



AGENDA

Ordinary Council Meeting

25 February 2025

4.30pm

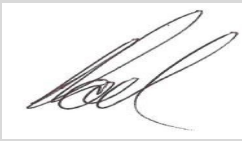
**Kambalda Recreation Centre, Barnes Drive,
Kambalda**

SHIRE OF COOLGARDIE

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member

The next Ordinary Meeting of the Shire of Coolgardie will be held on Tuesday 25 February 2025 commencing at 4.30pm.



AARON COOK
ACTING CHIEF EXECUTIVE OFFICER

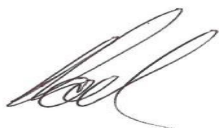
ORDINARY COUNCIL MEETING

25 February 2025

Welcome to the Ordinary Council Meeting of the Shire of Coolgardie.

The dates, times and locations of the Ordinary Council Meetings for 2025 are listed hereunder.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Venue</u>
Tuesday	25 February 2025	4.30pm	Kambalda
Tuesday	25 March 2025	4.30pm	Coolgardie
Tuesday	22 April 2025	4.30pm	Kambalda
Tuesday	27 May 2025	4.30pm	Coolgardie
Tuesday	24 June 2025	4.30pm	Kambalda
Tuesday	22 July 2025	4.30pm	Coolgardie
Tuesday	26 August 2025	4.30pm	Kambalda
Tuesday	23 September 2025	4.30pm	Coolgardie
Tuesday	28 October 2025	4.30pm	Kambalda
Tuesday	25 November 2025	4.30pm	Coolgardie
Tuesday	16 December 2025	4.30pm	Kambalda



Aaron Cook
Acting Chief Executive Officer

COUNCIL MEETING INFORMATION NOTES

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may form a Committee to examine subjects and then report to Council.
3. Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.
4. Public Question Time. It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Chairman.

Written notice of each question should be given to the Chief Executive Officer prior to 12:30pm on the day of the meeting. A summary of each question and response is included in the Minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next meeting of Council.

5. **Councillors** may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter **trivial, insignificant or in common with a significant number of electors or ratepayers**. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the Chairman of the meeting will advise the Officer if he/she is to leave the meeting.

6. Agendas including an Information Bulletin are delivered to Councillors within the requirements of the Local Government Act 1995, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by staff. An Agenda item including a recommendation will then be submitted to Council for consideration.

The Agenda closes the Monday week prior to the Council Meeting (i.e. ten (10) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

7. Agendas for Ordinary Meetings are available in the Coolgardie and Kambalda Offices/Libraries seventy-two (72) hours prior to the meeting and the public are invited to secure a copy.
8. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 3).
9. Public Question Time – Statutory Provisions – Local Government Act 1995

Time is to be allocated for questions to be raised by members of the public and responded to at:

- (a) Every ordinary meeting of a council; and
- (b) Such other meetings of councils or committees as may be prescribed

Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

9A. Question Time for the Public at Certain Meetings – s5.24 (1) (b)

Local Government (Administration) Regulations 1996

Reg 5 For the purpose of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are:

- (a) every special meeting of a council; and
- (b) every meeting of a committee to which the local government has delegated a power or duty.

Minimum Question Time for the Public – s5.24 (2)

- Reg 6 (1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is fifteen (15) minutes.
- (2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

Procedures for Question Time for the Public – s5.24 (2)

Local Government (Administration) Regulations 1996

- Reg 7 (1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6 (1) are to be determined:
- (a) by the person presiding at the meeting; or
 - (b) in the case where the majority of members of the council or committee present at the meeting disagree with the person presiding, by the majority of members, having regard to the requirements of sub regulations (2) and (3).
- (2) The time allocated to the asking and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by the council or the committee, as the case may be.
- (3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask the question and receive a response.
- (4) Nothing in sub regulation (3) requires:
- (a) A council to answer a question that does not relate to a matter affecting the local government;
 - (b) A council at a special meeting to answer a question that does not relate to the purpose of the meeting; or
 - (c) A committee to answer a question that does not relate to a function of the committee.

2. Public Inspection of Unconfirmed Minutes (Reg 13)

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection in the Coolgardie and Kambalda Offices/Libraries within ten (10) working days after the Meeting.

NOTE:**10.3 Unopposed Business**

- (1) Upon a motion being moved and seconded, the person presiding may ask the meeting if any member opposes it.
- (2) If no member signifies opposition to the motion the person presiding may declare the motion in sub clause (1) carried without debate and without taking a vote on it,
- (3) A motion carried under sub clause (2) is to be recorded in the minutes as a unanimous decision of the Council or committee.
- (4) If a member signifies opposition to a motion the motion is to be dealt with according to this Part.
- (5) This clause does not apply to any motion or decision to revoke or change a decision which has been made at a Council or committee meeting.

Recording of Meetings

- ✓ All Council Meetings are digitally recorded, for audio only, except for Confidential Agenda Items (in accordance with Section 5.23(2) of the Local Government Act 1995) during which time recording ceases.
- ✓ Following publication and distribution of the meeting minutes to Council Members the digital audio recording will be available on the Shire's website.

Defamation – cl 14K Local Government (Administration) Regulations 1996

- (1) A local government is not liable to an action for defamation in relation to any of the following done by the local government as required or authorised under this Part —
 - (a) publicly broadcasting a meeting;
 - (b) making a recording of a meeting;
 - (c) making a recording of a meeting publicly available;
 - (d) retaining a recording of a meeting or a copy of a recording;
 - (e) providing a copy of a recording of a meeting to the Departmental CEO.

DISCLOSURE OF INTERESTS

Notes for Guidance

IMPACT OF A FINANCIAL INTEREST (s. 5.65 & s.67. *Local Government Act 1995*)

A member who has a **Financial Interest** In any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:

- a. In a written notice given to the Chief Executive Officer before the Meeting or;
- b. At the meeting immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- a. Preside at the part of the Meeting relating to the matter or;
- b. Participate in, or be present during, any discussion or decision making procedure relative to the matter, unless and to the extent that, the disclosing member is allowed to do so under *Section 5.68 or Section 5.69 of the Local Government Act 1995*.

INTERESTS AFFECTING FINANCIAL INTEREST

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest in a matter**.

1. A Financial Interest, pursuant to s.5.60A or 5.61 of the *Local Government Act 1995*, requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are expectations in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e sporting, social, religious etc, and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e, if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors and ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **must** be given when the matter arises in the Agenda, and immediately before the matter is discussed. *Under s.5.65 of the Local Government Act 1995* failure to notify carries a penalty of \$10,000 or imprisonment for 2 years.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The only exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) of the *Local Government Act 1995*; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the *Local Government Act 1995*, with or without conditions.

INTERESTS AFFECTING PROXIMITY (s.5.60b Local Government Act 1995)

1. For the purpose of this subdivision, a person has a proximity interest, pursuant to s.5.60B of the Local Government Act 1995, in a matter if the matter concerns;
 - a. a proposed change to a planning scheme affecting land that adjoins the person's land; or
 - b. a proposed change to the zoning or use of land that adjoins the person's land; or
 - c. a proposed development (as defined in Section 5.63(5)) of land that adjoins the person's land.

2. In this section, land (the proposal land) adjoins a person's land if;
 - a. The proposal land, not being a throughfare, has a common boundary with the person's land; or
 - b. The proposal land, or any part of it, is directly across a throughfare from, the person's land; or
 - c. The proposal land is that part of a thoroughfare that has a common boundary with the person's land.

3. In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

INTERESTS AFFECTING IMPARTIALITY

Definition: an interest, pursuant to *Regulation 19AA of the Local Government (Administration) Regulations 1996*, means an interest that could, or could reasonably be perceived to adversely affect the impartiality of the person having the interest; and includes an interest arising from kinship, friendship or membership of an association. It is also important to be considered in relation to the Shire of Coolgardie Code of Conduct for Council Members, Committee Members, and Candidates.

