



# AGENDA

for the

## ORDINARY MEETING OF COUNCIL

to be held on

Tuesday, 12 September 2017

**PLEASE READ THE FOLLOWING DISCLAIMER BEFORE  
PROCEEDING**

Members of the public are cautioned against taking any action on Council decisions, on items on this evening's Agenda in which they may have an interest, until such time as they have been advised in writing by Council staff.

Council's Vision

Collie – a vibrant, growing and sustainable community  
where people live, visit and invest

Council's Mission Statement

Provide appropriate services and infrastructure for an  
engaged community, both safely and sustainably.

# **NOTICE OF MEETING**

Please be advised that meeting of the

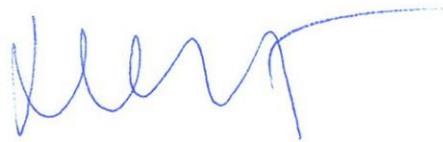
## **Ordinary Meeting of Council**

commencing at **7:00pm**

will be held on

**Tuesday, 12 September 2017**

in Council Chambers at 87 Throssell Street, Collie WA,



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David Blurton  
Chief Executive Officer

7 September 2017

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### **DISCLAIMER**

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations, which have not yet been adopted by Council.

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# MEETING SCHEDULE

## September 2017 – October 2017

Councillors are reminded of the following meetings. Please note that other meetings may be planned that are not shown here. Councillors are advised to contact the Committee's Presiding Member/Chairperson if in doubt.

|                                   |   |
|-----------------------------------|---|
| <b>Tuesday 12 September 2017</b>  | <b>Ordinary Meeting of Council</b><br>7.00pm in Council Chambers                            |
| <b>Thursday 14 September 2017</b> | <b>Youth Advisory Committee</b><br>5.00pm in Library Undercroft Room                        |
| <b>Monday 18 September 2017</b>   | <b>Trails Planning Advisory Committee</b><br>9.00am in Council Chambers                     |
| <b>Monday 18 September 2017</b>   | <b>Museum Advisory Committee</b><br>4.00pm in Library Undercroft Room                       |
| <b>Tuesday 19 September 2017</b>  | <b>Townscape Advisory Committee</b><br>9.00am in Library Undercroft Room                    |
| <b>Thursday 5 October 2017</b>    | <b>Weeds &amp; Waterways Advisory Committee</b><br>9:00am in Council Chambers               |
| <b>Thursday 5 October 2017</b>    | <b>Disability Access and Inclusion Committee</b><br>12.15pm in Elected Members Room         |
| <b>Thursday 19 October 2017</b>   | <b>Community Safety and Crime Prevention Committee</b><br>2.00pm in Library Undercroft Room |
| <b>Friday 27 October 2017</b>     | <b>Australia Day Committee</b><br>9.00am in Elected Members Room                            |

**SHIRE OF COLLIE**  
**DISCLOSURE OF FINANCIAL INTEREST AND INTERESTS AFFECTING IMPARTIALITY**

**To: Chief Executive Officer**

As required by section 5.65(1)(a) or 5.70 of the Local Government Act 1995 and Council's Code of Conduct, I hereby declare my interest in the following matter/s included on the Agenda paper for the Council meeting to be held on 12 September 2017.

| Item No. | Subject | Details of Interest | Type of Interest<br>Impartial/Financial/<br>Proximity | *Extent of<br>Interest<br>(see below) |
|----------|---------|---------------------|---|---------------------------------------|
|          |         |                     |   |                                       |
|          |         |                     |   |                                       |
|          |         |                     |   |                                       |
|          |         |                     |   |                                       |
|          |         |                     |   |                                       |
|          |         |                     |   |                                       |

\* Extent of Interest only has to be declared if the Councillor also requests to remain present at a meeting, preside, or participate in discussions of the decision making process (see item 6 below). Employees must disclose extent of interest if the Council requires them to.

\_\_\_\_\_

Name (Please Print)
Signature
Date

**NB**

1. This notice must be given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter in which you have declared an interest is discussed, Section 5.65(1) (a) & (b).
2. It remains Councillors'/Employees' responsibility to make further declarations to the Council if a matter arises during the course of a meeting and no previous declarations have been made.
3. It is a Councillor's/Employee's responsibility to ensure the interest is brought to the attention of the Council when the Agenda item arises and to ensure that it is recorded in the minutes.
4. It remains the Councillor's responsibility to ensure that he/she does not vote on a matter in which a declaration has been made. The responsibility also includes the recording of particulars in the minutes to ensure they are correct when such minutes are confirmed.
5. It is recommended that when previewing Agenda, Councillors mark Agendas with items on which an interest is to be declared and complete the declaration form at the same time.
6. Councillors may be allowed to remain at meetings at which they have declared an interest and may also be allowed to preside (if applicable) and participate in discussions and the decision making process upon the declared matter subject to strict compliance with the enabling provisions of the Act and appropriately recorded resolutions of the Council. Where Councillors request consideration of such Council approval the affected Councillor must vacate the Council Chambers in the first instance whilst the Council discusses and decides upon the Councillor's application.

**Remember: The responsibility to declare an interest rests with individual Councillors/Employees. If in any doubt seek legal opinion or, to be absolutely sure, make a declaration.**

| Office Use Only:                               | Date/Initials |
|--|---------------|
| 1. Particulars of declaration given to meeting | _____         |
| 2. Particulars recorded in the minutes         | _____         |
| 3. Signed by Chief Executive Officer           | _____         |

## Local Government Act 1995 - SECT 5.23

### Meetings generally open to the public

- 5.23. (1) Subject to subsection (2), the following are to be open to members of the public
- (a) all Council meetings; and
  - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following --
- (a) a matter affecting an employee or employees;
  - (b) the personal affairs of any person;
  - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
  - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
  - (e) a matter that if disclosed, would reveal --
    - (i) a trade secret;
    - (ii) information that has a commercial value to a person; or
    - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
  - (f) a matter that if disclosed, could be reasonably expected to --
    - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
    - (ii) endanger the security of the local government's property; or
    - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
  - (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and
  - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.



