



# MINUTES

of the

## ORDINARY MEETING OF COUNCIL

held on

Tuesday, 23 January 2018

## INDEX

---

1.	OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE .....	1
2.	PUBLIC QUESTION TIME .....	1
3.	RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	2
4.	DISCLOSURE OF FINANCIAL/IMPARTIALITY INTEREST .....	2
5.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	2
6.	NOTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC.....	2
7.	ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS	2
8.	CONFIRMATION OF THE PREVIOUS MINUTES OF COUNCIL.....	2
9.	BUSINESS ARISING FROM THE PREVIOUS MINUTES.....	2
10.	RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL.....	3
10.1	Receipt of the Minutes of the Weeds and Waterways Advisory Committee .....	3
10.2	Adoption of the Recommendations of the Weeds and Waterways Advisory Committee .....	3
11.	CEO REPORTS.....	6
11.1	South West Development Commission (SWDC) Board Vacancy .....	6
12.	CORPORATE SERVICES REPORTS .....	8
12.1	Renewal of Sub-lease to Collie RC Club.....	8
12.2	Variation to Lease Area for Collie Eagles Football Club.....	11
12.3	Feasibility Study for Heating of Collie Mineworkers Memorial Swimming Pool .....	13
12.4	Accounts Paid – November 2017.....	15
12.5	Financial Report – November 2017.....	17
12.6	Accounts Paid – December 2017.....	21
12.7	Financial Report – December 2017.....	23
13.	DEVELOPMENT SERVICES REPORTS .....	27
13.1	Tender 11/2017 – For the Design and Construction of Ablutions and a Waste-Water dump point at the Truck Stop at Eddie Woods memorial park on Throssell St Collie .....	27
13.2	Home Occupation - Meat Processing.....	30
14.	TECHNICAL SERVICES REPORTS.....	35
15.	MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN.....	35
16.	QUESTIONS FROM MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN .....	35
17.	URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER AND COUNCILLORS.....	35
18.	ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS.....	35
19.	STATUS REPORT ON COUNCIL RESOLUTIONS.....	36
20.	CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC .....	36
21.	CLOSE.....	37

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

Minutes of the Ordinary Meeting of the Collie Shire Council held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 23 January 2018 commencing at 7:02pm.

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

<b>PRESENT:</b>	Sarah Stanley	Councillor (Presiding Member)
	Ian Miffling JP	Councillor (Deputy Member)
	Jodie Hanns	Councillor
	Rebecca Woods	Councillor
	Michelle Smith	Councillor
	John Piavanini	Councillor
	Leonie Scoffern	Councillor
	Joe Italiano	Councillor
	Gary Faries	Councillor
	Elysia Harverson	Councillor
	David Blurton	CEO
	Brett Lowcock	Director Technical Services
	Allison Fergie	Director Corporate Services
	Andrew Dover	Director Development Services
	Jay Bundela	Assistant Accountant
	Belinda Dent	CEO PA

**APOLOGIES:** Cr Brett King

**GALLERY:** Julia Larking (Left Chambers 9.14pm)  
Ashley Bolt – Collie Mail (Left Chambers 9.14pm)

- 1.1 Councillors granted Leave of Absence at previous meeting/s.
- 1.2 Councillors requesting Leave of Absence for future Ordinary Meetings of Council.
- 1.3 Councillors who are applying for Leave of the Absence for this Ordinary Meeting of Council.

**7679**

**Moved: Cr Faries**

**Seconded: Cr Scoffern**

**That Council grant leave of absence to Cr King from this Ordinary Meeting of Council.**

**CARRIED 10/0**

**2. PUBLIC QUESTION TIME**

Julia Larking asked several questions relating to item 13.2 Home Occupation to which Mr. Dover responded.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

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

Nil

**4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTEREST**

The Chief Executive Officer advised that Disclosures of Financial Interests had been received from Councillors/staff as listed below:

Councillor/Staff	Agenda Item	Disclosure
Cr Woods	Item 20.1 – Review of Lease Central Park Kiosk	Impartial - Employer
Cr Stanley	Item 12.1 – Collie RC Club – Sub-lease	Impartial – Treasurer for Collie RC Club Inc.

**5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

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

Item 20.1 – Review of Lease Central Park Kiosk

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

Nil

**8. CONFIRMATION OF THE PREVIOUS MINUTES OF COUNCIL**

**7680**

Recommendation/Council Decision:  Moved: Cr Scoffern    Seconded: Cr Italiano  That Council receives the minutes of the Annual Electors Meeting held on 12 December 2017.  <span style="float:right">CARRIED 10/0</span>
--

**7681**

Recommendation/Council Decision:  Moved: Cr Scoffern    Seconded: Cr Italiano  That Council confirms the Minutes of the Ordinary Meeting of Council held on 12 December 2017.  <span style="float:right">CARRIED 10/0</span>
--

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

Nil

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

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

**10.1 Receipt of the Minutes of the Weeds and Waterways Advisory Committee**

**7682**

<b>Recommendation/Council Decision:</b>	
<b>Moved: Cr Faries</b>	<b>Seconded: Cr Hanns</b>
<b>That Council receives the minutes of the Weeds and Waterways Advisory Committee held on 7 December 2017.</b>	
<b>CARRIED 10/0</b>	

**10.2 Adoption of the Recommendations of the Weeds and Waterways Advisory Committee**

Recommendation

That Council adopts en bloc the recommendations contained within the minutes of the Weeds and Waterways Advisory Committee held on 7 December 2017.

That Council:

10.2.1 appoint Cr Joe Italiano as Chairperson of the Weeds and Waterways Advisory Committee until the next Local Government election.

10.2.2 appoint Cr Gary Faries as Deputy Chairperson of the Weeds and Waterways Advisory Committee until the next Local Government election.

10.2.3 defer any decision on advertising the Draft Collie River Revitalisation Plan 2018-2022 until the next Weeds and Waterways Advisory Committee meeting in February.

10.2.4 recommences the Weeds and Waterways Advisory Committee Meeting in the New Year with a Full Committee Meeting on Thursday 1 February 2018 and gives local public notice of the meeting dates as per table 1.

