



12 APRIL 2019

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**Shire of Esperance**

**ORDINARY COUNCIL MEETING**

**23 APRIL 2019**

**ATTACHMENTS EXCLUDED FROM AGENDA**



### 12.4.1 Information Bulletin - March 2019

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we make it  
happen

## Strategic Community Plan Quarterly Report

January - March 2019

Shire of Esperance

Actions by Theme (18/19)

**Community Connection****Actions****1.1.1.1 Manage Community Support**

The Management of this area has concentrated mostly on working with the Fires this quarter this was compounded by the CEMC being off sick for a prolonged period due to an operation and recovery. Whilst we are back to normal working we have also been working with the recovery and undertaking the necessary debriefs which inform us for future events.

**Last Updated** Tuesday, 9 April, 2019

**1.1.1.2 Review and implement the Disability, Access and Inclusion Plan across the Shire**

This is once again a priority focus for the manager having taken a back seat due to the Esperance Fire Complex.

**Last Updated** Wednesday, 3 April, 2019

**1.1.1.3 Provide support and advice to community groups**

In March 2019...

Club Development Assistant (parttime) joined the Community Development team

The following community groups are receiving our support...

Camping Overflow during the Fires

Stadium set up for Fire Fighters

Esperance Cycling Clubs CSRFF Application - Velodrome

Esperance Community Arts-Community Grant

Esperance Cannery-Community Grant

EVRC-Social Media workshop promoted

Esperance Keep Australia Beautiful Group

CDRA

French Exchange Program

**Last Updated** Wednesday, 10 April, 2019

**2.1.1.1 Coordinate review of Environmental Health procedures and develop draft Public Health Plan**

As part of the preparation of the Shire's Public Health Plan, the review of 28 Business Unit Plans was completed during March 2019. Much of this information was collated.

The Esperance Senior High School's Vocational Training Student with the Development and Statutory Services team has been assisting in the preparation of a number of information sheets and other documentation.

**Last Updated** Sunday, 7 April, 2019

**2.1.1.2 Manage Environmental Health Services**

Environmental Health Services in collaboration with Kalgoorlie Population Health held a number of information session on the management of discarded

## Shire of Esperance

Actions by Theme (18/19)

## Community Connection

## Actions

needles in the community.

Participants to these sessions included Tjaltjraak Rangers, Wongutha Christian Aboriginal Parent Directed School and volunteers with the session covering such things as general blood borne disease education, the collection of discarded needles and syringes.

The 2019-2020 Environmental Health Business unit planning commenced, it is expected that this will be completed during March or early April.

One of the EH team has tendered their resignation, the process of replacement commenced during March.

Assess and review service structure -

Record historical septic plans in CM9 -

Community Education-Health Services in collaboration with Kalgoorlie Population Health visited Tjaltjraak Rangers, Wongutha and volunteers. Participants were provided with safety skills around the safe pickup and discard of needles and syringes in the course of their work or in the community. Training also covered general blood borne disease education.

Education of Stakeholders - Customers are constantly provided guidance when requested by phone, counter, or emails. Various facts sheets are available upon requests and on the Shire Website.

Inspections-Inspections on target for 18 19

Internal Building referral- 6 x internal building referrals were assessed by the Environmental Health team.

Internal Planning referral-18 x internal planning referrals were assessed by health.  
10 x temporary food permits were issued for community fundraising events.

Projects-Public health plan:

Mapping of public health and wellbeing activities within the organisation was provided to management for review.

Review of Health Business unit plan completed.

Service Requests- Trim and CRM =

Trim =

**Last Updated** Monday, 8 April, 2019

## 2.1.1.3 Manage Esperance Home Care

CHSP – Care Relationships and Carer Support-Results for February 2019:

Flexible Respite: 18.75 hours (17%)

Community Based Respite: 150.3 hours (104%)

## Shire of Esperance

## Actions by Theme (18/19)

## Community Connection

## Actions

CHSP – Community and Home Support-Results for February 2019:  
 Total hours excluding transport and meals: 2343 (111%)  
 Total transport trips: 694 (93%); Total meals delivered: 304 (157%)

HACC - Results for February 2019:  
 Total Hours for all service types (excluding transport and meals): 182  
 Transport - number of one way trips: 73. Number of Centre meals: 8  
 As directed by the State Dept of Health we recently contacted all our HACC clients to determine whether they have applied to be tested for NDIS funding. At this stage we believe that HACC funding will cease from July 2020 and all clients will require to test for NDIS funding.

Number of Home Care Packages - As at 1 April 2019:  
 3 Level 1 packages (2 new packages, 2 clients moved to L2)  
 12 Level 2 packages (1 new package, 2 clients moved up from Level 1)  
 11 Level 3 packages (1 client passed away)  
 11 Level 4 packages (1 moved to residential care; 2 clients passed away)

Staffing: employed four new Community Support Workers since February and a new casual gardener /home maintenance work.  
 Combined Package Care, Community Care CSW meeting held in March.  
 Full Staff Meetings held in February and March - included dementia training.  
 CSW Focus Group meeting held in February.  
 Staff Newsletter distributed in March.

Training: Two members of staff attended an NDIS support coordination workshop in Perth, in preparation for taking on this role. Three staff have now completed medication training. Ran a series of Preventing Dementia workshops, we advertised these to the community and had a very good response. All sessions were full.

Volunteer Newsletter sent in March.

Client Newsletter sent in March - including information about services provided over Easter and Anzac Day.

We are planning to take a group of clients to Woody Island in April. In order to cover the cost of the ferry tickets we have received voucher donations from local businesses. We conducted an on-line auction on our facebook page and raised \$1275. We would very much like to thank all the generous local business who donated to this worthy cause.

Remodel existing Day Centre-In the process of seeking quotes for the final plans for the Centre.

**Last Updated** Friday, 5 April, 2019

## Shire of Esperance

Actions by Theme (18/19)

## Community Connection

## Actions

**2.2.1.1 Manage the Bay of Isles Leisure Centre**

The Bay of Isles Leisure Centre has a busy month with 8777 patrons attending the facility over the month of March. 2533 Members attended, 5445 casual patrons and 269 children visited crèche. The aquatic area has seen a swimming carnival, swimming lessons and lifeguard re-qualifications occur this month. Party bookings have been popular with the inflatable being hired out 7 times and an out of hours booking for a community group.

While attending to normal operations staff have been preparing for the aquatic closure occurring next month. Members have been notified, casual users notified through posters, Facebook and other forms of communication, including shire publications. Most users of the facility have accepted the timing of the closure and a few have sought additional information for the timing not understanding why the closure period was chosen. Senior staff are back filling pool operations shifts, while this is not ideal it has allowed a number of the operations aquatic staff to be given work over the closure period in another area of the Shire.

The 4 new diving platform caps have arrived and they will be fitted during the closure. Boilers are operating efficiently with a reduction in gas usage achieved assisted by warmer weather. Maintenance occurred to the shower hot water loop, dosage systems, minor leaks and the bulkhead in the centre of the aquatic area detached from the roof between the lap and lagoon pool. The bulkhead has been removed and the seating area sectioned off for the safety of patrons, walkways are still open.

H&F classes and the crèche were closed over the long weekend, this has reduced usage statistics. New activities have been introduced to the crèche and a weekly theme. The children have enjoyed themselves while their parents have passed on comments to staff or on related Facebook posts.

While membership numbers have decreased this month the DRY membership numbers have been increasing since January. Prepaid memberships have not been renewed in the WET and Full membership category and maybe due to the impending aquatic closure.

A new timetable is currently in process. A seniors class and children's classes will be offered during the aquatic shutdown period. Requests have come from parents in swimming lessons and seniors attending the hydrotherapy pool.

Swimming lessons have been well attended this month and with the end of term approaching assessments have begun. 5 Practical Swim Instructors have been attending this term and are progressing well.

**Last Updated** Monday, 8 April, 2019

**2.2.1.2 Deliver workshops and forums that assist and improve local community and sporting groups operations**

In March 2019

30 community members attended our first TOAST workshop for 2019. (10 topics in total were discussed). Community feedback was very positive. Another workshop is planned towards the end of September 2019.

**Last Updated** Tuesday, 2 April, 2019

**2.3.1.1 Manage the Esperance Civic Centre**

In March

Tim(2 weeks) and Joel(3 weeks) had annual leave from the 19th of March 2019.



## Shire of Esperance

Actions by Theme (18/19)

## Community Connection

## Actions

Staff are still preparing the Lotterywest grant for the upcoming Civic Centre shows 2019/20. Planning to apply for around \$100,000 per year for 2 years.  
The Civic Centre hosted the Highwaymen(241 attended) and Morning Melodies (37).

Also in March...

Church x 8

Morning Melodies x 1

Workshops x 11

General bookings x 2

Funeral x 1

**Last Updated** Tuesday, 2 April, 2019

## 2.3.1.2 Facilitate &amp; Support Community Events

Morning Melodies had 37 attend which is the best response we have had so far.

TOAST workshop was popular 30 attended

Preparation has commenced for the following events...

Anzac Day (support)

Naidoc week (support)

French weekend

Pink it Up

Sports Star of the Year

**Last Updated** Tuesday, 2 April, 2019

## 2.3.1.3 Develop a Library Strategic Community Plan

**Last Updated** Monday, 4 September, 2017

## 2.3.1.4 Manage the Frank Collett Public Library

Very busy January for library in all areas of service.

Holiday activities popular.

Esperance Library Friends Book Sale generated over \$5500 for new library resources.

Volunteers and staff very happy with new workroom renovations; waiting on kitchen changes and then the focus will be on the Stack and Storage areas on the Mezzanine floor.

Be Connected program going very well; 3 more workshops planned over next two months as well as hosting another NBN session for Seniors. A new 'Tech Chat & Chai' weekly session planned to encourage seniors mentoring other seniors in regard to new technology. Bookings for 'Tech Help' increasing.

Storytime commenced again during new school year with good numbers for both weekly sessions. Focus on early literacy fun activities is very popular with parents.

Library has been very busy since start of the year in all areas of services.

## Shire of Esperance

Actions by Theme (18/19)

## Community Connection

## Actions

The proposed framework for the new tiered model for delivery of public library services in WA has been released by the Public Libraries Working Group . The framework for the new model will go out to all local governments as part of WALGA's State Council process. There are three tiers, based on population and capacity; the current allocation model for the distribution of funding from the State Government will not change but some processes undertaken by public libraries and the State Library will alter. When endorsed by WALGA State Council and the Library Board in May 2019, the State Library will work with local governments towards transitioning to the new model by 1 July 2019.

Another significant change to library services is the cessation of the Webselect stock selection system currently used for ordering new library stock . An alternative system will be trialed by Esperance after July 1.

The next major funding round for the 'Be Connected' program is now open; the success of the first year of this program in Esperance makes us a strong contender for further funding in this new round.

**Last Updated** Tuesday, 9 April, 2019

## 2.3.1.5 Manage the Museum

The Museum enjoyed a bumper January visitor period with visitation figures increased compared with the same time last year.

New Evacuation Plans have been placed around the in building and evacuation drills are to be held shortly.

The new 'Join the Team' volunteer promotion has received encouraging numbers of responses from potential new volunteers for both front counter and back room positions. New Volunteer Position Descriptions have been popular for both existing and potential volunteers .

The January 'Cuppa and Chat' welcomed volunteers back for a new year and dealt with mainly operational matters.

The grant application to LotteryWest for the funds needed for the Interpretation Plan has been finalized and will shortly be submitted .

Museum focus for next few months will be on the Skylab 40th Anniversary; plans to refresh the main Skylab display are underway.

The Museum Interpretation Plan grant application has been submitted to LotteryWest.

New kitchen pantry cupboard installed.

The Skylab 40th Anniversary plan is in final draft and 2 workshop sessions promoting 3 activities (the Re'spaceCycle competition, Skylab Styles competition and What's your Skylab Story?) will occur during April and lead up to the packed program of celebrations in the July school holidays .

Two new emergency exit doors are being installed in the agriculture area of the building as there were no disability compliant emergency exits in this area of the building as the doors on the James Street side are all step down exits.

Two new signs have been installed on the James and Dempster Streets sides of the building ; they are bright and inviting signs reflecting the modern rebranding of the Museum and have attracted many positive comments.

**Last Updated** Tuesday, 9 April, 2019

## 2.3.1.6 Support a Sustainable Arts Community

This quarter has seen several meetings with ECA with a view understanding their current position.

**Last Updated** Wednesday, 3 April, 2019

## 3.1.1.1 Manage the Volunteer Resource Centre

Review current operations and develop a plan to improve sustainability-This is ongoing. The initial part of this will be to undertake an update of our strategic plan. We will need to take into account how the State views future funding and hope that after 12 months of extensions that they will begin to role out any new

## Shire of Esperance

## Actions by Theme (18/19)

## Community Connection

## Actions

plans and opportunities soon.

Build robust relationships to support volunteering - partnerships and advocacy roles-This month we were able to help with the provision of opportunities for Spontaneous volunteers who were looking to help with the fire effort. We continue to work with a number of organisations to assist them with their ongoing use of volunteers, as well as organisations looking to start and use volunteers. The Centre Co-ordinator usually takes on this role but due to the ongoing fire situation has not been available for consultations this month. The centre loaned out equipment or offered other services such as photocopying to the : Clean up Australia, Tennis Club, DFES, Hope Community Services and SES

Grant funding applications-Currently funded to June 2019 for our State Funding and until 2021 for the Federal funding.  
A grant opportunity has just been released for National Volunteer Week which will be applied for next month.

Maintenance of register of vacant volunteer positions-This is ongoing. All vacancies are advertised via the Go volunteer web page.  
We continue to work with organisations to offer interesting volunteer roles and to encourage them to plan ahead in order to enable us to promote to volunteers. The Centre is currently advertising 76 active positions listed through the Govolunteer web page.  
The Centre listed 6 new or newly vacant position this month.

Promote volunteering to the community-This month we have undertaken some very specific promotion for our training, the Emergency Support volunteering and our community connections program. The majority has been via face book but we did have an advert in the Esperance Express as well.

Provide assistance in helping individuals to Volunteer- We have had a spike in consultations this month as we put the call out for assistance for our SES and other Fire support.  
We had 24 face to face consultations and 31 email consultations with 49 referrals for both ongoing volunteer roles and Emergency Support.

Relevant training provided for volunteers and not for profit organisations- We hosted Adept Training who delivered training called Exploring the Volunteer Lifecycle. We had 14 attendees representing 9 organisations. Unfortunately a couple of attendees had to pull out late due to their roles in the fire situations.  
We have training in planning your Social Media planned for March.

Review current operations and develop a plan to improve sustainability-This is ongoing. The initial part of this will be to undertake an update of our strategic plan. We will need to take into account how the State views future funding and hope that after 12 months of extensions that they will begin to role out any new plans and opportunities soon.

Build robust relationships to support volunteering - partnerships and advocacy roles-This month we were again heavily involved in assisting with the provision of opportunities for Spontaneous volunteers who were looking to help with the fire effort. This has highlighted the need to have further volunteers available with specific training to make them more useful during an emergency situation. We are looking to partner with SES to offer training to a group of "Emergency ready Volunteers". We usually work with a number of different groups but as the Centre Co-ordinator was working with the ongoing fire situation there has been less opportunity for consultations this month.

Grant funding applications-Currently funded to June 2019 for our State Funding and until 2021 for the Federal funding.

## Shire of Esperance

Actions by Theme (18/19)

## Community Connection

## Actions

We have been successful in securing a small grant for National Volunteer Week Celebrations .  
Whilst we have not received a formal notification from the Department for Communities regarding our State funding - they are required to give us 3 months notice if the grant is to end - I would deduce that we are likely to be offered another extension to this funding in the near future .

Maintenance of register of vacant volunteer positions-This is ongoing. All vacancies are advertised via the Go volunteer web page.  
We continue to work with organisations to offer interesting volunteer roles and to encourage them to plan ahead in order to enable us to promote to volunteers. The Centre is currently advertising 76 active positions listed through the Govolunteer web page.  
The Centre listed 6 new or newly vacant position this month.

Promote volunteering to the community-This month we have undertaken some very specific promotion for our training, the Emergency Support volunteering  
The majority has been via face book but we did have an advert in the Esperance Express as well.

Provide assistance in helping individuals to Volunteer- We have again had a spike in consultations this month as we put the call out for assistance for our SES and other Fire support.  
We had 32 face to face consultations and 56 Phone consults and 26 email consultations with 39 referrals for both ongoing volunteer roles and Emergency Support.

