



Shire of
Collie

AGENDA

for the

ORDINARY MEETING OF COUNCIL

to be held on

Tuesday, 9 July 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, 9 July 2019

in Council Chambers at 87 Throssell Street, Collie WA,



David Blurton
Chief Executive Officer

5 July 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

July 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 9 July 2019

Ordinary Meeting of Council

7.00pm in Council Chambers

Thursday 11 July 2019

Weeds & Waterways Advisory Committee

9:00am in Council Chambers

Thursday 11 July 2019

Access and Inclusion Committee

12.15pm in Elected Members Room

Thursday 11 July 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)SignatureDate

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, 9 July 2019

Agenda for the Ordinary Meeting of the Collie Shire Council to be held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 9 July 2019 commencing at 7:00pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

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

Cr Woods has been granted leave of absence from this meeting at the Council meeting held 28 May 2019.

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 25860: Preston Power Equipment – Supply new lightweight compact Honda EU22 generator - What was the reason for this purchase?

Response: This was to replace an existing generator that was around 20 years old that is used for work at sites without power, including but not limited to bridge works, drainage works and the transfer station. It was unreliable and unrepairable. It has been decommissioned and disposed.

Question on Notice:

Why was this generator not purchased locally?

Response:

A local company was asked to quote but declined to quote the model requested and did not offer an alternative.

Questions taken on Notice:

EFT 25968 - Bullivants Invoices dated 2017/18. Why are these invoices late?

Response:

Bullivants didn't send the invoices until this financial year, however it was confirmed that we did receive the goods.

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**EFT26014 - Watercorp charges at the parks Hebe, Central Park and Forrest St.
Why are these park costs so high?**

Response:

Staff confirm that the water charges at Central Park and Forrest St are both serviced from separate meters but essentially both meters service Central Park including the water playground. The meter reading at Hebe Park is slightly higher than previous years and has been attributed to a longer watering season this year.

EFT 26042 – Collie Tyre & Exhaust \$410.00 Why is there 2 payments of the same amount?

Response:

The supplier only had two tyres in stock initially, however the car needed all four replaced so the vehicle was booked in again and a second Purchase Order was raised for the other 2 tyres.

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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.

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 on 18 June 2019.

Recommendation:

That Council confirms the Minutes of the Special Meeting of Council held on 26 June 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

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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 Community Safety and Crime Prevention Committee

Recommendation:

That Council receives the minutes of the Community Safety and Crime Prevention Committee held on 20 June 2019.

10.2 Receipt of the Minutes of the Economic Development Advisory Committee

Recommendation:

That Council receives the minutes of the Economic Development Advisory Committee held on 27 June 2019.

10.3 Adopt the Recommendations of the Minutes of the Economic Development Advisory Committee

Recommendation:

That Council adopts en bloc the recommendations contained within the minutes of the Economic Development Advisory Committee held on 27 June 2019.

That Council staff investigate a subscription for Spendmapp software and approach other organisations and Local Governments with a view to reducing subscription costs and report back to the committee.

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11. CEO REPORTS

11.1 Partnership with the Shire of Donnybrook-Balingup - feasibility assessment of developing camping facilities at Glen Mervyn Dam

Reporting Department:	CEO Office
Reporting Officer:	David Blurton - CEO
Accountable Manager:	David Blurton - CEO
Legislation	WA Local Government Act 1995
File Number:	
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose: For Council to consider partnering with the Shire of Donnybrook-Balingup to undertake the feasibility of developing managed camping facilities at Glen Mervyn Dam.

Officer's Recommendation:

That Council agree to partner with the Shire of Donnybrook-Balingup to undertake the feasibility of developing managed camping facilities at Glen Mervyn Dam.

Background:

The CEO and Shire President recently met with the Acting CEO and Shire President of the Shire of Donnybrook-Balingup regarding supporting an application to the Collie Futures Fund to undertake the feasibility of developing camping facilities at Glen Mervyn Dam.

The application would be developed and led by officers from the Shire of Donnybrook-Balingup with support from the Shire of Collie officers where appropriate and funding would initially be sought to undertake a feasibility assessment (including consultation) of developing camping facilities in a similar process to what is currently being undertaken with both Black Diamond and Minninup Pool sites.

Glen Mervyn dam is in the Shire of Donnybrook-Balingup; however, it is approximately 20km from Collie and is a popular place for campers particularly those interested in skiing. There currently are basic amenities at the Glen Mervyn site and the Department of Biodiversity, Conservation and Attractions are responsible for management of the site.

Statutory and Policy Implications:

N/A

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Budget Implications:

Funding would be sought from either the South West Development Commissions Regional Economic Development Grants Scheme (REDS), Collie Futures - Small Grants Scheme. Neither scheme requires a matching contribution from applicants, however the project would require some internal resource in terms of staff time to manage.

Communications Requirements: (Policy No. CS 1.7)

A joint media release will be prepared should the recommendation be supported.

