's ability to scope its reconciliation efforts, the next iteration, the Innovate RAP, will span two (2) years and allow the City to be aspirational while gaining a deeper understanding of its sphere of influence, and establishing the best approach to advance reconciliation.

Following the appointment of the Councillors to the RAP Working Group, the City publically called for Expressions of Interest (EOI) for two (2) community members to join the Group.

The EOI Advertising period occurred throughout April 2020 in the Kalgoorlie Miner and on the City's social media pages. Due to the COVID pandemic, personal interviews were delayed until June 2020.

Two applications were received for the two (2) available community positions and following candidate interviews, the City appointed Mr Tyrone Brownley and Ms Rowena Leslie to the Group for a twelve (12) month period.

Mr Brownley and Ms Leslie join the appointed Councillors along with Mr John Walker as Chief Executive and Ms Holly Phillips as General Manager City Living, to complete the seven (7) member Group.

The first meeting of the RAP Working Group is scheduled for Tuesday 21 July 2020 at 10am at the City's Administration Building. During the meeting the Group will determine the timeline for completion of the Innovate RAP.

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. As outlined in the report, appointment to the Group was coordinated via a public EOI process.

CONFIDENTIAL ATTACHMENTS

Personal Statement – Rowena Leslie
Personal Statement – Tyrone Brownley

15 REPORTS OF OFFICERS

15.1 GENERAL MANAGER – INFRASTRUCTURE AND ENVIRONMENT

15.1.1 SCHEME AMENDMENT NO.98 - PARKING OF COMMERCIAL VEHICLES AND THE INTRODUCTION OF LIGHT INDUSTRIAL ACTIVITIES IN EXTENSIVE RESIDENTIAL ZONES

Responsible Officer:	Stuart Devenish General Manager Infrastructure and Environment
Author:	Milan Nathoo Planning Services Coordinator
Disclosure of Interest:	Nil
Assessment Number:	N/A
Owners Name:	N/A
Application Number:	A98
Applicants Name:	City of Kalgoorlie-Boulder
Development Value:	N/A

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That Council:

1. Pursuant to Section 50 (3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolve to not support Scheme Amendment No.98 for the following reasons:
 - a. Provisions relating to commercial vehicle parking in residential zones did not provide a clear framework to guide development outcomes;
 - b. Establishing 'Transport Depots', 'Builders Yard' and 'Industry Cottage' activities within specific 'Extensive Residential' zoned lots in Hunter Street, Somerville would result in a loss of the semi-rural character of the area.
2. Authorise the Mayor and Chief Executive Officer to apply the Common Seal to the Council recommendation within Scheme Amendment No.98 documentation, and forward the Scheme Amendment No.98 documentation, recommendation and submissions to the Western Australian Planning Commission to advise of Council's decision not to support Scheme Amendment No.98.
3. Adopt the recommendations contained within the schedule of submissions.

4. **Endorse an investigation on the possibility of creating a new residential estate on vacant land located away from existing/future residential areas that will allow housing to co-exist with light industrial and/or lifestyle activities.**

EXECUTIVE SUMMARY

The purpose of this report is to inform Council of the community consultation results for proposed Scheme Amendment No. 98 (Amendment) and to recommend to Council that the Amendment not be supported through Local Planning Scheme No.1 (LPS1), and that alternatively, aspects of the proposal which have merit and can achieve better outcomes for the community and local business sector are to be considered via future planning mechanisms.

The Scheme Amendment was first recommended to Council to:

1. Amend provisions relating to the parking of commercial vehicles in residential zones to control the number and type of vehicles, and to ensure that the parking arrangements do not affect residential amenity; and
2. Introduce Transport Depots, Builders Yard and Industry Cottage activities within specific 'Extensive Residential' zoned lots in Hunter Street, Somerville where the applicant could demonstrate that there is no undue disruption or effect on the amenity of the locality.

As a result of the community consultation, the City has concluded the following:

- Although there is support for the principles of the Amendment, namely facilitating limited business activities to operate in conjunction with a residential property, further work is required around the implementation of planning requirements to ensure existing built residential areas are not changed; and
- Planning requirements are articulated in a way that is clear and user-friendly to enable landowners to achieve development outcomes that support their business without undue harm to the residential amenity enjoyed in their locality.

In response to community consultation, City officers recommend that matters relating to commercial vehicle parking are addressed in the new Local Planning Scheme No.2 and are supported by a Local Planning Policy. In relation to the introduction of business activities on residential land, officers propose to undertake an investigation to determine a suitable site that would facilitate the concept without disrupting existing residential areas.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the following Guiding Themes:

- **SUSTAINABLE:** We advocate for the provision of land use.
- **SUSTAINABLE:** We support opportunities for commercial and industrial land.

BUDGET IMPLICATIONS

There are no budget implications as a result of the report recommendations.

REPORT**Background**

Council at its Ordinary Meeting (27 August 2018) initiated Scheme Amendment No.98 for community consultation. This report has been prepared to inform Council of the community consultation results, and to recommend a proposed way forward to address the community feedback, whilst still managing to achieve the intended land use outcomes that support local business.

Objective of the Scheme Amendment

The objectives of the Scheme Amendment are summarised below. A full copy of the Amendment (Attachment 1) is attached to this report.

1. Modify LPS1 provisions relating to parking of commercial vehicles in residential zones by:
 - a) Update the LPS1 definition of 'Commercial Vehicle' in accordance with Model Scheme Text regulations.
 - b) Set a two vehicle limit per lot for commercial vehicle parking in a residential zone.
 - c) Modify LPS1 provisions to incorporate design requirements that reduce visibility of commercial vehicles to streetscapes.
2. Allow landowners on large sites within certain Extensive Residential zoned areas in Hunter Street additional land use rights to undertake business activities that would not cause undue distribution or loss of impact the amenity of those areas.

The amendment was proposed on the basis of the following benefits:

- Aligning the 'Commercial Vehicle' definition with State planning regulations, providing simplified arrangements and achieving consistency with state-wide provisions;
- New design requirements for parking commercial vehicles in residential areas allows local business owners to neatly conceal vehicles on their property from the residential streetscape, enabling the local business to park more vehicles than previously permitted where these design requirements can be satisfied; and
- Provide an avenue for lots in Hunter Street to undertake light industrial activities on their residential property that allows landowners to run certain aspects of their business from home, whilst also dealing with outstanding compliance issues relating to non-compliant land use activities.