A member who has an **Interest Affecting Impartiality** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- a. In a written notice given to the Chief Executive Officer before the Meeting or;
- b. At the Meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY DISCLOSURE

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote.

With the declaration of this type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

QUESTION TIME FOR THE PUBLIC

(Please Write Clearly)

DATE: _____

NAME: _____

TELEPHONE: _____

ADDRESS: _____

QUESTION TO THE PRESIDENT:-

- **GENERAL QUESTION / QUESTION RELATED TO THE AGENDA**
(Strike out unnecessary words)

ITEM NO: _____ PAGE NO: _____

PLEASE PASS TO THE CHIEF EXECUTIVE OFFICER FOR REFERRAL TO THE PRESIDENT BY 12.30PM ON THE DAY OF THE MEETING AT THE KAMBALDA OFFICE, IRISH MULGA DRIVE, KAMBALDA OR AT THE COOLGARDIE OFFICE, BAYLEY STREET, COOLGARDIE.

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**1.1 ACKNOWLEDGEMENT OF COUNTRY**

“The Shire of Coolgardie acknowledges the Traditional Owners of the land, on which we meet and pay our respects to Elders past, present and emerging”

2 DECLARATION OF COUNCIL MEMBERS

The Shire President to invite Council Members to declare that they have read the agenda and supporting documents and able to make informed decision on all matters accordingly.

3 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE**4 DECLARATIONS OF INTEREST****4.1 Declarations of Financial Interests – Local Government Act Section 5.60A****4.2 Declarations of Proximity Interests – Local Government Act Section 5.60B****4.3 Declarations of Impartiality Interests –Shire of Coolgardie Code of Conduct for Council Members, Committee Members and Candidates for Election, Code of Conduct for Employees****5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

6 PUBLIC QUESTION TIME**7 APPLICATIONS FOR LEAVE OF ABSENCE**

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 17 DECEMBER 2024

Date: 18 February 2025

Author: Kasey Turner, Executive Assistant

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 17 December 2024 be confirmed as a true and accurate record.

9 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**9.1 PRESIDENT'S REPORT - FEBRUARY 2025**

Location: Shire of Coolgardie
Applicant: NIL
Disclosure of Interest: Nil
Date: 19th February 2025
Author: Malcolm Cullen, Shire President

The New Year commenced with our staff busily preparing for the Annual Australia Day Celebrations in both Coolgardie and Kambalda. Both events were well attended again this year, and I would congratulate all the nominees in each of the categories and also the award winners for their outstanding contributions they all make to both our communities as well as the organisations that they are part of.

I would like to thank our dedicated staff members for their time and effort they put into making these events a success, as well as the volunteers who assisted on the day organising and preparing the Aussie Breakfast and other activities on the day.

I have been working with the A/CEO Aaron Cook on the formulation of a Working Group made up with representation of councillors and the A/CEO to be known as the S o C Economic Development Working Group.

The objectives of the group will be to discuss a raft of matters that the Shire is currently dealing with, such as the Kambalda Airport, Bluebush Village and the Waste and Landfill facilities and to provide advice and support to the A/CEO and Staff for consideration as part of their normal duties.

Residents in both Coolgardie and Kambalda would have noticed our works crews out and about cleaning up the verges and laneways recently as well as their normal duties of mowing and maintaining our parks gardens and streets in both our towns.

The Shire Emergency Services team along with volunteer fire fighters were kept busy during December and January attending a number of bush fires throughout the Shire mainly started from dry lightning strikes and they have also been kept busy attending vehicle incidents on our roads and highway with an increasing number of truck incidents including vehicles catching on fire.

I would acknowledge and thank all our staff and the volunteers that attend these incidents in do a great job on behalf of our communities.

Shire Staff are progressing with the development of the three new homes on Goodenia Court in Kambalda with plumbing and electrical works completed recently and currently waiting on connection of power to the site and concrete and fencing to complete the project.

It will be great to see these new homes completed and people moving into them as they will be the first new homes built in Kambalda for many years.

During January the 4th rates instalment notices were sent out to property owners in the Shire, with staff reporting a good response to date.

It is really important for ratepayers that may be experiencing any form of hardship in meeting the payment deadlines, that they contact our staff to make the necessary payment arrangements as soon as possible.

During the past few weeks, we have been receiving numerous visits from candidates from the major political parties contesting the WA State Election coming up early in March.

Both Coolgardie and Kambalda have fared well in regard to election promises, including funding for the RSL facility and the Bayley St upgrade in Coolgardie and the proposed Youth Precinct, and Seniors Village expansion in Kambalda. Should any of these commitments come to fruition the funding will assist these projects to move forward and will be a welcome benefit for our communities.

Cr Malcolm Cullen

Shire President.

10 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

11 REPORTS OF COMMITTEES

Nil

12 REPORTS OF OFFICERS**12.1 Executive Services****12.1.1 ROAD USER AGREEMENT EVOLUTION MINING**

Location:	Coolgardie North Road
Applicant:	Evolution Mining
Disclosure of Interest:	Nil
Date:	7 February 2025
Author:	Aaron Cook, Acting Chief Executive Officer

SUMMARY

A Road User Agreement was needed to urgently be approved to allow Evolution mining to engage Versatile to undertake road maintenance.

BACKGROUND

Evolution Mining have been using Coolgardie North Road for some time now. With the limited works that the Shire is able to undertake currently they have requested to be able to maintain the section of Coolgardie North Road from Bonnie Vale and Castle Hill.

COMMENT

To facilitate the agreement in an expediated manner the author liaised with the Shire President and Evolution Mining to come to an agreement. It was explained that this would need to be presented to Council for retrospective approval.

The agreement sets out the requirement for Versatile to complete, at a minimum 1 week of grading on this section of Coolgardie North Road. The Contractor Versatile is to provide the Shire and Evolution Mining a report each month on the works completed. All material that may need to be brought into the road, including gravel etc, needs to be approved by Council staff prior to the material being brought in.

The agreement is short term and will cease in May 2025 as this is the proposed completion date of the Evolutions own internal haulage road.

CONSULTATION

- Shire President
- Evolution Mining
- Versatile Contracting

STATUTORY ENVIRONMENT

This is a direct agreement between the Shire of Coolgardie and Evolution Mining. The agreement between Evolution Mining and Versatile is between those two entities, however Versatile is nominated as the contractor that will undertake the works.

POLICY IMPLICATIONS

3.09 Haulage Campaigns

FINANCIAL IMPLICATIONS

Nil for the Shire of Coolgardie

STRATEGIC IMPLICATIONS**A thriving local economy**

Supporting local businesses in the Shire

Accountable and effective leaders

Developing strong partnerships with stakeholders for the benefit of our community

Effective management of infrastructure, heritage and environment

Maintaining and renewing infrastructure and building assets

ATTACHMENTS**1. Road User Agreement Signed****VOTING REQUIREMENT**

Simple Majority

OFFICER RECOMMENDATION

That Council Retrospectively endorse the attached Road User Agreement between the Shire of Coolgardie and Evolution Mining from January 2025 to May 2025. The agreement requires Evolution Mining to engage the Contractor to maintain the section of Coolgardie North Road from Bonnie Vale to Castle Hill and that the contractor, Versatile Contracting, is engaged for a minimum of 1 week per month to undertake these works.

12.1.2 CASAIR REIMBURSEMENT OF FEES AND CHARGES

Location: Shire of Coolgardie
Applicant: Aaron Cook Acting CEO
Disclosure of Interest: Nil
Date: 18 February 2025
Author: Aaron Cook, Acting Chief Executive Officer

SUMMARY

It is presented to Council to endorse the reimbursement of Casair for the incorrect allocation of Fees and Charges to Casair and their charter subcontractors.

