



MINUTES

of the

ORDINARY MEETING OF COUNCIL

held on

Tuesday, 6 March 2018

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SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 6 March 2018

Minutes of the Ordinary Meeting of the Collie Shire Council held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 6 March 2018 commencing at 7:03pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

PRESENT:	Sarah Stanley	Councillor (Presiding Member)
	Ian Miffing JP	Councillor (Deputy Member)
	Rebecca Woods	Councillor
	Brett King	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	Acting Finance Manager
	Belinda Dent	CEO PA

APOLOGIES: Cr Jodie Hanns

GALLERY: Breeanna Tirant – Collie Mail

- 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.

Cr Hanns has requested Leave of Absence for this Ordinary Meeting of Council.

7719

Moved: Cr Faries

Seconded: Cr King

That Cr Hanns be granted Leave of Absence for this Ordinary Meeting of Council 6 March 2018.

CARRIED 10 /0

2. PUBLIC QUESTION TIME

Nil

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3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

A question was taken on notice at the previous meeting of Council.

Are any bins required to be provided in the carpark as part of the conditions for Coles Supermarket?

Response - There were no requirements for permitted development in the Scheme when the building was constructed in the late 70's. (Town Planning Scheme No. 1).

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 Scoffern	Item 13.2 – Shed Approval Coalfields Highway	Proximity – Neighbouring property.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

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

Nil

7. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS

Nil

8. CONFIRMATION OF THE PREVIOUS MINUTES OF COUNCIL

7720

Recommendation/Council Decision:

Moved: Cr Scoffern

Seconded: Cr Woods

That Council confirms the Minutes of the Ordinary Meeting of Council held on 13 February 2018.

CARRIED 10/0

9. BUSINESS ARISING FROM THE PREVIOUS MINUTES

Nil

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

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

7721

Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Faries

That Council receives the minutes of the Community Safety and Crime Prevention Committee held on 8 February 2018.

CARRIED 10/0

10.2 Receipt of the Minutes of the Economic Development Advisory Committee

7722

Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Smith

That Council receives the minutes of the Economic Development Advisory Committee held on 9 February 2018.

CARRIED 10/0

10.3 Adoption of the Recommendations of the Economic Development Advisory Committee

7723

Recommendation/Council Decision:

Moved: Cr Italiano

Seconded: Cr Faries

That Council adopts en bloc the recommendations contained within the minutes of the Economic Development Advisory Committee held on 9 February 2018.

That Council:

10.3.1 receive the officers report and note the current actions relative to each project.

CARRIED 10/0

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10.4 Receipt of the Minutes of the Local Emergency Management Committee

7724

Recommendation/Council Decision:

Moved: Cr Harverson

Seconded: Cr Italiano

That Council receives the minutes of the Local Emergency Management Committee held on 14 February 2018.

CARRIED 10/0

10.5 Adoption of the Recommendations of the Local Emergency Management Committee

7725

Recommendation/Council Decision:

Moved: Cr King

Seconded: Cr Italiano

That Council adopts en bloc the recommendations contained within the minutes of the Local Emergency Management Committee held on 14 February 2018.

That Council:

10.5.1 request feedback on the draft Memorandum of Understanding (MOU) from stakeholders within the Shire of Collie for the purpose of assured mutual support for emergency situations.

CARRIED 10/0

10.6 Receipt of the Minutes of the Education Advisory Committee

7726

Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr Harverson

That Council receives the minutes of the Education Advisory Committee held on 15 February 2018.

CARRIED 10/0

11. CEO REPORTS

Nil

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12. CORPORATE SERVICES REPORTS

12.1 Accounts Paid – January 2018

Reporting Department: Corporate Services
Reporting Officer: Jay Bundela – Acting 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 1
Voting Requirement Simple Majority

Report Purpose:

To present the accounts paid during the month of January 2018.

7727

Officer's Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr Woods

That Council accepts the Accounts as presented in Appendix 1 being vouchers 41288-41307 totalling \$49,832.24 and direct payments totalling \$2,025,700.07 authorised and paid in January 2018.

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	49,832.24	2,025,700.07	2,075,532.31

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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 1.

