



Shire of
Collie

AGENDA

for the

ORDINARY MEETING OF COUNCIL

to be held on

Tuesday, 12 November 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, 12 November 2019

in Council Chambers at 87 Throssell Street, Collie WA,



David Blurton
Chief Executive Officer

8 November 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

November 2019 – December 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 12 November 2019	Ordinary Meeting of Council 7.00pm in Council Chambers
Monday 11 November 2019	Audit Committee 3.30pm in Council Chambers
Wednesday 13 November 2019	Access and Inclusion Network 10.00am in Elected Members Room
Thursday 14 November 2019	Economic Development Advisory Panel 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, 12 November 2019

Agenda for the Ordinary Meeting of the Collie Shire Council to be held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 12 November 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 and Cr Hansen has requested Leave of Absence from 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

Cr Harverson – EFT26881 - \$511.50 Collie Roof Plumbing cleaning of gutters at Margaretta Wilson Centre and Library. Why was it needed to outsource the cleaning of the gutters?

Response: Mr Dover

These buildings required an external contractor due to the height of these buildings.

Further question on Notice:

Staff were requested to give more detail regarding the height/ticket requirements for operating equipment?

Response: Mr Dover

The Shire's elevated platform is not tall enough to reach some of the guttering at the PCYC building, necessitating the hire and transport of a higher platform. It was more cost effective to contract this job out rather than pay for this hire and transport. There also was uncertainty regarding the timing of the renewal of the Building Maintenance Officer's elevated work platform ticket which would have complicated a hire arrangement.

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).

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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 Special Meeting of Council held on 22 October 2019.

Recommendation:

That Council confirms the Minutes of the Ordinary Meeting of Council held on 22 October 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

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11. CEO REPORTS

11.1 Invitations for Council representation on Peel-Harvey Catchment Council (PHCC) and South West Development Commission (SWDC) board.

Reporting Department:	CEO Office
Reporting Officer:	David Blurton - CEO
Accountable Manager:	David Blurton - CEO
Legislation	WA Local Government Act 1995
File Number:	
Appendices:	Yes – Appendix 1 & 2
Voting Requirement	Simple Majority

Report Purpose: To present correspondence received from PHCC inviting a Council nominee to sit on its Inland Committee and an invitation from the South West Development Commission to nominate a Councillor to sit on the Commissions Board.

Officer's Recommendation:

That Council

- 1. Nominate _____ as the Council's nominee to the Peel-Harvey Catchment Council.*
- 2. Nominate _____ as the Council's representative to the South West Development Commission Board.*

Background:

Correspondence has been received inviting the opportunity to nominate a Council representative to be a member or deputy member of the PHCC. The successful applicant will be the local government representative for all inland local governments within the Peel-Harvey Catchment. A map of the catchment is included at the end of Appendix 2 as well as 2017-18 Annual Report and constitution.

Nominations must be received by 21 November 2019 and nominees will be required to complete the relevant form and prepare a letter addressing selection criteria. As per the constitution, the local government representative term is 2 years. As per the letter, meetings are held at least 6 times per year with travel costs being reimbursed.

A similar invite has been received from SWDC to nominate an elected member to the SWDC board as one of two local government representatives for the South West region. Nominations for this position close 6th December 2019.

Statutory and Policy Implications:

N/A

Budget Implications:

N/A

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Communications Requirements: (Policy No. CS 1.7)
Completion of nomination forms by nominee.

Strategic Community Plan/Corporate Business Plan Implications:

OUTCOMES	STRATEGIES
3.1 A protected natural environment	3.1.1 Sustainably manage bushland 3.1.2 Support community based environmental protection initiatives 3.1.3 Encourage industry to take a collaborative approach to environmental management
3.2 Water resources sustainability	3.2.1 Advocate for improvement of the Upper Collie River Catchment 3.2.2 Continue the revitalisation of the Collie River environment in the town 3.2.3 Advocate for improved water quality and utilisation of the Wellington Dam for passive recreational purposes 3.2.4 Continue to implement the International Communities for Local Environmental Initiatives (ICLEI) Water Campaign Local Action Plan 3.2.5 Promote water conservation and informed nutrient application

Relevant Precedents:

Council has not provided a representative in previous years.

Comment:

The PHCC is a not for profit organisation community based Natural Resource Management organisation that promotes an integrated approach to catchment Management and protection and restoration of the environment.

The Shire of Collie is included in the southern part of the Peel-Harvey Catchment. The Leschenault Catchment Council is a similar organisation which also operates in the Collie region.

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11.2 Opportunity to partner in co-operative research program to research transformation of mining economies and mine closure outcomes.

Reporting Department:	CEO Office
Reporting Officer:	David Blurton - CEO
Accountable Manager:	David Blurton - CEO
Legislation	WA Local Government Act 1995
File Number:	
Appendices:	Yes – Appendix 3 & 4
Voting Requirement	Simple Majority

Report Purpose: To ascertain Council's appetite to be a partner in a Co-operative research centre (CRC) with the University of Western Australia (UWA) and other partners to examine the transformation of mining economies and mine closure outcomes.

Officer's Recommendation:

That Council partner with the University of Western Australia and other organisations in the Co-operative Research Program to transform mining economies and improve mine closure outcomes on an in-kind basis.

Background:

The Shire of Collie received correspondence on 4 October 2019 from Professor Fiona Haslam-McKenzie, Co-Director Centre for Regional Development at the UWA School of Agriculture and Environment inviting Council's participation in a project to examine the transformation of mining economies and improve mine closure outcomes. The following is an extract from the email.

This is a multi million dollar national project and southern Western Australia has been selected as a case study site. My query is whether the Shire of Collie would like to join this project? I am not asking for money but I am asking for in-kind support (for example, is there someone on your staff whom we could call on as a representative of the shire for future planning meetings and testing research strategies? We are intending to assign researchers to the project within the next couple of months. We will need a response from you by the end of next week if the Shire of Collie is to be included. Currently we have support from the RDA South West, the SW Development Commission, DMIRS, DWR, and 52 mining companies across the nation. The bid, if successful is sponsored by the Federal government and will run until 2030.

In consultation with the Shire President, staff responded to indicate the Shire of Collie's interest in participating in the project on an in-kind basis, however it was made clear the support was subject to Council endorsement.

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The proposal will require some input and participation from staff and Elected Members, is over a 10-year term and may require use of meeting rooms and equipment and other Council facilities.

A grant application has been submitted to the Federal Government for funding support.

Statutory and Policy Implications:

N/A

Budget Implications:

No cash contribution required from Council, only in kind support from staff, elected members and use of facilities.