Relevant training provided for volunteers and not for profit organisations- We hosted Hancock Creative who delivered training - Social Media Planning. We had 8 attendees representing 5 organisations. This was less than our usual attendance rate - which may have been due to school sports days that week.

**Last Updated** Monday, 8 April, 2019

## 3.1.1.2 Manage the Community Grants Program

2019 Community Grants opened on the 1st of March in all categories. They close on the 15th of April 2019.  
The Community Development Officer has been kept busy with community inquiries .

The support category has \$3000 available until the end of June 2019.

**Last Updated** Monday, 8 April, 2019

## 3.1.1.3 Develop and Implement Management Procedures for Shire volunteers

Work on a Volunteer Induction Manual is progressing.

**Last Updated** Monday, 8 October, 2018

## 3.2.1.1 Administer Youth Advisory Council

The next YAC meeting will occur in early April as we progress towards this years Youth Week event . There has also been interest from new people in joining YAC, with a couple of resignations also occurring as we moved into a new calendar year.

**Last Updated** Wednesday, 3 April, 2019

Shire of Esperance

Actions by Theme (18/19)

**Community Connection****Actions****4.1.1.1 Increase community awareness and implement mitigation strategies for the prevention of emergency incidents****Last Updated** Tuesday, 9 April, 2019**4.1.1.2 Manage emergency recovery services**

Impact assessment completed and submitted to DFES. Awaiting sign off.

Met with State recovery office. Only outstanding issue to date is longer term impacts to Indigenous heritage sites. Working group formed including Tjaltjaraak, DBCA, Shire of Esperance and DFES. First meeting to be held 12th April 2019.

**Last Updated** Friday, 12 April, 2019**4.1.1.3 Manage emergency responses**

This quarter saw a number of large fires start in the UCL which were consequently taken over by DFES, designated as a level 2 called the Esperance Complex. The size and proximity of the fires caused issues and required a large number of personnel to be deployed to the area from outside of Esperance. For the first time we saw the deployment of the DBCA mobile Incident Control Centre and the use of the Army reserve to supply accommodation.

**Last Updated** Friday, 12 April, 2019**4.1.1.4 Provide emergency prevention services****Last Updated** Tuesday, 9 April, 2019**4.1.1.5 Manage animal control**

Animal related incident: 71% (166) of Customer Service related tasks were associated with animal incidents

14 dogs were impounded during March 2019, this is the highest recorded for this financial year.

**Last Updated** Sunday, 7 April, 2019**4.1.1.6 Manager Rangers Services**

Approximately 3% of Customer Service Request Actions were in the areas of illegal dumping, approximately 14% in the area of Fire and 12% in the area of Local Laws.

The Shire's 2018/2019 Firebreak Notice period ended 31/03/2019. A precis of the program:

780 inspections consisting of

518 Initial Inspections

250 1st Follow-up

## Shire of Esperance

Actions by Theme (18/19)

## Community Connection

## Actions

12 2nd Follow - up

Approximately 420 Notice to Comply have been issued to Landowners for works to be conducted.

To date 63 Infringements have been issued, 12 of these have been withdrawn for a variety of reasons including testing of system, administrative error, and the remaining the works have been completed.

A further 14 are currently on-hold as the Infringement is under review.

This firebreak season saw the implementation of a new administrative system to assist in the manage the program. From my perspective a good deal of credit must be given to the team as a number of different issues arose .

During April 2019 a debrief will occur to review the program and propose any changes that maybe required moving forward.

Dog patrols utilising the electric bike scheduled to commence during February 2019 have not occurred due to operational issues and other demands.

2019-2020 Business Unit planning occurred during March 2018, this process will be completed in April 2019.

With the commencement of the new financial year Ranger Services will be working through the following specific projects:

Design of new Animal Management Facility to a stage of development of approved plans

A service level review of Ranger Services is to be undertaken as a matter of priority . The review of the Ranger Service has commenced.

**Last Updated** Sunday, 7 April, 2019

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## Shire of Esperance

Actions by Theme (18/19)

## Built Environment

## Actions

**5.1.1.1 Implement Parking, Traffic and Pedestrian Strategy**

Detailed Design Development complete for the realignment of the Dempster & Andrew Street Roundabout. Public information has been produced.  
Currently finalising the designing the slip lane into the Boat Ramp carpark.  
The CBD Landscaping design has been awarded to H+H Architects, the design has commenced.

**Last Updated** Wednesday, 3 April, 2019

**5.1.1.2 Coordinate Opportunities for Shire Managed Properties**

Flinders - 23 properties available for sale  
0 sales in 2018/19

0 properties currently contracted, although we have received an offer on one property, with negotiations on this being finalised.

Hockey Place - 2 properties currently available for sale

Shark Lake - 27 properties available for sale or lease.

Development Area 3 - Since the offer to purchase lots was reiterated to landowners early last calendar year :  
14 properties have been purchased.

One property is currently under offer awaiting settlement at present,

There is currently 27 properties still in private ownership with the owners of 7 of these having advised that they would be interested in discussing a development consortium approach.

Discussions are continuing with private landowners within the Oceans/Johns/Parsons Street area with a view to bringing these lots to a developable status.  
Formal documentation is currently being prepared to enable initial works to occur on the land.

**Last Updated** Wednesday, 3 April, 2019

**5.1.1.3 Manage the Wylie Bay Landfill Closure Plan**

Nothing to update for March 2019

**Last Updated** Wednesday, 3 April, 2019

**5.1.1.4 Plan for and construct new landfill site**

Priority 1 works (geophysical surveys) are underway. Results will be presented to Council once received, and then released to the community.

**Last Updated** Wednesday, 3 April, 2019

**5.1.1.5 Develop Esperance Cemetery Master Plan and implementation schedule**

Rough Draft has been developed. No further Progress on the plan.

## Shire of Esperance

Actions by Theme (18/19)

## Built Environment

## Actions

The Cemetery Carpark upgrade is complete. The entry road has just started.  
**Last Updated** Wednesday, 3 April, 2019

## 5.1.1.6 Design and Construct New Indoor Sports Stadium

Jan 19 - The tender closes 21/2/19

Feb 19 - Tender closed 21/2/19. Tenders submitted now being evaluated. A recommendation to Council will be submitted in March.

Mar 19 - Council awarded tender to Sime Building Co

**Last Updated** Monday, 8 April, 2019

## 5.1.1.7 Manage Shire projects as required

Mar 19 - Horizon Power did not receive enough information to assess approval further data gathering required by Solar Balance. The Bay of Isles Leisure Centre Solar Upgrade project.

Mar 19 -Start up meeting with Contractor, who will commence construction of Coomalbidgup Fire Shed in April.

Mar 19 - Awaiting RFQ Request for Quote

**Last Updated** Wednesday, 10 April, 2019

## 5.2.1.1 Plan for and seek funding for Esperance Waterfront Stage 3 – New Esperance Jetty

The Final Concept Design has been endorsed, draft detailed design is well underway.

BBRF application was successful for \$4 Million, we now have a fully funded project.

**Last Updated** Wednesday, 3 April, 2019

## 5.2.1.2 Manage Building Services

16 people attended the Building Commission Free Seminar in Esperance on the 27 March although a numerous amount of local contractors were invited by an email invitation. This was also advertised on the Shire Website & Facebook.

It would have been beneficial if more had attended as there were options to have questions and discussions.

Building Services processed and approved the first 2 applications by full electronic version towards the end of March. Whilst this is a significant milestone, the approval process did highlight that more work is required to add additional stamps and construction notes.

Preparation is under way for Coordinator Building Services to go on leave 16th April for 3.5 weeks. With no permanent or skilled Administration Staff to support Building Services, this will yet again be a difficult time to ensure statutory requirements are met and customers are attended too.

During March 6 inspections were undertaken for processing, completions, and proposed works.



## Shire of Esperance

Actions by Theme (18/19)

**Built Environment****Actions**

Of the 3 completion inspections, all 3 were not constructed in accordance with approved plans, therefore non-compliance procedures were initiated and followed up. To date 2 of the jobs have been remediated.

Identify critical point in staff numbers-

Investigate electronic lodgement of applications-Building Services processed and approved the first 2 applications by full electronic version towards the end of March.

More work is required to add additional stamps and construction notes.

Organise networking/educational opportunities for building industry -

Building approvals-Building Services focus is public safety, ensure consistency throughout the region, reduce liability to the Shire, and encourage the Shire of Esperance to lead by example.

Educate stakeholders-16 people attended the Building Commission Free Seminar in Esperance on the 27 March although a numerous amount of local contractors were invited by an email invitation. This was also advertised on the Shire Website & Facebook.

It would have been beneficial if more had attended as there were options to have questions and discussions.

Manage building permits-Preparation is under way for Coordinator Building Services to go on leave 16<sup>th</sup> April for 3.5 weeks. With no permanent or skilled Administration Staff to support Building Services, this will yet again be a difficult time to ensure statutory requirements are met and customers are attended too.

Manage inspections-During March 6 inspections were undertaken for processing, completions, and proposed works.

Of the 3 completion inspections, all 3 were not constructed in accordance with approved plans, therefore non-compliance procedures were initiated and followed up. To date 2 of the jobs have been remediated.

**Last Updated** Monday, 8 April, 2019

**5.2.1.3 Develop an Indigenous Land-Use Agreement with local native title claimants**

**Last Updated** Wednesday, 10 April, 2019

**6.1.1.1 Manage Asset Operations**

Refer to grading map published in the monthly Information Bulletin.

**Last Updated** Tuesday, 10 July, 2018

**6.1.1.2 Renew, upgrade and build new rural infrastructure**

Refer to tasks published in monthly Corporate Performance Report.

**Last Updated** Tuesday, 10 July, 2018

## Shire of Esperance

Actions by Theme (18/19)

## Built Environment

## Actions

**6.1.1.3 Renew, upgrade and build new urban infrastructure**

Refer to tasks published in monthly Corporate Performance Report.

**Last Updated** Tuesday, 10 July, 2018**6.1.1.4 Review and update Trails Master Plan and implementation schedule**

On Hold until funding is allocated.

A Esperance 2050 Cycling Strategy is currently being developed by DOT in partnership with the Shire. Phase 2 of the public consultation has just concluded

**Last Updated** Wednesday, 3 April, 2019**6.2.1.1 Manage the Esperance Airport**

Nothing to report for March 2019.

**Last Updated** Wednesday, 3 April, 2019**7.1.1.1 Maintain Shire buildings**

Amplification &amp; Audio Visual Equipment - Chambers (operating bid)- completed

New Flagpole (operating bid)-flagpoles have been purchased

foundations have been completed

Planned Maintenance - Completed planned maintenance in March -

1. Museum - walls re-tekked
2. Homecare - pergola oiled
3. Admin - acoustic panels installed in Chambers
4. BOILC - acoustic panels installed in Spin Room
5. Visitors Centre - repairs to veranda edge boards & vermin battens

Reactive Maintenance - 23 reactive maintenance tasks completed in March

Renew, upgrade and build new Shire buildings - Scaddan Public Hall (operating bid)-Application to Lotterywest submitted, awaiting outcome.

Assessment Inspections - Maintenance assessments now include a 5 year budget outlook and are updated periodically

Management of Cleaning Services - The Museum Cleaning is now done by Shire cleaners

Ongoing maintenance tasks - 34 reactive maintenance jobs raised in March

Repairs resulting from vandalism - Vandalism in March -

## Shire of Esperance

Actions by Theme (18/19)

## Built Environment

## Actions

1. James St Toilet Block - internal light ripped off
2. James St Toilet Block - cubicle door locks damaged

**Last Updated** Monday, 8 April, 2019

## 7.1.1.2 Implement Asset Management Strategy

**Last Updated** Monday, 8 April, 2019

## 7.1.1.3 Manage Asset Planning

Identify opportunities to improve the energy efficiency - Fluorescent tubes are being replaced with LED tubes.

Strategic Support - Condingup Niche Wall (operating bid)-Working with the CDRA designs for the niche wall are finalised.

Salmon Gums Railway Tank Structured Repairs Design (operating bid) - Repair options have been investigated waiting for community on priorities

**Last Updated** Friday, 12 April, 2019

## 7.1.1.4 Manage Parks &amp; Environment

Eastern Suburbs Water Supply Upgrade - The Eastern Suburbs Water Supply mainline is scheduled for upgrade in 2018/19. An irrigation consultant has completed a detailed design and specification document. The Shire of Esperance has confirmed the alignment, and will complete the project in-house using RRJ PVC pipe. Project completion is expected before the watering season commences in August 2019.

Lake Monjigup Boardwalk Rebuild – The Lake Monjigup Boardwalk Rebuild is currently underway with a local building contractor.

Adventureland Park Upgrade - Stage one works are underway on the Adventureland Park Implementation Plan 2018. These works include upgrading the basketball court to a full size competition court, additional footpaths, and the construction of a children's bike track that will assist children to develop their riding skills in a safe and controlled environment. Site preparation and earthworks have been completed and asphalt completed. Stage two works will include upgrading the existing children's playground, and additional playground items throughout the Adventureland Park reserve. Stage one works are expected to be completed prior to the April school holidays. Stage two works will commence in June, and are expected to be completed prior to the Christmas school holidays.

Norfolk Pine Maintenance (operating bid)-Norfolk Pine maintenance as per the report has been deferred for completion during the 2019/20 financial year due to Parks and Gardens staff work schedules and timing of proposed Norfolk Pine maintenance works.

Review Lake Monjigup Management Plan (operating bid)-Management Plan scope of works is currently been developed and suitably qualified people are being approached for consideration for undertaking the management plan. The Lake Monjigup Community Development Group will be consulted on the Management Plan scope of services and during the management plan development process.

## Shire of Esperance

Actions by Theme (18/19)

## Built Environment

## Actions

Compliance - Biodiversity Conservation Act -New roadside rare flora markers ordered as supply ran out  
 Compliance DER - Contaminated Sites-Quarterly water sampling completed for Myrup Truck Wash  
 Compliance DER - Waste-Biannual water sampling at Condingup Landfill site completed  
 Compliance DOW - Ground Water Extraction-Plans reviewed prior to submission of clearing permit for Eastern Suburbs Waters Supply upgrade project  
 Compliance DOW - Water-Quarterly water sampling eastern suburbs water supply completed  
 Compliance DWER - Clearing Permits-Meeting with DWER re all of our pending permits involving offsets awaiting DPLH approvals . Have withdrawn 6 permits CPS 7889, 7890, 7487, 7489, 7685, 7485, & 7857 and will resubmit as one strategic application. The Shire of Esperance are in the process of changing use and vesting of offset sites and areas to conservation to help streamline the process of applying environmental offsets .  
 Clearing permits - Swan and Burnside stagger permit <1ha approved. New application submitted for stagger on Quast / Fagon.  
 General Environmental Info (Grants, projects)-Planning completed for grant application for Coastwest for onground works at Duke of Orleans Bay precinct. Due early April. Likely to be 2-3 year project.

Irrigation-All irrigation systems are operating at 75%.  
 Staff are completing programmed inspections of all irrigated sites , and maintenance as required.  
 Sime Construction replaced another section of failed mainline on the Foreshore this month that had been originally installed using Class 9 RRJ PVC pipe instead of the specified Class 12.

A new cricket pitch is currently being constructed on the multisports oval at the Greater Sports Ground .  
 Preparations are underway to cover the cricket pitch at Esperance oval with roll on turf for the forthcoming football season. Ports oval, Newtown oval, and Gibson oval football clubs all utilise synthetic covers. A synthetic cover will not be implemented at Esperance oval until the cricket pitch is repositioned .

Playgrounds-Playground inspections were completed this month as per the schedule, and minor maintenance undertaken as required.

Street Trees-The Shire's tree pruning contractor is completing pruning works to maintain compliance with required power line clearances.  
 Works have commenced to remove the stand of Tuart trees on Sinclair Street due to the presence of Armillaria , on-going maintenance costs and conflicts with existing infrastructure. These works are expected to be completed prior to Easter.  
 Staff have identified a number of trees for removal in the Esperance town site in accordance with Council's Street Tree policy. Where it becomes necessary to remove a tree, the Shire of Esperance is committed to planting new trees in more suitable locations.

Weed Control-Staff are completing spraying of caltrop whenever identified in areas under management of the Shire of Esperance .  
 Spraying of a selective herbicide is being undertaken on various reserves to control kikuyu grass amongst the landscape plantings.  
 Works are scheduled to complete spraying all curb lines , footpaths, medians, and select verges throughout town. Staff are working to address this issue more effectively to improve the appearance of the town.

