



MINUTES

of the

ORDINARY MEETING OF COUNCIL

held on

Tuesday, 3 October 2017

Shire of Collie
MINUTES – ORDINARY MEETING OF COUNCIL
Tuesday 3 October 2017

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Minutes of the Ordinary Meeting of the Collie Shire Council held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 3 October 2017 commencing at 7:00pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

PRESENT:

Wayne Sanford	Councillor (Presiding Member)
Nola Green, JP	Councillor
Jodie Hanns	Councillor
Neil Martin	Councillor
Ian Miffing, JP	Councillor
John Piavanini	Councillor
Sarah Stanley	Councillor
Joe Italiano	Councillor

David Blurton	CEO
Brett Lowcock	Director Technical Services
Allison Fergie	Director Corporate Services
Andrew Dover	Director Development Services
Khushwant Kumar	Finance Manager
Belinda Dent	CEO PA
Pam Ahlin	HR Officer

APOLOGIES:

Gary Faries	Councillor
Elysia Harverson	Councillor

GALLERY: Shannon Wood – Collie Mail (left chambers 10.52pm)

G. Millar, D. Waywood, D.Ellis-Smith, S. Kirk, R Gercaman, S. Jones, C. Smith, P. Bartow, R. Barron, R. Hay, N. Smargiassi, D. Churches, P. Woodman, M. McDermott, J. Miller, E. Woodman, K. Millar, J. Gercama, T. Tam, D. Hen, A. Price, S. McGuinness, M. Nankeris, P. Nankeris, N. Christinger, R. Wood, A. King, P. Crescenzi, M. Evans, B. King, P. Ellery, P. Hall, K. McDermott, C. Gibbs, D. Gibbs, C. Carroll, M. Nicholson, M. Law, M.Jones, N. Simm, J. Waywood, I .Digweed, J. Reid, B. Miles, E Miles, M. Birch, S. Lindner, J. McIntyre, M. Morgan

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

Cr Harverson and Cr Faries have previously been granted Leave of Absence from this Ordinary Meeting of Council.

1.2 No Councillors requested Leave of Absence for future Ordinary Meetings of Council.

Cr Sanford welcomed Cr Joe Italiano back from leave.

2. AUSTRALIAN CITIZENSHIP CEREMONY

Nil

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3. PUBLIC QUESTION TIME

Forty Two (42) Members of the Mungalup Bush Fire Ready Group and Collie-Preston Volunteer Bush Fire Brigade attended the meeting. The group presented to Council their concerns regarding to the future support and commitment with the Bush Fire Risk Planning Officer position now having been completed. The following questions were provided with notice.

- May the Council please outline the CESM position in line with future expected changes and your proposed Strategic Plan, and the proposed impact by any anticipated budget restructure?
- How is this CESM position funded?
- What is and will be the contract term of this funded position?
- We would appreciate understanding how this role and any changes will impact our VBFB support in the future?
- Will this position continue to be “local resident” based - in line with your current strategic plan - supporting local recruitment?

Cr Sanford responded to the questions and provide an outline on future funding and the commitment from Council. Mr Blurton provided further information relating to the role and grant funding identifying that the CESM role has been approved through the Council’s Local Emergency Management Committee and then Council. Mr Blurton also pointed out that action 1.5.2 in Councils new Strategic Community Plan identifies Councils commitment to fire emergency response planning, preparedness, response and recovery arrangements.

The Council has had the luxury of one full time officer working on Bush Fire Risk Planning for the last few years. That funding has now ceased effective 30/9/17. Council has also employed a part time Community Emergency Services Officer (CESO) with Councils own funds to better assist and support the brigades, to educate the community and to update Councils emergency plans.

Council has continued to lobby the state to provide financial support to address the risks which have been identified in the Bush Fire Risk Management Plan, however the government has been clear that no financial support is available without an adopted plan in place.

More recently an opportunity has arisen for Council to partner the Department of Fire and Emergency Services (DFES) to employ a Community Emergency Services Manager (CESM) on a 50:50 basis cost sharing basis for three years. This would replace the Council’s part time CESO position. This position would continue to fulfil the key duties of the CESO but add incident management and control aspect.

Mr Blurton indicated that he would expect to see an improvement in the skills of volunteers with an improved training program and professional approach by DFES.

Regarding recruitment, Mr Blurton indicated the Shire of Collie has a legal responsibility to ensure a fair and unbiased recruitment process is undertaken.

Cr Sanford reiterated that Council will continue to support the role and the volunteers.

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Members of the Volunteer Bush Fire Group left the Chambers 7.19pm.

4. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

The following questions were taken on notice for further clarification;

EFT21485 – Photocopier fees; and
DD23147.1 – Fleet Partners lease instalment for 1GBB194.

Response:

EFT21485 - Photocopier fees

The Equipment is leased from Capital finance @ 112.03 rent per month. Council pays for maintenance and running costs. The Expenditure on a Colour Drum unit is (\$2,041.60) which was supplied by Scope Business Imaging which provides maintenance of all our printers. The agreement will be reviewed when it expires.

DD23147.1 – Fleet Partners lease instalment for 1GBB194 - this is lease payment for two Vehicle being Bush Fire Risk Planning Officer (1GBB194) and a private Staff vehicle. Staff vehicle is provided under Salary sacrifice arrangement with Zero cost to Council.

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5. DISCLOSURE OF FINANCIAL INTEREST

The Chief Executive Officer advised that Disclosures of Financial Interests have been received from Councillors/Staff as listed below.

Councillor/Staff	Agenda Item	Disclosure
Cr Sanford	Item 14.1 – Community Small Grants Fund Round One 2017-2018	Financial - - Loan Guarantor for Riverview Residence Inc.
Cr Hanns	Item 14.1 – Community Small Grants Fund Round One 2017-2018	Impartial – Member of Riverview Residence Inc. Impartial – Member of Collie Italian Club
Cr Miffing	Item 14.1 – Community Small Grants Fund Round One 2017-2018	Financial – Contributed \$1,000 with the opportunity of being refunded on a monthly basis. Impartial - Registered member of above and Member of Italian Club
Cr Miffing	11.10.1 – Museum Committee Minutes	Financial – Shareholder of Bendigo Community Bank
Cr Green	Item 14.1 – Community Small Grants Fund Round One 2017-2018	Impartial – Collie Community Radio. Financial - Contributed a \$1,000 with the opportunity of being refunded on a monthly basis. Impartial – Collie Tidy Towns Chairperson.
Cr Green	Item 11.10.1 – Museum Minutes	Financial – Shareholder of Bendigo Community Bank
Cr Stanley	Item 14.1 – Community Small Grants Fund Round One 2017-2018	Impartial – Treasurer of Collie RC Club. Volunteer for Collie Race Club.
Cr Stanley	Item 11.10.1 – Museum Minutes	Financial – Director of Collie Community Bendigo Bank
Cr Martin	Item 14.1 – Community Small Grants Fund Round One 2017-2018	Financial – Loan Guarantor for Riverview Residence Inc. Impartial – Member of

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Councillor/Staff	Agenda Item	Disclosure
		Collie Rotary Club
Cr Martin	Item 11.10.1 – Museum Minutes	Financial – Shareholder of Collie Community Bank.
Cr Piavanini	Item 14.1 – Community Small Grants Fund Round One 2017-2018	Financial – Loan Guarantor and member of \$1,000 club Riverview Residence.
Cr. Piavanini	Item 15.3 – Draft Revised Local Planning Strategy	Impartial – Brother owns Lot323 Patstone Road
Cr Piavanini	Item 11.10.1 – Museum Committee Minutes	Financial – Member of Collie Community Bank
Cr Italiano	Item 11.10.1 – Museum Committee Minutes	Financial – Community Bank Shareholder
Cr Italiano	Item 14.1 – Community Small Grants Fund Round One 2017-2018	Impartial – member of Riverview.

The CEO advised that participation approvals had been sought from the Department of Local Government for Councillors Piavanini, Sanford, Green, Miffing, and Martin in relation to item 14.1, to enable a quorum to be reached.

The Department of Local Government had responded advising that the Minister considers Councillors Green and Miffing to have an impartial interest only in the matter and Cr Martin has been granted a participation approval in the matter.

6. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Cr Green announced that Collie were finalists in the 2017 Tidy Town competition and Cr Green presented Council with a certificate from Keep Australia Beautiful Committee.

Cr Sanford thanked Cr Green for her hard work.

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

Nil

8. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS

Item 15.4 was brought forward due to an interested person attending the meeting.

7559

Moved: Cr Miffing	Seconded: Cr Stanley
That Council Suspends standing orders	
CARRIED 8/0	

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Mr. Raymond Barron addressed Council with his concerns regarding the recommendation from officers to refuse the planning approval for his new shed. Mr. Barron requested Council approve his planning application for his shed in the same position as where his existing shed lays. Mr Barron presented declarations from his neighbours indicating that they have no objections with the proposal to build the shed in its existing location. Mr Barron responded to questions from Councillors.

7560

Moved: Cr Italiano

Seconded: Cr Stanley

That Council resumes standing orders.

CARRIED 8/0

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15.4 Lot 1361, 39 Preston Road Collie – Proposed Carport

Reporting Department:	Development Services
Reporting Officer:	Katya Tripp – Shire Planner
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	WA Local Government Act 1995
File Number:	A5927
Appendices:	Yes - Appendix 10 Site Plan & 11 Support Letter
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider a planning application for shed within the side boundary setback at Lot 1361, 39 Preston Road, Collie.

Officer's Recommendation

That Council pursuant to the provisions of the Planning and Development Act 2005, hereby resolves to refuse to grant planning approval to Raymond Barron for the development of the Shed within the side boundary setback at Lot 1361, 39 Preston Road Collie.

7561 Council Decision:

Moved: Cr Miffling

Seconded: Cr Piavanini

That Council:

Pursuant to the provisions of the Planning and Development Act 2005, hereby resolves to grant planning approval to Raymond Barron for the development of the Shed within the 2-metre set back.

CARRIED 8/0

Reason for voting against recommendation: Despite being contrary to the requirements of LPS5, Council considered a 2 metre setback to be a reasonable compromise given the location of the existing shed in relation to the buildings on the adjacent lot, the support from neighbours and the concerns raised by Mr Barron.

Background:

An application has been received to construct a new shed and two new patios at 39 Preston Road, Collie. Planning approval was required due to the rural residential zoning and because the proposed shed is located within the side boundary setback.

A decision of Council is required for this application as it seeks to vary the setback requirements for the 'Rural Residential' zone which are provisions set out in the Scheme

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under clause 5.9.5(i). Under clause 5.7.1 a decision of Council is required for a proposal that does not comply with the prescribed standard.