10.2.5 adopt the modified Terms of Reference 2017 as Appendix 2 of the Weeds and Waterways Advisory Committee meeting minutes 7 December 2017.

10.2.6 appoint Peter Piavanini to attend Leschenault Catchment Council meetings representing the Weeds and Waterways Advisory Committee.

10.2.7 submit a Freedom of Information request to receive the Final Report on Lake Kepwari from Premier Coal as the report has not been received to date.

10.2.8 send a letter to the Department of Lands regarding the Blackberry infestation along side Tom Wood's property, including the cost incurred by Tom trying to eradicate the Blackberry.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

10.2.9 sends a letter to the Hon. David Kelly, Minister of Water to invite him to a meeting regarding the Collie Water, Water for Food project to ensure that this project includes requirements for environmental flows in the river.

**7683**

**Council Decision:**

**Moved: Cr Scoffern**

**Seconded: Cr Hanns**

**That Council adopts en bloc the recommendations contained within the minutes of the Weeds and Waterways Advisory Committee held on 7 December 2017.**

**That Council:**

**10.2.1 appoint Cr Joe Italiano as Chairperson of the Weeds and Waterways Advisory Committee until the next Local Government election.**

**10.2.2 appoint Cr Gary Faries as Deputy Chairperson of the Weeds and Waterways Advisory Committee until the next Local Government election.**

**10.2.3 defer any decision on advertising the Draft Collie River Revitalisation Plan 2018-2022 until the next Weeds and Waterways Advisory Committee meeting in February.**

**10.2.4 recommences the Weeds and Waterways Advisory Committee Meeting in the New Year with a Full Committee Meeting on Thursday 1 February 2018 and gives local public notice of the meeting dates as per table 1.**

**10.2.5 adopt the modified Terms of Reference 2017 as Appendix 2 of the Weeds and Waterways Advisory Committee meeting minutes 7 December 2017.**

**10.2.6 appoint Peter Piavanini to attend Leschenault Catchment Council meetings representing the Weeds and Waterways Advisory Committee.**

**10.2.7 submit a Freedom of Information request to receive the Final Report on Lake Kepwari from Premier Coal as the report has not been received to date.**

**10.2.9 sends a letter to the Hon. David Kelly, Minister of Water to invite him to a meeting regarding the Collie Water, Water for Food project to ensure that this project includes requirements for environmental flows in the river.**

**CARRIED 10/0**

Item 10.2.8 – lapsed and will therefore be referred back to the Weeds and Waterways Committee

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

Send a letter to the Department of Lands regarding the Blackberry infestation along side Tom Wood's property, including the cost incurred by Tom trying to eradicate the Blackberry.

**Officer Comment:**

10.2.7 Premier Coal is not subject to the Freedom of Information Act.

10.2.8 Opportunity exists to extend the scope of this letter to include Blackberry infestations along the river and cost incurred by all landowner as a result of the spread of this weed onto their land.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**11. CEO REPORTS**

**11.1 South West Development Commission (SWDC) Board Vacancy**

<b>Reporting Department:</b>	Chief Executive Office
<b>Reporting Officer:</b>	David Blurton – Chief Executive Officer
<b>Accountable Manager:</b>	N/A
<b>Legislation</b>	N/A
<b>File Number:</b>	EDV/048
<b>Appendices:</b>	No
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

Provide an opportunity for Council to nominate a local government representative on the SWDC board.

**7684**

**Officer's Recommendation/Council Decision:**

**Moved: Cr Hanns**

**Seconded: Cr Harverson**

**That Council nominates Cr Hanns as a local government representative on the South West Development Commission Board of Management.**

**CARRIED 10/0**

**Background:**

Council recently received correspondence from the South West Development Commission (SWDC) inviting nominations for Local Government representation on their board. The term of appointment ranges from one, two and three years and is at the discretion of the Minister.

SWDC is a statutory authority of the Western Australian government, with a [board of management](#) selected from the community, local governments and ministerial appointments. The Board is the Commission's governing body. It makes decisions on the strategic direction and priorities of the Commission.

The Board consists of 7 members selected from community and local government nominations, ministerial appointments and the Commission's CEO. The Chairman and Deputy Chairman are appointed by the [Minister for Regional Development and Lands](#). The Board meets on a monthly basis.

**Board responsibilities:**

- Setting the overall strategic direction and goals of the Commission;
- Providing guidance on specific projects and initiatives;
- Formulating Commission policy;
- Reviewing progress at regular intervals to ensure established goals are being achieved;



SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

- Monitoring Commission expenditure;
- Promoting economic development;
- Representing the Commission at relevant meetings and functions;
- Providing a conduit between the Commission and the community; and
- Facilitating cooperation between organisations in the region.

**Statutory and Policy Implications:**

N/A

**Budget Implications:**

N/A

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

N/A

**Strategic Plan Implications:**

OUR ECONOMY

Our Goal:

To promote a strong and diversified economic base, providing a range of business and employment opportunities. To achieve this we will;

- Promote and foster general/heavy and light industry
- Promote and develop tourism as a valuable contributor to the Collie economy
- Understand and monitor the (un) employment within Collie
- Strongly promoting that people employed in Collie reside in Collie
- Encourage a vibrant Central Business District which is attractive and appealing to business and visitors alike
- Promote the provision of employment opportunities within our community

**Relevant Precedents:**

This opportunity was last presented to Council in 2015, at that time the Council nominated Cr Wayne Sanford.

**Comment:**

Nominees will be assessed on a merit basis and as such any prospective application must complete a nomination form as well as submit their Curriculum Vitae. Further information can be accessed by contacting Colette Fitzgerald, Executive Officer at SWDC on 97922006 or emailing [Colette.fitzgerald@swdc.wa.gov.au](mailto:Colette.fitzgerald@swdc.wa.gov.au).

Nominations must be received by 16 February 2018.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**12. CORPORATE SERVICES REPORTS**

Cr Stanley has declared an Impartial Interest in Item 12.1.