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SHIRE OF COLLIE  
**AGENDA - ORDINARY MEETING OF COUNCIL**  
Tuesday, 12 September 2017

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Agenda for the Ordinary Meeting of the Collie Shire Council to be held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 12 September 2017 commencing at 7:00pm.

**1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE**

1.1 Councillors granted Leave of Absence at previous meeting/s.

Cr Italiano has previously been granted Leave of Absence for this Ordinary Meeting of Council.

1.2 Councillors requesting Leave of Absence for future Ordinary Meetings of Council.

1.3 Councillors who are applying for Leave of the Absence for this Ordinary Meeting of Council.

**2. AUSTRALIAN CITIZENSHIP CEREMONY**

Nil

**3. PUBLIC QUESTION TIME**

A 15 minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them.

Council Consideration towards the Public:

When public questions necessitate resolutions of Council, the matter is to be dealt with immediately to allow the public to observe the determination of the matter (obviates need for the public to wait an indeterminate period of time).

**4. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**5. DISCLOSURE OF FINANCIAL INTEREST**

Councillors in attendance at meetings must disclose to the meeting any Agenda items upon which they have a Financial Interest. Section 5.65 of the Local Government Act 1995 requires Councillors to: a) give written notification of a financial Interest before the meeting; or b) at the meeting immediately before the particular matter is discussed (notification can be given verbally).

A Disclosure of Financial Interest Form is attached to this Agenda (immediately behind the Index) and can be used by Councillors for disclosure purposes - simply tear out and hand to the Chief Executive Officer. Additional forms will always be available at Council/Committee meetings.

Should Councillors be unsure on Disclosure of Financial Interest matters, further clarification can be obtained by reading Sections 5.53 to 5.59 inclusive of the Act.

**6. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Members of the public invited by the Chairperson may address the meeting after Standing Orders have been suspended.

**7. NOTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

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Councillors may disclose at this point any matters which they wish to have discussed 'behind closed doors' ie the meeting is closed to members of the public. Section 5.23 of the Local Government Act 1995 applies and the meeting may only go behind closed doors for matters expressly prescribed in the Act - see section of the Act appended immediately after the Disclosure of Financial Interest form.

Any decision (of the meeting) to close the meeting or part of the meeting and the reasons for the decision are to be recorded in the Minutes of the meeting.

**8. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS**

**9. CONFIRMATION OF THE PREVIOUS MEETINGS OF COUNCIL MINUTES**

**Recommendation:**

*That Council confirms the Minutes of the Ordinary Meeting of Council held on Tuesday, 22 August 2017.*

**10. BUSINESS ARISING FROM THE PREVIOUS MINUTES**

Only items that have been deferred from a previous Ordinary Council Meeting for either further consideration by Councillors or for additional background information may be dealt with under this item. Details of Business Arising items will always be listed on the Agenda.

**11. RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL**

**11.1 Receipt of the Minutes of the Disability Access and Inclusion Committee**

**Recommendation:**

*That Council receives the minutes of the Disability Access and Inclusion Committee held on 24 August 2017.*

**11.2 Adoption of the Recommendations of the Disability Access and Inclusion Committee**

**Recommendation:**

*That Council adopts en bloc the recommendations contained within the minutes of the Disability Access and Inclusion Committee held on 24 August 2017.*

*That Council:*

*11.2.1 endorse staff to request a draft MARCIA project plan from the City of Bunbury for consideration by the Disability Access and Inclusion Committee; and*

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*11.2.2 endorse the Disability Access and Inclusion Committee to change the name of the Disability Access and Inclusion Plan to an Access and Inclusion Plan.*

**11.3 Receipt of the Minutes of the Policy Review Committee**

**Recommendation:**

*That Council receives the minutes of the Policy Review Committee held on 24 August 2017.*

**11.4 Adoption of the Recommendations of the Policy Review Committee**

**Recommendation:**

*That Council adopts en bloc the recommendations contained within the minutes of the Policy Review Committee held on 24 August 2017.*

*That Council:*

*11.4.1 adopt the DS 2.1 Bush Fire Policy;*

*11.4.2 adopt the DS 4.7 Permits Issued Under Local Law to be displayed by Vendor policy;*

*11.4.3 adopt the DS 4.10 Management of Banner Poles policy;*

*11.4.4 identify a review date for the below policies as September 2020:*

- DS 2.1 Bush Fire Policy*
- DS 4.7 Permits Issued Under Local Law to be displayed by Vendor*
- DS 4.10 Management of Banner Poles;*

*11.4.5 revoke the following policies:*

- DS 2.1 Use of Council Plant & Equipment for Bushfire Management*
- DS 2.4 Brigade Equipment (Funding)*
- CS 4.2 Removal & Erection of Banners in the CBD*
- DS 4.3 Heritage Design (interim); and*

*11.4.6 that the Fleet Review undertaken by Uniqco and the officers report be referred to a Councillor forum for further discussion and direction.*

**12. RECEIPT OF NON COUNCIL COMMITTEE MINUTES PRESENTED TO COUNCIL**  
Nil

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**AGENDA - ORDINARY MEETING OF COUNCIL**  
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**13. CEO REPORTS**

**13.1 Draft Strategic Plan Review 2017-2027**

|                              |   |
|------------------------------|---|
| <b>Reporting Department:</b> | Chief Executive Office                  |
| <b>Reporting Officer:</b>    | David Blurton – Chief Executive Officer |
| <b>Accountable Manager:</b>  | David Blurton – Chief Executive Officer |
| <b>Legislation</b>           | Local Government Act 1995               |
| <b>File Number:</b>          |   |
| <b>Appendices:</b>           | Yes – Appendix – Slip In - 1            |
| <b>Voting Requirement</b>    | Simple Majority                         |

**Report Purpose:**

For Council to endorse the Draft Strategic Community Plan (SCP) for public consultation.