Reserve Management -Prickly pear control carried out in Grass Patch- Scaddan area.  
 Public Inquiries - Environment-Met with Keep Australia Beautiful Committee. Outlined Shire existing assistance in this area and they understand who does what within Shire.

## Shire of Esperance

Actions by Theme (18/19)

## Built Environment

## Actions

Staff Management-Interviews for a qualified horticulturist were completed recently. The successful applicant has been appointed, and will commence in April 2019.

A new Work for the Dole Supervisor will need to be appointed following the current employee moving into the horticulture team .

**Last Updated** Monday, 8 April, 2019

#### 7.1.1.5 Coordinate implementation schedule of Public Open Space Strategy

Council has endorsed the Adventureland Park Implementation Plan . The Shire of Esperance and the Adventureland Park Management Committee will be seeking additional funding through a Lotterywest grant application. Rotary Club of Esperance Bay Inc. have contributed \$30,000 along with the Rotary Club of Esperance Inc. who have also contributed \$10,000 to the park upgrade. The Shire of Esperance are currently waiting on the outcome of the Lotterywest application before commencing Stage 2 works at Adventureland Park.

Staff are now working on the logistical details of construction which is currently scheduled for February , March and April 2019. Request for quotes for the supply and installation of proposed playground equipment and infrastructure went out in early January 2018. A concept design has been developed for the Esperance Traffic School Kids Track. Earthworks and site preparation is underway for the new basketball court, new kids bike track and footpath upgrades. The new playground upgrade at Salmon Gums will be held over until the water tank issue within the community park is resolved.

**Last Updated** Thursday, 4 April, 2019

#### 7.1.1.6 Manage Tanker Jetty

Esperance Tanker Jetty is currently being monitored via drone and boat inspections periodically . Continue with agreed watch and act with relevant agencies.

Pile 133 North complete failure and Pile 56 North is continuing to fail, Manager Projects Monitoring.

Pile Group 94 showing new signs of deterioration, Manager Projects monitoring.

Jan 19 - Pile group 94 is being monitored as the deterioration progresses.

Feb 19 - Jetty being monitored especially the different pile groups showing significant degradation .

Mar 19 - Jetty being monitored no further collapses as yet.

**Last Updated** Monday, 1 April, 2019

#### 8.1.1.1 Manage Asset Development

Various designs and plans have been completed or in progress including , Kendall / Liebeck Stagger redesign, Lease Agreement plan Greens Road, Caravan Park layout plan, Andrew / Esplanade roundabout carpark access, Sims Street Drainage, Eastern Subs redesign, Chapman's Carpark, Office / Depot optic fibre connection, Fire Evacuation plans, ,EPAC asset ownership plans, . Various surveys were completed or in progress including Sims Street service locations, Andrew / Esplanade service locations, Cascade Road construction setout, Eleven Mile construction setout, Tip control levels. Gravel & Limestone volumes. Traffic Counts. The Speed Activated Monitor Trailer (SAM) has been deployed.

**Last Updated** Monday, 1 April, 2019

Shire of Esperance

Actions by Theme (18/19)

**Built Environment****Actions****8.1.1.2 Manager Planning & Land Projects**

During March 32 Development Applications were received which was the largest number of applications since July 2018.

Numerous Road and Reserve applications are being processed through the Department of Planning, Lands and Heritage - Lands. Reserve applications are being processed through the Department of Planning, Lands and Heritage - Lands.

**Last Updated** Monday, 1 April, 2019

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**8.1.1.3 Review, update and implement Local Planning Scheme and Policies**

Amendment No. 4 to Local Planning Scheme No. 24 referred to the WAPC following its adoption subject to modification by Council on 26/02/2019.

**Last Updated** Monday, 1 April, 2019

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## Shire of Esperance

Actions by Theme (18/19)

## Natural Environment

## Actions

**9.1.1.1 Develop partnerships with environmental stakeholders to deliver programs**

Shire of Esperance staff and representatives continued to support community and stakeholder environmental initiatives in the shire .

Monthly External Stakeholder meetings and key outcomes-

Attended Esperance Wildflower Society meeting.

Attended Esperance Weeds Action Group meeting .

Working with School groups on environmental education -Venturer Scouts session at Dempster Head weeding .

Wongatha CAPS weeding Victorian Tea Tree at Lake Monjigup reserve.

Attended Lake Warden and Lake Gore Ramsar Wetland Technical Advisory Group

**Last Updated** Thursday, 4 April, 2019

**9.2.1.1 Coordinate implementation schedule for Street Tree Policy**

Street tree maintenance programs are now underway in the Esperance town site.

Due to the necessity to attend to Horizon Power 60 day Notices for trees conflicting with power lines on rural roads, the Esperance town site street tree maintenance schedule has been delayed. The Shire tree contractor has a large list of tree removals due to decline and conflicts with infrastructure, and power line compliance works to be completed in the Esperance town site. The Shire tree contractor has now commenced working through the street tree maintenance schedule.

There were a number a large dead Tuart trees on Wegner Drive that have now been removed . A Norfolk Pine tree was also removed on Corry St due to conflicts with underground services. Works have commenced to remove a stand of Tuart trees on Sinclair Street that are affected with Armillaria . Shire staff have also consulted with Esperance Aged Care regarding Tuart trees in close proximity to the facilities carpark , as a result this tree will be removed in the near future as a visitor risk precaution. A Norfolk Island Pine tree will also be removed adjacent to the foreshore near the Esplanade roundabout . Shire staff have also undertaken routine maintenance of shire street tree and verge tree as required following assessments .

**Last Updated** Thursday, 4 April, 2019

**9.2.1.2 Seek funding for environmental projects**

Coastwest - Preparing grant application for project at Duke of Orleans Bay

State NRM - Lake Monjigup boardwalk works progressing well.

Collation of GIS Weed data in the Esperance Shire started but need to appoint contractor on this project .

Tourism WA - No applications currently pending.

**Last Updated** Monday, 8 April, 2019

**9.2.1.3 Coordinate implementation schedule for the Coastal Management Plan**

Prepare Implementation Plan - Coastal management projects currently in progress:

- Twilight Beach, upgrades to beach access points, revegetation, erosion management, weed control, fencing and rehabilitation of degraded dunes.

- Fourth Beach, revegetation, erosion management, fencing and rehabilitation of degraded dunes.

## Shire of Esperance

Actions by Theme (18/19)

## Natural Environment

## Actions

- Alexander Bay, coastal campground upgrades, camp bay site definition, fencing and rehabilitation of degraded dunes and remnant vegetation. Project complete.
- Implementation of Coastal Aquatic risk assessment signage at all Shire of Esperance managed beaches.

The review and update of the 2018 Dempster Head Management Plan has been completed.  
 Quagi Beach Campground Upgrade - Some infill planting completed. Approx 800 seedlings put in.  
 Twilight Beach - Stage 2 - All works completed and final report submitted to State NRM

**Last Updated** Friday, 12 April, 2019

## 10.1.1.1 Manage Waste and Recycling Services

The Waste & Recycling kerbside Collection tender has closed and is being evaluated. The first draft of the Organics Implementation Plan and Business Case has been reviewed by staff and Council should be briefed in the near future.  
 The new polystyrene baler will be installed in early April 2019.

**Last Updated** Wednesday, 3 April, 2019

## 10.3.1.1 Implement the Community Waste Strategy

The SWG has conducted two meetings and the first meeting of the CWAG will occur in the near future.

**Last Updated** Wednesday, 3 April, 2019

## 11.1.1.1 Coordinate implementation schedule for Eastern Suburbs Water Re-use Scheme Master Plan

Stage 3: Mainline upgrade - The tenders came in outside our budget limits. We are currently working on sourcing materials to undertake the project in house.  
 A tender for the PVC pipe has been awarded.

**Last Updated** Wednesday, 3 April, 2019

## 11.1.1.2 Investigate Opportunities to Improve Resource Efficiencies at the Bay of Isles Leisure Centre

Review of the current Swim School enrolment system has occurred this month. Investigations are occurring into a program called Swim Desk, this program removes certificates, has a paperless assessment process, reduces administration time and communicates with parents updating them on the child's progress during the term.

**Last Updated** Thursday, 4 April, 2019

## 11.3.1.1 Investigate opportunities to improve the energy efficiency of Shire Buildings

**Last Updated** Tuesday, 5 September, 2017



## Shire of Esperance

Actions by Theme (18/19)

## Growth &amp; Prosperity

## Actions

**12.1.1.1 Manage Shire leases and insurances**

Mini Golf Lease with Southern Ports Authority for Approval.  
 Scouts: awaiting confirmation from Scouts regarding the lease document prior to forwarding to DoL for approval.  
 Jetty Headland Site 2: Documentation sent for signing.  
 Liaising with Lessees for Lease Surrenders - Old Chemist Shop & Old School Master's Residence in Museum Village.  
 Liaising with property owners where Bushfire Brigades are located to arrange for leases to be put in place. (Grass Patch, Condungup and Merivale).  
 Neridup Fire Brigade Shed Lease sent to Lessor for review.  
 Cannery Lease: awaiting further notice from Planning/Compliance Officers prior to proceeding.  
 Awaiting documentation for outstanding insurance claims. Following up with relevant officers/claimants to retrieve this information.  
 2019/20 Renewal documentation prepared and sent to LGIS.

**Last Updated** Tuesday, 2 April, 2019

**12.3.1.1 Manage the Esperance Visitor Centre**

Over the first quarter of 2019 entries to the Visitor Centre were up by over 5%, with over 35,000 visits occurring.. Phone calls however were significantly down, which correlates with the increased use of on-line resources.

34 online reviews of the service were received from visitors to the Visitor Centre over the quarter with an average rating of 4.2/5 achieved.

Accommodation and Tour Bookings were significantly up in the quarter (by over 40%) when compared with the same period last year, with souvenir sales also slightly up. TRANSWA bus ticket sales were down by just about 16% while sales of National Park Passes were also down by around 35%. Staff have advised that they have seen a significant impact on sales on passes since the RAC negotiated a discount for their members provided the passes were bought directly through the RAC. The good news is that park entries themselves appear to be up over this time.

**Last Updated** Wednesday, 10 April, 2019

**12.3.1.2 Promote Esperance as a Tourism Destination**

Promotion of March Long Weekend Activities was extensive through our local community and to participants in the many sporting events that were held over the weekend. The poster promoting what was happening in Esperance was emailed out to all sporting groups through the sporting network and forwarded to everyone who nominated to compete in the Esperance events.

**Last Updated** Monday, 8 April, 2019

**14.1.1.1 Provide support and advice to business and industry sectors and groups**

A workshop to assist local businesses compete for tenders and contracts with government and large business entities was held jointly with the GEDC.

**Last Updated** Wednesday, 3 April, 2019

**14.3.1.1 Design and Construct Flinders Subdivision**

## Shire of Esperance

Actions by Theme (18/19)

**Growth & Prosperity****Actions**

Flinders Stage 3: on hold

Flinders Stage 4: Approval from WAPC received. Design will commence shortly.

**Last Updated** Monday, 11 February, 2019**14.3.1.2 Manage Community & Economic Development**

assistance has been provided to a number of organisations looking to access the Shire's Community grants program.

Meetings have been held regarding an opportunity for a proposed WW1 film to be filmed in the region.

Community &amp; Economic development staff took the opportunity available through one of our performing arts productions to also undertake professional development in better engaging with people within the disability sector.

**Last Updated** Wednesday, 3 April, 2019**14.3.1.3 Participate in the implementation of the Regional Economic Development Strategy**

Nothing to report for March

**Last Updated** Wednesday, 3 April, 2019**14.4.1.1 Develop initiatives to increase Agricultural capacity within the Shire****Last Updated** Tuesday, 5 September, 2017

Shire of Esperance

Actions by Theme (18/19)

**Community Leadership****Actions****15.1.1.1 Represent and communicate community priorities at Federal, State, Regional and Local level**

Meet with Federal Minister Ken Wyatt regarding aged care facility opening. Spent much of the month assisting with complex fire situation. Meet State Emergency Services Minister and DFES Commissioner. Attended coronial inquest, and raised fire mitigation in UCL community highest priority.

**Last Updated** Monday, 8 April, 2019

**15.1.1.2 Facilitate regular public Council meetings**

Provided briefings to Council on the following matters:

Circle of Elders Meeting debrief;

Long Term Financial Plan

Major Projects update

Coronial Inquest update

Fire Updates

**Last Updated** Monday, 8 April, 2019

**15.1.1.3 Review the Local Laws**

No Local Laws are currently being reviewed.

**Last Updated** Friday, 5 October, 2018

**15.1.1.4 Manage Corporate Reporting**

The Community Perception Survey report has been collated and will be presented to Council, Shire staff and external stakeholders in the first week of April. The consultant advised the final number of participants was 1650 community members and 84 participants shire or council related.

26 Business Unit Planning meetings were held during the month. On completion of the meetings staff are sent the revised plan to sign off on prior to the plan being finalised, a significant number have been reviewed and finalised. These plans will now be collated with information forwarded to Executive Management. The next step is to commence the review of the Corporate Business Plan, this will include data from informing documents from all Business Unit Plans, the Long Term Financial Plan, Community Perception Survey, current projects and budget bids.

**Last Updated** Wednesday, 10 April, 2019

**15.1.1.5 Provide Leadership and Direction to Implement the Corporate Business Plan**

Continued to attend IMT and ISG daily meeting in relation bushfire complex event. Attended and testified at Coronial Inquest. Various Council and staff meetings regarding LTFFP.

**Last Updated** Monday, 8 April, 2019

**16.1.1.1 Manage Asset Management Directorate**

The Indoor Sports Stadium tenders has been awarded, a great outcome for the community.

## Shire of Esperance

Actions by Theme (18/19)

## Community Leadership

## Actions

The Esperance Bay Coordinated Dredging & Sand Back Passing Development has commenced, with the preliminary design complete and consultation with DoT has been very positive.

**Last Updated** Wednesday, 3 April, 2019

**16.1.1.2 Manage Shire Fleet**

All this years plant and vehicles purchases are complete. All light vehicles are received and remainder of the plant will be delivered by the end of the financial year..

Maintain Fleet - Scheduled servicing and maintenance completed at the Shire workshop in March included 115 planned services and 54 reactive jobs.

CEA visited site to inspect the on going issues with the vibration rollers. CEA have identified issues and provided modified guards to be fitted to increase air flow.

**Last Updated** Monday, 8 April, 2019

**16.1.1.3 Advocate for improved access to non-local government services**

Limited time afforded to this area due to Fires and Coronial Inquest.

**Last Updated** Monday, 8 April, 2019

**16.1.1.4 Manage the Esperance Seafront Caravan Park**

Income so far this financial year is well up on last year, with this quarter also up on the same quarter in both previous years we have run the park,. Arrival numbers for the were well up for the month up with the park occupancy rate also being significantly higher.

The EOI for lease or contract management of the park closed on the 26th of March.

**Last Updated** Wednesday, 3 April, 2019

**16.1.1.5 Annual review of Long Term Financial Plan**

Draft final document currently being prepared and presented through to the May OCM.

**Last Updated** Monday, 8 April, 2019

**16.1.1.6 Manage Corporate Resources**

Revised budget uploaded to Accounting system following budget review adoption.

Employee Enterprise Agreement negotiations are continuing with offers being considered for future year % increases.

Planning currently happening for the upgrade of Corporate Software. Significant testing will be required between now and a go-live date expected in early September.

## Shire of Esperance

Actions by Theme (18/19)

## Community Leadership

## Actions

Rates are doing considerable debt collection and resolving debt collection issues.  
 Auction of 2 properties for outstanding rates is set for May 4 at EDRA house.  
 A number of leases are either being advertised, terminated or signing new leases.  
 Developing a draft Reconciliation Action Plan after Circle of Elders meeting.

**Last Updated** Monday, 8 April, 2019

**16.1.1.7 Manage Council Enterprises**

Nothing to report for March 2019.

**Last Updated** Wednesday, 3 April, 2019

**16.1.1.8 Manage Development & Statutory Services**

Compliance and Enforcement Policy has been reworked to fit within the framework of a local government policy. This is now with the Director of External Services for further feedback and direction.

**Last Updated** Sunday, 7 April, 2019

**16.1.1.9 Annual review and update Delegated Authority Register**

The Delegated Authority Register review has commenced and staff are ensuring all delegations are still relevant with all current legislation.

