



AGENDA

for the

ORDINARY MEETING OF COUNCIL

to be held on

Tuesday, 2 October 2018

**PLEASE READ THE FOLLOWING DISCLAIMER BEFORE
PROCEEDING**

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

Council's Vision

Collie – a connected, committed and creative community.

Values

The core values at the heart of the Council's commitment to the community are:

- Acting with integrity, transparency and accountability
 - Leading the delivery of the community's vision
- Enabling community-led endeavours to make the Shire of Collie a better place
 - Respectful progress

NOTICE OF MEETING

Please be advised that meeting of the

Ordinary Meeting of Council

commencing at **7:00pm**

will be held on

Tuesday, 2 October 2018

in Council Chambers at 87 Throssell Street, Collie WA,



David Blurton
Chief Executive Officer

28 September 2018

DISCLAIMER

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

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

MEETING SCHEDULE

October 2018 – October 2018

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

Tuesday 2 October 2018	Ordinary Meeting of Council 7.00pm in Council Chambers
Tuesday 9 October 2018	Townscape Advisory Committee 9.00am in Library Undercroft Room
Thursday 11 October 2018	Weeds & Waterways Advisory Committee 9:00am in Council Chambers
Thursday 11 October 2018	Access and Inclusion Committee 12.30pm in Council Chambers
Thursday 11 October 2018	Economic Development Advisory Committee 4.00pm in Council Chambers
Thursday 18 October 2018	Community Safety and Crime Prevention Committee 2.00pm in Library Undercroft Room
Friday 26 October 2018	Australia Day Panel 9.00am in Elected Members Room

SHIRE OF COLLIE
DISCLOSURE OF FINANCIAL INTEREST AND INTERESTS AFFECTING IMPARTIALITY

To: Chief Executive Officer

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

Item No.	Subject	Details of Interest	Type of Interest Impartial/Financial	*Extent of Interest (see below)

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

_____	_____	_____
Name (Please Print)	Signature	Date

NB

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

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

Office Use Only:

Date/Initials

- | | |
|--|-------|
| 1. Particulars of declaration given to meeting | _____ |
| 2. Particulars recorded in the minutes | _____ |
| 3. Signed by Chief Executive Officer | _____ |

Local Government Act 1995 - SECT 5.23

Meetings generally open to the public

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

INDEX

1.	OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE	1
2.	PUBLIC QUESTION TIME	1
3.	RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	1
4.	DISCLOSURE OF FINANCIAL/IMPARTIALITY INTEREST	2
5.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	2
6.	NOTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC.....	2
7.	ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS	2
8.	CONFIRMATION OF THE PREVIOUS MINUTES OF COUNCIL.....	2
9.	BUSINESS ARISING FROM THE PREVIOUS MINUTES.....	2
10.	RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL.....	3
10.1	Receipt of the Minutes of the Community Safety and Crime Prevention Committee	3
10.2	Receipt of the Minutes of the Policy Review Committee	3
10.3	Adoption of the Recommendations of the Policy Review Committee	3
10.4	Receipt of the Minutes of the Economic Development Advisory Committee.....	3
11.	CEO REPORTS.....	4
12.	CORPORATE SERVICES REPORTS	5
12.1	Accounts Paid – August 2018.....	5
12.2	Financial Report – August 2018.....	7
12.3	Adoption of Sporting Bodies Fees 2018/19	9
12.4	Donation of Swimming Pool Passes to Not for Profit Community Groups	13
12.5	2018 Sportsperson of the Year Awards	15
13.	DEVELOPMENT SERVICES REPORTS.....	18
13.1	Visitor Centre Rear Exit	18
13.2	Review of 12 Month Permit for Good Shed Markets in CBD Carpark.....	21
13.3	Proposal for Bushfire Centre of Excellence.....	25
14.	TECHNICAL SERVICES REPORTS.....	28
14.1	Tender 05/2018 – Supply, Delivery and Placement of Bituminous Surfacing Products	28
15.	MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN.....	31
16.	QUESTIONS FROM MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN	31
17.	URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER AND COUNCILLORS.....	31
18.	ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS.....	31
19.	STATUS REPORT ON COUNCIL RESOLUTIONS.....	31
20.	CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC	31
21.	CLOSE.....	31

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

Agenda for the Ordinary Meeting of the Collie Shire Council to be held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 2 October 2018 commencing at 7:00pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

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

Cr Harverson, Cr Italiano Cr Faries and Cr Miffling have been granted Leave of Absence at a previous meeting.

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

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

Council Consideration towards the Public:

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

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

EFT 24007 Bunbury Machinery – Why have we been charged for Oil and Travel when machine is under warranty - \$544.83

Response:

An oil hose failed on a Kubota tractor and was repaired under warranty. However, the travel time to come and carry out the repairs is not covered by warranty. Given the tractor was leaking oil it was not practical to transport the machine down to Bunbury for repairs.

The replacement of the oil has also been charged as this is not usually covered as it is a normal maintenance item. However, we have disputed the oil charge and awaiting a response from Kubota.

EFT 24022 Collie Tyres & Exhaust - Tyres for John Deere 670P Grader \$7,710

EFT 24063 Tyre Power - Tyres for John Deere 670P Grader \$5,520

Why have we purchased two sets of tyres for the same grader?