**12.1 Renewal of Sub-lease to Collie RC Club**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Allison Fergie – Director Corporate Services
<b>Accountable Manager:</b>	Allison Fergie – Director Corporate Services
<b>Legislation</b>	WA Local Government Act 1995
<b>File Number:</b>	L8272
<b>Appendices:</b>	Yes – Appendix 1
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

To present a request to Council from the Collie BMX Club to renew the sub-lease of portion of Reserve 8278 to the Collie Radio Control Club Inc.

**7685**

**Officer's Recommendation/Council Decision:**

**Moved: Cr Faries**

**Seconded: Cr Italiano**

**That Council approves the request from the Collie BMX Club to sub-lease a portion of Reserve 8278 to the Collie Radio Control Club Inc, subject to the consent of the Minister for Lands; with the following conditions:-**

- 1. The licence to be for a term to 30 April 2020;**
- 2. The Collie Radio Control Club Inc. to provide a certificate of currency for public liability insurance;**
- 3. Compliance with the Department of Environmental Regulation defined noise levels; and**
- 4. All other conditions to be as for Development Services Policy DS1.5.**

**CARRIED 10/0**

**Background:**

Reserve 8278, Lot 1001 Robb Street, is vested in the Shire of Collie for the purpose of recreation with the power to lease for any term not exceeding 21 years, subject to the consent of the Minister for Lands. The Collie BMX Club leases part of Reserve 8278 for the purpose of 'Activities associated with the sport of BMX and other compatible recreational activities', with an expiry date of 30 April 2020.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
 Tuesday, 23 January 2018

---



The Collie BMX Club has contacted the Shire of Collie requesting that the sub-lease to the Collie Radio Control Club of portion of Reserve 8278, Robb Street, currently leased to the Collie BMX Club, be renewed. The correspondence received is attached at Appendix 1.

Under the terms of its lease Collie BMX Club Inc. require Council approval for any sub-leasing arrangements. This is a standard clause applied to all leases on Council managed reserves.

**Statutory and Policy Implications:**

DS 1.5 Buildings on Council Land

**Budget Implications:**

Annual lease fee is proposed to be \$1 per annum.

Council's Development Services Policy 1.5 outlines the responsibilities of the parties to the lease as follows:

Issue	Community built and operated – Responsible party
Building insurance	Lessee
Vandalism damage to building (assuming no negligence on lessees part)	Building insurance excess Lessee
Contents insurance	Lessee
Public liability insurance of \$10m	Lessee
Compliance with <i>Health (Public Building) Regulations 1992</i>	Lessee
Upgrades required by legislative changes	Lessee
Building additions and alterations	Lessee must obtain Shire approval and comply with Building Code of Australia.
Major maintenance	Lessee
Minor maintenance and cleaning	Lessee
Security system and response	Lessee

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

<b>Issue</b>	<b>Community built and operated – Responsible party</b>
Payment of utility charges (power, water etc)	Lessee
Payment of Emergency Services Levy	Shire
Painting upgrade (internal and external)	By Lessee every 5 years to satisfaction of Shire
Asbestos removal (if required)	Lessee
Sub letting	With Shire approval

**Communications Requirements:** (Policy No. CS 1.7)  
Letter to Collie BMX Club and Collie RC Club

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

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

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

Strategy 1.2.3: Provide support to local sport and recreation clubs and groups to increase participation.

**Relevant Precedents:**

At its meeting held 18 August 2015, Council resolved:

*6822 - That Council approves the request from the Collie BMX Club to permit the use of a portion of Reserve 8278 to the Collie Remote Control Car Club subject to the following conditions:*

- 1. Approval from the Minister for Lands;*
- 2. The licence be for 1 year,*
- 3. The provision of appropriate public liability insurance; and*
- 4. Compliance with the Department of Environmental Regulation defined noise levels.*

**Comment:**

The sport of remote control car racing was considered a compatible use with the activities of the Collie BMX Club and therefore consistent with the purpose of the lease.

The Collie Radio Control Club has operated from the Collie BMX grounds for more than twelve months with no reported problems and no noise complaints.

While the Collie BMX Club has requested a term of 3 years for the sub-lease, a term to 30 April 2020 is recommended so as to align with the expiry date of the Collie BMX lease.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**12.2 Variation to Lease Area for Collie Eagles Football Club**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Allison Fergie – Director Corporate Services
<b>Accountable Manager:</b>	Allison Fergie – Director Corporate Services
<b>Legislation</b>	WA Local Government Act 1995
<b>File Number:</b>	L6684E
<b>Appendices:</b>	Yes – Appendix 2
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

To seek Council authorisation to vary the lease area on Reserve 6684 for the Collie Eagles Football Club Inc to allow for the building of a children’s playground.

**7686**

**Officer’s Recommendation/Council Decision:**

**Moved: Cr Scoffern**

**Seconded: Cr Woods**

**That Council, subject to the approval of the Minister for Lands, approve a variation to the lease area for the Collie Eagles Football Club on Reserve 6684 to include the area shown on the diagram at Appendix 2.**

**CARRIED 10/0**

**Background:**

The Collie Eagles Football Club Inc currently operates from a lease on Reserve 6684 known as the Collie Recreation Ground. To date, the lease has only been for the occupancy of the buildings. The Collie Eagles Football Club now wishes to establish a children’s playground to the east of the club rooms as shown on the diagram with the variation request at Appendix 2.

Council has previously indicated support for the project through the allocation of a community small grant at its meeting held 28 March 2017:

*7377 – 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

**Statutory and Policy Implications:**

Development Services Policy DS1.5 applies to the lease.

**Budget Implications:**

Nil

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**Communications Requirements:** (Policy No. CS 1.7)  
Correspondence to the Minister for Lands and the proponents.

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

GOAL 1 *OUR COMMUNITY* – *A thriving, supportive and safe community.*

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

Strategy 1.2.3: Provide support to local sport and recreation clubs and groups to increase participation.