**Last Updated** Wednesday, 13 March, 2019

**16.1.1.10 Annual review of Corporate Business Plan**

**Last Updated** Friday, 3 August, 2018

**16.1.1.11 Manage External Services Directorate**

**Last Updated** Tuesday, 9 April, 2019

**16.1.1.12 Manage Finance**

Budget review has been the main focus for Finance during January.  
 Meetings with managers took place with a couple to occur early February.  
 Document to be completed and sent out to the Audit Committee by end of February.  
 Budget Review was adopted by Council at the March Ordinary Council Meeting.

**Last Updated** Monday, 1 April, 2019

## Shire of Esperance

Actions by Theme (18/19)

## Community Leadership

## Actions

**16.1.1.13 Manage transport licensing**

Licensing commissions to March 2019 is approximately \$8,500 less than the previous YTD.

**Last Updated** Monday, 1 April, 2019

**16.1.1.14 Manage Human Resources**

Positions currently being recruited -

1. Rural Construction Supervisor
2. Building Coordinator
3. Heavy Plant - Truck Operator - Fixed Term
2. Health and Fitness Instructor - Casual

Enterprise Agreement - the Enterprise Agreement Negotiation Group have worked through each clause of the Agreement, with the exception of the Remuneration Section - Section 9.

**Last Updated** Friday, 5 April, 2019

**16.1.1.15 Manage Risk Management System**

Workplace inspections carried out as per program

JHA's and SWP being reviewed for Outdoor crew teams

SWP review for Rural Maintenance tasks

Hazards discussed at OSH Committee meeting

**Last Updated** Wednesday, 3 April, 2019

**16.1.1.16 Manage Information Technology**

Jan 19 - Content Manager 9.2 has gone live with only a few minor issues which were resolved quickly. InfoSphere have finalised the InfoCouncil requirements for the upgrade to Version 7.4. Testing is planned to be carried out in February before go-live by the end of the month. NBN have connected FTTP (Fibre to the Premises) two months early which has now alleviated our Internet bandwidth issues at the Administration Office. Unfortunately the migration to NBN at the Volunteer Centre has not gone so smoothly with IT staff calling Telstra daily to get the issues resolved.

Feb 19 - The Authority 6.11 to 7.1 upgrade project has kicked off with expected Go-Live in September 2019. IT Staff are working with Civica to prepare the current environment for upgrade.

Infocouncil has been installed in the TEST environment and testing has commenced with good feedback from staff.

Mar 19 - The Names and Address Register (NAR) has been cleaned up in preparation for the upgrade to Authority 7.1. A new "API" server has been configured as well as a test PC to facilitate testing.

Plans have been drawn up for the "Pits and Pipes" for the inter-building Fibre project and supplies have been ordered. Groundworks are due to start early next month.

**Last Updated** Tuesday, 2 April, 2019

## Shire of Esperance

Actions by Theme (18/19)

## Community Leadership

## Actions

**16.1.1.17 Manage Shire records**

Area focus during March was on daily processes, digitization of legacy records and business processes for the implementation of electronic processing of building approvals using dynamic PDF stamps and annotations. A review of the Authority Word Macro templates that relate to the building approval register was undertaken to simplify the description and TRIM titles, and titles of relevant documents previously generated in TRIM were renamed to match the new improved descriptions.

**Last Updated** Monday, 8 April, 2019

**16.1.1.18 Manage Planning Services Contract with Shire of Ravensthorpe**

Contract Planning Services undertaken for the Shire of Ravensthorpe.

Amendment No. 1 to Local Planning Strategy initiated and referred to WAPC. Comment provided and working through requirements with Department of Primary Industries and Regional Development - ongoing discussions with Department of Planning, Lands and Heritage - Planning.

Amendment No. 3 to Local Planning Scheme No. 6 prepared and presented to Council - consideration deferred pending a workshop.

Reserve applications are being processed through the Department of Planning, Lands and Heritage - Lands.

**Last Updated** Monday, 1 April, 2019

**16.2.1.1 Facilitate Councillors requirements to represent the community**

Prepared and attended Council meetings and briefings. Attended numerous ISG & IMT meetings associated with Fires. Attended Coronial Inquest debrief with DFES and Local Volunteers.

**Last Updated** Monday, 8 April, 2019

**16.2.1.2 Develop and implement Communications Plan**

**Last Updated** Tuesday, 5 September, 2017

**16.2.1.3 Develop and implement an organisation Marketing and Branding Strategy**

Developing the project plan and gathering research has commenced to look at an updated Branding Strategy for the Shire. The previous style guide does not incorporate guides for video/live streaming or social media promotion. The project will be completed in house and will cover the whole organisation, including any co-branding opportunities.

**Last Updated** Thursday, 7 February, 2019

**17.1.1.1 Review the Strategic Community Plan**

Scheduled to take place late in the 2018/19 Financial Year.

**Last Updated** Wednesday, 11 July, 2018



## Shire of Esperance

Actions by Theme (18/19)

## Community Leadership

## Actions

## 17.2.1.1 Manage Media Relations

Three media releases were sent out for the month of March - Stadium Tender awarded; New Fisheries Path and Showcase Esperance. News stories placed on the Shires website included Disposal of Property Notice for a lease for Ocean Grown Abalone; the consultation promotion for the Cycling Strategy (a joint project with Dept of Transport); participating in the Small Business Friendly Local Governments initiative; Entering the LG competition to display Esperance on the Yagan digital screen; Pest Plant recall from sales made at the local Bunnings; Develop and implement a 'DIY newsroom'- This month we shared two engaging videos on social media - the new Fisheries path on bike and Daw Drive path with dog

A plan to share one post weekly that creates positive discussions in our community while highlighting some of the services was completed successfully in March with the 'Home Care recently went on a relaxing fishing trip!' post receiving likes 162 comments 9 shares 2

Main media topics for the month were the awarding of the Indoor Sports Stadium tender to Sime Building, the completion of the new Fisheries path out to Newtown Condungup Football over and the consultation for the draft Cycling Strategy.

**Last Updated** Monday, 8 April, 2019

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## Annual Road Program Monthly Report

**March 2019**

## Asset Management

**Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users

**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
<b>6.1.1.2 Renew, upgrade and build new rural infrastructure</b>	Manager Asset Operations		
Clare Road - Gravel Resheet SLK 0 to 6	Not Started	0	1/11/2017
Yallambee Road - Gravel Resheet SLK 0 to 0.38	Completed	100	8/10/2018
Neds Corner Road - Resheet	In Progress	10	5/04/2019
Sunrise Hill Road - Resheet	Not Started	0	28/08/2018
Grass Patch Road - Repairs	Completed	100	5/02/2019
Ainsworth Road - Limestone Resheet SLK 4.9 to 8.1	Not Started	0	6/06/2018
ELD Road - Resheet	Not Started	0	28/08/2018
Salmon Gums West Road - Construction SLK 2.3 to 4.4	Completed	100	8/01/2019
Parmango Road - Construction	Not Started	0	28/08/2018
Norwood Road - Resheet	In Progress	10	7/11/2018
Cascade Road - Patching	In Progress	80	5/04/2019
Neds Corner Road - Reseal	Not Started	0	5/09/2018
Cascade Road - Reseal	Completed	100	5/04/2019
Dempster Road - Reconstruction SLK 5.12 to 8.05	Completed	100	5/04/2019
Rancho X Road - Resheet	Completed	100	5/02/2019
Starcevich Road - Limestone Resheet SLK 5.64 to 11.58	Completed	100	8/10/2018
Belgian Road - Limestone Resheet SLK 21.15 to 26.15	Completed	100	8/10/2018
Orleans Bay Road - Construction	Completed	100	5/04/2019
Kents Road - Resheet	Not Started	0	30/08/2018

**Asset Management****Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Mt Ridley Track - Resheet	In Progress	10	4/12/2018
Shao Lu Road - Resheet	Not Started	0	28/08/2018
Cascade Road - Gravel Patching SLK 97 to 156	In Progress	90	8/10/2018
Raszyk Road - Limestone Resheet SLK 0 to 4.75	Completed	100	8/10/2018
Neds Corner Road - Limestone Resheet SLK 53.84 to 59.44	Completed	100	8/10/2018
Reseal Program - TBA	In Progress	90	5/04/2019
Coomalbidgup Road - Gravel Resheet SLK 20.82 to 25.82	Not Started	0	1/11/2017
Great Ocean Drive / Tourist Signage	In Progress	90	5/02/2019
Heywood Road - Resheet	In Progress	10	5/02/2019
Dempster Road - Reconstruction	Completed	100	5/04/2019
Old Kens Road - Resheet	In Progress	10	4/12/2018
Grass Patch Road - Construction	Completed	100	5/04/2019
Muntz Road - Gravel Resheet SLK 27.54 to 28.98	Not Started	0	8/02/2018
Coolinup Road - Reseal	Completed	100	4/12/2018
Karl Berg Road - Limestone Resheet SLK 0 to 5	Completed	100	8/10/2018
Kau Rock Road - Gravel Resheet SLK 8 to 13	Completed	100	8/10/2018
Sunrise Hill Road - Limestone Resheet SLK 29.81 to 32.81	Completed	100	8/10/2018
Kau Rock Road - Resheet	Not Started	0	30/08/2018
Bishops Road - Floodway	Not Started	0	28/08/2018
Logan Road - Limestone Resheet SLK 8.17 to 17.87	Completed	100	7/11/2018

**Asset Management****Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Logans Road - Resheet	Not Started	0	30/08/2018
Neds Corner Road - Construction SLK 27.96 to 32.96	Completed	100	8/10/2018
Power Line Tree Clearing	Completed	100	4/12/2018
Kumarl Road - Limestone Resheet SLK 6.39 to 11.44	Completed	100	8/10/2018
Swan Road - Resheet	Not Started	0	28/08/2018
Loffler Road - Limestone Resheet SLK 0 to 8.27	Completed	100	8/10/2018
McCall Road - Gravel Resheet SLK 0 to 5	Completed	100	8/10/2018
Dalyup Road - Resheet	In Progress	20	5/02/2019
Myrup Road - Repairs	Not Started	0	30/08/2018
Savages Road - Resheet	Completed	100	8/01/2019
Hobby Road - Resheet	Not Started	0	28/08/2018
Kendall Road - Gravel Resheet SLK 8.93 to 11.43	In Progress	90	8/10/2018
Fisheries Road - Resheet	Completed	100	5/04/2019
Circle Valley Road - Limestone Resheet SLK 19.88 to 22.88	Completed	100	8/10/2018
Loffler Road - Resheet	Not Started	0	30/08/2018
Fisheries Road - Culvert Widening SLK 23.57 to 23.58	Completed	100	8/10/2018
Grass Patch Road - Shoulder Repairs SLK 0 to 2	Completed	100	5/04/2019
Griffith Road - Limestone Resheet SLK 59.29 to 71.12	Completed	100	8/10/2018
Shao - Lu Road - Gravel Resheet SLK 0 to 4	Completed	100	8/10/2018
Parmango Road - Resheet	Completed	100	8/01/2019

## Asset Management

**Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users

**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Ridley Road - Resheet	In Progress	10	5/04/2019
Raszyk Road - Resheet	Not Started	0	28/08/2018
Myrup Road - Shoulder Repairs SLK 0.7 to 2.7	Completed	100	8/10/2018
Starcevich Road - Resheet	Not Started	0	28/08/2018
Jims Oven Road - Gravel Resheet SLK 3.3 to 7.1	Completed	100	8/10/2018
Field Road - Resheet	Not Started	0	28/08/2018
Rolland Road - Resheet	Completed	100	7/11/2018
Parmango Road - Construction	Completed	100	4/12/2018
White Road - Gravel Resheet SLK 0 to 1	Completed	100	8/10/2018
Fisheries Road - Reseal	Completed	100	5/04/2019
Merivale Road - Resheet	Completed	100	5/02/2019
Salmon Gums West Road - Construction	Completed	100	8/01/2019
Savages Road - Resheet	Completed	100	5/02/2019
Parmango Road - Limestone Resheet SLK 42.72 to 70.49	Completed	100	8/10/2018
Kendall Road - Resheet	Not Started	0	28/08/2018
Holt Road - Resheet	Not Started	0	28/08/2018
Fagan Road - Resheet	Not Started	0	30/08/2018
Beltana Road - Resheet	Not Started	0	28/08/2018
Speddingup Road East - Gravel Resheet SLK 7.9 to 17.9	Completed	100	8/01/2019
Fagan Road - Limestone Resheet SLK 6.47 to 13.68	Completed	100	8/10/2018

## Asset Management

**Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users

**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Cascades Road - Construction	In Progress	50	5/04/2019
Crisp Road - Gravel Resheet SLK 0 to 5	Completed	100	8/10/2018
Circle Valley Road - Resheet	Not Started	0	30/08/2018
Napier / Sampson / Old Ford Road - Resheet	Not Started	0	28/08/2018
Jims Oven Road - Resheet	Completed	100	5/02/2019
Fisheries Road - Stabilisation	Completed	100	5/04/2019
Kent Road - Limestone Resheet SLK 0 to 4.5	Completed	100	8/10/2018
Speddingup East Road - Resheet	Completed	100	8/01/2019
Salmon Gums West Road - Construction SLK 0 to 2.3	Completed	100	8/01/2019
Muntz Road - Limestone Resheet SLK 33.64 to 42.24	Completed	100	8/10/2018
Muntz Road - Resheet	Completed	100	8/01/2019
Alexander Road - Resheet	Completed	100	5/02/2019
Boydell Road - Gravel Resheet SLK 15.86 to 27.82	Completed	100	8/10/2018
Baring Road - Resheet	Completed	100	5/04/2019
Kumarl Road - Resheet	Not Started	0	30/08/2018
Well Road - Gravel Resheet SLK 0 to 3	Completed	100	8/10/2018
Neds Corner Road - Limestone Resheet SLK 42.63 to 46.18	Completed	100	8/10/2018
Merivale Road - Floodway	Completed	100	5/04/2019
Belgan Road - Resheet	Completed	100	7/11/2018
Gibson Road - Construction SLK 15.08 to 16.15	Completed	100	8/10/2018

## Council Priorities - Executive Summary July 2017 to June 2018

**Asset Management****Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Truslove Road - Limestone Resheet SLK 0 to 3.5	Completed	100	8/10/2018
Rawlinson Road - Resheet	In Progress	10	5/02/2019
Backmans Road - Resheet	Completed	100	4/12/2018
Orleans Bay Road - Construction SLK 7.36 to 11.36	Completed	100	5/04/2019
Wittenoon Road - Gravel Resheet SLK 24.3 to 32.71	Completed	100	8/10/2018
Truslove Road - Resheet	Not Started	0	28/08/2018
Howick Road - Construction	Completed	100	5/02/2019
<b>6.1.1.3 Renew, upgrade and build new urban infrastructure</b>	Manager Asset Operations		
Andrew Street Landscape - Town Improvements	Not Started	0	5/09/2018
Sims Street / Harbour Road - Footpath	Not Started	0	28/08/2018
Tuart Street - Reseal	Completed	100	8/10/2018
11 Mile Beach Road - Footpath	In Progress	90	4/12/2018
Town Entry Statements - Town Improvements	Not Started	0	1/11/2017
Esperance Care Services - Carpark	Not Started	0	28/08/2018
Eggling Street - Drainage	Completed	100	8/10/2018
Willowtree Avenue - Reseal	Completed	100	8/10/2018
Dual Use Path Lighting Upgrade - Town Improvements	In Progress	90	7/11/2018
Decomission Padbury Street Pump - Drainage	In Progress	80	5/02/2019
Downes Street Foot/Dual Use Path - Construction	Completed	100	8/10/2018
Emily Street - Drainage	Completed	100	8/10/2018

## Asset Management

**Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users

**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Butler Street - Reseal	Completed	100	5/04/2019
Cemetary - Carpark	In Progress	90	7/11/2018
Goldfields Road - Reseal	Completed	100	5/04/2019
Douglas Street - Reseal	Completed	100	5/04/2019
John Street - Reseal	Completed	100	8/10/2018
Dean Street - Reseal	Completed	100	8/10/2018
Simpson Street - Reseal	Completed	100	8/10/2018
Twilight Beach - Car Park 2	Not Started	0	28/08/2018
Stormwater Pump Monitoring - Drainage	Not Started	0	28/08/2018
Twilight Beach - Car Park 1	In Progress	60	8/10/2018
Hill Street - Reseal	Completed	100	8/10/2018
Industrial Area - Kerbing Works	In Progress	40	5/04/2019
Crack Seal - Reseal	In Progress	80	5/04/2019
Dempster Street - Reseal	Not Started	0	3/04/2018
Parking Strategy - Town Improvements	Not Started	0	5/09/2018
Padbury Street / Leak Street - Intersection	In Progress	80	5/04/2019
CBD Bin Surrounds - Town Improvements	Not Started	0	5/09/2018
Dempster Street - Footpath	Completed	100	8/10/2018
Industrial Area - Kerbing Works	In Progress	40	5/04/2019
Foreshore - Footpath	Not Started	0	7/03/2018