BACKGROUND

This matter dates back to the end of 2023 and the beginning of 2024.

The previous interactions between staff and Casair will not be commented on in this report. However there has been a liability created within Casair to the amount of \$214,203.

COMMENT

The author, after seeking advice from Council's legal advisors on this matter has had a "Without Prejudice" meeting with Casair to explore if an outcome to resolve the matter can be agreed.

From this meeting it was proposed that as the liability was created through the Head Tax Fee and Charge from passengers flying into Kambalda that the resolution should be based around this action.

As such it is proposed that, should Council endorse this action, that an agreement be formed between the Shire of Coolgardie and Casair that for every passenger arriving in Kambalda under the Casair Flights or their Chartered Flights that a reimbursement of \$6.00 be charged from Casair to the Shire for each passenger when the head tax is applied.

If approved by Council this outcome only affects Casair and its subcontractors and does not affect any other carrier to the Kambalda Airport. The outcome will greatly improve the working relationship with Casair directly but also improve the Shire's reputation in the Airport Industry and will have resolved a significant liability.

CONSULTATION

The author has emailed and spoken directly with McLeods regarding the proposed action and resultingly had a meeting with Casair.

STATUTORY ENVIRONMENT

Technically there is no Statutory Implications regarding this matter as it is a reimbursement of the liability created to Casair.

However the appropriate forming and or amending of Fees and Charges within the *Local Government Act 1995* is *Subdivision 2 – Fees and Charges s6.16, s6.17, s6.18 and s6.19.*

POLICY IMPLICATIONS

As Council is resolving to take this action there is no policy or delegation to the ACEO that is taking place.

FINANCIAL IMPLICATIONS

Whilst there is a significant financial imposition in this matter, being the repayment of \$214,203 to Casair, this will take place over a period of approximately 12 months and will have the majority impact in the next financial year.

STRATEGIC IMPLICATIONS

The strategic implications of this item are not listed in the normal outcomes for the Shire.

However the resolution of this matter is strategic in nature as it has been a significant issue since January 2024 and enables both entities to regain trust and working relationship that will prosper both parties but more importantly the Shire of Coolgardie community.

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council authorise the Acting Chief Executive Officer to finalise an agreement with Casair to extinguish the current liability of \$214,203 by returning to Casair \$6 per head from the Head Tax charge per passenger for all direct Casair Flights and their subcontractor flights until repaid in full.

12.1.3 LOCAL GOVERNMENT ORDINARY ELECTIONS 2025

Location:	Shire of Coolgardie
Applicant:	NIL
Disclosure of Interest:	NIL
Date:	1 February 2025
Author:	Rebecca Horan, Director of Governance and Administration

SUMMARY

For Council to consider the method of election for the Shire of Coolgardie 2025 Local Government Ordinary Elections.

BACKGROUND

On the 18th October 2025, the Shire of Coolgardie, like all Local Governments will be holding ordinary elections, to fill three (3) vacancies in Council. In 2023, Council resolved to engage the Western Australian Electoral Commission to be responsible for the conduct of the election held on the 21st October 2023. The last time the general election was run and managed by staff was in 2017.

COMMENT

In order for the WAEC to run the 2025 Election, Council needs to resolve the following matters:

- 1) Appoint the Commissioner (or his delegate) as Returning Officer; and
Confirm that the election will be a postal election (as opposed to an in-person election)

Under the Local Government Act 1995, the Chief Executive Officer of the Shire is automatically the returning officer, except if Council, with the approval of the Electoral Commissioner, appoints someone else.

If WAEC is appointed by Council to conduct the election, it appoints the Returning Officer.

The Returning Officer effectively runs the election, including dealing with queries from candidates, resolving disputes and declaring the election outcome. If the WAEC is managing the election, it makes sense that the Electoral Commissioner (or his delegate) be the Returning Officer.

Confirm that the election will be a postal election.

Section 4.61 requires Council to decide the method of election, Postal or In Person.

There are arguments for and against Postal or In Person, including:

- 1) Postal (for):
 - a. Generally greater turnout,
 - b. More time for votes to be cast,
 - c. Non resident electors have a great chance to vote,
- 2) Postal (against):
 - a. Increasingly expensive, especially regarding Australia Post postage costs to send out, and return packages,
 - b. May create issues for electors for whom English is not a first language,

- c. Time taken for remote electors to receive, and return postal packages has meant that sometimes, packages have received too late to be included in the count.
- 3) In Person (for):
 - a. Cheaper cost to Shire (overall), although often more expensive, per vote received,
 - b. An ability to make a community event out of Polling Day,
 - c. Greater perceived transparency in the process (vote cast and winners declared on the same day).
 - d. Less chance of fraud because electors must vote in person and will be generally known to polling staff.
 - 4) In Person (against):
 - a. Electors in remote areas must travel long distances to vote (or apply for a postal vote)
 - b. Polling places may be needed in multiple areas - Coolgardie and Kambalda (at least)

CONSULTATION

NIL

STATUTORY ENVIRONMENT

Local Government Act 1995

4.20. CEO to be returning officer unless other arrangements are made

- (1) Subject to this section the CEO is the returning officer of a local government for each election.
- (2) A local government may, having first obtained the written agreement of the person concerned and the written approval of the Electoral Commissioner, appoint* a person other than the CEO to be the returning officer of the local government for —
 - (a) An election; or
 - (b) All elections held while the appointment of the person subsists.* Absolute majority required.
- (3) An appointment under subsection (2) —
 - (a) is to specify the term of the person's appointment; and
 - (b) has no effect if it is made after the 80th day before an election day.
- (4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.
* Absolute majority required.
- (5) A declaration under subsection (4) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the same local government.
- (6) A declaration made under subsection (4) on or before the 80th day before election day cannot be rescinded after that 80th day.

4.61. Choice of methods of conducting election

- (1) The election can be conducted as a —
postal election which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or
voting in person election which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

- (2) The local government may decide* to conduct the election as a postal election.
* Absolute majority required.
- (3) A decision under subsection (2) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the same local government.
- (4) A decision under subsection (2) has no effect unless it is made after a declaration is made under section 4.20(4) that the Electoral Commissioner is to be responsible for the conduct of the election or in conjunction with such a declaration.
- (5) A decision made under subsection (2) on or before the 80th day before election day cannot be rescinded after that 80th day.
- (6) For the purposes of this Act, the poll for an election is to be regarded as having been held on election day even though the election is conducted as a postal election.
- (7) Unless a resolution under subsection (2) has effect, the election is to be conducted as a voting in person election.

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The WAEC have advised that the estimated costs of conducting the 2025 ordinary elections by postal vote, will be \$19,240.00 (excluding GST). The costs have been based on the following assumptions:-

- The method of election will be postal;
- 3 Councillor(s) vacancies;
- 2100 electors;
- Response rate of approximately 35%;
- Appointment of a local Returning Officer;
- Count to be conducted at a Shire facility using CountWA.
- Administration staff to assist in the processes of the election.

Council will need to budget \$20,000 in the draft Annual Budget 2025/2026 to cover the cost of the 2025 elections.

STRATEGIC IMPLICATIONS

Accountable and effective leaders

High quality corporate governance, accountability and compliance

ATTACHMENTS

1. **2025 Local Government Elections - Cost Estimate Letter**
2. **2025 Local Government Elections - Written Agreement Letter**

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council: -

1. Declare in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2025 Ordinary Election, together with any other elections or polls which may be required;
2. Decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a Postal election.