Statutory and Policy Implications:

Local Planning Scheme No. 5

The subject lot is zoned Rural Residential (RR-4). The proposal has been assessed in accordance with the following clause(s) *of the Scheme*:

4.2 Objectives of the Zones – Rural Residential Zone

(a) to ensure that development maintains the rural character of the locality, maintains a high level of residential amenity and minimises disturbance to the landscape through construction of buildings and structures, clearing, earthworks and access roads.

(b) to discourage or prohibit development not compatible with the predominantly rural nature and residential amenity of the zone.

5.9.5 Rural Residential Zone

Building Setbacks

(i) Where a lot does not have an identified building envelope, the following setbacks apply:

(i) For lots with an area greater than 1ha:

Front: 20m

Side: 10m

Rear: 10m

10.2 Matters to be Considered

(i) the compatibility of a use or development with its setting;

(o) the relationship of the proposed 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 proposal;

(y) any relevant submissions received on the application;

Budget Implications:

There are no budget implications for this report

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:

Council Decision 7476 from 11 July 2017 Ordinary Council Meeting to approve the

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construction of an oversized shed at 5 River Avenue on the condition it was relocated behind the front setback line towards the rear of the property. The applicant was seeking to have the shed within the front setback line.

Comment:

This application needs to be considered in two parts. The proposed two new patios are compliant with *Local Planning Scheme No. 5* and can be approved under delegated authority.

However, the proposed shed is within the side boundary setback and therefore cannot be approved under delegated authority. This report focusses on the noncompliance of the proposed shed with the *Local Planning Scheme No. 5* and seeks Councils support to refuse planning approval for this aspect of the development application.

The new shed is proposed to be built in the same place where an existing shed has recently been demolished. The proposed structure is within the side setback area with a distance of only 1m from the side boundary which is also McVee Road. *Local Planning Scheme No. 5* requires a 10m setback for properties over 1Ha in size and being in a rural residential zone a firebreak of 2.5m is also required.

It is considered that this proposal, due to its location and without screening may negatively impact on the established rural residential amenity of the area which is a matter to be considered under the Scheme and could also be considered to contravene the Scheme objectives of the zone.

If this proposal was on a small parcel of land where space to build a shed was constricted officers may have sought to seek Council approval for a reduced side setback. However, the land parcel is over 1Ha in size and opportunity exists to build the shed in a location where it does meet the side setbacks, allow for a suitable firebreak, and still provide amenity and functionality to the dwelling.

Officers do not believe that a previous shed located within a side setback justifies approval for a new shed in that same location which is non-compliant with the current *Local Planning Scheme No. 5*.

The applicant believes that the buildings on the land are a non-conforming use however a dwelling and associated outbuilding are a conforming use within a rural residential area. The applicant considers that if the shed was to be built on the East side of the house that it would interfere with their outlook over the land. The entrance to the property is from Preston road on the East side of the dwelling and therefore if the shed was to be constructed on this side it would meet set back requirements as well as having direct access from the road.

If Council was to grant approval for the shed in the proposed location officers recommend seeking comments from the neighbours prior to the granting of this approval.

Alternative Recommendation

That Council:

Pursuant to the provisions of the *Planning and Development Act 2005*, hereby resolves to grant planning approval to Raymond Barron for the development of a Shed at Lot 1361, 39 Preston Road Collie subject the following conditions:

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1. Modified plans submitted by the applicant to the satisfaction of the Shire of Collie showing the Shed meeting the boundary setback requirements as contained within *Local Planning Scheme No. 5* prior to the lodgement of a building application.
2. At all time the development the subject of this planning approval must comply with the definition of Shed as contained within the State Planning Policy 3.1 Residential Development Codes.
3. All development shall be in accordance with the approved development plans (as modified in accordance to Condition 1) which form part of this planning approval.
4. This planning approval will expire if the approved development has not substantially commenced within two (2) years of the date of issue of the approval, or, within any extended period of time for which the Shire of Collie has granted prior written consent.
5. All works required to satisfy a condition of this approval are required to be installed/constructed and maintained in accordance with the approved plans and conditions of approval for the live of the development.

Mr. Churches and Mr. Smargiassi left the meeting at 7.58 pm.

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Mr. Barron left the chambers at 8.03 pm

11.3 Receipt of the Minutes of the Community Safety and Crime Prevention Committee

7565

Recommendation/Council Decision:

Moved: Cr Miffling

Seconded: Cr Green

That Council receives the minutes of the Community Safety and Crime Prevention Committee held on 7 September 2017.

CARRIED 8/0

11.4 Adoption of the Recommendations of the Community Safety and Crime Prevention Committee

7566

Recommendation/Council Decision:

Moved: Cr Green

Seconded: Cr Stanley

Council adopts en bloc the recommendation contained within the minutes of the Community Safety and Crime Prevention Committee held on 7 September 2017.

11.4.1 To prepare a letter to Hon. Mick Murrary MLA, member for Collie-Preston, and Hon. Rita Saffioti MLA, Minister for Transport; Planning; Lands, to request all advertising for alcohol related products be removed from the billboard signage on Forrest Highway.

CARRIED: 8/0

11.5 Receipt of the Weeds and Waterways Advisory Committee

7567

Recommendation/Council Decision:

Moved: Cr Green

Seconded: Cr Italiano

That Council receives the minutes of the Weeds and Waterways Advisory Committee held on 7 September 2017.

CARRIED: 8/0

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11.6 Adoption of the Recommendations of the Weeds and Waterways Advisory Committee

7568

Recommendation/Council Decision:

Moved: Cr Green

Seconded: Cr Hanns

Council adopts en bloc the recommendation contained within the minutes of the Weeds and Waterways Advisory Committee held on 7 September 2017.

11.6.1 the committee request another letter be written to Premier Coal requesting the final report for Lake Kepwari;

11.6.2 Council notes that the WWAC thanked Glyn Yates for his ongoing commitment to the Weeds and Waterways Committee.

CARRIED: 8/0

11.7 Receipt of the Minutes of the Australia Day Committee

7569

Recommendation/Council Decision:

Moved: Cr Miffling

Seconded: Cr Green

That Council receives the minutes of the Australia Day Committee held on 8 September 2017.

CARRIED: 8/0

11.8 Adoption of the Recommendations of the Australia Day Committee

7570

Recommendation/Council Decision:

Moved: Cr Miffling

Seconded: Cr Piavanini

Council adopts en bloc the recommendation contained within the minutes of the Australia Day Committee held on September 2017.

11.8.1 authorise \$500 from the External Groups Contribution account (Corporate Services Policy CS3.5) to be paid to the Lions Club of Collie for the provision of the Australia Day breakfast in recognition of the enormous amount of work undertaken by the club each year.

CARRIED: 8/0

It was noted that no budget allocation has been made for the sign language interpreter to attend Australia Day.

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11.9 Receipt of the Minutes of the Museum Advisory Committee

7571

Recommendation/Council Decision:

Moved: Cr Stanley

Seconded: Cr Green

That Council receives the minutes of the Museum Advisory Committee held on 18 September 2017.

CARRIED: 8/0

11.10 Adoption of the Recommendations of the Museum Advisory Committee

Councillor's Stanley, Miffing, Green, Piavanini, Italiano and Martin declared financial interests in item 11.10.1.

Recommendation:

Council adopts en bloc the recommendation contained within the minutes of the Museum Advisory Committee held on 18 September 2017.

11.10.1 That the committee submit a grant application Bendigo Bank for funds to purchase a high-resolution scanner and two portable hard drives for scanning and storage of photos.

11.10.2 a) That the committee obtain indicative costings to repair versus dismantle of the Kohler building.

b) Write to Mr Steve Kohler, as representative of the Kohler family, to advise him of the committee's plan.

c) In consultation with the relative authorities, take appropriate action with the building once indicative costings have been supplied.

7572

Recommendation/Council Decision:

Moved: Cr Stanley

Seconded: Cr Green

Council adopts the recommendation contained within the minutes of the Museum Advisory Committee held on 18 September 2017.

11.10.1 That the committee seek funding for the purchase a high-resolution scanner and two portable hard drives for scanning and storage of photos.

CARRIED: 8/0

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7573

Moved: Cr Italiano

Seconded: Stanley

11.10.2 a) That the committee obtain indicative costings to repair versus dismantle of the Kohler building and report back to Council.

b) Write to Mr Steve Kohler, as representative of the Kohler family, to advise him of the committee's plan.

CARRIED 8/0

11.11 Receipt of the Minutes of the Townscape Advisory Committee

7574

Recommendation/Council Decision:

Moved: Cr Green

Seconded: Cr Miffling

That Council receives the minutes of the Townscape Advisory Committee held on 19 September 2017.

CARRIED: 8/0

11.12 Adoption of the Recommendations of the Townscape Advisory Committee

7575

Recommendation/Council Decision:

Moved: Cr Green

Seconded: Cr Italiano

Council adopts en bloc the recommendation contained within the minutes of the Townscape Advisory Committee held on 19 September 2017.

That the Townscape Advisory Committee recommend Council provide support to the proposed construction of a Red Asphalt 2.5m Dual Use path around the Collie River walk, and seek funding via the Department of Transport's WA Bike Network grants program for 50% of the project cost.

CARRIED: 8/0

12. RECEIPT OF NON COUNCIL COMMITTEE MINUTES PRESENTED TO COUNCIL

Nil

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13. CEO REPORTS

13.1 Draft Strategic Plan Review 2017-2027

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

Report Purpose:

For Council to consider submissions received from the Draft Strategic Community Plan consultation process.

7576

Officer's Recommendation/Council Decision:

Moved: Cr Martin

Seconded: Cr Italiano

That Council;

- 1. Notes the consultation received relating to the Draft Strategic Community Plan 2017-2027; and**
- 2. Adopts the Strategic Community Plan 2017-2027 document.**

CARRIED: 8/0

Background:

The Council resolved to commence a public consultation process ending 29th September 2017 on the draft 2017-2027 Community Strategic Plan document at the previous meeting of the Council.

Several comments have been received either as emails or via facebook comments and they have been summarised in the table in the comment section of this report.

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 it's 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.**

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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 30th May 2017. 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 16th 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

A copy of the draft community strategic plan is provided as Appendix – Slip-In 1 as well as the KPIs.

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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).

Communications Requirements: (Policy No. CS 1.7)

A press release was 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 table below represents a summary of submissions received along with staff Comment for the consideration of the Council.

