



MINUTES

OF the

ORDINARY MEETING OF COUNCIL

held on

Tuesday, 8 May 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	3
5.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	3
6.	NOTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC.....	4
7.	ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS	4
8.	CONFIRMATION OF THE PREVIOUS MINUTES OF COUNCIL.....	4
9.	BUSINESS ARISING FROM THE PREVIOUS MINUTES.....	4
10.	RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL.....	4
10.1	Receipt of the Minutes of the Economic Development Advisory Committee.....	4
10.3	Receipt of the Minutes of the Museum Transition Committee	5
10.4	Receipt of the Townscape Advisory Committee	5
10.5	Adoption of the Recommendations of the Townscape Advisory Committee.....	6
10.6	Receipt of the Weeds and Waterways Advisory Committee.....	7
10.7	Adoption of the Recommendations of the Weeds and Waterways Advisory Committee	7
11.	CEO REPORTS.....	8
11.1	Local Government Week and WA Local Government Association Annual General Meeting - 2018	8
12.	CORPORATE SERVICES REPORTS	10
12.1	Lease for Coalfields Museum and Historical Research Centre Inc.....	10
12.2	Accounts Paid – March 2018	14
12.3	Financial Report – March 2018	16
13.	DEVELOPMENT SERVICES REPORTS	23
13.1	Review of Local Planning Strategy	23
14.	TECHNICAL SERVICES REPORTS.....	28
15.	MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN.....	28
16.	QUESTIONS FROM MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN	28
17.	URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER AND COUNCILLORS	28
18.	ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS.....	28
19.	STATUS REPORT ON COUNCIL RESOLUTIONS.....	29
20.	CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC	29
20.1	Coalfields Museum	29
20.1	Lease for Coalfields Museum and Historical Research Centre Inc. Error! Bookmark not defined.	
21.	CLOSE.....	30

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Minutes of the Ordinary Meeting of the Collie Shire Council held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 8 May 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
	Jodie Hanns	Councillor
	Leonie Scoffern	Councillor
	John Piavanini	Councillor
	Joe Italiano	Councillor
	Gary Faries	Councillor
	Elysia Harverson	Councillor
	David Blurton	CEO
	Allison Fergie	Director Corporate Services
	Andrew Dover	Director Development Services
	Brett Lowcock	Director Technical Services
	Hasreen Mandry	Finance Manager
	Belinda Dent	CEO PA

APOLOGIES:

GALLERY: Breeanna Tirant – Collie Mail (left Chambers at 9.06pm)
Rod and Betty Wilson (left Chambers at 9.06pm)
Greg Pye (left Chambers at 7.48pm)
Ros Natalotto - Public Health Advocacy Institute of WA
(left Chambers at 7.46pm)
Melinda Edmunds - Public Health Advocacy Institute of WA
(left Chambers at 7.46pm)

- 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.

2. PUBLIC QUESTION TIME

Rod and Betty Wilson asked if the Council could provide a letter of support for the refugee family which arrived approximately 5 years ago in Collie as they have been advised that they will be deported.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

7782

Moved Cr Faries	Seconded: Cr Italiano
That Council suspend standing order.	
CARRIED 11/0	

Mr Wilson provided further information regarding the family for Council and answered questions from Councillors.

7783

Moved: Faries	Seconded: Cr Woods
That Council Resumes Standing Orders.	
CARRIED 11/0	

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

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

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

Nil

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

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

- A presentation was provided by Ros Natalotto on behalf of the Public Health Advocacy Institute of WA.

Children's Environment and Health Local Government Policy Awards Breakfast at this year WALGA Convention in August. – information on categories for projects from Local Governments. Applications are open until 8 June 2018.

- A presentation was given to Council by Greg Pye on the proposed relocation of cycling facilities to the hockey fields in Collie.

Mr Pye responded to questions from Councillors.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

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

Item 20.1 Coalfield Museum

Ros Natalotto and Melinda Edwards left Chambers 7.46pm.

7. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS

Nil

8. CONFIRMATION OF THE PREVIOUS MINUTES OF COUNCIL

7784

Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Hanns

That Council confirms the Minutes of the Ordinary Meeting of Council held on 17 April 2018.

CARRIED 11/0

9. BUSINESS ARISING FROM THE PREVIOUS MINUTES

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

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

10.1 Receipt of the Minutes of the Economic Development Advisory Committee

7785

Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Smith

That Council receives the minutes of the Economic Development Advisory Committee held on 13 April 2018.