12.1.4 FREEHOLD RESERVE R47229, BLUEBUSH ROAD, KAMBALDA

Location: Lots 500, 501, 502 – Reserve 47229, Kambalda
Applicant: NIL
Disclosure of Interest: NIL
Date: 31st January 2025
Author: Rebecca Horan, Director of Governance and Administration

SUMMARY

That Council provide retrospective approval for the Acting CEO and Shire President to sign and affix the common seal to the Contract of Sale documents – Lots 500, 501, 502 – Reserve 47229, Kambalda.

BACKGROUND

Council at its Ordinary Meeting held on the 27th August 2024 resolved the following:-

COUNCIL RESOLUTION #1/2024

Moved: Cr Sherryl Botting

Seconded: Cr Kathie Lindup

That Council;

1. *ACCEPT the valuation and associated costs for freehold land purchase of Lots 500, 501 & 502 on Deposited Plan 424604 being Reserve 47229 on Bluebush Road, Salmon Gum Road and Trigona Place, Kambalda West comprising: -*
 - a. *Valuation of \$320,000 (Three hundred and twenty thousand dollars) plus GST,*
 - b. *Document Preparation fee Registration fees*

2. *Increase Account 513061 Land and Building Economic Services Job No C13100 Land Development from \$0 to \$320,000*

In Favour: Crs Malcolm Cullen, Tracey Rathbone, Sherryl Botting, Kathie Lindup and Corey Matthews

Against: Cr Daphne Simmons

CARRIED 5/1

The above resolution did not allow for the signing or affixing of the common seal and therefore retrospective approval is required.

COMMENT

The contract of sale documents have been signed and returned to the Department of Planning, Lands and Heritage and the deposit has been paid.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 – Sect 9.49a

POLICY IMPLICATIONS

Policy 1.14 – Execution of Documents

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Accountable and effective leaders

High quality corporate governance, accountability and compliance

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council provide retrospective approval for the Acting CEO and Shire President to sign and affix the common seal to the Contract of Sale documents – Lots 500, 501, 502 – Reserve 47229, Kambalda.

12.2 Operation Services**12.2.1 WESTGOLD RESOURCES LTD (RETROSPECTIVE APPROVAL) BETA HUNT OPERATIONS - HAULAGE CAMPAIGN**

Location: Kambalda
Applicant: Westgold Resources Ltd
Disclosure of Interest: Nil
Date: 20 December 2024
Author: Mel Nowlan, Engineering Administration

SUMMARY

For Council to consider retrospective haulage approval from Westgold Resources Ltd (Beta Hunt Operations) to utilise 1.5 kms of Durkin Road (from corner of Silver Lake Rd and Durkin Road to intersection at Goldfields Highway) for a long-term campaign from 30 September 2024 to 29 September 2025 comprising a total of 1.6Mt (135,000t p/month) of mined ore.

BACKGROUND

Westgold Resources Ltd were charged as per Capital Contribution (\$0.07 per tonne per km at 1.6mt x 1.5kms) = \$184,800 (inc GST).

Under the direction of previous CEO (James Trail) the Shire issued invoice (IN10230) and full payment was received (Shire receipt #152066). Letters giving Conditional Officer's Approval (ORD20811) were signed by Acting CEO, Aaron Cook, 18 December 2024 and emailed out to applicant.

COMMENT

As per Council Policy Number 3.09 (Haulage Campaigns) Long Term Campaign: where a cartage campaign exceeds 25,000 tonnes or 100 return trips in any annual period, or more than six return trips in any week or part thereof; the Principal needs to apply to the Shire of Coolgardie for use of the Shire of Coolgardie road network. A variety of contractors are being used for hauling (Merkanooka Haulage, KBD Contracting, Kooda Contracting & Titan Haulage).

31 Prime Mover registrations have been provided and are appropriate to the RAV network status for Durkin Road, as confirmed via Main Roads Mapping Tool. Endorsement is valid for a maximum Class vehicles (TD4.3, Tri Drive PM leading traditional "C-Train" Combination and PBSTD3B.3, Tri Drive PM leading PBS Triple Combination).

CONSULTATION

James Trail

Shire of Coolgardie staff

James Reid; Haulage Co-ordinator, Westgold Resources Ltd

STATUTORY ENVIRONMENT

Road Traffic (Administration) Act 2008 Section 132(4)

POLICY IMPLICATIONS

Policy #3.09 – Haulage Campaigns

Policy #3.10 – Heavy Vehicles Conditions for use on Shire Roads

FINANCIAL IMPLICATIONS

Any contribution received will be placed in the road construction reserve account for use on the relevant road infrastructure.

STRATEGIC IMPLICATIONS

A thriving local economy

Supporting and encouraging mining and processing industries

Accountable and effective leaders

Demonstrating sound financial management and plans for the Shire's long term financial sustainability

Effective management of infrastructure, heritage and environment

Maintaining and renewing infrastructure and building assets

ATTACHMENTS

1. CA07 Application - Westgold
2. Tax Invoice - IN10230

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council APPROVE retrospectively the proposal from Westgold Resources Ltd (Principal) to use 1.5 kms of Durkin Road for a campaign comprising of a total of 1.6Mt (135,000 tonnes p/month) from 30 September 2024 to 29 September 2025 for the contribution of \$184,800 (inc GST) to Account/Job #11202750 (Limited Cartage Campaign).

12.2.2 BML VENTURES PTY LTD (RETROSPECTIVE APPROVAL) - HAULAGE CAMPAIGN

Location: Kambalda
Applicant: BML Ventures Pty Ltd
Disclosure of Interest: Nil
Date: 20 December 2024
Author: Mel Nowlan, Engineering Administration

SUMMARY

For Council to consider retrospective haulage approval from BML Ventures Pty Ltd to utilise Coolgardie North and Carins Roads (Coolgardie) for a long-term campaign from 01 January 2025 to 30 September 2025 comprising an estimated total of 200,000 tonnes.

BACKGROUND

The applicant submitted a CA07 application on 18 December 2024 and was charged as per Maintenance Contribution rate (\$0.04 per tonne per km x 200kt x 39kms) = \$184,800 (inc GST). Letters giving Conditional Officer's Approval (ORD20839) were signed by Acting CEO, Aaron Cook.

COMMENT

As per Council Policy Number 3.09 (Haulage Campaigns) Long Term Campaign: where a cartage campaign exceeds 25,000 tonnes or 100 return trips in any annual period, or more than six return trips in any week or part thereof; the Principal needs to apply to the Shire of Coolgardie for use of the Shire of Coolgardie road network. Currently only one haulage contractor has been nominated (Parsissons Transport). Four Prime Mover registrations have been provided and are appropriate to the RAV network status for Coolgardie North & Carins Roads, as confirmed via Main Roads Mapping Tool. Endorsement is valid for a maximum Tandem Drive Class 7 vehicles.

BML Ventures (CA07 application = IRD46874)						
Coolgardie North Rd (36km)	rate	tonnes	km	Contribution	GST	Total Inc GST
Capital	\$ 0.07	200000	36	\$ 504,000.00	\$ 50,400.00	\$ 554,400.00
Maintenance	\$ 0.04	200000	36	\$ 288,000.00	\$ 28,800.00	\$ 316,800.00
Carins Road (3km)	rate	tonnes	km	Contribution	GST	Total Inc GST
Capital	\$ 0.07	200000	3	\$ 42,000.00	\$ 4,200.00	\$ 46,200.00
Maintenance	\$ 0.04	200000	3	\$ 24,000.00	\$ 2,400.00	\$ 26,400.00
GEH = not chargeable			3			
Total Kms			42			\$343,200 inc GST

CONSULTATION

Aaron Cook; CEO

Shire of Coolgardie staff

William Lloyd; BML Ventures Pty Ltd

STATUTORY ENVIRONMENT

Road Traffic (Administration) Act 2008 Section 132(4)

POLICY IMPLICATIONS

Policy #3.09 – Haulage Campaigns

Policy #3.10 – Heavy Vehicles Conditions for use on Shire Roads

FINANCIAL IMPLICATIONS

Any contribution received will be placed in the road construction reserve account for use on the relevant road infrastructure.