Review of Scheme Amendment

The principle of the Amendment to support local business to operate on a residential property is generally supported by the community; however, the implementation of the changes has raised some concerns and requires further work by the City to ensure the greatest issue of loss of residential amenity is adequately addressed. The following summarises the additional work required to achieve this.

Commercial Vehicle Parking

A comprehensive set of provisions and design requirements for parking commercial vehicles needs to be supported by a guideline document in the form of a local planning policy that will provide clarity to landowners on how to achieve the Scheme requirements. Matters that would be covered in the policy would include guidelines on screening from neighbouring properties and streetscapes, appropriate vehicle dimensions, safe vehicle movements and ensuring the residential component remains the dominant use. Further work is also required in respect to clarifying the number and types of vehicles permitted to be parked on a property.

Additional uses in Extensive Residential zone

Historically, the City has received complaints regarding light industrial uses operating in the Extensive Residential zone around Hunter Street and other extensive residential areas. The intent of the Amendment to regularise some of these light industrial activities has raised concerns from the community regarding further loss of their semi-rural lifestyle. In retrospect, it is problematic to regularise such activities in already established areas as it may be perceived that new industrial activity would change the amenity of a locality despite existing informal land uses occurring.

Notwithstanding, the concept to allow residential and light industrial and/or lifestyle (i.e. horse stabling) activities has significant merit for Kalgoorlie-Boulder. There is a gap in the market place to allow this to happen, and in order to permit this type of land use for the community, an appropriate well designed Greenfield site should be considered, which would be located away from existing/future residential areas with strict design requirements to ensure both land uses can co-exist without undue harm to residents.

The City proposes to commence an investigation of suitable land parcels that would cater for such an estate and to report back to Council on its findings and recommend a strategy to bring these lots to fruition.

STATUTORY IMPLICATIONS

Scheme Amendment procedures are prescribed by the *Planning and Development (Local Planning Schemes) Regulations 2015*. Council is required to pass a resolution to adopt with or without modification, or not support the Amendment for final approval and to forward the Amendment to the Minister for Planning for final determination.

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

Scheme Amendment No.98 was advertised for public comment for a period of 42 days ending on 29 April 2019. Owners of Extensive Residential zoned property were consulted as well as relevant government agencies and utility service providers.

Consultation methods used during this time included:

- Public Notice in a Saturday edition of the Kalgoorlie Miner (23 February 2019);
- Amendment documentation available via the City's website;
- Correspondence with property owners and occupiers considered to be affected by the amendment; and
- Referral letters to government agencies and utility service providers.

Direct correspondence was sent via mail to one hundred and fifty-seven properties in three separate Extensive Residential areas. One was in the western portion of West Lamington and two areas in Broadwood one in the O'Byrne Crescent area and the other along the rail line generally along Wortley Street.

Submissions received

A total of eighteen submissions were received from government agencies, utility service providers and the general public. Of these, nine submissions were received from the general public. Submissions from government agencies and utility service providers offered no objections. A full schedule of submissions and officers response to the issues raised can be viewed in Attachment 3.

Below is a breakdown of the submissions in terms of their support or opposition to the Amendment.

Table 1: Submission classification

Response Classification	Number of Submissions
Support	2
Oppose	4
Conditional support	3
Conditional oppose	0
Neutral	0

Summary of submissions

The community raised concerns that permitting light industrial land uses on Hunter Street would lead to increased noise, traffic accidents, and visual amenity impacts. Notwithstanding, two submissions were received supporting the proposal; however, this does not negate community concerns, but does demonstrate support for the principle of the Amendment. Furthermore, submissions expressed some confusion regarding commercial vehicle parking in relation to the number and types of permitted vehicles.

CONCLUSION

In summary, the principle of providing new opportunities for local business to operate in harmony with residential land has significant merit for the Kalgoorlie-Boulder community and should be pursued in a way that considers community concerns, whilst balancing market needs.

This exercise has proven useful to gauge community sentiment and provides the City with confidence that alternative arrangements could be developed and would be well received by the local business sector. Therefore it is recommended that Council not support the amendment in its current format and alternatively seek to incorporate commercial vehicle parking matters in the new Local Planning Scheme No. 2, and to commence an investigation on determining a suitable location and design requirements for business/lifestyle activities to co-exist with residential living.

ATTACHMENTS

Attachment 1- Amendment 98 Report 

Attachment 2 - Schedule of Submissions 

15.1.2 CONTAINER DEPOSIT SCHEME ROLLOUT

Responsible Officer:	Stuart Devenish General Manager Infrastructure and Environment
Author:	Dylan Martini Waste Management Team Leader
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That Council acknowledge the start date of 1 October 2020 for the rollout of the Container Deposit Scheme in addition to the details of the scheme contained in this report.

EXECUTIVE SUMMARY

The Container Deposit Scheme (CDS) is scheduled to commence in Western Australia on 1 October 2020. This report outlines the implementation, potential impacts to recycling, and the involvement of the City of Kalgoorlie-Boulder (City) in the CDS rollout.

COMMUNITY STRATEGIC PLAN LINKS

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

- **SUSTAINABLE:** We are a green ecologically sustainable City for current and future generations.

BUDGET IMPLICATIONS

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

REPORT

The Container Deposit Scheme (CDS) is a new recycling initiative introduced by the State Government to diversify how the community recycles and to enable users of the scheme to collect 10 cents (\$0.10) for each eligible container they put through refund points. The CDS is legislated under the *Waste Avoidance and Resource Recovery (Container Deposit Scheme) Regulations 2019*. The objectives of the scheme are to increase recycling, reduce litter, divert waste from landfills, create employment and provide new opportunities for social enterprise. The CDS was originally scheduled to commence across Western Australia on 01 June 2020 but was postponed until the 01 October 2020 due to COVID-19.

Eligible containers include: most aluminium, glass, plastic, steel and liquid paperboard beverage containers between 150 ml and 3 L (refer to can for 10 cent stamp).

Ineligible containers include: plain milk containers, wine and spirits containers, cordial and syrup containers, and containers less than 150 ml or over 3 L.

Deposit points:

ReGroup is the preferred contractor appointed by the State government to manage the CDS in Kalgoorlie-Boulder. ReGroup is developing an over-the-counter deposit depot in West Kalgoorlie as a drive-thru facility. The City has been liaising with ReGroup on this proposal. This facility will offer cash for depositing containers, and is the most popular form of refund point based on Queensland's CDS experience.