The following questions were taken on notice:

1. Why have we used a contractor for Vertimowing when we have our own machine?
2. Why are we not purchasing work boots locally?
3. Why are we purchasing tyres from Donnybrook?

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12.2 Financial Report – January 2018

Reporting Department:	Corporate Services
Reporting Officer:	Jay Bundela – Acting 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:

This report provides a summary of the Financial Position for the Shire of Collie for the month ending January 2018.

7728

Officers Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr Harverson

That Council accept the Financial Report for January 2018 as presented in Appendix 2.

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 2.

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 2 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 \$21,014 over budget due to Reimbursement of Wages relating to Community Housing Officer. This is offset by an equivalent amount of income. Council anticipated that the administration of this position would be handed back to the state early in the financial year.
2. Transport is \$224,830 over budget as 50% of Motoring South West grant received in January 2018 of \$785,000 (ex GST).
3. Other Property and Services is \$14,338 under budget due Profit on Asset Sale- PWO due pending expected sale of Elouera road property and it is a timing factor.

Operating Expenditure by Program

4. General Purpose funding is over budget \$24,111 due to Rates Legal and is offset by recoveries Income.
5. Governance is under budget \$39,998 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 \$15,825 due to Community Housing Officer (refer Note 1.)
7. Welfare is \$11,171 under budget mainly due to Senior Citizen Lunch (\$2,745) and Depreciation-Motoring South West (\$9,768) being under budget.
8. Transport is under budget \$331,618 mainly due to Depreciation on Infrastructure Assets (\$413,487).
9. Economic Services is under budget \$68,399 due to Economic Development funding yet to be spent.
10. Other Property and Services is under budget by \$143,542 due to Asset management expenditures (\$26,250), Recovery of Vehicle License fee (\$20,749), and allocation of wages and salaries.

Operating Revenue by Nature and Type

11. Grants and Subsidies are under budget by \$542,781 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, and claim has been submitted.
12. Contributions and reimbursements are \$70,933 over budget mainly due to worker's compensation Reimbursement received and is over budget by \$61,615.

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Operating Expenditure by Nature and Type

13. Non-Operating Grants, Subsidies and Contributions are over budget \$326,010 mainly due to receipts MSW upgrade grants (refer Note 2).
14. Profit on disposal of Assets is under budget by \$52,500 due to pending 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
MSW Upgrade Project	2,863,082	1,826,625	The civil works for the track extension have been completed with the exception of the eastern tie-in (new track to old track) which is scheduled to be completed next month. The facility has been inspected by both Confederation Of Australian Motor Sport and MA on the 20th January. Some minor improvements have been identified which are being assessed by the project engineer and Motoring South West
Mornington Road	60,000	47,191	Complete
Mungalup Road	180,000	32,575	Works Complete – Pending Final Invoices
Wellington Dam Road	420,000	84,578	Works underway Jan – Mar 2018
Prinsep/Forrest	50,000	46,739	Complete
Total - Regional Road Group works	710,000	211,083	
Johnston Road (Local district road)	75,000	53,052	Complete
Cable Street (access road)	8,500	19,401	Complete
ROWE ST (SLK 0 - SLK 0.5)	0	8,691	Complete
Traffic Calming Devices (Prinsep & Steere)	0	8,949	Complete
Siding road	180,000	153,146	Complete
Roads to Recovery works	263,500	278,701	
Footpath Program	259,800	283,590	90% Complete
Cemetery Roads	20,000	0	April 2018
Dump point	15,000	0	March 2018
Drainage Improvements	50,000	23,410	Ongoing
Eastern Entry Statement	92,899	0	Feb - March 2018
Gravel Re-sheeting	100,000	26,588	May- June 2018
Road Improvements	268,000	0	Ongoing
Special Projects total	545,899	333,588	

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12.3 Christie Street Lease

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	WA Local Government Act 1995
File Number:	L2344
Appendices:	Yes – Appendix 3
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider relinquishing the lease on the portion of State Forest No. 4 being Lease 2344/97 located on Christie St.