CARRIED 11/0

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Mr Pye left chambers at 7.48pm.

10.2 Adoption of the Recommendations of the Economic Development Advisory Committee

7786

<p>Recommendation/Council Decision:</p> <p>Moved: Cr Woods Seconded: Cr Italiano</p> <p>That Council adopts en bloc the recommendations contained within the minutes of the Economic Development Advisory Committee held on 13 April 2018.</p> <p>10.2.1 1 That Council advises the South West Development Commission and the Department of Primary Industry that it supports development of a protective cropping industry in Collie; and 2. works with stakeholders to address matters identified in the report as potential restrictions to the development of a protective cropping project in Collie.</p> <p>10.2.2 That staff investigate requirements of being a small business friendly local government and report back to the committee.</p> <p style="text-align:right">CARRIED 11/0</p>
--

10.3 Receipt of the Minutes of the Museum Transition Committee

7787

<p>Recommendation/Council Decision:</p> <p>Moved: Cr Woods Seconded: Cr Hanns</p> <p>That Council receives the minutes of the Museum Transition Committee held on 23 April 2018.</p> <p style="text-align:right">CARRIED 11/0</p>
--

10.4 Receipt of the Townscape Advisory Committee

7788

<p>Recommendation/Council Decision:</p> <p>Moved: Cr Faries Seconded: Cr Scoffern</p> <p>That Council receives the minutes of the Townscape Advisory Committee held on 24 April 2018.</p> <p style="text-align:right">CARRIED 11/0</p>

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

10.5 Adoption of the Recommendations of the Townscape Advisory Committee

7789

Recommendation/Council Decision:

Moved: Cr Scoffern

Seconded: Cr Italiano

That Council adopts en bloc the recommendations contained within the minutes of the Townscape Advisory Committee held on 24 April 2018.

10.5.1 That Council refer an amount of \$5,000 for reticulation of the Patterson Rd median in the 18/19 Draft Budget and defer \$10,000 from Mick Murray's grant for Patterson Road plants.

10.5.2 That Council support the endorsement of Cr Scoffern's letter to Miners Workers Welfare Board, Construction Forestry Mining Energy Union and Australian Manufacturing Worker's Union asking for sponsorship for 1 side f the sign.

10.5.3 That Staff develop a plan to include existing and new Christmas decorations to the value of \$20,000. \$10,000 to be allocated in the Council draft budget, with the remaining \$10,000 to be sought as sponsorship from local businesses.

CARRIED 11/0

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

10.6 Receipt of the Weeds and Waterways Advisory Committee

7790

Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Smith

That Council receives the minutes of the Weeds and Waterways Advisory Committee held on 1 May 2018.

CARRIED 11/0

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

7791

Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr King

That Council adopts en bloc the recommendations contained within the minutes of the Weeds and Waterways Advisory Committee held on 1 May 2018.

10.7.1 That Glenn Flood Group report Draft Collie River Revitalisation Strategy be received by the Weeds and Waterways Advisory Committee and presented to Council for consideration together with matters of concern raised by the Department of Water and Environment.

CARRIED 11/0

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

11. CEO REPORTS

11.1 Local Government Week and WA Local Government Association Annual General Meeting - 2018

Reporting Department:	Chief Executive Office
Reporting Officer:	Belinda Dent – CEO PA
Accountable Manager:	David Blurton – Chief Executive Officer
Legislation	
File Number:	GVR/001
Appendices:	Yes – Appendix11
Voting Requirement	Simple Majority

Report Purpose:

Advise Council of the upcoming 2018 Local Government Week and WA Local Government Association Annual General Meeting.

7792

Officer's Recommendation/Council Decision:

Moved: Cr Smith

Seconded: Cr Piavanini

That Council:

- 1. Nominates the Shire President and Deputy Shire President as voting delegates at the 2018 WA Local Government Association Annual General Meeting;**
- 2. Authorises interested individual Elected Members to attend Local Government Week 2018, requiring registration forms to be completed by Elected Members and submitted to the CEOPA prior to 4.00pm Tuesday 19 June 2018.**

CARRIED 11/0

Background:

The Annual General Meeting (AGM) for the WA Local Government Association (WALGA) will be held as part of the Annual Local Government Week on Wednesday, 1 August, 2018 in Perth at the Perth Convention Exhibition Centre.