Communications Requirements: (Policy No. CS 1.7)

N/A

Strategic Community Plan/Corporate Business Plan Implications:

OUTCOMES	STRATEGIES
2.1 Local industrial development and diversification	2.1.1 Work with the State Government to invest in Collie's economic future 2.1.2 Promote and support local industry development and diversification. Work with State Government to strengthen and diversify Collie's industries and economy 2.1.3 Ensure the provision of industrial land
2.2 A strong business and services sector	2.2.1 Promote and support growth in the commercial, professional and government services sectors 2.2.2 Work with the Collie Chamber of Commerce and Industry to promote improved retail facilities and encourage local shopping 2.2.3 Maintain communication with local businesses to understand their opportunities and barriers, and how Council can best support them 2.2.4 Attain accreditation as a small business friendly Council through the Small Business Development Corporation
2.3 A growing tourism industry	2.3.1 Support the provision of appropriate visitor servicing facilities including the Collie Visitor Centre 2.3.2 Develop and implement a trails strategy. 2.3.2 Support local and regional tourism destination management and marketing initiatives that provide local tourism growth.

Relevant Precedents:

N/A

Comment:

As indicated in the email and grant application, the South West of WA has been selected as a test case for the program, meaning Collie will be included should the application be successful.

The CRC-TiME will drive capacity building, education and training to address key challenges for the industry and help prepare our workforce to capitalise on new opportunities. This will also complement the work being undertaken by the State through the South West Development Commission which includes the Just Transition program.

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The program is a partnership arrangement and brings together 50 leading mining companies, the Minerals Councils of Australia, mining equipment technology and services companies, regional development organizations, local state and commonwealth governments and research partners.

The program is intended to bring scale and co-ordinated investment in research that will deliver a better approach to mine closure across Australia.

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11.3 Council Meeting Dates - 2020

Reporting Department:	Chief Executive Office
Reporting Officer:	Belinda Dent – CEO PA
Accountable Manager:	David Blurton – Chief Executive Officer
Legislation	Local Government Act 1995 (Division 2) & Local Government (Administration Regulations)
File Number:	GOV/049
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

To make a determination as to the meeting dates in 2020.

Officer's Recommendation:

That Council;

- 1) *recommences Council business in the New Year with a Full Council Meeting on Tuesday, 28 January 2020;*
- 2) *give local public notice of the meeting dates as per Table 1.*

Background:

As per the previous year the Full Council Meetings are held every three weeks on a Tuesday of each month. The first meeting in January 2019 will be the fourth Tuesday of the month – 28 January 2020. It is recommended, as in previous years, the meeting held in December is held on the second Tuesday of the month – 15 December 2020.

Statutory and Policy Implications:

Local public advertising through the Collie Mail newspaper is required.

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

Under Council's Policy, Council is required to inform the public of any changes in meeting dates/times – this is also prescribed by the Local Government Act 1995. Should the Council resolve to make alterations as suggested, the staff will place advertisements within the Collie Mail newspaper and on the Council and Public Library notice boards.

Strategic Plan Implications:

N/A

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Comment:

The process as outlined above has not caused any difficulties in previous years and it gives Councillors and staff an opportunity to enjoy the Christmas/New Year break without the rush of meeting attendances and deadlines. With respect to the January and December meetings it is proposed that they be held on Tuesday 28 January 2020 and Tuesday, 15 December 2020 respectively.

The schedule of meeting dates for 2020 therefore is as listed below:

TABLE 1

28 January 2020	14 July 2020
18 February 2020	4 August 2020
10 March 2020	25 August 2020
31 March 2020	15 September 2020
21 April 2020	6 October 2020
12 May 2020	27 October 2020
2 June 2020	17 November 2020
23 June 2020	15 December 2020

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12. CORPORATE SERVICES REPORTS

12.1 Community Small Grants Fund Round One 2019/20

Reporting Department:	Corporate Services
Reporting Officer:	Tamsin Emmett – Community Development Officer
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	WA Local Government Act (1995)
File Number:	GAS/017
Appendices:	Yes (provided separately) and Appendix 5
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider applications received and allocate funding from the Shire of Collie Community Small Grants Fund, Round One 2019/20.

Officer's Recommendation:

That Council allocate the following amounts from the 2019/20 Community Small Grants Fund:

- Collie Racing Drivers Association Inc.	\$5,000
- WAERA Inc.	\$1,160
- Horsepower Inc.	\$1,200
- Collie Cricket Club Inc.	\$5,000
- Our Community Garden Inc	\$1,995

Background:

Council has recently reviewed its Community Small Grants Policy and this can be found at Appendix 5.

A total of seven applications were received for Round One of the 2019/20 Shire of Collie Community Small Grants Fund, with all seven applications for funding up to \$5,000.

The total amount of funds requested through the eligible applications is \$27,695. A copy of all applications received was sent to Councillors on 4 November 2019.

Applications were assessed independently by staff members resulting in the ranking of applications as shown in the table below.

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APPLICANT	PROJECT NAME	AMOUNT REQUESTED	ESTIMATED PROJECT TOTAL	RANK
Collie Racing Drivers Assoc. Inc.	360 Sprintcar State Champs	\$5,000	\$22,260	1
WAERA Inc.	Tom Quilty Cup	\$5,000 See Comment*	\$199,612.70	2
Horsepower	Riding Safety Helmet Project	\$1,200	\$1,200	3
Collie Cricket Club Inc.	Practice Wicket Upgrade	\$5,000	\$23,185	4
Our Community Garden	Compost Bays	\$1,995	\$2995	5
Collie River Valley Little Athletics Club Inc.	New Storage Shed	\$4,500	\$6,916	6
Collie Heritage & Menshed Group Inc.	"Collie Streets" Research & Book Project	\$5,000	\$28,850	7

At the meeting held 17 April 2018, Council also resolved:

7769 - To direct the Policy Review Committee to develop a policy and review the assessment criteria weightings of the Community Small Grants Round and invite the applicants to address Council to support their applications should they wish.

Consequently, all proponents have been invited to attend this meeting of Council in order to address Council in support of their application.

Statutory and Policy Implications:

Applicants have been processed in accordance with policy CS 3.18

Budget Implications:

The recommended allocation of \$14,354 in this round allows for \$15,646 to be allocated in round two to remain within budget.

2019/20 Budget Allocation:	\$30,000
<u>Round One recommendation for funding:</u>	<u>\$14,354</u>
<u>Balance remaining for Round Two:</u>	<u>\$15,646</u>

Communications Requirements: (Policy No. CS 1.7)

The community small grants opening date was advertised in the Collie Mail, on the Shire website and Facebook page. Printed versions of the grant applications were available from the Shire office.

Notification will be required to all applicants on the success or otherwise of their application.