**Relevant Precedents:**

Council has previously approved variations to a lease area, most recently on 7 March 2017 Council resolved:

*7348 – That Council, subject to the approval of the Minister for Lands, approve a variation of the lease area for the Collie Veteran Car Club on Reserve 6684 Medic Street, Collie, to include the area shown at Appendix 4.*

**Comment:**

When allocating the community small grant Council resolved that the Collie Eagles Football Club is to be responsible for the maintenance of the children's playground. The variation to the lease to include the land upon which the children's playground is to be established aligns with this decision.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**12.3 Feasibility Study for Heating of Collie Mineworkers Memorial Swimming Pool**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Allison Fergie – Director Corporate Services
<b>Accountable Manager:</b>	Allison Fergie – Director Corporate Services
<b>Legislation</b>	N/A
<b>File Number:</b>	CPR/032
<b>Appendices:</b>	Yes – Appendix 3
<b>Voting Requirement</b>	Absolute Majority

**Report Purpose:**

For Council to consider the replacement of the existing heating system of the Collie Mineworkers Memorial Swimming Pool, including consideration of a range of available heating systems such as solar, electric, geothermal, etc.

**7687**

**Officer's Recommendation/Council Decision:**

**Moved: Cr Italiano**

**Seconded: Cr Faries**

**That Council by ABSOLUTE MAJORITY:**

- 1. Seek independent advice in the form of a feasibility study to ascertain the most suitable alternative heating solutions available for the 50-metre pool;**
- 2. Provide a budget of up to \$30,000 ex GST towards the project with funds to come from the Swimming Pool Heat Pump reserve if the project is not able to be funded from the local members election commitment to develop an indoor heated pool; and**
- 3. Staff to present a report to Council after the study is complete.**

**CARRIED 10/0**

**Background:**

The Collie Mineworkers Memorial Swimming Pool has been extensively refurbished with the exception of the heating system for the main pool. During the refurbishment a solar system was installed for the heating of the leisure pool.

The current heat pumps that service the main pool are approaching the end of their useful life. They were installed in 2006 and over the last two summers have required significant maintenance.

A pre-feasibility document [Appendix 3] has been provided free of charge to the Shire of Collie by Subthermal, a company that has designed numerous geothermal systems in WA which operate successfully under similar conditions to those found at the Shire of Collie. The document provides an initial view to the viability of the incorporation of

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

geothermal, geo-exchange or ground source Heating, Ventilation, Air Conditioning (HVAC) technology for the Collie pool and recommends that a full feasibility study be undertaken.

**Statutory and Policy Implications:**

N/A

**Budget Implications:**

Council has established a Swimming Pool Heat Pump Reserve which currently has a balance of \$138,659. The reserve was established to distribute the impact of replacing the swimming pool heat pumps. It is proposed that the funding for the feasibility study would come from this reserve at an estimated cost of \$30,000-35,000.

The maintenance costs of the existing heat pumps over the last two financial years has been \$17,865.

Utilities at the pool cost \$121,186 in the 2016/17 financial year.

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

Staff to seek quotes from appropriate consultants to undertake the feasibility study.

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

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

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

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

*Action 1.2.1.2 Revitalise Collie Mineworkers Memorial Pool precinct*

**Relevant Precedents:**

Council has previously commissioned feasibility studies for major projects.

**Comment:**

It is considered timely to investigate alternative heating solutions for the pool as the existing heat pumps are not only approaching the end of their useful life, but are expensive to maintain and operate.

Newer technology is expected to be able to provide savings in operational costs, particularly in utilities, as well as provide an improved heating solution that could extend the opening season for the pool.

The feasibility study would also be required to provide information as to how the recommended solution may relate to the potential for an indoor heated pool facility at the site.



SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**12.4 Accounts Paid – November 2017**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Jay Bundela – Assistant Accountant
<b>Accountable Manager:</b>	Allison Fergie – Director of Corporate Services
<b>Legislation:</b>	Local Government Act 1995 & Financial Management Regulations 1996
<b>File Number:</b>	FIN/024
<b>Appendices:</b>	Yes – Appendix 4
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

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

**7688**

**Officer's Recommendation/Council Decision:**

**Moved: Cr Faries**

**Seconded: Cr Woods**

**That Council accepts the Accounts as presented in Appendix 4 being vouchers 41246-41269 and 3166-3173 totalling \$84,801.36 and direct payments totalling \$1,134,844.61 authorised and paid in November 2017.**

**CARRIED 10/0**

**Some questions were taken on notice by the reporting officer.**

**EFT 22219 – The Colliefields – Allanson BFB Meals Course?**

**EFT22137 - Land Cruiser Service – P510?**

**EFT 22160 – Legal Fees – Planning Prosecution Fees. How much has Council spent thus far in this case?**

**Question on Notice - When has it come about that we cannot claim the cost of inhouse servicing of BFB and SES vehicles from FESA?**

**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.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

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	44,734.76	2,567,115.35	2,611,850.11
October	37,654.94	700,083.37	737,738.31
November	84,801.36	1,134,844.61	1,219,645.97
December			
January			
February			
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 4.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**12.5 Financial Report – November 2017**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Jay Bundela – Assistant Accountant
<b>Accountable Manager:</b>	Allison Fergie – Director of Corporate Services
<b>Legislation:</b>	Local Government Act 1995 & Financial Management Regulations 1996
<b>File Number:</b>	FIN/024
<b>Appendices:</b>	Yes – Appendix 5
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

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

**7689**

**Officers Recommendation/Council Decision:**

**Moved: Cr Piavanini**

**Seconded: Cr Hanns**

**That Council accept the Financial Report for November 2017 as presented in Appendix 5.**

**CARRIED 10/0**

**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 5.

**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

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**Comment:**

The report provided to Council as Appendix 5 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. Health is \$12,343 over budget due to Reimbursement of Wages – Community Housing Officer. Council anticipated that the administration of this position would be returned to the state by now.
2. Recreation and Culture is \$70,999 under budget due to anticipated receipts of Town Site Mountain Bike Trail Project grant (\$68,125). A claim has been submitted and funds are expected January 2018.
3. Transport is \$542,061 under budget due to anticipated receipts for Roads to Recovery Grant (\$221,932), MSW Upgrade Grants (\$261,665) and Main Roads Direct Grant (\$54,906) MSW Grants have since been received.
4. Other Property and Services is \$67,819 under budget due to Profit on Asset Sale – PWO (\$37,500), Workers Comp- Reimbursement (\$14,580) and Private works revenue (\$11,007). Profit on Asset Sale- PWO is under budget due to expected sale of Elouera road property and it is a timing factor.