Name	submission	Staff comment
Jenni Vanselow	<p>Ok so the plan is to implement industry to achieve jobs and try keep our kids and locals employed in the area. Therefore increasing our local economy. So my next question is. What industry is the shire wanting to develop and how long will it be sustainable for?'</p> <p>May I suggest HEMP!</p> <p>we know it grows around here. (even if it is a different strain) and it could open up the making of hemp products here in Collie as well as the tourist trade.</p> <p>Plus the process of Photosynthesis could help clear</p>	<p>As identified in the Re-Imaging Collie report, opportunities exist to develop industries in alternative energy production, tourism and intensive agriculture.</p> <p>Commercial Hemp production could be explored as an intensive agriculture opportunity.</p>

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	up the crappy coal dust air we have. Just an Idea	
Marty Wallace - facebook	<p>Well done to the Collie Shire.</p> <p>An addition I'd like to see is a Strategic Plan for the removal of glass from Collies tourist areas. We have many fine tourist and swimming places in the Collie Shire but all of them are contaminated with broken glass, which makes them dangerous or unusable for recreational activities.</p> <p>A Strategic Plan could involve: Methods for removing glass. Systems or methods to identify the location of broken glass. Warning signs for known dangerous areas. Lobbying for containers to be NOT made from glass. Incentives to clean up areas that are contaminated.</p> <p>If you want to responsibly encourage tourism then the glass issue needs to be addressed.</p>	Removal of broken glass from key tourist locations could be addressed at an operational level or even identified as part of the Corporate Business Plan review as an action, rather than incorporating into the Strategic Community Plan.
Peter Smargiassi - facebook	<p>We need a drastic change In direction there are lots things to look at, this council needs new blood , be aware of the wolves in Sheeps clothes , dump needs a recycling shed and the crap about people not aloud to have a car collection on there property is boarding on Marxist . I thought we lived in collie not Claremont , we've got a great speedway and motorplex and you can't keep cars on your property . OUT OF TOUCH is this council</p>	Comments noted, however these relate to either Council Policy or Strategies more appropriate to the Corporate Business Plan.

Following the adoption of the Strategic Community Plan, the Council will need to consider the new Corporate Business Plan as the next step in completing its Integrated Planning obligations. As has been previously reported to Council the

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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.

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Councillors Sanford, Miffling, Green, Martin and Piavanini have declared financial interests in the following item. Councillors Hanns, Miffling, Green, Stanley, Martin and Italiano have declared impartial interests in the following item.

The CEO had sought approval from the Department of Local Government for members declaring financial interests to participate in the item to ensure Council retained a quorum. The Department has granted approval for Cr Green, Cr Miffling and Cr Martin to participate in this item.

Cr Piavanini and Cr Sanford left the room at 8.18pm.

The CEO called for nominations to chair the meeting. Cr Stanley was nominated by Cr Miffling and accepted. There being no objections, Cr Stanley assumed the position of chairperson.

14. CORPORATE SERVICES REPORTS

14.1 Community Small Grants Fund Round One 2017-2018

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	David Blurton – Chief Executive Officer
Legislation	WA Local Government Act (1995)
File Number:	GAS/017
Appendices:	Yes (provided separately on 4 September 2017) and Appendix 1
Voting Requirement	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.

7577

Officer's Recommendation/Council Decision:

Moved: Cr Hanns

Seconded: Cr Miffling

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
- Riverview Residence (Conditional on presentation of quote)	\$2,500
- Collie BMX Club Inc	\$2,273
- Collie Volleyball Association	\$1,210

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- Collie Community Broadcasting Assoc.	\$2,500
- Collie CoderDojo	\$1,699
	CARRIED: 6/0

Background:

This matter was presented at the previous meeting of the Council and was unable to be dealt with due to a lack of quorum. Staff have sought participation approvals for Councillors Sanford, Piavanini, Martin, Miffling and Green for this meeting and the outcome of this will be advised at the meeting.

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.

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.

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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 1.

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
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

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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, and following subsequent contact with a number of the organisations to gather additional information, 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. Notification received in last month that hosting of event has been awarded to Collie in 2018 (competed against WA metro and SW clubs to host). National event rotated through states each year. Preliminary estimates are that the event will cost in the vicinity of \$25,000 to host (including track upgrades, facilities maintenance, safety equipment, e.g. new set of safety flags will cost ~ \$2,500). Already promoting the Collie event at 2017 Sydney event to ~ 300 riders. Club has approximately \$19,000 in bank account to assist with costs, but will be applying for other grants to keep some money for club requirements.
- Collie Rotary Club: Certificate of Incorporation is required, ABN printed by CDO, no quotes received.
- Collie Race Club: Total project expenditure from page 2 includes in-kind support, but matches the financial information.
- Collie BMX Club: Additional quote received, email received and club will only accept grant funding to cover the cost of the stated project. Club not confident of receiving CSRFF funding following phone conversations with DSR.
- Collie Volleyball Association: Quote received via email.
- Collie Community Broadcasting: Supplier is not registered for GST so invoice shouldn't include GST.
- Collie CoderDojo: Auspice letter from PCYC not signed, no ABN details received but funding would be paid to Collie PCYC whose ABN has been printed by CDO.
- Riverview Residence: Not quotes received, left message to call back, no call back received as at 13/9.
- Allanson Bushfire Brigade: Quote had not been received when application was being completed, received in time to lodge with application.
- Collie Heritage and Menshed Group: No quotes received but sponsoring proposal from John Bird included, Certificate of Incorporation not received, ABN details printed by CDO.
- Coalfields Hockey Council: No quote for electrical work received, all other financial information supplied and correct.

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- Collie Horse and Pony Club: All information correct and supplied.
- Collie Cricket Club: No Certificate of Incorporation received, unable to locate in time for application submission.
- Collie Country Music Club: No quotes received.
- Collie Italian Club: ABN printed by CDO, quote includes GST. Financial information not complete but the project cost is the same as the quote. Additional funding required to complete the project will be supplied by the club. In-kind work will be undertaken by members to assist with the demolition of existing kitchen.
- Happy Spaces Support Group and Art with Nat: Not an incorporated group, would need an auspice which has not been identified, no ABN details, no quotes received, financial information incomplete. Unable to provide this information until an auspice is sourced.
- Amaroo Primary School P&C: The application has been submitted by the P&C but includes the banking details and ABN of the Allanson Primary School. The Principal of the primary school signed the application as the P&C did not have a President elected at the time of submission. Can make the necessary adjustments as required. ABN for P&C printed by CDO.

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:

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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***
- 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.

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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.

Cr Sanford and Cr Piavanini returned to the Chambers at 8.27pm.

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14.2 Accounts Paid – August 2017

Reporting Department: Corporate Services
Reporting Officer: Khushwant Kumar – Finance Manager
Accountable Manager: Allison Fergie – Director of Corporate Services
Legislation: Local Government Act 1995 & Financial Management Regulations 1996
File Number: FIN/024
Appendices: Yes – Appendix 2
Voting Requirement Simple Majority

Report Purpose:

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

7578

Officer’s Recommendation/Council Decision:

Moved: Cr Martin

Seconded: Cr Stanley

That Council accepts the Accounts as presented in Appendix 2 being vouchers 41186-41206 totalling \$59,402.25 and direct payments totalling \$1,027,901.20 authorised and paid in August 2017.

CARRIED: 8/0

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 2017/18	EFT 2017/18	Total Payment 2017/18
July	17,289.27	620,653.33	637,942.60
August	59,402.25	1,027,901.20	1,087,303.45
September			
October			
November			
December			
January			
February			

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Month	Cheques 2017/18	EFT 2017/18	Total Payment 2017/18
March			
April			
May			
June			

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.

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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14.3 Financial Report – August 2017

Reporting Department:	Corporate Services
Reporting Officer:	Khushwant Kumar– Finance Manager
Accountable Manager:	Allison Fergie – Director of Corporate Services
Legislation:	Local Government Act 1995 & Financial Management Regulations 1996
File Number:	FIN/024
Appendices:	Yes – Appendix 3
Voting Requirement	Simple Majority

Report Purpose:

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

7579

Officers Recommendation/Council Decision:

Moved: Cr Stanley

Seconded: Cr Italiano

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

CARRIED: 8/0

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 3.

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

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Comment:

The report provided to Council as Appendix 3 is inclusive of the information required by the Local Government Act 1995 and includes information as set out in Council Policy.

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. Recreation and Culture is under budget by \$32,106 because anticipated Grants for 2017/18 for Town Site Mountain Bike Trail Project (\$27,250) not received till August.
2. Transport is under budget by \$473,094 mostly due to Motorplex grant and Road related Grants which are yet to be received in 2017/18. Claim for Road related grants is submitted and these can be expected in few weeks' time.
3. Other Property and Services is \$26,494 under budget due to Profit on Asset Sale – PWO (\$15,000), Workers Comp- Reimbursement (\$5,832) and Private works revenue (\$4,914) under budget.

Operating Expenditure by Program

4. 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

5. Grants and Subsidies are under budget by \$250,910 due to FAG grant for 2017-18 received in 2016-17. Further Road related grants are still not received for which claim is already submitted.

Operating Expenditure by Nature and Type

6. **Material and Contracts is over budget (\$93,763) due to Information Technology expenditures (Timing factor), Rubbish site expenses (Over budget by \$20,666) and Strategic Community plan review expenditures (2016-17 invoice paid, will adjust in Budget review)**
7. Utility charges are \$16,957 under budget as payment is yet to be made for several electricity accounts.
8. Depreciation is \$572,034 under budget as July & August depreciation has not been posted; this will be processed after the 2016/17 annual report has been finalised.
9. Insurance is over budget \$55,626 mainly due to annual premiums LGIS and other Workers compensation insurance. This is due to timing factor
10. **Other Expenditures are under budget by \$12,000 due to Local government week expenditures not incurred/paid till August. (Expected spending on this item is \$7,949)**

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11. **Non-Operating Grants and Subsidies is under budget by \$460,305 because of Town site Mountain bike trail project (\$24,250), Motorplex grant and Road related grants yet to be received for 2017-18.**
12. **Profit on disposal of Assets is under budget by \$15,000 due to Profit on Asset Sale PWO.**

Non-Operating Expenditure

13. **Construction program expenditures for 2017-18 are not yet started. For Construction program, council spent \$41,188 up to the end of August 2017. We are waiting for committed Grants to receive for these projects.**

Aging Analysis of Rating Report:

Below is detail of aging analysis of Overdue rates up to July 2017 (excluding current year rates levied in August 2017).

Aging analysis of Overdue Rates		
Year	%	Amount
2016-17	52%	326,859
2015-16	21%	130,197
prior periods	28%	176,831
Total Overdue		633,887

In order to recover these overdue rates, Council is continuously following up with the rate payers through regular notices. Most of overdue rates which relates to previous years are already referred to Debt recovery company which is giving us good results to recover the outstanding amount. Out of these overdue rates, several rates payers are on the deferred payment list (\$378K) and others are on Direct debit arrangement – total of these two arrangements is approximately 70% of total overdue amount.

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15. DEVELOPMENT SERVICES REPORTS

15.1 Endorsement of the Draft Bush Fire Risk Management Plan 2017-2022

Reporting Department:	Development Services
Reporting Officer:	Andrew Dover – Director Development Services
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	WA Local Government Act 1995 Bushfires Act 1954
File Number:	RSK/039
Appendices:	Yes – Appendix 4, 5, 6 & 7
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider the Draft Bushfire Risk Management Plan 2017-2022 for formal submission to the Office of Bushfire Risk Management.