Response:

The Purchase Order for Tyre Power (EFT 24063) was incorrectly allocated to the John Deere grader instead of the Caterpillar grader.

Only one set of new tyres were purchased for both of our graders.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTEREST

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

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

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

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

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

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

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

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

7. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS

8. CONFIRMATION OF THE PREVIOUS MINUTES OF COUNCIL

Recommendation:

That Council confirms the Minutes of the Ordinary Meeting of Council held on 11 September 2018.

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.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

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

Recommendation:

That Council receives the minutes of the Community Safety and Crime Prevention Committee held on 6 September 2018.

10.2 Receipt of the Minutes of the Policy Review Committee

Recommendation:

That Council receives the minutes of the Policy Review Committee held on 12 September 2018.

10.3 Adoption of the Recommendations of the Policy Review Committee

Recommendation:

That Council adopts en block the recommendations contained within the minutes of the Policy Review Committee held on 12 September 2018.

That Council;

10.3.1 Adopt the policy CS3.18 Community Small Grants Fund as presented at Appendix 1 with modifications identified by deleting text with ~~striketrough~~ and including underlined text;

10.3.2 Identify a review date for the above policy as May 2019; and

*10.3.3 Review the following policy in May 2019:
CS3.5 Contributions to External Groups*

10.3.4 Adopt the policy CS1.7 Communications Policy as presented at Appendix 2 with modifications identified by deleting text with ~~striketrough~~ and including underlined text; and

10.3.5 Identify a review date for the above policy as September 2021.

10.4 Receipt of the Minutes of the Economic Development Advisory Committee

Recommendation:

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

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

11. CEO REPORTS

Nil

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

12. CORPORATE SERVICES REPORTS

12.1 Accounts Paid – August 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 1
Voting Requirement	Simple Majority

Report Purpose:

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

Officer's Recommendation:

That Council accepts the Accounts as presented in Appendix 1 being vouchers 3180-3181 & 41450-41478 totalling \$54,077.74 and direct payments totalling \$782,538.66 authorised and paid in August 2018.

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	2018/19		
	Cheques	Electronic Transfer	Total Payment
July	\$39,724.54	\$422,209.63	\$461,934.17
August	\$54,077.74	\$782,538.66	\$836,616.40
September			
October			
November			
December			
January			
February			
March			

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

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.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

12.2 Financial Report – August 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:

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

Officers Recommendation:

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

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

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

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. Other Property and Services is \$13,398 over budget mainly due to 2017/18 workers compensation claim received in July 2018.

Operating Expenditure by Program

2. Governance and Housing are over budget whilst all the other programs are under budget as the admin allocation, plant allocation and depreciation have not yet been processed. These will remain outstanding until the 2017/18 Annual Report has been finalised.

Operating Revenue by Nature and Type

3. **Operating grants, subsidies and contributions are under budget by \$81,029 due to the prepayment of the 2018/19 Financial Assistance Grant in June 2018. These will remain the same until the 2018/19 Budget Review.**

Operating Expenditure by Nature and Type

4. **Materials & Contracts are \$32,379 under budget mainly due to admin allocation has not been processed.**
5. Utility charges are \$23,010 under budget; most of the utility payments are yet to be made, this is due to timing factor.
6. Depreciation is \$484,718 under budget as it has not been processed due to the 2017/18 Annual Report is yet to be finalised.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

12.3 Adoption of Sporting Bodies Fees 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 3
Voting Requirements:	Absolute Majority

Report Purpose:

For the Council to adopt the sporting bodies fees for the 2018/19 financial year.

Officer's Recommendation:

That Council adopts by an ABSOLUTE MAJORITY sporting bodies fees for the financial year 2018/19 as per below:

- *Collie Junior Football- \$314 per annum*
- *Collie River Athletics - \$314 per annum*
- *Collie Eagles Football- \$2,198 per annum*
- *Collie Mine Superules - \$370 per annum*
- *Collie Lawn Tennis - \$1,337 per annum*
- *Collie Trotting Club - \$2,264 per annum*
- *Collie Soccer Club - \$2,203 per annum*
- *Collie Cricket Association- \$2,500 per annum*
- *Motor Cycle Scramble Course - \$860 per annum*
- *Collie Swimming Club (including lighting) - \$1,144 per annum*
- *Collie Underwater Hockey Association (including lighting) - \$1,144 per annum*

Background:

The proposed changes to the sporting bodies fees for 2018/19 financial year is to reassess the cost recovery to Council. At its meeting on 8 May 2018, Council requested a further report regarding the sporting bodies fees.

A 3-year analysis has been done by staff which compared the cost to maintain each sporting facility against the fees levied by Council. The analysis showed that the average cost recovery for each Shire maintained sporting facility was 5% in 2015/16 and 6% respectively for 2016/17 and 2017/18. The average excludes the fees charged for:

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

- a) Motor Cycle Scramble Club: this area is leased by Council from the Department of Biodiversity, Conservation and Attractions (DBCA) and Council then sublease to the Motorcycle Club. The proposed fee payable by the club for 18/19 represents the fee which Council pays to BDCA plus a \$93 administration fee.
- b) Collie Swimming Club and Collie Underwater Hockey Association: A fee review was completed in 2015 after the upgrade to the Mineworkers Memorial Pool. A fee increase of 6% or \$62 is recommended for 18/19 for each club in line with an expected increase in utility costs.