The Council is provided with the opportunity to submit any Agenda Items to be discussed at the AGM. In addition the Council is provided with the opportunity to nominate up to two (2) voting delegates. Proxy voting is available if the nominated representative is unable to attend. Closing date for submission of motions is Tuesday, 5 June 2018.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Statutory and Policy Implications:

Policy 8.2 – Attendance at Conferences by elected members requires an authorising resolution of Council. Policy also details accommodation and reimbursement provisions.

Budget Implications:

Costs associated with attendance at the Annual General Meeting and Local Government Week will be incurred in accordance with Council Policy

Communications Requirements: (Policy No. CS 1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Goal 5 – Our business

Good governance and effective, efficient and sustainable organisation

Outcome 5.1 – Good governance and leadership

Strategy 5.1.2 – Promote the role of Council by informing, resourcing, skilling and supporting Elected Members

Relevant Precedents:

The WALGA Annual General Meeting and Local Government week are held yearly.

Comment:

Local Government Week will be held at the Perth Convention Exhibition Centre commencing on Wednesday, 1 August 2018 and finishing on Friday, 3 August 2018. Local Government Week also offers Elected Member training opportunities. Details of the various Local Government Week sessions and training opportunities will be available in May.

The WALGA AGM provides the opportunity for member Councils to submit written motions which will be included as part of the AGM proceedings. The final date by which notice of motions must be provided to WALGA is **Tuesday, 5 June 2018**. Each notice of motion provided by the Council must include research and the relevant background information to provide the members of WALGA sufficient information to make determination on the matter.

Any motions proposing alterations or amendments to the Association's Constitution must be received by **Friday, 11 May 2018** in order to satisfy the 60 day constitutional notice requirements.

In the event an individual Councillor has a matter they wish to be raised at WALGA, it must gain the support of the entire Council. As a consequence Councillors are invited to provide the CEO with any written notice of motion (including relevant background and research) which they would like Council to consider submitting to the WALGA AGM at this meeting of Full Council.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

12. CORPORATE SERVICES REPORTS

Cr King left the room 7.55pm and return at 7.56pm.

Ms Dent left the room at 7.58pm and returned at 7.59pm.

12.1 Lease for Coalfields Museum and Historical Research Centre Inc.

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:	R20038
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

To seek Council authorisation to enter into a lease agreement with Coalfields Museum and Historical Research Centre Inc for the lease of the Coalfields Museum on Reserve 20038, Throssell Street, Collie.

Officer's Recommendation/Council Decision:

Moved: Cr King

Seconded:

That Council lease the Coalfields Museum located on Reserve 20038 to the Coalfields Museum and Historical Research Centre Inc, subject to the approval of the Minister for Lands, with the following conditions:

- 1) lease to be deemed a long term lease with a term of 5 years with a 5 year option;
- 2) The Coalfields Museum and Historical Research Centre Inc to develop and maintain a collection of historical material reflecting the history of Collie and District on behalf of the Shire of Collie and in accordance with Council policies;
- 3) Shire to be responsible for insurance of the collection;
- 4) Annual lease amount payable be \$1 per annum inc GST; and
- 5) Other conditions to be in accordance with Council policy DS1.5.

LAPSED for want of a seconder.

7793

Moved: Cr Faries

Seconded: Cr Italiano

That Council defer this Item until after we have dealt with the Item In Committee.

CARRIED 11/0

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Background:

The Coalfields Museum is located on Reserve 20038 [Lots 1260 Throssell Street, Collie] and vested in the Shire as 'Museum site' with power to lease.

The Coalfields Museum and Historical Research Centre Inc has developed from the Museum Transition Committee, with the intent of taking on the management of the Coalfields Museum. At its meeting held 12 December 2017, Council resolved:

7651 – That Council adopts en bloc the recommendations contained within the minutes of the Museum Transition Committee held on 20 November 2017.

That Council:

11.2.3 authorise the Museum Transition Committee to initiate steps to become incorporated as the Friends of the Coalfields Museum.

*11.2.4 1. transfers the care and management of the Coalfields Museum and its collections to the incorporated body (once the Friends of the Coalfields Museum group becomes incorporated), to be managed on behalf of the people of Collie; and
2. continues to employ the Customer Service Officer at the Coalfields Museum with responsibility for the day to day operations, and the situation be reviewed by the Council and the newly incorporated body at the time of incorporation.*

While the name of the newly incorporated body is not 'Friends of the Coalfields Museum' as originally proposed, this does not affect the outcome.