7729

Officer's Recommendation/Council Decision:

Moved: Cr Italiano

Seconded: Cr Scoffern

That Council advise the Department of Biodiversity, Conservation and Attractions that it wishes to relinquish its Lease 2344/97 of the portion of State Forest No. 4 located on Christie St, Collie.

CARRIED 8/2

Background:

Since 1966 Council has leased the site on Christie Street from the Department of Biodiversity, Conservation and Attractions [formerly the Department of Parks and Wildlife - DPaW] under Lease 2344/97. This land was leased by the Council for the purposes of *Low Impact Community Based Recreation*, and is an area of approximately 2.74Ha.

Many years ago a sub-lease arrangement was in place between the Council and the Pony Club for the use of the land; however, the club has not operated from the site for many years.

At its meeting held on 21 June 2011 Council considered a request by the Collie Pet Community Centre Inc. for a sub-lease of an expanded area for the purposes of establishing a multi-purpose pet community centre and resolved:

5402 – That Council:

- 1. support the establishment of a community pet centre on lease 1774/97, located on Christie St Collie, subject to approval by the Department of Conservation and planning approval by the Council;**
- 2. not apply for excision of the uncleared portion of land on reserve 1774/97**

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Christie Street Collie as per resolution 5329;

[Note – 1774/97 is now an archived file.]

Following this meeting, Council was advised that the Collie Pet Community Centre Inc was being dissolved and the group would not be in a position to pursue a sub-lease of the area.

When the lease was next due for renewal, Council resolved on 10 September 2013:

6203 – That Council advise the Department of Parks and Wildlife that it does not wish to relinquish the lease 1774/97 located on Christie St, Collie so that Council can investigate other uses of the land in accordance with its current vesting.

While several other user groups have enquired about the site, the annual lease fee has effectively deterred the groups from pursuing a sub-lease.

The Department of Biodiversity, Conservation and Attractions has now contacted the Shire requesting that the Shire confirm whether or not it wishes to exercise its option to renew the lease for a further five years in accordance with Item 5 of the Schedule and Clause 2 of the lease [Appendix 3].

Statutory and Policy Implications:

N/A

Budget Implications:

The lease fee for the first year of the new term would be \$628.55 per annum payable to the Department of Biodiversity, Conservation and Attractions, increasing in line with CPI on an annual basis for a period of five years.

There would also be costs associated with maintenance of the grassed area, vermin, tree and weed management, and fire prevention including firebreaks.

Communications Requirements: (Policy No. CS 1.7)

Letter to Department of Biodiversity, Conservation and Attractions to advise of Council's decision.

Strategic Plan/Corporate Business Plan Implications:

Goal 1: Our Community A vibrant, supportive and safe community.

1.2 Participation in sport, recreation and leisure opportunities.

Relevant Precedents:

Nil

Comment:

Staff have not been able to identify any group wishing to enter a sub-lease of the area, with the cost of the lease acting as a deterrent. Without the presence of a user group interested in such a sub-lease, and with costs associated with maintaining the lease, the staff recommendation to Council is to relinquish the lease.

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12.4 New program fees for Roche Park

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation:	WA Local Government Act (1995)
Appendices:	No
File Number:	FIN/005
Voting Requirements:	Absolute Majority

Report Purpose:

For Council to consider the introduction of fees for the Living Longer, Living Stronger program for seniors at the Roche Park Recreation Centre.

7730

Officer's Recommendation/Council Decision:

Moved: Cr Scoffern

Seconded: Cr Italiano

That Council adopts by an ABSOLUTE MAJORITY, the new Living Longer, Living Stronger Charges as shown below, effective from 8 March 2018:

Living Longer, Living Stronger Assessment Fee	\$60
Living Longer, Living Stronger session fee	\$5

CARRIED 10/0

Background:

The Living Longer, Living Stronger [LLLS] exercise program for Seniors was introduced following receipt of a grant from the Department of Sport and Recreation for a 'Seniors Recreation Centre Activation project' as part of encouraging seniors in regional communities to stay physically active.

