



Shire of
Collie

MINUTES

of the

ORDINARY MEETING OF COUNCIL

held on

Tuesday, 31 March 2020

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Minutes of the Ordinary Meeting of the Collie Shire Council held online via Zoom on Tuesday, 31 March 2020 commencing at 7:10pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

PRESENT:	Sarah Stanley	Councillor (Presiding Member)
	Ian Miffing JP	Councillor (Deputy Member)
	Gary Faries	Councillor
	Elysia Harverson	Councillor
	Brett Hansen	Councillor
	Leonie Scoffern	Councillor
	Michelle Smith	Councillor
	Brent White	Councillor
	John Kearney	Councillor
	Joe Italiano	Councillor
	David Blurton	CEO
	Brett Lowcock	Director Technical Services
	Allison Fergie	Director Corporate Services
	Andrew Dover	Director Development Services
	Hasreen Mandry	Finance Manager
	Belinda Dent	CEO PA

APOLOGIES: Cr Rebecca Woods

GALLERY: Mick Murray MLA (Left the meeting at 7.44pm)
Tom Reardon
Joanne Retzlaff
Steve Smith
Sara Cole (Left the meeting at 8.07pm)
Simone Fraser (Left the meeting at 8.07pm)
Peter Ellery
Yvonne Hammond (Left the meeting at 8.07pm)
Alison Kidman (Left the meeting at 8.07pm)
Rob Stone
Anna MacKay
Ruth Bebbington

- 1.1 Councillors granted Leave of Absence at previous meeting/s.
- 1.2 Councillors requesting Leave of Absence for future Ordinary Meetings of Council.

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1.3 Councillors who are applying for Leave of the Absence for this Ordinary Meeting of Council.

8399

Moved: Cr Faries **Seconded: Cr Harverson**

That Cr Woods be granted Leave of Absence for this Ordinary Meeting of Council held on 31 March 2020.

CARRIED 10/0

2. PUBLIC QUESTION TIME

Nil

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Questions taken on notice from the previous meeting.

Cr Hansen – Page 43 – EFT28163 - PFI Supplies - \$1,400.00 – Why is the cost of baby change tables so high? Cr Stanley asked which budget did this purchase come from?

Response:

Mr Dover advised that there were two vandal resistant change tables purchase for public toilets in town on Forrest St and the Collie Visitor Centre. This came from the respective Building Asset Maintenance accounts (BAM005 and BAM019) on the basis of complaints received from the community. These accounts are within budget both individually and the BAM overall.

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 Miffing	Item 12.1 – Sporting Body Fees 2019/2020	Impartial – President Collie Tennis Club
	Item 12.5 – Community Small Grants	Impartial – President Collie Tennis Club
Cr Italiano	Item 12.4 – Museum Expansion	Impartial – President Collie Museum Historical Research Centre
	Item 12.5 – Community Small Grants	Impartial – Member of Collie Men’s Shed
Cr Harverson	Item 12.7 – Budget Review	Proximity – Note 21-30 Live on Buckingham Way
Cr Hansen	Item 12.1 – Sporting Body	Impartial – Vice President Collie Eagles Football

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Councillor/Staff	Agenda Item	Disclosure
	Fees 2019/2020	Club

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

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

8400

Moved: Cr Italiano	Seconded: Cr White
That Council suspend Standing Orders.	
CARRIED 10/0	

Hon. Mick Murray MLA addressed Council in regards to the Venn St water stop project, Fees and Charges for Sporting Clubs and the Collie Swimming Pool agenda items.

Mr Murray left the meeting at 7.44pm.

8401

Moved: Cr White	Seconded: Cr Scoffern
That Council resume Standing Orders.	
CARRIED 10/0	

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

Nil

7. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS

Item 12.4 was brought forward due to interest by attending persons.

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Cr Italiano has a declared an Impartial Interest in Item 12.4.

12.4 Support for Coalfields Museum Expansion

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	WA Local Government Act 1995
File Number:	R20038
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider supporting the new building concept proposed by the Coalfields Museum and Historical Research Centre Inc for the Coalfields Museum located on Reserve 20038.

Officer's Recommendation:

That Council;

1. notes the work of the Coalfields Museum and Historical Research Centre Inc (CMHRC) undertaken to date with regard to planning for a new museum development;
2. prior to considering support for a new museum development, request that the CMHRC group develop a business case with the support of relevant Council staff to determine;
 - (a) The most appropriate site for development of a new Museum development;
 - (b) the financial viability of the project and any ongoing operational costs that would be incurred by the Shire of Collie;
 - (c) whether refurbishing the existing building is worthwhile and the costs involved with this option;
 - (d) any heritage implications;
3. seek the financial support from government agencies or Museums WA to support the development of the business case if required.

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Alternative Motion as provided by email Cr Miffing.