Following discussions with representatives from the Coalfields Museum and Historical Research Centre Inc the secretary of the group has written to the Shire formally requesting that the group lease the Coalfields Museum, and the proposal to lease is now presented to Council for their consideration.

Statutory and Policy Implications:

WA Local Government Act (1995)

Section 3.58 of the Local Government Act refers to the disposal of property and includes lease arrangements. Under this section, local public notice and a submission period is normally required to be undertaken by Council's when entering lease arrangements, however there is a specific exemption for the requirement to advertise under section 30 of the associated Functions and General Regulations where the intended lease is with certain organisations;

- 30 (2) (b) (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
(ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;

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:

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
 Tuesday, 8 May 2018

Issue	Long Term Lease Responsible Party
Building insurance	Shire
Vandalism damage to building (assuming no negligence on lessee's part)	Building insurance excess shared equally between Lessee and Shire
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	Shire
Minor maintenance and cleaning	Lessee
Security system and response	Lessee
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)	Shire
Sub letting	Not permitted
Use by others	Casual hire with Shire approval

While the Council policy names the Lessee as the responsible party for contents insurance, in this instance it is considered that the Shire, which holds the collection in trust on behalf of the community, should continue to insure the collection. The Lessee would be responsible for insuring property owned by the group.

Communications Requirements: (Policy No. CS 1.7)

Correspondence to proponent.

Strategic Plan/Corporate Business Plan Implications:

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

1.1.5 Support lifelong learning, arts and culture in the community through the provision of library and cultural facilities and services

Goal 4: Our Built Environment Infrastructure, amenities and development that supports the needs and aspirations of the community

4.1.4 Support and promote the conservation and maintenance of heritage buildings, sites and places of interest

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Relevant Precedents:

Recent lease agreements have been renewed in-house with the use of a lease template which was developed for use by the Council. This has minimised the cost involved for the lessee, in particular community based organisations.

Comment:

Representatives from the Coalfields Museum and Historical Research Centre Inc have recently presented to Council and outlined their achievements to date, and the plans they have for the future.

The group has revitalised the Coalfields Museum since opening in July 2017, and their efforts have received favourable comment from both visitors and the local community.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

12.2 Accounts Paid – March 2018

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

Report Purpose:

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

7794

Officer's Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr Hanns

That Council accepts the Accounts as presented in Appendix 2 being vouchers 41328-41347 and 3175 totalling \$70,382.98 and direct payments totalling \$786,089.08 authorised and paid in March 2018.

CARRIED 11/0

Taken on Notice

Nifty Lift – Brett Lowcock

Further information on painting – Brett Lowcock

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

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Month	Cheques 2017/18	EFT 2017/18	Total Payment 2017/18
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
February	78,346.56	1,173,446.22	1,251,792.78
March	70,382.98	786,089.08	856,472.06
April			
May			
June			

Statutory and Policy Implications:

WA Local Government Act 1995

Financial Management Regulations 1996

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

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

Budget Implications:

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

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

Relevant Precedents:

Comment:

For a detailed listing of payments see Appendix 2.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

12.3 Financial Report – March 2018

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

Report Purpose:

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

7795

Officers Recommendation/Council Decision:

Moved: Cr Italiano

Seconded: Cr Scoffern

That Council accept the Financial Report for March 2018 as presented in Appendix 3.

CARRIED 11/0

Background:

In accordance with Council policy and the provisions of the Local Government Act 1995, the Financial Report for the end of the period is presented to Council for information. Refer to Appendix 3.

Statutory and Policy Implications:

WA Local Government Act 1995
Financial Management Regulations 1996

Budget Implications:

Nil

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

Relevant Precedents:

N/A

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL

Tuesday, 8 May 2018

Comment:

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

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

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

Do note that the variance analysis is based on the 2017/18 adopted budget and does not reflect the budget review changes. Budget review changes will be reflected from the April 2018 financials onwards.

Operating Revenue by Program

1. Law, Order and Public Safety is \$98,251 over budget mostly due to Radios High Band – Smart Cities and Suburban Grant (\$94,470).
2. Health is \$32,759 over budget due to wages reimbursement from the trust account for the previous Community House Officer. Council anticipated to hand back the administration of the Community House early in the financial year.
3. **Welfare is \$11,370 under budget as the Margaretta Wilson centre power reimbursement is under budget – due to timing.**
4. **Community Amenities is \$175,938 over budget due to the unbudgeted grants received for the Collie River (\$70,000), Incredible Years (\$15,700) and Local Drug Action Team (\$10,000). The income received from the transfer station and additional rubbish bins are also over budget.**
5. **Recreation and Culture is under budget by \$45,708 as the final payment of the Town Site Mountain Bike Trail grant is still pending and CPRP grant has been discontinued by the State government.**
6. Other Property and Services is \$30,937 under budget as the sale of the Elouera Road property is still pending, the sale is expected to be finalised by the end of the financial year.