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Strategic Community/Corporate Business Plan Implications:

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

1.2 Participation in sport, recreation and leisure opportunities.

1.3 An active and supportive community

Relevant Precedents:

Council has allocated community grants previously, the most recent allocations being at its meeting held 26 March 2019:

8088 - That Council allocate the following amounts from the 2018/19 Community Small Grants Fund:

-	<i>PARKRUN Inc</i>	<i>\$3100</i>
-	<i>Collie Festival Committee Inc.</i>	<i>\$2000</i>
-	<i>Collie BMX Club Inc.</i>	<i>\$2000</i>
-	<i>Investing in Our Youth.</i>	<i>\$2000</i>
-	<i>Collie Cricket Club</i>	<i>\$2000</i>
-	<i>Chamber of Commerce</i>	<i>\$2000</i>
-	<i>Collie Golf Club</i>	<i>\$2000</i>

Comment:

The Officer's Recommendation is based on the rankings of the applications by staff assessed against the Selection Criteria and the available funds. Comments from staff are provided below for each application.

Applicant	Comment/Strategic Alignment
1 Collie Racing Driver Assoc.	This event will bring visitors to Collie, provide opportunities for local businesses and fans. The C.R.D.A has raised a substantial amount towards the project already. In alignment with the strategic plan # 1.1,1.2,1.3, 2.3.
2 WAERA	Council may wish to become a sponsor for three Tom Quilty Buckles and the Best Condition Award as WAERA has already been the recipient of a \$5000 Community Grant in Round One 2018/19 towards this event. This will give the Shire an active and visible contribution to the event. In alignment with the strategic plan # 1.1, 1.2,1.3,1.4,1.5,2.3
3 Horsepower	This inclusive centre will be more accessible for all by being able to provide top safety equipment to its clients. In alignment the strategic plan # 1.1,1.2,1.3, 1.4,1.5, 2.3.
4 Collie Cricket Club	Enhancing a Shire owned facility and providing a quality training facility. Will encourage physical activity amongst members and the wider community. An active club with increasing membership. Actively raising funds to cover the majority of costs. In alignment the strategic plan # 1.1,1.2,1.3,1.4,1.5, 2 2.3.

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- | | | |
|---|---|--|
| 5 | Our Community Garden | Further enhancing the garden and providing another way of dealing with waste. Education opportunities available at an indigenous resource. In alignment the strategic plan # 1.1,1.2,1.3, 2.3,3.3 |
| 6 | Collie River Valley Little Athletics Club | Perhaps the club could look at alternatives, the access could be made better using their community works allocation. Having a shed in the velodrome area may be susceptible to vandalism and break-ins. In alignment the strategic plan # 1.1,1.2,1.3. |
| 7 | Collie Heritage & Menshed Group | Application can no longer be considered due to the disbanding of the applying group. |

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12.2 Microfilm Reader

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation:	WA Local Government Act (1995)
Appendices:	Yes – Appendix 6
File Number:	
Voting Requirements:	Absolute Majority

Report Purpose:

For Council to consider approval of the purchase of a microfilm reader for the Collie Public Library.

Officer's Recommendation:

That Council by ABSOLUTE MAJORITY authorise the use of funds from T143 and T146 for the purchase of a microfilm reader for the Collie Public Library.

Background:

Council holds two trust accounts:

- T143 (balance \$9,857) which was established with seed funding of \$3,196.75, has funds accumulated from the sale of the 100 Years of Collie Coal and One Day in Collie books between the years of 1997 and 2005 and interest earnings over the period 1997 to 2019.
- T146 (balance \$6,664) which was also established in 1991 and has funds accumulated from Council's contribution to the Local History Studies unit at the Collie Public Library, sales of the two books mentioned above, and interest earnings from 1997 to 2019.

The funds may be expended for a purpose approved by the groups for whom the trust funds were established. No transactions other than interest earnings have occurred for T143 since 2009 when one book was purchased, and for T146 since 2007 when a photocopier was purchased for Mrs Jan Wallace. The 100 Years of Coal Book Project Committee formed in 1995 no longer exists.

The Coalfields Museum and Historical Society, the Collie Family History Society and the Local History Studies unit of the Collie Public Library are the current representative groups for preserving and making available the history of Collie, and all have indicated support for the purchase of the microfilm reader (see Appendix 6). The material will be useful to the RSL, the various heritage groups, sporting and religious organisations, schools and those researching Collie's history. A request was also made to Council at last year's Annual Meeting of Electors to replace the library machine.

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The Collie Public Library microfilm reader has been out of commission for some years and is unable to be repaired. Material valuable to the history of Collie is stored on microfilm and the new machine would enable staff and volunteers to convert the material to searchable pdf files that can be made available online.

The microfilm reader would be based in the Local History Studies unit at the Collie Public Library where it would be available for use by library staff, community organisations and individuals. While the machine is small enough to be moved this is not desirable and may damage the machine. It would be necessary to consider insurance if taken offsite, while dust and temperature may also be an issue as these will affect the quality of the digital file.

Statutory and Policy Implications:

Nil

Budget Implications:

The cost of microfilm reader is \$13,990 plus freight, and this cost would be covered by the funds in the trust accounts.

Communications Requirements: (Policy No. CS 1.7)

Advice to stakeholders that the machine is available.

Strategic Community/Corporate Business Plan Implications:

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

Outcome 1.3 An active and supportive community

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

Relevant Precedents:

Nil

Comment:

There is a demand from community groups and members of the public for access to the information that is stored on the microfilm collection at the library. The use of trust funds to purchase the microfilm reader would provide a valuable library service and complement the work being done by the Coalfields Museum and Historical Society and the Collie Family History Society.

To engage a digital conversion company to have the microfilm processed would be at a cost of \$100-\$180 per reel. The Collie Local Studies unit of the Collie Public Library has approximately 70 microfilms, more than 1000 negatives and more than 5000 photos which need to be digitally converted, so purchase of a reader for the library is more viable than paying per reel for the service. More material that can be digitised is stored at the museum. The preferred machine is an ST Viewscan 4 that is used at the State Library and State Records office, and which can convert a variety of material to digital files.

The Collie Mail from 1908 to 1986 is recorded on microfilm which is deteriorating, and the purchase of a microfilm reader would allow access for people undertaking research to historical items that are fragile without damage potentially occurring.

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12.3 Request to hold fundraising day at Mineworkers Memorial Swimming Pool

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	N/A
File Number:	RCS/002
Appendices:	Yes – Appendix 7
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider a request from the Collie Swimming Club to waive fees for the purpose of holding a fundraising event at the Collie Mineworkers Memorial Swimming Pool.

