



**City of
Kalgoorlie
Boulder**

MINUTES

(Unconfirmed)

of the Ordinary Council Meeting

held at 7:00 PM

on

19 MAY 2025

at the

Kalgoorlie Town Hall

Council Chamber Seating Plan



Nature of Council's Role in Decision-Making

Advocacy:	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
Executive Strategic:	The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative:	Includes adopting local law, town planning schemes and policies.
Review:	When Council reviews decisions made by officers.
Quasi-Judicial:	When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits/licenses (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

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19 CLOSURE 109

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

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

2 OPENING PRAYER

The opening prayer was conducted by Councillor Linden Brownley.

3 DISCLAIMER READING

The Mayor read the disclaimer to those present.

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

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

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

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

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

4 RECORD OF ATTENDANCE

4.1 Attendance

In Attendance:

Mayor Glenn Wilson
Cr Terrence Winner
Cr Wayne Johnson
Cr Kyran O'Donnell
Cr Linden Brownley
Cr Nardia Turner
Cr Carla Viskovich

Members of Staff:

Andrew Brien

Chief Executive Officer

Mia Hicks	Director Advocacy and Strategy
Lui Camporeale	Director Engineering
Cassandra Jaegar	Director Corporate and Commercial
Frances Liston	Director Governance and Organisational Strategy
Melissa Murphy	Director City and Community
Casey Radford	Acting Director Finance, People and Culture
Ryley Naray Robertson	Coordinator IT
Susie Beamish	Coordinator Governance
Jaymie Boyes	Governance Officer
Matthew Pearson	IT Cyber Security Analyst

Visitors:

4

Press:

2

4.2 Apologies

Apologies - Elected Members:

Nil

Apologies - Members of Staff:

Nil

4.3 Leave of Absence (Previously Approved)

Leave of Absence:

Deputy Mayor Kirsty Dellar

Cr Deborah Botica

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the 22 April 2025 Ordinary Council Meeting David Oates, resident of Lamington, asked the following question, which the Mayor took on notice:

Further, was there any other commercial offtake agreements?

Previous offtake agreement was with Wingstar Investments Pty Ltd that passed effluent on to KCGM. Wingstar Investments owned the key infrastructure relating to this supply including the offtake pumps and delivery lines to the KCGM operation.

There was an agreement signed between City and KCGM on 1 September 2016.

At the 28 April 2025 Special Council Meeting Suzie Williams, resident of Kalgoorlie, asked the following question, which the Mayor took on notice:

Given this Council in my opinion ignored Clayton's (another legal firm's) advice that said it was appropriate to dismiss a staff member for serious misconduct. Is it a good message to send to the community and future employees that a contract that may bankrupt the city and removes its competitive advantage is "no one's fault" and demonstrated in two different inquiries that there will be no accountability for any actions by elected officials or staff members. Is this what you want to be remembered for?

The Mayor has taken the questions on notice and asked Suzie for clarification on the time period of "this Council".

Suzie explained the time period for "this Council" is directly when the CEO was John Walker.

The questions posed by Ms Williams refers to two different matters and whilst Ms Williams has provided commentary in relation to the matters, these are not matters that the City is not able to comment on further.

The City has taken on board all findings from the Probity Report (noting that there were no findings of illegal or reportable actions) and has requested that the CEO incorporate changes into governance frameworks and council processes where appropriate. In undertaking the Probity Review the City was focused on the process to enter into the contract and the level of information provided and to have an independent assessment completed. It was clear that in the event that anything unlawful was identified through the review the information would be referred to the relevant authorities.

The current Council has focused on improvements in governance and decision making and it will continue to do.

6 PUBLIC ACCESS AND PUBLIC QUESTION TIME

6.1 Public Access

Nil

6.2 Public Question Time

Ric Halse, resident of South Kalgoorlie asked the following questions:

Question 1

Planning Solutions stated at the Development Assessment Panel on May 6, 2025, that they 'worked closely with City officers for over a year to identify this site.' Yet,

the Responsible Authority Report (RAR) only documents two meetings—on June 18, 2024, and October 28, 2024—and omits any mention of Northern Star Resources' February 2022 presentation to the Council Information Session about their need for a 1,000-bed mining camp. Can you explain why this claimed year-long collaboration and the 2022 Information Session presentation were not included in the RAR? How does this align with your responsibility to ensure a transparent and complete assessment process?

Question 2

The officer report lacks justification for waiving the requirement for a Needs Assessment, not conducting an independent review of the Social Impact Assessment, and supporting a 10-year temporary approval that exceeds State and local planning policy limits by five years. Can you clarify the rationale for these decisions and confirm whether they were communicated to Elected Members through regular CEO updates? If not, how do you justify these departures from policy and the lack of transparency with the Council?

Question 3

The RAR justifies approval by citing the applicant's claim that a lack of workforce housing would harm the local economy, but it dismisses community concerns about property values, business viability, and social impacts as irrelevant. Why were the economic impacts on the mining company's project accepted as a valid planning factor, while documented expert assessments of adverse effects on the established local economy were rejected? How do you explain this inconsistency, and does it indicate bias in the assessment process?

Mayor Glenn Wilson has taken the questions on notice.

Ric Halse left the Chambers at 7:11pm.

7 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

8 NOTATIONS OF INTEREST

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

Nil

8.2 Financial Interest Local Government Act Section 5.60A

Nil

8.3 Proximity Interest Local Government Act Section 5.60B

Nil

9 APPLICATIONS FOR LEAVE OF ABSENCE

9.1 Applications for Leave of Absence

Nil

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

PROCEDURAL MOTION

Moved By: Cr Carla Viskovich

Seconded By: Cr Nardia Turner

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

CARRIED

(7 / 0)

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

10 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSIONS

10.1 Mayor Announcements

DATE	EVENT	DISCUSSION POINTS
23 April 2025	Donation receipt – Goldfields War Museum	Mr O'Loughlin War Medal Donation
24 April 2025	GVROC Meeting	WALGA state Council Agenda
	Meeting with Ali Kent MLA	Election Commitments

25 April 2025	Kalgoorlie Dawn Service	
	Boulder Morning Service	
	Kalgoorlie Morning Service	
26 April 2025	Meet and Greet	Paul Murray and Community Winners – Harvey Norman Competition.
27 April 2025	Sky News Australia Media Interview	With Paul Murray
28 April 2025	Montion by the Ocean Inc	Delivering Cycling with Age Sorrento
	Interview DevelopmentWA Kalgoorlie Housing Market Study	• Current market conditions in Kalgoorlie's residential property market; • Who is driving housing demand in town; • The role of resources companies in the local housing market; • Major hurdles that impact current and future supply – such as construction costs and finance; and • Future housing requirements in Kalgoorlie.
	Strategic Workshop	
	Special Council Meeting	
29 April 2025	Meeting with Perth Mint	Sate battery
30 April 2025	ABC Interview	
	Strategic and General-Purpose Committee Meeting	
	Meeting with Murray Leahy	Community Update
	Meeting with Burt Street Traders	Footpath Works discussion
1 May 2025	Meeting with Phil Stanley	Salmon Gums around Gidji
2 May 2025	Meeting with Suzie Williams	Goldfields Women`s Refuge Plans
5 May 2025	DAMA Filming	
	Concept Forum	
	CEO KPI workshop	
6 May 2025	Senior's Expo	Kalgoorlie Town Hall
	Interview with SCA	Goldfields Oasis café & Spudshed

	Royal lifesaving	Presentation
7 May 2025	Bravery awards	Goldfields Oasis Lifeguards
8 May 2025	Meeting with Senior Constable Kate Collins	Community safety
	Workshop with Joel Levin	Community Strategic Plan Café Conversations
12 May 2025	Meeting with Eric Plet	Community Matters
	Agenda Briefing	
13 May 2025	Filming	Agenda Briefing Wrap up video
	Meeting with Esther Roadnight	Winter Warmers Appeal
	GEWSG Meeting	
	Youth Council Meeting	Attended Mock Youth Council meeting
14 May 2025	City and Regionals and Retail Sub Committee	
	Meeting with Minister Winton	
15 May 2025	Meeting with Hon Meredith Hammat MLA	
	Meeting with Councillor Carla Viskovich	
	OWLS meeting	
	Meeting with Graham McGarry	Rail Proposal Discussions
	Road wise Council presentation	
16 May 2025	Regional Roads Group Meeting	
17 May 2025	Meeting with Gavin Cator	AMCA – KPI'S
	Ordinary Council Meeting	

11 CONFIRMATION OF MINUTES

COUNCIL RESOLUTION

Moved By: Cr Carla Viskovich

Seconded By: Cr Kyran O'Donnell

That the minutes of the Ordinary Meeting of Council held on 22 April 2025 be confirmed as a true record of that meeting.

CARRIED**(7 / 0)**

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

COUNCIL RESOLUTION**Moved By: Cr Carla Viskovich****Seconded By: Cr Kyran O'Donnell**

That the minutes of the Special Council Meeting held on 28 April 2025 be confirmed as a true record of that meeting.

CARRIED**(7 / 0)**

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

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

14 REPORTS OF COMMITTEES

14.0 En Bloc Resolution

COUNCIL RESOLUTION	
Moved By:	Cr Terrence Winner
Seconded By:	Cr Linden Brownley
 The Officer Recommendations for Items 14.1.3 and 14.1.5 adopted en bloc.	
 CARRIED (7 / 0)	

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

14.1 Strategic and General Purpose Committee Minutes - 30 April 2025

14.1.1 Appointment of Chairperson

Responsible Officer:	Andrew Brien Chief Executive Officer Frances Liston Director Governance and Organisational Strategy
Responsible Business Unit:	Office of the CEO Governance
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Nature of Council's Role in Decision-Making:	Executive Strategic Legislative
Attachments:	Nil

SUMMARY STATEMENT

The Strategic and General Purpose Committee (the Committee) is asked to recommend to Council its preferred Chairperson for appointment by Council.

REPORT

At its 24 April 2024 meeting, being the first time the Committee met following the 2023 local government election, the CEO declared the meeting open and called for nominations for Chairperson. Mayor Glenn Wilson nominated and was unopposed, so was elected as Chairperson. That nomination was not formally voted on, and was not endorsed as a resolution of Council.

Pursuant to the *Local Government Act 1997* reforms, each committee chairperson must be endorsed by Council.

Section 67 *Local Government Amendment Act 2024* provides as follows:

67. Presiding members

(1) *In this clause —*

amendment day means the day on which section 39 of the 2024 amendment Act comes into operation;

existing committee means a committee of the council of a local government that is in place immediately before amendment day;

new section 5.12(1) means section 5.12(1) as inserted by section 39 of the 2024 amendment Act.

(2) For each of its existing committees, a local government must make its first appointment of the presiding member under new section 5.12(1) no later than 1 July 2025.

(3) Until the first appointment is made, the person who, immediately before amendment day, is the presiding member of the existing committee may continue to be the presiding member.

(4) If that person goes out of office before the first appointment is made, the person's replacement as presiding member must be appointed by the local government under new section 5.12(1) as soon as practicable (but no later than 1 July 2025).

Pursuant to these amendments, clause 5.12 of the *Local Government Act 1997* now provides as follows:

5.12 Presiding members and deputies

(1) The local government must appoint a member of a committee to be the presiding member of the committee.*

* Absolute majority required.

(2) The local government may appoint a member of a committee to be the deputy presiding member of the committee.*

* Absolute majority required.

Accordingly, the Committee is asked to recommend to Council its preferred Chairperson for appointment by Council at its next Ordinary Council Meeting.

The Committee may also recommend a Deputy Chairperson for appointment by Council. If the Committee does not do so, or Council does not otherwise appoint a Deputy Chairperson, section 5.14 *Local Government Act* provides:

5.14. Who acts if no presiding member

If, in relation to the presiding member of a committee —

(a) the office of presiding member and the office of deputy presiding member are vacant; or

(b) the presiding member and the deputy presiding member, if any, are not available or are unable or unwilling to perform the functions of presiding member,

then the committee members present at the meeting are to choose one of themselves to preside at the meeting.

INTERNAL CONSULTATION

No internal consultation required.

COUNCIL CONSULTATION

Council has been notified of the reform however not consulted specifically in relation to the appointment of a Chairperson of the Committee.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

As set out above, section 67 *Local Government Amendment Act* includes a requirement, now set out in section 5.12(1) *Local Government Act*, for Council to appoint a Chairperson of its committees. Section 5.14 *Local Government Act* applies in relation to the chairperson of a committee if the Council-appointed member is not able to chair the same.

POLICY IMPLICATIONS

The Council's Committee Policy and each committee's Terms of Reference will need to be updated to reflect the legislative reforms.

COMMUNITY STRATEGIC PLAN LINKS

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

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

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

STRATEGIC CONTEXT

The outcomes of the report support strong governance and compliance with legislative and regulatory requirements.

RISK ASSESSMENT

The outcomes of this report are low risk to Council, and support strong governance and legislative and regulatory compliance (being matters about which Council has a low risk tolerance).

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION
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Moved By: Cr Carla Viskovich**Seconded By: Cr Linden Brownley**

That Council appoint Mayor Glenn Wilson to be Chairperson of the Strategic and General Purpose Committee.

CARRIED BY ABSOLUTE MAJORITY**(7 / 0)**

For:	Mayor Glenn Wilson, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
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Against:	Nil
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14.1.2 March 2025 Quarterly Commercial Business Reports

Responsible Officer:	Casey Radford Finance Manager
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Review
Attachments:	1. Water Q 3 Report 2025 [7.1.2.1 - 15 pages] 2. Airport QBR Q 3 2025 [7.1.2.2 - 6 pages] 3. Endowment Q 3 2025 [7.1.2.3 - 6 pages] 4. GAC Q 3 report 2025 [7.1.2.4 - 8 pages] 5. Golf Course Q 3 2025 [7.1.2.5 - 8 pages] 6. Oasis Q 3 Report 2025 [7.1.2.6 - 8 pages] 7. Waste Q 3 Report 2025 [7.1.2.7 - 11 pages]

SUMMARY STATEMENT

The Committee is asked to receive the unaudited financial position of the City's Commercial Business Reports from 1 January 2025 to 31 March 2025.

REPORT

The quarterly Commercial Business Reports are provided to Council as a summary of key operations, events, and activities the City has undertaken for the quarter ended 31 March 2025 for the Kalgoorlie Airport, the Kalgoorlie Golf Course, the Goldfields Arts Centre, the Goldfields Oasis and Recreation Centre, Waste Services, Water Services and the Endowment Block (commercial rental properties).