Operating Expenditure by Program

7. **Governance is \$91,784 under budget mainly due to the pending payment of the Councillor's sitting fees and communication allowance.**
8. Health is over budget \$22,654 due to the unbudgeted wages expense for the Community House Officer (refer Note 1).
9. Welfare is \$17,087 under budget mainly due to Senior Citizen Lunch (\$2,745) and the depreciation for the Margaretta Wilson Centre (\$12,947) being under budget. The depreciation is noticeably lower because of revaluation done in June 2017.
10. **Transport is under budget \$484,675 as the depreciation for infrastructure assets (\$540,084), street trees and verge maintenance is a combined (\$50,160) over budget.**
11. Economic Services is under budget \$129,091 due to the Economic Development funding yet to be spent.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
 Tuesday, 8 May 2018

12. Other Property and Services is under budget by \$178,408 due to private works cost (\$10,000), asset management expenditures (\$33,750), refund of vehicle license fee (\$20,749) and allocation of overheads.

Operating Revenue by Nature and Type

13. Grants and Subsidies are under budget by \$723,435 due to the Financial Assistance Grant for 2017/18 received in June 2017. A quarter of Council's 2017/18 annual allocation was paid in the previous financial year (2016/17). The prepayment has been adjusted in the 2017/18 Budget Review and will be reflected in the April 2018 financial report to Council.
14. Contributions and reimbursements are \$70,055 over budget mainly due to worker's compensation reimbursement received.

Operating Expenditure by Nature and Type

15. Depreciation is under budget by \$434,537 due mainly to the depreciation of Council's infrastructure assets as a result of the asset revaluation done in June 2017.

Non-Operating Expenditure

16. Capital expenditure is currently under budget as 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	2,512,120	As of April 2018, the civil works for the track extension have been completed. The facility will undergo final inspection prior to certification. This is expected to occur mid-May 2018.
Mornington Road	60,000	51,229	Complete
Mungalup Road	180,000	55,930	Works Complete – Pending Final Invoices
Wellington Dam Road	420,000	244,658	Works underway January– April 2018
Prinsep/Forrest	50,000	49,943	Complete
Total - Regional Road Group works	710,000	401,760	
Johnston Road (Local district Road)	75,000	59,246	Complete
Cable Street (Access Road)	8,500	25,762	Complete
ROWE ST (SLK 0 - SLK 0.5)	0	4,346	Complete
Traffic Calming Devices (Mungalup Road)	0	12,155	Complete
Siding road	180,000	152,507	Complete
Total - Roads to Recovery works	263,500	254,016	
Footpath Program (Total)	259,800	293,324	90% Complete

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Cemetery Roads	20,000	0	May 2018
Dump point	15,000	835	April 2018
Drainage Improvements	50,000	31,202	April – June 2018
Eastern Entry Statement	92,899	7,094	February – April 2018
Gravel Re-sheeting	100,000	26,588	May- June 2018
Road Improvements	268,000	0	Ongoing
Total - Special Projects	545,899	65,719	

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Mr Blurton left the room at 8.11pm and returned at 8.13pm.

12.4 Adoption of Fees and Charges for 2018/19

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation:	WA Local Government Act (1995)
File Number:	FIN/005
Appendices:	Yes – Appendix 4
Voting Requirements:	Absolute Majority

Report Purpose:

For the Council to consider the schedule of fees and charges for the 2018/19 budget year.

Officer's Recommendation/Council Decision:

Moved: Cr King

Seconded: Cr Italiano

That Council adopts by an ABSOLUTE MAJORITY, the attached schedule of fees and charges (Appendix 4) as part of the 2018/19 draft budget document.

With the exception of dog and cat fees, annual fees sport clubs and bin charges.

