



Shire of
Collie

AGENDA

for the

ORDINARY MEETING OF COUNCIL

to be held on

Tuesday, 16 April 2019

**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

A connected community that is as rich
and diverse as its heritage and landscape.

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, 16 April 2019

in Council Chambers at 87 Throssell Street, Collie WA,



David Blurton
Chief Executive Officer

12 April 2019

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

April 2019 – May 2019

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 16 April 2019	Ordinary Meeting of Council 7.00pm in Council Chambers
Thursday 18 April 2019	Weeds & Waterways Advisory Committee 9:00am in Council Chambers
Tuesday 23 April 2019	Townscape Advisory Committee 9.00am in Library Undercroft Room
Thursday 2 May 2019	Access and Inclusion Committee 12.15pm in Elected Members Room
Thursday 9 May 2019	Community Safety and Crime Prevention Committee 2.00pm in Library Undercroft Room
Thursday 9 May 2019	Economic Development Advisory Committee 4.00pm in Council Chambers

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.

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SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 16 April 2019

Agenda for the Ordinary Meeting of the Collie Shire Council to be held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 16 April 2019 commencing at 7:00pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

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

Cr Faries has requested Leave of 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

4. DISCLOSURE OF FINANCIAL 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.

Mr Jim Falconer the Operations Manager from Premier Coal to provide an update to Council.

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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 MEETINGS OF COUNCIL MINUTES

Recommendation:

That Council confirms the Minutes of the Ordinary Meeting of Council held 26 March 2019.

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 Policy Review Committee

Recommendation:

That Council receives the minutes of the Policy Review Committee held on 1 April 2019.

10.2 Adopt the Recommendations of the Minutes of the Policy Review Committee

Recommendation:

That Council adopts en bloc the recommendations contained within the minutes of the Policy Review Committee held on 1 April 2019.

That Council;

10.2.1 1 Adopt the following new policy

- TS 1.22 Re-Use Shop Policy

2 Commence a 12-month trial of a Re-Use Shop at the Transfer Station using existing Shire staff and report back to Council.

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3 Notes that the operating hours of the Re-Use Shop may be limited depending on staff availability and other operational needs.

*10.2.2 1 Adopt the following new policy
- TS 1.22 Single Use Plastics Policy*

10.2.3 1 Adopt the following revised policies as presented at Appendix 3 with modifications identified by deleting text with ~~striketrough~~ and including underlined text;

- DS Alfresco Dining in Public Thoroughfares*
- DS Directional Signage*
- DS Management of Banner Poles*
- DS Road Construction Provisions for Rural Residential Subdivision*
- DS Town Centre and Mixed Zone Frontage Upgrade Incentives*
- DS Vehicles Stored on Private Property*
- DS Permits Issued Under Local Law to be Displayed by Vendor*

2 Adopt the DS Bush Fire Brigades Social Media Policy as presented as Appendix 4 and;

3 Rescind Development Services Central Railway Precinct Policy and incorporate Development Services Policy into Local Heritage Survey as guidelines.

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11. CEO REPORTS

11.1 Integrated Workforce Plan 2017/18 – 2021/22

Reporting Department:	Chief Executive Office
Reporting Officer:	David Blurton –Chief Executive Officer
Accountable Manager:	N/A
Legislation	N/A
File Number:	
Appendices:	Yes – Appendix 1 (Draft IWP Plan) and (Copy of presentation from workshop on 30 th October 2018)
Voting Requirement	Simple Majority

Report Purpose: For Council to consider the draft Integrated Workforce Plan (IWP) 2017/18 – 2021/22 document.

Officer’s Recommendation:

That Council receive the draft Integrated Workforce Plan 2017/18 – 2021/22 document as presented at Appendix 1.

Background:

Workforce Planning is a key component of the Integrated Planning and Reporting Framework which was introduced to Western Australian local governments during 2011, underpinned by regulatory amendments. Together with Strategic Community Planning, Asset Management and Long-Term Financial Planning, it forms part of the Integrated Planning and Reporting Framework.

The Council adopted its most recent Integrated Workforce Plan in March 2015 and this document covered the years 2014/15 – 2016/17. With the adoption of a new the Strategic Community Plan and Corporate Business plan within the past 12 months, it is prudent to now reconsider the workforce needs of the organisation.

The Departments “Integrated Planning and Reporting – Framework and Guidelines 2016” document states;

Note that it is not a requirement for Councils to adopt the Workforce Plan, although some do by agreement with their Chief Executive Officer. The Council has a legislative role in some aspects of the workforce, notably the appointment and performance management of the Chief Executive Officer, responsibility for ensuring that there is an appropriate structure for administering the local government, and some specific provisions regarding designated senior employees.