INTERNAL CONSULTATION

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

COUNCIL CONSULTATION

Council adopted the 2024/25 annual budget at the 22 July 2024 Ordinary Council Meeting. Any resolutions made by Council from reports that contain budget implications are included within the figures noted within the Commercial Business Reports.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY STRATEGIC PLAN LINKS

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

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

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

STRATEGIC CONTEXT

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

RISK ASSESSMENT

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

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

Council has a moderate tolerance in relation to Long Term Financial Sustainability. The most significant risk in relation to these Commercial Business Reports is mis-reporting of it which is controlled through various organisational mechanisms including financial systems and processes, and oversight by the Finance Manager and Executive Leadership Team.

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION
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Moved By: Cr Kyran O'Donnell

Seconded By: Cr Carla Viskovich

That Council receive the Commercial Business Reports for the quarter ending 31 March 2025.

CARRIED

(7 / 0)

For:	Mayor Glenn Wilson, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
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Against:	Nil
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14.1.3 Business Improvement Framework

Responsible Officer:	Frances Liston Director Governance and Organisational Strategy
Responsible Business Unit:	Office of the CEO Governance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	1. Business Improvement Framework [7.1.3.1 - 17 pages]

SUMMARY STATEMENT

Council is asked to receive the updates in this report and note the attached Business Improvement Framework that has been endorsed by the Chief Executive Officer (CEO).

REPORT

Resulting from cultural action work that the City has been undertaking since 2021, the City has now been embedded a variety of cultural activities into standard business-as-usual (BAU) operations. The initiatives undertaken during this period laid the foundation for ongoing organisational development and highlighted the importance of continuous improvement.

Additionally, the role of the Governance team has expanded since 2022 to include (amongst other functions) performance oversight, business improvement and internal audit functions. These functions are critical to the City in ensuring both legislative compliance and continuous improvement in service delivery.

In early–mid 2024, the City's Executive Leadership Team undertook a review of organisational needs and developed the 2024 organisational realignment. Amongst others, this realignment led to the establishment of a new Coordinator Business Improvement role to support these business improvement and organisational performance effectiveness objectives. This role will work closely with teams to:

- Identify and address systemic issues.
- Facilitate cross-team collaboration.
- Support process improvement initiatives.
- Enhance communication pathways.
- Ensure staff are equipped with the resources and tools required to perform effectively.

The need for focus on these areas was further clarified through the 2024 cultural survey which identified frustrations of lack of documented processes and systems,

poor handovers between staff, silo effect, lack of necessary internal stakeholder engagement and need for improved communications across the organisation.

The focus moving into 2025 and beyond is on achieving meaningful improvements in these areas. Reflections drawn from the cultural plans process identified several ongoing challenges impacting staff experience and organisational effectiveness. Key areas for improvement include:

- Staff continue to report siloed process knowledge across the organisation, limiting cross-functional collaboration and shared understanding.
- A lack of updated documented processes and procedures hindering effective and consistent operations.
- Concerns have been raised regarding the sufficiency of resources, including staffing, required to effectively carry out roles.
- There is a need to review and improve internal communication mechanisms to ensure clarity, consistency, and accessibility of information.

Guided by the City's recently developed Business Improvement Framework (Framework), the Coordinator will ensure that improvement initiatives are delivered in a consistent, structured, and strategic manner, aligned with the City's broader organisational objectives.

The role will undertake broad-scale consultation with both internal and external stakeholders regarding services and processes delivered by the City. Reporting to the Executive Manager Governance and Risk Services, the role will provide reports for review by senior City officers, with recommendations either endorsed or declined.

The Framework provides a consistent and structured approach to enhancing service delivery across the City's operations. Its purpose is to foster continuous improvement aligned with organisational goals. The framework ensures that initiatives are purposeful, data-driven, and strategically aligned.

The Framework defines methodologies including templates designed to support the reporting capabilities of improvement projects, ensuring evidence-based conclusions and proposals are delivered. The Framework encourages collaboration and empowers staff at all levels to contribute ideas and contribute significantly to service improvement. Ultimately, it sets the standard for achieving meaningful, measurable outcomes that enhance both internal processes and the community's experience of City services.

Attachment 1 is a copy of the Framework, endorsed by the CEO as an internal operational framework. It does not require Council adoption or endorsement and is provided for the information of Council.

Improvement projects currently underway include reviews of the following City operations and processes:

- Sealed Road Program: Evaluating the City's sealed road program in response to recent upgrades and community feedback.
- Snap Send Solve Application: Reviewing current use of the application to reduce EM requests and enhance the user (or "Snapper") experience, encouraging greater engagement.

- Public Liability – Make Safe: Reviewing current processes to ensure compliance with the City's insurance policy and reduce exposure.
- ESG Framework development.

INTERNAL CONSULTATION

The Framework was provided to the Executive Leadership Team for review prior to adoption in standard practice.

COUNCIL CONSULTATION

No Council consultation was necessary in relation to the creation of the contents of this report.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendations of this report however the activities conducted in furtherance of the Business Improvement Framework and through the ongoing focus on improvement initiatives will result in policy review and update (at both Council and internal levels).

COMMUNITY STRATEGIC PLAN LINKS

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

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

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

STRATEGIC CONTEXT

Provision of the Framework supports open and accountable governance through transparent reporting and approval processes.

RISK ASSESSMENT

Council's tolerance to risk relating to this report is considered low due to:

- The report further strengthens the City's ability to model strong corporate governance.
- Organisational culture improvements as a result will be of a benefit to the City and its service delivery.
- Improved service delivery has the potential to positively influence public perception.

Council has a low tolerance to risk in relation to legislative and regulatory compliance, corporate governance, and reputation and public perception. Additionally, Council has a low-moderate tolerance in relation to organisational culture risk, and moderate tolerance to disruption to service delivery and business continuity. The initiatives outlined support risk management in all of these risk areas, particularly in relation to strengthening corporate governance and improving organisational culture. These enhancements are expected to benefit the City's service delivery and may positively influence public perception through more effective and visible outcomes.

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

MOVED EN BLOC - Under item 14 on page 16.

Moved By: Cr Terrence Winner

Seconded By: Cr Linden Brownley

That Council note this report and receive the Business Improvement Framework.

CARRIED

(7 / 0)

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

14.1.4 Corporate Performance Reporting

Responsible Officer:	Andrew Brien Chief Executive Officer Frances Liston Director Governance and Organisational Strategy
Responsible Business Unit:	Office of the CEO Governance
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	1. Q 3 FY Corporate Business Plan report [7.1.4.1 - 53 pages] 2. Q 3 FY Service Level Catalogue [7.1.4.2 - 103 pages] 3. CONFIDENTIAL - Q 3 FY Major Business Projects [7.1.4.3 - 146 pages]

SUMMARY STATEMENT

The Committee is asked to receive the attached Corporate Performance Report, Service Delivery Update and Major Project Update in respect of the period 1 January 2025 – 31 March 2025.

REPORT

Corporate Business Plan Performance Report

Attachment 1 to this report is the City's Corporate Performance Report that is provided to the Strategic and General Purpose Committee on a quarterly basis.

This report sets out the current status of each of the City's Actions that are to be delivered in furtherance of the City's Corporate Business Plan (CBP) and Strategic Community Plan (SCP), for the reporting period 1 January 2025 – 31 March 2025.

Service Delivery Update

Attachment 2 to this report is the City's update to Council in relation to Service Delivery (against operational budget adopted by Council) for the quarter.

The Service Delivery update set out in the attached show:

1. Unaudited quarterly budget updates showing how much of the annual budget has been expended in quarter 3; and
2. Comments on application of budget towards service delivery for the quarter including any variances (over or under average budget for the quarter) and explanation for those.

Due to Council's strategic rather than operational role in relation to service delivery, these operational updates are high level and provided to inform Council of how Council-approved operating expenditure budget has been utilised.

It has been identified that there was an error relating to the figures provided for quarter 1 and quarter 2 which has been rectified this quarter. Additionally, the Service Level catalogue has been amended to reflect changes as part of the mid year budget review (indicated by an asterisk).

Major Project Update

Confidential attachment 3 to this report is the City's update to Council in relation to the progress of Major Projects. This is attached confidentially given the level of commercially sensitive information that is contained within the document.

The Major Project Catalogue sets out major projects for the City which are:

- Endorsed by Council and fully funded;
- Endorsed by Council but funding is unresolved; and
- Pipeline projects.

The catalogue contains updates in relation to the progress of each project including the following:

Major Projects – On Track for Expected Delivery Milestones

Oasis HVAC upgrade

- On track purchase order for \$615,450.00 has been raised for long lead items.
- Site work is scheduled to commence May 2025.
- The project is expected to be completed by October 2025.
- Mechanical drawings are being finalised by the contractor for approval.
- A staged process is planned to remove and install air-conditioning to minimise disruption to the basketball courts and competitions.

Admin building HVAC upgrade including painting and carpet replacement

- Works commence on 28 April and expected completion for November 2025.
- Works are being completed in stages to allow movement of staff within the building to minimise disruption to BAU of the City.
- Engineering team will be moved from the building to allow other departments to move into the Engineering space while their respective areas are being worked on.
- Also included is new carpet, internal painting of the building, upgrade of the Wi-Fi system and replacement of roof tiles.

Sewer mains upgrade

- Upgrade of existing sewer mains and installation of new sewer to accommodate the future of the City.
- Potholing has been completed for services.
- Excavation and pipe-laying has commenced along Johnston Street.
- Currently tracking ahead of schedule for completion in February 2026.

Parks and Reserves Lighting – LED Light Replacement

- Award of Tender occurred in January OCM. Documentation has been finalised and contract signed.
- Completion of final design is being completed for review and approval.
- Commencement of construction is expected in May 2025 for completion in October 2025.

Motorsport Complex

- Project relates to a 2017 election commitment to upgrade facilities at the complex.
- Concept designs have been completed and shared with the DLGSC, who are the Authority administering the election commitment funds.
- The scope of the project has been reduced to match the available funding, and this has received Ministerial approval.
- Negotiations have been ongoing with the DLGSC in relation to a funding agreement (FAA) to transfer the funds to the City.
- The FAA acknowledges the potential need to further reduce the scope of the project to match the available budget.
- The Funding Agreement has now been signed by both parties.
- Meeting held with Speedway Club representatives, who have requested consideration of some design modifications.
- Site meeting to confirm requirements was held with club representatives and design consultants on 1 April 2025.
- Detailed designs are being finalised, with the next step being tender (May/June) and construction commencing in June/July 2026 (subject to negotiations with the Speedway club).

McDonald / Wilson Street Roundabout

- Tender documentation is being completed including Schedule of Rates.
- Expectation is the Tender will be advertised in quarter 1 of FY25/26 for works to commence during Christmas school holidays to limit disruption to school and Tafe.

Major Projects – Off Track for Expected Delivery Milestones**Staff Housing**

- Practical completion has been achieved for the house in Osmetti Drive. Fencing has been completed, and landscaping is to follow. Full completion is expected end of May 2025.
- The two houses in Fairetha Place are nearing completion and fencing is being installed, with landscaping to occur following practical completion of the building works. Expected completion is June 2025.

Kalgoorlie City Centre Public Toilet Upgrade

- The contractor is progressing with the refurbishment of the KCC Market Arcade public toilets.

- Cabinets have been installed, ceilings, electrical works and flooring are completed and new air conditioning has been installed.
- Practical completion is expected May 2025.

Kingbury Park Youth Precinct

- Civil works, including electrical and CCTV pre-lays, have been completed.
- All park and playground equipment have now been delivered to the Depot.
- The Pump Track has been completed.
- Both new toilet blocks have been completed.
- All light poles, new luminaires and CCTV poles and cameras have been installed.
- Landscaping and reticulation work to start in May 2025.
- Repair to skatepark surface cracking is complete with coating to be applied.
- Minor Building works are underway and the City are working closely with the contractor in an attempt to have some vital areas (skatepark and pump track) open for July school holidays.

Goldfields Arts Centre Events Pavilion

- Finalisation of detailed design in preparation for tender and construction was completed in late October 2024.
- Tender was advertised on 26 October 2024. Tenders closed on 20 November and submissions were considered at the December Ordinary Council Meeting.
- Two submissions were received with submitted costs exceeding the budget. Council resolved to not accept any tenders and retender, with a view to works commencing post the 2025 Diggers and Dealers Forum.
- Council decision was based on tenders received not meeting Council requirements and likelihood that the construction could not be completed prior to the 2025 Diggers and Dealers Forum.
- It is envisaged that retendering with a longer tender submission period and a more relaxed delivery timeframe, will attract a broader range of contractors and more competitive pricing.
- Diggers and Dealers' representatives have been advised of the Council decision and the 2025 forum will proceed as per past events with a temporary marquee.
- Design options that were developed were presented to Council at a Workshop in March 2025
- Design and documentation of the developed options is underway, and a new tender will be advertised in May to June 2025.
- Additional funding of \$1m has been secured from Lotterywest.
- An Expression of Interest to the BHP Nickel West Community Fund was successful and the City has now submitted a full application for funding (\$5.1m) and is awaiting the outcome of this application.

INTERNAL CONSULTATION

The Executive Leadership Team have reviewed this report and its attachment with Managers and Coordinators also providing information and feedback as relevant.

COUNCIL CONSULTATION

No consultation has been provided in relation to this report or attachments noting that these are provided quarterly to the Strategic and General Purposes Committee.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY STRATEGIC PLAN LINKS

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

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

STRATEGIC CONTEXT

The updates provided in this report directly align with the City's Strategic Community Plan and Corporate Business Plan by aligning project delivery with the City's strategic objectives.

RISK ASSESSMENT

This report and the associated outcomes of Council noting the current quarterly Corporate Performance Reporting represent a moderate risk to Council. The risk level is primarily due to the status updates on project delivery across the City. However, there is strong oversight provided by the Executive Leadership Team, which significantly reduces the likelihood of unmanaged risks.

The key risks identified in the attachments require active mitigation measures, including increased supervision, resource reallocation, and adjusted timelines. These mitigation strategies aim to ensure project delivery and service continuity within acceptable risk thresholds.

Council's moderate tolerance for project and service delivery risks reflects the City's commitment to delivering key capital projects and services within the relevant financial year.

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Carla Viskovich

Seconded By: Cr Terrence Winner

That Council receive this report and attached Corporate Performance, Service Delivery Update and Major Project Update reports.

