



Shire of
Collie

MINUTES

of the

ORDINARY MEETING OF COUNCIL

held on

Tuesday, 12 November 2019

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Tuesday, 12 November 2019

Minutes of the Ordinary Meeting of the Collie Shire Council held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 12 November 2019 commencing at 7:01pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

PRESENT:

| | |
|------------------|-------------------------------|
| Sarah Stanley | Councillor (Presiding Member) |
| Ian Miffling JP | Councillor (Deputy Member) |
| Rebecca Woods | Councillor |
| Elysia Harverson | Councillor |
| Leonie Scoffern | Councillor |
| Joe Italiano | Councillor |
| Michelle Smith | Councillor |
| Brent White | Councillor |
| John Kearney | Councillor |
| David Blurton | CEO |
| Allison Fergie | Director Corporate Services |
| Brett Lowcock | Director Technical Services |
| Andrew Dover | Director Development Services |
| Hasreen Mandry | Finance Manager |
| Belinda Dent | CEO PA |
| Tamsin Emmett | Community Development Officer |

APOLOGIES: Gary Faries Councillor
Brett Hansen Councillor

GALLERY: Taylar Amonini - Collie Mail (left Chambers at 8.40pm)
Tony Briggs – Speedway (left Chambers at 7.25pm)
Bruce Ferguson, Verna Blackburne, Richard Summerfield and Anna Erikson - WAERA, Brian Kippin and Ute Kakenmeister - Little Athletics, Viv Marshall - Our Community Garden and Jamie Moloney - Collie Cricket Club. (left Chambers at 7.37pm.)
Alison Kidman and Tom Reardon - Coalfields Museum & Historical Research Centre. (left Chambers at 7.51pm)

- 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.

8303

Moved Cr Scoffern

Seconded: Cr Smith

That Council grant Leave of Absence for Cr Faries and Cr Hansen from this Ordinary Meeting of Council.

CARRIED 9/0

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2. PUBLIC QUESTION TIME

Nil

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

The Chief Executive Officer advised that Disclosures of Financial Interests had been received from Councillors/staff as listed below:

| Councillor/Staff | Agenda Item | Disclosure |
|-------------------------|--|--|
| Cr Italiano | Item 12.1 – Community Small Grants Item 12.2 – Microfilm Reader | Impartial – Member of the Mens Shed Impartial - President of the Coalfields Museum & Historical Research Centre |
| Cr White | Item 13.1 – Extended Trading Hours | Impartial – Chamber of Commerce Committee Member |
| Cr Woods | Item 13.1 – Extended Trading Hours Item 13.2 – Oversized Shed Item 20.1 – Disposal of Property | Financial – Employee of Collie Chamber of Commerce Impartial – Friend Impartial - Acquaintance |
| Cr Stanley | Item 12.1 – Community Small Grants | Financial – Supplier for Tom Quilty event |
| Cr Smith | Item 13.1 – Extended Trading Hours | Financial – Owner of a shop. |

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| Councillor/Staff | Agenda Item | Disclosure |
|------------------|----------------------------------|-----------------------|
| | Item 20.1 – Disposal of Property | Proximity - Neighbour |

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

Nil

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

There is one item to be discussed and closed to the public at Item 20.1.

7. **ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS**

Item 12.1 and Item 12.2 to be brought forward due to interest by attending persons.

Cr Italiano has declared an impartial interest and Cr Stanley has declared a Financial interest in Item 12.1.

Cr Stanley vacated the chair and left the room at 7.05pm

Cr Miffing assumed the chair.

8304

| | |
|--|------------------------------|
| Moved: Cr Italiano | Seconded Cr Harverson |
| That Council suspend Standing Orders. | |
| CARRIED 8/0 | |

Mr Briggs addressed the Council on behalf of the Speedway in relation to Item 12.1.

Mrs Erikson addressed the Council on behalf of WAERA regarding the Tom Quilty event application at Item 12.1.

Mrs Marshall addressed the Council on behalf of the Community Garden Group in relation to Item 12.1.

Mr Kippin addressed the Council on behalf of the Little Athletics Club in relation to Item 12.1.

Mr Briggs left the room at 7.25pm.

8305

| | |
|---|--------------------------|
| Moved: Cr Scoffern | Seconded Cr Smith |
| That Council resume Standing Orders. | |
| CARRIED 8/0 | |

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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 |

8306

Officer's Recommendation/Council Decision:

Moved: Cr Italiano

Seconded: Cr Kearney

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

| | |
|--|----------------|
| - Collie Racing Drivers Association Inc. | \$4,000 |
| - WAERA Inc. | \$5,000 |
| - Horsepower Inc. | \$1,050 |
| - Collie Cricket Club Inc. | \$4,000 |
| - Our Community Garden Inc | \$1,995 |
| - Little Athletic | \$3,600 |

CARRIED 8/0

Cr Stanley returned to the room at 7.37pm.