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*Other than those exceptions, the Workforce Plan is in the domain of the Chief Executive Officer's authority. Therefore, while the resourcing of the Workforce Plan is essentially an outcome of the Council's IPR decisions, it is for the Chief Executive Officer to ensure that the Workforce Plan enables the organisation's objectives to be achieved in the most efficient and effective manner.
Typically, the Chief Executive Officer provides the Workforce Plan for the information of the Council.*

Councillors and staff undertook a workshop on the draft IWP on 30th October 2018 and it was then presented to Council at its meeting in December 2018, where it was deferred.

Staff have since revisited the Plan and have made the following key changes;

1. Development Services Project Officer will be subject to grant funding being received.
2. Governance Officer will subject to grant funding or other operational savings made with the existing workforce

The changes will ensure no impact on rates increases over the life of the plan, with the exception of a 12 month overlap with apprentice mechanic positions.

Statutory and Policy Implications:

WA Local Government 1995 - section 5.56 - Plan for the Future.
Local Government (Administration) Regulations 1996.

Budget Implications:

The budget implications are outlined within the Plan. However, it is critical to note that these are merely projections based on information which is currently known. The Plan identifies that prior to any additional staff being engaged a detailed business case will be presented to Council for endorsement. As such the Plan is not committing Council to any additional staff, it is merely providing an insight into what may be required into the future.

Communications Requirements: (Policy No. CS 1.7)

N/A

Strategic Plan Implications:

The IWP Plan reflects the human resource requirements needed to meet the objectives in the Corporate Business Plan. This document is a key component of the Integrated Planning Framework for all local governments in WA.

Relevant Precedents:

Adoption of 2013 IWP Document - June 2013.
Adoption of 2015 IWP Document – March 2015.

Comment:

Key outcomes of this plan include but are not limited to;

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- The development of a process which rewards employees who demonstrate commitment to the corporate values and demonstrate productivity above the norm.
- Analysis suggests that it is more cost effective to appoint a Building Services Manager than outsource building related services.
- Two new full-time positions being a Project Officer (Development Services) and a Governance Officer (Corporate Services) may be required. These will either be funded from grant opportunities or identified through opportunistic savings with the existing structure during the life of the plan to ensure no impact on rates.
- The plan also identifies that an overlap of Apprentice Mechanics for a period of 12 months from 19/20 would be advantageous to the organisation.
- Development of an aboriginal employment strategy to increase the number of aboriginal people employed at the Shire of Collie.
- Review the current recruitment processes and develop a Recruitment and Selection Toolkit.
- Develop and implement a Succession Planning Toolkit.
- Develop an Attraction and Retention Strategy and policy.
- Develop and implement a Performance Appraisal and Management Toolkit including effective communication strategies.

The adoption of the plan will give guidance to management on the development of the Shire of Collie workforce which will facilitate the achievement of strategic goals set by Council. The plan will also strengthen the capacity of the workforce and increase organisational diversity which will foster a culture which supports innovation. This will also ensure the demographic identity of the workforce more accurately reflects the community in which we live.

Follow-up issues form workshop

1. How many employees do other similar sized Councils have?

Response – whilst they vary in area, population and rating capacity all Councils in the table below are categorised as band 3 Councils by the Salary and Allowances tribunal. It is important to note that some Councils operate aged care facilities or Home and Community Care facilities, so these employees have been removed from the figures below for comparative purposes.

Council	Current FTE	16/17 Rates Raised	2016 Census Population	Comment
Collie	73	\$5.8m	8,798	
Donnybrook	67	\$4.3m	5,870	

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Dardanup	116	\$11.7m	14,033	Significant number of recreation employees. Only 8 in works.
Manjimup	105	\$8.8m	9,250	Largest LG in area in South West
Margaret River	167	\$19.6m	14,258	
Capel	80	\$11.3m	17,123	

2. *Should we consider an aboriginal employment strategy?*

Staff consider that it would be appropriate for the Shire of Collie to develop an Aboriginal employment strategy based on the over representation of aboriginal people in Collie (4.5%) in comparison with the state (3.1%) and nation (2.8%).

The benefits of a diversified workforce include an increase in staff talents, skills and experiences, innovation and a potential improved reputation in the community.

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12. CORPORATE SERVICES REPORTS

12.1 Accounts Paid – February 2019

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 February 2019.

Officer's Recommendation:

That Council accepts the Accounts as presented in Appendix 2 being vouchers 41567-41589 totalling \$80,502.23 and direct payments totalling \$491,221.74 authorised and paid in February 2019.