**Officer's Recommendation:**

*That Council;*

- 1. receives the Draft Strategic Community Plan 2017-2027 as presented; and*
- 2. approves the document for a period of public consultation ending 29 September 2017;*

**Background:**

The process and timetable for adoption of the Council's Draft Strategic Community Plan and Corporate Business Plan documents were initially presented to Council at its meeting on 7 March 2017. Council resolved at this meeting;

***7343 -That Council***

- 1. Receive the report including indicative timetable and process for the review of the Council's Community Strategic Plan and Corporate Business Plan documents.***
- 2. Refer an amount of \$25,000 to the 16/17 midyear budget review to assist with the process.***

The indicative timetable presented aimed to have both plans adopted by the end of June 2017 as this marked the 4-year anniversary of the adoption of Council's previous Community Strategic Plan 2013 document. Under legislation, Councils are required to undertake a major review of their SCP's every four years.

Staff engaged Localise to facilitate the process and develop both plans and a workshop was undertaken with Council and staff in March 2017. A draft plan was subsequently developed and presented to the Council meeting 30<sup>th</sup> May 2017.

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At this meeting, the Council resolved;

**7430 -That Council:**

***Organise a workshop for Councillors and include consultation with the Local Member and bring back to the next meeting of Council dated 20 June 2017 prior to community consultation.***

Another workshop was then conducted on 16<sup>th</sup> June 2017 and feedback and suggestions were referred to Localise for inclusion in the draft plan. This included updating the information to the most recent Australian Bureau of Statistics data amongst other things. Staff also referred the draft plan to the local member for comment initially with follow up engagement, however there was limited feedback provided.

The Strategic Community Plan

The Strategic Community Plan is the overarching document that sets out the vision, aspirations and objectives of the community in the district. It covers a period of at least 10 Financial Years, and is reviewed at least once every 4 years.

As a broad visioning document, the Strategic Community Plan does not have to be lengthy or complex. Rather, it is advisable that the aspirations and objectives expressed in the Plan be broad, relatively simple, and few in number.

The process for how the Strategic Community Plan is developed, including meaningful community engagement and its interrelationship with the Corporate Business Plan, are of more importance than the complexity and length of the document itself. It is also important that it be accessible to, and easily understood by, the community and elected members.

The Council has been through a process which has included the following key elements;

- Community surveying;
- Community engagement and visioning through the Re-imagining Collie Process;
- Strategic Planning workshop

**Statutory and Policy Implications:**

The Local Government (Administration) regulations requires (amongst other things) that;

- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.

**Budget Implications:**

The engagement of Localise to complete this task is within the budget parameters established by the Council (\$25,000).

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**Communications Requirements:** (Policy No. CS 1.7)

A press release will be prepared to inform the local community and to encourage community input into the plan.

**Strategic Plan Implications:**

Represents a complete review of the Council's Strategic Planning framework.

**Relevant Precedents:**

Council developed its first set of IPR documents in June 2013.

**Comment:**

The Draft Strategic Community Plan has been developed based on the consultation undertaken, community survey results and workshops held to date. Prior to adoption of the Strategic Community Plan it is a requirement that it be put out for public comment.

Whilst the advertising for the Strategic Community Plan is being undertaken, Localise are developing the Corporate Business Plan in consultation with staff, which will be presented to Council in due course. As has been previously reported to Council the Corporate Business Plan is an internal business planning tool that translates Council priorities into operations within the resources available.

The plan details the services, operations and projects a local government will deliver within a defined period. It also includes the processes for delivering these and the costs associated.

Feedback on the CSP from the local member has been limited to date, however provision has been made within the document linking the plan with the State Governments plan for Collie-Preston as this plan represents an important informing strategy for the Councils CSP document. A commitment is given with the document to work with the state to achieve the best outcomes for Collie. The local member also has the opportunity to provide further comment during the consultation period.

The consultation period ending on 29 September 2017 will allow for final adoption at the current Councils last meeting on 3 October 2017. A decision to defer the plan for the consideration of the new Council may require the recommencement of the process including community consultation at considerable cost.

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**14. CORPORATE SERVICES REPORTS**

**14.1 Accounts Paid – July 2017**

|                              |   |
|------------------------------|---|
| <b>Reporting Department:</b> | Corporate Services  |
| <b>Reporting Officer:</b>    | Khushwant Kumar – Finance Manager                                 |
| <b>Accountable Manager:</b>  | David Blurton – Chief Executive Officer                           |
| <b>Legislation:</b>          | Local Government Act 1995 & Financial Management Regulations 1996 |
| <b>File Number:</b>          | FIN/024   |
| <b>Appendices:</b>           | Yes – Appendix 2  |
| <b>Voting Requirement</b>    | Simple Majority   |

**Report Purpose:**

To present the accounts paid during the month of July 2017.

**Officer's Recommendation:**

*That Council accepts the Accounts as presented in Appendix 2 being vouchers 3140-3140 and 41172-41185 totalling \$17,289.27 and direct payments totalling \$620,653.33 authorised and paid in July 2017.*

**Background:**

In accordance with clause 12 of the WA Local Government Financial Management Regulations (1996) the Council may delegate the authority to the Chief Executive Officer (CEO) to authorise payments from both the municipal, trust and reserve funds in accordance with the Annual Budget provisions. The CEO shall cause for section 13 of the WA Financial Management Regulations (1996) to be adhered to with a list of accounts for approval to be presented to the Council each month.

| Month | Cheques<br>2017/18 | EFT<br>2017/18 | Total Payment<br>2017/18 |
|-------|--------------------|----------------|--------------------------|
| July  | 17,289.27          | 620,653.33     | 637,942.60               |

**Statutory and Policy Implications:**

WA Local Government Act 1995  
Financial Management Regulations 1996

Council has Policy number CS3.7 which relates to the payment of Creditors, and in particular item 5.0 which relates to the presentation of accounts paid.

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A list of all accounts paid in the month prior shall be presented to the Council. The list shall comprise of details as prescribed in the Local Government Financial Management Regulations (1996).

**Budget Implications:**

All liabilities settled have been in accordance with the Annual Budget provisions.

**Communications Requirements: (Policy No. CS1.7)**

Nil

**Strategic Community Plan/Corporate Business Plan Implications:**

Nil

**Relevant Precedents:**

**Comment:**

For a detailed listing of payments see Appendix 2.