CARRIED BY ABSOLUTE MAJORITY

(7 / 0)

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

14.1.5 Policy review

Responsible Officer:	Andrew Brien Chief Executive Officer Frances Liston Director Governance and Organisational Strategy
Responsible Business Unit:	Office of the CEO Governance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Review
Attachments:	1. Administrative Maintenance of Policies (tracked) [7.1.5.1 - 2 pages] 2. Civic Commendations Policy (tracked) [7.1.5.2 - 4 pages] 3. Committee Handbook (tracked) [7.1.5.3 - 34 pages] 4. Elected Member Declaration of Association with Political Parties Policy (tracked) [7.1.5.4 - 2 pages] 5. Elected Member Declaration of Contact with Developers (tracked) [7.1.5.5 - 3 pages] 6. Elected Members Record Keeping Policy (tracked) [7.1.5.6 - 4 pages] 7. Electoral Caretaker Period Policy (tracked) [7.1.5.7 - 12 pages] 8. Legal Representation for Elected Members and Employees Policy(tracked) [7.1.5.8 - 6 pages] 9. Naming of Facilities Policy (tracked) [7.1.5.9 - 3 pages] 10. Quality Policy (tracked) [7.1.5.10 - 3 pages] 11. Sister City Relationships Policy (tracked) [7.1.5.11 - 4 pages] 12. Sister City Selection Process Policy (tracked) [7.1.5.12 - 3 pages]

SUMMARY STATEMENT

The Committee is asked to review, consider and endorse the following Council policies.

REPORT

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

presented to the Strategic and General Purposes Committee in three stages. These policies were last reviewed in 2023.

Copies of the following policies are attached for the Committee's reference and review, with amendments tracked for ease of reference in relation to recommended changes:

1. Administration Maintenance of Policies
2. Civic Commendations Policy
3. Committee Policy (contained within Committee Handbook)
4. External Committees Policy (contained within Committee Handbook)
5. Working Group Policy (contained within Committee Handbook)
6. Elected Member Declaration of Association with Political Parties Policy
7. Elected Member Declaration of Contact with Developers
8. Elected Members Record Keeping Policy
9. Electoral Caretaker Period Policy
10. Legal Representative for Elected Members and Employees Policy
11. Naming of Facilities Policy
12. Quality Policy
13. Sister City Relationships Policy
14. Sister City Selection Process Policy

INTERNAL CONSULTATION

The Executive Leadership Team have commenced a comprehensive review of Council policies.

COUNCIL CONSULTATION

The last Council policies review was completed in 2023 at the Governance and Policy Committee.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendations of this report other than in relation to the policies set out herein.

COMMUNITY STRATEGIC PLAN LINKS

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

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

STRATEGIC CONTEXT

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

RISK ASSESSMENT

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

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

MOVED EN BLOC - Under item 14 on page 16.

Moved By: Cr Terrence Winner

Seconded By: Cr Linden Brownley

That Council:

1. Adopt the following revised policies (noting minor amendments will be made prior to Council adoption:

- a. Administration Maintenance of Policies
- b. Civic Commendations Policy
- c. Committee Policy (contained within Committee Handbook)
- d. External Committees Policy (contained within Committee Handbook)
- e. Working Group Policy (contained within Committee Handbook)
- f. Elected Member Declaration of Association with Political Parties Policy
- g. Elected Member Declaration of Contact with Developers
- h. Elected Members Record Keeping Policy
- i. Electoral Caretaker Period Policy
- j. Legal Representative for Elected Members and Employees Policy
- k. Quality Policy
- l. Sister City Relationships Policy
- m. Sister City Selection Process Policy

2. Refer the Naming of Facilities Policy to a Concept Forum at a future date.

CARRIED

(7 / 0)

For:	Mayor Glenn Wilson, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
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Against:	Nil
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14.1.6 Elected Member Continuing Professional Development Policy and Elected Member Attendance at Events Policy

Responsible Officer:	Frances Liston Director Governance and Organisational Strategy
Responsible Business Unit:	Office of the CEO Governance
Disclosure of Interest:	Nil
Voting Requirements:	Absolute majority
Nature of Council's Role in Decision-Making:	Review
Attachments:	1. Elected Member Continuing Professional Development Policy (tracked) [7.1.6.1 - 5 pages] 2. Attendance at Events Policy (tracked) [7.1.6.2 - 5 pages]

SUMMARY STATEMENT

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

REPORT

Elected Member Continuing Professional Development Policy

Section 5.128 of the *Local Government Act 1995* (Act) requires the City to prepare and adopt by absolute majority a policy in relation to Elected Member continuing professional development, in accordance with the regulations. This must also be amended by absolute majority.

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

1. Clarity on voluntary professional development or training during the caretaker period;
2. Inclusion of reporting on outcomes of conferences, training and other professional development opportunities;
3. Inclusion of deductions for activities not attended by Elected Members after commitment;
4. Clarity around travel, accommodation and meals; and
5. Inclusion of provision addressing breach of the policy.

Attendance at Events Policy

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

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

1. Inclusion of reporting and publishing requirements for the City to publish events (and related costs) attended by an Elected Member;
2. Clarity around travel, accommodation and meals where travel is required to attend an event; an
3. Inclusion of deductions for events not attended by Elected Members after commitment; and
4. Inclusion of provision addressing breach of the policy.

INTERNAL CONSULTATION

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

COUNCIL CONSULTATION

Nil.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

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

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

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

POLICY IMPLICATIONS

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

COMMUNITY STRATEGIC PLAN LINKS

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

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

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

STRATEGIC CONTEXT

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

RISK ASSESSMENT

Council has a low risk tolerance for risks to Corporate Governance and Legislative and Regulatory Compliance. The recommendation to endorse this attached Elected Member Continuing Professional Development Policy mitigates risk in both categories.

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Terrence Winner

Seconded By: Cr Nardia Turner

That Council refer the Elected Member Continuing Professional Development Policy and Attendance at Events Policy to a Concept Forum at a future date.

CARRIED BY ABSOLUTE MAJORITY

(7 / 0)

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

15 REPORTS OF OFFICERS

15.0 En Bloc Resolution

COUNCIL RESOLUTION	
Moved By:	Cr Kyran O'Donnell
Seconded By:	Cr Wayne Johnson
 The Officer Recommendations for Items 15.1.1,15.1.2, 15.2.2, 15.4.2 and 15.4.3 be adopted en bloc.	
CARRIED	
(7 / 0)	

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

15.1 Chief Executive Officer

15.1.1 Statement of Financial Activity March 2025

Responsible Officer:	Xandra Curnock Director Finance, People and Culture
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Review
Attachments:	1. Monthly- Financial- Report- March 2025 [15.1.1.1 - 30 pages]

SUMMARY STATEMENT

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

REPORT

In accordance with regulation 34 of the *Local Government (Financial Management) Regulations 1996* (the Regulations), the City is to prepare a monthly Statement of Financial Activity for approval by Council. Attached is the completed Statement of Financial Activity for the period ending 31 March 2025.

The Statement of Financial Activity provides Elected Members with a high level oversight of operating and capital revenues and expenditures. It is also intended to link operating results with balance sheet items and reconcile with the end of month balances.

In accordance with the Regulations, a report must be compiled on variances greater than the percentage agreed by Council which is currently plus (+) or minus (-) 10% or \$100,000, whichever is the greater.

For the period 1 July 2024 to 31 March 2025:

- Income is over budget by 0.51%; and
- Expenditure is under budget by 1.02%.

Commentary in relation to these variances is provided at nature and type level. A nil variance means that the year-to-date actual value is identical to the year-to-date budget estimate. Comments are therefore provided where the variance's value is >10% or >\$100,000 under or over budget.

SUMMARY OF MATERIAL VARIANCES

Revenue from operating activities

Description	Comment	Variance \$	Variance %	Nature of Variance
Interest revenue	Interest received on municipal investments is \$224k higher than expected due to delays in capex spend and further investments occurring.	224,375	10.91%	Permanent

Description	Comment	Variance \$	Variance %	Nature of Variance
Profit on asset disposal	Profit on sale of plant, equipment and vehicles	38,805	84.79%	Permanent

Expenses from operating activities

Description	Comment	Variance \$	Variance %	Nature of Variance
Employee costs	Employee costs higher than budget mainly due to unbudgeted terminations and overtime in the following areas: Health inspection & Admin (\$95k) Oasis (\$94k) Heritage (\$83k) Outside crew (\$60k) CBD street cleaning Operations (\$60k) GAC (\$52k) Other law (\$39k)	(601,433)	(2.39%)	Permanent

Description	Comment	Variance \$	Variance %	Nature of Variance
Materials and contracts	Materials and contracts were lower than budgeted mainly for. Environmental Health \$256k Clean-Up of Derelict Buildings, two buildings are intended to be clean-up in this financial year City Safety Initiatives not spent is a timing variance due to no take up of the City's CCTV partnership program Clean up works have not been required year to date, these are on charged to property owners Local Law Review Expenses not happening this financial year due to staff vacancies Other Welfare \$245k The opening of the youth precinct has been delayed to next year.	1,427,186	6.84%	Timing

	Job Support Hub training courses are not as expensive as predicted and client volume has reduced. Healthy communities' projects and events have a staff shortage to resource the work required. Commercial Business Units \$226k Golf course Kitchen has been closed since January effects spending on dining and beverage. Senior citizens Christmas lunch was completed under budget. Purchased shows at Goldfields Art Centre have been less than budgeted, contributing to a reduction in beverage purchases and office expenses. Purchases for the Men's Shed have been minimal. Town Planning \$211k Planning and development professional services less than budget due to filling of internal vacancies and less use of contractors. Buy Local Campaign and General initiatives have been achieved under budget Park and reserves, Animal control and admin \$174k Cleaning contract overbudgeted in these areas, leading to permanent variance year to date. Leasing and Insurance \$70k Ceased 6 leased staffed houses prior to midyear, recently signed up for 3 new leases in January/February, in line with staff housing procedure. ICT \$54k Equipment \$73k, Computer support charges \$72k and CCTV maintenance \$62k underspend Offset by over budget spend with Software upgrades & licenses (\$153k)			
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Description	Comment	Variance \$	Variance %	Nature of Variance
Non-cash amounts excluded from operating activities	Adjustments to revenue and expenses for depreciation, profit and loss on sale of assets and adjustments to provisions.	766,588	3.79%	Timing

Inflows from financing activities

Description	Comment	Variance \$	Variance %	Nature of Variance
Proceeds from disposal of assets	Price received for assets sold or traded	36,363	23.85%	Permanent

Outflows from financing activities

Description	Comment	Variance \$	Variance %	Nature of Variance
Transfer to Reserves	Timing of physical cash transfers between Muni bank account and Reserve bank account will be actioned in June 2025.	108,129	0.91%	Timing

INTERNAL CONSULTATION

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

COUNCIL CONSULTATION

Council adopted the 2024/25 annual budget at the 22 July 2024 Ordinary Council Meeting. No further Council consultation was considered necessary in relation to the recommendations of the report.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY STRATEGIC PLAN LINKS

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

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

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

STRATEGIC CONTEXT

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

RISK ASSESSMENT

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

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

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

The most significant risk in relation to this payment listing is misreporting of it which is controlled through various organisational mechanisms including financial systems and processes, and oversight by the Finance Manager and Executive Leadership Team.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

MOVED EN BLOC - Under item 15 on page 41.

Moved By: Cr Kyran O'Donnell

Seconded By: Cr Wayne Johnson

That Council receive the Statement of Financial Activity for the period ending 31 March 2025.

CARRIED

(7 / 0)

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

15.1.2 Accounts Payable Report - April 2025

Responsible Officer:	Xandra Curnock Director Finance, People and Culture
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Legislative
Attachments:	1. EFT Payments - April 2025 [15.1.2.1 - 18 pages] 2. Cheque Payments - April 2025 [15.1.2.2 - 1 page] 3. Direct Debit Payments - April 2025 [15.1.2.3 - 1 page] 4. Credit Card Payments - April 2025 [15.1.2.4 - 6 pages] 5. Fuel Card Payments - April 2025 [15.1.2.5 - 7 pages]

SUMMARY STATEMENT

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

REPORT

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), direct debit, debit card and credit card.

Attached to this report are the lists of all cheque and EFT payments made during the month of April 2025 and a list of corporate credit card transactions by card holder of the same period totalling \$12,163,560.84.

Municipal EFT	\$11,293,389.42
Municipal Cheque	\$285.55
Direct Debit	\$824,277.55
Credit Cards	\$34,721.50
Fuel Cards	\$10,886.82
Grand Total	\$12,163,560.84

INTERNAL CONSULTATION

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

COUNCIL CONSULTATION

Council adopted the 2024/25 annual budget at the 22 July 2024 Ordinary Council Meeting. No further Council consultation was considered necessary in relation to the recommendations of the report.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

The Accounts Payable for the month of July 2024 has been prepared in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

POLICY IMPLICATIONS

All purchases by authorised officers are to be completed in accordance with the Purchasing Policy.

COMMUNITY STRATEGIC PLAN LINKS

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

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

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

STRATEGIC CONTEXT

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

RISK ASSESSMENT

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

1. Segregation of duties;

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

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

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

MOVED EN BLOC - Under item 15 on page 41.

Moved By: Cr Kyran O'Donnell

Seconded By: Cr Wayne Johnson

That Council receive the list of payments totalling \$12,163,560.84 as presented for the month of April 2025.

CARRIED

(7 / 0)

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

15.1.3 Long Term Financial Plan 2025 - 2035

Responsible Officer:	Xandra Curnock Director Finance, People and Culture
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	1. LTFP 2025/35 [15.1.3.1 - 21 pages]

SUMMARY STATEMENT

Council is asked to endorse the 2025 to 2035 Long Term Financial Plan (LTFP).

REPORT

The LTFP is an integral part of the City's Integrated Planning and Reporting Framework. It links Council's Business Plans, Asset Management Plans and translates the outcomes and strategies into financial terms. All programs and projects have been prioritised in accordance with the strategic objectives of the City, with a focus on maintaining current and future service levels, while ensuring conservative spending to ensure the City's financial sustainability.

The forward capital works schedule has been developed to meet the infrastructure service requirements of the City. The plan guides for a total capital outlay of \$490m, which will require borrowings of \$79m over the 10 year period to deliver this program. A summary of the major projects is provided below:

- \$234m capital expenditure on roads, drainage and footpaths, partially funded by \$114m of grants.
- \$94m on sewerage and recycled water renewal and improvements to be partially financed by \$58m in borrowings.
- \$40m property building renewals and upgrades.
- \$22m parks, ovals and sporting facility renewal and upgrades.
- \$18m new outdoor pool at the Oasis, partially funded by \$9.5m of grants.