Roche Park introduced LLLS as it is a well-established, evidenced based program, further details of which can be found at www.lllswa.org.au. Each person participating is required to be referred to the program by a General Practitioner. The referral is followed by a physical assessment conducted by a program instructor. Base measurements are taken, and with consideration to the doctor's notes, an exercise program is created for that individual. As LLLS is a progressive exercise program, re-assessments are made every few months. The assessment fee covers both the initial and ongoing assessments. Participants are encouraged to attend twice weekly sessions (as recommended by COTA - Council on the Ageing), for optimum benefit.

Roche Park successfully applied for a grant for the purchase of equipment required for the program and for promotion of the program. The proposed fees are set to cover the ongoing costs of delivering the program so that it is sustainable.

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Statutory and Policy Implications:

Section 6.16 to 6.19 of the WA Local Government Act (1995) governs the imposition of fees and charges.

Budget Implications:

The assessment fee of \$60 and the session fees of \$5 have been set to cover the ongoing fees of approximately \$600 per annum for the right to deliver the registered LLLS program, the instructor training and refresher courses which are attended biannually at a cost of approximately \$400 each, the staff cost for the initial and ongoing assessments and the development of individualised exercise programs.

Communications Requirements: (Policy No. CS 1.7)

The new fees are required to be advertised as per Sec 6.19 of the Local Government ACT 1995 as presented below;

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

Strategic Community/Corporate Business Plan Implications:

KEY OBJECTIVE 5.0

Our Business

Good governance and an effective, efficient and sustainable organisation.

Outcome 5.3:

Financial sustainability and accountability, with emphases on the below strategy;

5.3.5, provide corporate financial services that support the Shires operations and meet planning, reporting and accountability requirements.

Comment:

The LLLS program is being introduced as a long-term program for Roche Park and, once established it is anticipated that the program will be sustainable. The experience of other Recreation Centres is that the program has been successfully delivered for ten years, with daily sessions now offered.

The fee structure proposed is based on the costs incurred and represents an average price for the program across the State.

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13. DEVELOPMENT SERVICES REPORTS

13.1 Development Assessment Panels - Request for Local Government Nominations

Reporting Department:	Development Services
Reporting Officer:	Kelly Beauglehole - Shire Planner
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	Planning and Development (Development Assessment Panels) Regulations 2011
File Number:	GVR/003
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

For Council to nominate a replacement member to sit on the local Joint Development Assessment Panel (JDAP) for a period of up to three years (April 2017-April 2020).

7731

Officer's Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr Harverson

That Council nominate Cr Piavanini as the Shire of Collie alternate local member no.2 of Joint Development Assessment Panel.

CARRIED 10/0

Background:

The *Planning and Development (Development Assessment Panels) Regulations 2011* (the regulations), which establish the operational framework for Development Assessment Panels (DAPs), were gazetted on 24 March 2011.

The Shire of Collie resides within the Southern JDAP. Each JDPA has a total of five members, comprising three specialist members, one being the presiding member, and two local government members.

Currently Councillors Miffing and Hanns are Council's nominated DAP members with Cr Faries as the only alternate local government member, following the Council election in October 2017.

The DAP panel assess development applications in lieu of the local Council, as a mandatory process, when the development value is greater than \$10 million. Applicants may chose to have their development assessed by a DAP panel if the development cost is greater than \$2 million and less than \$10 million. The Shire of Collie has not been submitted a DAP application since its inception until now, with an application underway at present.

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Statutory and Policy Implications:

Planning and Development (Development Assessment Panels) Regulations 2011.

Budget Implications:

The fee for training a new DAP member is \$400 per member.

Communications Requirements: (Policy No. CS 1.7)

Nil

Strategic Plan Implications:

Nil

Relevant Precedents:

DAP Nominations 2017:

6905 # That Council:

That Council nominate Cr Hanns as a Shire of Collie local Development Assessment Panel member.

Comment:

The local government election resulted in a change to local DAP membership because a current Councillor who was a DAP member, was not re-elected.

Following receipt of all local government nominations, the Minister for Planning will consider and appoint nominees for up to a three-year term, expiring on 26 April 2020. All appointed local members will be placed on the local government member register and advised of DAP training dates and times. It is a mandatory requirement, pursuant to the DAP regulations, that all DAP members attend training before they can sit on a DAP and determine applications. Local government members who have previously undertaken training are not required to attend further training, but are encouraged to attend refresher training.