LOST 3/8

7796

Council Decision:

Moved: Cr Faries

Seconded: Cr Miffing

That Council adopts by an ABSOLUTE MAJORITY, the attached schedule of fees and charges (Appendix 4) as part of the 2018/19 draft budget document with the exception of dog and cat fees, annual fees sport clubs and bin charges and the alfresco bond pending a further report from staff

Carried 10/1
Cr King Against

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Background:

Council has adopted the annual schedule of fees and charges separately from the budget document to enable more time to consider each proposed charge for the forthcoming year.

Statutory and Policy Implications:

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

Many of the fees and charges listed on the attachment are statutory charges and cannot be modified by the Council. They are included on the list to provide readers of the final budget document with a complete list of charges which the Council may levy.

Budget Implications:

Changes to proposed fees and charges will have an impact on the revenue collected for 2018/19. Anticipated revenue for each individual account will be fully disclosed upon budget adoption. As required by section 6.17 of the Act, the following was taken into account in determining the amount of a fee or charge for a service;

- (a) the cost to the local government of providing the service or goods;
- (b) the importance of the service or goods to the community; and
- (c) the price at which the service or goods could be provided by an alternative provider.

Communications Requirements: (Policy No. CS 1.7)

The final schedule of Fees and Charges is required to be made available for comment as part of the budget document. A copy of the proposed Schedule Fees and Charges for 2018/19 can be found at Appendix 4.

Certain fee changes such as Cemetery Fees are required to be gazetted if the Council wishes to increase for 2018/19.

Strategic Community Plan/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:

Most of the fees and charges have been kept at the same level, while others are increased by the previous 12 months Perth CPI figure of 1.9% with some exceptions.

The set fees and charges were re-assessed to determine Council's expectation while generating sufficient revenue to cover cost.

Several new fees and charges have been proposed to better address the need of services required by ratepayers.

The following colour coded legends have been used in Appendix 4 to assist with the readability of the proposed schedule.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Legend
<i>New proposed fees & charges for 2018/19</i>
Council set Fees & Charges (changes to 2017/18)
Council set Fees & Charges (no changes to 2017/18)

Some of the significant changes to the schedule have also been summarised in Appendix 4 with justification of the proposed fees & charges. The setting of commercial and residential rubbish collection will be addressed during budget adoption. None of the statutory fees and charges has been amended from the 2017/18 financial year as Council is still waiting for notification regarding any changes. An updated copy of the fees and charges schedule is also provided as part of the annual budget process.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

13. DEVELOPMENT SERVICES REPORTS

13.1 Review of Local Planning Strategy

Reporting Department:	Development Services
Reporting Officer:	Katya Tripp –Strategic Planner
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 WA Local Government Act 1995
File Number:	LUP/025
Appendices:	Yes – Appendix 5
Voting Requirement	Simple Majority

Report Purpose:

For Council to:

- a) Consider modification of the draft Local Planning Strategy to include areas 3 and 4 (minus Lot 1345 Patstone Road) as future industrial development prior to consideration of the draft Strategy by the Western Australian Planning Commission.
- b) Delegate authority to the CEO to modify the draft Shire of Collie Local Planning Strategy as directed by the Western Australian Planning Commission and provide a copy of the draft strategy as modified to the Commission for assessment.

7797

Officer's Recommendation/Council Decision:

Moved: Cr Smith

Seconded: Cr Hanns

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

- 1. Modify the draft Local Planning Strategy to include areas 3 and 4 (minus Lot 1345 Patstone Road), as depicted on draft Strategy Map No. 2, as future Industrial Development;**
- 2. Notify the Department of Planning, Lands and Heritage of this change prior to consideration of the draft Local Planning Strategy by the Western Australian Planning Commission;**
- 3. Delegates authority to the Shire's Chief Executive Officer to make representation to the WAPC regarding the reasons for the inclusion of Area 5, as depicted on draft Strategy Map No. 2, as future Rural Residential;**
- 4. Delegates authority to the Shire's Chief Executive Officer to modify the draft Shire of Collie Local Planning Strategy 2017 as directed by the Western**

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

Australian Planning Commission and provide a copy of the draft strategy as modified to the Commission for assessment; and

- 5. Once certified by the Commission for the purpose of advertising, the draft Local Planning Strategy 2017 will be advertised in accordance with Regulation 13 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015 for a minimum period of 21 days as in accordance with regulation 13(3) of the Planning and Development (Local Planning Schemes) Regulations 2015.**

CARRIED 10/1

Cr King Against

Background:

A Local Planning Strategy (LPS) provides the long term strategic planning framework for future development within the Shire for the next ten years. An LPS also address the formation of key land use planning strategies and policies.