The City's operating surplus ratio is positive for much of the plan which has resulted in a strengthening of the forecast Financial Health Indicator which is expected to sit within the range of 90 to 95 for the life of the plan. To achieve this increase a rating strategy of CPI + 1.5% to 2% has been applied.

The LTFP is used as a planning tool and includes various assumptions. Any of the projects or proposals included are based on the best available information and knowledge to hand at this time in relation to likely requirement, timing and financial estimates.

Due to the nature of the LTFP, specifically the many assumptions and influences, both internal and external, there is an on-going requirement for review. The LTFP is

reviewed annually and is a driver for the preparation of Council's Corporate Business Plan and Annual Budget.

Endorsement of the LTFP by Council does not constitute a commitment or agreement to any of the projects or proposals that have not already been approved.

INTERNAL CONSULTATION

Executive Leadership Team and Management Team were consulted during the preparation of the LTFP.

COUNCIL CONSULTATION

Council were consulted on 7 April 2025 during a Concept Forum to gain understanding on their appetite for rates increases, fees and charges increases and borrowings.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

Local Government Act 1995 s 5.56. Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996, r 19DA. Corporate Business Plans, requirements for (Act s 5.56)

(3) A corporate business plan is to -

(c) develop and integrate matters relating to resources, including asset

POLICY IMPLICATIONS

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

COMMUNITY STRATEGIC PLAN LINKS

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

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

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

STRATEGIC CONTEXT

Provision of the Long Term Financial Plan, while a statutory requirement, also supports open and accountable governance

RISK ASSESSMENT

Council's decision to adopt this Long Term Financial Plan is considered a low risk due to:

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

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

The most significant risk in relation to this review is mis reporting which is controlled through various organisational mechanisms, including financial systems and processes, and oversight by the Finance Manager and Executive Leadership Team.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Kyran O'Donnell

Seconded By: Cr Nardia Turner

That Council endorse the 2025 to 2035 Long Term Financial Plan.

CARRIED

(7 / 0)

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

15.1.4 Salary and Allowances Tribunal Determination for 2025/26

Responsible Officer:	Andrew Brien Chief Executive Officer Xandra Curnock Director Finance, People and Culture
Responsible Business Unit:	Office of the CEO Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Review
Attachments:	1. SAT Determination 2025/26 [15.1.4.1 - 32 pages]

SUMMARY STATEMENT

Council is asked to note the outcomes of the Salary and Allowances Tribunal (SAT) determination in relation to payments to elected members and for the Chief Executive Officer (CEO) to incorporate the changes into the annual budget from 1 July 2025.

REPORT

Elected members allowances are regulated under the under section 7B(2) of the *Salary and Allowances Act 1975*, which requires the Tribunal to inquire into and determine the amount of:

- Fees, or the minimum and maximum amounts of fees, to be paid under the *Local Government Act 1995* (the Act) to Elected Members for attendance at meetings;
- Expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the Act to Elected Members; and
- Allowances, or the minimum and maximum amounts of allowances, to be paid under the Act to Elected Members.

On 4 April 2025 the Tribunal issued their annual allowances (Determination) for local government CEOs and Elected Members. This report only deals with the review of Elected Members as the CEO's remuneration is dealt with via the CEO Performance Review Committee and reported to Council separately.

Council has previously resolved for Elected Members to be paid an annual allowance rather than a meeting attendance fee and has set the level at 100% of the SAT Determination. Given the increase outlined in the determination, this will see a 3.5% increase applied from 1 July 2025. The following is taken from the determination published on the SAT website:

20. The Tribunal has determined elected council member attendance fees, and annual allowance ranges be increased by 3.5% (and rounded). The

Tribunal considered various submissions calling for increases, with the determined increase reflecting a variety of issues raised in the submissions.

21. The Tribunal maintains that elected council members' fees should be set to compensate costs for the prescribed role of an elected council member. The role of an elected council member was specifically described as not being a full-time occupation in parliamentary debates regarding the Local Government Amendment Act 2011 and re-iterated again in the Parliament last year through the passing of the Local Government Amendment Bill 2024.

22. The Tribunal notes the recent legislative changes which enable superannuation payments to be made to local government elected council members. Any superannuation payments are in addition to the fees and allowances provided to elected council members as determined by the Tribunal.

23. Further, the Tribunal is cognisant of the forthcoming requirement for local governments to appoint an independent Chair for Audit, Risk and Improvement Committees. The Tribunal will determine rates with respect to this at a future date, to coincide with the commencement of these changes.

24. In the meantime, in order for local governments to adequately attract, retain and remunerate suitable people with the relevant skills and expertise to be independent committee members in general, the Tribunal has collapsed the bands into one fee range, and has also provided for the reimbursement of expenses for independent committee members to attend committee meetings.

INTERNAL CONSULTATION

No internal consultation was considered necessary.

COUNCIL CONSULTATION

No Council consultation was considered necessary.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

The increase in annual allowances will be included in the draft 2025/26 budget.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY STRATEGIC PLAN LINKS

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

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

STRATEGIC CONTEXT

Provision of the outcomes of the SAT determination supports open and accountable governance.

RISK ASSESSMENT

Council's decision to adopt the increase within the 2025/26 budget is considered a low risk due to:

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

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

The most significant risk in relation to this report is misreporting of it which is controlled through various organisational mechanisms including financial systems and processes, and oversight by the Finance Manager and Executive Leadership Team.

OFFICER RECOMMENDATION

That Council note the outcomes of the Salary and Allowances Tribunal Determination for 2025/26 and request that the Chief Executive Officer include the increase in the draft 2025/26 budget.

ALTERNATE MOTION / COUNCIL RESOLUTION

Moved By: Cr Nardia Turner

Seconded By: Cr Carla Viskovich

That Council:

1. Note the outcomes of the Salary and Allowances Tribunal Determination for 2025/26 and request that the Chief Executive Officer include the increase in the draft 2025/26 budget; and
2. Request the CEO to prepare a submission for the Salary and Allowances Tribunal to consider alternative option for the payment of allowances to Elected Members.

CARRIED
(5 / 2)

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

15.1.5 Notice of Intention to Levy Differential Rates 2025/26

Responsible Officer:	Xandra Curnock Director Finance, People & Culture
Responsible Business Unit:	Finance
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	1. Draft Statement of Objects Reasons 2025/26 [15.1.5.1 - 12 pages]

SUMMARY STATEMENT

Council is asked to adopt the 2025/26 Statement of Objects and Reasons for Differential Rating and endorse for advertising the proposed 2025/26 differential general rates in the dollar and minimum payments for public comment, as required by section 6.36 of the *Local Government Act 1995* (the Act).

REPORT***Background***

There is provision under the Act to impose differential rates within the local government's boundaries and in considering this imposition, there are certain statutory obligations that the local government must comply with.

Before any consideration to its budget, the local government is required to give local public notice of its intention to impose differential rates.

The local government must provide information of each new rate in the dollar or minimum payment.

Electors and/or ratepayers are invited to make submissions in respect of the proposed rates in the dollar and/or minimum payments. The submission period must be for a minimum period of 21 days and advertising must not commence before 1 May 2025.

A document is required to be made available for inspection by electors and ratepayers that describes the objects of and reasons for each proposed rate and minimum payment. Attachment 1, Statement of Rating Objects and Reasons for the 2025/26 Year at 5.01% increase on the 2024/25 rates revenue yield. This is equivalent to a 3.3% increase to the rate in the dollar and minimum payments.

Where the City imposes a differential general rate that is more than twice the lowest differential general Rating Strategy rate, the City must seek approval from Minister for Local Government. The rates model recommended in this report to council where the highest differential rates is not more than twice the lowest differential rate, means Ministerial approval would not be required.

Rating Strategy

The purpose of levying rates is to meet the Council's annual budget requirements, ensuring the delivery of services and community infrastructure enhances the liveability within the City.

The required amount of rates is calculated by subtracting other revenue sources from the total cost of providing City services and maintaining City assets. These other funding sources include user fees, statutory charges, lease revenue, grants, and loan funds for capital projects.

This is determined through a structured process:

1. **Budget Requirements:** The Council first identifies the total budget needed to deliver services and maintain community infrastructure for the year.
2. **Revenue Sources:** They calculate the expected revenue from other sources such as user fees, statutory charges, lease revenue, grants, and loan funds for capital projects.
3. **Rate Calculation:** The amount required from rates is determined by subtracting these other revenue sources from the total budget.
4. **Property Valuations:** Rates are often based on the value of properties within the City. Property valuations are conducted to ensure each property owner pays a fair share.
5. **Rate Setting:** Finally, the Council sets the rate in the dollar, which is applied to the property valuations to determine the amount each ratepayer owes.

This process ensures that the rates are set in a manner that is fair and equitable for all ratepayers in the City.

The annual revenue required from rates has been integrated into the City's comprehensive Planning and Reporting Framework, which includes the following Strategic Plans:

- Long Term Financial Plan 2024-2034;
- Strategic Community Plan 2020-2030; and
- Corporate Business Plan 2023-2027.

Rates should not be increased by a fixed amount without consideration of the deficiency. Unless Ministerial approval is given, the amount expected to be raised through all types of local government rates must be within 90% to 110% of the deficiency of the budget (section 6.34). This acts to limit the amount that may be raised by rates, but only in proportion to the expenditure requirement determined by the local government.

Budget Preparation

At the 17 February 2025 Ordinary Council Meeting (OCM), Council endorsed the 2025/26 budget development timeline and its objectives, that being its preparation and planning.

- Inform staff, management and councillors of the process and their respective roles.
- Ensure there is sufficient emphasis on program objectives and outputs rather than the previous year's activities and outputs.
- The budget process must be linked to the City's Plan for the future and align directly with the corporate business plan for that year.

- The steps including in the budget process are designed to progress the budget from its earliest planning stages when the capital works program is being put together through to adoption of the approved budget and subsequent ongoing monitoring of the budget and actual results.
- Budget development timeline taking consideration the City's legislative requirements if it is going to impose differential rates which requires the City to give public notice and an application for Ministerial approval.

Formation of 2025/26 Budget Proposal

The steps including in the budget process are designed to progress the budget from its earliest planning stages when the capital works program is being put together through to adoption of the approved budget and subsequent ongoing monitoring of the budget and actual results.

The Long-Term Financial Plan (LTFP) 2024-2034 adopted by Council at the 16 September 2024 OCM, outlines the City's projected income and expenditure over the next ten years, including proposed capital works, projects, and new initiatives.

Based on the assumptions of the current LTFP:

1. A 5.2% rate revenue increase for the 2025/26 financial year was forecast; and
2. A 4.2% increase to all fees and charges for the year 2025/26.

The intent of the LTFP is for the annual increase to reflect the Local Government Cost Index (LGCI).

A key component of the budget setting is the establishment of the Rates in the Dollar (RID). Council has adopted differential rating whereby different rates in the dollar are set for different rating categories. Also, budget development timeline taking consideration the City's legislative requirements if it is going to impose differential rates which requires the City to give public notice and an application for Ministerial approval

Key Issues

- **Business Planning:** the Annual Budget process for the 2025/26 commenced with business planning in March 2025, with workshops and briefing sessions to achieve a balanced budget.
- **Long Term Financial Plan (LTFP) 2024-2034:** the 2024-2034 LTFP forecasts CPI of 3.2% for 2025/26. The March 2024 to March 2025 annual CPI increase for Perth is 2.8%; and WALGA's March Economic Briefing 2025 includes a forecast of the Local Government Cost Index (LGCI) to June 2025 of 3.6%.
- **Schedule of Fees and Charges:** a review of the current proposed schedule fees and charges for 2025/26 with a recommendation of 3.3%. The proposed 3.3% increase has been calculated after considering the City's LTFP and other inflation indicators available at this time.
- **Total Rates Yield:** to determine the total rates revenue yield for 2025/26, the following rating categories valuations have been utilised;
 - **Gross rental values (GRV):** 1 July 2024 revaluations and interim valuations that have occurred within the current 2024/25 financial year, and
 - **Unimproved Values (UV):** 1 July 2025 revaluations received from Landgate on 26 April 2025 for both rural and mining tenements.

Efficiency Measures

The City's 2025/26 operating revenue, including rates, is budgeted to be around \$136m. The proposed rates revenue yield constitutes \$35,822,553. The City supplements its operating revenue with other sources of funds and is planning to deliver a capital works program worth \$77m in 2025/26 financial year.

The City has reviewed its expenditure, its own source of revenue generating capacity (through schedule fees and charges) and considered efficiency measures as part of its budget deliberations. In particular, the following actions have been undertaken:

- Reviewed position descriptions and remuneration as vacancies arise;
- Condition assessments of all assets undertaken to better inform asset renewal priorities;
- Continued use of local suppliers whenever possible and appropriate;
- Commenced the City's digitisation journey with a view to delivering vastly improved systems and processes over the next years;
- Multiple budget reviews conducted and ongoing monthly reviews;
- Ongoing investment in additional properties to provide for growing workforce requirements; and
- Lobbying State and Federal Governments and the private sector for greater infrastructure investment.

Operating expenditure is forecast to increase by approximately 3% in the 2025/26 budget due to:

- Electricity charges;
- Water costs;
- Insurance;
- Depreciation;
- Employee costs;
- Building maintenance (increasing due to new buildings and ageing of existing buildings); and
- Public open space maintenance.

Rates Modelling

Rates modelling is conducted using valuation data available in the City's rates database as detailed in Table 1 below. This rating model provides the City with an indicative predetermined total rates revenue figure based on the current valuations in their prospective rating categories database.

Table 1 2025/26 Valuation Register

Rating Category	2024/25 Valuations	2025/26 Valuations	Change \$	Change %
Gross Rental Values	423,802,553	428,092,624	4,290,071	1.01%
Unimproved Values	39,283,983	40,800,975	1,516,992	3.86%
TOTAL	463,086,536	468,893,599	5,807,063	1.25%

When revaluation occurs, the current property values are used to determine the total rates yield for each differential rate type. The rates' yield is then adjusted by the new values supplied by Landgate to determine the proposed rate in the dollar. Rates modelling offers the Council an indicative predetermined total rate yield figure based on the valuations at the time of calculation.

Due to individual changes in property valuations, the rates levied per property will fluctuate each year, regardless of the percentage change adopted by the Council.

Based on forecasts for the coming year, a proposed 5.01% increase in the rates yield from the previous 2024/25 financial year is necessary to meet the anticipated revenue requirements of the 2025/26 Budget, while addressing the changing economic conditions across the City.