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**AGENDA - ORDINARY MEETING OF COUNCIL**  
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**14.2 Financial Report – July 2017**

|                              |   |
|------------------------------|---|
| <b>Reporting Department:</b> | Corporate Services  |
| <b>Reporting Officer:</b>    | Khushwant Kumar– Finance Manager                                  |
| <b>Accountable Manager:</b>  | David Blurton – Chief Executive Officer                           |
| <b>Legislation:</b>          | Local Government Act 1995 & Financial Management Regulations 1996 |
| <b>File Number:</b>          | FIN/024   |
| <b>Appendices:</b>           | Yes – Appendix 3  |
| <b>Voting Requirement</b>    | Simple Majority   |

**Report Purpose:**

This report provides a summary of the Financial Position for the Shire of Collie for the month ending July 2017.

**Officers Recommendation:**

*That Council accept the Financial Report for July 2017 as presented in Appendix 3.*

**Background:**

In accordance with Council policy and the provisions of the Local Government Act 1995, the Financial Report for the end of the period is presented to Council for information. Refer to Appendix 4.

**Statutory and Policy Implications:**

WA Local Government Act 1995  
Financial Management Regulations 1996

**Budget Implications:**

Nil

**Communications Requirements:** (Policy No. CS1.7)

Nil

**Strategic Community Plan/Corporate Business Plan Implications:**

Nil

**Relevant Precedents:**

N/A

**Comment:**

The report provided to Council as Appendix 4 is inclusive of the information required by the Local Government Act 1995 and includes information as set out in Council Policy.

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The report includes a summary of the financial position along with comments relating to the statements. If Councillors wish to discuss the report contents or any other matters relating to this, please contact Council Finance staff prior to the meeting.

**Notes to the Financial Statements (items in bold represent new notes)**

**Operating Revenue by Program**

1. **General Purpose Funding is \$501,180 under budget due to rates levied in August. This is due to timing factor.**
2. **Community Amenities is \$106,952 under budget due to income from bulk rubbish collection (\$93,113). Rates notices were issued in August and invoices will be issued in September. This is due to timing factor.**
3. **Recreation and Culture is under budget \$21,767 because of anticipated Grants for 2017/18, namely Town Site Mountain Bike Trail Project and Kid sport not received in July.**
4. **Transport is under budget \$140,833 mostly due to Motorplex grant which is yet to be received in 2017/18.**
5. **Other Property and Services is \$11,938 under budget due to Profit on Asset Sale – PWO under budget by \$7,500. This is due to timing factor.**

**Operating Expenditure by Program**

6. **Governance is over budget and all other programs are under budget as the admin allocation, plant allocation and depreciation processes have not yet been run. These will remain outstanding until the 2016/17 annual report process has been finalised.**

**Operating Revenue by Nature and Type**

7. **Rates are under budget \$494,826 as rates notices issued and income booked in August.**
8. **Grants and Subsidies are under budget \$14,267 due to Organic Bin grant and Kid sport grants are not received till August.**
9. **Fees and Charges is \$122,949 under budget mainly due to Bin charges which are tied up with rates and were not booked till July.**

**Operating Expenditure by Nature and Type**

10. **Employee Costs is under budget (\$77,214) as the admin allocation process have not yet been run. This will remain outstanding until the 2016/17 annual report process has been finalised.**
11. **Utility charges are \$23,122 under budget as payment is yet to be made for several electricity accounts.**
12. **Depreciation is \$286,017 under budget as July depreciation has not been posted; this will be processed after the 2016/17 annual report has been finalised.**
13. **Insurance is over budget \$60,072 mainly due to annual premiums paid in advance in July for the whole year.**

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**Non-Operating Expenditure**

14. **Capital purchases for 2017-18 are not yet started till July due to non-approval of Budget.**

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**14.3 Related Party Disclosures**

|                              |   |
|------------------------------|---|
| <b>Reporting Department:</b> | Corporate Services                      |
| <b>Reporting Officer:</b>    | Khushwant Kumar- Finance Manager        |
| <b>Accountable Manager:</b>  | David Blurton – Chief Executive Officer |
| <b>Legislation</b>           | WA Local Government Act 1995            |
| <b>File Number:</b>          |   |
| <b>Appendices:</b>           | Yes – Appendices 4 & 5                  |
| <b>Voting Requirement</b>    | Simple Majority                         |

**Report Purpose:**

To present the Council response received from WALGA and Australian Accounting Standard Board (AASB) with regards to Council Motion #7484 for Related Parties Disclosures.

**Officer's Recommendation:**

**That Council;**

- 1. receive the correspondence from WALGA and AASB on the issue of Related Party Disclosures relative to Local Governments; and*
- 2. Support WALGA in lobbying for local government exemption to the requirements of AASB124.*

**Background:**

The scope of Australian Accounting Standards Board Accounting Standard AASB124 (Related Party Disclosures) was amended in July 2015 to encompass not for profit entities including Local Governments. AASB124 now imposes a number of obligations upon Elected Members and Senior Shire Staff in relation to disclosure of their financial dealings with related parties. These obligations come into effect for the 2016-17 Financial Year and the information is to be disclosed as a note within future Annual Financial Reports.

The primary objective of AASB124 is to ensure that an entity's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and potential profit or loss may have been affected by the existence of related parties and their transactions.

The new requirement was presented as an Officers Report to Council at its meeting on 11 July where the Council resolved as follows;

**That Council request WALGA seek urgent clarification and a legal ruling on the application of AASB124 – Related Parties Disclosures.**

**That Council write to AASB seeking urgent clarification on AASB124 – Related Parties Disclosures and its application to Local Government.**

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Staff have since sought advice from both WALGA and AASB and correspondence received is attached at Appendix X. The issue was also considered at WALGA's AGM in August as a matter of urgent business from the Shire of Trayning, which as successful.

That:

1. WALGA lobbies on behalf of Local Governments' for an exempt regulation to be introduced to the Local Government (Financial Management) Regulations 1996 seeking an exemption from complying with AASB 124 Related Party Disclosures, and Business Operating Procedure-Related Party Disclosure; and,
2. This include WALGA considering the matter as part of the Local Government Act 1995 review process.