DAP members are entitled to be paid for their attendance at DAP meetings and training, unless they fall within a class of persons excluded from payment. Further details can be found in the Premier's Circular – State Government Boards and Committees Circular (2010/02).

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Cr Scoffern declared an interest in Item 13.2.

Cr Scoffern left the room at 7.35pm.

13.2 Shed built within side boundary setback

Reporting Department:	Development Services
Reporting Officer:	Kelly Beauglehole – Shire Planner
Accountable Manager:	Andrew Dover - Director Development Services
Legislation	Planning and Development Act 2005 WA Local Government Act 1995
File Number:	A3744
Appendices:	Yes – Appendix 4 -Site Plan
Voting Requirement	Simple Majority

Report Purpose:

To seek Council Approval for a shed built within the side boundary setback of 2897 Coalfields Highway, Allanson.

7732

Officer's Recommendation/Council Decision:

Moved: Cr King

Seconded: Cr Piavanini

That Council pursuant to the provisions of the Planning and Development Act 2005, hereby resolves to grant approval to Southern City Sheds for the use of land as a /or construction of a Shed at 2897 COALFIELDS ROAD ALLANSON 6225 subject to the following conditions:

- a. All development shall be in accordance with the approved development plans (attached) which form part of this planning approval;**
- b. 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;**
- c. All external wall surfaces of steel cladding must be painted and/or finished in 'pale eucalyptus' as per the specification, unless otherwise agreed in writing by the Shire of Collie.**
- d. The shed shall remain non-habitable;**
- e. The shed is to be used only for domestic purposes in association with the existing dwelling on site.**

CARRIED 9/0

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Background:

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 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:

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;
- (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;
- (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;
- (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;
- (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;
- (y) any submissions received on the application;

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Local Planning Scheme No. 5

The subject lot is zoned Rural Residential (RR-6). 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

Local Planning Policy: Outbuilding Control

The proposal is not restricted by clause 4.5 as it is not a residential zone and the lot size is greater than 4000m².

The proposal complies with clause 4.4 –which specifies a maximum of 200m² for RR lots. The proposed structure has a total floor area of 198m².

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:

On 9 September 2014 Council approved two sheds in the Rural Residential zone that were proposed with the specified side setback area as set out under clause 5.9.5(i) (i) of the Scheme. Resolution No's 6520 & 6529.

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Comment:

It is considered that this proposal will not negatively impact on the established rural residential amenity of the area, and therefore does not contravene the Scheme objectives of the zone.

The affected neighbours are satisfied with the proposal on the condition that the material finish is a natural shade of green. The specified finish is 'pale eucalyptus'.

Cr Scoffern returned at 7.37pm.

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7733

Moved: Cr Miffing

Seconded: Cr Italiano

That Council refer high band radio system tenders to the Plant Committee for consideration.

CARRIED 9/1

Against Cr King

Reason for voting against officer's recommendation: The Council expressed concern with the cost of the new system against the benefits described in the officers report and referred the matter to its Plant Committee for further consideration.

Background:

The Shire of Collie currently runs a Mid-Band radio network across all shire vehicles and buildings. This system is being phased out by all radio manufacturers due to the enhanced capabilities of the High-Band systems and the lack of demand from customers. This means that parts for these radios are no longer being produced and will become increasingly expensive and that a replacement system is required. In addition, the Shire's existing system is not compatible with the radios carried in the Shire's Bushfire Appliances as well as those from the Departments of Fire and Emergency Services and Biodiversity, Conservation and Attractions. As a consequence, Council made the following resolution at the meeting dated 12 December 2017:

Council resolution 7674:

That Council:

- 1. Tender for a high-band radio system which is compatible with the Departments of Fire and Emergency Services and Parks and Wildlife systems;**
- 2. Allocate \$30,000 contributing funding from the Plant Reserve; and**
- 3. Allocate \$30,000 in the budget for the next 3 financial years for the purchase and maintenance of the radio system.**
- 4. Accept the federal grant funding.**

The High-Band Radio System has the following advantages:

- Similar or better coverage
- Clearer sound – no static even in low coverage areas
- WAERN connection
- Private calling
- Telephone calling
- Text messaging and text-to-speech capacity
- GPS capacity and monitoring
- Efficiency analysis ability
- Console management and dispatch
- Working Alone and Man Down functionality
- Upgradable software and interaction with other systems
- Expandable capacity

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Statutory and Policy Implications:

The Shire is obliged to manage traffic on all Shire roads, including emergencies.