At the Council meeting on 11 September 2018, Council resolved:

7928- That Council Defer this motion to obtain more information regarding number of participants in each sport and report back to Council.

The responses received from the associations/clubs to date are as per below:

Clubs	Junior Members	Senior Members	Associate Members
Collie Junior Football	280	130	50
Collie Eagles Football Club			
Collie River Little Athletics	50	0	0
Collie Mine Superules			
Collie Lawn Tennis	52	18	0
Collie Trotting Club			
Collie Soccer Club	140	40	6
Collie Cricket Association			
Motor Cycle Scramble Course	83 (estimated)	83 (estimated)	0
Collie Swimming Club			
Collie Underwater Hockey Association	18	14	0

Note: Additional numbers will be provided on the evening.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

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:

No change. Proposed income and expenditures are already included in budget 2018/19.

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)

Press release will be completed after adoption on 2 October 2018. An explanatory letter will be provided to each club.

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.

Relevant Precedents:

Council has previously adopted the sporting bodies fees at its meeting held on 9th May 2017. Council resolved as follows:

7411- That Council adopts by an ABSOLUTE MAJORITY, the attached schedule of fees and charges (Appendix 3) as part of the 2017/18 draft budget document with an amendment to copying charge from \$30 to \$3 and an increase to fees associated with trading places by 20%.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

Comment:

The 2018/19 sporting bodies fees as recommended is calculated based on 6% cost recovery (capped at \$2,500) on a 3-year Council cost average to maintain the respective sporting venue. The impact on the respective sporting bodies is as per below and the detailed analysis can be found in Appendix 3.

Staff consider that aligning all clubs to a fee based on 6% cost recovery with a \$2,500 cap is a fair and reasonable outcome. The Collie Rugby Club is moving its games to the Collie High School for the 18/19 season, hence no fee is required to be levied.

Clubs	2017/18 Fees	Proposed 2018/19 Fees	Difference
Collie Junior Football	\$320	\$314	(\$6)
Collie River Athletics	\$320	\$314	(\$6)
Collie Eagles Football Club	\$2,240	\$2,198	(\$42)
Collie Mine Superules	\$377	\$370	(\$7)
Collie Lawn Tennis	\$1,462	\$1,337	(\$125)
Collie Trotting Club	\$2,240	\$2,264	\$24
Collie Soccer Club	\$2,240	\$2,203	(\$37)
Collie Cricket Association	\$2,240	\$2,500	\$260
Motor Cycle Scramble Course	\$850	\$860	\$10
Collie Swimming Club	\$1,040	\$1,102	\$62
Collie Underwater Hockey Association	\$1,040	\$1,102	\$62
Collie Rugby Club	\$320	\$0	(\$320)
	\$14,689	\$14,564	(\$125)

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

12.4 Donation of Swimming Pool Passes to Not for Profit Community Groups

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	Local Government Act 1995
File Number:	GOV/043
Appendices:	No
Voting Requirement	Absolute Majority

Report Purpose:

For Council to consider that the Chief Executive Officer be given delegated authority to approve the donation of swimming pool passes upon request to Not for Profit community groups upon request.

Officer's Recommendation

That Council by ABSOLUTE MAJORITY and in accordance with S5.42 of the Local Government Act 1995, delegates authority to the Chief Executive Officer to provide one family season pass to the Collie Mineworkers Memorial Swimming Pool per annum to Not for Profit community groups upon request.

Background:

Two requests for assistance with fundraising activities have been received recently from Not for Profit groups. One request was from the Collie BMX Club Inc for the provision of a family season pass to the Collie Mineworkers Memorial Swimming Pool to offer as a raffle prize, with proceeds to be used to make further improvements to the grounds, such as providing disabled toilet access, sandblasting and painting the gate area and ramp, and earthworks to the gravelled area at the entrance to the grounds.

The second request was for the donation of a raffle prize from the Collie Event Manager of McHappy Day, Ronald McDonald House Charities. Ronald McDonald Houses are attached to major women's or children's hospitals and provide a home away from home for seriously ill children and their families and have at times benefited members of the Collie community.

Statutory and Policy Implications:

Local Government Act 1995, S5.42

Local Government (Miscellaneous Provisions) Act 1960

Budget Implications:

The cost of a family season swimming pool pass is \$350, or \$200 for concession. The provision of a pass would potentially result in the loss of this amount in revenue if the prize winner would normally have purchased a pass, or a much lesser amount for occasional use.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

Communications Requirements: (Policy No. CS 1.7)
Nil

Strategic Plan Implications:

Goal 1 *Our Community*: A vibrant, supportive and safe community
Outcome 1.3 An active and supportive community
Strategy 1.3.1 Support community initiated and owned projects

Relevant Precedents:

At its meeting held 31 July 2018 Council resolved as part of Decision # 7889:

That the CEO be authorised to provide one free tip pass per annum to Not for Profit organisations upon request.