8402

Council Decision:

Moved: Cr Miffing

Seconded: Cr Italiano

That Council –

1) notes the work of the Coalfields Museum and Historical Research Centre Inc (CMHRC) undertaken to date with regard for the planning for a new museum development on Reserve 20038 (Lot 1260) Throssell Street Collie and vested in the Shire as a Museum site with power to lease;

2) provides in-principle support for future redevelopment of the site (in conformity with the concept plan presented at the Council workshop on Wednesday 28 February 2020, or some other concept plan which might develop from on-going discussions and investigations) subject to the CMHRC undertaking detailed due diligence investigations to be reported back to the Council at the conclusion of such investigations; and

3) Council to consider any final determination on the proposed redevelopment after receiving and considering the results of the CMHRC's due diligence report.

CARRIED 10/0

Reasons for voting against the officer's recommendation: Council considered that providing in principal support for the Museum group up front, subject to an exercise in due diligence was an important step in moving the concept forward.

Comment provided by Cr Miffing:

At the 26 February Council workshop, the CMHRC presented the concept plans as they had just received from Gerard Atthowe Architects and agreed that this was only a first draft and future modifications may be required. The purpose of the workshop was to apprise Council of the work undertaken to date and prior to moving towards any further discussions with the Architects, or expenditure by CMHRC, they wanted to ascertain if the Council would be prepared to allow redevelopment of the site. If there was general agreement from Council for future redevelopment (in the form of the current concept plans or some other future plan modifications) CMHRC would undertake due diligence investigations and report back to Council for further consideration.

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Background:

The Coalfields Museum is located on Reserve 20038 [Lots 1260 Throssell Street, Collie] and vested in the Shire as 'Museum site' with power to lease.

The Coalfields Museum and Historical Research Centre Inc evolved from the Shire's Museum Transition Committee with the intent of taking on the management of the Coalfields Museum and currently leases the museum site.

At its meeting held 8 May 2018, Council resolved:

7802 – That Council lease the Coalfields Museum located on Reserve 20038 to the Coalfields Museum and Historical Research Centre Inc, subject to the approval of the Minister for Lands, with the following conditions:

- 1) lease to be deemed a long term lease with a term of 5 years with a 5 year option;*
- 2) The Coalfields Museum and Historical Research Centre Inc to develop and maintain a collection of historical material reflecting the history of Collie and District on behalf of the Shire of Collie and in accordance with Council policies;*
- 3) Shire to be responsible for insurance of the collection;*
- 4) Annual lease amount payable be \$1 per annum inc GST; and*
- 5) Other conditions to be in accordance with Council policy DS1.5.*
- 6) Excluding internal and external painting of the building.*

Statutory and Policy Implications:

Nil

Budget Implications:

The CMHRC received an operating grant of \$63,050 in both the 2019/20 and 2018/19 budgets. An amount of \$10,419 is allocated in the 2019/20 budget for Building Maintenance of the museum (includes insurance, inspections).

Communications Requirements: (Policy No. CS 1.7)

Correspondence to proponent.

Strategic Plan/Corporate Business Plan Implications:

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

1.2 Participation in sport, recreation and leisure opportunities.

Relevant Precedents:

N/A

Comment:

The CMHRC presented its plans to Councillors on Wednesday 26 February 2020 and requested Council support for the project.

The site selection analysis is considered necessary due to the constraints in terms of size of the existing location, access, parking, co-location and links to other heritage sites. Also, an alternative location would obviate the need to close the museum and move the collection offsite during the re-development. The business case is

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considered necessary as the operating grant and ongoing costs such as building maintenance, insurance, etc are the responsibility of the Shire and in order to make an informed decision Councillors need this information. If the CMHRC were to cease the management and operation of the museum at any future point the responsibility for all operational costs would also revert to the Shire. The plan should include consideration of the viability of a rebuild on the scale of the existing premises as an option.

As the museum is a Shire owned property it is important that all relevant approvals are obtained – building, planning and heritage – as these are requirements the Shire imposes on others.

Staff recommend that Council undertake an exercise in due diligence to fully understand the implications of the project before proceeding. It is noted that at least two building assessments have been undertaken in recent years by external consultants, however the focus of these reports were on the structural integrity of the existing buildings and did not compare the merits of repairing existing buildings against cost of new building. This should be examined further as part business case.

The recommended process is consistent with other Council projects including the Indoor pool feasibility and a business case would undoubtedly be required by government funding agencies as part of an application for funding in any case.

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Item 12.5 brought forward due to interest by attending persons.

Cr Italiano and Cr Miffling declared Impartial Interests in Item 12.5

12.5 Community Small Grants Fund Round Two 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)
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 Two 2019/20.

8403

Officer’s Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr Kearney

That Council defer the current round of 2019/20 Community Small Grants due to the implications of the Covid19 virus.

CARRIED 10/0

Background:

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

The total amount of funds requested through the eligible applications is \$40,862. A copy of all applications received was sent to Councillors on 25 March 2020.