**Statutory and Policy Implications:**

Local Government Act 1995

**Budget Implications:**

N/A

**Communications Requirements:** (Policy No. CS 1.7)

N/A

**Strategic Community Plan/Corporate Business Plan Implications:**

Goal 5: Our Business - Good governance and an effective, efficient and sustainable organisation

**Relevant Precedents:**

N/A

**Comment:**

WALGA has included the AGM recommendation in the Local Government Act Review Discussion Paper, released recently. The paper takes the view that, sufficient financial disclosures are made as part of the declarations of interest process at meetings and in Primary and Annual returns. This is regarded as providing appropriate material declaration and disclosure of interests associated with function of Local Government. WALGA will collate responses to the Discussion Paper and advocate for the Local Government Act amendment proposals supported by Member Local Governments. Staff will prepare a submission in response to the WALGA discussion paper.

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**14.4 CSRFF Annual Grant Application**

|                              |   |
|------------------------------|---|
| <b>Reporting Department:</b> | Corporate Services                                |
| <b>Reporting Officer:</b>    | Julie Pellicciari – Community Development Officer |
| <b>Accountable Manager:</b>  | David Blurton – Chief Executive Officer           |
| <b>Legislation</b>           |   |
| <b>File Number:</b>          | GAS/005   |
| <b>Appendices:</b>           | Yes – Appendix 6                                  |
| <b>Voting Requirement</b>    | Simple Majority                                   |

**Report Purpose:**

For Council to consider a request from the Collie Swimming Club Inc for endorsement of their Department of Sport and Recreation Community Sport and Recreational Facilities Fund Annual Grants application.

**Officer's Recommendation:**

*That Council:  
endorse the Collie Swimming Club Inc application for Department of Sport and Recreation Community Sport and Recreational Facilities Fund Annual Grants Funding.*

**Background:**

The Department of Sport and Recreation has an established Community Sport and Recreational Facilities Fund (CSRFF) to assist sporting associations to improve their facilities. The Department encourages shared use of facilities and seeks to fund priority projects that can demonstrate completion will lead to increased participation in physical activity by new participants.

Under the terms of the CSRFF, projects must receive endorsement by their local government authority as a part of the application process. There is no requirement through this process that the local authority provide any financial or in-kind contribution to projects that it endorses. Where more than one application is received for any funding round the Department requires the local government authority to prioritise the projects.

Council is required to consider any applications received at a meeting in September, with applications receiving Council endorsement to be submitted to the South West Office of the Department of Sport and Recreation by 30 September 2017.

Council is in receipt of one application seeking endorsement. The application from the Collie Swimming Club Inc is for the Clubroom Building for the Collie Swimming Club and a copy of the application can be found at Appendix 6.

**Statutory and Policy Implications:**

Nil

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**Budget Implications:**

There is no requirement that Council provide any financial or in-kind contribution to projects that it endorses under the CSRFF program.

**Communications Requirements:** (Policy No. CS 1.7)

Nil

**Strategic Community Plan/Corporate Business Plan Implications:**

*Goal 1 Our Community* A thriving, supportive and safe community.

*Outcome 1.2:* Participation in sport, recreation and leisure opportunities.

*Strategy 1.2.1:* Provide and promote sport, recreation and leisure facilities and programs.

**Relevant Precedents:**

Council has endorsed applications for the Department of Sport and Recreation Community Sport and Recreational Facilities Fund on previous occasions, most recently on 22 August 2017:

**7536 – That Council:**  
***endorse the Collie BMX Club application for Department of Sport and Recreation Community Sport and Recreational Facilities Fund Small Grants Funding as attached at Appendix 5.***

**Comment:**

Endorsement of this CSRFF Annual Grants Fund application by Council would show tangible support for the endeavours of a local sporting and recreational association which is seeking to improve its facilities and provide increased opportunities for local residents to participate in physical activity programs. It should be noted that projects which receive Council endorsement do not automatically receive funding.

As only one application has been received for this funding round, Council is not required to prioritise applications.

Staff consider that the Collie Swimming Club Inc application is worthy of endorsement due to the efforts made by the club members to provide a clubroom for the members of the Club.

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**14.5 Community Small Grants Fund Round One 2017-2018**

|                              |  |
|------------------------------|--|
| <b>Reporting Department:</b> | Corporate Services   |
| <b>Reporting Officer:</b>    | Julie Pellicciari – Community Development Officer            |
| <b>Accountable Manager:</b>  | David Blurton – Chief Executive Officer                      |
| <b>Legislation</b>           | WA Local Government Act (1995)                               |
| <b>File Number:</b>          | GAS/017  |
| <b>Appendices:</b>           | Yes (provided separately on 4 September 2017) and Appendix 7 |
| <b>Voting Requirement</b>    | Simple Majority  |

**Report Purpose:**

For Council to consider applications received and allocate funding from the Shire of Collie Community Small Grants Fund, Round One 2017-2018.

**Officer's Recommendation:**

*That Council allocate the following amounts from the 2017-2018 Community Small Grants Fund:*

|  |         |
|--|---------|
| - Collie Motorcycle Club Inc           | \$2,500 |
| - Rotary Club of Collie Inc            | \$2,500 |
| - Collie Race Club Inc                 | \$2,500 |
| - Collie BMX Club Inc                  | \$2,273 |
| - Collie Volleyball Association        | \$1,210 |
| - Collie Community Broadcasting Assoc. | \$2,500 |
| - Collie CoderDojo                     | \$1,699 |

**Background:**

In 2009 Council resolved to consolidate three development fund programs into one funding program, being the Community Small Grants Fund. A further amendment to the program was made in May 2013, where a review of the process was to be undertaken prior to allocation of funds in the 2014/15 budget process.

The review was undertaken for the community small grants process and presented to Council with the following result:

**6271 [12 November 2013]**

***That Council maintains 2 rounds and splits whatever funding is allocated through the budget evenly between the two funding rounds.***

At the Council meeting held 3 March 2015 staff recommended changes to the Community Small Grants Fund as per Council Decision # 6668 below.