STRATEGIC IMPLICATIONS**A thriving local economy**

Supporting and encouraging mining and processing industries

Accountable and effective leaders

Demonstrating sound financial management and plans for the Shire's long term financial sustainability

Effective management of infrastructure, heritage and environment

Maintaining and renewing infrastructure and building assets

ATTACHMENTS

1. Phillips Find Health and Safety Management Plan
2. Phillips Find - Haulage Route
3. CA07 Application - BML Ventures
4. RAV7 Assessment - WML

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council APPROVE retrospectively the proposal from BML Ventures Pty Ltd (Principal) to use 36 kms of Coolgardie North Road and 3 kms of Carins Roads for a campaign comprising of a total of 200,000 tonnes from 01 January 2025 to 30 September 2025 for the contribution of \$343,200 (inc GST) to Account/Job #11202750 (Limited Cartage Campaign).

12.2.3 COOLGARDIE TOWNSITE - EXPLORATION CONSENT - P15/5305

Location: Bonnie Valee Bypass, Mount Burges
Applicant: ASRA Minerals Ltd
Disclosure of Interest: Nil
Date: 18 February 2025
Author: Jana Joubert, Town Planning Consultant

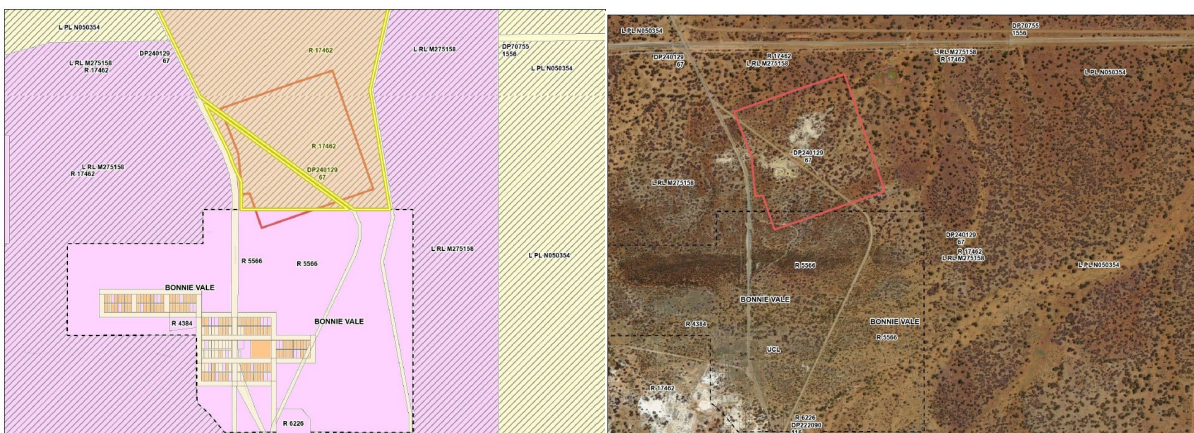
SUMMARY

To advise Council of a request from ASRA Minerals Ltd to undertake prospecting activities over a portion of Crown Land (Reserve 17462, and a small portion of Reserve 5566), within the Shire of Coolgardie, north of Mount Burges. A subsequent formal referral was received by the Department of Planning, Lands and Heritage (DPLH) on 7 February 2025.

The site falls within the nominated Coolgardie Townsite and as such comments are sought from the Shire.

BACKGROUND

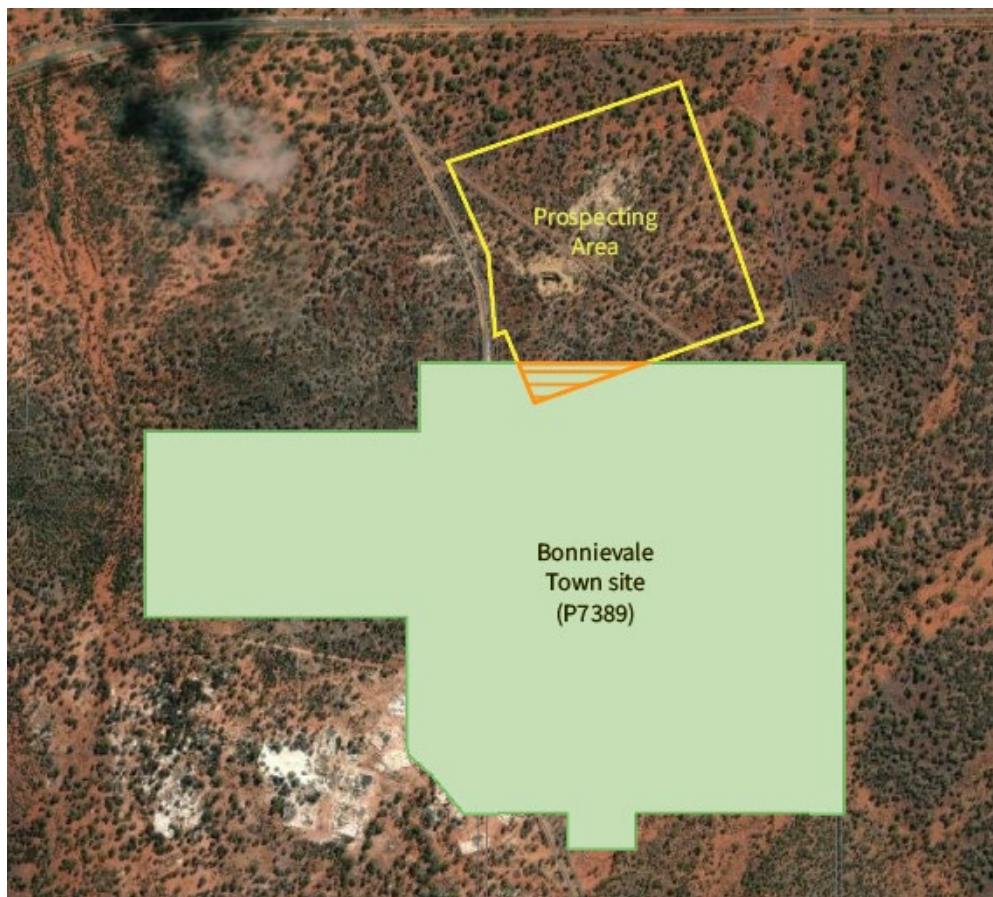
The proposed prospecting area is shown on the plan below (marked in red outline).



The area is zoned Rural under the Shire’s Local Planning Scheme No 5.

COMMENT

The prospecting area intersects a small portion of the Locally Heritage Listed Bonnievale Town Site (Place Number 07389).



In accordance with the State Heritage Office Statement of Significance, the area is considered –

"Important as a mining site but probably more important for the associate[d] tale of determination and heroism associated with the Varischetti rescue".

Further, Place 07389 is listed as a Category 5 site, which translates to it being ...'significant, but not essential to an understanding of the history of the district[. It is recommended to] photographically record the place prior to any major redevelopment [or] demolition'.

It is considered that, due to the abstract nature of the heritage aspects of the site, in particular that portion of Reserve 5566 impacted by the proposed prospecting area, the proposed mining activity will not have a material impact on the significance of the heritage place.

It is concluded that the prospecting activities and proposed drilling sites do not impact on:

- Any development on private land; or
- Any Shire roads or infrastructure; or
- The Mount Burges townsite sustainability, built form character, local residential and lifestyle amenity; or
- Economic activity or investment in the townsite.

Under the *Mining Act 1978*, with respect to townsites, the Minister is to first consult and obtain the recommendation of the local municipality and the Minister for Planning before he can grant consent to mine.