Officer's Recommendation:

That Council authorise the waiving of entrance fees and hire fees for inflatable equipment at the Collie Mineworkers Memorial Swimming pool to allow the Collie Swimming Club to hold a fundraising event.

Background:

The Collie Swimming Club (the Club) has written to the Shire requesting permission to hold a fundraising event at the Collie Mineworkers Memorial Swimming Pool on Saturday 14 December between the hours of 10.00am and 2.00pm (Appendix 7).

The Club is asking that pool entrance fees and hire fees for inflatable equipment be waived during this time. Instead of paying fees, persons attending would make a donation, with all funds raised going to the Shepherd family.

Members of the Club will assist pool managers with supervision and activities on the day.

Statutory and Policy Implications:

N/A

Budget Implications:

There would be minor loss of revenue incurred during the 4 hours of the fundraising event.

Communications Requirements: (Policy No. CS 1.7)

The Club will be informed of the Council decision. The Club and the Shire would promote the event.

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Strategic Community Plan/Corporate Business Plan Implications:

Goal 1 Our Community A thriving, supportive and safe community

Outcome 1.3 An active and supportive community

Relevant Precedents:

N/A

Comment:

This proposed event is one of a series that have taken place or are planned to occur in support of the Shepherd family following the injury of a family member earlier this year. Liam Shepherd was a member and coach with the Collie Swimming Club and a junior employee at the pool with the Shire of Collie.

Many sporting clubs are able to hold events within their own grounds, but in this case the Club operates from a Shire facility and wish to hold the event at that location. The Club has liaised with the Pool Managers and staff who are all supportive of this event.

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12.4 CBD Mural Project

Reporting Department:	Corporate Services
Reporting Officer:	Dionne Hooyberg – Events Officer
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	N/A
File Number:	EDV/080
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider the allocation of an additional \$4500 (\$6000 total) for the completion of the Collie CBD Mural Opportunity project.

Officer's Recommendation:

That Council increase the allocated \$1500 seed funding from the Economic Development fund to an amount of \$6000 to engage artist Jacob Butler for the Collie CBD Mural opportunity and workshop.

Background:

At the meeting of council on 22 January 2019 Council moved to Adopt the Recommendations of the Economic Development Advisory Committee. Council resolved in motion #8030 that Council:

10.4.1 Call for expressions of interest for a group to instigate the CBD revitalization projects, beginning with an interactive artwork in Forrest St as suggested in the CBD Walkabout session. Allocate \$1,500 seed funding for the successful group.

Following the adoption of minutes from the EDAC meeting on the 13 December 2018 expressions of interest to form a voluntary creative group interested in revitalising the CBD were called for in the Collie Mail.

On the 14 May 2019, those who expressed interest in the CBD revitalisation project were informed that the project had been re-launched as Energise Collie and were invited to join a Facebook group of the same name. The group was invited to attend a session at the Goods Shed on Thursday, 4 July 2019 to be inspired by Mandurah Mayor Rhys Williams.

A call for quotes for the mural opportunity and workshop was published on the Shire of Collie website and Facebook page on the 26 August 2019. The opportunity was shared amongst many local, South West and Perth art pages. The opportunity was closed on 30 September 2019 with 6 submissions received as summarised in the table below.

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Artist	Cost	Inclusions
Nathan Hoyle	\$2,800	2 hours community consultation, 2 hours revision of design, install artwork including materials. Further revision charged at \$65/hour.
Rachel Kucera	\$5,850	Initial consult with stakeholders and community, design submission prior to commencement, all materials.
Shakey	\$6,000	Concept design including community consultation and workshop, research and workshop facilitation for design development, project management and materials.
Marion Le Crayon	\$9,800	Concept presented of megaphone that people could pretend holding
Mehdi Rasulle	\$49,000	Interactive 'pin art' sculpture, includes everything from fabrication to installation.
Peta Roebuck	-	Two concepts described and consultation with Nyungar elders, Ngalang Boodja and Mila Foundation. Community to be involved through a 'colour by numbers' approach.

Statutory and Policy Implications:

Nil

Budget Implications:

An allocation of a further \$4500 (total \$6000) from the Economic Development account which has a current balance of \$72,891.31.

Communications Requirements:

Advise respondents of the Council decision and invite the Energise Collie group to participate in or observe the project.

Strategic Plan Implications:

Goal 2 Our Economy: *A strong diversified economic base driven by a range of business and employment opportunities*

Strategy 2.3.3 Support local and regional tourism destination management and marketing initiatives that provide local tourism growth

Relevant Precedents:

Nil

Comment:

Of the 6 submissions received, Artist Jacob Butler (trading as Shakey) provided the most considered quote with an appropriate budget. Members of the Energise Collie group will be invited to participate or observe a workshop with the Artist. The workshop will instruct participants on best practice for research and concept development, paint application and wall preparation.

An artwork by Jacob 'Shakey' Butler recently raised \$20,000 for Telethon and received media attention – see <https://thewest.com.au/news/telethon/fremantle-artist-jacob-shakey-butlers-stunning-artwork-raises-20000-for-telethon-ng-b881364967z>

The recommended artist provides community consultation and community workshops that will engage with the Energise Collie group and build capacity for further mural development by community members.

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12.5 Accounts Paid – September 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 8
Voting Requirement	Simple Majority

Report Purpose:

To present the accounts paid during the month of September 2019.

Officer’s Recommendation:

That Council accepts the Accounts as presented in Appendix 8 being vouchers 3202-3203 & 416661-41667 totalling \$1,863.90 and direct payments totalling \$985,349.82 authorised and paid in September 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	2019/20		
	Cheques	Electronic Transfer	Total Payment
July	\$458.65	\$832,384.94	\$832,843.59
August	\$1,629.84	\$1,189,189.01	\$1,190,818.85
September	\$1,863.90	\$985,349.82	\$987,213.72
October			
November			
December			
January			
February			
March			
April			
May			

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June			
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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 8.

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12.6 Financial Report – September 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 9
Voting Requirement	Simple Majority

Report Purpose:

This report provides a summary of the Financial Position for the Shire of Collie for the month ending September 2019.

Officers Recommendation:

That Council accept the Financial Report for September 2019 as presented in Appendix 9.

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 9.

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 9 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 Income by Program

1. Law, order and public safety is over budget by \$16,113 mainly due to the Community Emergency Services Contribution for June 2019 from DFES were not received till August 2019.
2. **Transport is \$125,845 over budget mainly due to the Roads to Recovery Grant was received earlier than expected.**
3. **Other property and services are \$10,318 over budget as the plant allocation is yet to be completed for July 2019, August 201 and September 2019.**

Operating Expenditure by Program

4. All the programs are under budget as admin allocation, plant allocation and depreciation have not been processed for July 2019, August 2019 and September 2019. These will remain outstanding until the 2018/19 Annual Report has been finalised.