## Asset Management

**Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users

**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Elysium Road – Reseal	Not Started	0	1/11/2017
Frearson Street - Reseal	Completed	100	5/04/2019
Urban Area - Kerbing Works	In Progress	40	5/04/2019
Iona Street - Drainage	Not Started	0	28/08/2018
Sims Street / Harbour Road - Footpath	Not Started	0	28/08/2018
John Street - Reseal	Completed	100	5/04/2019
Reynolds Street / Straker Street / Goldfields Road - Footpath	In Progress	90	5/04/2019
Fisheries Road - Reseal	Completed	100	5/04/2019
Wegner Drive - Reseal	Completed	100	8/10/2018
William Street - Construction	Not Started	0	5/09/2018
Andrew Street / Dempster street - Roundabout	In Progress	10	7/11/2018
Drainage Modelling	In Progress	20	8/10/2018
Daw Drive - Footpath	Completed	100	5/04/2019
Padbury/Gull Streets - Drainage	Completed	100	8/10/2018
Salmon Gums West Road - Construction	Completed	100	5/02/2019
Gladston Street - Reseal	Completed	100	5/04/2019
Travers Avenue - Reseal	Completed	100	8/10/2018
Urban Area - Kerbing Works	In Progress	40	5/04/2019
Windich Street - Footpath	In Progress	90	5/04/2019
Fisheries Road - Reseal	Completed	100	5/04/2019

## Asset Management

**Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users

**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Effie Turner Drive - Reseal	Completed	100	5/04/2019
Chapman Point - Carpark	Not Started	0	28/08/2018
Retention Basin Cleaning - Drainage	In Progress	20	8/01/2019
Doak Place - Reseal	Completed	100	5/04/2019
Langham Lane - Drainage	Completed	100	8/10/2018
Westmacott Street - Drainage	In Progress	80	7/11/2018
Pink Lake Slip Road - Reseal	Completed	100	8/10/2018
Eyre Street - Drainage	Completed	100	5/02/2019
Council Place - Reseal	Completed	100	8/10/2018
Adventure Land Park - Footpath	In Progress	90	5/04/2019
Effie Turner Drive - Reseal	Completed	100	8/10/2018
Pink Lake Road Foot/Dual Use Path - Construction	Not Started	0	28/08/2018
Brazier Street - Reseal	Completed	100	5/04/2019
10 Mile Lagoon - Car Park	Completed	100	8/10/2018
Retention Basin Cleaning - Drainage	Completed	100	8/10/2018
Foreshore DUP - Footpath	Not Started	0	28/08/2018
Sampson Street - Reseal	Completed	100	8/10/2018
Taylor Street Bus Rank - Town Improvements	Completed	100	8/10/2018
Norseman Road Footpath - Upgrade	Completed	100	8/10/2018
Dempster Street - Drainage	Completed	100	4/12/2018

## Asset Management

**Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users

**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Easton Road Footpath - Upgrade	Completed	100	8/10/2018
James/Windich Streets Roundabout - Town Improvements	Completed	100	8/10/2018
Beech Street - Reseal	Completed	100	8/10/2018
Sims Street - Reseal	Not Started	0	30/08/2018
Eleven Mile Beach Road - Construction	In Progress	10	5/02/2019
Foreshore Lighting - Town Improvements	Completed	100	4/12/2018
11 Mile Beach Road - Footpath	In Progress	90	7/11/2018
Dempster Street/Brazier Street Intersection - Reseal	Completed	100	8/10/2018
Padbury / Gull Streets - Drainage	In Progress	90	5/02/2019
Cemetery - Carpark	In Progress	80	4/12/2018
10 Mile Lagoon - Car Park	Completed	100	7/11/2018
Rotary Lookout Foot/Dual Use Path - Construction	Completed	100	8/10/2018
Sims Street - Reseal	Completed	100	8/10/2018
Twilight Beach - Car Park 1	Not Started	0	28/08/2018
Various Urban Roads - Reseal	Not Started	0	6/06/2018
Foreshore Lighting - Town Improvements	Completed	100	4/12/2018
Elysum Road - Road Construction	Completed	100	8/10/2018
Chaplin Street - Reseal	Completed	100	5/04/2019
William Street - Footpath	Completed	100	8/10/2018
Rotary Lookout Foot/Dual Use Path - Construction	Not Started	0	28/08/2018

## Asset Management

**Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users

**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Twilight Beach/John Street - Reseal	Completed	100	8/10/2018
Dual Use Path Lighting Upgrade - Town Improvements	Completed	100	7/11/2018
Eyre Street - Drainage	Not Started	0	28/08/2018
Esperance Oval Boundary Fence Replacement (operating bid)	Completed	100	5/10/2018
Jacaranda Drive to Wildcherry Avenue - Drainage	In Progress	40	5/02/2019
Sims Street - Reseal	Completed	100	5/04/2019
Walnut Grove Footpath - Upgrade	Completed	100	8/10/2018
Town Entry Statements - Town Improvements	Not Started	0	5/09/2018
Drainage Modelling	Not Started	0	28/08/2018
Pink Lake Road Foot/Dual Use Path - Construction	Completed	100	8/10/2018
McDonald/Flinders/Beckworth Road Works - Alsbury Nominees Contribution	In Progress	20	5/04/2019
McLarty Street - Reseal	Completed	100	8/10/2018
Winston Way – Drainage	Completed	100	8/10/2018
Parking Strategy - Town Improvements	In Progress	60	8/10/2018
McDonald/Flinders/Beckworth Road Works - Alsbury Nominees Contribution	Completed	100	8/10/2018
Gladston Street - Reseal	Completed	100	5/04/2019
William Street - Construction	In Progress	70	5/02/2019
Twilight Beach - Car Park 2	Not Started	0	7/12/2017
Goldfields Road/Castletown IGA Footpath - Miscellaneous	In Progress	90	8/10/2018
Rodgers Street - Reseal	Completed	100	5/04/2019

**Asset Management****Outcome:** 6.1 Road networks that meet the needs of our community and provide safe movement for all users**Strategy:** 6.1.1 Deliver a diverse, efficient and safe transport system

ACTION	Status	Progress	Last Update
Cook Street - Drainage	Completed	100	8/10/2018
Goldfields Road - Reseal	Not Started	0	1/11/2017



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## GVROC Council Meeting

Friday 1 February 2019  
In-Person Meeting  
Esperance Civic Centre, Council Place Esperance  
commencing at 8.30am  
(Morning tea will be available from 10.30am)

## MINUTES

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## **GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS (GVROC)**

**An in-person meeting of the GVROC Council to be held Friday 1 February 2019 commencing at 8.30am (morning tea will be served at 10.30am)**

# **MINUTES**

### **1. OPENING AND ANNOUNCEMENTS**

The purpose of the meeting is to discuss business related to the activities of the Goldfields Voluntary Regional Organisation of Councils

### **2. DECLARATION OF INTEREST**

Pursuant to the Code of Conduct, Councillors and CEOs must declare to the Chairman any potential conflict of interest they may have in a matter before the Goldfields Voluntary Regional Organisation of Councils as soon as they become aware of it. Councillors, CEOs and Deputies may be directly or indirectly associated with some recommendations of the Goldfields Voluntary Regional Organisation of Councils. If you are affected by these recommendations, please excuse yourself from the meeting and do not participate in deliberations.

### **3. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

#### **3.1 Attendance**

Cr Malcolm Cullen (Chair)  
Cr Tracey Rathbone  
Cr Sherryl Botting  
Mr James Trail  
Ms Julie Harding  
Cr John Bowler  
Cr Suzie Williams  
Mr John Walker  
Cr Laurene Bonza  
Mr Peter Fitchat  
Cr Victoria Brown  
Mr Matthew Scott  
Cr Basil Parker  
Cr Patrick Hill  
Mr Peter Naylor  
Cr Shenean Weldon  
Cr Peter Craig  
Mr Jim Epis  
Cr Ross Norrie  
Cr Greg Dwyer  
Cr Jill Dwyer  
Cr Ian Tucker  
Ms Rhonda Evans  
Cr Ian Goldfinch  
Cr Peter Smith  
Mr Bob Jarvis  
Mr Colin Bastow

President, Shire of Coolgardie  
Deputy President, Shire of Coolgardie  
Councillor, Shire of Coolgardie  
CEO Shire of Coolgardie  
Executive Assistant, Shire of Coolgardie  
Mayor, City of Kalgoorlie Boulder  
Councillor, City of Kalgoorlie Boulder  
CEO, City of Kalgoorlie Boulder  
President, Shire of Dundas  
CEO Shire of Dundas  
President Shire of Esperance  
CEO, Shire of Esperance  
Councillor, Shire of Esperance  
President, Shire of Laverton  
CEO, Shire of Laverton  
Councillor, Shire of Laverton  
President Shire of Leonora  
CEO, Shire of Leonora  
Councillor, Shire of Leonora  
President, Shire of Menzies  
Councillor, Shire of Menzies  
Councillor, Shire of Menzies  
CEO, Shire of Menzies  
Councillor, Shire of Ravensthorpe  
Councillor, Shire of Ravensthorpe  
A/CEO, Shire of Ravensthorpe  
CEO, Shire of Wiluna

**3.2 Apologies**

Shire of Ngaanyatjaarku  
Minister David Templeman, Local Government; Heritage; Culture and the Arts  
Minister Rita Saffioti, Transport; Planning and Lands  
Minister MacTiernan, Regional Development, Agriculture and Food; Ports  
Mr Kyran O'Donnell, Shadow Minister for Aboriginal Affairs  
Cr Jim Quadrio, President, Shire of Wiluna

**3.3 Guests**

Lee Jacobsen, Chairperson, RDAGE  
Gail Reynolds-Adamson, Chairperson, GEDC  
Carol-Anne Bradley, Road wise  
Darren West, MLC, Parliamentary Secretary to the Minister for Regional Development;  
Agriculture and Food; Ports; Minister assisting the Minister for State Development, Jobs and  
Trade

**3.4 WALGA Representatives**

Ms Anne Banks-McAllister, Regional Cooperation Manager

**3.5 Department of Local Government, Sport and Cultural Industries**

Ms Kirsty Martin

**3.6 Local Government Professionals Representative**

Ms Candy Choo, Chief Executive Officer

**3.7 Local Government Insurance Services**

Mr Jonathan Seth, Chief Executive Officer  
Mr Jordan Reid, Strategic Development Manager

#### **4. GUEST SPEAKERS**

##### **4.1 Ms Kirsty Martin from Department of Local Government, Sport and Cultural Industries**

Ms Martin will provide an update to Council on the Review of the Local Government Act and other issues the Department will focus on for 2019

20 minutes

##### **4.2 Mr Jordan Reid Local Government Insurance Services**

Mr Reid will provide a brief overview of LGIS for 2019

20 minutes

##### **4.3 Mrs Sherryl Botting Chair Goldfields Tourism Network Association**

The Chair of GTNA will provide a verbal report on status of GTNA

20 minutes

## **5. MINUTES OF MEETINGS**

### **5.1 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) Council held Thursday 1 November 2018 (Attachment)**

Minutes of the GVROC Council Meeting held Thursday 1 November 2018 are presented for adoption.

#### **RECOMMENDATION:**

That the Minutes of the GVROC Council Meeting held Thursday 1 November 2018 be confirmed as a true and correct record of proceedings.

**RESOLUTION:**                      **Moved: Cr John Bowler**                      **Seconded: Cr Peter Craig**

**That the Minutes of the GVROC Council Meeting held Thursday 1 November 2018 be confirmed as a true and correct record of proceedings.**

**CARRIED**

### **5.2 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) to consider WALGA State Council Agenda held Friday 30 November 2018 (Attachment)**

Minutes of the GVROC Council Meeting held Friday 30 November 2018 are presented for adoption.

#### **RECOMMENDATION:**

That the Minutes of the GVROC Council Meeting held Friday 30 November 2018 be confirmed as a true and correct record of proceedings.

**RESOLUTION:**                      **Moved: Cr Suzie Williams**                      **Seconded: Cr Victoria Brown**

**That the Minutes of the GVROC Council Meeting held Friday 30 November 2018 be confirmed as a true and correct record of proceedings.**

**CARRIED**

### **5.3 Minutes of a Meeting of the Goldfields Voluntary Regional Organisation of Councils (GVROC) CEOs Group held Friday 7 December 2018 (Attachment)**

Minutes of the GVROC CEOs Group Meeting held Friday 7 December 2018 have previously been circulated.

#### **RECOMMENDATION:**

That the Minutes of the GVROC CEOs Group Meeting held Friday 7 December 2018 be received.

**RESOLUTION:**                      **Moved: Cr Patrick Hill**                      **Seconded: Cr Tracey Rathbone**

**That the Minutes of the GVROC CEOs Group Meeting held Friday 7 December 2018 be received.**

**CARRIED**

#### **5.4     Matters for Noting**

The following matters are presented for noting:

- Summary Minutes of State Council Meeting 5 December 2018

Note:

#### **RECOMMENDATION:**

That the matters listed for noting be received.

**RESOLUTION:**                      **Moved: Cr Laurene Bonza**                      **Seconded: Cr Patrick Hill**

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**That the matters listed for noting be received.**

**CARRIED**

## 6. GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS FINANCE

### 6.1 Accounts for Payment to 31<sup>st</sup> December 2018

**Reporting Officer:** James Trail, Chief Executive Officer Shire Coolgardie

**Disclosure of Interest:** No interest to disclose

**Date:** 1<sup>st</sup> February 2019

**Attachments:** List of Expenses to December 2018

**Background:**

Presenting the accounts approved for payment for the period 1 July 2018 to 31 December 2018.

**Financial Statement:**

The Chief Executive Officer Shire Coolgardie provides the following comment:

GVROC Expenses 1st July 2018 - 31st December 2018				
Payment Type	Date	Payee	Details	Amount inc GST
Credit Card	2-Aug-18	Hilton Parmelia Perth	GVROC Meals, Hilton Parmelia Perth, 2 August 2018	\$45.50
Credit Card	2-Aug-18	Hilton Parmelia Perth	GVROC Computer, Hilton Parmelia Perth, 2 August 2018	\$4,015.15
Credit Card	13-Aug-18	Xero Au Inv-6759760	GVROC Computer, Subscription, Xero, 13 August 2018	\$50.00
Credit Card	10-Sep-18	Xero Au Inv-6977801	GVROC Computer, Subscription, Xero, 10 September 2018	\$50.00
Credit Card	10-Oct-18	Xero Au Inv-7203462	GVROC Computer, Subscription, Xero, 10 October 2018	\$50.00
Credit Card	15-Oct-18	Rydges Kalgoorlie	GVROC Meeting, Rydges Kalgoorlie, 12 November 2018	\$429.59
Credit Card	12-Nov-18	Xero Au Inv-7432754	GVROC Computer, Subscription, Xero, 12 November 2018	\$50.00
Credit Card	10-Dec-18	Xero Au Inv-7432754	GVROC Computer, Subscription, Xero, 10 December 2018	\$50.00
				<b>\$4,740.24</b>
EFT	28-Sep-18	Goldfields Tourism Network	Contribution to Annual Perth Royal Show District Displays, 28 September 2018	\$25,630.00
EFT	10-Dec-18	WALGA	Venue Hire and Catering for Walga Meeting, 2 August 2018	\$2,177.20
EFT	10-Dec-18	Tuna Blue	Design, Facilitation and Reporting of a GVROC Workshop, 2 August 2018	\$2,255.00
EFT	13-Dec-18	Australian Venture Consultants	Professionals Services Provided by R Barnett Related to the Project, Goldfields-Esperance Minerals Industry Strategy, 12 December 2018	\$22,000.00
				<b>\$52,062.20</b>
Total Expenses paid upto 31 December 2018				<b>\$56,802.44</b>

**Consultation:** GVROC Accountants

**Financial Implications:** Funds for the expenditure is included in the 2018/2019 Budget

**Strategic Implications:** GVROC Strategic Plan 2017-2022  
Objective 3

**RECOMMENDATION:**

1. That the accounts for payment for the period 21 November 2018 to 31 December 2018 totalling \$56,802.44 be endorsed.
2. That the actions taken by the Shire of Coolgardie Chief Executive Officer to pay for GVROC expenses and receipt of GVROC Revenue be endorsed
3. The Shire of Coolgardie be authorised to continue pay for GVROC expenses and receive GVROC Revenue until new signatories to the bank accounts are finalised with Bankwest

**RESOLUTION:**

**Moved: Cr Patrick Hill**

**Seconded: Cr Peter Craig**

1. That the accounts for payment for the period 21 November 2018 to 31 December 2018 totalling \$56,802.44 be endorsed.
2. That the actions taken by the Shire of Coolgardie Chief Executive Officer to pay for GVROC expenses and receipt of GVROC Revenue be endorsed
3. The Shire of Coolgardie be authorised to continue pay for GVROC expenses and receive GVROC Revenue until new signatories to the bank accounts are finalised with Bankwest

**CARRIED**

## **7. GOLDFIELDS RECORDS STORAGE FACILITY**

### **7.1 Management of Goldfields Records Storage Facility**

**Reporting Officer:** Laura Dwyer, Manager Recreation and Community Development Shire Coolgardie

**Disclosure of Interest:** Nil

**Date:** 24 January 2018

**Attachments:** Archives

**Background:**

A report was presented to the GVROC CEOs group meeting that was held on the 7 December 2018. Significant discussion took place

The meeting resolved as follows:

RESOLUTION: Moved: Ian Fitzgerald Seconded: Peter Naylor

That the GVROC Council agree to change the model of the Goldfields Records Storage facility to a Record and Archive facility

**Officer Comment:**

The purpose of this item is to formally propose that the records facility go to unmanned storage and archive facility as of the 1 July 2019. On the 5 December a valuation was conducted on the Goldfields Records Storage facility, the valuation report is attached as a confidential document to the records facility report. Upon further discussion with Cleanaway, it was investigated the possibility of a private business managing the facility. They have since declined to express an interest, but however would be interested in purchasing the shredding machine.