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**6668 [3 March 2015]**

**11.8.3 That Council endorse the proposed changes to the Community Small Grants Fund as below and adopt the Community Small Grants Fund Policy as it appears at Appendix 2**

- **Amend the opening and closing dates to:  
 First round: opens on the first business day of August. Closes at 4.30pm on the first business day of September.  
 Second round: opens on the first business day of February. Closes at 4.30 pm on the first business day of March**
- **Eligible projects/events are all activities that take place in Collie and funds are expended in Collie (wherever possible)**
- **Have two Community Grant Application Forms: one for funding requests up to \$1,000 and the second from \$1,001 to \$5,000**
- **If financial/budgeting information is considered insufficient in the original grant submission then staff can contact the group to request additional information prior to the assessment of the application**

A total of seventeen applications were received for Round One of the 2017-2018 Shire of Collie Community Small Grants Fund.

There was one application requesting support for \$1,000 or under and sixteen applications for funding between \$1,001 and \$5,000.

The total amount of funds requested through the eligible applications is \$72,802. A copy of all applications received was sent to Councillor's on 4 September 2017.

Applications were assessed independently by three senior Shire staff members resulting in the ranking of applications as shown in the table below. Assessment Criteria used by the Shire staff can be found at Appendix 7.

| APPLICANT                                 | PROJECT NAME  | AMOUNT REQUESTED | ESTIMATED PROJECT TOTAL | RANK |
|---|---|------------------|-------------------------|------|
| Collie Motorcycle Club Inc                | 2018 National ATV Motorcross Championships              | \$5,000          | Not specified           | 1    |
| Rotary Club of Collie Inc                 | Collie Road Side Clean-up                               | \$5,000          | \$14,000                | 2    |
| Collie Race Club Inc                      | Stage 7 of Collie Race Club Infrastructure Improvements | \$5,000          | \$23,583                | 3    |
| Collie BMX Club Inc                       | Kitchen upgrade   | \$4,545          | \$29,052                | 4    |
| Collie Volleyball Association             | New volleyball nets                                     | \$2,420          | \$2,420                 | 5    |
| Collie Community Broadcasting Association | Equipment upgrade and renewal                           | \$5,000          | \$7,305                 | 6    |
| Collie CoderDojo                          | PC Lock Trolleys  | \$3,398          | \$3,398                 | 7    |

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|---|---|---------|----------|----|
| Riverview Residence Collie Inc                                  | New main kitchen oven at Valley View  | \$5,000 | \$11,000 | 8  |
| Allanson Volunteer Bush Fire Brigade                            | Install Reverse Cycle Airconditioner  | \$5,000 | \$12,000 | 9  |
| Collie Heritage and Menshed Group Inc, as auspice for John Bird | Collie Timber Workers Memorial  | \$5,000 | \$26,000 | 10 |
| Coalfields Hockey Council Inc                                   | Installation of reverse cycle airconditioning units   | \$5,000 | \$7,500  | 11 |
| Collie Horse and Pony Club Inc                                  | New Dressage Equipment  | \$5,000 | \$6,591  | 12 |
| Collie Cricket Club Inc   | Shed for roller   | \$5,000 | \$7,833  | 13 |
| Collie Country Music Club Inc                                   | Collie Country Music Jamboree   | \$1,600 | \$8,070  | 14 |
| Collie Italian and Sporting Club Inc                            | Kitchen Cupboards   | \$5,000 | \$5,160  | 15 |
| Happy Spaces Support Group and Art with Nat                     | Friday weekly art group for 10 - 17 yo plus Positive Networking, Support and Art for adults | \$4,880 | \$4,880  | 16 |
| Allanson Primary School P&C                                     | Small garden shed, sand and paving slabs  | \$959   | \$959    | 17 |

During the assessment of the applications the following items were noted by staff;

- Collie Motorcross Club: No record of a grant acquittal report could be located for funding received in 2013/14. No other funding sources identified, no total project costs, quotes or expenditure breakdown was submitted with the application. A request for additional written financial information (including quotes and a breakdown of costs) should be made prior to any funding being paid to the club.
- Collie Rotary Club: Additional information is required (Certificate of Incorporation and ABN details), no quotes received.
- Collie Race Club: Total project cost from page 2 of the application does not match the financial information.
- Collie BMX Club: One quote missing, if all grants applied for are received then additional money will be received above the project costs.
- Collie Volleyball Association: No quotes received.
- Collie Community Broadcasting: Unclear if quote includes GST.
- Collie Italian Club: No ABN details received, unclear if quote includes GST. Quote is for more than money received, financial information not completed.
- Collie CoderDojo: Auspice letter from PCYC not signed, no ABN details received.

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- Riverview Residence: Not quotes received.
- Allanson Bushfire Brigade: Quote does not match expected expenditure or financial information page.
- Collie Heritage and Menshed Group: No quotes, Certificate of Incorporation or ABN details received.
- Coalfields Hockey Council: no quote for electrical work received.
- Collie Cricket Club: No Certificate of Incorporation received.
- Collie Country Music Club: No quotes received.
- Collie Italian and Sporting Club: No financial information provided, unclear if quote includes GST, no Certificate of Incorporation or ABN details received.
- Happy Spaces Support Group and Art with Nat: Not an incorporated group (would need an auspice), no ABN details, no quotes received, financial information incomplete.

**Statutory and Policy Implications:**

Nil

**Budget Implications:**

|   |                 |
|---|-----------------|
| 2016/17 Budget Allocation:              | \$30,000        |
| Round One recommendation for funding:   | \$15,182        |
| <u>Balance remaining for Round Two:</u> | <u>\$14,818</u> |

**Communications Requirements:** (Policy No. CS 1.7)

The community small grants opening date was advertised in the Council Chat page of the Collie Mail, on the Shire website and Facebook page. Emails were sent to contact list of community organisations.

Notification will be required to all applicants on the success or otherwise of their application.