Operating Income by Nature and Type

5. **Operating grants and subsidies are under budget by \$414,659 as the quarterly payment for the Financial Assistance grants were not received till October 2019.**
6. Contribution and reimbursements are \$90,212 over budget due to the heritage upgrade scheme revenue from the verandah improvement of 115 Throssell Street has been received (which was unbudgeted for), workers compensation reimbursement received earlier than expected and the June 2019 Community Emergency Services Contribution from DFES.

Operating Expenditure by Nature and Type

7. Utility charges is \$37,833 under budget due to timing of the payments.
8. Depreciation is under budget due to depreciation is yet to be processed for July 2019, August 2019 and September 2019.
9. Insurance expenses is over budget due to the timing of some of the insurance payments.

Non-Operating Revenue and Expenditure Nature and Type

10. **Non-operating grants and subsidies are \$126,094 over budget mainly due to the Roads to Recovery Grant was received earlier than expected.**

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12.7 Adoption of 3D printing fee (Collie Public Library) for 2019/20

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:	No
Voting Requirements:	Absolute Majority

Report Purpose:

For the Council to adopt a new Council fee for 3D printing at the Collie Public Library for the 2019/20 financial year.

Officer's Recommendation:

That Council adopts by an ABSOLUTE MAJORITY the following fees for 3D printing at the Collie Public Library as per below:

- *3D printing setup fee (includes 1-hour printing time in standard colour)- \$10*
- *3D Additional print hours or part thereof - \$3 per hour*

Background:

Council purchased a 3D printer as part of a grant received for Get Online Week. There has been interests from the public to use the printer.

Statutory and Policy Implications:

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

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.

Budget Implications:

The proposed fees will be an additional income to Council; however, the budget implication cannot be quantified as it's a new service.

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Communications Requirements: (Policy No. CS 1.7)

Press release will be completed after adoption on 12 November 2019. Upon approval from Council a printing guidelines and form will be developed.

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:

Nil

Comment:

The 3D printer will be used for various library events such as science week. The proposed fees are in line with other public library charges (outlined below):

- City of Swan: \$5 for the first hour and \$2.50 per hour after
- Margaret River: \$4 per hour, with a maximum of 4 hours
- Armadale: \$10 for the first hour, and \$3 per hour after.
- Belmont (NSW): \$1.30 per 10 minutes

There no other 3D printing that staff are aware in Collie.

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12.8 Local Government Insurance Scheme (LGIS) 2019 Surplus Distribution

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:	No
Voting Requirements:	Simple Majority

Report Purpose:

For the Council to resolve to seek a refund for the LGIS 2019 surplus distribution.

Officer's Recommendation:

That Council resolves to seek a refund for the 2019 surplus distribution from LGIS and refer it to the 2019/20 mid- year budget review.

Background:

Council insurance scheme is provided by LGIS which is a service provided by Western Australia Local Government Association (WALGA). The insurance scheme covers property insurance, workers compensation, public liability etc.

The surplus this year is a consequence of a lower than anticipated number of claims in Property and WorkCare; a better than expected performance in investments; and a reduced requirement of the capital needed to be carried by the Scheme.

Council received an email in October 2019 to decide how the surplus is spent. The surplus can either be refunded or the funds can be retained by LGIS to offset Council's 2020/21 insurance contribution or LGIS to hold the amount in trust for risk mitigation activities.

Statutory and Policy Implications:

Nil

Budget Implications:

Income of \$33,829.

Communications Requirements: (Policy No. CS 1.7)

To contact LGIS of Council's decision.

Strategic Community Plan/Corporate Business Plan Implications:

KEY OBJECTIVE 5.0

Our Business

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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:

Nil

Comments:

WALGA has written to Council to advise of the surplus and requested that Council advise whether the surplus be paid in cash or held in credit to reduce next years premiums. Staff recommends accepting a cash payment now

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13. DEVELOPMENT SERVICES REPORTS

13.1 Extended Retail Trading Hours – Summer 2019/2020

Reporting Department:	Development Services
Reporting Officer:	Robert Quinn – Shire Planner
Accountable Manager:	Andrew Dover - Director Development Services
Legislation	Retail Trading Hours Act 1987
File Number:	EDV/012
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider a proposal for change to the approved extended retail trading hours for Collie over the summer period.

Officer's Recommendation:

That Council supports the recommendation of the Collie Chamber of Commerce and Industry and authorises Council staff to make a formal application to the Minister for Commerce for 2019/2020 summer period for extended retail trading hours for the Shire of Collie as per Table 2.

Background:

Collie has as a standing approval from the Minister for Commerce to trade between the following hours:

TABLE 1

Day	Normal Trading Hours
Mondays, Tuesdays, Wednesdays and Fridays	8.00 am - 8.00 pm
Thursdays	8.00 am to 9.00 pm
Saturdays	8.00 am to 5.00 pm
Sundays	11.00 am to 5.00pm

Staff have liaised with the Collie Chamber of Commerce and Industry (CCCI) with regard to extending the retail trading hours over the 2019/20 summer period. The Chamber have advised Council that it has surveyed its members regarding extended hours and based on the feedback received recommends extensions to trading hours for Collie as per Table 2.

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TABLE 2

Day	Dates (2019/20)	Christmas trading hours recommended by CCCI
<i>Wednesday - Friday</i>	<i>2 - 6 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Saturday</i>	<i>7 Dec</i>	<i>7.00 am – 6.00 pm</i>
<i>Sunday</i>	<i>8 Dec</i>	<i>8.00 am – 6.00 pm</i>
<i>Monday - Friday</i>	<i>9 - 13 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Saturday</i>	<i>14 Dec</i>	<i>7.00 am – 6.00 pm</i>
<i>Sunday</i>	<i>15 Dec</i>	<i>8.00 am – 6.00 pm</i>
<i>Monday - Friday</i>	<i>16 - 20 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Saturday</i>	<i>21 Dec</i>	<i>7.00 am – 6.00 pm</i>
<i>Sunday</i>	<i>22 Dec</i>	<i>8.00 am – 6.00 pm</i>
<i>Monday</i>	<i>23 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Tuesday</i>	<i>24 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Wednesday</i>	<i>25 Dec (Christmas Day)</i>	<i>CLOSED</i>
<i>Thursday</i>	<i>26 Dec (Boxing Day)</i>	<i>8.00 am – 6.00 pm</i>
<i>Friday</i>	<i>27 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Saturday</i>	<i>28 Dec</i>	<i>7.00 am – 6.00 pm</i>
<i>Sunday</i>	<i>29 Dec</i>	<i>8.00 am – 6.00 pm</i>
<i>Monday</i>	<i>30 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Tuesday</i>	<i>31 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Wednesday</i>	<i>01 Jan (New Year's Day, 2020)</i>	<i>8.00 am – 6.00 pm</i>
<i>Monday</i>	<i>27 Jan (Australia Day, 2020)</i>	<i>8.00 am – 6.00 pm</i>

Statutory and Policy Implications:

Ministerial approval is required in accordance with the *Retail Trading Hours Act 1987*.