Deposit points are the various locations where eligible containers enter the CDS:

- **Refund points:** are commercial premises including depots, bag drop locations, reverse vending machines and mobile pop-up locations where containers can be refunded.
- **Donation points:** are commonly collection cages set up and managed by community and sporting groups, schools, and not-for-profit organisations. Eligible containers are donated through these points to raise funds for these type of organisations.

City's role in the CDS:

While the CDS is State government initiative, the City has a role to play in its implementation:

- **Facilitate** the implementation of refund and donation points through development services.
- **Promote** the scheme rollout through social media channels to generate awareness.
- **Monitor** the impacts of the CDS to determine the effects on comingled recycling performance and litter statistics.
- **Respond** to any local deficiencies or negative impacts on recycling performance.

What happens to kerbside recycling?

Kerbside recycling will continue as per normal; however, there will be a reduction in volume entering recycling bins. Beverage containers entering kerbside recycling will be eligible for the CDS and offset a portion of the City's recycling costs. Therefore it is not necessary for the City to implement new collection systems. Waste Services will monitor the impacts of the CDS on kerbside recycling.

COAG Waste Export Ban

The implementation of the CDS coincides with the Council of Australian Governments (COAG) waste export ban which commences in January 2021. COAG has agreed to a staged four (4) year timeframe to ban exports of waste plastic, paper, glass and tyres. The purpose of the COAG ban is for Australia to take responsibility of its own waste and generate new recycling industries in Australia.

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 is required in relation to the information report.

15.2 GENERAL MANAGER - FINANCE AND CORPORATE

15.2.1 CHIEF EXECUTIVE OFFICER DELEGATED AUTHORITY ANNUAL REVIEW

Responsible Officer:	David Trevaskis General Manager Finance and Corporate
Author:	Michelle Todd Manager Governance and Legal Services
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Absolute

OFFICER RECOMMENDATION

That Council review delegations in accordance with section 5.46(2) of the *Local Government Act 1995* and approve the Chief Executive Officers Delegations as detailed in the attached CEO Delegated Authority Register.

EXECUTIVE SUMMARY

Pursuant to section 5.46(2) of the *Local Government Act 1995*, Local Governments are required to review the delegations to the Chief Executive Officer (“CEO”) at least once each financial year. This report seeks to facilitate the review by Council and endorsement of the delegations to the CEO by absolute majority.

COMMUNITY STRATEGIC PLAN LINKS

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

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

BUDGET IMPLICATIONS

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

REPORT

A Local Government may (by absolute majority) delegate to the CEO the exercise of some of its powers and/or duties. At least once every financial year the delegations made are to be reviewed by the delegator.

In order to maintain compliance with Local Government Regulations, Council is requested to review and affirm their delegations to the Chief Executive Officer.

The review has addressed drafting inaccuracies and includes appropriate references to the applicable legislation where this was previously lacking.

References to Council Policies have been updated where required following changes to policies adopted by Council (e.g. Change to name of Policy). These

minor amendments are detailed in the **attachment**, and have not been identified within the report herein.

Proposed Changes

AIRPORT 01 – LEASING AND LICENCING AGREEMENTS

The Airport 01 delegation deals with airport advertising location, advertising fees and airport leases and licences.

A minor amendment is proposed at item 3 to include security screening trays.

AUTHORISATION AND APPOINTMENT 01 – APPOINTMENT OF AUTHORISED PERSONS FOR VARIOUS ACTS, REGULATIONS AND LOCAL LAWS

The Authorisation and Appointment 01 delegation appoints the CEO as an authorised person under various Acts, Regulations, Local Laws and Town Planning Scheme No. 1 for the purpose of performing particular functions of Local Government under those laws and regulations.

A minor amendment is proposed to item 1. Deletion of the words “*particular*” and “*enforcement under*” to address drafting errors and make the function of the delegated authority clear.

The *Graffiti Vandalism Act 2016* has been included where it was previously omitted.

AUTHORISATION AND APPOINTMENT 03 – BUILDING DELEGATIONS

The Authorisation and Appointment 03 delegation notes the authority delegated pursuant to s127 of the *Building Act 2011*.

The amendments address drafting omissions, and now includes specific references to the powers to be delegated in accordance with the *Building Act 2011*.

- a) *Authority to require an applicant to provide any documentation or information required to determine a building permit or demolition permit application pursuant to s18 of the Building Act 2011;*
- d) *Authority to impose, vary or revoke conditions on a building permit or demolition permit pursuant to s27 of the Building Act 2011;*

ENGINEERING 02 – TEMPORARY ROAD CLOSURES

The Engineering 02 delegation facilitates temporary road closures under the care and control of the City.

A minor amendment has been made to include s3.51 of the *Local Government Act 1995* which was previously not referenced. This section of the act deals with the notification to affected owners regarding certain proposals.

FINANCE 04 – PAYMENT AUTHORISATION

The Finance 04 delegation gives authority to make payment from the City's Schedule of Accounts.

A minor update has been made to include *Regulation 12(1) Payments from the municipal fund or trust fund, restrictions on making* which was previously omitted in error.

FINANCE 07 – WRITING OFF OF MINOR BALANCES

The Finance 07 delegation authorises the writing off of minor balances.

Council determines the appropriate level for the delegation limits based upon the organisation's size and operation requirements.

Given the size of the City's operations, it is recommended the delegation be amended as follows:

Council delegates the authority to the CEO to authorise the writing off of an individual rate debt under \$5,000.00 carried in the Rates Debtors Ledger and an individual general debt under \$25,000.00 carried in the various Sundry Debtors ledgers.

The delegation applies to individual debts, however it is proposed this amendment be made to address ambiguities in the way it was previously drafted. The change to the general debt write off will improve operational efficiencies. In making this recommendation the City considered the limits of other Local Governments and noted limits of up to \$100,000 (City of Mandurah) were applied to general debt write offs.

Based upon the advice of the City's Finance Department, and considering operational requirements, it is recommended a limit of \$25,000 be applied for the City.

FUNCTIONS OF LOCAL GOVERNMENT 01 – LOCAL GOVERNMENT ACT

Functions of Local Government 01 delegates to the CEO authority to undertake various functions of Local Government in accordance with the *Local Government Act 1995*.