**Strategic Community/Corporate Business Plan Implications:**

*Goal 1 Our Community A thriving, supportive and safe community*  
*Outcome 1.3 An active and supportive community*

**Relevant Precedents:**

Council has allocated community grants previously, the most recent allocations being:

**Council decision 7377 [28 March 2017]**

***Council Decision:***

***That Council allocate the following amounts from the 2016/17 Community Small Grants Fund:***

- ***Collie Eagles Football Club: \$5,000 subject to the project being maintained by the club;***
- ***Our Community Garden: \$734***

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- *Mila Foundation: \$4,560*
- *Amaroo Primary School P&C: \$5,000*

**Council decision 7378 [28 March 2017]**

**Council Decision:**

***That Council allocate the following amounts from the 2016/17 Community Small Grants Fund:***

- PCYC Small Grant \$2,290, and***
- Pioneer Day Lodge \$2,710.***

**Council decision 7183 [13 September 2016]**

**Council Decision:**

***That Council allocate the following amounts from the 2016/17 Community Small Grants Fund:***

- ***Motoring South West Inc: \$3,100***
- ***Collie Clay Target Club Inc: \$4,545***
- ***Collie Swimming Club Inc: \$5,000***
- ***Collieburn-Cardiff Bush Fire Brigade: \$4,545***
- ***Collie Family Historical Society: \$1,000***
- ***Collie Western Riding Association: \$2,634***
- ***Collie Country Music Club Inc: \$1,600***
- ***Investing in Our Youth: \$1,000***

**Comment:**

The Officer's Recommendation is based on the rankings of the applications by staff, assessed against the Selection Criteria, and a reduced payment for funding requested by fifty percent. Reducing the requested amounts to allow additional organisations to receive funding can quite often have a detrimental effect on the viability of the event or project being undertaken, but on this occasion, it is considered that the projects put forward in the recommendation allow for the organisations to source additional funding within the timeframes outlined or stage their projects. This recommendation allows for seven organisations to receive assistance, as opposed to three organisations if the first three ranked projects were to receive the full funding requested.

The recommendation would allocate \$15,182 of the \$30,000 available funding, leaving a balance of \$14,818 for allocation in the Community Small Grant Fund, Round Two 2017-2018 in March 2018.

The recommendation to pay \$15,182 in Round One matches the requirements of Council Recommendation 6271 [12 November 2013] to split whatever funding is allocated through the budget evenly between the two funding rounds.

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**15. DEVELOPMENT SERVICES REPORTS**

**15.1 Subdivision into 3 Lots – 47 (Lot 9000) Booth Street**

|                              |  |
|------------------------------|--|
| <b>Reporting Department:</b> | Development Services   |
| <b>Reporting Officer:</b>    | Shire Planner James Packer   |
| <b>Accountable Manager:</b>  | Andrew Dover – Director Development Services   |
| <b>Legislation</b>           | Planning and Development Act 2005<br>WA Local Government Act 1995  |
| <b>File Number:</b>          | A6008  |
| <b>Appendices:</b>           | Appendix 8 - Booth Street, Steere Street North Structure Plan<br>Appendix 9 - 3 Lot Subdivision Plan 47 Booth Street |
| <b>Voting Requirement</b>    | Simple Majority  |

**Report Purpose:**

To seek Council's support for the Subdivision of 47 (Lot 9000) Booth Street, Collie into 3 Lots, in accordance with the resolution of Council on 8 December 2015, requiring that Officer's refer all Subdivisions within the Booth Street, Steere Street North Structure Plan area to Council prior to determination.

**Officer's Recommendation:**

*That Council:*

*pursuant to the provisions of the Planning and Development Act 2005, hereby resolves to:*

*Recommend to the Western Australian Planning Commission that they grant conditional approval to Harley Dykstra for the Subdivision of 47 Booth Street, Collie into 3 Lots with the following model subdivision conditions:*

- (a) A Bushfire Fire Management Plan being prepared, approved and relevant provisions implemented during subdivisional works, in accordance with the WAPC's Guidelines for Planning in Bushfire Prone Areas, (December 2015) to the specifications of the local government. (Local Government)*
- (b) A notification, pursuant to section 70A of the Transfer of Land Act 1893 is to be placed on the certificate(s) of title of the proposed lot(s). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:*

*'The lot(s) is/are subject to a bushfire management plan.' (Local Government)*

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- (c) A compliance certificate/report for the BAL Contour Map relating to the approved subdivision shall be completed prior to the issuing of titles to the satisfaction of the Western Australian Planning Commission.*
- (d) Uniform fencing being constructed along the boundaries of all of the proposed lots. (Local Government)*
- (e) Prior to the commencement of subdivisional works, the landowner/applicant is to provide a pre-works geotechnical report certifying that the land is physically capable of development or advising how the land is to be remediated and compacted to ensure it is capable of development; and*
  - In the event that remediation works are required, the landowner/applicant is to provide a post geotechnical report certifying that all subdivisional works have been carried out in accordance with the pre-works geotechnical report. (Local Government)*
- (f) Drainage easements and reserves as may be required by the local government for drainage infrastructure being shown on the diagram or plan of survey (deposited plan) as such, granted free of cost, and vested in that local government under Sections 152 and 167 of the Planning and Development Act 2005. (Local Government)*
- (g) All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation including the Local Planning Scheme, Health Act and Building Code of Australia. (Local Government)*
- (h) Other than buildings, outbuildings and/or structures shown on the approved plan for retention, all buildings, outbuildings and/or structures present on proposed lots 4, 9, and 9001 at the time of subdivision approval being demolished and materials removed from the lots. (Local Government)*
- (i) Arrangements being made to the satisfaction of the Western Australian Planning Commission and to the specification of Western Power for the provision of an electricity supply service to the lots shown on the approved plan of subdivision. (Western Power)*
- (j) Satisfactory arrangements being made with the local government for the partial cost of upgrading of Booth Street relative to the development site as shown on the plan dated 31/07/2017 (attached) to a standard of \$11,500 per additional lot created. (Local Government)*
- (k) Suitable arrangements being made with the local government for the provision of vehicular crossovers to service the lots shown on the approved plan of subdivision. (Local Government)*