A financial statement is also attached for the period of 1 July 2018-31 December 2018.

**Consultation:**

GVROC CEOs Group  
James Wilson, Cleanaway  
Mark McGillvray, Goldfields Valuation Services  
Shire of Coolgardie Staff

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**RECOMMENDATION:**

1. That the GVROC Council formally accepts the financial statement from 1 July 2018 – 31 December 2018.
2. That the GVROC Council note and receive the **confidential item attached** the records facility report.
3. That the GVROC Council note and receive the **confidential item attached** Goldfields Records Storage Valuation
4. That the GVROC Council agrees to change the model of the Goldfields Records Storage facility to a Record and Archive facility subject to a report being provided to the GVROC Council Meeting in April with any financial and governance implications
5. That the GVROC Council approves the engagement of lawyers to redraft the Archives and Record Management Agreement, at its cost to reflect the new operations of the GRS.



6. That the GVROC Council request the draft agreement be presented to the GVROC Council Meeting in April 2019

**RESOLUTION:**                      **Moved: Cr Victoria Brown      Seconded: Cr John Bowler**

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1. That the GVROC Council formally accepts the financial statement from 1 July 2018 – 31 December 2018.
2. That the GVROC Council note and receive the confidential item attached the records facility report.
3. That the GVROC Council note and receive the confidential item attached Goldfields Records Storage Valuation
4. That the GVROC Council agrees to change the model of the Goldfields Records Storage facility to a Record and Archive facility.

**CARRIED**

## **8. GVROC - LAW AND ORDER**

### **8.1 Law and Order Discussion**

**Reporting Officer:** James Trail, Chief Executive Officer Shire of Coolgardie

**Disclosure of Interest:** Nil

**Date:** 31 January 2019

**Attachments:** Nil

**Background:**

- Continual problems with itinerant people congregating around Richardson Park and the outskirts of Boulder.
- Ongoing issues in Hannan St, Business owners complaining re the effectiveness of the Ranger Patrols.
- Lack of parental control and supervision of children. Includes Coolgardie and Esperance and probably others.
- Lack of response to public requests for Police assistance, reasons either undermanned or on other jobs.
- I am led to believe even Esperance people are put through to Kalgoorlie Police after hours.
- Lack of initiatives from Department of Communities (DCP and Housing).
- Lack of appropriate court orders including supervision and curfew orders as well as penalties including detention for offenders repeat offending.

As a regional group should GVROC lobby on behalf of the people in the Goldfields, to endeavour to persuade the State and Federal Governments to implement the necessary changes to overhaul the current systems as they stand as they are not working.

Some points for discussion could be:

- Lobby the Federal Government to include all isolated independent communities onto the Indue Card at the commencement of the trial extension in July 2019.
- Lobby State Ministers to increase funding for Police and other services including DCP in the regions.
- Lobby the Attorney General to initiate changes to the Juvenile Justice system including lowering the age from 10yrs to 6yrs when children can be charged with offences.
- Endeavour to have the Local indigenous Elders take some form of leadership in conjunction with this initiative.

**Officer Comment:**

A request has been made from the Chair and other Councillors to raise issues/concerns around law and order and to include them for conversation with the GVROC Council

**Possible Recommendations**

1. Continuation and extension of the Cashless Debit Card.
2. Migration of people from communities and the harm/damage they are doing.
3. Alcohol consumption.
4. Police activity and crime generally.
5. State Government responsibility and lack of action.
6. What advocacy is necessary politically?

**Consultation:** City of Kalgoorlie-Boulder  
Shire of Coolgardie

**Financial Implications:** Unknown

**Strategic Implications:** GVROC Strategic Plan 2017-2022  
Objective 1  
Goal 1.1, 1.2, 1.3

**RESOLUTION:** Moved: Cr Tracey Rathbone Seconded: Cr Patrick Hill

1. That the GVROC Council endorse the Chair of GVROC writing to the Prime Minister Scott Morrison and Opposition Leader Bill Shorten emphasising the need for the Cashless Debit Card Trial to remain and continue in the Goldfields Esperance Region
2. That the GVROC Council endorse the Chair of GVROC writing to the Premier Mark McGowan seeking State Support for the continuation of the Cashless Debit Card Trial in the Goldfields Esperance Region
3. That the GVROC Council endorse a working Group be established from the 5 Local Governments currently participating in the Cashless Debit Card trial
4. That the GVROC Council support the Chair of GVROC lobbying Federal and State politicians for the continuation of the Cashless Debit Card trial in the Goldfields Esperance Region

## **9. DESIGNATED AREA MIGRATION AGREEMENT (DAMA)**

- The City of Kalgoorlie-Boulder (the City or Kalgoorlie-Boulder) is the Designated Area Representative (DAR) for this Designated Area Migration Agreement (DAMA) and represents the interests of Kalgoorlie-Boulder, Shires of Menzies, Leonora and Coolgardie.
- The Chamber of Minerals and Energy (CME), Kalgoorlie-Boulder Chamber of Commerce and Industry (KBCCI) and Regional Development Australia Goldfields Esperance (RDAGE) are also supportive of establishing a DAMA for the region and are collectively referred to as the DAMA Committee.
- The DAMA Region encompassing the Kalgoorlie-Boulder and the above-named Shires is situated East of Perth in Western Australia (WA). The region has an estimated population of 36,500 people, with the mining industry being the major employer. Kalgoorlie-Boulder is the main employment location in the region, and has an annual average of 3.5% unemployment rate, which is well below the national average unemployment rate of 5.4%.
- Collectively the DAMA region is a major contributor to the WA and Australian economies, with Kalgoorlie-Boulder as the regional capital of the Goldfields-Esperance region. The DAMA region was estimated to contribute around \$4.7 billion of Gross Regional Product (GRP) in 2016-17, representing 68.3% of Goldfields-Esperance Development Commission Region's GRP of \$6.9 billion. In September 2016, there were 51 active mining properties in the Kalgoorlie-Boulder Economic Zone<sup>1</sup> with 49 of these operational and two under construction. A further 697 mining properties are classified as either under consideration or possible. These are generally gold, nickel, iron ore, uranium or lithium.
- Currently the DAMA Region has around 1,000 job vacancies and with new projects in the pipeline the forecast for position vacancies is set to increase in the next 12 months. However, employers in the region are struggling to attract Australians to move to the region, due to the remote location. This is exacerbated by workers preferring the Fly-in-Fly-out arrangement instead of moving to the region and competing projects in Perth and interstate cities that are also constructing and upgrading billion-dollars' worth of major infrastructure and rail projects.
- Employers in the region have a strong commitment to employing Australians first, including offering employment and training opportunities to Aboriginal and Torres Strait Islanders. However, without the required skilled workforce and decline in enrolment at both the local School of Mines and Central Regional TAFE, businesses are left with limited options in terms of training new apprentices and trainees to develop the next generation of skilled workers. More skilled labour workers are needed to increase apprenticeship and traineeship, including Aboriginal traineeship, intakes.
- This DAMA is sought to help address the existing and projected critical labour shortages including roles that are not supported by other employer-nominated migration routes and concessions required from the standard immigration framework. Establishing this DAMA for the region will encourage skilled The DAR will work closely with independent skills assessment authority such as VETASSESS and Central Regional TAFE to implement a robust process to verify the skills and experience of potential sponsored overseas skilled migrants, in particular for occupations that are not currently on the standard migration program. We want to ensure potential candidates have the adequate skills and experience required to meet Australian industry standards.
- The DAMA Region has adequate local services, amenities and infrastructure to support an increase of population growth, including supporting new migrants under the DAMA program. The local primary, secondary schools and tertiary education institutes have capacity for additional enrolments. Arrival of migrants would not have a negative impact on local education services nor adversely affected the local Australians from accessing them.
- Availability of childcare services in the region is significantly strained to the extent that the extended time parents are on the wait list for an enrolment spot waitlist is preventing the primary carer, who are often mothers, from returning to the workforce. It is for this reason, it is critical that occupations such as Child Care Centre Manager and Child Care Worker are included in the DAMA for the region.
- The DAMA Region has adequate health care services with Kalgoorlie Health Campus being the largest regional hospitals in WA, with 106 inpatient facility. There is also a hospital in Shire of Leonora. The region has around 50 general medical practices, with health centres in Shires of Coolgardie and Menzies. Migrants to reside in regional area and offer of permanent residence pathway will give employers certainty and stability of permanent workforce.
- A designated team at the DAR office will be responsible for the implementation and monitoring of the DAMA process. It ensures that endorsed sponsoring employers and sponsored overseas

skilled migrants are aware of their responsibilities, rights and obligations. The DAR team will ensure that overseas workers are informed of support services to safeguard them from exploitation and assist their integration into the local community.

## 10. GVROC REGIONAL EQUIPMENT POOL

### 10.1 GVROC Portable Community Events Infrastructure and Equipment Pool

**Reporting Officer:** James Trail, Chief Executive Officer Shire Coolgardie

**Disclosure of Interest:** No interest to disclose

**Date:** 22 January 2019

**Attachments:** GVROC Regional Equipment Pool Hire: 01.07.2017 – 31.12.2017 (Combined)

**Background:**

The City of Kalgoorlie-Boulder provides regular reports on the usage of the GVROC Regional Equipment Pool. The detail for the twelve-month period 1 January 2018 to 31 December 2018 is detailed below

The only expense during the period was \$440.00 for replacement and testing of faulty RCD unit

**Executive Officer Comment:**

Details are provided in tables below:

GVROC Regional Equipment Pool Hire - Annual Report - Private Users					
01.01.2018 - 31.12.2018					
Month	Date	Equipment	Quantity	Hirer	Event
Jan-18	26.01.2018	BBQ Trailer	1	Rotary Club	Australia Day
May-18	16.05.2018 - 23.05.2018	Toilet Block (16 pan)	1	Billy Graham	Goldfields Celebrations
Sep-18	21.09.2018 - 30.09.2018	Toilet Block (16 pan)	1	Eastern Goldfields BMX Club	WA Interstate BMX Championships
Oct-18	01.10.2018	Toilet Block (16 pan)	1	Eastern Goldfields BMX Club	WA Interstate BMX Championships
	25.10.2018 - 30.10.2018	Toilet Block (16 pan)	1	Kalgoorlie Desert Racers	WA Desert Races Championships
	30.10.2018	BBQ Trailer	1	St Johns Ambulance	SIMEX - Y10/Y11 students
Nov	01.11.2018 - 08.11.2018	Toilet Block (16 pan)	1	Goldfields Motorcycle Club	GMCC Annual 2-day Trail Ride
	22.11.2018 - 26.11.2018	Toilet Block (16 pan)	1	Goldfields Sand Drags	Sand Drags Competition
	23.11.2018	BBQ Trailer	1	Centrecare Kalgoorlie	White Ribbon Day
	29.11.2018 - 30.11.2018	Toilet Block (16 pan)	1	Worthy Parts	Industry Link Mining Expo
Dec-18	01.12.2018 - 06.12.2018	Toilet Block (16 pan)	1	Worthy Parts	Industry Link Mining Expo
	07.12.2018 - 10.12.2018	Toilet Block (16 pan)	1	Church of Christ	Carols by Candlelight

GVROC Regional Equipment Pool Hire - Annual Report - Councils					
01.01.2018 - 31.12.2018					
Month	Date	Equipment	Quantity	Shire/City	Event
Jan-18	20.01.2018 - 31.01.2018	Toilet Block (16 pan)	1	Kalgoorlie-Boulder	Australia Day/Summer Concert
Feb-18	01.02.2018 - 28.02.2018	Toilet Block (16 pan)	1	Kalgoorlie-Boulder	Summer Concerts
May-18	18.05.2018 - 31.05.2018	Portable Stage	1	Laverton	Laverfest
	28.05.2018 - 31.05.2018	Crowd Control Barriers	350	Leonora	Golden Gift
	31.05.2018	Crowd Control Barriers	100	Menzies	
Jun-18	01.06.2018 - 06.06.2018	Crowd Control Barriers	350	Leonora	Golden Gift
	01.06.2018 - 05.06.2018	Crowd Control Barriers	100	Menzies	
	05.06.2018 - 30.06.2018	Crowd Control Fencing	60	Menzies	Temporary fencing (new Youth Centre)
	01.06.2018 - 06.06.2018	Toilet Block (16 pan)	1	Leonora	Golden Gift
Jul-18	01.07.2018 - 10.07.2018 -	Crowd Control Fencing	60	Menzies	Temporary fencing (new Youth Centre)
Aug-18	22.08.2018 - 28.08.2018	Crowd Control Fencing	30	Norseman	Norseman Goldfever Festival
	23.08.2018 - 28.08.2018	Crowd Control Barriers	120	Esperance	10th Light Horse
Sep-18	14.09.2018 - 17.09.2018	Toilet Block (16 pan)	1	Coolgardie	Coolgardie Day Festival
		Crowd Control Barriers	400	Coolgardie	
Oct-18	17.10.2018 - 23.10.2018	Toilet Block (16 pan)	1	Menzies	Menzies Rodeo & Muster
		Crowd Control Fencing	100	Menzies	
		Crowd Control Barriers	300	Menzies	
Dec-18	04.12.2018 - 21.12.2018	Crowd Control Barriers	120	Esperance	Christmas Pageant/Edge of the Bay

**Consultation:** City of Kalgoorlie-Boulder

**Financial Implications:** Nil

**Strategic Implications:** GVROC Strategic Plan 2017-2022  
Objective 2  
Goal 2.1

**RECOMMENDATION:**

That GVROC note the usage report of the GVROC Portable Community Events Infrastructure and Equipment Pool prepared by the City of Kalgoorlie-Boulder.

**RESOLUTION:** Moved: Cr Tracey Rathbone Seconded: Cr Patrick Hill

That the GVROC Council note the usage report of the GVROC Portable Community Events Infrastructure and Equipment Pool prepared by the City of Kalgoorlie-Boulder.

**CARRIED**



## **11. GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS BUSINESS**

### **11.1 Review of Local Government Act 1995**

**Reporting Officer:** James Trail, Chief Executive Officer Shire of Coolgardie

**Disclosure of Interest:** Nil

**Date:** 24 January 2019

**Attachments:** WALGA Advocacy Position Local Government Act Review Paper, CEO Group Position Paper and email from WALGA

#### **Background:**

The Minister for Local Government commenced a review of the Local Government Act with both a community and a Local Government consultation process in 2017. WALGA conducted a comprehensive consultation process with member Local Governments, resulting in the adoption of policy positions on Phase 1 of the Local Government Act by State Council in December 2017 and March 2018.

The Minister for Local Government announced Phase 1 policy positions at the WALGA Annual General Meeting on 1 August 2018 and intends to introduce legislation prior to the end of the year. WALGA and Local Government Professionals have been consulted on the draft legislation. It is anticipated an Amendment Bill dealing with matters raised under Phase 1 – gifts, training for Council members, behaviours, administrative efficiencies etc - will soon be presented to Parliament.