Several drafting errors have been corrected, to correctly reference the powers delegated under the *Local Government Act 1995* and the relevant sections of the Act.

These corrections are details in the **attachment**.

STATUTORY IMPLICATIONS

This report is presented in order to fulfil statutory requirements of sections 5.42(1), 5.43, 5.44(1), 5.45(1) and 5.46(2) of the *Local Government Act 1995*.


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

Chief Executive Officer Delegated Authority Review 2020 

15.2.2 MONTHLY FINANCIAL REPORT - MAY 2020

Responsible Officer:	David Trevaskis General Manager Finance and Corporate
Author:	Ishani Subaharan Corporate Accountant
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Absolute

OFFICER RECOMMENDATION

That Council in accordance with Regulation 34 of the Local Government (Financial Management Regulations 1996), receive the Statement of Financial Activity for the period ending 31 May 2020.

EXECUTIVE SUMMARY

In accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996* (“the Regulations”), the City is to prepare a monthly Statement of Financial Activity for approval by Council. Attached for consideration is the completed Statement of Financial Activity for the period ending 31 May 2020.

COMMUNITY STRATEGIC PLAN LINKS

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

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

BUDGET IMPLICATIONS

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

REPORT

The Statement of Financial Activity was introduced by the Department of Local Government from 1 July 2005; the change was implemented to provide elected members with a better idea of operating and capital revenues and expenditures. It was also intended to link operating results with balance sheet items and reconcile with the end of month balances.

In accordance with the Regulations, a report must be compiled on variances greater than the percentage agreed by Council which is currently plus (+) or minus (-) 10% or \$50,000, whichever is the greater.

For the year to date to 31 May 2020, income is under budget by 6.30% and expenditure is under budget by 5.05%, commentary is provided at sub program level. A nil variance means that the year to date actual value is identical to the year

to date budget estimate. Comments are therefore provided where the variances value is > 10% and > \$50,000 under or over budget.

INCOME CATEGORIES

Overall stated income is 6.30%, \$4,887,011 under budget. The sub programs which are outside the allowable variance are as follows.

Other Welfare

Description	YTD Budget	YTD Actual	YTD Variance
Other Welfare	\$40,177	(\$25,821)	(\$65,998)

This is due to a return of unspent discretionary grant from Lynk project of (\$56k) and less than budget income from Men's Shed of (\$8k) due to less memberships for the year than anticipated.

Other Recreation and Sport

Description	YTD Budget	YTD Actual	YTD Variance
Other Recreation and Sport	\$4,532,397	\$3,658,589	(\$873,808)

This is due to less income from Oasis and Golf Course from 23rd March 2020 till end of May 2020 due to COVID-19 stand down.

Other Culture

Description	YTD Budget	YTD Actual	YTD Variance
Other Culture	\$601,543	\$336,845	(\$264,698)

There has been less GAC income than budgeted, resulting in a variance of (\$202k) due to COVID-19 stand down and (\$62k) variance due to grant not being received.

Construction – Roads Bridges Depots

Description	YTD Budget	YTD Actual	YTD Variance
Construction – Roads Bridges Depots	\$3,811,012	\$3,078,400	(\$732,612)

The variance of \$732k due to grant funding being rolled over to 2020/21 financial year.

Road Plant Purchases

Description	YTD Budget	YTD Actual	YTD Variance
Road Plant Purchases	\$97,085	\$0	(\$97,085)

There has been no profit on sale of assets YTD.

Aerodromes

Description	YTD Budget	YTD Actual	YTD Variance
Aerodromes	\$11,976,133	\$9,872,790	(\$2,103,343)

(\$1.7m) of this variance is due to 50% reduction in airport income for the past 3 months with the impact of COVID-19 on operations and (\$381k) due to non-operating grant fund being relating to body scanner as capex to be spent in 2021.

Economic Development

Description	YTD Budget	YTD Actual	YTD Variance
Economic Development	\$1,371,173	\$1,058,780	(\$312,393)

(\$416k) of this variance relates to delay in CBD transformation project commencement, partially offset by \$78k over budget income from sale of effluent and lease income from industrial land of \$25k.

General Administration Overheads

Description	YTD Budget	YTD Actual	YTD Variance
General Administration Overheads	\$212,150	\$25,090	(\$187,060)

This is due to timing, funds received in June 2020.

Salaries and Wages

Description	YTD Budget	YTD Actual	YTD Variance
Salaries and Wages	\$249,798	\$187,052	(\$62,746)

This variance relates to less income from paid parental leave and income protection reimbursements.

Business Unit Operations

Description	YTD Budget	YTD Actual	YTD Variance
Business Unit Operations	\$689,357	\$519,441	(\$169,916)

This variance relates to reduced rental income from Endowment Block properties due to COVID 19 rent relief.

Town Planning Schemes

Description	YTD Budget	YTD Actual	YTD Variance
Town Planning Schemes	\$199,990	\$38,065	(\$161,925)

This is due to less profit on sale of Phoenix lots than budgeted.

EXPENSE CATEGORIES

Overall stated expenditure is within the allowable variance as dictated by Council, being 5.05% \$3,398,072 under budget. The sub programs which are outside the allowable variance are as follows.

Other Governance

Description	YTD Budget	YTD Actual	YTD Variance
Other Governance	\$1,316,491	\$1,109,456	(\$207,035)

(\$162k) is due to less City branding and image expenses, (\$25k) is due to less sporting and club sponsorships and (\$20k) due to less overhead allocations compared the budget.

Aged and Disabled – Senior Citizens

Description	YTD Budget	YTD Actual	YTD Variance
Aged and Disabled – Senior Citizens	\$622,505	\$536,168	(\$86,337)

The variance is due to less operations at EGCC as a matter of COVID-19 stand down of which (\$37k) of this variance relates to less material purchases and contractor costs, (\$26k) relates to less employee salaries and wages, (\$14k) relates to less overhead allocations and (\$9k) relates to loss on sale of assets compared to budget.

Other Welfare

Description	YTD Budget	YTD Actual	YTD Variance
Other Welfare	\$449,0042	\$321,110	(\$127,932)

(\$58k) of the variance relates to less contractor costs, as Youth Fest and Youth Leadership program being postponed to next financial year. (\$33k) relates to less overheads due to operational expenditure being less and (\$17k) relates to less employee costs as the position for Youth Development Officer was not filled due to COVID-19 recruitment restrictions.