In their referral letter dated 7 February 2025, the DPLH did not propose to impose additional conditions upon the tenement.

Accordingly, it is recommended that the Shire advise the DPLH and ASRA Minerals Ltd that there are no objections to this prospecting licence on the site.

Options

With respect to the proposal, the following options are available to Council: -

Option 1: Support the proposal.

Option 2: Not support the proposal.

Option 3: Defer the proposal for further information.

CONSULTATION

ASRA Minerals Ltd and the DPLH.

STATUTORY ENVIRONMENT

Local Planning Scheme

Mining Act 1978

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

A thriving local economy

Encouraging the development of local business education and support

Supporting local businesses in the Shire

Accountable and effective leaders

Developing strong partnerships with stakeholders for the benefit of our community

Ensuring the Shire of Coolgardie is well positioned to meet future needs

ATTACHMENTS

1. **P15-5305 - Prospecting Licence Location Plan**

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council SUPPORT the Prospecting Licence P15/5305 from ASRA Minerals Ltd on Reserve 17462.

12.2.4 COOLGARDIE TOWNSITE - EXPLORATION CONSENT - P15/6868

Location: Parkes Street, Coolgardie
Applicant: Focus Minerals
Disclosure of Interest: Nil
Date: 18 February 2025
Author: Jana Joubert, Town Planning Consultant

SUMMARY

To advise Council of a request from Focus Minerals to undertake further prospecting activities over a portion of unmanaged Reserve 6042, unmanaged Reserve 6041, and various parcels of Unmanaged Crown Land (UCL), within the Shire of Coolgardie, north of the main Coolgardie town. A subsequent formal referral was received by the Department of Energy, Mines, Industry Regulation and Safety (DEMIRS) on 19 November 2024.

The site falls within the nominated Coolgardie Townsite and as such comments are sought from the Shire.

In support of the request the applicant has advised that: -

- The request area has removed existing public use roads, reserves, the WaterCorp drinking water pipeline (including required buffer zone), freehold lots and other surface types that are considered private land or land requiring additional consents.
- First pass RC drilling is to include up to 12-15 holes – this will determine if targets exist and justifies any further work.
- A small track mounted rig is intended to be utilised; anticipated disturbance will be minimal. While not likely required for all holes, a small pad of 10x10m has been included if required to permit a small work area around the collar for safety/spoils and support vehicle.
- Ground water not anticipated; however, sumps have been included in unlikely case water is intercepted which requires to be contained.
- Where possible, existing disturbance will be used to minimise new disturbance.

BACKGROUND

The Shire has previously acknowledged the use of this land for mining activities, including Prospecting Licence P15/5995.

Focus Minerals made a similar request for access to Council in January 2024, to conduct exploration drilling over a portion of unmanaged Reserve 6042, unmanaged Reserve 6041, and various parcels of Unmanaged Crown Land (UCL), within the Shire of Coolgardie, north of the main Coolgardie town.

At its Ordinary Council meeting on 23 January 2024, Council resolved to –

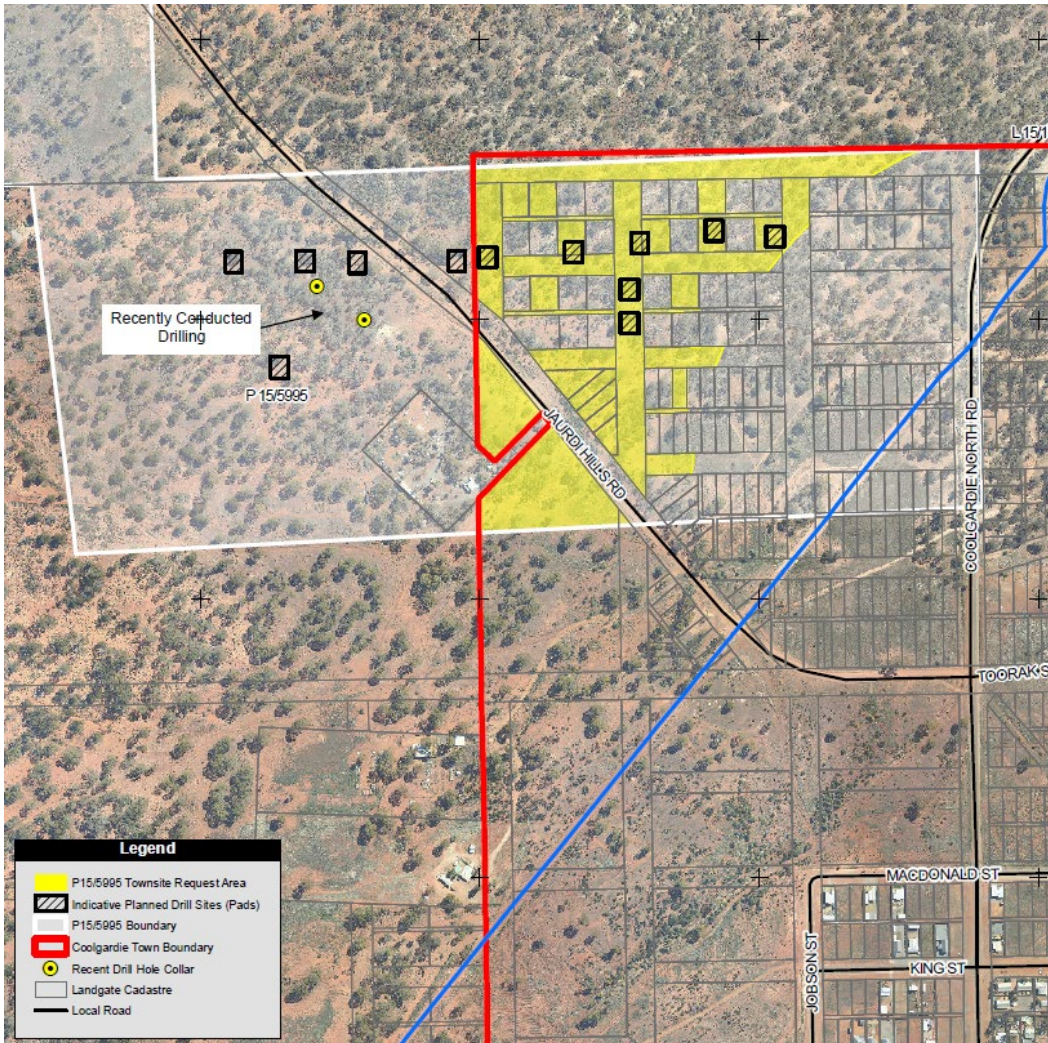
1. SUPPORT the Prospecting Licence P15/5995 from Focus Minerals subject to the inclusion of the following conditions on the tenement: -

a) Endorsement: The grant of this lease does not include any private land referred to in Section 29(2) of the Mining Act 1978 except that below 30 meters from the natural surface of the land.

b) Condition: Access to the surface of land within Coolgardie townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestee, and mining activities within the first 100

metres below the surface of the land being limited to such exploration activities as may be approved by the Director, Environment, DMIRS.