A 5.01% increase in rates revenue from the previous financial year will result in a total rates revenue yield of \$35,822,553, compared to the current financial year revenue of \$34,112,213, representing an increase of \$1,710,340.

The proposed 2025/26 rates revenue yield is derived from the following rating categories as detailed in Table 2 below:

Table 2 2025/26 Proposed Rates Revenue Yield

Rating Category	2024/25 Budget Rates Revenue	2025/26 Proposed Rates Revenue	Change \$	Change %
Gross Rental Values	26,860,952	28,073,341	1,212,389	4.51%
Unimproved Values	7,251,261	7,749,212	497,951	6.87%
TOTAL	34,112,213	35,822,553	1,710,340	5.01%

Here are the key takeaways from the rates model:

1. **Indicative Revenue:** The model provides an indicative predetermined total rates revenue figure based on current property valuations in the City's database.
2. **Revaluation Impact:** When revaluations occur, the new property values are used to adjust the rates yield, ensuring that the proposed rate in the dollar reflects the latest valuations from Landgate.
3. **Fluctuating Rates:** Due to individual changes in property valuations, the rates levied per property will fluctuate each year, independent of the percentage change adopted by the Council.
4. **Proposed Increase:** A proposed 5.01% increase in the rates yield from the previous financial year is necessary to meet the anticipated revenue requirements for the 2025/26 Budget, addressing the changing economic conditions across the City.
5. **Revenue Breakdown:** The proposed rates revenue yield for 2025/26 is derived from various rating categories, which is detailed in Table 2 above.
6. **Revenue Growth:** The 5.01% increase in rates revenue from the previous financial year will result in a total rates revenue yield of \$35,822,553, representing an increase of \$1,710,340 compared to the current financial year.
7. **Rate Adjustments:** The 5.01% increase on the 2024/25 rates revenue yield is equivalent to a 3.3% increase to the rate in the dollar and minimum payments for both GRV and UV differential rating categories. Although this is above the CPI 2.8% increase, it is below the LGCI June forecast of 3.6%.

These points highlight the model's approach to balancing revenue needs with property valuation changes and economic conditions.

Recommendation

That Council endorse this Rates Model, which includes an overall rates revenue increase of 5.01% to the rates revenue yield for 2025/26. This model incorporates the latest Landgate revaluations as of 1 July 2025, along with an anticipated 3% increase in operating expenditure for 2025/26 and an expected \$77m in capital works.

Implementing Rates Model 1 with overall rates increase has several implications:

1. **Increased Revenue:** The 5.01% increase in rates revenue will boost the council's revenue, which will be used to fund various projects and services.
2. **Impact on Ratepayers:** Residents and businesses will experience higher rates, which might be a financial burden for some. It's important to communicate the benefits and reasons for the increase to gain public support.
3. **Incorporation of Landgate Revaluations:** The latest Landgate unimproved revaluations (UV) as of 1 July 2025, have been factored into the rates model, ensuring that property values are accurately reflected in the rates charged.
4. **Operating Expenditure:** The expected 3% increase in operating expenditure for 2025/26 indicates that the council anticipates higher costs, which could be due to inflation, increased service demands, or other factors.
5. **Capital Works:** The allocation of \$77m for capital works suggests significant investment in infrastructure and development projects, which can enhance community facilities and services.

Overall, this model aims to balance the need for increased revenue with the anticipated rise in expenditures and investment in capital projects. However, it will be crucial to manage the impact on ratepayers and ensure transparent communication about the benefits and necessity of the rate increase.

Consistency

The local government has rated comparable properties that are used for the same purpose in the same way.

The local government has reviewed and considered rates proposed in neighbouring or similar local government districts in the rating strategy.

Local Government Comparison Data

- WALGA Economic Briefing - Local Government Cost Index (LGCI) Forecast June 2025 – 3.6%.
- ABS CPI 12 months March 2024 to March 2025 (Perth) – 2.8%.

INTERNAL CONSULTATION

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

COUNCIL CONSULTATION

Council was consulted on 7 April 2025 Concept Forum to gain understanding on their appetite for rates increases and fees and charges increases.

COMMUNITY ENGAGEMENT CONSULTATION

Council must give local public notice, no earlier than 1 May 2025, which details each rate in the dollar and minimum payment and make available the Objects and Reasons for its differential rating categories. A minimum period of 21 days must be provided for the community to provide feedback. Council must consider any submissions received prior to the adoption of rates.

The following Public Notice engagement will take place:

- A public notice will be published in the local Kalgoorlie Miner newspaper on Saturday 24 May 2025;
- Notices to be posted on notice boards of Council Facilities, Council Administration Office, 577 Hannan Street Kalgoorlie and Sir William Grundt Memorial Library, Roberts Street Kalgoorlie, with information will be made available on the City's website outlining the intention to levy differential rates and minimum payments and details on how to make a submission;
- Posted on the City's social media sites; and
- Closing date for submissions will be 4.30pm on Tuesday 10 June 2025.

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

Rates and Service Charges part 6, division 6 of the *Local Government Act 1995*

- Subdivision 1 – Introduction and basis of rating.
- Subdivision 2 – Categories of rates and service charges.
- Subdivision 3 – Imposition of rates and service charges.

Rates and service charges part 5 of the *Local Government (Financial Management) Regulations 1996*

In accordance with section 6.36 of the *Local Government Act 1995*, Council is required to give local public notice of its intention to levy differential general rates.

The process (section 6.36) requires:

1. The advertising (notice) of the intended differential rates and the consideration of any submissions needs to be undertaken before the Council can adopt its annual budget,
2. The earliest the advertising can be undertaken is 24 May 2025,
 - a. The notice is to contain the following details of each rate or minimum payment the City intends to impose,
 - b. an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment,
 - c. submissions to be made within 21 days (or such longer period as is specified in the notice) of the notice date; and
 - d. any further information prescribed by Regulations (none prescribed),
3. The notice is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected,

4. The City is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification,
5. If a differential general rate or minimum payment differs from the proposed rate or payment set forth in the local public notice given under section 6.36, reasons for the difference is to be included this in the rate notice (Regulation 56, Local Government (Financial Management) Regulations).

POLICY IMPLICATIONS

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

COMMUNITY STRATEGIC PLAN LINKS

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

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

STRATEGIC CONTEXT

Provision of this report, while a statutory requirement, also supports open and accountable governance.

RISK ASSESSMENT

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

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

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

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Carla Viskovich

Seconded By: Cr Linden Brownley

That Council:

1. That Council endorse Rates Model 1, which includes an overall rates increase of 5.01% to the rates revenue yield for 2025/26, for the purpose of advertising and giving public notice of its intention to impose differential general rates and minimum payments for the 2025/26 financial year;

2. Adopt the 2025/26 Statement of Objects and Reasons for Differential Rates; and
3. Advertise and invite submissions from ratepayers and electors on the proposed differential rates in the dollar and minimum payments up to Tuesday 10 June 2025 in accordance with section 6.36 of the *Local Government Act 1995*.

Differential Rating Categories	Proposed rate in the dollar (cents)	Multiplier lowest RID	Minimum Payment \$
Gross Rental Values (GRV)			
GRV Residential	0.053716	lowest GRV	1,169
GRV Commercial / Industrial	0.080987		1,169
GRV Accommodation	0.096069		1,286
GRV Mining	0.107432		1,286
Unimproved Values (UV)			
UV Pastoral / Other	0.096895	lowest UV	364
UV Mining	0.193584		455

CARRIED**(7 / 0)**

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

15.2 Engineering

15.2.1 Improved Process and Community Engagement Framework for Sealed Road Program Delivery

Responsible Officer:	Lui Camporeale Director of Engineering
Responsible Business Unit:	Engineering
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	1. Evaluation Report Sealed Road Program [15.2.1.1 - 3 pages]

SUMMARY STATEMENT

Council is asked to receive and endorse a report that presents an updated delivery process for the City's Sealed Road Program. This new process includes incorporating refined operational workflows, strengthened communications, and a community-first engagement framework. These improvements address previously identified inefficiencies and aim to deliver higher service satisfaction, data-driven planning, and effective public engagement, aligning with Council's strategic objective of transparent and accountable infrastructure management.

REPORT

Background

At the 20 January 2025 Ordinary Council Meeting, Council resolved the following:

That Council:

- 1. Note the disruption caused through the Burt Street upgrades and request the CEO to provide a report to Council on opportunities to improve both processes and communications for future projects and on the decision making process taken to reach said decision;*
- 2. Request the CEO to develop a program to assist businesses which are disrupted through construction projects being undertaken by the City in future; and*
- 3. Request that the CEO arrange a meeting with affected businesses to work through options to support them into the future.*

The City's Sealed Road Program represents a rolling 12 month schedule of capital works on local roads, informed by asset condition data, funding availability, and seasonal factors. Over the past year, a holistic review involving internal departments and external feedback identified several key issues including:

- Limited community involvement at project inception.

- Gaps in timely, accessible updates during project phases.
- Insufficient frontline staff capacity to manage on-site stakeholder engagement.
- This review has led to the formulation of a revised delivery and communication model as detailed in this report.

Opportunities for improved processes and communications

Organisational realignment work in 2024 identified the need for a role dedicated to the objective review of internal processes (amongst other functions). The benefit of these internal reviews includes enhancing community satisfaction by improving service delivery processes through better internal practices.

As a result, the role of Coordinator Business Improvement was created and recruited positioned within the Governance and Organisational Strategy directorate, aiding all operations.

This officer has now commenced employment with the City and has begun preliminary work on developing methods to enable improvement. Initial work has begun on reviewing the delivery of sealed road program, including consideration of traffic management and associated impacts, and review of community engagement activities.

Initial assessments of fields for internal improvement include:

- Documentation of processes.
- Creation of standardised templates.
- Establishment of workflow process for clarity and consistency.
- Clarity in roles and responsibilities.
- Improving internal communications and early planning with key internal stakeholders.
- Reviewing how contractors are managed.
- Developing multi-faceted communication plan to ensure that affected individuals and the broader community receive relevant information in a timely manner.

Work will continue throughout 2025 to drive ongoing improvements in the City's operations, focusing on optimising efficiency and effectiveness for staff. These enhancements also aim to elevate service delivery and ultimately increase community satisfaction.

Initial work is underway in reviewing the sealed road program with a specific lens on the engagement with the public and key commercial stakeholders impacted by upgrades. The review has documented the process and has prepared some recommendations to better support the City's goal of improving community satisfaction.

- **Public Liaison Officer:** The consultation process revealed a need for a dedicated role to engage stakeholders and provide insights into public impacts.
- **Public and Commercial Evaluation:** A section outlining the impact on people and trade to be included in the 12 month program, with the marketing and communications team responsible for managing the engagement process.

- **Weekly Traffic Impact Reports:** A communication template will be created for the Marketing and Communications team to receive updates on weekly traffic impacts, with a defined process to ensure transparency and accuracy.

Program to support businesses affecting disruption caused by City works

The following items were proposed as potential events and actions to both make amends for the reduction in trade and encourage the community to return to Burt Street:

- Facelifts for buildings;
- The return of Boulder Markets;
- Creation of a City Services Magnet listing available services;
- Launch a “Re-opening Campaign”;
- Enhancement of the Go Local campaign with a stronger Boulder focus;
- A Boulder Fun Run;
- Evening markets;
- Fencing off City-owned land to reduce anti-social behaviour; and
- Establishment of a Burt Street Activation Fund to support after-hours trade and street events.

These recommendations stemmed from the public meeting held on 19 February 2025.

Meeting with affected stakeholders

A public meeting held at 5:30pm on 19 February 2025 invited community members to discuss concerns about the Burt Street upgrades. Attendees expressed significant frustration over the lack of advance notice before the project commenced, as well as inadequate ongoing communication throughout. There was a strong call for the City to provide earlier notification, maintain consistent engagement, and conduct meaningful consultation before projects begin to ensure better consideration of community and environmental impacts.

Concerns were also raised about the lack of responsiveness from existing City engagement channels, such as Mailbag, with many attendees feeling their concerns were not adequately addressed. Despite these frustrations, attendees contributed constructive feedback and suggested initiatives to enhance engagement and support Burt Street trading. These recommendations have been recorded for review.

INTERNAL CONSULTATION

Governance, Engineering, Depot and Advocacy and Strategy officers have reviewed this matter to date and developed this report.

COUNCIL CONSULTATION

No council consultation has been undertaken in relation to this motion however Council have been briefed in relation to the Burt Street works.

COMMUNITY ENGAGEMENT CONSULTATION

No community engagement was considered necessary in relation to the development of this report.

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

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

COMMUNITY STRATEGIC PLAN LINKS

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

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

FUTURISTIC: We plan for the future proofing of our City by being a thinking and innovative society.

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

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

STRATEGIC CONTEXT

Ongoing evaluation, review and assessment of processes and procedures, and service or project delivery supports continuous improvement in service delivery, which in turn promotes community satisfaction and positive customer experiences.

RISK ASSESSMENT

The table below shows:

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

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and controls where outside of tolerance
Health/injury	Major	Unlikely	Council has a low tolerance for risk in relation to the

			safety and welfare of staff, contractors and/or members of the community. Being present on sealed road upgrades presents a high risk which will be mitigated through OHS training and procedures.
Financial loss	Negligible	Rare	Council has a moderate tolerance for risk in relation to the City's long-term financial sustainability.
Service interruption	Low	Rare	Council has a moderate tolerance for disruption to service delivery.
Legislative breach	Minor	Rare	Council has a low tolerance for risk in relation to the City's legislative and regulatory requirements and therefore this risk is within Council's acceptable level of risk.
Reputational damage	Major	Possible	Council has a low tolerance for risk in relation to the City's reputation and public perception of this. The risk of reputational damage through the sealed road program delivery will be managed through earlier and more consistent communication with stakeholders.
Property damage	Minor	Unlikely	Council has a moderate tolerance for risk in relation to the quality and safety of the City's key assets and infrastructure.
Environmental damage	Catastrophic	Unlikely	Council has a moderate tolerance for risk in relation to the natural environment. The proposed suggestions aim to further reduce the likelihood of environmental damage.
Project time	Minor	Possible	Council has a moderate tolerance for risk in relation to the City's ability to deliver key capital projects for the relevant financial year. Project time may be impacted by the completion of further

			assessments before undertaking. The proposed new position will reduce the likelihood of substantial impacts.
Project cost	Minor	Rare	Council has a moderate tolerance for risk in relation to the City's ability to deliver services and projects in accordance with the adopted Annual Budget.