#### **State-wide Forums**

The Minister for Local Government announced the consultation process for Phase 2 of the Act review in August 2018, with 11 themes arranged under the 'Smart, Agile, Inclusive' headings:

##### **Agile**

- Beneficial Enterprises
- Financial Management
- Rates

##### **Smart**

- Administrative Efficiencies
- Local Laws
- Council Meetings
- Interventions

##### **Inclusive**

- Community Engagement
- Integrated Planning and Reporting
- Complaints Management
- Elections

To inform the development of a new Local Government Act for Western Australia, WALGA and the Department of Local Government Sport and Cultural Industries hosted a series of Local Government Act Review Forums. These facilitated forums were held generally in WALGA Zone groupings between 10 October and 15 November 2018.

The Department developed detailed Discussion Papers for each of the 11 themes with accompanying questionnaires and they are accepting responses from Local Governments, individual Elected Members, Officers and the general community.

**WALGA Feedback Opportunity**

WALGA is offering an opportunity for member Local Governments submissions to consider, review, amend and add to the advocacy positions endorsed by State Council in March 2018 following the Phase 1 review process, which are attached.

Our intention is to provide a means for Local Governments to offer submissions on any aspect of the 11 themes discussed under the 'Smart, Agile, Inclusive' headings or any other matter of interest that can feed into the Act review process.

Your response would be appreciated by Friday, 1 February 2019 so that an Agenda Item can be presented to the Zone Meetings leading up to the March 2019 State Council Meeting.

In addition to this opportunity, WALGA is planning a State-wide Forum on the future of Local Government in late January/ early February 2019. The forum will include a review of the information coming through from the Local Government Act forums and submissions. In addition, there will be guest speakers presenting on the future of Local Government.

**Officer Comment:**

On the 28<sup>th</sup> November the following email was received from WALGA;

*Dear Chief Executive Officers*

*Extension of Submission Deadline to 22 February 2019*

*Further to the email below and InfoPage attached, the Association has received a number of calls/emails from the sector requesting the submission date be extended to late February 2019, as many Local Governments won't have the ability to consider submissions at their December meetings and many do not have a meeting in January. In addition, the deadline for a response to the Department of Local Government is 31 March 2019.*

*It is proposed to extend the submission deadline to WALGA to 22 February 2019, which will allow Local Governments to consider their submission at their February Council meeting. Further, this will allow State Council to consider all Local Government input before resolving its final position.*

*This has a flow-on effect which will require changes to the Zone and State Council meeting dates. Zone meetings in late February would change to mid-March and the State Council meeting would move to late March.*

*The following is the new schedule:*

- 22 February 2019 – Local Government Act submissions to WALGA close
- 15 March to 22 March 2019 – Zone Meetings
- Tuesday 26 March 2019 at 4pm – WALGA State Council meeting

*WALGA, LG Professional and the Department of Local Government, Sport & Cultural Industries are holding a state-wide forum on 30 January 2019 and the deadline extension means this forum will become even more important as a focal point for input from members to the Local Government Act Review process.*

*Information on the state-wide forum will be distributed in the next few days.*

*I apologise for any in-convenience this causes, however I think this is a positive move in respect to providing Local Governments more time to prepare submissions in the process.*



At the GVROC CEO's Group Meeting on the 12<sup>th</sup> October 2018 the group resolved

RESOLUTION:                      Moved: Peter Naylor                      Seconded: Colin Bastow

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That the CEO Group Position Paper on the Local Government Act Review Stage 2 be noted and received by the GVROC Council

In consideration of this item at the GVROC Council Meeting on the 1<sup>st</sup> November 2018 Council resolved;

RESOLUTION:                      Moved: Mr Jim Epis                      Seconded: Cr Greg Dwyer

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That

1. The CEO Group Position Paper on the Local Government Act Review Stage 2 be noted by the GVROC Council
2. The CEO Group Position Paper be submitted to the Department of Local Government, Sport and Cultural Industries and WALGA
3. Any Local Government can make submission up until the closure or refer to the next CEO meeting in December 2018.

At the GVROC CEO's Group Meeting on 7<sup>th</sup> December 2018, the email received from WALGA on the 28<sup>th</sup> November was discussed as well as the WALGA Advocacy Position Local Government Act Review Paper (see attached).

It is proposed to the GVROC Council that the WALGA Advocacy Position Local Government Act Review Paper is consistent with the CEO Group Position Paper noted by the GVROC Council at the November Meeting. Consequently, it is recommended to the GVROC Council they endorse the WALGA Advocacy Position Local Government Act Review Paper. Furthermore, that any Local Government make a submission up until the closure if they so wish

**Consultation:**                      GVROC Council, GVROC CEO Group, WALGA

**Financial Implications:**                      Nil

**Strategic Implications:**                      GVROC Strategic Plan 2017-2022  
Objective 1, Goal 1.2

**Voting Requirement:**                      Simple majority

**RECOMMENDATION:**

That

1. The WALGA Advocacy Position Local Government Act Review Paper be endorsed by the GVROC Council and advice WALGA accordingly
2. The CEO Group Position Paper be submitted to WALGA
3. Any Local Government can make submission up until the closure date for submissions

RESOLUTION:                      Moved: Cr Tracey Rathbone                      Seconded: Mr Jim Epis

---

That

1. The WALGA Advocacy Position Local Government Act Review Paper be endorsed by the GVROC Council and advice WALGA accordingly
2. The CEO Group Position Paper be submitted to WALGA
3. Any Local Government can make submission up until the closure date for submissions

CARRIED

## **11.2 GVROC Council and WALGA State Council Meeting Schedule for 2019**

**Reporting Officer:** James Trail, Chief Executive Officer Shire Coolgardie

**Disclosure of Interest:** Nil

**Date:** 22 January 2019

### **Background:**

GVROC needs to adopt a meeting schedule for the 12-month period following the February 2019 meeting in Esperance.

The GVROC CEOs Group discussed a meeting schedule for the GVROC when it met on Friday 7 December

### **Officer Comment:**

The meeting schedule again has a mix of in-person and teleconference meetings. It also considers the long-held practice of holding the first meeting for the calendar year in Esperance and holding a meeting during the annual Local Government Convention.

In accordance with the Outcomes Workshop held in 2018, a proposed schedule has also been prepared to deal with State Council Agenda Items.

**Consultation:** Nil

**Financial Implications:** This is unknown at this time as it will be dependent upon the outcome of the GVROC's considerations

**Strategic Implications:** GVROC Strategic Plan 2017-2022  
Objective 3, Goal 3.2

**Voting Requirement:** Simple majority

### **RECOMMENDATION 1:**

That the GVROC Council adopt the following meeting schedule for the coming 12-month period:

- Friday 8 March 2019 – in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);
- Friday 26 April 2019 - an in-person meeting of the GVROC Council (in Kalgoorlie unless otherwise determined)
- Friday 24 May 2018 – in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);
- Friday 28 June 2018 – an in-person meeting of the GVROC Council (in Kalgoorlie unless otherwise determined);
- Friday 12 July 2019 – an in-person meeting of the GVROC CEOs Group (in Coolgardie unless otherwise determined);
- Wednesday 7 August 2019 – an in-person meeting of the GVROC Council in Perth during Local Government Week (venue to be determined);
- Friday 13 September 2019 – an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);
- Thursday 24 and Friday 25 October 2019 – a regional meeting of the GVROC Council hosted by the Shire of Leonora. Arrangements have commenced for this regional meeting;
- Friday 6 December 2019 an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined); and
- Friday 31 January 2020 – an in-person meeting of the GVROC Council in Esperance.

**RESOLUTION:**                      **Moved: Cr Patrick Hill**                      **Seconded: Cr Tracey Rathbone**

---

**That the GVROC Council adopt the following meeting schedule for the coming 12-month period:**

- **Friday 8 March 2019 – in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);**
- **Friday 26 April 2019 – an in-person meeting of the GVROC Council (in Kalgoorlie unless otherwise determined)**
- **Friday 24 May 2018 – in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);**
- **Friday 28 June 2018 – an in-person meeting of the GVROC Council (in Kalgoorlie unless otherwise determined);**
- **Friday 12 July 2019 – an in-person meeting of the GVROC CEOs Group (in Coolgardie unless otherwise determined);**
- **Wednesday 7 August 2019 – an in-person meeting of the GVROC Council in Perth during Local Government Week (venue to be determined);**
- **Friday 13 September 2019 – an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined);**
- **Thursday 24 and Friday 25 October 2019 – a regional meeting of the GVROC Council hosted by the Shire of Leonora. Arrangements have commenced for this regional meeting;**
- **Friday 6 December 2019 an in-person meeting of the GVROC CEOs Group (in Kalgoorlie unless otherwise determined); and**
- **Friday 31 January 2020 – an in-person meeting of the GVROC Council in Esperance.**

**CARRIED**

**RECOMMENDATION 2:**

**That the GVROC Council adopt the following meeting schedule to consider WALGA State Council Agenda Items for the coming 12-month period:**

- **Thursday 21 March 2019 – a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held Tuesday 27 March 2019;**
- **Friday 3 May 2019 a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held Wednesday 8 May 2019;**
- **Friday 28 June 2018 – an in-person meeting to consider the WALGA State Council Agenda for the State Council meeting to be held Wednesday 3 July 2019 (in Kalgoorlie unless otherwise determined);**
- **Friday 30 August 2019 – a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held on Thursday 5 and Friday 6 September 2019;**
- **Friday 29 November 2019 – a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held Wednesday 4 December 2019.**

**RESOLUTION:**                      **Moved: Cr Patrick Hill**                      **Seconded: Cr Tracey Rathbone**

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**That the GVROC Council adopt the following meeting schedule to consider WALGA State Council Agenda Items for the coming 12-month period:**

- **Thursday 21 March 2019 – a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held Tuesday 27 March 2019;**
- **Friday 3 May 2019 a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held Wednesday 8 May 2019;**
- **Friday 28 June 2018 – an in-person meeting to consider the WALGA State Council Agenda for the State Council meeting to be held Wednesday 3 July 2019 (in Kalgoorlie unless otherwise determined);**
- **Friday 30 August 2019 – a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held on Thursday 5 and Friday 6 September 2019;**
- **Friday 29 November 2019 – a teleconference to consider the WALGA State Council agenda for the State Council meeting to be held Wednesday 4 December 2019.**

**CARRIED**

### **11.3 Recruitment of Executive Officer**

**Reporting Officer:** James Trail, Chief Executive Officer Shire of Coolgardie

**Disclosure of Interest:** Nil

**Date:** 24 January 2019

**Attachments:**

**Background:**

At the GVROC Council Meeting on the 1<sup>st</sup> November Council resolved

**RESOLUTION:** Moved: Cr Greg Dwyer                      Seconded: Mr James Trail

That

1. The strategic Planning outcomes report August 2018(as attached) be endorsed by the GVROC Council.
2. The GVROC Council request the process for the recruitment of an Executive Officer be commenced and finalised for a recommendation to be presented to the GVROC Council Meeting in February 2019.
3. The chair Council be kept in formed by the Chair of the CEO Group on the progress of the recruitment of and Executive Officer inclusive of potential candidates.

CARRIED

A request for quote (RFQ's) was advertised on the 5<sup>th</sup> December with a closing date of the 14<sup>th</sup> December. Three RFQ's were received from:

- Pride and Prominence – based in Kalgoorlie
- Mia Hicks Consulting – based in Kalgoorlie
- NAJA Business Consulting Services

**Officer Comment:**

All RFQ's were provide to the CEO's Group. They were also discussed with the Chair of GVROC. Feedback from CEO's was sort via email and by phone

The RFQ is attached.

**Consultation:** Chair of GVROC  
GVROC CEO's

**Financial Implications:** N/A

**Strategic Implications:** GVROC Strategic Plan 2017-2022  
Objective 5  
Goal 5.1

**RECOMMENDATION:**

**That the:**

1. GVROC Council not endorse any of the requests for quote received
2. GVROC Council request the Chief Executive Officer Shire Coolgardie write to each person who submitted a request for quote thanking them for their quotation and provide feedback where requested
3. GVROC Council appoint James Trail as Acting Executive Officer of GVROC until such time as the Executive Officer position is filled
4. GVROC Council authorise James Trail to engage administration support as required
5. Position of Executive Officer be discussed at the June GVROC Council Meeting

**RESOLUTION:**                      **Moved: Cr Tracey Rathbone    Seconded: Cr Patrick Hill**

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**That the**

1. GVROC Council not endorse any of the requests for quote received
2. GVROC Council request the Chief Executive Officer Shire Coolgardie write to each person who submitted a request for quote thanking them for their quotation and provide feedback where requested
3. GVROC Council appoint James Trail as Acting Executive Officer of GVROC until such time as the Executive Officer position is filled
4. GVROC Council authorise James Trail to engage administration support as required ensuring the Council is informed of the cost of any support engaged
5. Position of Executive Officer be discussed at the first available GVROC Council Meeting

**CARRIED**

#### **11.4     Draft Audited Financial Statement for 30 June 2018 (Attachments)**

**Reporting Officer:** James Trail, Chief Executive Officer Shire of Coolgardie

**Disclosure of Interest:** Nil

**Date:** 1<sup>st</sup> February 2019

**Attachments:** Financial Statements, Management Report and representation letter

**Background:**

Presenting the draft Audited Financial Statement, Representation Letter and Management Letter for the period 1 July 2017 to 30 June 2018

**Officer Comment:**

GVROC's Auditor, AMD Chartered Accountants, has provided the Executive Officer with the following documents for consideration:

- Draft Financial Report;
- Representation Letter; and
- Draft Management Letter.

The Auditor has requested that the Financial Report be reviewed, the "Statement by Members of the Committee" within the Draft Financial Report be signed by the Chair and Executive Officer and the Representation Letter reviewed and signed by the Executive Officer. This process is particularly important if the Management Letter contains recommendations as it gives the GVROC an opportunity to comment before the final report is provided by the Auditor for consideration and adoption. It should be noted that once the draft reports have been signed and returned to the Auditors the final Audit Report will be provided to the GVROC.

**Consultation:** GVROC Auditors AMD Chartered Accountants

**Financial Implications:** Audit Fees included in 2017/2018 Budget

**Strategic Implications:** GVROC Strategic Plan 2017-2022  
Objective 3

**RECOMMENDATION:**

GVROC Council approve the Draft Financial Report, Representation Letter and Draft Management Letter for the period ending 30 June 2018 and authorise the Chair and Acting Executive Officer to sign as indicated.

**RESOLUTION:**                      **Moved: Cr Tracey Rathbone    Seconded: Cr Peter Craig**

**Approve the Draft Financial Report, Representation Letter and Draft Management Letter for the period ending 30 June 2018 and authorise the Chair and Acting Executive Officer to sign as indicated.**

**CARRIED**



## 11.5 GVROC Signatures

**Reporting Officer:** James Trail, Chief Executive Officer – Shire of Coolgardie

**Disclosure of Interest:** Nil

**Date:** 12 January 2019

**Attachments** Nil

### **Background:**

The Shire of Coolgardie has been undertaking the administration of the GVROC Council since the first of July 2019. This is inclusive of the receipt of revenue and payment of accounts.

### **GVROC Bank Accounts**

Currently the GVROC banking is conducted through Bankwest with the following bank accounts:

Business Zero Transaction Account (operating account)  
BSB: 306-058  
A/c No: 068379-4

Business Telenet Saver (investment account)  
BSB: 302-162  
A/c No: 0445486

Signatories (any two to sign):  
Helen Westcott  
Bruce Wittber  
Ian Fitzgerald – Ian signs all payments related to BHW Consulting but is also eligible to sign any other payment.

### **GVROC Financial Management**

The financial management and data entry are currently undertaken by an accounting service Up to Date Accounting and charged directly to GVROC.

The contact details for Up to Date Accounting is as follows:

Ms Jody Nichols  
Managing Director  
Up to Date Accounting  
PO Box 6161  
East Perth WA 6892  
Phone: 9221 4100  
Email: [jody@up-to-date.com.au](mailto:jody@up-to-date.com.au)

Ms Zelia van Heerden  
Accountant  
Phone: 9221 4100  
Email: [Zelia@up-to-date.com.au](mailto:Zelia@up-to-date.com.au)

The GVROC Council resolved;

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**RESOLUTION:**                      *Moved: Cr Peter Craig*                      *Seconded: Cr Greg Dwyer*

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*GVROC CEO Group recommends to the GVROC Council,*

- 1. That the actions taken by the Shire of Coolgardie Chief Executive Officer to pay for GVROC expenses and receipt of GVROC Revenue be endorsed*
- 2. The Shire of Coolgardie be authorised to pay for GVROC expenses and receive GVROC Revenue until new signatories to the bank accounts are finalised with Bankwest*
- 3. Helen Westcott and Bruce Wittber be removed as signatories to the Business Zero Transaction Account (operating account) BSB: 306-058 A/c No: 068379-4 and Business Telenet Saver (investment account) BSB: 302-162 A/c No: 0445486*

4. James Trail and Rebecca Horan be added as signatories to the Business Zero Transaction Account (operating account) BSB: 306-058 A/c No: 068379-4 and Business Telenet Saver (investment account) BSB: 302-162 A/c No: 0445486
5. Mr Ian Fitzgerald remain on the account as a signatory.