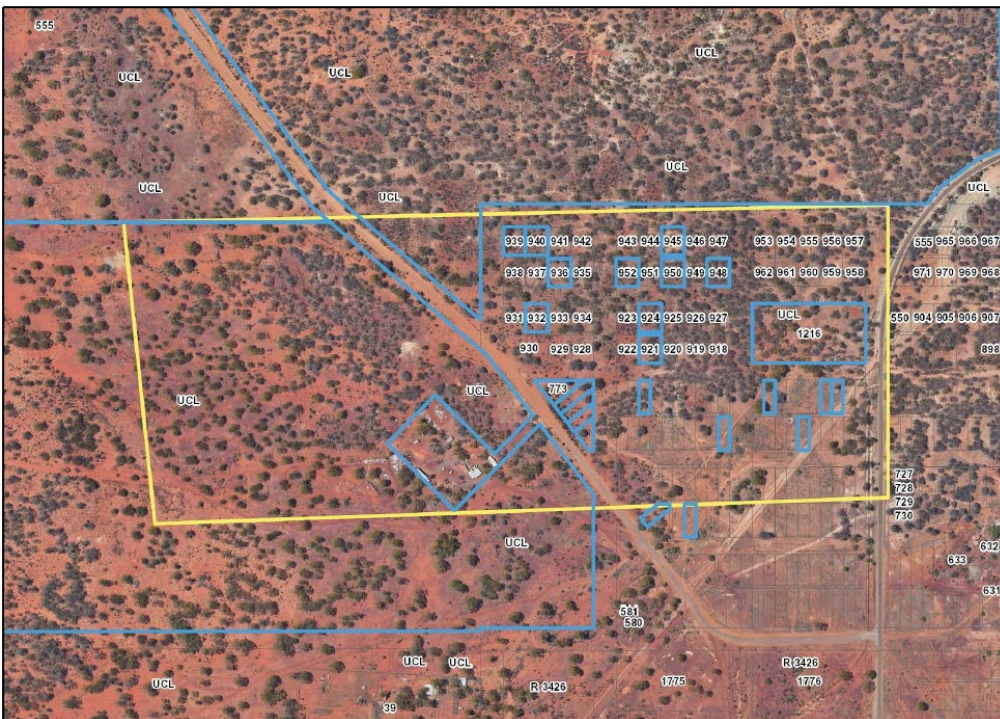
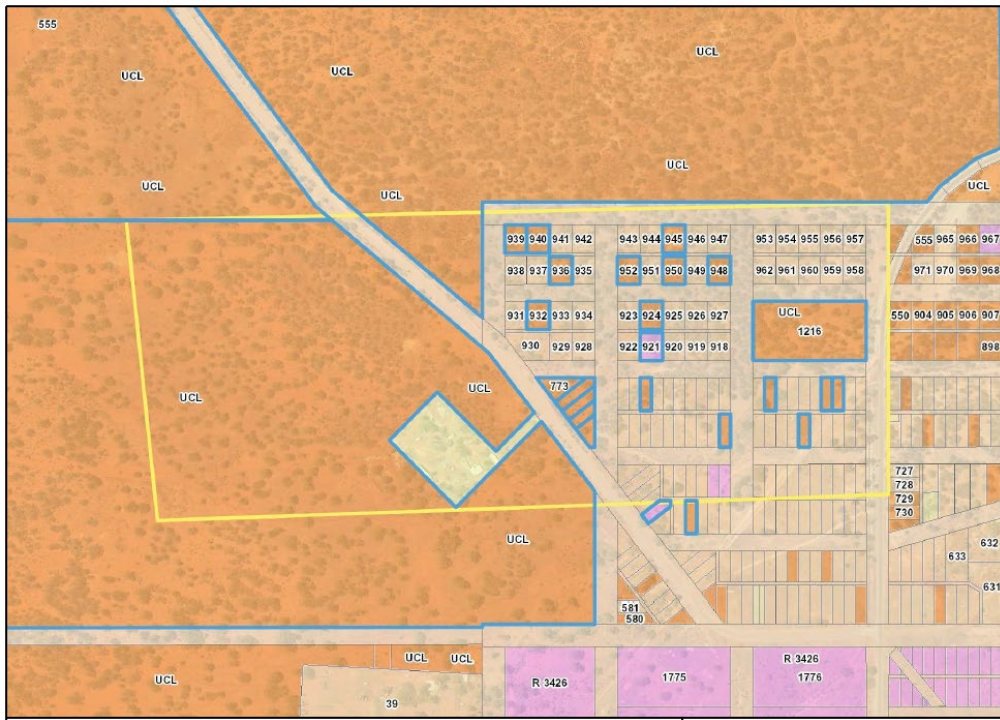
Following Council’s support, Focus Minerals conducted a small successful drill campaign on P15/5995 in early 2024 (marked on the below plan as ‘Recently Conducted Drilling’).



Focus Minerals are now planning follow-up drilling to determine the amount and extent of gold mineralisation that may be present upon the Tenement.

COMMENT

The proposed prospecting area and drilling sites are shown on the plan below (marked in yellow outline).



The area is zoned Public Open Space under the Shire’s Local Planning Scheme No 5.

The prospecting activities and proposed drilling sites do not impact on:

- Any development on private land; or
- Any Shire roads or infrastructure; or
- The Coolgardie townsite sustainability, built form character, local residential and lifestyle amenity; or
- Economic activity or investment in the townsite.

Under the *Mining Act 1978*, with respect to townsites, the Minister is to first consult and obtain the recommendation of the local municipality and the Minister for Planning, Lands and Heritage (the DPLH) before he can grant consent to mine.

In their referral letter dated 5 December 2024, the Department of Planning, Lands and Heritage proposed the following conditions be imposed upon the tenement –

Access to the surface of land within the Coolgardie Townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestees, and mining activities within the first 100 metres below the surface of the land being limited to such exploration activities as may be approved by the Executive Director, Resource and Environmental Compliance, Department of Energy, Mines, Industry Regulation and Safety.

Accordingly, it is recommended that the Shire advise DEMIRS and Focus Minerals that there are no objections to this prospecting licence on these sites.

Options

With respect to the proposal, the following options are available to Council: -

Option 1: Support the proposal.

Option 2: Not support the proposal.

Option 3: Defer the proposal for further information.

CONSULTATION

Focus Minerals, DEMIRS and the DPLH.

STATUTORY ENVIRONMENT

Local Planning Scheme

Mining Act 1978

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

A thriving local economy

Encouraging the development of local business education and support

Supporting local businesses in the Shire

Accountable and effective leaders

Developing strong partnerships with stakeholders for the benefit of our community

Ensuring the Shire of Coolgardie is well positioned to meet future needs

ATTACHMENTS

1. P15-6868 Townsite Access - Planned Drill Sites

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council **SUPPORT** the Prospecting Licence P15/6868 from Focus Minerals subject to the inclusion of the following conditions on the tenement: -

Access to the surface of land within the Coolgardie Townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestees, and mining activities within the first 100 metres below the surface of the land being limited to such exploration activities as may be approved by the Executive Director, Resource and Environmental Compliance, Department of Energy, Mines, Industry Regulation and Safety.

12.2.5 LIST OF PAYMENTS - DECEMBER 2024

Location: Nil
Applicant: Nil
Disclosure of Interest: Nil
Date: 21 January 2025
Author: Raj Subbiah, Finance Manager

SUMMARY

For Council to receive the list of accounts for December 2024.

BACKGROUND

The Local Government (Financial Management) Regulations 1996, Regulation 13(3)(b) requires that Council receive a list of accounts paid in the month, and that this be recorded in the minutes. Council has delegated to the Chief Executive Officer that authority to make these payments from Municipal and Trust Funds.

COMMENT

Presented in this item is a table of accounts (invoices) and includes that cheque (or EFT) identifier for the transaction, the entity, date, and amount paid, description of the goods, service, or other that relates to the payment. Extra details of invoices relating to payments are included for the information of Councillors.

The schedule of payment made under delegated authority as summarised below and recommended to be received by Council, has been checked and is supported by vouchers and invoices which have been duly certified as to the receipt of goods and provision of services, and verification of prices and costings.

Significant Payments for the month of December 2024 are: -

1. Sirrom Village – Management of Bluebush Village
2. Dowsing Group Pty Ltd – Footpath Works
3. Versatile Plant And Contracting Pty Ltd – Road Maintenance

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996, Regulation 13 – Lists of Accounts

POLICY IMPLICATIONS

CS-PROCUREMENTS POLICY. Policy CS-11 sets the guidelines with regards to the purchase of goods or services provided.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS**Accountable and effective leaders**

Maintain integrated strategic and operational plans

High quality corporate governance, accountability and compliance

ATTACHMENTS

1. List Of Payments December 2024

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council RECEIVE listing (attached) of accounts paid during the month of December 2024 by the Chief Executive Officer under delegated authority of Council.