Other Recreation and Sport

Description	YTD Budget	YTD Actual	YTD Variance
Other Recreation and Sport	\$16,682,425	\$14,903,892	(\$1,778,533)

This variance is an impact of restricted operations due to COVID-19 in the areas of Parks, Oasis and Golf Course. (\$416k) of the variance relates to less utility costs, (\$412k) less material purchases and contractor costs, (\$383k) relates to less employee costs, (\$255k) relates to less overhead allocations, (\$237k) relates to less interest expense, (\$145k) relates to less loss on sale of assets partially offset by higher depreciation expense of \$63k and higher contributions to community groups of \$18k than budget.

Other Culture

Description	YTD Budget	YTD Actual	YTD Variance
Other Culture	\$2,202,227	\$1,757,946	(\$444,281)

This is due to less spending from Goldfields Art Centre due to being closed for operations as of 23rd March 2020 to July 2020. (\$279k) of the variance relates to less contractor costs, (\$84k) relates to less employee costs, (\$53k) relates to less overhead allocations and (\$22k) relates to less utilities.

Tourism and Area Promotion

Description	YTD Budget	YTD Actual	YTD Variance
Tourism and Area Promotion	\$1,010,606	\$829,844	(\$180,762)

This variance is due to less advertising and contractor costs of (\$105k), less overhead allocations of (\$29k) due to less operational costs, less employee costs of (\$24k), less contributions of (\$17k) and less utilities of (\$4k) compared to the budget as a result of COVID-19 restriction on spending.

Economic Development

Description	YTD Budget	YTD Actual	YTD Variance
Economic Development	\$1,680,733	\$1,390,974	(\$289,759)

(\$139k) of the variance is as a result of (\$60k) not spent during 2019/20 financial year to secure the industrial land lease and (\$79k) in materials and contracts due to COVID-19 restrictions in spending. (\$122k) of the variance due to less employee costs as delays in CBD revitalisation project development and (\$23k) due to less utility costs on parks and reserves compared to budget.

General Administration Overheads

Description	YTD Budget	YTD Actual	YTD Variance
General Administration Overheads	(\$246,034)	\$1,535	\$247,569

Budgeting error, overheads should be nil.

Public Works Overheads

Description	YTD Budget	YTD Actual	YTD Variance
Public Works Overheads	\$735,210	\$1,413,515	\$678,305

(\$705k) of the variance is due to less public and capital works than budget, partially offset by higher contractor costs of \$13k and loss on sale of assets of \$7k higher than budget.

Plant Operation Costs

Description	YTD Budget	YTD Actual	YTD Variance
Plant Operation Costs	\$236,606	(\$333,288)	(\$569,894)

This variance is due to over allocation of plant overheads than budget.

Town Planning Schemes

Description	YTD Budget	YTD Actual	YTD Variance
Town Planning Schemes	\$31,320	\$180,109	\$148,789

No budget allocation for Loss on sale of assets that contributes to the variance of (\$180k), partially offset by higher contractor costs of \$31k for Lot 501 Phoenix Place and Lot 778 Maguire Street than budget.

CAPITAL CATEGORIES

May 2020 capital expenditure is under budget by (\$8.5m) YTD. Actual YTD expenditure is \$10.6m versus budgeted YTD spend of \$19.1m.

The main variance is in Buildings of (\$3m) due to the delay in CBD revitalisation project.

The remaining variances are due to timing with Infrastructure – Sewerage of (\$1.7m), Infrastructure – Roads of (\$1.6m), Drainage of (\$0.9m), Parks of (\$0.5m) and Investment property of (\$0.3m) due to delay in projects starting.

STATUTORY IMPLICATIONS

The Statement of Financial Activity has been prepared in accordance with the requirements of the Local Government (Financial Management) Regulations.

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

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

ATTACHMENTS

Monthly Financial Report - MAY 2020 

15.2.3 ACCOUNTS PAYABLE FOR THE MONTH OF JUNE 2020

Responsible Officer:	David Trevaskis General Manager Finance and Corporate
Author:	Kristy Van Kuyl Finance Officer (Creditors)
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That Council receives the list of payments totalling \$5,013,773.85 as presented for the month of June 2020.

EXECUTIVE SUMMARY

The purpose of this report is for Council 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), debit card and credit card.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the following Community Theme, Goal and Objective:

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

BUDGET IMPLICATIONS

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

REPORT

Attached to this report are the lists of all cheque and EFT payments made during the month of June 2020 and a list of corporate credit card transactions by card holder of the same period totalling \$5,013,773.85.

Credit Card	\$	4,181.61
Debit Card	\$	16,996.42
Direct Debit	\$	204,161.75
Municipal Cheque	\$	51,112.50
Municipal EFTs	\$	4,727,065.65
Trust EFTs	\$	65.42
Trust Cheques	\$	7,190.50
Grand Total	\$	5,013,773.85

STATUTORY IMPLICATIONS

The Accounts Payable for the Month of June 2020 has been prepared in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

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

ATTACHMENTS

Credit Card Report - JUNE 2020 

Debit Card Payments - JUNE 2020 

Direct Debit Payments - JUNE 2020 

Municipal Cheque Payments - JUNE 2020 

Municipal Eft Payments - JUNE 2020 

Trust Cheque Payments - JUNE 2020 

Trust Eft Payments - JUNE 2020 

15.2.4 PROPOSED MINOR AMENDMENTS TO THE SCHEDULE OF FEES AND CHARGES FOR 2020 / 2021

Responsible Officer:	David Trevaskis General Manager Finance and Corporate
Author:	Toni Keown Assistant Accountant
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Absolute

OFFICER RECOMMENDATION

That Council:

1. Adopt the proposed amendments to the Finance and Rates Section of the Schedule of Fees and Charges for the 2020/2021 financial year pursuant to Section 6.16(1) of the Local Government Act 1995 as follows:

Infringement Withdrawal from FER (Fines Enforcement Registry).

- Registration of Infringement Notice	\$77.00
- Preparing Enforcement Certificate	\$20.50
- Issuing a Final Demand	\$24.10

All excluding GST and as per the Fines Enforcement Registry.