7580

Officer's Recommendation/Council Decision:

Moved: Cr Martin

Seconded: Cr Piavanini

Council endorse the Draft Bushfire Risk Management Plan for submission to the Office of Bushfire Risk Management including modifications made by staff to ensure that the Shire of Collie does not acquire additional liabilities as a result of this Plan.

CARRIED: 8/0

Background:

The Bushfire Risk Management Program identifies bushfire risk and mitigation measures on a tenure blind basis. These risks and the treatments required are recorded on a GIS mapping system. The Bushfire Risk Management Program seeks to put in place a framework (the Bushfire Risk Management Plan – Appendix 4) to clarify the body responsible for the risks and to implement the treatments required. The Department of Fire and Emergency Services (DFES) has developed guidelines for the development of the Bushfire Risk Management Plan (BRM Plan) in each Shire. The Bushfire Risk Planning Coordinator has drafted the BRM Plan in accordance with these guidelines.

This Plan was presented to Council 30 May 2017. The below decision was made:

7435 That Council:

Defer the adoption of the Draft Bush Fire Risk Management Plan and invite the Office of Bushfire Risk Management (OBRM) to present to Council on the benefits and obligations of the Bush Fire Risk Management Plan.

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Reason for voting against the Officers Recommendation:

Council would like clarification from OBRM regarding the implications of adopting this plan.

Murray Carter from OBRM presented to Council regarding this plan at the Council Meeting of 11 July 2017. The plan was considered at the same meeting with the Officer's Recommendation lapsing for want of a mover. No alternative motion was put forward. Council concerns at this meeting included:

- Council's liability in regards to adopting and implementing the plan;
- A statement regarding ongoing funding and our eligibility for future mitigation works; and
- How we bind the Crown to undertake issues identified in the plan.

Officers discussed these issues further with OBRM and DFES and received formal correspondence addressing these issues. This correspondence is attached at Appendix 5 and Appendix 7.

Correspondence and discussion with DFES states that any liability accrued by this plan is accrued by drafting it rather than adoption as this is when the Shire gains knowledge of a risk. However, disseminating this information is a critical component of hazard mitigation.

This correspondence and discussion also states that ongoing funding for the implementation of the plan cannot be guaranteed, however the Shire would be ineligible for this funding if it does not adopt the plan. In addition, any funding for mitigation would be on the basis of having a plan endorsed by OBRM. This funding would be available to the Shire, but also to state government agencies to encourage them to carry out mitigation works. This is an alternative to binding the Crown.

Statutory and Policy Implications:

The guidelines developed by DFES place the burden of ensuring compliance with the BRM Plan on the Shire. This includes ensuring that the state government and private landholders carry out bushfire mitigation. This is not currently a requirement for the Shire and is outside the ability of the Shire to enforce. The modifications to the Draft BRM Plan ensure that the above additional burden is removed if sufficient funding is not available from DFES.

Budget Implications:

Under the DFES guidelines, the burden of ensuring compliance with the BRM Plan places significant and additional financial burden on the Shire, the exact cost of which cannot be accurately estimated. Furthermore, the guidelines may also place liability on the Shire for bushfires on land not controlled by the Shire if the land manager has not carried out the required bushfire mitigation. The modifications to the Draft BRM Plan made by staff removes this additional financial burden and liability.

Communications Requirements: (Policy No. CS 1.7)

Nil.

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Strategic Community Plan/Corporate Business Plan Implications:

Strategy 1.5.2: Support emergency and fire management planning, preparedness, response and recovery arrangements.

Relevant Precedents:

Nil.

Comment:

The BRM Plan sets out the framework for identifying and mitigating bushfire risk as per the DFES guidelines. The Shire of Collie Draft BRM Plan has been modified to remove the burden of ensuring compliance with the BRM Plan (including State Government land), except when funding from the State Government is received. This modified Draft BRM Plan has been sent informally to the Office of Bushfire Risk Management (OBRM). OBRM have provided comments on the BRM Plan in the Local Government Bushfire Risk Management Plan Checklist (Checklist - Appendix 6). The majority of the comments have been taken on board and the Draft BRM Plan changed accordingly and the modification noted in the Checklist. However, the modifications to remove the burden of compliance with the BRM Plan have not been removed and are marked 'Retained as requested by DDS' for retention.

Correspondence from DFES states that the Plan will not be endorsed by OBRM with these modifications remaining in the Plan. However, officers are of the view that these clauses are important to clarify that the Plan will be actioned to the extent of funding received by the State Government.

Further correspondence from DFES (Appendix 7) makes it clear the current funding for the Bushfire Risk Planning Coordinator ceases at the end of September 2017 that no further funding will be received to carry out this work if the BRM Plan is not adopted by both Council and OBRM.

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15.2	<u>Tender 09/2017 – Mechanical Fuel Reduction of Reserve 36801</u>
Reporting Department:	Development Services Department
Reporting Officer:	Andrew Dover - Director Development Services
Accountable Manager:	Andrew Dover - Director Development Services
Legislation	Local Government Act 1995 – Section 3.57 Local Government Function (Function & General) Regulations 1996
File Number:	R36801
Appendices:	Yes - Appendix 8 Tender 09/2017
Voting Requirement	Simple Majority

Report Purpose:

For Council to award Tender 09/2017 – Mechanical Fuel Reduction of Reserve

Officers recommendation / Council Decision:

Moved: Cr Stanley

Seconded: Cr Italiano

That Council accept the tender submitted by Bio Growth Partners PTY LTD for the Mechanical Fuel Reduction of Reserve 36801 on a cost neutral basis.

LOST: 3/5

Reason for voting against officer's recommendation: Council considered that the trial on Rees block should be complete prior to considering this matter, in line with previous decision 7517.

BACKGROUND

Shire officers have identified Reserve 36801 as being in need of bushfire mitigation through the Bushfire Risk Management Plan process and being suitable for a mechanical fuel reduction trial. Reserve 36801 is jointly vested with the Shire of Collie and Mainroads. Mainroads have agreed in writing that the Shire may undertake this trial on this reserve.

In accordance with the Tender Regulations of the Local Government Act, Council is required to call tenders for the disposal of property except where the disposal of property is at public auction. This tender was advertised on 22 June 2017. The advertisement is attached at Appendix 8. The advertising period closed at 2:00PM 18 July 2017.

7426 That Council:

11.8.1:

- 1. authorise the Chief Executive Officer to call tenders and undertake**

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mechanical fuel reduction on Reserve 36801 on a cost neutral basis.

Following this resolution, tenders were called and presented to Council 1 August 2017.

7517 Council Decision:

That Council defer the awarding of tender 09/2017 until the Williams Road Trial has been completed so that Council can assess the outcome of the clearing component and impact of mechanical fuel reduction.

Councillors have been invited to attend the Williams Road trial. Pictures of this trial can be found on page 44. These can be compared to the pictures on page 45 of similar work which occurred approximately 6 years ago.



Statutory and Policy Implications:

The Shire is obliged to undertake appropriate risk management procedures on Shire managed reserves including Reserve 36801.

Budget Implications:

Nil. This is on a cost neutral basis.

Communications Requirements: (Policy No. CS 1.)

Nil.

Strategic Plan Implications:

Strategy 1.5.2: Support emergency and fire management planning, preparedness, response and recovery arrangements.

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Relevant Precedents:

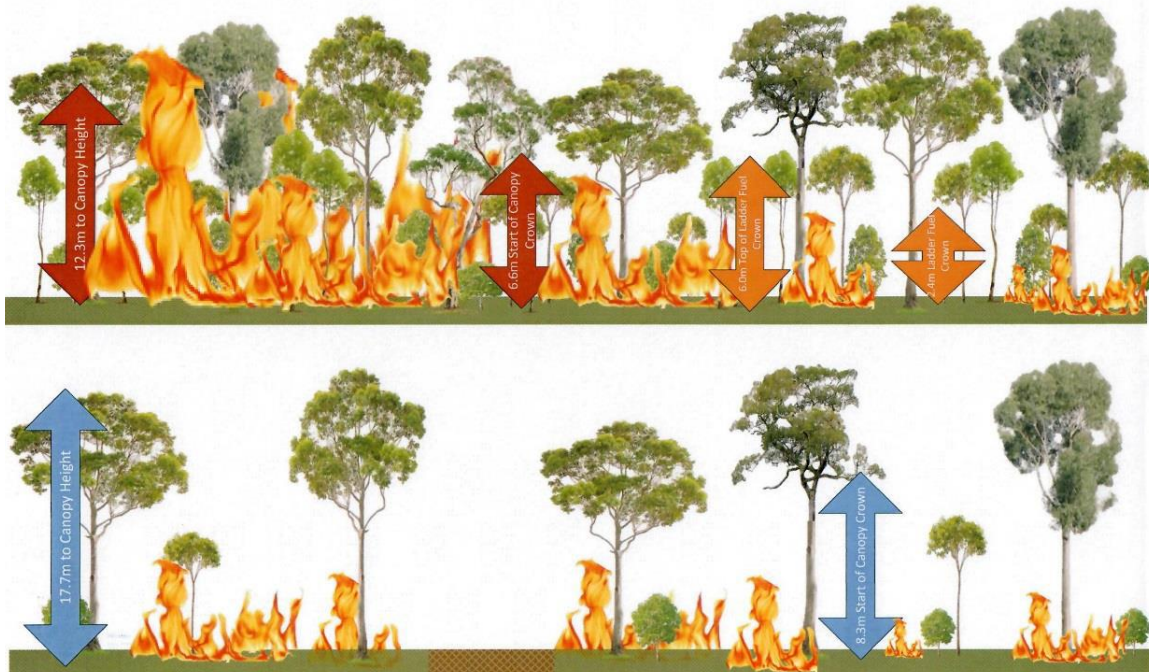
The Shire currently undertakes reserve management on an informal schedule.

Previous trials of thinning and burning jarrah forest includes 'Investigating Thinning and Burning Operations in 10 to 13-Year-Old Rehabilitated Bauxite Mines in the Jarrah Forrest' for Alcoa World Alumina Australia and the ongoing Department of Water trials.

Comment:

Mechanical thinning is required in previously harvested and replanted jarrah forests do not self-thin as other forests do (source - *Investigating Thinning and Burning Operations in 10 to 13-Year-Old Rehabilitated Bauxite Mines in the Jarrah Forrest*). Thinning allows the larger mature trees to develop in a natural state, thereby growing taller with an increased canopy cover (see picture below). The sapling stumps are treated with weed control to prevent the stumps from coppicing to extend the effective duration of this mitigation. The increased canopy limits the regrowth of the saplings and understory, ensuring that the mitigation effects are prolonged. This process returns the forests to a natural state prior to European settlement resulting in reduced fuel litter loads, suspended fuels and scrub/ladder plants. Reduced fuel loads and absence of ladder fuels significantly reduces the likelihood and intensity of a wildfire.