Comment:

The principal consideration for a local government when deciding if it should delegate a power or duty, is whether the delegation will improve the efficiency of the local government's operations whilst ensuring that its policies are consistently implemented. If Council were to authorise this delegation then it would not be necessary to bring each individual request to Council for consideration.

While there may be loss of revenue, the donation of a family season pass provides the opportunity for Council to support community and charitable fundraising campaigns.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

12.5 2018 Sportsperson of the Year Awards

Reporting Department:	Corporate Services
Reporting Officer:	Shannon Wood – Information Services Manager
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	N/A
File Number:	RCS/014
Appendices:	No
Voting Requirement	Simple majority

Report Purpose:

For Council to consider the arrangements for the presentation of the 2018 Shire of Collie Sport Awards.

Officer's Recommendation:

That Council:

- 1. Endorse the arrangements for the 2018 Shire of Collie Sportsperson of the Year Awards as recommended by the Sports Awards Selection Panel in the body of this report;*
- 2. Note that the awards presentation evening will be held on Friday 30 November 2018 using a similar format to 2017; and*
- 3. Note that the Shire of Collie Sport Awards Selection Panel reviewed the guidelines for the Awards with no changes required.*

Background:

The Shire of Collie Sportsperson of the Year Awards are annual awards that recognise the achievements of individual players, Sporting teams and volunteers.

Council has offered the awards for many years, and has established guidelines for the awards which are reviewed annually by the Sports Awards Year Selection Panel (the Panel), with the most recent review accepted by Council at its meeting held 1 August 2017:

7505 – *That Council:*

- 1. Accept the Shire of Collie Sport Awards Selection Panel recommendation to organise the awards presentation evening on either 17 or 24 November 2017 (dependent upon availability of guest speaker) using a similar format as in 2016.*
- 2. The Shire of Collie Sport Awards Selection Panel reviewed the guidelines of the Panel with no changes required. Guidelines noted below:*
 - a. The number of committee positions on the Shire of Collie Sport Awards Selection Panel is five (5).*
 - b. A Shire of Collie Councillor to be appointed to Chair the Shire of Collie Sport Awards Selection Panel, and a staff member be available to provide administrative*

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

support.

c. *The Shire of Collie Sport Awards Selection Panel is to comprise of any member of the Collie community with the skills necessary to consider and adjudicate within the selection process.*

d. *The Shire of Collie Sport Awards Selection Panel is to be appointed directly by Council, with appointments to the Shire of Collie Sport Awards Selection Panel to be for four [4] year terms. Retiring Panel positions are to be advertised for community nomination in each year following the expiration of terms (i.e. 2016, 2018, and so on).*

e. *Retiring Shire of Collie Sport Awards Selection Panel members are eligible for renomination and reappointment by Council.*

f. *The Sports Award Selection Panel is to determine the recipients of the following awards annually, with nomination required:*

(i) Junior Sportsperson of the Year

(ii) Sportsperson of the Year (JL Mumme medal)

(iii) Special Achievement Award (coaching, team, official, etc)

(iv) Hannan-Robinson Volunteer of the Year Award

(v) Wall of Champions inductee(s) if required

g. *The Shire of Collie Sport Awards Selection Panel is to make recommendations to Council through an Officer's Report for the presentation of the awards each year. Appropriate staff to organise the delivery of the awards in conjunction with Councillors, and within the budget allocated by Council.*

h. *The Shire of Collie Sport Awards Selection Panel will review the eligibility criteria for all awards annually.*

i. *The Shire of Collie Sport Awards Selection Panel will assess all Expressions of Interest received from sporting clubs to host the event and make a recommendation to Council of the most appropriate host club.*

3. *Continue with the appointment of Cr Faries to Chair the Sport Awards Selection Panel and Cr Miffling as Deputy Chair.*

In 2017 the Sport Awards presentation evening was held at the Collie Eagles Football Club with approximately 80 people in attendance. Nominations received for each of the categories were:

- Five nominations for Sportsperson of the Year (JL Mumme Medal)
- Six nominations for Junior Sportsperson of the Year
- Three nominations for Special Achievement
- One nomination for the Robinson-Hannan Volunteer of the Year

Women's footballer Philipa Seth was the guest speaker for the event, the event was an alcohol-free event and many favourable comments were received from attendees at the function.

Statutory and Policy Implications:

N/A

Budget Implications:

The Sport Awards presentation evening will be funded from Council's adopted budget of \$14,000 for Council functions.

Costs will be:	Hire of venue	\$150
	Catering and non-alcoholic drinks	\$1,300 [est. 80 attendees]
	Guest speaker	\$1,000
	Trophies and engraving	\$150 [est.]

Communications Requirements: (Policy No. CS 1.7)

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

Nomination forms to sporting clubs requesting nominations to be submitted.
Advertisements in the local media advising of the closing date for award nominations.

Strategic Plan Implications:

Goal 1: OUR COMMUNITY *A vibrant, supportive and safe community.*

Outcome 1.2 Participation in sport, recreation and leisure opportunities.

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

Outcome 1.3: An active and supportive community.

Strategy 1.3.3: Support and encourage participation in community and civic events.

Relevant Precedents:

The arrangements proposed for 2018 are similar to previous years.