Overall, reputational risk is reduced through earlier and more consistent communication, operational risks are mitigated via clearer process definition and sign-off accountability, and stakeholder risks is improved through dedicated liaison and inclusive engagement planning.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Nardia Turner

Seconded By: Cr Kyran O'Donnell

That Council:

1. Endorses the revised Sealed Road Program Delivery and Engagement Framework; and
2. Notes the improved engagement model including traffic impact reporting, digital communications, and formal post-project evaluations.

CARRIED

(7 / 0)

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

15.2.2 Supply and Delivery of Three 12T Tipper Trucks with 11m³ Steel Rear Tipping Body

Responsible Officer:	Lui Camporeale Director of Engineering
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Responsible Business Unit:	Engineering
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Review
Attachments:	1. RFQ FOR 12 T REAR END TIP TRUCK S-2024.2025 (002) [15.2.2.1 - 2 pages] 2. CONFIDENTIAL - RF Q 009 24-25 List of respondents [15.2.2.2 - 1 page]

SUMMARY STATEMENT

Council is asked to consider the submissions received for Request for Quote (RFQ) 009 24/25 and award the contract to Respondent E. The purpose of this report is for Council to consider the submissions received for RFQ009 24/25 Supply and Delivery of Three (3) 12T Tipper Trucks with 11m3 Steel Rear Tipping Body and award the contract.

REPORT

Description of project

This project is part of the Fleet Replacement Program 2024-2025. The items being procured is to replace the current Plant numbers as below:

PLATE #	PLANT #	ASSET #	YEAR	VEHICLE DESCRIPTION	BODY	DEPT	POSITION/TEAM NAME
KBC3 02F	P302F	PE690	2013	FUSO OM457	HD TIPPER	ROADS	Civil Maintenance & Construction
KBC3 31H	P331H	PE725	2014	ISUZU FVZ 1400 12T TRUCK	TIPPER	ROADS	Civil Maintenance & Construction
KBC5 66D	P566D	PE658	2012	HINO FM2628 12.5 TONNE	TIPPER TRUCK	ROADS	Civil Maintenance & Construction

Project and tender background

Request for Quote 009 24/25 was advertised through VendorPanel on 19 March 2025 and closed on the 2 April 2025. This procurement activity was done under the WALGA Preferred Supplier Panel (PSP006) Fleet contract under sub-category Heavy Rigid Vehicles (PSP006-015). The scope of works advertised includes the following:

1. Supply and Delivery of three 6 x 4 Single Cab 12T Rear Tipping Trucks; and
2. Full scope and request for quote as attached.

This contract once awarded will enable the City to deliver civil construction and maintenance programs connected with roads, drainage and other civil works whilst reducing repair costs and downtime impacts of the current aging fleet.

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

1. Details of similar work;

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

Submissions received

The RFQ closed on 2 April 2025 and the City received five submissions as follows:

1. Respondent A: Horsepower and torque are up to specification; however, their aftermarket service is not.
2. Respondent B: Horsepower and torque not up to specification.
3. Respondent C: Too expensive and delivery lead times very long.
4. Respondent D: Earlier models only available and not Euro 6 specification.
5. Respondent E: Best horsepower and torque, proven local service provider.

In accordance with the City's Purchasing Policy:

1. Each tender submission was assessed by a panel comprised of City officers (Panel);
2. The Panel considered the following qualitative criteria:
 - a. Quality: Fit for Purpose: 20 %
 - b. Capacity to Deliver: 30 %
 - c. Regional Capacity and Experience: 20%
 - d. Sustainability / Life Cycle: 10%
 - e. Price/Schedule of Rates: 20%
3. The Panel evaluated and scored each submission against the above qualitative criteria, with the outcome as set out in the table below:

Respondent	Weighting	A	B	C	D	E
Quality: Fit for Purpose	20%	13.33	9.33	9.33	8	18.67
Capacity to Deliver	30%	26	14	14	20	18
Regional Capacity and Experience	20%	9.33	9.33	9.33	9.33	16
Sustainability / Life Cycle	10%	3.33	3.33	3.33	3.33	5.33
Price	20%	19.54	16.73	13.95	20	19.51
TOTAL weighted score	100%	71.54	52.73	49.95	60.67	77.51

Recommendation

The Panel recommends that Council award the RFQ to Respondent E for the following reasons:

1. Good service and parts supply in Kalgoorlie and OEM warranty;
2. Best horsepower and torque rating, and
3. Latest Euro 6 exhaust emission standards.

Contract terms

This contract term is from the Purchase Order issuance up to the successful completion of agreed delivery time, and the life of the warranty.

INTERNAL CONSULTATION

This proposal is part of the Fleet Replacement Program 2024-2025, consultation with the stakeholders. Depot Operations and Maintenance Service team has been consulted during the development of scope and assessment process.

COUNCIL CONSULTATION

No prior consultation with Council.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

There is sufficient budget in place for this project.

STATUTORY IMPLICATIONS

Tenders were called in accordance with section 3.57 of the *Local Government Act 1995* and *Local Government (Function and General) Regulations 1996* part 4, division 2, regulation 11 (a) which requires tenders to be publicly invited according to the requirements of this division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, worth more than \$250,000 unless sub-regulation (2) states otherwise.

POLICY IMPLICATIONS

The Purchasing Policy relates to all tenders advertised and awarded by the City where the aggregate value exceeds \$250,000. This policy has been complied with in relation to the exempt provision from a public procurement process (Tenders) as the procurement activity is undertaken from a WALGA Preferred Supplier Agreement. This policy still has been complied with in relation to the advertising (through VendorPanel), assessment and award of the contract Q009 24/25.

COMMUNITY STRATEGIC PLAN LINKS

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

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

STRATEGIC CONTEXT

The purchase of the plant aligns with the City's ten year forward plant replacement program and will aid in ensure we meet the above Community Strategic Plan theme,

as well as ensuring we are managing our assets to achieve the long-term aspirations of the community.

RISK ASSESSMENT

The table below shows:

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

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and controls where outside of tolerance
Health/injury	Catastrophic	Unlikely	Council has a low tolerance for risk in relation to the safety and welfare of staff, contractors and/or members of the community. It is unlikely that the supply of 3 trucks will cause injury
Financial loss	Negligible	Rare	Council has a moderate tolerance for risk in relation to the City's long-term financial sustainability. As financial payment will not occur until post-delivery, it will be rare that the City will occur a financial loss.
Service interruption	Minor	Unlikely	Council has a moderate tolerance for risk in relation to the quality and safety of the City's infrastructure and plant.
Legislative breach	N/A	N/A	
Reputational damage	Minor	Unlikely	Council has a low tolerance for risk in relation to the City's reputation and public perception of it. Potential impacts on delivery of key plant provides a minor risk.
Property damage	Minor	Unlikely	Council has a moderate tolerance for risk in relation to the quality and safety of the City's key assets and infrastructure.
Environmental damage	N/A	N/A	
Project time	N/A	N/A	
Project cost	N/A	N/A	

Overall, risk profile on these purchases is minimised by selecting vehicles with fit for purpose ratings in power, torque and emission ratings and risks are controlled by proven product service and supply backup by a reputable dealer located in Kalgoorlie backed by Original Equipment Manufacturer warranty.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

MOVED EN BLOC - Under item 15 on page 41.

Moved By: Cr Kyrán O'Donnell

Seconded By: Cr Wayne Johnson

That Council award RFQ009 24/25 to Respondent E for the supply and delivery of three 12T Tipper Trucks with 11m³ Steel Rear Tipping Body.

CARRIED

(7 / 0)

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

15.3 Corporate and Commercial

15.3.1 Peppercorn Lease - Kalgoorlie-Boulder Branch of Sporting Shooters Association of Australia

Responsible Officer:	Cassandra Jaeger Director Corporate and Commercial
Responsible Business Unit:	Corporate and Commercial
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	Nil

SUMMARY STATEMENT

The purpose of this report is for Council to consider a request for a peppercorn lease for the Kalgoorlie-Boulder Sporting Shooters Association of Australia (SSAA) for the land parcel Reserve R3780, Plan DP185072, Lot 137 (the Premises), covering an area of 49.0063ha.

REPORT

Background

The Kalgoorlie-Boulder Branch of SSAA has maintained long-term use of Reserve 37800, Lot 137, located off Goldfields Highway in the locality of Yilkari. The site is used as a firing range for approved sports shooting activities under the lease with the City. The facility supports multiple shooting disciplines including Benchrest, Field Rifle, Lever Action, Combined Services, Practical Shooting, and Paintball. Activities are conducted in accordance with relevant regulations and safety standards, with regular use by the club's members and visiting participants.

The range is also utilised by external organisations for firearm-related training and familiarisation. Users include the Western Australia Police (WAPOL), licensed security firms and City Rangers and Airport personnel. In addition to routine weekly events, the facility has hosted state-level competitions and events affiliated with the International Practical Shooting Confederation (IPSC). The association currently has over 110 active local members, with regular attendance and use of the site for scheduled club activities and training purposes.

Current Lease Agreement

The original lease for the SSAA commenced on 22 March 2004, with ministerial consent granted on 29 April 2004. The lease expired on 31 March 2025 and is currently operating under holding over provisions.

Under the current peppercorn lease, the tenant pays a nominal rent of \$110.00 per annum inclusive of GST. This arrangement reflects the community-based nature of the organisation and its ongoing contributions to local sporting and training activities.

The delay in reissuing a lease agreement for the SSAA was primarily due to building non-compliance issues that needed to be addressed to meet safety and regulatory standards. These issues have since been rectified, with the SSAA investing over \$80,000 in infrastructure improvements and receiving substantial support from local businesses. The City and Community department and Leasing team have confirmed that all necessary building approvals have now been provided in accordance with the relevant State regulations and Australian standards, ensuring the facility is fully compliant with current legislative and safety requirements.

Communication with Sporting Shooters Association of Australia (SSAA)

The City wrote a letter of support to the SSAA at their request, for the continued use of the premises during holding over to finalise the outstanding compliance issues for WAPOL training and operational activities. The letter of support was necessary to ensure that WAPOL could continue utilising the facility for training purposes while the lease renewal process is being finalised. In the letter, the City acknowledged the critical role the SSAA facility plays in local law enforcement and community services. While the SSAA's lease expired on 31 March 2025, the City has worked closely with the association to address all necessary compliance requirements, which have now been successfully met.

The City's letter of support was provided pending completion of the lease renewal process, which requires both Council approval and subject to Ministerial consent.

Recommendation

Given that the current lease for the SSAA is operating under holding over provisions and the lease expired on 31 March 2025, the City recommends approving a new lease to the SSAA for a term of 21 years consistent with other peppercorn leases. Given the location of the land, a clause will be included in the lease if the site is identified for future use by the City. In this event, the City will provide sufficient notice and support to the club for relocation.

As the SSAA is a community group, the rental amount is proposed at \$110/year.

INTERNAL CONSULTATION

The report has been prepared in consultation with the City and Community directorate and Leasing team, who have confirmed building compliance and lease management requirements have been satisfactorily met in accordance with relevant standards and procedures.

COUNCIL CONSULTATION

No prior consultation with Council.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

The proposed peppercorn lease will have minimal budget impact, with annual revenue limited to \$110 inclusive of GST, reflecting the community-based nature of the arrangement.

STATUTORY IMPLICATIONS

As the lease is to a community sporting group, the disposal requirements under section 3.58 of the *Local Government Act 1995* do not apply.

POLICY IMPLICATIONS

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

COMMUNITY STRATEGIC PLAN LINKS

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

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

STRATEGIC CONTEXT

The proposed new lease to the SSAA aligns with the City's Strategic Community Plan by supporting a connected and engaged community through access to safe, functional, and diverse recreational spaces. The continued operation of the SSAA facility contributes to the delivery of sporting opportunities for residents and visitors, encourages community participation, and strengthens social networks through regular club activities and events. Additionally, the facility plays a key role in supporting public safety by providing essential training infrastructure for local law enforcement, licensed security providers, and City personnel.

RISK ASSESSMENT

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and controls where outside of tolerance
Health/injury	Moderate	Unlikely	Council has a low tolerance for risks to health and safety. While the nature of activities presents inherent risks, the site is fully compliant with safety standards.
Financial loss	Insignificant	Rare	As the lease is for a nominal amount, the financial risk is negligible.
Legislative breach	Moderate	Rare	Council has zero tolerance for legal non-compliance. All

			necessary building and lease approvals are in place, and the lease will proceed subject to Ministerial consent. Risk is within Council's risk tolerance.
Reputational damage	Minor	Unlikely	There is low reputational risk due to the facility's positive contribution to community and law enforcement.
Property damage	Minor	Unlikely	The SSAA maintains the site and has recently invested in upgrades. Ongoing inspections and tenant responsibility reduce the likelihood and impact of property damage.
Environmental damage	Insignificant	Rare	The site is well managed, and the nature of activities does not pose a significant environmental risk.

Overall, the risk associated with proceeding with the lease renewal is low and all identified risks are within Council's acceptable tolerance levels. The one area previously outside tolerance, building compliance, has been fully addressed through substantial investment and regulatory approvals. As such, there are no exceptional risks that require mitigation beyond current controls, and the recommendation is considered low-risk and appropriate to proceed.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Linden Brownley

Seconded By: Cr Wayne Johnson

That Council:

1. Approves a lease to the Kalgoorlie-Boulder Branch of the Sporting Shooters Association of Australia (WA) for land parcel Reserve R3780, Plan DP185072, Lot 137 for a term of 21 years with a rental fee of \$110 per annum inclusive of GST, subject to the consent of the Minister for Lands; and
2. Authorises the Mayor and CEO to affix the common seal to the lease agreement, in accordance with section 9.49A of the *Local Government Act 1995*.

CARRIED

(7 / 0)

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

15.4 City and Community

15.4.1 Golden Quest Discovery Trail - Partnership Service Agreement 2025/26

Responsible Officer:	Melissa Murphy Director City and Community Lauren Chapman-Holle Manager Community Development
Responsible Business Unit:	Community Development
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Nature of Council's Role in Decision-Making:	Executive Strategic
Attachments:	1. CONFIDENTIAL - Golden Quest Discovery Trail MOU 2026 [15.4.1.1 - 7 pages] 2. CONFIDENTIAL - GQDT Business & Marketing Activities 2024 [15.4.1.2 - 4 pages]

SUMMARY STATEMENT

Council is asked to approve a one year Partnership Service Agreement and authorise the CEO to endorse the revised Memorandum of Understanding (MOU) with the Golden Quest Discovery Trail (GQDT).