Cr Miffing vacated the chair.

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The following members of the gallery left Chambers at 7.37pm - Mr Ferguson, Mrs Blackburne, Mr Kippin, Mr Summerfield, Ms Kakenmeister, Mrs Marshall, Mr Moloney and Mrs Erikson.

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.

| 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.

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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.

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.

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| 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. |
| 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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Cr Italiano has declared an Impartial interest in Item 12.2.

8307

| | |
|--|-------------------------------|
| Moved: Cr Italiano | Seconded: Cr Harverson |
| That Council suspend Standing Orders. | |
| CARRIED 9/0 | |

Alison Kidman addressed Council in relation to Item 12.2.

8308

| | |
|---|---------------------------|
| Moved: Cr Woods | Seconded: Cr Smith |
| That Council resume Standing Orders. | |
| CARRIED 9/0 | |

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.

8309

| | |
|--|---------------------------|
| Moved: Cr Italiano | Seconded: Cr Woods |
| 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 to be housed in the upstairs section of the Library and to be reviewed as necessary. | |
| CARRIED 9/0 | |

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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.

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

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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.

Alison Kidman and Tom Reardon left Chambers at 7.51pm.

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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/Council Decision:

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.

LAPSED

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

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Budget Implications:

N/A

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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Mr Dover left the room at 7.57pm and returned at 7.59pm.

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.

8312

Officer's Recommendation/Council Decision:

Moved: Cr Harverson

Seconded: Cr Italiano

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.

CARRIED 9/0

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.

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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.

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.

8313

Officer's Recommendation/Council Decision:

Moved: Cr Scoffern

Seconded: Cr Smith

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.**

CARRIED 9/0

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 third 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

12.3 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.

8314

Officer's Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Smith

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.

CARRIED 9/0

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.

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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.

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.

8315

Officer's Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Scoffern

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.

CARRIED 9/0

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

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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.

| 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>

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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.

8316

Officer's Recommendation/Council Decision:

Moved: Cr Scoffern

Seconded: Cr Harverson

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.

CARRIED 9/0

The following questions were asked by elected members;

Cr Harverson – Page 5 – Eft27100 – Snap Send Solve \$4,988.50 – How well is this application used by the community? This question was taken on notice for staff to report to Council.

Cr Smith – Page 1 – Chq3202 – Shire of Collie \$780.00 – What was this? Staff advised that this is the closure of the Staff Football tipping trust account.

Cr Italiano – Page 7 - Eft27116 – Allering and Associates \$,8,181.88 – Expert Planning Witnesses, why was this required? Staff responded that this was required for the SAT hearing Lot 51 Patstone Rd.

Cr Italiano – Page 19 - Eft27212 – Slee Anderson and Pigeon Barristers and Solicitors \$2,656.30 – Was this required? Staff responded that this related to the drafting of a contract between the Shire of Collie and owners of 115 Throssell St to reinstate their verandah.

Cr Woods – Page 11 – Eft27316 – Hollywood Touch – Is this a requirement for Council to repair the fencing for the Cricket ground? Staff advised that the picket fence is outside the area of responsibility for the Cricket club under the cricket clubs lease.

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Cr Scoffern – Page 1 – Sep19 – Fines and Enforcement Fees \$630.00 – What are the fees for? Staff advised that these fees are for infringement notices and are recouped as part of the debt collection cost.

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 | | | |
| June | | | |

Statutory and Policy Implications:

WA Local Government Act 1995
Financial Management Regulations 1996

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

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

Budget Implications:

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

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

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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.

8317

Officers Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Scoffern

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

CARRIED 9/0

Background:

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

8318

Officer's Recommendation/Council Decision:

Moved: Cr Italiano

Seconded: Cr Woods

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**

CARRIED 9/0

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.

8319

Officer's Recommendation/Council Decision:

Moved: Cr Italiano

Seconded: Cr Smith

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.

CARRIED 9/0

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.

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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

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

Cr Woods and Cr Smith have declared a Financial Interest and Cr White has declared an Impartial interest in Item 13.1

Cr Woods left the room at 8.24pm

Cr Smith left the room at 8.25pm.

Mr Blurton left the room at 8.25pm and returned at 8.26pm.

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.

8320

Officer's Recommendation/Council Decision:

Moved: Cr Miffling

Seconded: Cr Harverson

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.

CARRIED 7/0

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 |

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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.

TABLE 2

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

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.

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

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.

Cr Woods and Cr Smith returned to room at 8.26pm.

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Cr Woods has declared an Impartial interest in item 13.2

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.

8321

Officer's Recommendation/Council Decision:

Moved: Cr Smith

Seconded: Cr Woods

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.**

CARRIED 9/0

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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.

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.

8322

Officer's Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Scoffern

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.**

CARRIED 9/0

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

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the front boundary for a section of the front setback area. The area of encroachment is approximately 25m². See Appendix 12

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

8323

Officer's Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Italiano

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.**

CARRIED 9/0

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 findings 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.