Comment:

The Panel would like to continue with a similar format for the 2018 award presentation evening, with a different sporting club venue (Collie Italian and Sporting Club) and guest speaker to be Collie Paralympian, Shaun Pianta.

The Panel felt that including Shaun Pianta as the guest speaker would continue to raise the profile of the awards which have been revitalised in recent years.

Additionally, the Collie Underwater Hockey Club has been invited to provide a static display to celebrate their 50-year anniversary which occurred in 2017.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

13. DEVELOPMENT SERVICES REPORTS

13.1 Visitor Centre Rear Exit

Reporting Department:	Development Services
Reporting Officer:	Andrew Dover – Director Development Services
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	Building Act 2011
File Number:	A5256
Appendices:	Yes – Appendix 4
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider installing a rear exit door at the Collie Visitor Centre.

Officer's Recommendation:

That Council

- 1. Allocate funds of up to \$9,000 for this project in the 18/19 financial year mid-year budget review; and*
- 2. Subsequently install a rear exit door at the Collie Visitor Centre.*

Background:

Enquiries were made by the Visitor Centre and Council regarding the installation of an emergency exit at the Collie Visitor Centre which could be used in the event of aggressive customers and/or emergencies such as fire. The building currently complies with the National Construction Code which does not require a designated emergency exit due to the size of the building.

A risk assessment was conducted in 2015 through LGIS for the Visitor Centre addressing these issues (Appendix 4). This report identified that providing an exit door and access point to the enclosed compound was not recommended as an adequate control measure for duress response and safe egress for staff and volunteers to retreat to, in the event of an emergency. The area is elevated, isolated and enclosed. Further, there is no exit point from this location. Staff would be safer retreating to a secure room, such as the kitchen.

Following the report, a 'safe room' was installed to the rear of the building, conveniently located behind the customer service counter for the safety of staff. This room has reinforced walls and door, has a telephone to call emergency services and can monitor the activity in the rest of the Visitor Centre through the CCTV system. However, there is no other exit from this room.

Statutory and Policy Implications:

Building Act 2011

Local Government Act 1995

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

CS2.7 Tenders, Quotations & Price Preference Policy

Budget Implications:

A written quotation from White Building states that the proposed work can be completed for \$9,000. A further 2 written quotations will be sought and the contract awarded in accordance with the Tenders, Quotations & Price Preference Policy but will not exceed this quotation.

Communications Requirements: (Policy No. CS 1.7)

Consultation was with the Collie Visitor Centre Management. Their preferred option is to install an exit through the rear.

Strategic Plan Implications:

GOAL 4: OUR BUILT ENVIRONMENT

Infrastructure, amenities and development that supports the needs and aspirations of the community.

4.5 Council buildings and service related assets that support community needs	4.5.1 Manage and maintain public buildings, facilities and public amenities
---	---

Relevant Precedents:

Nil

Comment:

Staff have investigated various options for an alternative exit from the building. These include installing doors to the sides of the building. These exits could be designated official emergency exits as they could comply with the requirements for an emergency exit under the National Construction Code, including the requirements for disability access. However, these options would have limited usefulness as there is a significant distance between these exits and the customer service counter where staff are usually located. Another option is to exit through the rear via the 'safe room', across the Tourist Mine roof (this is relatively flat) and exiting to the boundary of Collie Mowers & More toward Throssell Street.



This option includes the following work:

- Installation of a door in place of the window at the rear of the building;
- raising the exterior level to be similar to the interior level at this door;
- Relocation of various services including pipes, drainage, an air conditioner unit and the hot water cylinder;
- Building a gradual slope and a number of steps up to height of the Tourist Mine roof;
- Building path from the appropriate spot on the Tourist Mine roof to Throssell Street including any steps/slope as necessary; and
- Installing a gate in the exterior fence to Throssell Street.

This exit cannot be designated as an emergency exit as it would not comply with the requirements for disability access due to the close proximity of the tourist mine. However, this option is a natural escape for staff, particularly when faced with aggressive customers entering at the front of the building.

If Council considered that the exit door should be installed prior to the mid-year budget review, then the following recommendation could be considered:

Alternative Recommendation:

That Council by ABSOLUTE MAJORITY install a rear exit door at the Collie Visitor Centre at the cost of up to \$9,000.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

13.2 Review of 12 Month Permit for Good Shed Markets in CBD Carpark

Reporting Department:	Development Services
Reporting Officer:	Andrew Dover – Director Development Services
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	Local Government Act 1995
File Number:	PHL/011
Appendices:	Yes – Appendix 5
Voting Requirement	Simple Majority

Report Purpose:

For Council to review the Council approval for a renewal of a Stall Holder's Permit for the purpose of Markets under the Activities in Thoroughfares and Public Places and Trading Local Law 2012 for a 12 month period commencing 1 July 2018.