As mechanical thinning is purported to be beneficial to the health of the remaining jarrah trees; reduce the likelihood and intensity of bushfire; and will restore the forest to a natural state, it is recommended that mechanical thinning be investigated through a trial on Reserve 36801.



One tender was received for the Mechanical Fuel Reduction of Reserve 36801. This was from Bio Growth Partners. The tender is within expectations and provides a cost neutral mitigation of the Shire reserve. Bio Growth Partners also propose to use local aboriginal labour for components of this work. As such, it is recommended that the tender be awarded to this company.

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Further to Council's request to inspect the works on the Rees Block after mechanical mitigation has been completed, the photographs below show the completed thinning. It is important to note that this block had been begun at the Forest Products Commission prescription of a basal area of 10 that was found to be too aggressive and was raised to an approximate basal area of between 12-15 after the first research block was completed.

The intention of the tender is to aim at a basal area of between 15-20 and choose a more natural flow of forest within Reserve 36801.

It is worth noting in the below photographs the appearance of the tree tops immediately after mitigation. These are more of a pencil like shape to the canopy, due to the competition created by its neighbouring trees. As previous smaller applications of this treatment show the remaining trees begin to spread out within the first 3 months to a canopy similar to that of a lone tree in a paddock, due to less competition for nutrients, space and water. Also of note is the stockpiles of the removed trees and the smaller size of the trunks. The aim of the project is only to remove the trees below 15-20cm's in diameter.

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Reece Block Trial – Mechanical Thinning Ongoing



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Private Block – 6 Years Since Mechanical Thinning



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Background:

The purpose of this report is to seek Council support to adopt a revised draft Local Planning Strategy (LPS) with the goal of seeking community/stakeholder comment. The decision to prepare a new Local Planning Strategy was made by Council on 04 October 2016.

The draft LPS (Appendix 9) describes and analyses the current planning context providing strategies and actions to ensure sustainable strategic land use across the Shire for the next 15 years.

By way of background, the current LPS was endorsed by the Western Australian Planning Commission (WAPC) on 2 October 2009 (LPS 2009). In this report, the current draft LPS will be called "LPS 2017".

Large public consultation workshops have not occurred through the development of LPS 2017 as the community has been consulted numerous over the last few years and therefore LPS 2017 has instead considered the Shire's Strategic Community Plan, the Collie Supertown Townsite Growth Plan and the Reimagining Collie Report all of which had extensive public consultation.

There have been a number of key changes since LPS 2009 including changes to demographics, the economy and the approach to bushfire management and developer contributions. These have been analysed and used to inform the Shire's future strategic land use direction.

The LPS, when finalised, will set the strategic land use direction for the district for the next 15 years. The LPS is the main framework for land use planning at the local level to enable the Council to plan for the future. The LPS expresses the strategic vision, policies and proposals of the Council and reflects local needs and aspirations. The LPS is also the key instrument for translating State and regional plans and policies to the local level and to provide the strategic framework and rationale for the zones and other provisions for a Local Planning Scheme.

The LPS is primarily concerned with "spatial" or "land use" considerations including the location, distribution and relationship of land uses, subdivision, development and associated infrastructure. The LPS considers wide ranging economic, natural resource management, environmental and social considerations at a strategic level.

The process to formulate the draft LPS has included:

- obtaining input and feedback from Councillors and the Department of Planning;
- assessing wide ranging information including State, regional and local planning policies, strategies, maps and documents;
- A bushfire hazard level assessment for future development areas; and
- Analysis into areas for future rural residential living.

Statutory and Policy Implications:

Planning and Development (Local Planning Schemes) Regulations 2015

Planning and Development Act 2005 and Planning and Development (Local Planning Schemes) Regulations 2015. The Act and Regulations require a local authority to review its Local Planning Scheme and prepare an accompanying LPS. The *Planning and Development (Local Planning Schemes) Regulations 2015*, Section 11 (2) set out

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that:

“A Local Planning Strategy must:

- (a) set out the long-term planning directions for the local government; and
- (b) apply any State and regional planning policy that is relevant to the strategy; and
- (c) provide the rationale for any zoning or classification of land under the local planning scheme.”

Budget Implications:

The LPS raises the prospect of the local government needing to fund more detailed strategies and plans, however it is difficult to accurately predict costs at this stage. Subject to the content of the final LPS, it may have other direct and indirect financial implications on the local government in the next 15 years.

Developers/subdividers are required to meet the cost of new development/subdivision in accordance with State Planning Policy and the Local Planning Scheme. However, the Council may want to consider budgeting for a structure plan for future Rural Residential Area 1 through a reserve system over several years. This decision can be made in future budgets.

The Shire will be required to meet the cost of advertising the draft LPS including placing notices in papers.

Communications Requirements: (Policy No. CS 1.7)

Following certification by the Commission for the purpose of advertising, the draft Local Planning Strategy will be advertised in accordance with Regulation 13(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a minimum period of 21 days as in accordance with Regulation 13(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

This advertising process includes a notice in the Collie Mail, a notice to each neighbouring local government authorities and a notice to all relevant public authorities.

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 current Local Planning Strategy was adopted by Council on 14 April 2009.

Comment:

It is suggested that the draft LPS 2017, outlined in Attachment 1, is suitable for adoption and referral to the WAPC to be certified for public advertising. Updates to the employment section will be made as soon as the 2016 census data becomes

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available which will be prior to public advertising.

It is considered that the draft LPS provides a sound land use planning framework for the Shire, including promoting subdivision/development in appropriate locations and highlighting areas where subdivision/development is not supported. The draft LPS 2017 anticipates that the district will experience population growth and development in the next 15 years. It is recommended that the LPS be reviewed every 5 years however it can be amended at any time to ensure it remains relevant and up to date.

The draft LPS 2017 builds upon the current LPS 2009. The following summarises the key changes between LPS 2009 and the draft LPS 2017:

Constraints

A Bushfire Hazard Level Assessment was undertaken on all land identified for future development including rural residential and industrial land. This assessment identifies the level of bushfire risk and therefore the development potential for a number of areas. The summary document had been included as an Appendices for referral to WAPC.

The 1:100 year flood mapping for the Collie River floodplain is to be included in the Strategy and Scheme maps with relevant Scheme provisions to ensure future urban development is protected from river flood waters.

The Collie Coal Basin is to be protected as a future resource through use of a special control area in the Scheme with relevant Scheme provisions including protection of future development from past underground mining activities. This will also ensure future development is protected from subsidence.

Indicative buffers for the Waste Water Treatment Plan, Landfill Site, and Collie Landing Strip identified as special control areas with Scheme provisions to ensure compatible land use and development. Motorplex and speedway will also have buffers to ensure separation of sensitive land uses into the future.

Identification of Country Areas Water Supply Act areas on Strategy maps.

Limit line of urban development and notional 1km approach line for Collie and Allanson identified on Strategy Maps.

Urban - Residential

Urban development areas reviewed and updated to reflect those areas that are now residential. The area covered by North Collie Structure Plan has been changed to be Rural Residential (from residential development) to reflect lot density and land use. A developer's contribution plan will be required for subdivision of land zoned urban development.

Provision of neighbourhood centres in new residential areas outside of the CBD. Buckingham Way Estate to be rezoned to residential as per the structure plan. Further subdivision in the Wellington Heights Estate will require a structure plan due to identified fire risk.

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Restrict further urban residential development in other towns and settlements.

Residential infill close to town centre, important community facilities and services or significant places of amenity i.e. Collie River.

Support and facilitate the use of land for residential care, retirement village and independent living units. Aged care accommodation supported in mixed business zone.

Rural Residential

Development investigation areas for rural residential have been reviewed. Land already rezoned in these areas has been updated on the Strategy Plans to reflect this.

Remaining land has been analysed at a broad strategic level as to its potential (opportunities and constraints) to accommodate future rural residential land.

Areas now identified for future rural residential land is significantly less than in the previous LPS. Please see the specific section dedicated to Rural Residential for further analysis.

Commercial & Mixed Business

Future area of mixed business identified including along the Coalfields highway towards the Ridge Motel. This is only to be rezoned once town centre is nearing capacity.

Review of permitted use table in Scheme to encourage more commercial/retail uses in town centre and prevent/discourage light industrial and service industries or business likely to be a nuisance or impact amenity of the town and residential areas.

Industrial

Shotts to be renamed special use zone as structure plan is now complete.

Identification of portion of 323 Patstone Road for future industry. This is to assist with general industrial land and also to ensure light industrial is not confined into the future.

Buffers for power stations to be shown on Strategy Maps.

Rural

Rural policy to be developed to allow original dwelling to be retained as ancillary subject to Council approval with conditions against subdivision.

Rural 1 and Rural 2 zones removed with all land being covered by a Rural zone. Rural land within the Collie Coal Basin to be covered by a special control area.

Environment & Natural Resources

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SW Regional Ecological Linkages to be identified on Strategy Maps.

Development of environmental conservation policy to protect important habitat.

Buffer areas around power station to be Special Control Areas including protection of this land for alternative energy supplies.

Scheme to define renewable energies as a land use with relevant provisions to allow flexibility of rural land for use in generating alternative sources of energy.

Mininnup Pool and Lake Kepewari identified as future tourism zones.

Local Planning Policy to be developed for guidance on assessment of landscape and visual impacts of development on priority tourism routes.

CAWS areas identified on Strategy Maps.

Infrastructure

Public Drinking Water Source Areas shown in Scheme and Strategy maps as Special Control Areas with provisions in the Scheme.

Indicative Waste Water Treatment Plant and Landfill buffers to be identified as Special Control Areas.

Transport

Identify proposed alignment and land required for the new entrance to LIA.

Identify buffer for collie Airstrip

Develop a pedestrian network and bike plan

Community infrastructure

Develop public open space strategy to ensure residential areas have access to public open space.

Heritage

Development of Heritage Policy

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15.5 Target entrance from Steere Street, Collie.

Reporting Department:	Development Services
Reporting Officer:	Katya Tripp – Shire Planner
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	Planning and Development Act 2005 WA Local Government Act 1995
File Number:	A4802
Appendices:	Yes – Appendix 12
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider a request for permission to modify the Steere Street entrance to Target to an emergency exit only.