The Shire's current LPS was gazetted in 2009. Since this time, some key strategic planning documents have been prepared such as the Shire's Growth Plan (2010), the South West Planning and Infrastructure Framework (2015) and the Shire's Integrated Planning Framework. Changes to land have also occurred such as rezoning, structure planning and subdivision in Development Investigation Areas and changes to land ownership at Shotts which could potentially be used for general industrial land.

The LPS informs the Local Planning Scheme which is due for review under the Planning and Development Act 2005. Therefore it follows to review our LPS to align it with the most recent data and to inform the review of our Local Planning Scheme.

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

The process to formulate the draft LPS has included:

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

Council at the Ordinary Council Meeting of 03 October 2017 resolved:

Motion # 7581

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

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL

Tuesday, 8 May 2018

1. Adopt the draft Shire of Collie Local Planning Strategy 2017, outlined in Appendix 1, pursuant to regulation 11(2) Planning and Development (Local Planning Schemes) Regulations 2015 with changes identified.
2. Refer the draft Shire of Collie Local Planning Strategy 2017 to the Western Australian Planning Commission for certification in accordance with Regulation 12(1) of the Planning and Development (Local Planning Schemes) Regulations 2015.
3. Delegates authority to the Shire's Chief Executive Officer to progress matters with the Department of Planning and other stakeholders and make minor modifications to the draft Shire of Collie Local Planning Strategy 2017 if directed to by the Western Australian Planning Commission;
4. Once certified by the Commission for the purpose of advertising, the draft Local Planning Strategy 2017 will be advertised in accordance with Regulation 13 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015 for a minimum period of 21 days as in accordance with regulation 13(3) of the Planning and Development (Local Planning Schemes) Regulations 2015.

The draft LPS has been sent to the Western Australian Planning Commission (WAPC) and assessed by the Department of Planning, Lands and Heritage prior to recommendation and consideration by the WAPC. They have provided a schedule of recommended changes and track changes to the document.

Officers from the Department of Planning, Lands and Heritage have met with relevant Shire Officers to discuss these recommended changes.

Statutory and Policy Implications:

Planning and Development (Local Planning Schemes) Regulations 2015

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

"A Local Planning Strategy must:

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

Budget Implications:

This project is within budget.

Communications Requirements:

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

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

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 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 3.1.3: identify Urban Renewal Opportunities within the Shire.

Relevant Precedents:

A Local Planning Strategy was prepared by the Shire of Collie and Gazetted in October 2009.

Comment:

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

The key issues raised by the Department of Planning, Lands and Heritage's have been workshopped with Council. The Department's comments are summarised and considered by officers below.

- a. Minor wording and drafting changes;

Response – agree to modify document in accordance with these changes.

- b. Removal of new future rural residential areas (No. 5 as depicted on draft Strategy Map No. 2);

Response – officers make representation to WAPC regarding the reasons for these inclusions including a map which compares the 2009 rural residential areas to those proposed. However, it is considered that this is unlikely to be successful. WAPC is not in favour of rural residential land that is in addition to that identified in existing local planning strategies or local town planning schemes and is likely to remove this area.

If the whole of area 5 will not be included officers present the lesser option of including 36 McAvoy Road, Allanson (Jones) which has not got the bushfire issues and which allows a logical expansion of the Allanson Rural Residential area and which will therefore assist in the establishment and sustainability of additional community facilities at Allanson.

- c. Expand the Collie Industrial area to cover areas 3 & 4 (minus Lot 1345 Patstone Road);

Response – the solar farm proposal has been submitted in the area proposed for industry since the Shire adopted and submitted the LPS to the Department. These areas are the logical expansion of this industrial area. Lot 1345 is not recommended due to the amount of intact remnant native vegetation.

- d. Update population figure for Collie to the ABS Estimated Resident Population;

Response – agree to modify the document in accordance with this change; and

- e. Update rural residential land supply/analysis to include building statistics and

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

existing vacant lot analysis.

Response – agree to modify document in accordance with these changes.

f. Mapping corrections.

Response – Maps have been prepared by the Department of Planning, Lands and Heritage. Agree to modify their maps in accordance with these changes.

The WAPC can require the Shire to make modifications to the draft Local Planning Strategy based upon recommendations from the Department of Planning, Lands and Heritage. The WAPC then considers this modified Strategy and if satisfied will certify it for advertising. The Shire is then required to advertise the draft Local Planning Strategy in accordance with Regulation 13 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015 for a minimum period of 21 days.