2. Adopt the proposed amendments to the Goldfields Oasis Section of the Schedule of Fees and Charges for the 2020/2021 financial year pursuant to Section 6.16(1) of the Local Government Act 1995 as follows:

Stadium

- Stadium Entry – Child	\$4.50
- Stadium Entry – Adult	\$6.50

Oasis Gold Membership – Family

- Fee – Weekly Direct Debit	\$49.00
- Fee – Fortnightly Direct Debit	\$98.00
- Fee – Monthly Direct Debit	\$212.30

Oasis Gold Member – Adult Upfront

- Fee – three (3) month Upfront	\$293.80
- Fee – six (6) month Upfront	\$587.60
- Fee – twelve (12) month Upfront	\$1,175.20

Oasis Gold Member – Teen Upfront

- Fee – three (3) month Upfront	\$161.85
- Fee – six (6) month Upfront	\$323.70

- Fee – twelve (12) month Upfront	\$647.40
<i>Oasis Gold Member – Family Upfront</i>	
- Fee – three (3) month Upfront	\$637.00
- Fee – six (6) month Upfront	\$1,274.00
- Fee – twelve (12) month Upfront	\$2,548.00
<i>Oasis Gold Member – Concession Upfront</i>	
- Fee – three (3) month Upfront	\$204.75
- Fee – six (6) month Upfront	\$409.50
- Fee – twelve (12) month Upfront	\$819.00
<i>Oasis Aquatic Member – Adult Upfront</i>	
- Fee – three (3) month Upfront	\$186.55
- Fee – six (6) month Upfront	\$373.10
- Fee – twelve (12) month Upfront	\$746.20
<i>Oasis Aquatic Member – Child Upfront</i>	
- Fee – three (3) month Upfront	\$114.73
- Fee – six (6) month Upfront	\$229.45
- Fee – twelve (12) month Upfront	\$458.90
<i>Oasis Aquatic Member – Family Upfront</i>	
- Fee – three (3) month Upfront	\$441.35
- Fee – six (6) month Upfront	\$882.70
- Fee – twelve (12) month Upfront	\$1,765.40
<i>Oasis Aquatic Member – Concession Upfront</i>	
- Fee – three (3) month Upfront	\$117.65
- Fee – six (6) month Upfront	\$235.30
- Fee – twelve (12) month Upfront	\$470.60

All fees are inclusive of GST.

3. Adopt the proposed amendments to the Airport Section of the Schedule of Fees and Charges for the 2020/2021 financial year pursuant to Section 6.16(1) of the *Local Government Act 1995* as follows:

Airport Reporting Officer/Works Safety Officer Attendance Fees

- Fee – Ordinary hours	\$60.00 per hour
- Fee – Overtime hours	\$90.00 per hour

4. Authorise the CEO to give notice of the amended Schedule of Fees and Charges pursuant to Section 6.19 of the *Local Government Act 1995*.

EXECUTIVE SUMMARY

Council adopted the 2020/21 Schedule of Fees and Charges at the Ordinary Council

Meeting on 28 April 2020 on the basis of a nil increase on the 2019/20 Fees and Charges. Council is requested to consider for adoption proposed amendments to the Schedule of Fees and Charges for 2020/2021. This includes new charges relating to the recoupment of fees charged by the Fines Enforcement Registry (FER) and fees for Council airport operations employees when they are requested to attend outside of their normal rostered working hours or duties. The proposed amendments for the Goldfields Oasis are existing 2019/20 fees that were not specified in the 2020/21 Schedule of Fees and Charges adopted by Council.

COMMUNITY STRATEGIC PLAN LINKS

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

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

BUDGET IMPLICATIONS

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

REPORT

Currently when the City issues infringements, the associated costs with submitting the infringement notice to the FER are borne by CKB. The proposed amendment will enable the City to on-charge these fees if the person fails to contact the City in a timely manner.

Council is also asked to consider adoption of proposed additions to the Airport section of the Schedule of Fees and Charges for the 2020/2021 financial year. The proposed amendment is to include fees for Council airport operations employees when they are requested to attend outside of their normal rostered working hours or duties. This cost has previously been borne by Council but it is appropriate to recover these costs. The following table provides benchmarking information in regard to similar charges at other WA Council airports.

Airport	Ordinary Hours (GST inc)	Overtime Hours (GST inc)
Busselton (FY20/21)	No fee noted	\$77.00
Geraldton (FY19/20)	No fee noted	No fee noted
Karratha (FY20/21)	\$84.75	\$114.00
Newman (FY19/20)	\$95.00	Ordinary hours plus applicable overtime rate

Thirdly, the Council is asked to consider for adoption the proposed additions and amendments to the Oasis section of the Schedule of Fees and Charges for the 2020/2021 financial year. The proposed amendment is to correct the fees to the actual fees as charged 2019/2020 and to remain the same for 2020/2021.

STATUTORY IMPLICATIONS

In accordance with section 6.16(1) of the *Local Government Act 1995*, the Council may impose and recover a fee or charge for any goods or services it provides or proposes to provide, other than a service for which a service charge is imposed.

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

Amended fees will need to be publically notified pursuant to Section 6.19 of the *Local Government Act 1995*.

15.2.5 RFT008 - 19/20 - AIRPORT BODY SCANNER

Responsible Officer:	David Trevaskis General Manager Finance and Corporate
Author:	Brian Joiner Airport Manager
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That Council:

- 1. Award tender number T008 – 19/20 – Airport Body Scanner to Leidos Security Detection & Automation Australia Pty for the sum of \$249,270.00 Ex GST; and**
- 2. Authorises 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 Orders Local Law 2013*.**

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the submissions received for tender number T008 – 19/20 – Airport Body Scanner.

The awarding of this tender will see the installation of a new body scanner at the passenger screening point of the Kalgoorlie-Boulder Airport. The equipment is being installed at the direction of the Department of Home Affairs to enhance security at regional airports.

The public tender process led to three (3) submissions being received of which Leidos was scored the highest and considered the best solution and value for money.

COMMUNITY STRATEGIC PLAN LINKS

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

- **CONNECTED** We deliver the community better connectivity with the rest of Australia and the world.
- **CAPABLE:** We promote and support local tourism opportunities including facilitating tourism infrastructure and services.
- **SAFE:** We will be safe and free from harm and crime.

BUDGET IMPLICATIONS

The City's municipal budget for Airport Body Scanner (COA) has \$255,000.00 Ex GST allocated for the procurement of the body scanner.

An additional allocation of \$19,197.00 from municipal funds is required to cover the GST component of the purchase.