1. Municipal accounts totalling \$2,104,833.16 on municipal vouchers EFT28305 – EFT28535, Cheques and Direct Debits
2. Fuel card payments totalling \$69,550.78
3. Credit Card totalling \$16,946.80

12.2.6 LIST OF PAYMENTS - JANUARY 2025

Location: Nil
Applicant: Nil
Disclosure of Interest: Nil
Date: 18 February 2025
Author: Raj Subbiah, Finance Manager

SUMMARY

For Council to receive the list of accounts for January 2025.

BACKGROUND

The Local Government (Financial Management) Regulations 1996, Regulation 13(3)(b) requires that Council receive a list of accounts paid in the month, and that this be recorded in the minutes. Council has delegated to the Chief Executive Officer that authority to make these payments from Municipal and Trust Funds.

COMMENT

Presented in this item is a table of accounts (invoices) and includes that cheque (or EFT) identifier for the transaction, the entity, date, and amount paid, description of the goods, service, or other that relates to the payment. Extra details of invoices relating to payments are included for the information of Councillors.

The schedule of payment made under delegated authority as summarised below and recommended to be received by Council, has been checked and is supported by vouchers and invoices which have been duly certified as to the receipt of goods and provision of services, and verification of prices and costings.

Significant Payments for the month of January 2025 are: -

1. Sirrom Village – Management of Bluebush Village
2. Dowsing Group Pty Ltd – Footpath Works
3. Versatile Plant And Contracting Pty Ltd – Road Maintenance

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996, Regulation 13 – Lists of Accounts

POLICY IMPLICATIONS

CS-PROCUREMENTS POLICY. Policy CS-11 sets the guidelines with regards to the purchase of goods or services provided.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS**Accountable and effective leaders**

Maintain integrated strategic and operational plans

High quality corporate governance, accountability and compliance

ATTACHMENTS

1. List Of Payments January 2025

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council RECEIVE listing (attached) of accounts paid during the month of January 2025 by the Chief Executive Officer under delegated authority of Council.

1. Municipal accounts totalling \$1,385,133.64 on municipal vouchers EFT28536 – EFT28636, Cheques and Direct Debits
2. Fuel card payments totalling \$46,734.95
3. Credit Card totalling \$14,885.84

12.2.7 MONTHLY FINANCIAL STATEMENTS FOR THE MONTH ENDED 31 DECEMBER 2024

Location: Shire of Coolgardie
Applicant: Shire of Coolgardie
Disclosure of Interest: Nil
Date: 22 January 2025
Author: Raj Subbiah, Finance Manager

SUMMARY

This report recommends that the Monthly Statement of Financial Activity report for the period ending 31 December 2024 is presented to Council for adoption.

BACKGROUND

In accordance with regulation 34 of the *Local Government (Financial Management) Regulations*, the Shire is to prepare a monthly Financial Statement for approval by Council.

The format for monthly reporting was introduced by the Department of Local Government from 1 July 2005; the change was implemented to provide elected members with a better idea of operating and capital revenues and expenditures. The requirement is for a Statement of Financial Activity with a report detailing material variances. The Financial Report presented includes this as well as other statements and supplementary information.

Section 6.4 of the Local Government Act 1995, requires that financial reports be prepared and presented in the manner and form prescribed in the *Local Government (Financial Management) Regulations*. Regulation 34 has been amended to require that Councils report on the sources and applications of funds on a monthly basis and that the report be noted by Council.

COMMENT

Attached for consideration is the completed Monthly Financial Report.

The document attached includes Statements of Financial Activity by Program, and Nature and Type, Notes to the financial statements, an explanation of material variance as well as a summary of bank account balances at 31 December 2024, loan repayments, and reserve account status.

In accordance with the *Local Government (Financial Management) Regulations*, a report must be compiled on variances greater than the percentage agreed by Council which is currently 10% or \$10,000. With the report prepared at program level, comments have been made regarding variances. A nil variance is equal to 100%, meaning that the year-to-date actual is identical to the year to date budget. Comments are therefore provided where variance values are <90% or >100% and the dollar variance exceeds \$10,000.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996 Section 34

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
 - (a) Presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Financial Report is information only and there are no financial implications relating to this item.

STRATEGIC IMPLICATIONS**Accountable and effective leaders**

Demonstrating sound financial management and plans for the Shire's long term financial sustainability

High quality corporate governance, accountability and compliance

Ensuring the Shire of Coolgardie is well positioned to meet future needs

ATTACHMENTS

- 1. Monthly Financial Report December 2024**
- 2. Management Report December 2024**

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That the Monthly Financial Activity Statement for the period 1 July 2024 to 31 December 2024 be RECEIVED.

12.2.8 MONTHLY FINANCIAL STATEMENTS FOR THE MONTH ENDED 31 JANUARY 2025

Location: Shire of Coolgardie
Applicant: Shire of Coolgardie
Disclosure of Interest: Nil
Date: 22 February 2025
Author: Raj Subbiah, Finance Manager

SUMMARY

This report recommends that the Monthly Statement of Financial Activity report for the period ending 31 January 2025 is presented to Council for adoption.

BACKGROUND

In accordance with regulation 34 of the *Local Government (Financial Management) Regulations*, the Shire is to prepare a monthly Financial Statement for approval by Council.

The format for monthly reporting was introduced by the Department of Local Government from 1 July 2005; the change was implemented to provide elected members with a better idea of operating and capital revenues and expenditures. The requirement is for a Statement of Financial Activity with a report detailing material variances. The Financial Report presented includes this as well as other statements and supplementary information.

Section 6.4 of the Local Government Act 1995, requires that financial reports be prepared and presented in the manner and form prescribed in the *Local Government (Financial Management) Regulations*. Regulation 34 has been amended to require that Councils report on the sources and applications of funds on a monthly basis and that the report be noted by Council.

COMMENT

Attached for consideration is the completed Monthly Financial Report.

The document attached includes Statements of Financial Activity by Program, and Nature and Type, Notes to the financial statements, an explanation of material variance as well as a summary of bank account balances at 31 January 2025, loan repayments, and reserve account status.

In accordance with the *Local Government (Financial Management) Regulations*, a report must be compiled on variances greater than the percentage agreed by Council which is currently 10% or \$10,000. With the report prepared at program level, comments have been made regarding variances. A nil variance is equal to 100%, meaning that the year-to-date actual is identical to the year to date budget. Comments are therefore provided where variance values are <90% or >100% and the dollar variance exceeds \$10,000.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996 Section 34

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
 - (a) Presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Financial Report is information only and there are no financial implications relating to this item.

STRATEGIC IMPLICATIONS**Accountable and effective leaders**

Demonstrating sound financial management and plans for the Shire's long term financial sustainability

High quality corporate governance, accountability and compliance

Ensuring the Shire of Coolgardie is well positioned to meet future needs

ATTACHMENTS

1. **Monthly Financial Report January 2025**
2. **Monthly Management Report January 2025**

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That the Monthly Financial Activity Statement for the period 1 July 2024 to 31 January 2025 be RECEIVED.

12.3 Commercial Services

Nil

13 ITEMS FOR INFORMATION ONLY

Nil

14 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

15.1 Elected Members

15.2 Shire Officers

16 MATTERS BEHIND CLOSED DOORS**OFFICER RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995:

16.1 Rate Write Offs Following Transfer of Title

This matter is considered to be confidential under Section 5.23(2) - e(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

17 CLOSURE OF MEETING