Officer's Recommendation:

Moved: Cr Green

Seconded: Cr Sanford

That Council pursuant to the provisions of the Planning and Development Act 2005, hereby resolves to refuse to grant approval to Tanvier Pty Ltd and Abenra Pty Ltd for the modification of the entrance to Target at 85-89 Steere Street Collie 6225 for the following reasons:

1. Under section 67 of the Planning and Development Regs 2015 - Matters to be Considered. The application is deemed to:
 - a. not meet orderly and properly planning of active street frontages and designing out crime principles;
 - b. result in a development that is inconsistent in access and appearance with the other developments along the street;
 - c. have the potential to result in social impacts on the amenity of the locality; and
 - d. result in a loss of a community service or benefit
2. In 2006 modifications to redevelopment plans for the Collie Park Shopping Centre were made, as a result of community concern (petition), to ensure this entrance remained open.

LOST: 2/6

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loss that may result from economic competition between new and existing businesses.

- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals; and
- (zb) any other planning consideration the local government considers appropriate.

Local Planning Scheme No. 5

The subject lot is zoned Town Centre.

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:

This matter was considered as part of the original development application to build the shopping centre and in 2006 when it was being redeveloped. On both occasions Council determined that it was not appropriate to close the entrance from Steere Street for the reasons outlined in the resolution above.

Comment:

After preliminary assessment of the proposal, the Shire advised the applicant that there were concerns over the proposal and that there was potential for it to not be supported in its current condition, due to concerns with:

- not meeting orderly and properly planning of active street frontages and designing out crime principles;
- The compatibility of the development with its setting in that it would be inconsistent in access, orientation and appearance with the other developments along the street;
- the potential to result in social impacts on the amenity of the locality;
- the impact of the development on the community as a whole including the loss of a community benefit and;
- the history of the site

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The applicant advised planning officer/s of their reasoning behind the need to close access from Steere Street which is due to the safety of Target employees including instances where the staff have been assaulted and threatened by people who reside in the park across the road. The staff have witnessed thieves running out of this exit and onto the road including into traffic, and the area behind the glass blocks is being used by people to use drugs with needles being recovered in this area.

Officers understand the concern that the applicant has over security for his staff and his store however other businesses along Steere Street, including across from the park, continue to front the Street. Officers would like to see a more, not less, active frontage of Target onto Steere street including windows which is in keeping with neighbouring businesses, the character and amenity of the street and the function of Steere Street which provides parking to encourage customers to access the store from the street.

Considering this and the other points listed from the *Planning and Development Regulations 2015*, planning officers recommend against the approval of this proposal.

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15.6 BYO BAG Public Advertising Campaign

Reporting Department:	Development Services
Reporting Officer:	Andrew Dover - Director Development Services
Accountable Manager:	Andrew Dover - Director Development Services
Legislation	Local Government Act 1995
File Number:	Nil
Appendices:	Yes - Appendix 13
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider supporting the 'BYO BAG' community awareness campaign.

7583

Officer's Recommendation/Council Decision:

Moved: Cr Green

Seconded: Cr Stanley

That Council:

- 1. Support the reduction of single use plastic bags within the community; and**
- 2. Conduct a Community Awareness Campaign with the 'BYO Bag' logo and educate the community regarding the issues caused by the use of single use plastic bags.**

CARRIED: 8/0

Background:

Single use plastic bags such as those supplied by supermarkets are a significant source of waste across the State as they do not break down in landfill and cannot be recycled easily and should only be recycled at special soft plastic centres. Various measures to tackle this issue have arisen including the Town of East Fremantle adopting a Local Law to ban these bags and an announced State-wide ban anticipated from July 2018. The Shire of Dardanup at their Council Meeting of 19 July 2017 have made the following resolution:

THAT Council:

1. Write to WA Local Government Association [WALGA] advising that the Shire of Dardanup supports WALGA's push for a State-wide ban on single use plastic bags.
2. Take no further action at this time on putting in place a Shire of Dardanup Local Law banning single use plastic bags until an assessment can be made on how state policy evolves on the matter.
3. Requests the Chief Executive Officer commence a community awareness campaign to raise the single use plastic bag issue so the community will be informed.
4. Requests the Chief Executive Officer write to the Minister for the Environment and the Minister for Local Government to highlight Council's

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concerns and that Council supports a state wide ban on single use plastic shopping bags.

Following point 3 of this resolution, they introduced a community awareness campaign to remind shoppers to use a reusable shopping bag for their groceries. This is branded 'BYO Bag' (logo below). Please see their media release attached. The Shire of Dardanup have offered the Shire of Collie and surrounding Shires full and free use of the brand and associated community awareness material. This will not be associated or branded by the Shire of Dardanup.



Statutory and Policy Implications:

Nil

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

This community awareness campaign will use the following means of communication to educate the community about the problems associated with single use plastic bags and methods to reduce their use through:

- Social Media – regular sharing of info grabs and articles featuring campaign logo and tagline
- Shire of Collie website
- Email Signatures
- Printed brochures/newsletters
- Media releases

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Strategic Plan Implications:

Goal 2: Our Natural Environment – A protected and sustainable natural environment

Outcome 2.1 A protected natural environment.

Outcome 2.3 Effective waste diversion and recovery.

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

Outcome 5.1 Good governance and leadership.

Relevant Precedents:

The Shire currently has public education efforts for 'River Friendly Gardens' with regards to limiting nutrients and contaminants which may be washed into the Collie River and the 'Watch your Waste' campaign to reduce waste and increase the use of recycling and organic bins. This 'BYO Bag' campaign ties in with this 'Watch your Waste' campaign.

Comment:

Participating in this educational campaign will be a cost effective way to reduce single use plastic bags as the educational material will be provided free of charge and their distribution will be mainly through electronic means. Participating in a broader campaign which includes the Shires of Dardanup, Capel, Bunbury, Harvey and Donnybrook will be more effective and reach more people than separate and different waste reduction messages being sent by each of these Shires. It is hoped that this will reduce single use plastic bags being disposed to the environment and landfill.

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15.7 Proposed Street Renaming – Montgomery St (Nth of Coalfields Hwy), Allanson

Reporting Department:	Development Services
Reporting Officer:	Andrew Dover - Director Development Services
Accountable Manager:	Andrew Dover - Director Development Services
Legislation	Local Government Act 1995
File Number:	A4512
Appendices:	Yes - Appendix 14
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider renaming the section of Montgomery Street, Allanson to the north of Coalfields Highway to 'Cameron Street'.

Officer's Recommendation:

That Council request the Geographic Names Committee to rename the current portion of Montgomery Street, between Coalfields Highway and Cameron Street to 'Cameron Street', Allanson.

7584

Council Decision:

Moved: Cr Italiano

Seconded: Cr Hanns

That Council request the Geographic Names Committee to rename the portion of Montgomery Street between Coalfields Highway and Cameron Street to Montgomery St North.

CARRIED 8/0

Reason for voting against the officer's recommendation: Council considered that it is more appropriate to retain this section of road as Montgomery St with the addition of "north" as this naming convention is in line with other streets in the Shire, e.g. Steere Street north and south.

Background:

The Shire of Collie has received a request from the Landgate expressing their concern regarding Montgomery Street, Allanson. The concern arises from the fact that Montgomery Street is split by the Coalfields Highway and the numbering system is not consecutive. This may cause confusion and response delays in an emergency situation as emergency crews find the correct address. As such, Landgate have asked the Shire to rename.

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This request follows a previous request to rename the northern portion of Montgomery Street between Bedlington Street and Renown Street/Francis Road. At the Council Meeting of 20 June 2017, Council resolved to:

Resolution 7467

Request the Geographic Names Committee to rename the current portion of Montgomery Street, between Bedlington Street and Renown Street to 'Forrestville Street, Allanson.

This request has been made and the Geographic Names Committee have commenced the renaming process for this portion of the street.

It is proposed to rename the section of Montgomery Street north of the Coalfields Highway to the junction of Cameron Street to 'Cameron Street' to provide consistency.

Statutory and Policy Implications:

Street names are allocated by the Geographic Naming Committee [GNC] under the Land Administration Act 1997.

Recommended names are suggested by Council and approved by the GNC in accordance with *Policies and Standards For Geographical Naming In WA, 2015*. The proposed name complies with these guidelines.

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

There are two properties impacted by this proposed name change. The Shire has written to both landowners involved and has received an email in response from one landowner. This email objects the proposal as the landowner is anxious about changing street address and the hassle involved with informing utilities. However, Landgate propose to change the street numbering in any case which will change this street address in any case. These emails are attached at Appendix 14.

Strategic 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:

Street names are determined by Council as and when new streets are proposed. There are guidelines issued by the Geographic Names Committee that define how streets can be named.

Comment:

Renaming this section of road will assist first responders and other visitors to locate this street as Montgomery Street is split by Coalfields Highway. It is proposed to extend the existing street of Cameron Street around the corner to include an

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additional two properties. This will also allow greater visibility to Cameron Street from the Coalfields Highway.



Section of road proposed to be renamed.

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16. TECHNICAL SERVICES REPORTS

16.1 Waste Management Review

Reporting Department:	Technical Services Department
Reporting Officer:	Brett Lowcock- Director Technical Services
Accountable Manager:	Brett Lowcock- Director Technical Services
Legislation	Local Government Act 1995 – Section 3.57 Local Government Function (Function & General) Regulations 1996
File Number:	
Appendices:	Yes – Appendix 15
Voting Requirement	Simple Majority

Report Purpose:

To present to Council the Waste Management Review (4 July 2017) of Council's Gibbs Rd Waste Management Facility

Officer's Recommendation:

That Council:

1. Receive the Waste Management Review (4 July 2017) of Council's Gibbs Rd Waste Management Facility.
2. Implement the following recommendations
 - Continue the landfill operations at the Gibbs Road Waste Management Facility with improved operations and recycling activities set out in the Waste Management Review (4 July 2017).
 - Seek expressions of interest from local service/community clubs regarding them running a proposed reuse shop.
 - Seek up to three (3) quotes to repair/refurbish Councils' tracked loader (CO17046) and also seek prices for a replacement tracked loader (15 to 20 Tonne) using the WALGA E-Quote Preferred Suppliers list and report back to the Plant Committee for consideration. This purchase is to be funded from the Waste Reserve Account.
 - Dispose of Councils Tana rubbish compactor using a WALGA registered online auction service based on a reserve price set by the Council.

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- Determine the remaining life of the current site;
- Provide recommendations on current and future operational practices;
- Undertake an assessment to determine if closing the site and transporting waste to an alternative site is more cost effective
- Investigate and develop a business case for a re-use shop

A copy of the report has previously been distributed to Councillors and is provided separately to this agenda.

Statutory and Policy Implications:

Waste Avoidance and Resource Recovery Act 2007
Waste Avoidance and Resource Recovery Regulations 2008
Waste Avoidance and Resource Recovery Levy Act 2007
Waste Avoidance and Resource Recovery Levy Regulations 2008
Environmental Protection (Landfill) Levy Act 1998
Environmental Protection (Rural Landfill) Regulations 2002

Budget Implications:

The repairs to the tracked loader are estimated to cost between \$60,000 to \$80,000, whilst the purchase of a new tracked loader is estimated to be in the \$400,000 to \$500,000 range depending on specifications.
A re-use shop is estimated to cost between \$70,000 to \$100,000 to establish and approximately \$10,000 per year to maintain, based on the facility being run by a community group.