Strategic Community Plan/Corporate Business Plan Implications:

Whilst not specifically mentioned in the Corporate Business Plan, the project is applicable to the following strategies;

2.3.2 Support local and regional tourism destination management and marketing initiatives that provide local tourism growth

- Support development of camping facilities managed by the Department of Biodiversity, Conservations and Attractions.

5.1.4 Promote collaboration with other Councils on a local and regional level.

5.3.1 Promote resource sharing and collaboration with other local governments

Relevant Precedents:

Black Diamond and Minninup Pool projects are both recent examples of similar projects which are currently underway.

Comment:

It is recommended to support a partnership arrangement with the Shire of Donnybrook-Balingup considering Councils vision to develop tourism in the region and the proximity of Glen Mervyn dam to Collie. Managed camping would also minimise environmental impacts at the site.

The initial feasibility would consider land use and planning implications, consultation with stakeholders including (but not limited to) both Shires, DBCA and Department of Water, Department of Transport, Ngalang Boodja as well as concept design and ongoing management implications. Other assessments including Flora and Fauna, aboriginal heritage assessments may be required as a separate stage.

The project may also require the formation of a project management or reference group should the grant application be successful.

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12. CORPORATE SERVICES REPORTS

12.1 2019/20 Draft Budget and Items for Consideration

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Allison Fergie – Director Corporate Services
Appendices	Yes – Appendix 1
File Number:	
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider the 2019/20 Draft Budget.

Officer's Recommendation:

That Council endorses the 2019/20 Draft Budget as presented with the following adjustments;

Background:

All Elected Members were provided with the opportunity to attend budget workshop to allow the Council Finance team to provide an outline of the draft budget document as presented, answer questions, and provide clarifications. Elected Members were provided the opportunity to raise/identify issues they felt warranted further detailed discussion or debate at the Budget Meeting.

Draft Budget Development

In developing the draft budget, Management have taken a ground up approach adding layers to the budget through the process in order to come up with the final draft document for the consideration of Council.

1. The first layer involved a detailed analysis of the operational requirements (what is required in order for the organisation to operate based on pre-existing service standards) which has resulted in some adjustments to operational allocations to better reflect organisational requirements.
2. The second layer incorporated the inclusion of items not completed in the previous financial year which were to be carried forward into the 2019/20 draft budget.
3. The third layer involved staff submitting their 'items for consideration', that is items which are operational and not 'normal' budget items. This third layer was then assessed by the CEO along with the Directors with supported items finding their way onto the consideration list.
4. The fourth layer of the budget involved the Council in their determinations of footpath, road construction and plant replacement programs as well as establishing fees and

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charges for 2019/20. The draft infrastructure program for the coming financial year was endorsed by Council at its ordinary meeting on 28 May 2019 and a copy will be incorporated into the final budget document.

5. The fifth and final layer, which the Council is to consider are any items which they have referred to budget during the year, and consideration of requests from external parties.

Statutory and Policy Implications:

WA Local Government Act 1995

Budget Implications:

The projects which are listed in the items for consideration can be funded from a range of sources including;

- General Revenue, every additional (\$60,853) of expenditure equates to a one percentage rise in required rates revenue.
- Reserve Accounts
- By removing other items from the provided budget.
- By looking at possible operational/capital budget saving options

Communications Requirements: (Policy No. CS 1.7)

Media Release

Strategic Plan Implications:

Goal 5: Our Business - Good governance and an effective, efficient and sustainable organisation

Outcome 5.3: Financial Sustainability and Accountability

- Strategy 5.3.4: Ensure a rating system is in place which is transparent and promotes equity, timeliness, affordability and comparability.
- Strategy 5.3.5: Provide corporate financial services that support the Shires operations and meet planning, reporting and accountability requirements.

Relevant Precedents:

N/A

Comment:

Appendix 1 is provided for items for consideration which require the Council to make determinations for the final budget to be developed. Elected Members have been provided this information as a separate document. Items which were identified in the budget workshop as needing further consideration have been itemised in the Appendix 1.

For the benefit of Councillors, staff will have a "live update" up on the screen on the night so Council can track the impact on rates increases as decisions are made.

- Previous Years Rates
Council has in previous years taken a responsible approach to increasing rates. The table below illustrates the Council's position over the last 5 years.

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Year	2014/15	2015/16	2016/17	2017/18	2018/19
% Rates Increase	4.59%	4.26%	3.86%	2.00%	2.482%

- The draft budget which has been provided to Councillors previously, includes some commentary on key changes from the previous years budget as well as savings identified and some challenges moving forward.

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13. DEVELOPMENT SERVICES REPORTS

Nil

14. TECHNICAL SERVICES REPORTS

Nil

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 2
- 'All Open' at Appendix 3

20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

20.1 Recycling Contract

20.2 Sale of Plant

21. CLOSE