**Operating Expenditure by Program**

5. Governance is under budget \$98,805 due to various admin cost such as conferences, telephone, vehicle expense, advertising, photocopier lease and audit fees being under budget.
6. **Health is over budget \$17,499 mainly due to Community Housing Officer. (Refer Note 1)**
7. **Community Amenities over budget \$104,130 mainly due to Rubbish Site Main Collie (\$209,800) This relates to machine hire costs at the site while the Council traxcavator is repaired. Additional internal costs have also been incurred as staff cart cover material to the site.**
8. Other Property and Services is under budget by \$190,135 due to Asset management expenditures (\$18,750), Recovery of Vehicle License fee (\$20,749), and less allocation of wages and Depreciation expenditures.

**Operating Revenue by Nature and Type**

9. Grants and Subsidies are under budget by \$538,368 due to FAG grant for 2017-18 received in 2016-17. Council was prepaid ¼ of its annual allocation for 17/18 in 16/17. This will be adjusted in Budget Review for 2017-18. Further Road related grants are still not received for which claim is already submitted.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
 Tuesday, 23 January 2018

---

10. Contributions and reimbursements are \$20,404 under budget due to worker's compensation Reimbursement and insurance Reimbursement being under budget

**Operating Expenditure by Nature and Type**

11. Utility charges are \$38,363 under budget mainly due to Utilities for Pool (\$22,453) and Public Parks Passive (\$16,200).
12. Depreciation is \$237,100 under budget mainly due to reduction of Depreciation rate on some Infrastructure assets. This may result in less depreciation over the year to the total value of \$709,402.
13. Non-Operating Grants, Subsidies and Contributions are under budget \$539,422 mainly due to non-receipts of Road to recovery and MSW upgrade grants.
14. Profit on disposal of Assets is under budget by \$37,000 due to expected sale of Elouera road property and it is a timing factor.

**Non-Operating Expenditure**

15. Capital purchases are currently under budget year to date due to committed funding not yet received. Capital projects will continue to be monitored by the executive team, and major projects for 2017/18 are identified in the following table;

Project	Original Budget	YTD Actual	Comment
<b>MSW Upgrade Project</b>	2,863,082	1,290,059	Project progress going satisfactory
<b>Mornington Road</b>	60,000	36,699	90% Complete
<b>Mungalup Road</b>	180,000	2,744	Scheduled Jan 2018
<b>Wellington Dam Road</b>	420,000	2,389	Scheduled Jan – Mar 2018
<b>Prinsep/Forrest</b>	50,000	0	Scheduled Jan 2018
<b>Total - Regional Road Group works</b>	<b>710,000</b>	<b>41,832</b>	
<b>Johnston Road (Local district road)</b>	75,000	34,632	Complete
<b>Cable Street (access road)</b>	8,500	0	Scheduled Dec 17
<b>ROWE ST (SLK 0 - SLK 0.5)</b>	0	4345	Complete
<b>Traffic Calming Devices (Prinsep &amp; Steere)</b>	0	5,385	Complete
<b>Siding road</b>	180,000	125,003	Complete
<b>Roads to Recovery works</b>	<b>263,500</b>	<b>135,815</b>	
<b>Footpath Program</b>	259,800	0	Work not commenced
<b>Cemetery Roads</b>	20,000	0	April 2018
<b>Dump point</b>	15,000	0	Jan 2018
<b>Drainage Improvements</b>	50,000	14,656	Ongoing
<b>Eastern Entry Statement</b>	92,899	0	Feb 2018

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

<b>Gravel Re-sheeting</b>	100,000	23,750	May- June 2018
<b>Road Improvements</b>	268,000	0	Ongoing
<b>Special Projects</b>	<b>545,899</b>	<b>41,245</b>	

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
 Tuesday, 23 January 2018

**12.6 Accounts Paid – December 2017**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Jay Bundela – Assistant Accountant
<b>Accountable Manager:</b>	Allison Fergie – Director of Corporate Services
<b>Legislation:</b>	Local Government Act 1995 & Financial Management Regulations 1996
<b>File Number:</b>	FIN/024
<b>Appendices:</b>	Yes – Appendix 6
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

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

**7690**

**Officer’s Recommendation/Council Decision:**

**Moved: Cr Miffling**

**Seconded: Cr Italiano**

**That Council accepts the Accounts as presented in Appendix 6 being vouchers 41270-41287 totalling \$66,662.14 and direct payments totalling \$1,137,486.35 authorised and paid in December 2017.**

**CARRIED 10/0**

**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	44,734.76	2,567,115.35	2,611,850.11
October	37,654.94	700,083.37	737,738.31
November	84,801.36	1,134,844.61	1,219,645.97
December	66,662.14	1,070,824.21	1,137,486.35
January			

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

Month	Cheques 2017/18	EFT 2017/18	Total Payment 2017/18
February			
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 6.



SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**12.7 Financial Report – December 2017**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Jay Bundela – Assistant Accountant
<b>Accountable Manager:</b>	Allison Fergie – Director of Corporate Services
<b>Legislation:</b>	Local Government Act 1995 & Financial Management Regulations 1996
<b>File Number:</b>	FIN/024
<b>Appendices:</b>	Yes – Appendix 7
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

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

**7691**

**Officers Recommendation/Council Decision:**

**Moved: Cr Faries**

**Seconded: Cr Harverson**

**That Council accept the Financial Report for December 2017 as presented in Appendix 7.**

**CARRIED 10/0**

**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 7.

**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

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**Comment:**

The report provided to Council as Appendix 7 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. Health is \$18,045 over budget due to Reimbursement of Wages – Community Housing Officer. Council anticipated that the administration of this position would be returned to the State by now.
2. Recreation and Culture is \$86,190 under budget due to anticipated receipts of Town Site Mountain Bike Trail Project grant (\$81,750). A claim has been submitted and funds are expected January 2018.
3. Transport is \$745,576 under budget due to anticipated receipts for Roads to Recovery Grant (\$312,114), MSW Upgrade Grants (\$392,498) and Main Roads Direct Grant (\$54,906) MSW Grants have since been received.
4. Other Property and Services is \$84,974 under budget due to Profit on Asset Sale – PWO (\$45,000), Workers Comp- Reimbursement (\$17,496) and Private works revenue (\$14,288). Profit on Asset Sale- PWO is under budget due to expected sale of Elouera road property and it is a timing factor.

**Operating Expenditure by Program**

5. Governance is under budget \$63,427 due to various admin cost such as conferences, telephone, vehicle expense, advertising, photocopier lease and audit fees being under budget.
6. Health is over budget \$14,421 due to Community Housing Officer (refer Note 1.)
7. **Transport is under budget \$235,410 mainly due to Depreciation on Infrastructure Assets (\$355,547).**
8. **Economic Services is under budget \$73,200 due to Economic Development program yet to be undertaken.**
9. Other Property and Services is under budget by \$212,245 due to Asset management expenditures (\$22,500), Recovery of Vehicle License fee (\$20,749), and less allocation of wages and Depreciation expenditures.

**Operating Revenue by Nature and Type**

10. Grants and Subsidies are under budget by \$538,368 due to FAG grant for 2017-18 received in 2016-17. Council was prepaid ¼ of its annual allocation for 17/18 in 16/17. This will be adjusted in Budget Review for 2017-18. Further Road related grants are still not received for which claim is already submitted.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
 Tuesday, 23 January 2018

---

11. Contributions and reimbursements are \$16,920 under budget mainly due to worker's compensation Reimbursement. being under budget.

**Operating Expenditure by Nature and Type**

12. Utility charges are \$39,039 under budget mainly due to Utilities for Pool (\$25,683) and Public Parks Passive (\$16,959).
13. Depreciation is \$281,254 under budget mainly due to reduction of Depreciation rate on some Infrastructure assets. This may result in less depreciation over the year to the total value of \$709,402.
14. Non-Operating Grants, Subsidies and Contributions are under budget \$755,498 mainly due to non-receipts of Road to recovery and MSW upgrade grants.
15. Profit on disposal of Assets is under budget by \$45,000 due to expected sale of Elouera road property and it is a timing factor.

**Non-Operating Expenditure**

16. Capital purchases are currently under budget year to date due to committed funding not yet received. Capital projects will continue to be monitored by the executive team, and major projects for 2017/18 are identified in the following table;

Project	Original Budget	YTD Actual	Comment
<b>MSW Upgrade Project</b>	2,863,082	1,816,101	Project progress going satisfactory
<b>Mornington Road</b>	60,000	41,616	90% Complete
<b>Mungalup Road</b>	180,000	16,186	Scheduled Jan 2018
<b>Wellington Dam Road</b>	420,000	2,707	Scheduled Jan – Mar 2018
<b>Prinsep/Forrest</b>	50,000	224	Scheduled Jan 2018
<b>Total - Regional Road Group works</b>	<b>710,000</b>	<b>60,734</b>	
<b>Johnston Road (Local district road)</b>	75,000	59,246	Complete
<b>Cable Street (access road)</b>	8,500	112	Scheduled Dec 17
<b>ROWE ST (SLK 0 - SLK 0.5)</b>	0	4345	Complete
<b>Traffic Calming Devices (Prinsep &amp; Steere)</b>	0	5,385	Complete
<b>Siding road</b>	180,000	153,146	Complete
<b>Roads to Recovery works</b>	<b>443,864</b>	<b>222,236</b>	
<b>Footpath Program</b>	259,800	3,222	Work commenced
<b>Cemetery Roads</b>	20,000	0	April 2018
<b>Dump point</b>	15,000	0	Jan 2018
<b>Drainage Improvements</b>	50,000	15,478	Ongoing
<b>Eastern Entry Statement</b>	92,899	0	Feb 2018

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

<b>Gravel Re-sheeting</b>	100,000	26,588	May- June 2018
<b>Road Improvements</b>	268,000	0	Ongoing
<b>Special Projects</b>	<b>545,899</b>	<b>45,288</b>	

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**13. DEVELOPMENT SERVICES REPORTS**

Cr Hanns left the room at 8.11pm and returned at 8.12pm.

**13.1 Tender 11/2017 – For the Design and Construction of Ablutions and a Waste-Water dump point at the Truck Stop at Eddie Woods memorial park on Throssell St Collie**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	Les Crake –Manager Building Services
<b>Accountable Manager:</b>	Andrew Dover – Director Development Services
<b>Legislation</b>	Local Government Act 1995 and Local Government (Functions and General) Regulations 1996
<b>File Number:</b>	CMG/229
<b>Appendices:</b>	Yes – Appendix 7A
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

For the Council to:

1. Award the tender contract (in part) to Modus Australia for the design and construction of ablutions and wastewater dump point at the truck stop at Eddie Woods memorial park on Throssell St Collie
2. Authorise the Building Services Manager to engage a plumbing contractor to organise the wastewater and water service for the building works at the same location.

**7692**

**Officer's Recommendation/Council Decision:**

**Moved: Cr Faries**

**Seconded: Cr Woods**

**That Council:**

1. **Award the contract to Modus Australia for the design and construction of abluion facilities and a waste water dump point at Eddie Woods park for the amount of \$94,910 ex GST.**
2. **Authorise the Building Services Manager to engage a plumbing contractor to connect/organise the wastewater and water service for the toilets and waste water dump point.**
3. **Raise loan funds of \$75,000 over a 10 year term at the current WA treasury rate to complete the project.**

**CARRIED 7/3**

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**Background:**

At its meeting of the 12 July 2016, Council resolved to authorise “*the CEO to develop a proposal inclusive of indicative costings for a new toilet block in Throssell Street at the east end truck bay and report back to Council with a view to constructing the toilets by way of loan funds or other funding sources.*”

At its meeting of 11 July 2017, Council carried motion 7496

**3. that funding for the new Toilet Block and Dump Point for Throssell Street and the Disabled Toilets at the Caravan Park be raised by way of a loan if grant funding is unsuccessful.**

Accordingly, Council staff developed a detailed design and costings for the project and acquired grant funding for the project to a value of \$75,000. Council will now need to fund the remainder of the project (\$74,131) through a loan to ensure the project completion.