Communications Requirements: (Policy No. CS 1.7)

Further liaison with the Department of Environmental Regulation is required to confirm the acceptability of the revised landfill design (airspace) regarding any license issues, in particular the impact on Council's Leachate Management Plan and the requirement for additional monitoring bores.

Strategic Plan Implications:

The item has the following links with the Strategic Community Plan 2013-2022.

OUTCOME 2.3 – Effective waste diversion and recovery

Strategy 2.3.1 - Provide waste collection, recycling and disposal services

Strategy 2.3.2 - Promote recycling, reuse and minimisation of waste in the community

Strategy 2.3.3 - Support development of appropriate regional waste management strategies.

Council has previously committed to the regional Waste Management Strategy in collaboration with the other Councils in the South West. By way of update, the group is undertaking assessment of a regional site in Goodwood Road, Capel. This site is an unvested reserve which the group will seek to have vested to the Shire of Capel with a management order to lease. Following this, a number of studies will be needed to be undertaken and it is unlikely the site will be operational for five years.

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Relevant Precedents:

Nil

Comment:

Projected Lifespan of the landfill facility and compactor requirements.

A review of the landfill available airspace has been calculated at 550,000 m³, which equates to approximately 35 to 40 years of landfill lifespan. With good operational control, this could be extended out to approximately 45 years to 50 years. Optimising the landfill available airspace by increasing the landfill footprint and waste height has increased the available landfill airspace to 726,000 m³, which equates to approximately 45 to 50 years of landfill lifespan and with good operational control, this could be extended out to approximately 60 years to 70 years. Consequently, for both the current and optimum final waste profiles, there is ample available landfill airspace to cater for the Shire's long-term waste disposal needs. This provides Council with a level of certainty and confidence when purchasing plant and other infrastructure required to run an effective operation. Staff have previously received quotes for the refurbishment of the Tana landfill compactor, making it cost prohibitive to continue with this machine. It is the opinion of staff that Council should dispose of the Tana landfill compactor via auction, and also either refurbish the existing tracked loader or purchase a new, or good quality second hand tracked loader in the 15 to 20 Tonne range.

Cost comparison to a Regional Waste Facility

The review also compared the current landfill costs to using a regional waste facility. The total cost of transporting waste to an alternative disposal location will be a function of the cost of operating the transfer station, the transport cost and the disposal cost at the alternative disposal location. Based on the assumption that the transfer trailers are able to be loaded using the existing transfer station facilities and loading equipment, there will be minimal change to the current loading cost. The transport cost will be an additional cost to the Shire and the alternative disposal location cost impact will be the net difference between the true cost of operating (and closing) the Gibbs Road landfill and the disposal fees at the alternative disposal location. Without this alternative disposal location being known, it is not possible to estimate the net impact. It is however likely that the alternate location will be a lined landfill and hence the disposal cost would be in the order of \$50/t - \$100/t depending on the size of the alternative disposal location, the larger site being the cheaper disposal location (economy of scale). Based on the modelling scenarios and assumptions, typically it will cost in the order of \$50/t to \$90/t to use a single trailer vehicle to transport waste 50 km to 150 km and \$40/t to \$65/t using a double road train.

The current cost of running the landfill site average from the last five years is \$188,923 or \$23.22/t based on an average of around 8,000 tonnes per year. By carting this waste to a regional waste facility then Council could expect an additional cost of between \$800,000 to \$1,320,000 depending on the location of the regional facility. Therefore, it is most cost effective for Council to run its own landfill facility for as long as possible.

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Reuse Shop Proposal

The development of a reuse shop will have minimal impact on reducing the quantity of waste going to landfill and subsequently result in an insignificant reduction in landfill operating costs. These cost savings are insufficient to justify the development of a reuse shop; however, Council should also consider the community and environmental benefit of a reuse shop. Ultimately a reuse shop will cost Council money to develop and operate. It is for Council to determine whether these costs are justifiable or whether, for a similar financial outlay, there could be a better recycling, environmental and social outcome. Before Council commit to developing a reuse shop, it is suggested that Staff seek expressions of interest from local community groups to see if they would be interested in running a reuse shop as a benefit to the community.

License requirements

With the recent merger of State Government Departments, the Department of Water & Environmental Regulation (DWEA) have been jointly assessing the Shire of Collie's landfill Licence for the Gibbs Road Waste Management Facility. A joint site meeting between Shire Staff and DWEA staff has been scheduled for Wednesday 27th October to undertake a full review of the Shires' License. It is expected that some additional conditions will be placed on the License, in particular in relation to Leachate Management.

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16.2 Collie to Allanson Pathway – Final Stage

Reporting Department:	Technical Services Department
Reporting Officer:	Brett Lowcock- Director Technical Services
Accountable Manager:	Brett Lowcock- Director Technical Services
Legislation	Local Government Act 1995 – Section 3.57 Local Government Function (Function & General) Regulations 1996
File Number:	
Appendices:	Yes – Appendix 16
Voting Requirement	Simple Majority

Report Purpose:

Update Council on the progress of the final stage of the Collie to Allanson pathway and present the chosen alignment to Council.

7586

Officers Recommendation/Council Decision:

Moved: Cr Miffing

Seconded: Cr Martin

That Council receive the attached plan CO-010-D05A detailing the proposed alignment of the final stage of the Allanson to Collie Pathway.

CARRIED: 8/0

Background:

At Councils' meeting of 9 September 2014 a Motion for which prior Notice was given by the Shire President resulted in following Motion 6525 being passed.

Council Decision # 6525

That Council staff:

- 1. Investigate opportunities to further advance Council's previous commitment to explore ways to provide a path way linking Collie to Allanson and that these investigations include opportunities for funding, engineering design, in kind support, corporate support and Council contribution.***
- 2. That Council staff report back on progress of these investigations when appropriate.***

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Background

From Shire President leading to Notice of Motion:-

I have recently been approached by a member of the Collie Rotary Club who asked me about how council has progressed the long-supported idea of providing a path way to link Collie and Allanson town sites. As Rotary were a key contributor and stakeholder in the provision of a path way from the Collie town site to the cemetery the Club also sees a role for its members in a further extension of this path way out to Allanson. I am aware that council staff over recent months have been approached by Rotary representatives to discuss the concept. Council at its meeting of 27 July 2010 under resolution 5100 noted the progress to date on investigations to pursue the project. Part of the report outlined the discussion between council representative Cr Pianta and the Local Member Mr Murray.

The history of this concept is supported by letters and petition from Allanson Progress Association, Rotary Club of Collie and concerned residents. The concern is now only heightened with the increased amount of traffic that is visible daily on the section between Collie and Allanson. The opportunities for funding are wide and varied. There are specific funds for bike networks planning and construction. Lotterywest, South West Development Commission, Department of Sport and Recreation to name a few. Local funding sources and agencies as well as in kind and corporate are all areas of opportunity to fund such a project also. The Council's works program is extensive so investigations to achieve this project through community support and external funding and construction provides the best path to progress this initiative.

The benefits of progressing this idea are widespread. Not only would a path linking Collie to Allanson provide a safe way to connect our communities, but it would also provide widespread benefit to other key stakeholders. There is an opportunity to provide a link for Bibbulmun track users, cyclists and walkers and those who wish to access Black Diamond Pool and the Wellington catchment. There is also an opportunity to partner with Main Roads WA and The Department of Parks and Wildlife.

This is a concept that has been with Council for some time and I think deserves further consideration and exploration.

Statutory and Policy Implications:

Formal approval from Main Roads is still required in relation to the pathway crossing Coalfields Highway.

Budget Implications:

A budget item of \$150,000 for the final stage of the Collie to Allanson Pathway is identified in Councils' 2017/18 Capital Works program. Half of the funding (\$75,000) has been made available through a successful grant via the Department of Transport WA Bike Network program.

Communications Requirements: (Policy No. CS 1.7)

Extensive discussions have been carried with Main Roads South West Office (Lou Palandri) to determine an acceptable alignment for the final stage of the pathway since it includes the crossing of Coalfields Highway.

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Consultation has also occurred with Allanson Primary School via the Principal and they are supportive of the final stage proposed alignment. This consultation also included an on-site meeting with two members of the Parents & Friends Association to inspect the crossing points of Coalfields Highway and Patstone Rd

Strategic Plan Implications:

The item has the following links with the Strategic Community Plan 2013-2022.

OUTCOME 3.3 – A safe and reliable transport system

Strategy 3.3.1: Maintain and develop local roads and footpath networks at appropriate standards.

OUTCOME 3.5 – A sustainable asset and infrastructure base.

Strategy 3.5.4: Develop and implement long-term asset management plans for all Council assets

Relevant Precedents:

Nil

Comment:

The final stage of the Allanson to Collie Pathway is included in Council's 2017-18 Capital Works Program. Staff were successful in securing \$75,000 in grant funding from the Department of Transport WA Bike Network program towards the \$150,000 construction estimate.

The final stage requires a crossing point on Coalfields Highway and also a connection to the existing footpath in front of the Allanson Primary School.

Consultation with Main Roads has indicated a preference to cross the Coalfields highway before Patstone Rd and then continue on the Northern side of the highway up until Montgomery St. There two main reasons for this

1. There is no need for land resumption on the Northern side compared to the Southern side which would require significant land resumption.
2. If the pathway was continued on the Southern side there would be a significant risk of residents colliding with cyclists when entering/existing driveways. This risk is avoided by switching to the Northern side of Coalfields highway.

Therefore, the alignment has been adapted to meet these concerns, and a crossing point has been selected to meet sight distance requirements for the safe crossing of the Coalfields Highway.

Consultation with the Allanson Primary School has led to a preferred alignment along Montgomery St with connection to the existing paths on Cameron St and the existing footpath near the basketball courts.

Consultation with members of the Allanson Primary School P&F Association included an on-site meeting to inspect the proposed crossing points on Coalfields Highway and Patstone Rd. As a result of this meeting it was decided to move the Patstone Rd crossing point further away from the intersection so that people crossing the road had a better view of vehicles turning into Patstone Rd.

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16.3 Purchase of Forklift

Reporting Department:	Technical Services
Reporting Officer:	Brett Lowcock – Director Technical Services
Legislation	Local Government Act 1995
File Number:	Budget 2016/17
Appendices:	Yes – Appendix 17
Voting Requirement	Simple Majority

Report Purpose:

Seek Councils endorsement on the purchase of a Forklift.

7587

Officer's Recommendation/Council Decision:

Moved: Cr Piavanini

Seconded: Cr Martin

That Council purchase the Clark GTS25L Diesel forklift from Clark Equipment for \$26,800 (ex GST) plus include the additional options of an Analogue weight gauge for \$1,080 (ex GST) and \$725 (ex GST) for the 1,600mm fork extension slippers (Total price \$28,605 ex GST).