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(l) *A fence restricting stock access to the Forshore Reserve is to be constructed on the boundaries of proposed lots 9001, 4, and 9 and the Foreshore Reserve to protect native vegetation. (Local Government)*

(m) *A notification, pursuant to Section 70A of the Transfer of Land Act 1893 is to be placed on the certificate(s) of title of the proposed lot(s). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:*

*'A reticulated sewerage service is not available to the lot/s.'* (Local Government)

(n) *A notification, pursuant to Section 70A of the Transfer of Land Act 1893 is to be placed on the certificate(s) of title of the proposed lot(s). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:*

*"The lot(s) are located within Flood Prone Land."* (Local Government)

**Background:**

Harley Dykstra has submitted an application for further Subdivision of Lot 9000 created through subdivision in 2016 within the Booth Street & Steere Street North Structure Plan. The resolution of Council dated 8 December 2015 (Decision 6915) states that *"Officers ensure that future subdivisions relating to this Structure Plan are to be referred back to Council", as such; this recommendation has been prepared on this basis.*

**Statutory and Policy Implications:**

This subdivision recommendation has been prepared in accordance with the following documents:

Planning and Development (Local Planning Schemes) Regulations 2015

*Schedule 2 – Part 4 Structure Plans*

*cl. 27 Effect of a Structure Plan*

*Schedule 2 – Part 9 Procedures for dealing with applications for development*

*cl. 67 Matters to be Considered by Local Government*

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or another proposed

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- planning instrument that the local government is seriously considering adopting or approving;
- (c) any approved State planning policy;
  - (g) any local planning policy for the Scheme area;
  - (h) any structure plan, activity centre plan or local development plan that relates to the development;
  - (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;
  - (n) the amenity of the locality including the following —
    - (i) environmental impacts of the development;
    - (ii) the character of the locality;
    - (iii) social impacts of the development;
  - (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;
  - (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
  - (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
  - (r) the suitability of the land for the development taking into account the possible risk to human health or safety;

Local Planning Scheme No. 5

The subject lot is zoned Rural Residential (RR-12). The proposal has been assessed in accordance with the following clause(s) *of the Scheme*:

*5.9.5 Rural Residential Zone*

*6.2.3 Flood Prone Land*

*Schedule 12 – Rural Residential Zones*

*Subdivision shall be generally in accordance with an approved Structure Plan.*

Booth Street & Steere Street North Structure Plan

*Provisions relating to subdivision.*

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State Planning Policy 3.7 Planning in Bushfire Prone Areas:

6.4 *Information to accompany subdivision proposals.*

Guidelines for Planning in Bushfire Prone Areas

5.3 *Subdivision in bushfire prone areas*

*Appendix 4 Bushfire Protection Criteria*

Element 1: Location

Element 2: Siting and Design of Development

Element 3: Vehicular Access

Element 4: Water

AS 3959-2009 Construction of buildings in bushfire prone areas

*Table 2.4.3 Determination of Bushfire Attack Level (BAL) – FDI 80*

**Budget Implications:**

Nil

**Communications Requirements:** (Policy No. CS 1.7)

1. *Providing regular and consistent communication on Council's projects and activities to all stakeholders*
2. *Creating a positive and professional image for the Shire of Collie through open, transparent communication and increased awareness of Council's projects and activities*
3. *Fostering meaningful community consultation processes in Council's activities.*

**Strategic Community Plan/Corporate Business Plan Implications:**

Goal 3: Our Built Environment

Outcome 3.1 Appropriate Land Use, Development and Conservation of Heritage;

*Strategy 3.1.1: Ensure appropriate Planning Controls for land use and development through the administration of the local planning scheme and strategies.*

**Relevant Precedents:**

The resolution of Council dated 8 December 2015 (Decision 6915) states that "Officers ensure that future subdivisions relating to this Structure Plan are to be referred back to Council"

**Comment:**

Proposed lots are generally in accordance with indicative subdivisional lines of Structure Plan Rural Residential Area No. 12 (Structure Plan). One of the smaller Lots (proposed Lot 4) is smaller than shown on the Structure Plan but still achieves the minimum lot size of 1.0ha.

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Further subdivision of larger residual lot (proposed Lot 9001) can still achieve minimum lot sizes and indicative subdivisional lines.

The three proposed lots are within the Fire and Floodplain Building Exclusion Areas indicated on the Structure Plan.

All three lots gain access directly from Booth Street.

Provisions of the Structure Plan also require:

1. Provision for foreshore area to be increased around lots indicated B, L, M, and P on the Structure Plan (to be actioned upon future subdivision of proposed Lot 9001);
2. Details of drainage design and management to the satisfaction of the Shire;
3. Recommendations of land capability study to be implemented;
4. Subdivision in accordance with a Fire Management Plan to the satisfaction of the Local Government;

Please note that the diagram of survey proposes the west most lot as Lot 4. Lot 4 is already in existence on Booth Street.

Individual Bushfire Attack Level assessments will be a requirement of future development applications.

This conditional approval does not grant the clearing of any native vegetation.

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16. **TECHNICAL SERVICES REPORTS**

Nil

17. **MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN**

Elected Members have the ability to submit notices of motion between meetings and up to a time prescribed in standing orders before a meeting.

18. **QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN**

Members have the ability to submit notices of questions between meetings and up to a time prescribed in standing orders before a meeting.

19. **URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION**

20. **ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS**

21. **COUNCILLOR DOCUMENTS OF INTEREST**

- Building Approvals for August 2017 (Attached)
- Building Statistics Comparison Table (Attached)

22. **ELECTED MEMBERS TRAINING OPPORTUNITIES**

Please refer to the **attached** 2017 WALGA Training Calendar and contact CEO PA on 9734 9004 for any training you may wish to undertake

23. **STATUS REPORT ON COUNCIL RESOLUTIONS**

Summary reports on the status of Council's resolutions are;

- 'Closed Since Last Meeting' at Appendix 10
- 'All Open' at Appendix 11

24. **CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC**

25. **CLOSE**