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

There was a requirement to consult with appropriate stakeholders eg Chamber of Commerce and Industry.

Once Ministerial approval is obtained the Council will inform local traders and the public generally of all the approved extended trading hours

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Strategic Plan Implications:

4.0 Our Economy

Our Goal:

To promote a strong and diversified economic base, providing a range of business and employment opportunities.

Relevant Precedents:

Each year the Minister for Commerce approves retail trading hours over Christmas and New Year periods. In recent years, after consultation with the Chamber of Commerce and Industry the Shire of Collie has generally applied for extended trading hours over Christmas.

Comment:

The Christmas Pageant is an annual event held on the 21 December 2019 and one which the local community looks forward to and therefore as in previous years the Chamber of Commerce and Industry has requested that there be extended trading for that evening.

The Collie Chamber of Commerce and Industry has recommended that trading be permitted as per Table 2. The added attraction and convenience of having retail outlets open is important and the Council can therefore support an application for Ministerial approval on the basis that the request is good for the community and good for the local economy.

It is recommended that Council support the Chamber of Commerce in their request for alterations to the standard package of extended trading hours.

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13.2 Oversize Shed – 33 Raymond Street Collie

Reporting Department:	Development Services
Reporting Officer:	Robert Quinn – Shire Planner
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	Planning and Development Act 2005
File Number:	A420
Appendices:	Yes - Appendix 10 & 11 P047/19
Voting Requirement	Simple Majority

Report Purpose:

To seek Council Approval for an Outbuilding (Shed) pursuant to clause 5.7.1 of the Local Planning Scheme in the Residential zone for an over height shed under Local Planning Policy: Outbuilding Control.

Officer's Recommendation:

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

1. *Grant approval to D Chapman for the development of an Outbuilding (Shed) at 33 Raymond Street Collie subject to the following conditions:*
 - a) *At all times, the development the subject of this planning approval must comply with the definition of 'outbuilding' as contained in State Planning Policy 3.1 Residential Design Codes.*
 - b) *All development shall be in accordance with the approved development plans (attached) which form part of this planning approval.*
 - c) *This planning approval will expire if the approved development has not substantially commenced within two (2) years from the date of issue of the approval, or, within any extended period of time for which the Shire of Collie has granted prior written consent.*
 - d) *Before the development is occupied, all external surfaces of steel cladding must be painted and/or finished to the satisfaction of the Shire of Collie.*

Background:

An application has been received for a 12m X 9m shed with a wall height of 3.822m at 33 Raymond Road. Raymond Road is zoned Residential R15, and 1619m² in area.

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A decision of Council is required for this application as the proposal seeks to vary the Outbuilding over height requirements for a lot zoned Residential as this proposal is not consistent with the Local Planning Policy 2.1 clause 6.1. See Appendix 10 & 11 Plans

Council at its meeting on the 10 September 2019 approved this shed with a one metre setback from the eastern boundary of the lot. The applicant has now requested that the shed be relocated to a one metre setback from the western boundary. This relocation is not as result of neighbour consultation, rather ease of vehicular access.

Motion #8246

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

- 1. Grant approval to D Chapman for the development of an Outbuilding (Shed) at 33 Raymond Street Collie subject to the following conditions:**
 - a) At all times, the development the subject of this planning approval must comply with the definition of 'outbuilding' as contained in State Planning Policy 3.1 Residential Design Codes.**
 - b) All development shall be in accordance with the approved development plans (attached) which form part of this planning approval.**
 - c) This planning approval will expire if the approved development has not substantially commenced within two (2) years from the date of issue of the approval, or, within any extended period of time for which the Shire of Collie has granted prior written consent.**
 - d) Before the development is occupied, all external surfaces of steel cladding must be painted and/or finished to the satisfaction of the Shire of Collie.**
 - e) After consultation with the neighbours and that no objections are raised.**

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Statutory and Policy Implications:

Local Planning Scheme No. 5

10.2 Matters to be Considered

(f) any Local Planning Policy adopted by local government under clause 2.4...;

(i) the compatibility of a use or development with its setting;

(o) the relationship of the proposed development on adjoining land or on other land in the locality, including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;

(y) any relevant submissions received on the application;

The proposal does not materially contravene the Aims or Objectives of the LPS contained in Clauses 1.6 and 4.2.

State Planning Policy 3.1 - Residential Design Codes

5.4.3 Outbuildings (Design Principles)

Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.

Local Planning Policy: Outbuilding Control

6.6.1 Maximum Wall Height

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On lots zoned Residential and on all other zoned lots where the site area is less than 2020m², a maximum wall height of 3.5 metres applies.

The proposed shed has a wall height of 3.822m which is 0.322m higher than the policy permits.

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

Consultation has occurred with the adjacent neighbours and they have no objection to the proposal. See Appendix 10 for consultation.

This proposal will have minimal, if any, impact on the neighbours.

Strategic Community Plan/Corporate Business Plan Implications:

Goal 3: Our Built Environment

Outcome 3.1 Appropriate Land Use, Development and Conservation of Heritage;

Strategy 3.1.1: Ensure appropriate Planning Controls for land use and development through the administration of the local planning scheme and strategies.

Relevant Precedents:

Council has previously approved this shed at its 10 September 2019 in a different location.

Council approved an over height Outbuilding at its December 2018 meeting located at 178 Steere Street, Minute (#7990). This outbuilding had an over height ranging from 0.5m to 1.162m greater than the policy permitted.

Comment:

The proposed shed will have minimal, if any, impact on the adjoining landowners.

The proposal does not detract from the streetscape or the visual amenity of residents or neighbouring properties and, as such, is considered to meet the requirements of the R-Codes.

It is recommended that Council support the officer's recommendation and conditionally approve the Outbuilding.

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13.3 House Extension into Front Setback Area

Reporting Department:	Development Services
Reporting Officer:	Robert Quinn – Shire Planner
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	Planning and Development Act 2005
File Number:	A5133
Appendices:	Yes – Appendix 12 (Site Plan)
Voting Requirement	Simple Majority

Report Purpose:

To seek Council Approval for the construction of a house extension in the front setback area as required by Clause 5.7.1 of the Local Planning Scheme No. 5 (LPS) in in the 'Rural Residential' zone.