**CARRIED**

**Officer Comment:**

The Shire of Coolgardie has attempted to change signatories at Bankwest and it has proved somewhat difficult. The Shire received the following email from Bankwest;

*We need:*

- 1) *The original or Original certified copy of the minutes of meeting which state that James is temporarily undertaking the Executive Officer role until the vacancy has been filled.*

*Society – Incorporated or Un-incorporated*

*An original/original certified copy of Annual General Meeting minutes stating:*

- Who is present at the meeting*
- The election of recent committee members to their positions- President/Vice President/Chairman/Secretary/Treasurer*

*An original/original certified copy of the Certificate of Incorporation (for incorporated Societies only)*

*Please note: For associations/societies, the president/chairman, secretary and treasurer (or equivalent roles) must be identified with Bankwest.*

*Please Note: We are unable to accept faxed or emailed copies of the above documents. If providing a certified copy, it must have been certified within the last 3 months.*

*We can not accept photos of documents, these will need to be scanned and returned by the following methods, noting that any required original or certified copies of original documents can only be posted, provided at a Bankwest store or provided to your Relationship Manager*

The Shire of Coolgardie is seeking support from the GVROC Council in order to meet the requirements of Bankwest;

1. That the Chief Executive Officer of the Shire of Coolgardie be endorsed as the Acting Executive Officer GVROC for operating the bank accounts
2. The Chief Executive Officer Shire of Laverton Peter Naylor replace Ian Fitzgerald as a signatory to the account

**Consultation:**

Chair of GVROC  
GVROC CEO's  
Bankwest

**Financial Implications:**

N/A

**Strategic Implications:**

GVROC Strategic Plan 2017-2022  
Objective 5  
Goal 5.1



**RECOMMENDATION**

1. GVROC Council resolve that the Chief Executive Officer Shire of Coolgardie James Trail undertake the role Acting Executive Officer until the vacancy has been filled.
2. GVROC Council resolve to advise Bankwest that an Annual General Meeting is not held as the GVROC Council is a voluntary Council made up of delegates from the 10 Local Governments in the Goldfields Esperance Region
3. GVROC Council advise Bankwest that there is not a President/Vice President/Secretary or Treasurer of GVROC
4. GVROC Council advise that the officer holders of GVROC are Chairman Malcolm Cullen and Deputy Chairman John Bowler
5. James Trail and Rebecca Horan be added as signatories to the Business Zero Transaction Account (operating account) BSB: 306-058 A/c No: 068379-4 and Business Telenet Saver (investment account) BSB: 302-162 A/c No: 0445486
6. Peter Naylor be added as a signatory to the Business Zero Transaction Account (operating account) BSB: 306-058 A/c No: 068379-4 and Business Telenet Saver (investment account) BSB: 302-162 A/c No: 0445486
7. Ian Fitzgerald be removed as signatory to the Business Zero Transaction Account (operating account) BSB: 306-058 A/c No: 068379-4 and Business Telenet Saver (investment account) BSB: 302-162 A/c No: 0445486
8. Helen Westcott and Bruce Wittber be removed as signatories to the Business Zero Transaction Account (operating account) BSB: 306-058 A/c No: 068379-4 and Business Telenet Saver (investment account) BSB: 302-162 A/c No: 0445486

**RESOLUTION:**

**Moved: Cr Suzie Williams**

**Seconded: Cr Peter Craig**

1. GVROC Council resolve that the Chief Executive Officer Shire of Coolgardie James Trail undertake the role Acting Executive Officer until the vacancy has been filled.
2. GVROC Council resolve to advise Bankwest that an Annual General Meeting is not held as the GVROC Council is a voluntary Council made up of delegates from the 10 Local Governments in the Goldfields Esperance Region
3. GVROC Council advise Bankwest that there is not a President/Vice President/Secretary or Treasurer of GVROC
4. GVROC Council advise that the officer holders of GVROC are Chairman Malcolm Cullen and Deputy Chairman John Bowler
5. James Trail and Rebecca Horan be added as signatories to the Business Zero Transaction Account (operating account) BSB: 306-058 A/c No: 068379-4 and Business Telenet Saver (investment account) BSB: 302-162 A/c No: 0445486
6. Peter Naylor be added as a signatory to the Business Zero Transaction Account (operating account) BSB: 306-058 A/c No: 068379-4 and Business Telenet Saver (investment account) BSB: 302-162 A/c No: 0445486
7. Ian Fitzgerald be removed as signatory to the Business Zero Transaction Account (operating account) BSB: 306-058 A/c No: 068379-4 and Business Telenet Saver (investment account) BSB: 302-162 A/c No: 0445486
8. Helen Westcott and Bruce Wittber be removed as signatories to the Business Zero Transaction Account (operating account) BSB: 306-058 A/c No: 068379-4 and Business Telenet Saver (investment account) BSB: 302-162 A/c No: 0445486

**CARRIED**

## **11.6 Minerals Strategy**

**Reporting Officer:** James Trail, Chief Executive Officer Shire Coolgardie

**Disclosure of Interest:** Nil

**Date:** 12<sup>th</sup> October 2018

**Attachments** Nil

### **Background:**

At the GVROC Council Meeting on the 1<sup>st</sup> November the Council resolved;

**RESOLUTION:**                      **Moved: Mr Jim Epis**                      **Seconded: Mr Peter Naylor**

**GVROC CEO Group recommends to the GVROC Council that,**

- 1. The Goldfields Esperance Lithium Strategy be endorsed as a joint GVROC project.**
- 2. The GVROC CEO Group take the lead in the development of the strategy**
- 3. The Chair of the GVROC CEO Group meet with the Director Regional Development Australia Goldfields Esperance (RDAGE) to request the funds of \$20,000 be reallocated for the Goldfields Esperance Lithium Strategy Lithium**
- 4. The \$25,000 from account 1846 be allocated to the Goldfields Esperance Lithium Strategy**

**CARRIED**

Following the GVROC Council Meeting the Chair of GVROC and the GVROC CEO Group meet with the Chair and Director of Regional Development Australia Goldfields Esperance (RDAGE). RDAGE have reallocated the \$20,000 to the strategy.

Furthermore, a term of reference was developed as detailed below:

### **Background**

The Goldfields-Esperance Region of Western Australia covers an area of approximately 770,000 square kilometres and encompasses the Local Government Areas of Coolgardie, Kambalda, Dundas, Esperance, Kalgoorlie-Boulder, Laverton, Leonora, Menzies, Ngaanyatjaraku and Ravensthorpe. The Region hosts Western Australia's second largest mining sector economy, significant crop and livestock production, an education sector, tourism sector and a diverse services sector that supports that industry and a residential population of approximately 60,000 people. The population is distributed across the major towns of Coolgardie, Esperance, Eucla, Kalgoorlie, Leonora, Norseman and Ravensthorpe; around 25 Aboriginal communities (of which Warburton is the largest); and numerous pastoral and cropping operations. The residential population is supplemented by a significant Fly-In-Fly-Out (FIFO) workforce that services the many remote mining operations in the Region.

The Region has a strong mining industry heritage, with a continuous at scale operational presence of the sector dating back to the late 1800s. Today, the sector remains a major driver of the local economy with the Goldfields-Esperance mining sector producing Gross Value of Product (GVP) of approximately A\$9.7 billion in 2016-17. While most of the Region's mining sector GVP is attributable to gold (73 percent) and nickel and cobalt (20 percent), a range of other rare earth, platinum group metals and base metals are also produced from the Region. Indeed, the Region hosts the State's most diverse minerals industry in terms of mineral products, geographical distribution of assets, scale of operations and degree of integrated downstream processing.

The local mining industry has a significant economic multiplier affect on the regional economy, supporting a wide range of local businesses across diverse sectors including various technical services, logistics, education, catering and accommodating, administrative services and human services. The mining industry's local heritage is a major tourism asset for the Region, underpins the cultural and social fabric of the many towns that comprise the region and has an increasingly important interface with local Aboriginal interests.

The rapid rise in demand for lithium and other minerals that are raw material feedstock for the manufacture of chemicals used in the manufacture of lithium-ion batteries has resulted in this sector

rapidly expanding its exploration, development, production and processing footprint in the Goldfields-Esperance Region. The Region already produces feedstock for approximately 40 percent of the World's Class 1 nickel powder and briquettes that are used to produce battery quality nickel sulphate, as well as significant cobalt production. Of the approximately 2.1 million tonnes per annum of spodumene (lithium) concentrate currently produced in Western Australia, the Goldfields-Esperance Region produces 40 percent across three operations – Bald Hill, Mt Cattlin and Mt Marion. Additional production of lithium, nickel and other battery minerals are expected to come on stream in the Region over the next several years, as well as potential additional downstream processing.

The market megatrends from which demand for battery minerals is derived, presents a very significant opportunity for the Goldfields-Esperance Region to expand and diversify its already world-class minerals production and processing industry, delivering significant benefits to the local community and economy. For this to be achieved, it is critically important that local civic infrastructure, particularly that which pertains to transport logistics, is able to facilitate the productivity needs of the emerging battery minerals sector and existing minerals sectors in the Region, as well as the needs of other sectors of the economy (particularly the agricultural sector that shares similar infrastructure with the mining sector), and the wider community.

To this end the Goldfields-Esperance Regional Council is proposing to commission the development of a strategy to ensure that the minerals sector, including the emerging battery minerals sector, is able to expand in the Region without incurring productivity penalties (and thus ensuring its competitiveness) and that other industry in the Region and the wider community are not unduly constrained by the industry's growing demands of civic infrastructure.

#### Terms of Reference

The project will produce an evidence-based strategy that will inform multi-sector investment in and management of key civic (particularly transport) infrastructure in the Goldfields-Esperance Region, ensuring the ongoing operational competitiveness of the Region's expanding minerals industry, other industry in the Region and community access to important infrastructure. Specifically, the strategy will assess and address the following:

- Review, synthesise and analyse existing infrastructure planning, master-planning and other planning documentation pertaining to the Region.
- Map quantify and detail current road, rail, maritime and aviation networks and their specific sectoral usage; electricity generation and distribution infrastructure and sectoral usage; water sources, distribution infrastructure and sectoral usage; natural gas distribution and sectoral usage; waste management infrastructure and sectoral usage; and telecommunications networks and capacity across the Region.
- Map current and foreseeable minerals production and processing operations in the region and determine their current and future inbound and outbound logistics requirements from a road, rail, maritime and aviation logistics; electricity; water; natural gas; waste management; and telecommunications perspective.
- Identify the nature of timing of specific bottlenecks in existing and currently planned infrastructure.
- Identify strategies and resourcing options for addressing bottlenecks in current and planned infrastructure.

#### Officer Comment:

A proposal for the Strategy was received from Australian Venture Consultants (Confidential Attachment). Following discussions between GVROC CEO's Group and RDAGE, Australian Venture Consultants have been engaged to undertake the strategy given their experience and involvement in like strategies to date.

It is proposed that GVROC pay the extra \$11,000 required to undertake the strategy given the significance to the Goldfields Esperance region.

#### Consultation:

GVROC CEO's  
RDAGE  
Chair GVROC

#### Financial Implications:

The total cost of the proposal is \$56,000. It is proposed to fund the extra \$11,000 via a budget amendment if accepted by Council

#### Strategic Implications:

GVROC Strategic Plan 2017-2022  
Objective 4

Goal 4.1

**RECOMMENDATION**

- 1) The GVROC Council receive the proposal from Australian Venture Consultants (Confidential Attachment)
- 2) The GVROC Council accept the proposal from Australian Venture Consultants (Confidential Attachment)
- 3) The GVROC Council endorse a budget amendment too account 1846 of \$11,000 to be allocated to the Goldfields Minerals Industry Strategy

**RESOLUTION:**

**Moved: Cr Peter Craig**

**Seconded: Cr Tracey Rathbone**

- 1) The GVROC Council receive the proposal from Australian Venture Consultants (Confidential Attachment)
- 2) The GVROC Council accept the proposal from Australian Venture Consultants (Confidential Attachment)
- 3) The GVROC Council endorse a budget amendment too account 1846 of \$11,000 to be allocated to the Goldfields Esperance Minerals Industry Strategy

**CARRIED**

### **11.7 Appointment to State Council**

**Reporting Officer:** James Trail, Chief Executive Officer Shire of Coolgardie

**Disclosure of Interest:** Nil

**Date:** 1<sup>st</sup> February 2019

**Attachments:**

**Background:**

The Chairman of GVROC Council received notification from Councillor Suzie Williams City of Kalgoorlie Boulder of her resignation as Deputy State Councillor for the Goldfields Esperance Zone of WALGA

**Officer Comment:**

The Chairman of GVROC Council has requested an item be prepared for GVROC Council to request nominations for Deputy State Councillor for the Goldfields Esperance Zone of WALGA. Nominations are requested in writing attention to Mr James Trail Chief Executive Officer Shire of Coolgardie by close of business 30 January 2019. Nominations can be sent via email to [ceo@coolgardie.wa.gov.au](mailto:ceo@coolgardie.wa.gov.au)

**Consultation:** Chair GVROC, City Kalgoorlie Boulder

**Financial Implications:** Nil

**Strategic Implications:** GVROC Strategic Plan 2017-2022  
Objective 1

#### **RECOMMENDATION:**

GVROC Council approve Cr \_\_\_\_\_ as Deputy State Councillor for the Goldfields Esperance Zone of WALGA

**RESOLUTION:**                      **Moved: Cr Patrick Hill**                      **Seconded: Cr Victoria Brown**

**That the GVROC Council approve Mayor John Bowler as Deputy State Councillor for the Goldfields Esperance Zone of WALGA**

**CARRIED**

## **12. AGENCY REPORTS**

### **12.1 WALGA**

Ms Anne Banks-McAllister, Regional Cooperation Manager

### **12.2 Local Government Professionals**

Ms Candy Choo



### **13. MEMBERS OF PARLIAMENT**

Mr Darren West, MLC, Parliamentary Secretary to the Minister for Regional Development; Agriculture and Food; Ports; Minister assisting the Minister for State Development, Jobs and Trade

### **14. LATE ITEMS as notified, introduced by decision of the Meeting**

#### **14.1 Culling of Camels**

**RESOLUTION:**                      **Moved: Cr Tracey Rathbone    Seconded: Cr Victoria Brown**

**That GVROC Council introduce by decision of the meeting discussions for culling of feral Camels on pastoral properties in the Northern Goldfields and a letter of support for funding to undertake feral animal control.**

**CARRIED**

**RESOLUTION:**                      **Moved: Cr Victoria Brown    Seconded: Cr Suzie Williams**

**That**

1. The GVROC Council write a letter of support to the Goldfields Nullarbor Biosecurity Group in an effort to gain State Government funding to undertake the culling and management of large feral herbivores in the Northern Goldfields Pastoral Region
2. The GVROC Chair write to the Minister for Regional Development with regard to a long-term management plan for large feral herbivores in the WA Pastoral Regions using the Prenti Downs Station Feral Herbivore Management Plan

**CARRIED**

### **15. FUTURE GVROC COUNCIL MEETINGS/FUNCTIONS**

The below dates are subject to Agenda item 10.3

- Friday 26 April 2019 - an in-person meeting of the GVROC Council (in Kalgoorlie unless otherwise determined)
- Friday 28 June 2018 – an in-person meeting of the GVROC Council (in Kalgoorlie unless otherwise determined);
- Wednesday 7 August 2019 – an in-person meeting of the GVROC Council in Perth during Local Government Week (venue to be determined);
- Thursday 24 and Friday 25 October 2019 – a regional meeting of the GVROC Council hosted by the Shire of Leonora. Arrangements have commenced for this regional meeting;
- Friday 31 January 2020 – an in-person meeting of the GVROC Council in Esperance.
- 

### **16. CLOSURE OF MEETING**

There being no further business the Chair declared the meeting closed at **12.50pm**.