Officer's Recommendation:

That Council:

- 1. Readvertise the Stall Holder's Permit to the Collie Heritage & Men's Shed Group Inc. issued 9 July 2018 to conduct fortnightly Sunday Markets adjacent the Good Shed building on Reserve 47297 to established premises selling similar products within 400 meters of this location and report back to Council 23 October 2018; and*
- 2. Allow the Sunday Markets adjacent the Good Shed building on Reserve 47297 to continue to operate in accordance with the permit issued 9 July 2018 including compliance with conditions except condition (h) that 'trading is not permitted within 400 metres of an established premise selling similar goods' until 23 October 2018.*

Background:

The Collie Heritage & Men's Shed Group Inc. applied for a renewal of their permit under the Shire of Collie Activities in Thoroughfares and Public Places and Trading Local Law 2012. Council approved for this permit for twelve (12) months at the Council Meeting of 19 July 2018 as per the below resolution.

Motion # 7844

That Council, pursuant to the provisions of the Local Government Act 1995, hereby resolves to grant a Stall Holder's Permit to the Collie Heritage & Men's Shed Group Inc. to conduct fortnightly Sunday Markets adjacent the Good Shed building on Reserve 47297 (as per the attached plan) for a period of 12 months subject to the following conditions:

(a) Place to which permit applies:

Reserve 47297 – Public Carpark

(b) Description of stand, structure or vehicle to be used by the licensee:

Market Stalls

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

- (c) Particulars of goods, wares, merchandise or services available:
Various Market Stalls*
- (d) Permitted days and hours when stall may be operated:
Every Second Sunday: 8:00am-12:00pm*
- (e) This permit is valid for a period of 12 months from the date of issue.*
- (f) The licensee shall maintain a public liability insurance of not less than \$20 million at all times.*
- (g) The licensee is to abide by the conditions set under Part 6 Trading in Thoroughfares and Public Places Division 1 - Stallholders and Traders*
- (h) Trading is not permitted within 400 metres of an established premise selling similar goods.*
- (i) The Permit Holder must comply with the Shire of Collie Parking and Parking Facilities Local Law 2012 and with all relevant laws regarding stopping and parking of vehicle with regards to road traffic and pedestrian safety.*
- (j) This permit is only valid for the location specified on the permit, unless otherwise agreed to in writing by the Shire.*

The Collie Heritage & Men's Shed Group Inc. made representation to the Council Meeting of 11 September 2018 requesting the removal of condition (h). Following this, Council made the below resolution.

*Motion # 7916
That Council permit the good shed markets be run in the car park area on the 23rd September 2018 and staff investigate the matter and report back to Council at the next meeting.*

Statutory and Policy Implications:

Local Government Act 1995

Under Section 5.42 of the Act Council has delegated to the CEO the power to determine Permits under Part 6 of the *Activities in Thoroughfares and Public Places and Trading Local Law 2012* for a period of 3 months or less and only if in the opinion of the CEO the permit will not adversely affect nearby landowners or shire operations.

Activities in Thoroughfares and Public Places and Trading Local Law 2012

Part 6 – Trading in Thoroughfares and Public Places

Trading includes -

- (b) displaying of good in any public place for the purpose of –
 - (i) Offering them for sale or hire;
 - (ii) Inviting offers for their sale or hire;
 - (iii) Soliciting orders for them; or
 - (iv) Carrying out any other transaction in relation to them

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

6.1 Interpretation

"stall" means a movable or temporarily fixed structure, stand or table in, on or from which goods or services are sold, hired or offered for sale or hire;

"stallholder" means a person in charge of a stall;

"stallholder's permit" means a permit issued to a stallholder;

6.2 Stallholder's permit

(1) A person shall not conduct a stall on a public place unless that person is –

- (a) the holder of a valid stallholder's permit; or
- (b) an assistant specified in a valid stallholder's permit.

6.5 Relevant considerations in determining application for permit

(1) In determining an application for a permit for the purposes of this Division, the local government is to have regard to –

- (a) any relevant policies of the local government;
- (b) the desirability of the proposed activity;
- (c) the location of the proposed activity;
- (d) the principles set out in the Competition Principles Agreement; and
- (e) such other matters as the local government may consider to be relevant in the circumstances of the case.

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

The Stallholders Permit will be readvertised to established premises selling similar products within 400 meters of this location.

Consultation with the flower shops within a 400 meter radius indicates that they do not support the sale of flowers within the carpark adjacent to the Goods Shed. Further consultation is required to ensure that other retailers do not object to other goods or services being sold at this location.

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.

Outcome 5.1: Good Governance and Leadership

Action 5.1.5.5 Ensure formal land use agreements are in place for all third parties who operate from Council reserves in accordance with Council Policy.

Relevant Precedents:

The Goods Shed Markets need to renew their permit annually to extend the market stalls outside of their lease boundary area under the *Activities in Thoroughfares and Public Places and Trading Local Law 2012*.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

Condition (h) stating that '*Trading is not permitted within 400 metres of an established premise selling similar goods*' is a standard condition imposed on approvals issued under this Local Law. Please see Appendix 5 for examples.

The Goods Shed Markets have used the carpark in front of the building for several years, and the application was formalised in 2015 when the works began for Central Park with the rear carpark construction and realignment of ACROD parking bays. Previously 12 month permits issued under the Local Law were processed under delegation. The previous approval for the carpark adjacent to the Goods Shed Markets does not contain this condition.