8324

Officer's Recommendation/Council Decision:

Moved: Cr Miffling

Seconded: Cr Smith

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.**

CARRIED 9/0

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,**

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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.**

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.

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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.

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**

Nil

16. **QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

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

8325

| | |
|---|---------------------------|
| Recommendation/Council Decision: | |
| Moved: Cr Miffing | Seconded: Cr Woods |
| That Council receives the minutes of the Audit Committee held on 11 November 2019. | |
| CARRIED 9/0 | |

17.2 Adopt the Recommendations of the Audit Committee

8326

| | |
|--|------------------------------|
| Moved: Cr Miffing | Seconded: Cr Italiano |
| That Council adopts en bloc the recommendations contained within the minutes of the Audit Committee held on 11 November 2019. | |
| 17.2.1 That Council adopt the Terms of Reference of the Audit Committee as modified (by deleting the text with strikethrough and including the <u>underlined</u> text) presented at Appendix 1 | |
| 17.2.2 That Council accepts the Management Report and Audit Recommendations from AMD Chartered Accountants for the year ended 30 June 2019 as presented in Appendix 2 | |
| 17.2.3 That Council accepts the Annual Financial Report for the year ended 30 June 2019 presented in Appendix 3. | |
| 17.2.4 That the Shire of Collie Annual Electors Meeting for 2018/19 be held on Tuesday, 10 December 2019 at the Council Chambers at 6.30 p.m. | |
| CARRIED 9/0 | |

18. **ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS**

Cr Italiano

- 1 November - attended the Senate inquiry into Regional Jobs at the Ridge.

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Cr Scoffern

- 1 November - attended the Senate inquiry into Regional Jobs at the Ridge.

Cr Miffing

- 1 November - attended the Senate inquiry into Regional Jobs at the Ridge.

Mr Dover

- 7 November - announced the receipt of \$209,000 from Lotterywest for Heritage Trails.
- 8 November – attended the Planning Institute Awards evening and advised of the win for the Shire of Collie Trails project in the Large Project category.

Cr Stanley

- 23 October - met with WALGA CEO Nick Sloane and senior staff member Ian Duncan to discuss how the organisation can better meet the Shire of Collie's needs.
- 23 October - met with Peter Terlick, lead for the Department of Premier and Cabinet's new Collie Delivery Unit.
- 25 October - regular meeting with local member Hon. Mick Murray.
- 28 October - travelled to Murdoch University to hear presentations from two groups of marketing students who have completed projects based on Collie tourism.
- 28 October - conducted an in-person survey with Newgate Research on perceptions of Synergy
- 29 October - met with Peter Blurton from Commercial Realty about progressing one of the aims of the Energise Collie project of filling vacant CBD spaces through its Incubator Program
- 1 November - presented at the Senate Select Committee into Jobs for the Futures for Regional Areas and provided 11 key recommendations on ways the Federal government can stimulate economic development in regional areas.
- 1 November - met with representatives from Murdoch and Curtin Universities on a planned joint submission to the Future Batteries Industry Cooperative Research Centre.
- 7 November - attended the launch of TraaVerse, a brand new tourism business in Collie.
- 8 November - attended the AGM of Collie River Valley Marketing Inc. as Council's representative.
- 8 November - attended a meeting of the Collie Futures Economic Advisory Group.

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Mr Blurton

- 23 October – along with Shire President met with Nick Sloan, CEO of WALGA as part of visiting tour.
- 24 October – met with new SW District Superintendent of Police Geoff Stewart
- 25 October – along with Shire President met with the Local Member
- 28 October – along with Shire President visited Murdoch University to attend student marketing presentations on Collie
- 1 November – attended Senate Inquiry into Regional Jobs at Collie Ridge Motel
- 7 November – received lotterywest cheque for \$209,000 towards Heritage Trail development from the Local Member for Collie-Preston
- 7 November – attended the Minninup Pool project group meeting
- 8 November – attended the SW Academy of Sport (SWAS) Annual Dinner where the Shire of Collie was recognised for 10 years of support of SWAS.

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

Taylor Amonini - Collie Mail left Chambers at 8.40pm.

20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

8327

| | |
|---|-------------------------------|
| Moved: Cr Woods | Seconded: Cr Harverson |
| That Council moves Into Committee. | |
| CARRIED 9/0 | |

Cr Smith declared a Proximity interest in Item 20.1 (A966) and left the room at 8.42pm.

Cr Woods declared an Impartial interest in Item 20.1.

20.1 Rates Recovery

8328

| | |
|---|------------------------------|
| Moved: Cr Harverson | Seconded: Cr Italiano |
| That Council defer a decision until the next meeting for the non-payment of rates on A966. | |
| CARRIED 8/0 | |

Cr Smith returned to the room at 8.59pm.