The Shire of Collie will receive funding toward the design and construction of ablutions and a waste-water dump point at the truck stop at Eddie Woods memorial park on Throssell St Collie. The facility will be a 24 hour/7-day facility available to the general public to replace the aging Throssell Street toilets in front of Station Motors.

A tender for the design and construction of ablutions and a waste-water dump point at the truck stop at Eddie Woods memorial park on Throssell St Collie was advertised in accordance with requirements and closed on the 7 December 2017, with Modus Australia submitting the only tender. Whilst the tender received was for the toilet facility and dump point only, it did not include connection to a wastewater system.

Consequently, the Shire will need to connect this building to a wastewater treatment system and water service which will pose some difficulty due to the proximity of these services.

**Statutory and Policy Implications:**

Tendering for this supply contract was undertaken in accordance with the Local Government (Functions and General) Regulations 1996. Part 4 – Tenders for Provision of Goods or Services.

CS 2.7 Tenders, Quotations & Price Preference Policy

**Budget Implications:**

The funding required for this project is \$149,131.00 excluding GST. The tender from Modus Australia is \$94,910.00 excluding GST. The connection to the required services and installation of wastewater treatment systems are anticipated to be approximately \$54,221.00 excluding GST.

A loan of \$74,131 excluding GST will be required to complete the project. A loan of up to \$150,000 was identified in the 17/18 document to fund this project.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**Communications Requirements:**

Policy No. CS 1.7

**Strategic Plan Implications:**

Outcome 3.4:

Council buildings and service related assets that support community needs.

Strategy 3.4.1:

Ensure public buildings, facilities and public amenities are provided and maintained at an appropriate standard.

**Relevant Precedents:**

Nil

**Comment:**

Tenders closed on 7 December 2017 and one tender was received and deemed to be acceptable although it did not cover the full scope of works. The works proposed are within the expected price range and budget. As the building will be prefabricated it will be quick to install and can be located with a minimum of disruption to the truck stop and carpark.

It is considered important that this building be constructed to the Building Code of Australia and applicable standard and that there be a minimum of disruption to the truck stop and carpark in the process. The tender should satisfy these requirements.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**13.2 Home Occupation - Meat Processing**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	James Packer
<b>Accountable Manager:</b>	Andrew Dover - Director Development Services
<b>Legislation</b>	Planning and Development Act 2005 WA Local Government Act 1995
<b>File Number:</b>	A530
<b>Appendices:</b>	Yes – Appendices 8 Site Plan, 9 Site photos, 10 Schedule of Submissions
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

To seek Council Approval for a Home Occupation - Meat Processing in the Rural Residential zone.

**7693**

**Officer's Recommendation/Council Decision:**

**Moved: Cr Harverson**

**Seconded: Cr Faries**

**That Council:**

pursuant to the provisions of the Planning and Development Act 2005, hereby resolves to grant approval to Jason Corradetti for the incidental use of land as a Home Occupation - Meat Processing at 16 CHAPMAN ST COLLIE 6225 subject to the following conditions:

1. At all times, the development the subject of this planning approval must comply with the definition of Home Occupation as contained in Schedule 1 of the Shire's Local Planning Scheme.
2. All development shall be in accordance with the approved development plans (attached) which form part of this planning approval.
3. This planning approval will expire if the approved development has not substantially commenced within (two (2) years) from 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.
4. 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 life of the development.
5. The home occupation is not to interfere with the amenity of the locality or cause nuisance by reason of the emission of noise, vibration, smell, fumes, smoke, vapor, steam, soot, ash, dust, waste water, water products or grit, oil or otherwise.
6. A maximum of 100 Kangaroo carcasses can be processed per week.
7. Only kangaroos may be processed on site.



SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

8. Trade waste produced from the home occupation such as carcasses, bones, offal or waste matter is to be disposed of in a lawful manner.
9. All work associated with the home occupation is confined between 7am and 7pm, Monday to Saturday, excluding public holidays.
10. The home occupation must ensure that the premises are kept free from rodents, cockroaches, flies and other vectors of disease; and provide in and on the premises effective means and methods for the eradication and prevention of rodents, cockroaches, flies and other vectors of disease.
11. The home occupation must:
  - (a) Provide on the premises approved impervious receptacles of sufficient capacity to receive all offensive material and trade refuse produced upon the premises for the number of days between which the receptacles are emptied;
  - (b) Keep airtight covers on the receptacles, except when it is necessary to place something in or remove something from them;
  - (c) Cause all offensive material and trade refuse to be placed immediately in the receptacles;
  - (d) Cause the contents of the receptacles to be removed from the premises at such intervals as not to become offensive to neighboring properties; and
  - (e) If so directed by a council officer cause all receptacles after being emptied to be immediately cleansed and sanitized.
12. The home occupation approval is valid only while the applicant remains an occupant to the property.
13. The home occupation approval is awarded to the applicant only and does not run with the land.
14. This approval is for a 12-month period and be referred back to Council for review.