CARRIED: 8/0

Background:

At Council's meeting on 18 April 2017 motion 7387 was passed by Council;

Council Decision #7387

That Council adopts en bloc the recommendations contained within the minutes of the Plant Committee held on 3 April 2017:

11.6.1: 1. Purchase the Nifty 120T 2 man 12.20m Trailer Mounted Work Platform from Nifty Lift for the amount of \$37,308 ex GST.

2. The trade-in price offered by Nifty is independent from the supply price, thereby allowing Council to include in the proposed auction of unused items at the old Shire depot.

11.6.2: Purchase the SA 99 Hydraulic Drive Hydraulic Angle AGRIZZI Road Broom from Agrizzi Farm Machinery for the amount of \$11,181.82 ex GST (Changeover).

***11.6.3: 1 Hire a 2500kg Forklift on a 3-month trial (with the option to purchase) to determine utilization and report back to the Plant Committee after the trial.
2. Defer the purchase of a forklift to the 2017/18 Council budget with an allocation of***

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\$33,000 ex GST.

Statutory and Policy Implications:

Quotes were sought in accordance with the Purchasing Policy

Budget Implications:

Council's budget for 2017/18 includes an amount of \$25,000 for the purchase of a forklift despite Council resolving to include an amount \$33,000 through Motion 7387.

Therefore, the purchase price of \$28,605 is \$3,605 above the current budget and will be adjusted in the mid-year budget review.

Communications Requirements: (Policy No. CS 1.7)

Nil

Strategic Community Plan Implications:

The item has the following links with the Strategic Community Plan 2013-2022.

OUTCOME 3.5 – A sustainable asset and infrastructure base.

Strategy 3.5.4: Develop and implement long-term asset management plans for all Council assets

Relevant Precedents:

Nil

Comment:

Quotes were received from three (3) companies for the purchase and/or hire of a forklift

Company	Machine	Price (ex GXT) including delivery	Hire rate (ex GST)	Transport (ex GST)
ForkWest	Mitsubishi FG25N 2500kg	\$29,975	\$185 per week plus \$18.50 insurance per week	Included
ForkWest	Toyota 32-8FG25 2500kg	\$38,450	\$210 per week plus \$21 insurance per week	Included
Clark Equipment	Clark GTS25 LPG 2500kg	\$25,990 See *note below	\$150 per week Based on 15hrs per week	\$450 one way
Clark Equipment	Clark GTS25 Diesel 2500kg	\$26,800 See *note below	NA	\$450 one way
Coates Hire Collie	Forklift 2.5t LPG/Diesel	NA	Per week \$280 3mnths + \$264.60 6mnths +	\$180 each way

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*NOTE – This price is based on a standard specification to enable comparison to the other quotes. Clark Equipment have also quotes an additional \$1,080 (ex GST) to include and Analogue weight gauge and an additional \$725 (ex GST) for 1,600mm fork extension slippers. Based on increased legislative requirement relating to Chain of Responsibility when loading vehicles and trucks, the scales are seen as a necessity for the forklift.

Based on the quotes submitted, staff proceeded to hire the Clark GTS25L for a 3-month period and now recommended that Council purchase this machine based on the following criteria:

- *Performance*
- *Ease of Use*
- *Maintenance of machine*
- *Availability of parts*
- *Price*

Forklift Utilisation and Efficiency Improvements

The rent-to-buy-option forklift from Clark Equipment was delivered to the Shire depot on 1 August 2017 and has recorded 23hrs usage at 21 September 2017. Whilst this is a little over 2 hours per week, the forklift is used on a daily basis to perform a variety of tasks including

- *unload freight at depot from a variety of freight companies*
- *moving workshop equipment*
- *assist workshop with lifting etc when doing repairs*
- *unloading loading of garden crew trees and plants large and small*
- *delivery of fertiliser*
- *tyre handling*
- *placing items into store*
- *housekeeping at depot and general clean ups.*

Therefore, whilst the utilisation hours maybe considered low, the efficiency gains of having the forklift available have been very considerable. Jobs that may have taken 30mins to 1hour with manual loading/unloading are now taking 5-10mins instead. Furthermore, without the forklift freight in the past, freight has had to sit at the Courier yard for several days until Depot Staff have had staff available to manually unload pallets – eg: pallets of fertiliser, asphalt in a bag & plants. The forklift also reduces Councils risk in terms of the Occupational Safety and Health due to a reduction in manual handling when loading/unloading

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16.4 WA Bike Network Final Submissions – Council Endorsement

Reporting Department:	Technical Services Department
Reporting Officer:	Brett Lowcock- Director Technical Services
Accountable Manager:	Brett Lowcock- Director Technical Services
Legislation	Local Government Act 1995 – Section 3.57 Local Government Function (Function & General) Regulations 1996
File Number:	
Appendices:	Yes – Appendices 18 & 19
Voting Requirement	Simple Majority

Report Purpose:

Seek endorsement from Council for two (2) grant submissions relating to the construction of a 2.5m wide asphalt pathway at two locations

7588

Officer's Recommendation/Council Decision:

Moved: Cr Green

Seconded: Cr Stanley

That Council:

Endorse the preparation of a Full Proposal by staff to the Department of Transport via the WA Bike Network (WABN) program for the construction of a 2.5m wide red asphalt pathway along

- 1. Hodgson Terrace between Harris River Road and Atkinson Street North at an estimated cost of \$150,000.**
- 2. The banks of the Collie River between Coombe St bridge and East End bridge, plus a connecting spur to the start of the Collie town mountain bike trails at an estimated cost of \$450,000.**

CARRIED: 8/0

Background:

Council received funding from the Department of Transport in 2015/16 to prepare a Local Bike Plan for Collie which provides an overview of existing cycling infrastructure and opportunities to improve and encourage cycling. The plan was received by Council at its meeting on 29 March 2016

Council Decision # 7016

That Council:

Receive the Shire of Collie Local Bike Plan prepared by Cardno and dated 15 March 2016.

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Endorse staff to submit funding applications to Department of Transport via the Regional Bicycle Network (RBN) Local Government Grants Program for the following projects in 2017/18:

- *Johnston St between Atkinson St and Harvey St (Est. at \$100,000)*
- *Hodgson St between Atkinson St and Harris River Rd (Est. at \$150,000)*

Statutory and Policy Implications:

A bed and banks permit will be required for works along the Collie River, however due to the low impact nature of the works, there should be no issues in obtaining a permit.

Budget Implications:

The WA Bike Network grants provide for 50% of the project costs. Based on a combined total of \$600,000 for both projects, Council are effectively applying for \$300,000 in grant funding in 2018/19. If successful, Council will need to allocate the remaining \$300,000 in its 2018/19 budget.

Communications Requirements: (Policy No. CS 1.7)

Nil

Strategic Plan Implications:

The item has the following links with the Strategic Community Plan 2013-2022.

OUTCOME 3.3 – A safe and reliable transport system

Strategy 3.3.1: Maintain and develop local roads and footpath networks at appropriate standards.

OUTCOME 3.5 – A sustainable asset and infrastructure base.

Strategy 3.5.4: Develop and implement long-term asset management plans for all Council assets

Relevant Precedents:

Nil

Comment:

Hodgson Terrace is identified in the Shire of Collie – Local Bike Plan as a priority road that requires a pathway to be constructed. Staff applied for a grant in 2017/18 to the Department of Transport, but were unsuccessful. Staff have re-submitted this project via an Expression of Interest (EOI) to the Department of Transport for funding in 2018/19 and have been successful in being short listed. Staff are now required to submit a full proposal application by 13 October 2017.

The Collie River walk is highlighted as a priority in the Shire of Collie – Local Bike Plan and is widely used by the community. The river walk has a small section of concrete pathway and bitumen pathway through Soldiers Park, however the rest of the path is generally made from either dirt or blue metal fines. By upgrading the path to a red asphalt dual use pathway, it is expected that the both the community and visitors to town will increase their use the pathway. Given the other work that has been happening along the river, the addition of a high-quality pathway is expected to attract more visitors to Collie. Staff have also submitted this project via an

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Expression of Interest (EOI) to the Department of Transport for funding in 2018/19 and have been successful in being short listed. Staff are now required to submit a full proposal application by 13 October 2017.

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

Cr Green

- Thursday 21 September - advised receipt of a certificate and stickers for the Tidy Towns signs stating that Collie is a State Finalist this year in the General Appearance category.
- Friday 29 September – attended Collie Police Remembrance Ceremony
- Tuesday 3 October – attended Changing Places Opening

Cr Miffing, Cr Hanns and Cr Italiano

- Expressed thanks to Cr Martin and Cr Sanford for their contributions to Council for their duration on Council.

Cr Sanford

- Thursday 14 September – attended Promotion for Collie Adventure Race
- Tuesday 3 October – attended Changing Places opening with Minister Dawson and Minister Murray
- Thanked Councillors and staff for their support and guidance over the last 16 years, in particular the last 10 as Shire President.

Cr Martin

- Thanked Councillors for their camaraderie and Staff for work during his tenure as Councillor.

Cr Stanley

- Tuesday 3 October 2017 – Attended the Changing Places opening
- Wednesday 4 October 2017 - Lowmax will be in town filming for Collie River Valley Marketing
- Late September 2017 - Nextgen project meeting was held recently.

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Mr. Lowcock

- Director Technical Services advised that the Industry Road Safety Alliance, of which Shire of Collie is a member, has been nominated for two Community Awards. The awards are:

Department of Mines, Industry Regulation and Safety's Community Partnership Resources Sector Awards and the

Regional Achievement and Community Awards – Safety Category.

Mr. Blurton

- Tuesday 26 September - along with Shire Planning staff, met with Tony Cheng and his business associates in regards to a Solar Energy Plant in Collie
- Wednesday 27 September - along with City of Bunbury Acting CEO Mal Osborne, met with Minister Saffiotis Planning staff at Dumas House Perth in regards to Regional Waste Site Project
- Friday 29 September - Attended Collie Police Station for the Police Remembrance Day Ceremony for fallen officers & laid a wreath on behalf of Council.
- Tuesday 3 October - attended the opening of Councils Changing Places facility with Minister Dawson, Minister Murray, Staff, Councillors and other invited guests.
- Thanked Cr Sanford and Cr Martin for their support over their time on Council.

21. COUNCILLOR DOCUMENTS OF INTEREST

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 20
- 'All Open' at Appendix 21

24. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

25. CLOSE

The Shire President thanked Council and Staff for their attendance.

The Presiding Member declared the meeting closed 10.47pm.

I certify that these Minutes were confirmed at the Ordinary Meeting of Council held on Tuesday 24 October 2017.

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.....
Presiding Member

.....
Date