As the purchase of the body scanner has been mandated by the Department of Home Affairs and funded by the Department of Industry, a funding request will be made to the Department of Industry to cover the shortfall.

REPORT

Tender T008 – 19/20 – Airport Body Scanner includes the supply and installation of passenger screening equipment in accordance with the direction from the Department of Home Affairs (Aviation and Maritime Security Division) as to mandatory equipment at regional airports.

Background

In May 2018 the Department of Home Affairs informed Council that passenger screening technology would be upgraded at 61 airports across Australia. Kalgoorlie-Boulder Airport was affected by the direction with a requirement to screen passengers using a body scanner no later than December 2020.

Funding to purchase the equipment was available through an Australian Government grants package. The City applied for a grant and was successful in obtaining \$255,000 Ex GST solely for the purpose of purchasing a body scanner. The grants process was delayed by the Department of Home Affairs while they reviewed the criteria based on submissions from regional airports.

Design

There are only several companies, worldwide, that produce body scanners that meet aviation security technical requirements. All of the body scanners available provide similar functionality with some differences in design and specifications.

Body scanners must be certified to either:

- European Commission SSc STD 2; or
- USA AIT Tier 2.

The Leidos Provision 2 is certified to these standards and is on the Department of Home Affairs aviation security screening equipment list as being approved.

Tender Assessment

Three (3) submissions were received for T008 – 19/20, being:

- Leidos Security Detection & Automation Australia Pty (Provision 2);
- Rapisan Systems Pty Ltd (QPS201); and
- Smiths Detection Pty Ltd (eqo ATD).

A panel of City officers assessed each tender submission. All submissions were assessed as correct and compliant with the City's 'Request for Tender' document.

There were no tenders from local suppliers.

Tenders were assessed on the basis of the following qualitative criteria and weighting:

- Relevant experience (20%);
- Key personnel (10%);
- Tenderer's resources (15%);
- Demonstrated understanding (20%); and
- Pricing (35%).

Average weighted score across the criteria is shown below:

Tenderers		A	B	C
Relevant Experience	20%	17.33%	1.33%	16.00%
Key Personnel	10%	6.67%	2.00%	6.67%
Tenderer's Resources	15%	10.00%	1.00%	11.00%
Demonstrated Understanding	20%	16.00%	1.33%	13.33%
Pricing	35%	17.83%	15.55%	19.12%
TOTAL weighted score	100.00%	67.83%	21.22%	66.12%

Panel Assessment and Recommendation

The assessment included the costs of the equipment over a five (5) year period. Tenderers were required to provide operational maintenance costs associated with the body scanner.

Leidos had the highest weighted score of the three (3) tenders. Although the five (5) year total cost for Leidos was slightly higher than the lowest price tenderer they had the lowest capital cost for the equipment. Leidos provided the solution that was considered the best to integrate with existing equipment and the area available for installation.

Tenderer B failed to include detailed responses with their submission.

Reference checks carried out by City airport panel assessment officers were all satisfactory.

Financial credit checks have been carried out by the City's Procurement Officers for risk management of contract signing and the risk is considered low.

It is recommended that Council award the tender to Leidos Security Detection & Automation Australia Pty.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

The tender process ensures that Policy CORP-AP-001 relating to purchasing is satisfied.

COMMUNITY ENGAGEMENT CONSULTATION

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

15.3 GENERAL MANAGER – CITY LIVING

15.3.1 WA PUBLIC LIBRARIES STRATEGY

Responsible Officer:	Holly Phillips General Manager City Living
Author:	Debra Hodges Manager Communities
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That Council receives the information.

EXECUTIVE SUMMARY

The City has received correspondence from the Hon David Templeman MLA, Minister for Local Government; Heritage; Culture and the Arts, confirming the conclusion of Local Government consultation on proposed changes to funding models associated with the WA Public Libraries Strategy (“**the Strategy**”).

COMMUNITY STRATEGIC PLAN LINKS

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

- **CONNECTED:** We provide public spaces that facilitate a diverse range of activities and strengthen social bonds within the community.

BUDGET IMPLICATIONS

There are no immediate budgetary implications resulting from the recommendations. Future budget considerations will include ongoing replacement of stock to maintain collection.

REPORT

The WA Public Libraries Strategy (“**the Strategy**”), released by the Hon David Templeman MLA, Minister for Local Government; Heritage; Culture and the Arts, in December 2017, was the result of extensive research and consultation through the state-appointed Public Libraries Working Group (“**PLWG**”), and stakeholders including Local Government Authorities.

The Strategy established a priority to implement a multi-tiered support model responding to the need for significant, transformational change to deliver more efficient and flexible public library services to meet Western Australia’s growing and diverse community needs.

A Framework for this new tiered model was endorsed by the Western Australian Local Government Association (“**WALGA**”) State Council and the Library Board of WA in May 2019.

Central to the implementation of this new model is the repurposing of existing State Government capital funds, currently restricted to the purchase of physical library materials, to recurrent funding to enable expenditure on a range of priorities.

This was endorsed by the State Government and announced in December 2019. The repurposing of funds has led to two (2) key changes for Local Government public library services from 1 July 2020, being:

- Transfer of ownership of stock; and
- Access to Library Priority Grants (as from January 2021).

As a result, a new agreement between State and Local Governments is required. The State Library of WA and WALGA are working through the State Local Government Partnership Group to develop a new high-level agreement for future public library services that will link to the State Local Government Partnership Agreement.

The William Grundt Memorial Library previously operated under arrangements whereby materials were selected online and purchased via State Library of WA with our allocated Capital funding and essentially loaned to the Library.

It has now been reclassified as a Tier 1 library under the new model referenced in the attachment from the Minister.

This currently means;

- Ownership of the 41,148 library items held in the library as at 30 June 2020 was transferred to the City of Kalgoorlie-Boulder, the dollar value of the items transferred is \$453,123;
- These items will be classified as fixed assets at 30 June 2020 and depreciated over a useful estimate life of 5 years;
- The \$453,123 will be shown as contribution income at 30 June 2020; and
- All new public library materials purchased with State Government funds from 1 July 2020 will be owned by the City of Kalgoorlie-Boulder.

The introduction of Library Priority Grants, delayed until January 2021, will mean as a Tier 1 public library the City will be able to apply to take up to 20% of its total grant allocation in cash for library priorities other than library materials via a Library Priority Grant.