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	\$34,057.86	\$566,848.03	\$600,905.89
October	\$47,005.40	\$641,951.33	\$688,956.73
November	\$46,817.40	\$1,972,635.40	\$2,019,452.80
December	\$76,126.49	\$652,110.36	\$728,236.85
January	\$430,38.99	\$500,161.31	\$543,200.30
February	\$80,502.23	\$491,221.74	\$571,723.97
March			
April			

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May			
June			

Statutory and Policy Implications:

WA Local Government Act 1995

Financial Management Regulations 1996

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

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

Budget Implications:

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

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

Relevant Precedents:

Comment:

For a detailed listing of payments see Appendix 2.

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12.2 Financial Report – February 2019

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 February 2019.

Officers Recommendation:

That Council accept the Financial Report for February 2019 as presented in Appendix 3.

Background:

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

Statutory and Policy Implications:

WA Local Government Act 1995
Financial Management Regulations 1996

Budget Implications:

Nil

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

Relevant Precedents:

N/A

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Comment:

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

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

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

Operating Revenue by Program

1. Law, Order and Public Safety is \$22,276 over budget mainly due to the DFES contribution for Local Government Grant Scheme (LGGS) for the Bush Fire Brigades being over budget by \$56,038. This is reduced by the LGGS State Emergency Services grant being under budget by \$5,900 and the repayment of the Digital Radio System grant (\$28,938).
2. Recreation and Culture is \$24,523 under budget due to sporting bodies ground maintenance fees (\$10,661), Roche Park Program revenue (\$3,148) and swimming pool revenue (\$11,606).
3. Transport is \$576,257 over budget due to the timing of several grants; the Regional Road Group Grant, County Pathways Grant and the Motorplex Upgrade Grant is over budget by \$183,503, \$37,045 and \$409,090 respectively while the Main Road Direct Grant is under budget by \$54,222.
4. Other property and services is under budget by \$44,647 mainly due to pending workers compensation reimbursements.

Operating Expenditure by Program

5. Law, Order and Public Safety is \$164,608 over budget due to the Community Emergency Services (\$21,635) which is 50% reimbursed by DFES. The over budget is also contributed by the purchase of plant and equipment (\$30,986), maintenance of vehicles (\$62,491), clothing and accessories (\$18,261), building maintenance (\$14,354) and other goods and services (\$10,591) for the Bushfire Brigade and SES. This is partly a timing issue and arrangements have been made with DFES to reimburse any over budget expenses.
6. **Welfare is over budget by \$17,272 due to the emergency management recovery for the Allanson Bushfire being over budget by \$20,398 (which is represented mainly by internal costs) and the senior citizen luncheon being under budget by \$2,969.**
7. Economic Services is \$145,302 under budget mostly due to the expenditure for the Economic Development (\$102,143), sand and gravel pits (\$22,520), building department employment cost (\$12,041) and visitor centre maintenance (\$12,992).
8. Other Property and Services is \$81,759 over budget as the plant direct cost and public works overhead is greater than expected.

Operating Revenue by Nature and Type

9. Operating grants, subsidies and contributions are over budget by \$347,975 due to timing of several grants such as the Financial Assistance Grants, LGGS from DFES and Main Roads Grant.

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10. Interest earnings is \$25,042 over budget mainly due to non-penalty payments.

Operating Expenditure by Nature and Type

11. Utility charges are \$88,844 under budget; most of the utility payments are yet to be made, this is due to timing factor.

12. **Insurance Expense is \$42,180 under budget due to timing factor.**

Non-Operating Income by Nature and Type

13. **Non-operating grants is \$600,072 over budget due to the timing of the Regional Road Group grant and the Motorplex Upgrade Grant.**

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13. DEVELOPMENT SERVICES REPORTS

13.1 Bunbury-Wellington Sub-Regional Strategy – Nomination of Councillor to Steering Group

Reporting Department:	Development Services
Reporting Officer:	Robert Quinn – Shire Planner
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	Local Government Act 1995
File Number:	LUP/002
Appendices:	Yes – Appendix 4
Voting Requirement	Simple Majority

Report Purpose: For Council to nominate a Councillor to represent the Shire of Collie on the Bunbury-Wellington Sub-Regional Strategy Steering Group.

Officer's Recommendation:

That Council, hereby resolves to nominate Councillor _____
and Councillor _____ as a proxy to represent the Shire of Collie on
the Bunbury-Wellington Sub-Regional Strategy Steering Group

Background:

Correspondence was received from the Western Australian Planning Commission (WAPC) dated the 13 March 2019 seeking a member of Council to participate in the Bunbury-Wellington Sub-Regional Strategy Steering Group. See Appendix 4

The first Steering Group meeting will take place on 20 May 2019 and is expected to meet twice per year over a three-year period for the duration of the project.