Officers request that, following representation to the WAPC for additional future rural residential land, the Council delegate authority to the CEO to make changes to the draft Strategy as required by the WAPC and once certified advertise the draft LPS.

Following advertising, the Council will be presented with the submissions received and be able to make further recommendations to the WAPC.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 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

- 20 April – Attended announcement for the South West Development Commission's latest Critical Horizons conference dealing with the future of power generation in Western Australia.
- 20 April – Attended Collie Futures Economic Advisory Group meeting, immediately following the Ministerial Steering Committee meeting in Collie. The Collie Futures Small Grants Program, which is offering grants of up to \$250,000 to businesses and not-for-profit organisations seeking to drive economic impact and competitiveness in the Collie region.
- 25 April – Represented Council at the ANZAC Day ceremony in Collie.
- 27 April – Attended a meeting of the South West Zone of local governments in Boyup Brook. The location of the rural fire division and bushfire centre of excellence was discussed and the Zone agreed to seek a reconsideration of the decision to locate these facilities in Mundaring.
- 4 May – The South West Development Commission held its board meeting in Council Chambers, which included a presentation on the Shire's issues, challenges and opportunities, an update from the SWDC's activities and a tour for board members and staff of Lake Kepwari and the Motorplex track extension.
- 4 May – Met with a Facebook representative to discuss a community support program planned in June that will run in Bunbury, Busselton, Margaret River and Collie.

Cr Woods

- 18 June – Facebook will be in Collie to do workshops for our community.

Mr Dover

- JDAC approval was given to the satisfaction of everyone. Solar farm to commence within 2 years.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

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

Cr Harverson left chamber at 9.03pm and returned at 9.06pm.

Mr and Mrs Wilson left Chambers at 9.06pm.

Ms Tirant – Collie Mail left Chambers at 9.06pm

20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

7798

Moved: Cr Faries

Seconded: Cr Woods

That Council moves In Committee.

CARRIED 11/0

20.1 Coalfields Museum

The following Crs declared an interest in Item 20.1.

Declarations of Impartial Interest were received from Cr Italiano, Cr Piavanini and Cr Faries.

Moved: Cr Italiano

Seconded: Cr Piavanini

That Council offers a peppercorn lease of the Coalfields Museum to the Coalfields Museum and Historical Research Centre Inc., effective 1 July 2018, for a period of five years with a five-year option.

WITHDRAWN

Mr Dover left the room at 9.14pm and returned at 9.17pm.

7799

Moved: Cr Italiano

Seconded: Cr Piavanini

That Council allocates a sum of \$63,050 as a grant to the Coalfields Museum and Historical Research Centre Inc. for the operation of the Coalfields Museum 2018/19 financial year.

CARRIED 11/0

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 8 May 2018

7800

Moved: Cr Hanns	Seconded: Cr Faries
<p>That Council direct staff to write a letter of support for the Babaie family to remain in Collie, with support for the family to be granted permanent residency and/or Australian Citizenship, and/or Visa Extension dependent on advice from the family's lawyers as to the best legal course of action.</p>	
CARRIED 11/0	

7801

Moved: Cr Faries	Seconded: Cr Woods
<p>That Council moves Out of Committee.</p>	
CARRIED 11/0	

7802

Council Decision:	
Moved: Cr King	Seconded: Cr Faries
<p>That Council lease the Coalfields Museum located on Reserve 20038 to the Coalfields Museum and Historical Research Centre Inc, subject to the approval of the Minister for Lands, with the following conditions:</p>	
<p>1) lease to be deemed a long term lease with a term of 5 years with a 5 year option;</p>	
<p>2) The Coalfields Museum and Historical Research Centre Inc to develop and maintain a collection of historical material reflecting the history of Collie and District on behalf of the Shire of Collie and in accordance with Council policies;</p>	
<p>3) Shire to be responsible for insurance of the collection;</p>	
<p>4) Annual lease amount payable be \$1 per annum inc GST; and</p>	
<p>5) Other conditions to be in accordance with Council policy DS1.5.</p>	
<p>6) Excluding internal and external painting of the building.</p>	
CARRIED 11/0	

21. CLOSE

The Shire President thanked Council and Staff for their attendance. The Presiding Member declared the meeting closed 10.07pm.

I certify that these Minutes were confirmed at the Ordinary Meeting of Council held on Monday, 28 May 2018.

.....
Presiding Member

.....
Date