**CARRIED 5/5**

**Casting vote was used by the Shire President to support the motion.**

**Background:**

The occupant, Jason Corradetti, has applied to operate a meat processing home occupation from 16 Chapman St Collie. Jason wishes to secure a tender with Department of Biodiversity, Conservation and Attractions – Parks and Wildlife Service to supply them with Kangaroo meat for bait for noxious animals such as foxes. The proposal was advertised to neighbouring properties, all of which submitted objections based mainly around odour and negative impact on property prices. Pursuant to this, further information and amended plans were requested to address the concerns raised in the submissions. The Department of Health was consulted and confirmed that the proposed meat processing was not an abattoir as the animals are not slaughtered onsite. The Department of Health also advised that the proposed meat processing was similar to a butcher or pet meat establishment. The proposed meat processing does not fall within the definition of 'offensive trade' as defined within the Health (Miscellaneous Provisions) Act 1911. All planning related concerns have been addressed by the applicant and Planning recommends approval subject to conditions.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**Statutory and Policy Implications:**

Planning and Development (Local Planning Schemes) Regulations 2015

*Schedule 2 cl. 60 Requirements for Development Approval*

*Schedule 2 cl. 66 Matters to be Considered by Local Government*

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or another proposed planning instrument that the local government is seriously considering adopting or approving;
- (g) any local planning policy for the Scheme area;
- (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;
- (n) the amenity of the locality including the following —
  - (i) environmental impacts of the development;
  - (ii) the character of the locality;
  - (iii) social impacts of the development;
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;
- (s) the adequacy of —
  - (i) the proposed means of access to and egress from the site; and
  - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
- (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;
- (w) the history of the site where the development is to be located;
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;
- (y) any submissions received on the application;
- (zb) any other planning consideration the local government considers appropriate.

Local Planning Scheme No. 5

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

*4.2 Objectives of the zones – Rural Residential zone*

*5.9.5 Rural Residential zone – (a)*

Local Planning Policy 4.1 Home-Based Business:

- 3. Policy Objectives
- 4. Policy Statement

Definitions “home occupation”

**Budget Implications:**

Home business application fees received, ongoing annual renewal fees will be incurred.

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

The proposal has undergone public advertising in accordance with the following policy objectives:

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.*

The public advertising period ran from 06/12/2017 until 20/12/2017 and communications were made in the following ways:

- Letters mailed to adjoining land owners in the locality;

A total of (three) (3) submissions were received as a result of the public advertising period and these are attached and include response from staff.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**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:**

Nil

**Comment:**

The proposal is in a remote location and is not anticipated to have a negative amenity impact. All planning related concerns have been addressed by the applicant and Staff recommend approval subject to conditions.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**14. TECHNICAL SERVICES REPORTS**

Nil

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

Nil

**16. QUESTIONS FROM MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**17. URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER AND COUNCILLORS**

Nil

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

Cr Stanley

- 13 December: Met with Mick Murray MLA to discuss economic development for the Shire of Collie, including election commitments by the State Government and the Shire's newly formed Economic Development Advisory Committee.
- 13 December: Attended a farewell dinner for Fran Kenneally, retired long-standing manager of the Collie Visitor Centre.
- 14 December: Addressed Cheerio Club Christmas Dinner attendees.
- 21 December: Attended a lunch held for striking Griffin maintenance workers held by a supportive union and Muja-based workers.
- 5 January: Participated in a video shoot of the central business district as part of a video project being undertaken by Collie River Valley Marketing.
- 11 January: Attended a Bunbury Geographe Growth Plan sundowner with Albermarle Lithium. A presentation on the proposed lithium processing project at Kemerton was provided.
- 11 January: Met with Bradd Hamersley, the general manager for Harvey Water for an update on the Myalup Wellington Project, which is awaiting the outcome of a Federal funding request.
- 18 January: Attended a working group meeting on the governance and resourcing of the proposed combined Bunbury Wellington Economic Alliance and Bunbury Geographe Growth Plan groups.
- 22 January: Attended a presentation of the final concepts of the Bunbury Geographe tourism brand, which is to be launched late February.

Entries for the Collie Art Prize surpassed all expectations with more than 500 entries received from across Australia. Finalists have been selected by a judging panel and the works will make their way to the Gallery for the final judging by a separate judging panel ahead of the announcement and official opening on 2 March.

20 works from the Claude Hotchin Bequest have been restored and will be on show along with selected other pieces from the Shire of Collie's collection, opening 9 February.

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

Work on the promotion of Collie from a number of fronts is starting to reap measurable benefits, with a significant spike in visitation to [www.collierivervalley.com.au](http://www.collierivervalley.com.au) (the combined website of Collie River Valley Marketing and the Collie Visitor Centre). More than 12,000 users have visited the site so far this month, which is a 210% increase on the previous recorded best.

Cr Miffing

- 26<sup>th</sup> January – Australia Day event help would be appreciated with setting up.

**19. STATUS REPORT ON COUNCIL RESOLUTIONS**

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

- 'Closed Since Last Meeting' at Appendix 11
- 'All Open' at Appendix 12

Mrs Larking left Chambers at 9.14pm.

Ashley Bolt from the Collie Mail left Chambers at 9.14pm.

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

Cr Woods has declared an Impartial Interest in Item 20.1.

**7694**

<b>Moved: Cr Hanns</b>	<b>Seconded: Cr Faries</b>
<b>That Council moves In Committee.</b>	
<b>CARRIED 10/0</b>	

20.1 Review of Lease – Central Park Kiosk

**7695**

<b>Officer's Recommendation/Council Decision:</b>	
<b>Moved: Cr Harverson</b>	<b>Seconded: Cr Woods</b>
<b>That Council:-</b>	
1. Approve the extension of the peppercorn lease payment for the kiosk in Central Park to Mr Peter Harms until 28 February 2019; and	
2. Review the lease amount annually thereafter.	
<b>CARRIED 9/1</b>	

**7696**

<b>Moved: Cr Faries</b>	<b>Seconded: Cr Woods</b>
<b>That Council moves out of Committee.</b>	
<b>CARRIED 10/0</b>	

SHIRE OF COLLIE  
**MINUTES - ORDINARY MEETING OF COUNCIL**  
Tuesday, 23 January 2018

---

**21. CLOSE**

The Shire President thanked Council and Staff for their attendance. The Presiding Member declared the meeting closed 9.36pm.

I certify that these Minutes were confirmed at the Ordinary Meeting of Council held on Tuesday, 13 February 2018.

.....  
Presiding Member

.....  
Date