Officer's Recommendation:

That Council, pursuant to the provisions of the Planning and Development Act 2005, hereby resolves to grant approval to Cameron and Sarah Bourne for a house extension at 7 McManus Road Allanson within in the front setback area subject to the following conditions:

- 1. At all times, the development the subject of this planning approval must comply with the definition of ' Dwelling ' as contained in State Planning Policy 3.1 Residential Design Codes.*
- 2. All development shall be in accordance with the approved development plans (attached) which form part of this planning approval.*
- 3. This planning approval will expire if the approved development has not substantially commenced within two (2) years from the date of issue of the approval, or, within any extended period of time for which the Shire of Collie has granted prior written consent.*

Background:

An application has been received to construct a dwelling extension into a portion of the front setback area of 7 McManus Road Allanson. The proposed dwelling extension will encroach into the front setback area by 8 metres, leaving a distance of 12 metres to the front boundary for a section of the front setback area. The area of encroachment is approximately 25m². See Appendix 12

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Number 7 McManus Road is zoned 'Rural Residential' and approximately 6800m² in area.

A decision of Council is required for this application as the proposal seeks to vary the setback requirements for the 'Rural Residential' zone which are provisions set out in the LPS under clause 5.9.5 (i)(i). Under clause 5.7.1 a decision of Council is required for a proposal that does not comply with the prescribed standard. A 20 metre front setback is required for this buildings in this zone with a lot area greater than 1 hectare.

Number 7 McManus Road



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Statutory and Policy Implications:

Local Planning Scheme No. 5

The subject lot is zoned Rural Residential (R-R7). The proposal has been assessed in accordance with the following clause(s) *of the Scheme*:

5.9.5 Rural Residential Zone

Building Setbacks

(i) *Where a lot does not have an identified building envelope, the following setbacks apply:*

(i) *For lots with an area greater than 1ha:*

Front: 20m

Side: 10m

Rear: 10m

10.2 Matters to be Considered

(f) *any Local Planning Policy adopted by local government under clause 2.4...;*

(i) *the compatibility of a use or development with its setting;*

(o) *the relationship of the proposed development on adjoining land or on other land in the locality, including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;*

(y) *any relevant submissions received on the application;*

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

The proposal meets the following policy objectives:

1. *Providing regular and consistent communication on Council's projects and activities to all stakeholders*
2. *Creating a positive and professional image for the Shire of Collie through open, transparent communication and increased awareness of Council's projects and activities*
3. *Fostering meaningful community consultation processes in Council's activities.*

Strategic Community Plan/Corporate Business Plan Implications:

Goal 3: Our Built Environment

Outcome 3.1 Appropriate Land Use, Development and Conservation of Heritage;

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Strategy 3.1.1: Ensure appropriate Planning Controls for land use and development through the administration of the local planning scheme and strategies.

Relevant Precedents:

On 6 May 2014 Council approved two sheds in the Rural Residential zone that were proposed with the specified side setback area as set out under clause 5.9.5 (i) (i) of the Scheme. Resolution No's 6394 & 6395.

Comment:

It is considered the proposal does not detract from the streetscape or the visual amenity of residents or neighbouring properties due to the rural nature of the area. There is no compelling reasons why this proposal cannot or should not be supported. It is a relatively minor encroachment in the front setback area with no material impact on the streetscape.

For the reasons outlined previously, officers advise that the proposed development can be approved, subject to conditions shown above.

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14. TECHNICAL SERVICES REPORTS

14.1 Coalfields Highway – Prinsep St Intersection Upgrade

Reporting Department:	Technical Services Department
Reporting Officer:	Brett Lowcock- Director of Technical Services
Accountable Manager:	David Blurton – Chief Executive Officer
Legislation	Local Government Act 1995 – Section 3.57 Local Government Function (Function & General) Regulations 1996
File Number:	
Appendices:	Yes – Appendix 13
Voting Requirement	Simple Majority

Report Purpose:

To update Council with the analysis undertaken by Main Roads on the Coalfields Hwy – Prinsep Street intersection upgrade

Council Recommendation:

That Council;

- 1. endorse the Main Roads recommendation for Traffic Signals to be the preferred long-term solution for the intersection upgrade of the Coalfields Highway and Prinsep Street intersection.*
- 2. note that further development and delivery of this project will be subject to Main Roads receiving additional funds which may be more than 10 years away based on current crash statistics at the intersection when compared to other high priority safety projects across the State.*
- 3. request Main Roads to work with Shire staff to continue to investigate other lower cost modifications in the meantime to improve road safety.*

Background:

A Road Safety Audit along Throssell St was undertaken by Main Roads in 2014 which raised concerns regarding the layout of the Prinsep St intersection.

This motion was previously presented to Council on 9 September 2014.

Motion #6524

That Council defers items 1-2 - Prinsep St Intersection to allow for Main Roads and staff to investigate alternative options in light of the change in speed zones to 40km per hour through the intersection.

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Around this time the speed limit along Throssell St was reduced to 40km/hr based on a number of safety issues along Throssell St including the Prinsep St intersection. Line marking and pedestrian ramps were also improved significantly to make it safer for cyclists and pedestrians to cross the intersection.

Statutory and Policy Implications:

Nil

Budget Implications:

Liaison with Main Roads on matters such as this are covered by the existing Technical Services budget and there are no specific project funds for this project.

Communications Requirements: (Policy No. CS 1.7)

Nil

Strategic Plan Implications:

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

OUTCOME 3.5 – A sustainable asset and infrastructure base.

Strategy 3.5.4: Develop and implement long-term asset management plans for all Council assets

Relevant Precedents:

Nil

Comment:

Since the speed limit along Throssell Street was reduced to 40km/hr in 2014 and the line marking was improved at the intersection, there has been a significant decrease in the both the amount and severity of crashes at the Prinsep St intersection.

Year	Total Reported Crashes	Crashes requiring medical attention
2014	2	1
2015	2	
2016	1	1
2017	2	
2018	0	
TOTAL	7	2

By comparison, in the five (5) years prior to 2014, a total of 14 crashes were recorded at the intersection.

Main Roads staff have worked with Shire Staff over the past few years to investigate a long-term safety upgrade with both traffic signals and a large roundabout considered. Main Roads presented these finding to Council via a workshop on 10 September 2019, and a subsequent letter as attached received on 30th October 2019 confirms Main Roads preference for a signalised intersection.