Comment:

Readvertising this approval will ensure that any retailers within a 400 meter radius have an opportunity to object to the selling of certain goods or services under this approval. The results of this consultation will return to Council on 23 October 2018 with a recommendation. Once these goods and services are investigated, an appropriate compromise would be to rephrase condition (h) to read '*Trading of xxx is not permitted*'. Note that this condition does not prohibit the selling of any goods inside the Goods Shed building.

Alternative Recommendation:

That Council, pursuant to the provisions of the Local Government Act 1995, hereby resolves to amend the Stall Holder's Permit to the Collie Heritage & Men's Shed Group Inc. issued 19 July 2018 to conduct fortnightly Sunday Markets adjacent the Good Shed building on Reserve 47297 to remove condition (h) that 'trading is not permitted within 400 metres of an established premise selling similar goods'.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

13.3 Proposal for Bushfire Centre of Excellence

Reporting Department:	Development Services
Reporting Officer:	Andrew Dover – Director Development Services
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	N/A
File Number:	EDV/048
Appendices:	Yes – Appendices 6, 7 & 8
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider preparation and submission of a Proposal for the Bushfire Centre of Excellence to be located in Collie.

Officer's Recommendation:

That Council:

- 1. Authorise staff to engage a consultant to prepare a Proposal for the Bushfire Centre of Excellence to be located in Collie;*
- 2. Write to surrounding Local Governments requesting letters of support for the Bushfire Centre of Excellence to be located in Collie; and*
- 3. Allocate funding of up to \$2,500 for the preparation of the Proposal from the budget allocation for Economic Development.*

Background:

The importance of Economic Development for Collie has been recognised by the Council with actions leading to the Shire of Collie Reimagining Collie Report presented to Council. The Reimagining Collie Report is intended to provide guidance for the purpose of exploring possible futures for the economic diversification of Collie as a strategy to mitigate potential risks associated with the town's reliance on one or two industries.

In discussions seeking feedback on the Report, an opportunity has been identified from within the Ferguson Report. Euan Ferguson, who was appointed to conduct the review of the devastating January 2016 bush fires, recommended that the State Government create a Rural Fire Service with the following opportunity identified:

Opportunity 23: When established, the Rural Fire Service, in conjunction with the Departments of Parks and Wildlife and Fire and Emergency Services, to establish a Western Australian Centre for Excellence in Rural and Forest Fire Management. The Centre to include a networked capability for research, planned burning, lessons learned and facilitating training for rural firefighters, especially for members of volunteer Brigades.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

Collie is ideally situated geographically and has many of the necessary related services in proximity, including the Department of Biodiversity, Conservation and Attractions, DFES, and a sealed airstrip with a history of supporting fixed wing water bombers and Helitacs.

Additionally, the Department of Water and University of Sunshine Coast Mechanical Mitigation Research is being conducted on Rees Block within the Shire boundary, and the Shire has an established history of support for bushfire programs.

Given the above, Council at the Council Meeting of 24 January 2017 resolved to:

7295 – That Council:

Authorise staff to engage a consultant to prepare a submission for the head office of the Rural Fire Service and the Western Australian Centre for Excellence in Rural and Forest Fire Management to be located in Collie.

7296 – That Council:

Allocate funding of up to \$2,500 for the preparation of the submission from the funds allocated for the employment of an Economic Development Officer.

The resulting Expression of Interest is attached at Appendix 6. The Shire of Collie Expression of Interest was one of a number received by the Department of Fire and Emergency Services (DFES). This Expression of Interest was successful in obtaining a commitment from the previous State Government to locate the Rural Bushfire Service including the Bushfire Centre of Excellence in Collie. The current government have located the Rural Bushfire Service (now Rural Bushfire Division) in Mundaring. Following this announcement, staff drafted a 'Strategic Location Analysis' (Appendix 7) focused on ensuring the Bushfire Centre of Excellence is located in Collie. As a result, DFES have distributed selection criteria for proposals to achieve as a 'Request for Proposal' attached at Appendix 8. These criteria exclude some of the other local governments which submitted Expressions of Interest in hosting the Bushfire Centre of Excellence. Proposals must be submitted to this Department on or before 24 October 2018.

Statutory and Policy Implications:

N/A

Budget Implications:

In the 2018/19 budget an amount of \$150,000 was set aside for economic development. While some of this funding has been previously been allocated, the budget allows to spend \$2,500 on this project as the Bushfire Centre of Excellence represents an economic development initiative.

Communications Requirements: (Policy No. CS 1.7)

Proposal to be submitted to DFES.

Strategic Community/Corporate Business Plan Implications:

Goal 4 Our Economy A strong and diversified economic base providing a range of business and employment opportunities

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

- Strategy 4.1.1: Monitor, revise and implement the Collie SuperTown Economic Development Plan.
- Strategy 4.1.2: Promote and support local industry development and diversification.

Relevant Precedents:

N/A

Comment:

Collie has a number of potential sites within the Shire for consideration for the Bushfire Centre of Excellence. The Shire meets the criteria set out in the Request for Proposal by the Department of Fire and Emergency Services. Other considerations that would make Collie an ideal location include:

- A central location with easy access to Perth metropolitan area, South West, Lower South West, Great Southern and the Wheatbelt,
- Central location allows easy access to a variety of vegetation types including, Jarrah forest, coastal plains and grasslands,
- Existing major road infrastructure from South West Highway to Albany Highway,
- NBN and other major communications infrastructure already in place,
- Large bodies of water available for training and use by Helitacs,
- Heavy industry and mine sites would support training and research carried out within the shire.