Funding is allocated for a single financial year. Projects should be completed within the financial year unless written approval has been received from State Library of Western Australia and funds should be spent or committed by 30 June in the financial year in which the grant is allocated.

If the City elects not to submit an application for a Library Priority Grant, or its nominated project does not meet the specified parameters, then the entire grant allocation will be applied to purchasing library materials through the State Library's

centralised purchasing arrangement. The grant process is a simple process which can be accommodated within existing levels of administration.

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 report. The City did participate in forums and workshops as part of the Statewide consultation process.

ATTACHMENTS

City of Kalgoorlie-Boulder - WA Public Libraries Strategy 

15.3.2 DRAFT ACCESS AND INCLUSION PLAN

Responsible Officer:	Holly Phillips General Manager City Living
Author:	Holly Phillips General Manager City Living
Disclosure of Interest:	Nil

VOTING REQUIREMENTS

Simple

OFFICER RECOMMENDATION

That Council endorse the Draft City of Kalgoorlie-Boulder Access and Inclusion Plan for 2021-2026.

EXECUTIVE SUMMARY

In conjunction with community and stakeholders, the City has established a Draft Access and Inclusion Plan for 2021-2026 (“**the Plan**”). With support from the Department of Communities, the Disability Access and Inclusion modelling has evolved with the approach to be innovative, and reflect on the diversity of the community.

Upon review of the plan, the Department of Communities has confirmed the Access and Inclusion Plan 2021-2026 is compliant with legislative requirements. Officers now seek endorsement by Council to ensure the new plan is integrated with current Corporate Business Plan Development.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the following Guiding Themes:

- **SAFE:** We support families and youth.
- **CONNECTED:** We provide public spaces that facilitate a diverse range of activities and strengthen social bonds within the community.
- **EMPOWERED:** We provide opportunities for genuine engagement with the community to inform the Council’s decision-making.
- **EMPOWERED:** We are utilising diverse points of view to inform decision making and actions taken for the City.

BUDGET IMPLICATIONS

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

REPORT

The *Western Australian Disability Services Act 1993* (“**the Act**”) requires all local government and selected State Government agencies to develop and implement a Disability Access and Inclusion Plan (“**DAIP**”).

The City’s Access and Inclusion Plan (“**AIP**”) has adopted progressive modelling to meet DAIP legislative requirements whilst pursuing an innovative approach to capture the City’s diverse community.

Outcomes included in the City’s AIP are as follows:

- **Outcome One:** City events, communications and services will be accessible to all community members;
- **Outcome Two:** City buildings and facilities will be accessible to all community members;
- **Outcome Three:** City information will be accessible to all community members;
- **Outcome Four:** People with a disability to receive the same level and quality of service from staff as other people receive from the staff at the City;
- **Outcome Five:** All community members will have the same opportunities to make complaints to the City;
- **Outcome Six:** All community members have an opportunity to participate in all public consultation conducted by the City; and
- **Outcome Seven:** All community members are encouraged to pursue employment opportunities within the City.

Further actions associated with the above outcomes outlined in the attached Draft AIP.

Despite COVID-19 impacting engagement timeframes, the City pursued various methods of engagement to the development Plan. This included conveying messaging via social media, videos, networks and organisational meetings to achieve a 300% increase in respondents from the previous plan review.

By adopting the Plan, officers can work to ensure the various elements are included in Corporate Business Plan development currently underway.

STATUTORY IMPLICATIONS

The *Western Australian Disability Services Act 1993* (the Act) requires all local government and selected State Government agencies to develop and implement a Disability Access and Inclusion Plan.

POLICY IMPLICATIONS

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

COMMUNITY ENGAGEMENT CONSULTATION

- Public Notices in The Kalgoorlie Miner on 16, 23, 30 May;
- Media release launching survey and responses 15 May 2020;
- Community survey undertaken over six (6) week period with 100 formal respondents (300% increase in participant responses, compared with completed review in 2016);
- Community consultation held with local organisations via phone, email and face to face;
- Information displayed on City website, with hardcopies made available within City facilities;
- Digital marketing promotion on Facebook (messaging via video graphics); and
- Feedback on Draft Plan sought from Goldfields Individual Family Support Association Inc., Department of Communities, and Empowering People In Communities.

ATTACHMENTS

City of Kalgoorlie-Boulder- 2021-26 Access and Inclusion Plan - DRAFT 

16 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

17 INFORMATION BULLETIN**17.1 CHIEF EXECUTIVE OFFICER****17.1.1 INFORMATION ITEM 27 JULY 2020**

Responsible Officer: John Walker
Chief Executive Officer

Author: Eve Reitmajer
PA to GM Finance and Corporate

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 as received by the City.

COMMUNITY STRATEGIC PLAN LINKS

This report links to the Strategic Community Plan through the following Community Theme, Goal and Objective:

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

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.

INFORMATION ITEM:	DATE:
Seal Register	June/July 2020
Facebook Statistics	June/July 2020
EGCC Meals Statistics	June 2020
Contract Variations	May 2020
Letter of Thanks	June 2020
Graffiti Report	June 2020
PDRS Info Bulletin	June 2020
Waste Services EOM Report	June 2020

Wastewater Systems Upgrade Monthly Status Report	June 2020
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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

EGCC Meal Statistics - June 2020 


Graffiti - KPI Report - June 2020 

PDRS Information Bulletin - June 2020 

Waste Services - EOM Report June 2020 

Wastewater Systems Upgrade Monthly Status Report 2006 June 2020 

Seal Register - June/July 2020 

Facebook Statistics - June/July 2020 

Variations Register - May 2020 

Letter of thanks - KBRC - June 2020 

18 CONFIDENTIAL ITEMS

18.1.1 COVID-19 RECOVERY FUND- GOLDFIELDS CHILDREN CHARITY

Responsible Officer:	John Walker Chief Executive Officer
Author:	Laura Dwyer Project Management Officer
Disclosure of Interest:	Nil

OFFICER RECOMMENDATION

- That in accordance with Section 5.23 (2) of the *Local Government Act 1995* the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:
- a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government

EXECUTIVE SUMMARY

It is the recommendation of the Responsible Officer that this item be considered “in camera” due to the private and confidential nature of its contents.

19 DATE OF NEXT MEETING

The next Ordinary Council Meeting will be on Monday 24 August 2020.

20 CLOSURE