Council is obliged to call tenders in accordance with the requirements of the Tender Regulations of the Local Government Act 1995 and Local Government (Function & General) Regulations 1996, and Shire of Collie Policy CS2.7 - Tenders, Quotations & Price Preference, where the value of the tender is expected to exceed \$150,000 and \$100,000 respectively unless the WALGA preferred option is selected.

This tender was advertised on 11 January 2018 in the Collie Mail, Western Australian, the Shire website as well as an industry website. The advertisement is attached at Appendix 5. The advertising period closed at 2:00pm 1st February 2018.

Budget Implications:

The total budgeted cost of the upgrade is \$236,176. 50% (up to \$118,088) of the expenditure on this project is grant funded. The Shire's contribution is planned to be up to \$30,000 per year over 4 financial years including the 17/18 financial year. Each of the tenderers have agreed to this payment arrangement.

The tender is to supply the following:

Description	Quantity
Vehicle Radio (replace existing)	36
Mobile suitcase radio (capable of being moved from vehicle to vehicle e.g. loader etc in an emergency)	5
Portable (replace existing - used for staff working alone, traffic management etc)	15
Transmitter and Antenna	1
Training and Installation	-
Software	-

This project was not included in the 2017/18 Budget, hence the requirement for a decision by absolute majority.

The following submissions were received. These submissions have the below budget implications. All submissions, including all options are within budget.

Tenders Received	Cost ex GST
Future Systems	\$219,525.33
CSE Crosscom	\$134,288
Telstra	\$196,810.91
Earth 2 Ocean	\$238,305
WA Communications	\$223,723.71

The prices above are suitable for comparison purposes as they comply with the tender, however the final contract should also include the supply of a computer server (\$8,470), additional radio channel capacity (\$12,970) and training (\$1,840) to ensure a complete solution is provided. There also is an option to provide increased coverage from

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approximately 75% of the Shire to approximately 90% by providing an additional repeater tower for \$15,490. This is \$38,770 in addition to the above cost.

All vehicles with radios will have GPS tracking and monitoring, removing the need for a separate stand alone system GPS monitoring system which is being considered by Council via the Plant Committee. Quotes for a stand alone system have been obtained with the cheapest being \$400 per vehicle for purchase and installation and an annual fee of \$300 per vehicle for access to the mobile phone network. However, administration staff vehicles are not provided radios and therefore will not be part of the GPS system. Staff are recommending inclusion of the 7 administration staff vehicles in this system at an additional cost of \$1,438 per vehicle (total \$10,066) in order to leverage the Building Better Regions Fund Grant. With the 50% grant the cost to the Shire would be \$719 per vehicle with no ongoing cost. This compare favourably to the stand alone system which has ongoing running costs.

Communications Requirements: (Policy No. CS 1.7)

Requirements specified under the act and regulations for successful and unsuccessful tenderers.

Strategic Plan Implications:

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

Relevant Precedents:

The Shire already has an aging Mid-Band system in place that requires upgrading. The Departments of Fire and Emergency Services (DFES) and Biodiversity, Conservation and Attractions have integrated High-Band systems.

The Shire manages a number of tenders every year, including the recent tenders for a Bio-filtration Basin, a Changing Places facility and Mountain Bike Trail. This is the first tender for a Digital High-Band Radio System, however sufficient precedent has been set in the process and completion of previous tenders.

Comment:

The Shire received 5 tenders in total. These are from Future Systems, CSE Crosscom, Telstra, Earth2Ocean and WA Communications. None of these tenderers are local businesses.

All tenderers provided a comprehensive and valid tender and are largely comparable. However, Telstra's tender did not demonstrate an expected level of understanding. Earth2Ocean provides the most complete solution which includes superior coverage from an additional tower at Pindari and a server and GPS monitoring equipment supplied.