Development of the Bushfire Centre of Excellence within Collie will produce 4-5 direct jobs on a permanent basis working at the training and research areas of the centre. The larger economic benefit is anticipated to be the volunteers and staff from the Departments of Biodiversity, Conservation and Attractions and Fire and Emergency Services which would travel to Collie for this training and stay may overnight. This could be a substantial boost to the local economy.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

14. TECHNICAL SERVICES REPORTS

14.1 Tender 05/2018 – Supply, Delivery and Placement of Bituminous Surfacing Products

Reporting Department:	Technical Services Department
Reporting Officer:	Richard Summerfield- Operations Manager
Accountable Manager:	Brett Lowcock- Director of Technical Services
Legislation	Local Government Act 1995 – Section 3.57 Local Government Function (Function & General) Regulations 1996
File Number:	
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

For Council to award Tender 05/2018 – Supply, Delivery and Placement- Bituminous Surfacing/ Asphalt for a two (2) year period.

Officer's Recommendation:

That Council accept the tender submitted by Malatesta Road Paving and Hot Mix Pty Ltd, for the Supply, Delivery and Placement- Bituminous Surfacing/ Asphalt within the Shire of Collie for a period of 24 months from the date of award.

Tender 05/2018– Supply, Delivery and Placement- Bituminous Surfacing/ Asphalt was advertised in the Collie Mail and the South Western Times newspaper on Thursday 23 August 2018. The tender covers a range of bituminous surfacing products and these include:

- 1) Hot Bitumen – Supply and Spray
- 2) Cut Back Bitumen – Supply and Spray
- 3) Emulsion – Supply and Spray
- 4) Pre-coating of Aggregate
- 5) Application of Aggregate
- 6) Supply and Lay Asphalt
- 7) Supply on Council Trucks Ex Plant

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

When the tender closed on 13 September 2018, submissions were received from two (2) organisations:

- | | |
|--------------------------------------|--|
| 1) Malatesta Road Paving and Hot Mix | Lot 2 South Western Highway
Bunbury WA 6230 |
| 2) Fulton Hogan Industries Pty Ltd | Lot 1 Talbot Road
Hazelmere WA 6055 |

Statutory and Policy Implications:

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 where the value of the tender exceeds \$150,000 unless the WALGA preferred option is selected. Furthermore, Council has adopted its own policy CS2.7 Tenders, Quotations & Price Preference Policy to tender works valued at more than \$100,000.

Budget Implications:

The financial commitment for the Supply, Delivery and Placement - Bituminous Surfacing/ Asphalt is included in the relevant construction and operational budgets for the Technical Services Section.

Communications Requirements: (Policy No. CS 1.7)

Staff will notify the tenderers, as per the recommendation which is adopted by Council in accordance with Policy CS 1.7; Section 3.0.

Ratepayers are advised when roadwork's are to be carried out in their street.

Strategic Plan Implications:

The item has the following links with the Strategic Community Plan 2017-2027.

OUTCOME 4.3 – A safe and reliable transport system

Strategy 4.3.1: Maintain and develop local roads and footpath networks

OUTCOME 4.6 – A sustainable asset and infrastructure base.

Strategy 4.6.1: Develop and implement long-term asset management plans for all Council assets

Relevant Precedents:

Nil

Comment:

All companies that submitted tenders have the capability, expertise and experience to carry out the requirements of the contract to the complete satisfaction of Council. Fulton Hogan Pty Ltd are currently the contractor Council is using to supply and place bituminous surfacing products within the Shire of Collie.

There is a prerequisite under the tender document that the contract will be awarded to organisations whose tenders are assessed as offering the best value for money outcome for the Shire of Collie. Tenders are 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.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

The criteria and results on which the tender was assessed are as follows:

Description of Qualitative Criteria	Maximum Score	Malatesta	Fulton Hogan
Demonstrated experience in completing similar projects/supply of similar goods	10%	9%	10%
Skills and experience of key personnel	10%	8%	9%
Tenderers resources	10%	8%	9%
Tendered Price	70%	70%	67%
Total Score	100%	95%	95%

Using the current works program estimate of quantities combined with the tendered rates, the following estimate of the total cost has been calculated:

Item	Malatesta	Fulton Hogan
Bitumen Spray	\$75,441	\$90,093
Aggregate	\$59,283	\$64,579
Asphalt	\$195,805	\$190,891
Total	\$330,528	\$345,562

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 2 October 2018

15. **MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN**
Elected Members have the ability to submit notices of motion between meetings and up to a time prescribed in standing orders before a meeting.
16. **QUESTIONS FROM MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN**
Members have the ability to submit notices of questions between meetings and up to a time prescribed in standing orders before a meeting.
17. **URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER AND COUNCILLORS**
18. **ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS**
19. **STATUS REPORT ON COUNCIL RESOLUTIONS**
Summary reports on the status of Council's resolutions are;
 - 'Closed Since Last Meeting' at Appendix 9
 - 'All Open' at Appendix 10
20. **CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC**
21. **CLOSE**