REPORT

Background

At the 26 June 2023 Ordinary Council Meeting (OCM), Council adopted the Partnership Service Agreement (PSA) Policy. The PSA Policy aims to foster strategic partnerships between the City and community organisations through the provision of services that result in increased efficiencies, higher quality outcomes, and improved services for the community.

The PSA Policy necessitates the formalisation of partnerships through a MOU for project activities, ensuring clarity and commitment from all parties involved. Additionally, any financial support related to these partnerships is to be resolved through Council at an Ordinary Council Meeting.

Details of the Partnership

The GQDT is a collaborative, on-going project between the City, Shires of Coolgardie, Menzies, Leonora, and Laverton. The GQDT focuses on the 956km trail that encompasses the rich historical, cultural, and environmental landscape of the Goldfields region.

- 2022/23 financial year, the City provided a co-contribution of \$6,325 towards the GQDT partnership.
- 2023/24 financial year, the City provided a co-contribution of \$11,500 towards the GQDT partnership.

- 2024/25 financial year, the City provided a co-contribution of \$11,500 towards the GQDT partnership from.

City officers were advised in May 2025 that the Shire of Coolgardie would not be renewing their membership in 2025/26.

The GQDT involves activities such as the distribution of the GQDT hard copy books, management of the GQDT app, preparation of financial statements, and completion of marketing activities in collaboration with Australia's Golden Outback.

During the 2024/25 financial year, the GQDT Committee focused on the delivery of a Business and Marketing Strategy (Strategy) which was the operational guide for 2024. The Strategy consisted of recommended actions in business, marketing and promotion, signage and infrastructure, and governance. A status report of these actions is included in the attachments for this report.

Evaluation Findings

The partnership between the City and partnering local governments has demonstrated value for money, with GQDT securing funding through a State election commitment for upgrades to trail signage to be completed during 2025/26.

The evaluation confirmed the GQDT undertakes various marketing activities that involve and benefit partnering local governments (LGAs) and their Visitor Centres, with the GQDT's marketing efforts being conducted in collaboration with partners like Australia's Golden Outback (AGO) drawing on their feedback to create targeted campaigns.

It identified the GQDT supports members by attending tourism industry events, such as the Perth Caravan & Camping Trade Show, to represent the Golden Quest Discovery Trail locations on the AGO Goldfields stand. The GQDT also produces marketing materials which are available for distribution at trade shows and to all Visitor Centres and Tour Operators.

Feedback is also collected from Visitor Centres regarding visitor response to marketing campaigns, trail feedback, and visitor trends to help guide marketing of the GQDT moving forward.

If an MOU is approved for 2025/26, the proposed 2025 campaign aims to build upon the 2024 activities, with several notable differences including:

- **Focus on Member Site Clicks:** Specific increase in clicks through to member sites compared to 2024. Although the 2024 landing page included links to relevant websites and operators, this was not highlighted as a distinct objective.
- **New, High-Quality Content Creation:** Investing in engaging professional content curators to capture new, high-quality images and vision. This is a proactive content generation strategy with a dedicated budget line.
- **Targeting Specific Locations in Ads:** Plans to use digital ads (YouTube, Google) that will "hero" specific, iconic destinations along the trail.
- **Potential New Sales Channel:** creating a Facebook Shop to sell the guidebook, building on 2024 sales.
- **Landing Page Upgrade:** A refresh and upgrade of the GQDT Landing page, to improve visitor experience.
- **Member Buy-in Option:** Introducing a member buy-in option for the campaign, providing new ways for individual members to further increase their investment in specific campaigns.

It is recommended that Council consider one year of funding (as per the MOU) with a review of the outcomes conducted and Council approval (as per the Partnership Service Agreement Policy) being sought before entering subsequent MOUs past 30 April 2026.

If the MOU is approved, City officers will continue to support the Golden Quest Discovery Trail and provide ongoing assistance and guidance to ensure continued value for money outcomes for the City.

INTERNAL CONSULTATION

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

COUNCIL CONSULTATION

The Golden Quest Discovery Trail MOU was last presented to Council for consideration at the 22 April 2024 OCM.

COMMUNITY ENGAGEMENT CONSULTATION

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

BUDGET IMPLICATIONS

The partnering local governments have recommended a co-contribution of \$11,500 per annum; to be paid on or before 30 April 2026, for the provision of operational, promotional and developmental functions of the Golden Quest Discovery Trail Association Inc.

Budget has been allocated in the 2025/26 FY draft budget.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

This partnership requires formalisation under the City of Kalgoorlie-Boulder's Partnership Services Agreement.

COMMUNITY STRATEGIC PLAN LINKS

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

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

CONNECTED: We will be connected to our history, culture and community.

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

STRATEGIC CONTEXT

The recommendations of this report are consistent with the objectives of the City's Strategic Community Plan 2020-2030 and subsequent actions in the Corporate Business Plan.

Tourism is referenced in the City's Corporate Business Plan 2023-27 as follows:

THEME/VALUE: CAPABLE GOAL: Promoting and supporting local tourism opportunities including facilitating tourism infrastructure and services.

The recommendations of this report align with the following initiatives of the Kalgoorlie-Boulder Tourism Plan 2025-2030:

GOAL 3: Positively influence the tourism perception for Kalgoorlie-Boulder, Initiative 4 - *Encourage startups and promote services to support the visitor economy and Kalgoorlie-Boulder's role as a hub for epic drive journeys. i.e. Outback Way, Nullabor Links, Canning Stock Route, Golden Quest Trail*

RISK ASSESSMENT

The table below shows:

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

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and controls where outside of tolerance
Health/injury	N/A	N/A	N/A
Financial loss	N/A	N/A	N/A
Service interruption	N/A	N/A	N/A
Legislative breach	Negligible	Unlikely	Council has a low tolerance for risk in relation to breaches of the City's legislative and regulatory requirements. Initiatives and actions recommended in the MOU and report will be developed in consultation with and with approval from all relevant authorities, mitigating any potential legislative breaches.
Reputational damage	Negligible	Possible	Council has a low tolerance for risk in relation to the City's reputation and public

			perception of it. Visitor experience is subjective and the City may receive some negative feedback from the community as a result of individual experiences, however, this is balanced by strong positive visitor feedback.
Property damage	Minor	Rare	Council has a moderate tolerance for risk in relation to the quality and safety of the City's key assets and infrastructure. There will be minimal impact on property from the initiatives and actions recommended in the report.
Environmental damage	Negligible	Unlikely	Council has a low tolerance for risk in relation to impact on local Aboriginal heritage. Council has a moderate tolerance for risk in relation to the natural environment and local history and heritage. The actions and initiatives outlined in the MOU support and celebrate heritage.
Project time	N/A	N/A	N/A
Project cost	N/A	N/A	N/A

The actions recommended in this report all sit within Council's risk tolerances.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Nardia Turner

Seconded By: Cr Terrence Winner

That Council:

1. Authorise the CEO to endorse the Golden Quest Discovery Trail Memorandum of Understanding 2025/2026 between the City and Golden Quest Discovery Trail Association Inc; and
2. Approve a one year Partnership Service Agreement to the value of \$11,500 in financial support for the Golden Quest Discovery Trail.

CARRIED (7 / 0)

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

15.4.2 Dome Structures Policy

Responsible Officer:	Paul Lees Manager Development and Growth
Responsible Business Unit:	Planning Development & Regulatory Services
Disclosure of Interest:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Legislative
Attachments:	1. Draft Dome Structures Policy [15.4.2.1 - 3 pages]

SUMMARY STATEMENT

Council is asked to consider the adoption of a draft Dome Structures Policy proposed to control, and manage the size and location of dome structures within Kalgoorlie-Boulder.

REPORT***Background***

The term “dome structure” is commonly used to identify the use of two shipping containers supporting a curved roof clad in a lightweight fabric or plastic sheeting. In this configuration either 20’ or 40’ containers are used, and the curved roof is generally constructed of steel purlins with bracing members. Larger structures are often constructed by stacking two 40’ containers per side, with a larger roof area.

Dome structures have become popular as they provide cost effective weather protection and secure storage, with short installation timeframes. Historically they have been erected on light industrial and industrial sites; the larger structures can accommodate large vehicles and operations that require a large area of covered trade-based space. For the above reasons dome structures are also becoming popular in the ‘Mixed Use’ and ‘Commercial’ zoned areas of the City.



Figure 1: Two partially constructed dome structures located adjacent to a completed dome structure on a corner lot.



Figure 2: Two dome structures with a common central container situated on a corner lot.



Figure 3: A dome structure located at the rear of the property used for workshop and storage purposes.

The City has requested legal advice on how officers should consider dome structures against the WA planning policies. The advice received is that due to the construction components, shape and form, dome structures cannot be defined as 'outbuilding' or 'carports', and therefore the structures cannot be assessed under the 'Residential Design Codes of Western Australia' (the R-Codes).

To ensure that the City can have some control over the size and location of new dome structures, and structures that are the subject of retrospective applications, it is proposed that the attached draft local planning policy (refer to attachment 1) be considered for adoption by Council. The draft policy reflects the feedback from Council during a formal briefing session.

It should be noted that the City also has an existing Local Planning Policy for Sea Containers. As dome structures are independent structures and require a unique set of development control guidelines, the requirements of this policy are additional to that of the sea container policy.

The *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations) require a draft local planning policy to be advertised for no less than 21 days to receive public feedback. Following the conclusion of the public consultation period, a further report will be presented to the Council for final adoption.

The Planning Regulations provide that local government may prepare planning policies in respect of any matter relating to planning and development, subject to planning scheme provisions. The City has reviewed the details and relevance of the proposed policy to ensure the content and provisions are based on sound planning principles and do not conflict with the requirements of the City's Local Planning Scheme No. 2 (LPS2).

The draft policy, once adopted, is to be given due regard in the assessment of development applications relating to dome structures and is listed as a “matter to be considered” when determining a development application under clause 67 of schedule 2 of the Planning Regulations.

Draft Dome Structures Policy

The objectives of the policy are to:

1. Guide and control the use, location and scale of dome structures on private properties to ensure that an acceptable standard of development is achieved that does not unreasonably detract from the streetscape or impact on the amenity of adjoining properties or areas; and
2. Establish criteria and a consistent approach for the assessment of applications relating to dome structures.

The draft policy includes the following important details as set out in the table below (extract from the policy):

- Prohibiting the approval of dome structures in the ‘Commercial’ zone, ‘Service Commercial’ zone, ‘Private Clubs, Institutions and Place of Worship’ zone, ‘Tourism’ zone, ‘Residential’ zone and ‘Mixed-Use’ zone; and
- Development control requirements for other zones.

Zones	Maximum Number	Maximum Height	Maximum Size
Light Industry	2	7.5m	240m ²
Rural	No limit	As per LPS2	No limit
General Industry	No limit	As per LPS2	No limit
Rural Townsite	1	5.5m	70m ²

- In the ‘Rural Townsite’ zone, dome structures provide cost-effective weather cover on larger lots, and it is suggested that they be allowed in these zones if they are appropriately screened from the street; and
- In ‘Light Industry’ zones, it is recommended that the number of dome structures are limited to two provided that the proponent can demonstrate that the visual impacts can be mitigated by other buildings, established or proposed landscaping, and building colours and materials.

For clarity, LPS2 provides flexibility in building height for the Rural zone and General Industry zone. The prescribed maximum building heights are 12m for the Rural zone, and 20m for the General Industry zone, with the opportunity for a further extension of 20% provided special conditions are met such as meeting the airport height limit and ensuring that the structures do not result in significant overshadowing to neighbouring properties.

INTERNAL CONSULTATION

The draft policy was circulated internally to the City’s Building, Environmental Health and Compliance, and Engineering teams for comments.

The City’s Building services advise that dome structures are not exempt from the need of building permits.

No other relevant comments were received.

COUNCIL CONSULTATION

The draft policy was presented to the 4 March 2025 Concept Forum, and Council's comments have been included in the draft policy.

PUBLIC CONSULTATION

The Planning Regulations sets out the process for preparing, advertising and implementing planning policies. This report seeks approval to commence the public advertising which will provide an opportunity for the community to comment on the draft policy; this is the initial public consultation process. The legislation includes a requirement for the policy to be published after the final policy adoption stage.

If supported by Council, the policy will be advertised in accordance with the statutory obligations contained in schedule 2, part 2, clause 4 and part 12 clause 87 of the Planning Regulations.

The public advertising period is proposed to be in accordance with legislative provisions, being for a minimum period of 21 days, and will comprise:

Mandatory advertising methods:

- Publishing on the City's website the Notice of Public Advertisement and all documents (via hyperlink); and
- Make copies available for public inspection at a place in the district during normal business hours.

Discretionary advertising method:

- Notice of Public Advertisement published in a newspaper circulating in the relevant locality or district.

BUDGET IMPLICATIONS

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

STATUTORY IMPLICATIONS

Schedule 2, part 2, division 2 of the Planning Regulations enables the City to amend, revoke and adopt local planning policies and set out the procedures to do so.

POLICY IMPLICATIONS

The outcome of the recommendations of this report and associated legislative process will result in a new local planning policy that will ensure that dome structures are only constructed in appropriate areas of the City, and that large "commercial type" structures are not constructed in locations where they will have an unacceptable impact on the amenity values and character of living, mixed use and commercial areas of the City.

COMMUNITY STRATEGIC PLAN LINKS

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

FUTURISTIC: We plan for the future proofing of our City by being a thinking and innovative society.