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14.2 Collie LIA – Direct Access Road

Reporting Department:	Technical Services Department
Reporting Officer:	Brett Lowcock- Director of Technical Services
Accountable Manager:	David Blurton – Chief Executive Officer
Legislation	Local Government Act 1995 – Section 3.57 Local Government Function (Function & General) Regulations 1996
File Number:	
Appendices:	Yes – Appendix 14 & 15
Voting Requirement	Simple Majority

Report Purpose:

To brief Council on feedback from stakeholders regarding the proposed direct access road from Coalfields Hwy to the Collie Light Industrial Area (LIA) and consider future plans.

Council Recommendation:

That Council

- 1. note the considerable barriers and associated costs that would be associated with developing a direct access road from Coalfields Hwy to the Collie Light Industrial Area (LIA).*
- 2. defer plans to develop a direct access road from Coalfields Hwy to the Collie Light Industrial Area (LIA) until such time that an economic case is justified.*

Background:

A number of road alignment options have now been considered, and whilst subsidence from underground mining's is still an issue, there are also other factors that may determine a preferred alignment. Therefore, stakeholder consultation of the four options is recommended before any significant money is spent on detailed investigations or design.

Motion #6872

That Council:

- 1. Receive the plan showing the four (4) concept alignment options prepared by Executive Manager Technical Services.**
- 2. Authorise staff to liaise with relevant bodies including but not limited to, Department of Mines, Department of Parks and Wildlife, Department of Water, Main Roads WA, Brookfield Rail, with the aim of suggesting a preferred alignment.**
- 3. Request Executive Manager Technical Services to report back to Council with a preferred option for Council endorsement before undertaking detailed design.**

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Staff wrote to all major stakeholders in 2015 and received replies from most agencies within a few months. However, despite ongoing discussions with Main Roads their formal reply was only received on 9 October 2019.

Statutory and Policy Implications:

Nil

Budget Implications:

The 2019/20 Council budget includes an amount of \$44,230 held in trust for the purpose of developing the design for the LIA Direct Access Rd.

Communications Requirements: (Policy No. CS 1.7)

Nil

Strategic Plan Implications:

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

OUTCOME 3.5 – A sustainable asset and infrastructure base.

Strategy 3.5.4: Develop and implement long-term asset management plans for all Council assets

Relevant Precedents:

Nil

Comment:

Shire staff have received feedback on the proposed LIA access Road options 1 – 4 plus additional comment from Main Roads on two additional options 5 and 6 that were developed after initial consultation with Main Roads.

A summary of each stakeholder's feedback is provided below.

Department of Biodiversity, Conservation and Attractions (DBCA)

DBCA preference is to follow the existing track alignment utilised in either Options 1&2 and are not in favour of options 3 or 4 due to them both crossing wetlands and the impact a road would have on the wetland.

Department of Mines, Industry Regulation and Safety (DMIRS)

DMIRS noted in their reply that Options 1&2 traverse the underground workings of the Co-operative Old Colliery mine, whilst Options 3& 4 are in close proximity to Moira Colliery. They have suggested a detailed assessment by a Geotechnical Engineer before proceeding with any option. DMIRS has also indicated that all of the Options would not affect the ability to access remaining coal resources that could be mined using underground methods. However, their preference is Option 4 due to it providing the shortest route and hence least impact on existing mining leases.

Department of Water and Environmental Regulation (DWER)

The former Department of Environment Regulation (DER) provided no comment on the proposed options, however additional advice from the former Department of Water (DoW) indicated that they have no objection to Options 1&2 but are not supportive of Options 3&4 due to potential impact on the wetlands.

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Public Transport Authority

PTA are not in favour of Options 3 & 4 because their current policy does not allow for the creation of any new level crossings. They have also noted that the existing level crossing which forms part of Options 1& 2 is contained on land under the control of DBCA. and the Shire would need to seek approval from DBCA to transfer the ownership.

Main Roads Western Australia (MRWA)

Whilst consulting with Main Roads, a further two options (5 & 6) were added to the plans for consideration.

Option 5 is similar to Option 4 however there is a roundabout intersection created at the entrance to Wellington Heights estate. As pointed out by Main Roads this option would also cross the railway marshalling area and would therefore not be suitable for a level crossing. This would require a bridge to be constructed over the railway which would add significant costs to the project. However, this option would still impact the wetlands and would be opposed by DEWR and DBCA.

Option 6 is similar to Options 1&2 at Coalfields Highway, however there is a four-leg roundabout created with Harris River Rd and Patstone Road at the other end.

Main Roads preference is either Option 1,2 or 6 however they have highlighted that the intersection upgrade required at Coalfields Highway would require a right turn pocket which would impact on at least half of the parking at the cemetery.

In addition, based on current traffic counts there is less than one (1) Restricted Access Vehicles (RAV) accessing the LIA on a daily basis. MRWA believe that non-RAV vehicles will continue to access the LIA via Prinsep St due to the shorter distance. Hence, MRWA do not believe that there is an economic benefit in building the LIA Access Rd at this point in time.

Staff Comment

Staff have undertaken considerable consultation with all major stakeholders for the proposed LIA Direct Access Road. Options 3,4 and 5 should be discounted on environmental grounds as there is significant opposition to disturbing the wetlands. Options 1, 2 or 6 are preferred by Main Roads and PTA. However, based on current traffic volumes it would be difficult to justify the cost to construct the road and ongoing costs of maintaining the road and level crossing. The impact on parking at the cemetery is also problematic and would most likely receive opposition within the community. Therefore, staff recommend that Council defer any plans to construct the LIA Access Rd until such time that there is sufficient economic justification such as an increase in RAV vehicles requiring access to the LIA. In the meantime, heavy vehicles can continue to access the LIA via either Prinsep St or Patstone Road.

Glossary

RAV - Restricted Access Vehicle

A vehicle is classed as a Restricted Access Vehicle (RAV) if that vehicle alone or together with any load, exceeds one or more of the following limits:

- A mass limit as prescribed in Part 8 of the Road Traffic (Vehicle) Regulations 2014 ; or
- one of the following dimension limits:
 - a width of 2.5 metres;
 - a height of 4.3 metres;
 - a length of 12.5 metres in the case of a motor vehicle that is not part of a combination;
 - a length of 19 metres in the case of a combination; or
- any other dimension specified in the: Road Traffic (Vehicles) Regulations 2014 .

RAVs must only operate on roads approved by Main Roads, under either an order or permit.

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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

Audit Committee Minutes to be received by Council and recommendations to be considered.

17.1 Receipt of the Minutes of the Audit Committee

Recommendation:

That Council receives the minutes of the Audit Committee held on 11 November 2019.

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 16
- 'All Open' at Appendix 17

20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

20.1 Rates Recovery

21. CLOSE