There are several Working Groups to support the development of the Bunbury-Wellington Sub-Regional Strategy and Shire officers will be nominated to represent the Shire to provide specialist advice and identify issues. There are the following Working Groups:

- Environment;
- Economic;
- Transport; and
- Utilities and Infrastructure.

Working groups will meet from the late March 2019 onwards and meet four time per year thereafter.

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Statutory and Policy Implications:

Nil

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

No public consultation has occurred for this request due to the minor nature of the request.

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:

Council have previously nominated Councillors to represent the Shire in various Steering Groups and external committees.

Comment:

Shire officers met with representatives of the WAPC to discuss the Steering Group and Working Parties. At the meeting it was decided that Shire officers should nominate for the following Working Groups:

- Environment;
- Economic; and
- Transport.

Shire officers need to be involved in the development of the Bunbury-Wellington Sub-Regional Strategy to ensure the best interests of the Shire are not prejudiced. The Bunbury-Wellington Sub-Regional Strategy will provide high level strategic planning guidance for long term planning.

It is expected the Bunbury-Wellington Sub-Regional Strategy will take approximately three years to complete.

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14. TECHNICAL SERVICES REPORTS

14.1 Waste Authority Grant Funding – Community and Industry Engagement Program

Reporting Department:	Technical Services Department
Reporting Officer:	Brett Lowcock- Director of Technical Services
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:	Yes – Appendix 5
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider applying for a Waste Authority grant in order to construct a shed with lean-to for the purpose of running a Re-Use shop

Officer's Recommendation:

That Council

- 1. apply for a \$45,000 grant from the Waste Authority- Community and Industry Engagement Program.*
- 2. allocate a co-contribution amount of \$10,000 from waste reserves account in the 2019/20 budget to cover the cost of site preparation, power connection and concrete slab.*

Background:

The Minister for Environment Hon Stephen Dawson MLC announced on the 4th April 2019 that the State Government had bolstered its support of Western Australia's waste and recycling sector with a \$1.4m investment into local infrastructure and programs via grants as part of the Waste Avoidance and Resource Recovery Strategy 2030. Applications close on April 29th at 10am.

The Policy Committee of Council at its meeting on the 1st April 2019 recommended a Re-Use Shop Policy be adopted by Council. This Re-Use Shop Policy item is under consideration at this same meeting of Council.

At Council's meeting on 10th July 2018 motion 7858 was passed by Council;

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Motion # 7858

Council Decision:

That Council:

1. *Receive the three (3) Expressions of Interest (EOI) relating to the running of a proposed re-use shop at the Collie Landfill facility.*
2. *Advise each person that submitted an Expression of Interest that Council does not wish to proceed to Tender at this stage, thereby rejecting all submissions, and instead explore alternatives and report back to Council.*

Statutory and Policy Implications:

Nil

Budget Implications:

The provision of a Re-Use shop should result in long term cost savings for Council due to the diversion of waste from the landfill, provided that no additional resources are assigned to running the Re-Use shop at the transfer station. This means that the opening hours of the Re-Use shop may be restricted to times when there is adequate staffing available. The current roster of staff means that some days there are only 2 workers and therefore the opening hours of the Re-Use shop will be restricted on these days.

A \$10,000 co-contribution from the waste reserves account is being sought in the 2019/20 budget to cover the cost of site preparation, power connection and concrete slab.

Communications Requirements: (Policy No. CS 1.7)

The Re-Use shop will be promoted via the Shire website and social media. A media statement will also be circulated, and the Collie Mail will be invited to the site to take photos at the opening.

Strategic Plan Implications:

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

OUTCOME 3.3 – Effective waste diversion and recovery

Strategy 3.3.2: Promote recycling, reuse and minimisation of waste in the community.

Relevant Precedents:

Nil

Comment:

Council has indicated its support for a Re-Use shop at the transfer station on many occasions, and this objective also meets Councils plans to invest in waste recovery initiatives and divert more waste away from landfill. The construction of a dedicated Re-Use shop facility is seen as an important piece of infrastructure in facilitating this outcome. The grants available from the Waste Authority are seen as the most cost-effective solution to make this happen.

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Staff have carried out investigations into the costs of the constructing the proposed structure and connecting power. The total cost of the project is estimated at \$55,000.

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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 BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN**
Members have the ability to submit notices of questions between meetings and up to a time prescribed in standing orders before a meeting.
17. **URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION**
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 6
 - 'All Open' at Appendix 7
20. **CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC**
- 20.1 Building Managers Vehicle
- 20.2 Supply of Electricity to Contestable Sites
21. **CLOSE**