STRATEGIC CONTEXT

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

RISK ASSESSMENT

The table below shows:

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

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and controls where outside of tolerance
Health/injury	Minor	Unlikely	There is no health, or injury matters relevant to this policy.
Financial loss	N/A	N/A	There is no financial risk to the City.
Service interruption	N/A	N/A	There is no service interruption risk.
Legislative breach	Negligible	Unlikely	City officers will ensure that the policy process and content comply with all relevant legislation.
Reputational damage	Negligible	Unlikely	The policy will not result in any reputational damage to the City.
Property damage	N/A	N/A	The policy will have no direct impact on City property.
Environmental damage	N/A	N/A	There are no impacts on the environment as a result of this policy.
Project time	N/A	N/A	There are no project timelines associated with the approval of this policy.
Project cost	N/A	N/A	There are no project costs associated with the approval of this policy

OFFICER RECOMMENDATION/COUNCIL RESOLUTION**MOVED EN BLOC - Under item 15 on page 41.****Moved By: Cr Kyran O'Donnell****Seconded By: Cr Wayne Johnson**

That Council:

1. Adopt the draft 'Local Planning Policy Dome Structures' for advertising in accordance with the requirements of schedule 2, part 2, clause 4 and part 12, clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
2. Authorise the Chief Executive Officer to advertise Council's proposal to adopt the draft Local Planning Policy referenced in point 1 above under the City's Local Planning Scheme No. 2 in accordance with the specific requirement of schedule 2, part 2, clause 4 and part 12, clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the minimum required period of 21 days.
3. Note that a further report will be presented to Council at completion of the advertising period for consideration and adoption of the policy in accordance with the provisions of schedule 2, part 2 clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

CARRIED**(7 / 0)**

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

15.4.3 Relocation of an Approved Home Business from Residence to Outbuilding (shed) - Lot 232 (No. 43) Moran Street, Boulder 6432

Responsible Business Unit:	Development and Growth
Disclosure of Interest:	Nil
Application Number:	PA114/22
Owner's Name:	David Carlucci & Elizabeth Curry
Applicant's Name:	Elizabeth Curry
Development Value:	Nil
Voting Requirements:	Simple
Nature of Council's Role in Decision-Making:	Quasi Judicial
Attachments:	1. Development Application - Lot 232 (No. 43) Moran Street, Boulder 6432 [15.4.3.1 - 2 pages]

SUMMARY STATEMENT

Council is asked to approve the relocation of a home business (photography studio) from the existing residence to part of the outbuilding at Lot 232 (No. 43) Moran Street, Boulder and increase the hours of operation to include Saturday and Sunday between 9:00am to 3:00pm.

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

REPORT

Background

The site contains an established single house, a green house, and an outbuilding with vehicle access off Moran Street.

On 18 October 2022, approval for the home business (photography studio) was granted. The home business is operating according to the conditions of approval.

The applicant is seeking approval to relocate the photography studio from within the residence to part of an outbuilding on the site and increase the hours of operation to include Saturday and Sunday between 9:00am to 3:00pm.

The proposed use is not exempt from requiring planning approval under the *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations). Planning approval from Council is therefore required.

Address:	Lot 232 (No. 43) Moran Street, Boulder WA 6432
Lot Size:	1,012m ²
Zoning	LPS2: Residential (R40)
Existing Land Use:	Residential
Proposed Land Use:	Home Business

**Adjacent / Nearby Land
Uses:**

Residential and Educational Establishment

Details of the Proposal

The applicant proposes to relocate an approved photography studio from inside the residence to an outbuilding on the site and increase the hours of operation to include Saturday and Sunday between 9:00am to 3:00pm.

The photography studio was approved under delegated authority on 18 October 2022. Its operation is limited to the applicant, Elizabeth Curry, who must remain a permanent resident of the property for the business to continue. The approval does not permit operation by any other person or on any other site.

Approved operating hours are Monday to Friday, 10:00am to 5:00pm. The home business will not have more than one customer per day, and all visits must be by appointment only. The business does not involve retail sale, hire, or display of goods, and all associated vehicle parking is contained within the subject lot.

Description of the Site

The site has an area of 1,012m². Apart from the dwelling, the site contains a greenhouse and an outbuilding; all structures are approved. The site is next to the former All Hallows Catholic Church and is surrounded by established residential homes and an educational establishment to the east. The details of the application and plans are provided at attachment 1.



Figure 1: Aerial Image Lot 232 (No. 43) Moran Street, Boulder 6432.

Site History/Previous Approvals

Planning Approvals			
Application No.	Date	Description	Outcome
D113/24	18 September 2024	Outbuilding Addition to Single Dwelling	Approved

P114/22	15 August 2022	Home Business (Photography Studio)	Approved
P316/13	29 October 2013	Installation of Sea Containers	Approved
S13-468	07 May 2013	WAPC Subdivision Referral	Comments Provided to WAPC

Building Approvals			
Application No.	Date	Description	Outcome
28180	07 November 2024	Construction of Outbuilding	Approved

Previous Relevant Decisions of Council

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

Applicant's Submission

The applicant has submitted the following proposal:

Number of employees	The home business includes one employee which lives in the premises.
Area of occupation	The total area of occupation within the existing outbuilding allocated for the purposes of the home business is 50m ² .
Service provided	The purpose of the home business is for a photography studio.
Proposed work time	- Monday to Friday 9:00am to 5:00pm - Saturday and Sunday 9:00am to 3:00pm
Expected number of customers travelling to or from the home	One per day.
Number of parking	There is adequate space on site to park up to three vehicles.

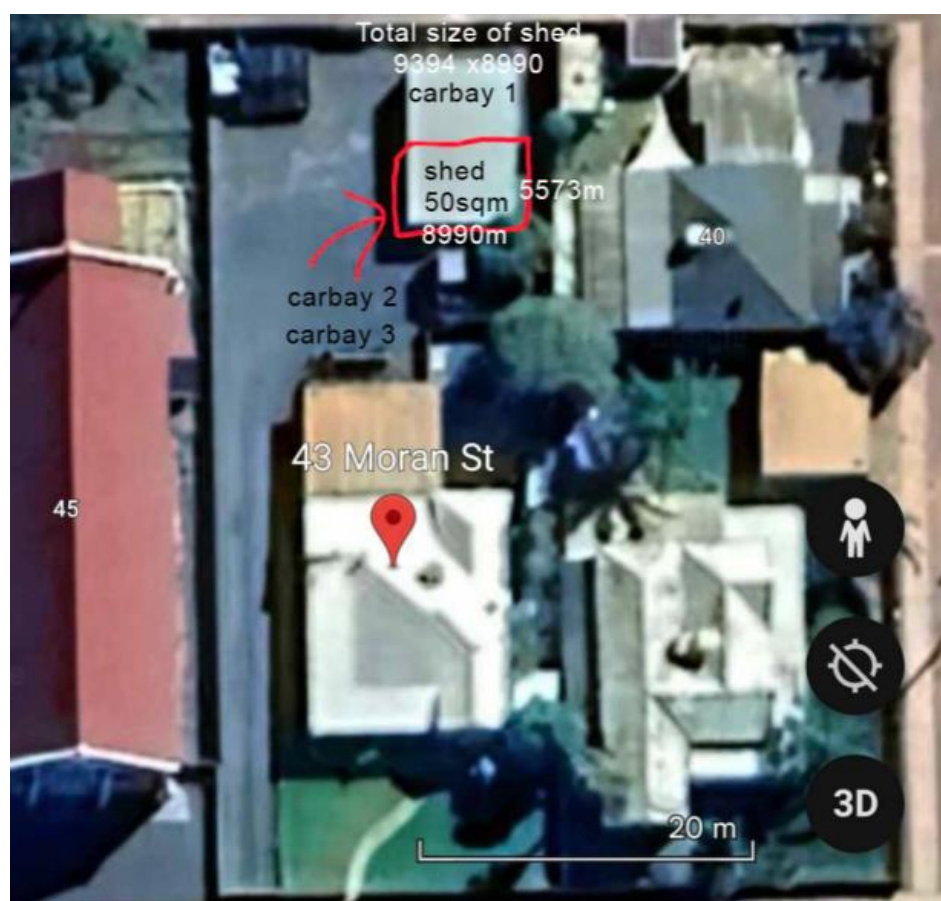


Figure 2: Proposed Site Plan with measurement Lot 232 (No. 43) Moran Street, Boulder 6432

Public Consultation

Public consultation was undertaken in the following manner:

Requirement:

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

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

Method:

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

Duration:

14 days from 28 March 2025 to 11 April 2025.

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

Submissions Received:

One submission was received from the consultation supporting the proposal.

Consultation with Other Agencies

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

Assessment Considerations

Zoning and Land Use Permissibility

The site is zoned as Residential in LPS2 with an R40 residential density code. In the residential zone 'home business' is an 'A' use, meaning that it is at the Council's discretion to approve or refuse the proposal subject to advertising.

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

Heritage

Although the proposed development is on a property listed in the Local Government Heritage Inventory, it does not involve any works that will impact on the heritage values of the building.

Traffic and Parking

The policy requires two bays for the occupants of the dwelling and one bay for client/customer use. The site contains a 30m driveway that leads to the rear of the property. The parking area can accommodate up to 3 vehicles.

The proposal is estimated to generate two traffic movements from one customer vehicle per day when the studio is operating. These additional traffic movements will have negligible impacts on the local street network.

Noise

The noise associated with the proposed use of "home business" is required to be consistent with the requirements of the *Environmental Protection (Noise) Regulations 1997*. It is considered that the proposed use will not create a noise nuisance impact on neighbours.

Local Planning Policy: Home Based Businesses and Family Day Care Policy

The above local planning policy has been adopted by the Council and must be considered (given due regard to) during the assessment of any home business operation. The proposal has been assessed against this policy and is considered to be fully compliant.

Conclusion

It is considered that the approval of the proposed relocation of an approved photography studio from within the residence to part of the existing outbuilding will have negligible impact on the surrounding neighbours and the local street network in the context of residential environment.

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

INTERNAL CONSULTATION

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

The Environmental Health department has advised that the applicant must demonstrate that the storage of any chemicals and disposables must comply with the code of practice of relevant agency requirements.

COUNCIL CONSULTATION

No prior Council consultation has been undertaken.

BUDGET IMPLICATIONS

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

STRATEGIC IMPLICATIONS

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

STATUTORY IMPLICATIONS

If aggrieved by the decision of the Council or any development conditions applied, the applicant will have a right to appeal to the State Administrative Tribunal. A review must be lodged within 28 days of the decision being made by the City.

An advice note to this effect will be included in the decision notice.

POLICY IMPLICATIONS

The proposal is generally consistent with the following City local planning policies as follows:

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

COMMUNITY STRATEGIC PLAN LINKS

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

SUSTAINABLE: We advocate for the provision of land use.

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

STRATEGIC CONTEXT

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

RISK ASSESSMENT

The table below shows:

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

	Assessment of consequence	Assessment of likelihood	Comments on Council's tolerance for any related risk, and controls where outside of tolerance
Health/injury	N/A	N/A	The risk to health and injury is not relevant to this report.
Financial loss	N/A	N/A	The risk of financial loss to the City is not relevant to this report.
Service interruption	N/A	N/A	The risk of service interruptions is not relevant to this report.
Legislative breach	Negligible	Rare	The assessment of the application includes an assessment against the requirements of the relevant planning legislation. The recommendations of this report are consistent with the <i>Planning and Development Act 2005</i> and the Planning Regulations. Therefore, the recommendations associated with this report are unlikely to result in any legislative breach.
Reputational damage	N/A	N/A	The recommendation associated with this report is unlikely to result in any reputational damage to the City.
Property damage	N/A	N/A	The risk of property damage is not relevant to this report.
Environmental damage	N/A	N/A	The risk of environmental damage is not relevant to this report.

Project time	N/A	N/A	There is no City project relating to this report.
Project cost	N/A	N/A	There is no project cost to the City.

The overall risk to the City is low and the likelihood of occurrence is rare. The City anticipates minimum risks associated with the proposed change of location and additional hours of operation.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

MOVED EN BLOC - Under item 15 on page 41.

Moved By: Cr Kyran O'Donnell

Seconded By: Cr Wayne Johnson

That Council approve the proposed relocation of an approved home business (photography studio) from within the residence to part of the outbuilding at Lot 232 (43) Moran Street, Boulder 6432, subject to the following conditions:

1. This approval supersedes the previous home business approval (P114/22) dated 18 October 2022.
2. The development shall take place in accordance with the approved plan to the maximum area of 50m².
3. The operation of the home business is restricted to the applicant, Elizabeth Curry, who must remain a permanent occupant of the dwelling on the land. The operation of the home business by any other person or on any other land is not permitted by this approval. This approval cannot be transferred to any other person without the prior approval of the City of Kalgoorlie-Boulder.
4. This home business hereby permitted is restricted in its hours of operation to Monday to Friday 9:00am to 5:00pm and Saturday and Sunday 9:00am to 3:00pm.
5. This home business shall not involve the retail sale, hire or display of goods.
6. This home business shall not employ any more than two persons who are not a member of the occupier's household.
7. This home business shall not have more than one customer visit per day. All visits by customers shall be by appointment only.
8. The parking of vehicles in association with the home business must be contained within the subject lot.

CARRIED

	(7 / 0)
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For:	Mayor Glenn Wilson, Cr Terrence Winner, Cr Wayne Johnson, Cr Kyran O'Donnell, Cr Linden Brownley, Cr Nardia Turner and Cr Carla Viskovich
Against:	Nil

16 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

17 CONFIDENTIAL ITEMS**COUNCIL RESOLUTION**

Moved By: Cr Carla Viskovich

Seconded By: Cr Linden Brownley

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

CARRIED

(7 / 0)

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

Members of the press and gallery left the room at 8:13pm.

Council moved into Confidential Session at 8:13pm.

17.1 Application for Commercial Lease 256 Hannan Street

Responsible Officer:	Cassandra Jaeger Director Corporate and Commercial
Responsible Business Unit:	Corporate and Commercial
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:

- (e) a matter that if disclosed, would reveal —
- (ii) information that has a commercial value to a person;

EXECUTIVE SUMMARY

It is the recommendation of the Responsible Officer that this item be considered behind closed doors due to the private and confidential nature of its contents.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Nardia Turner

Seconded By: Cr Kyran O'Donnell

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:

- (e) a matter that if disclosed, would reveal —
- (ii) information that has a commercial value to a person;

CARRIED

(7 / 0)

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

17.2 Application for Commercial Lease 262 Hannan Street

Responsible Officer:	Cassandra Jaeger Director Corporate and Commercial
Responsible Business Unit:	Corporate and Commercial
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:

- (e) a matter that if disclosed, would reveal —
- (ii) information that has a commercial value to a person;

EXECUTIVE SUMMARY

It is the recommendation of the Responsible Officer that this item be considered behind closed doors due to the private and confidential nature of its contents.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved By: Cr Carla Viskovich

Seconded By: Cr Kyran O'Donnell

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:

- (e) a matter that if disclosed, would reveal —
- (ii) information that has a commercial value to a person;

CARRIED
(7 / 0)

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

COUNCIL RESOLUTION

Moved By: Cr Kyrán O'Donnell
Seconded By: Cr Linden Brownley

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

CARRIED
(7 / 0)

Council moved out of Confidential Session and resumed standing orders at 8:17pm.

Members of the public returned to the Chamber and the Mayor read the resolutions adopted in the confidential section.

18 DATE OF NEXT MEETING

The next Ordinary Council Meeting will be held on 16 June 2025.

19 CLOSURE

There being no further business, the Mayor thanked the Councillors and Staff for their attendance and declared the meeting closed at 8:18pm.