Each tender is evaluated using a point scoring system with scores being awarded for each selection criteria. Each criterion is weighted to reflect its relative importance. Weighted scores are then summed to yield the total score, the higher the score indicates a more favourable pricing structure for Council.

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Description of Qualitative Criteria	Max Score	Future Systems	CSE Crosscom	Telstra	Earth 2 Ocean	WA Communications
Coverage	20%	10%	10%	10%	20%	10%
Cost	40%	14.8%	40%	21.2%	9.2%	13.36%
Timeframe	10%	0%	10%	10%	10%	10%
Relevant Experience & Resources	10%	10%	10%	10%	10%	5%
Demonstrated Understanding & Methodology	20%	20%	15%	5%	20%	15%
Total Score	100%	54.8%	85%	56.2%	69.2%	53.36%

CSE Crosscom scores the highest by a substantial margin, largely due to the cost element. There are some elements which should be included in addition to the tender submitted. This includes additional radio channel capacity; supply of a computer server, additional training in the use of the system and additional repeater tower.

Additional radios may be purchased to ensure that the administration staff's vehicles are part of the GPS system. This will cost an additional \$10,066. However, the Radio GPS system will not work outside the coverage area (the Shire) while the stand alone system will work across Australia for an annual fee of \$300 per vehicle as it works on the mobile phone network.

The above can be included within the final contract for an additional \$38,770 bringing the total cost to \$183,124. CSE Crosscom demonstrates an adequate understanding, will perform the contract within the required time and has demonstrated experience providing this solution to a number of organisations including the City of Perth, City of Gosnells and Main Roads. Therefore it is recommended that the Council accept the tender of CSE Crosscom with these additions.

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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

- 23 February – Attended the South West Zone meeting in Margaret River, with a notable presentation from the Office of the Auditor General on the new auditing structure being phased in for local governments. The changes will affect the Shire of Collie towards the end of the three-year transition cycle.

- 23 February – Received an update from South32 Worsley Alumina on its water short, medium and long-term water strategy, as well as the biomass trial recently conducted at its multi-fuel co-gen power station.

- 23 February – Received an update from NBN while in town as part of a South West community consultation tour. Around 55% of Collie households have switched to NBN ahead of the cut-off date in May.

- 22 and 27 February – Operation Next Gen conducted two free workshops – one for community event organisers and an introductory session on online marketing. Both were well attended.

- 27 February – Attended the launch of the Bunbury Geographe regional tourism branding. Collie River Valley Marketing and the Collie Visitor Centre are working on transitioning Collie's tourism branding to suit.

- March – Attended the announcement of the winner of the \$50,000 Collie Art Prize at the Collie Art Gallery, together with around 200 invited guests. A Collie-born artist was awarded one of the runner-up prizes.

- 6 March – A new CEO has been appointed to the Bunbury Wellington Economic Alliance, which is in the throes of amalgamation with the Bunbury Geographe Growth Plan group.

- 6 March – Attended the launch of Living Longer, Living Stronger at Roche Park Recreation Centre, which is WA's longest running, largest and most successful progressive strength training program designed specifically for seniors.

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Cr Harverson

- 24 February – Attended a Quiz Night at the Library which was well attended.

Cr Miffing

- Cr Hanns and Cr Miffing attended DAP training to deal with the Solar Planning project.

Mr Blurton

- 23 February - Attended the SW Zone Meeting in Margaret River.
- 25 February - Attended and provided a presentation to the Association of Volunteer Bushfire Brigade Executive – Rural Fire Services
- 27 February - Attended the Launch of the Bunbury Geographe branding.

19. STATUS REPORT ON COUNCIL RESOLUTIONS

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

- 'Closed Since Last Meeting' at Appendix 6
- 'All Open' at Appendix 7

20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

Nil

21. CLOSE

The Shire President thanked Council and Staff for their attendance. The Presiding Member declared the meeting closed 8.23pm.

I certify that these Minutes were confirmed at the Ordinary Meeting of Council held on Tuesday, 27 March 2018.

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Presiding Member

.....
Date