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

APPLICANT	PROJECT NAME	AMOUNT REQUESTED	ESTIMATED PROJECT TOTAL	RANK
Collie Festival Committee	Festiv Arty 2020	\$5,000	\$102,562	1
SWWHIC	Collie, Radiance Support Group	\$5,000	\$17,200	2

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Collie Scout Group	Equipment	\$2,374	\$6,874	3
Collie Family Centre	Creche Activities	\$4,200	\$24,994.18	4
Collie Community Broadcasting Assoc. Inc.	Upgrade Website & Volunteer Facilities	\$4,738	\$5,088	5
Collie Lawn Tennis Club Inc.	New nets & Coaching Equipment	\$1,900	\$5,392	6
Bridges Disabilities Services Anglicare WA	Fence for garden	\$5,000	\$12,375	7
Teach Learn Grow	Tutoring (Amaroo P.S)	\$2,500	\$33,050	8
The Rotary Club of Collie	Rowing Club Building upgrade/repair.	\$4,000	\$4,300	9
Collie Men's Shed	Collie Streets Research and Book Project	\$5,000	\$28,350	10
Railways Ladies Darts Club	Darts Shirts	\$1,150	\$1,150	11

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 allocation of \$19,645 in round one provides for \$10,355 to be allocated in round two to remain within budget.

2019/20 Budget Allocation:	\$30,000
<u>Round One recommendation for funding:</u>	<u>\$19,645</u>
<u>Balance remaining for Round Two:</u>	<u>\$10,355</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 12 November 2019:

8306 - That Council allocate the following amounts from the 2019/20 Community Small Grants Fund:

-	<i>Collie Racing Drivers Association Inc.</i>	<i>\$4,000</i>
-	<i>WAERA Inc.</i>	<i>\$5,000</i>
-	<i>Horsepower Inc.</i>	<i>\$1,050</i>
-	<i>Collie Cricket Club Inc.</i>	<i>\$4,000</i>
-	<i>Our Community Garden Inc.</i>	<i>\$1,995</i>
-	<i>Collie River Little Athletics</i>	<i>\$3,600</i>

Comment:

Whilst the normal assessment process has been undertaken including ranking of applications by staff members, officers are recommending that Council defer the small grant process due to the uncertainty of the Covid19 virus.

The alternative Officer's Recommendation below is based on the rankings of the applications by staff assessed against the Selection Criteria and the available funds.

The Reporting Officer has advised of an impartial interest in one of the applications (Collie Festival Committee).

All funding will be subject to confirmation that the projects will proceed.

Alternative Recommendation:

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

-	<i>Collie Festival Committee</i>	<i>\$2,213</i>
-	<i>SWWHIC</i>	<i>\$2,213</i>
-	<i>Collie Scout Group</i>	<i>\$2,374</i>
-	<i>Collie Family Centre</i>	<i>\$1,000</i>
-	<i>Collie Lawn Tennis Club Inc. (Nets Only)</i>	<i>\$1,755</i>
-	<i>Collie Community Broadcasting Assoc. Inc (Website Only)</i>	<i>\$799</i>

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Rank	Applicant	Comment
1	Collie Festival Committee	This event will bring visitors to Collie, provide opportunities for local businesses, artists and is inclusive.
2	South West Women's Health and Information Centre (SWWHIC)	Filling a gap in the community and providing a good start for children. Build resilience within families at a time where they are experiencing highly stressful changes.
3	Collie Scout Group	This inclusive group that does great things in the community, engages Youth and encourages community spirit. Important equipment so that Scouts can stay safe whilst teaching them valuable skills.
4	Collie Family Centre	Partial funding will help with leveraging other grants to provide this important service for local families
5	Collie Community Broadcasting Association Inc.	The need for a website was seen as important for the future of this community resource, with limited funds available, funding the website was seen as a priority over furniture.
6	Collie lawn Tennis Club Inc.	Funding the nets for the community courts which are available to visitors and local users, we recommend funding for the nets over coaching equipment as it is essential to the clubs operation.
7	Bridges Group Anglicare	This project could go ahead without the fence.
8	Teach Learn Grow	Tutoring is already available through the Smith Family that the Shire already supports.
9	The Rotary Club of Collie	The future of Minninup is not resolved.
10	Collie Men's Shed	The panel felt this was a low priority, although the research is a positive cultural endeavour it will have limited community, social and economic benefits.
11	Railway Ladies Darts Club	The shirts are not necessary for the operation of the club and therefore seen as a low priority.

The following members of the gallery left the meeting at 8.07pm Alison Kidman, Sara Cole, Simone Frazer and Yvonne Hammond

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Item 14.1 brought forward due to interest by attending persons.

14.1 Collie River Stop

Reporting Department:	Technical Services Department
Reporting Officer:	Brett Lowcock- Director of Technical Services Andrew Dover – Director of Development 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 7
Voting Requirement	Simple Majority

Report Purpose:

To update Council on progress of the Collie River Stop project and consider funding options for delivery of the project

8404

Officer's Recommendation/Council Decision:

Moved: Cr Italiano

Seconded: Cr Hansen

That Council

1. receive the concept design report incorporating flood analysis, concept options and cost estimates by WML Consultants Pty Ltd.
2. note that detailed design and documentation for Option 2 – Concrete Weir with Pennstock gates has been awarded to WML Consultants with expected completion by late April 2020. This includes application to Department of Water & Environment for a Bed & Banks Permit.
3. note that the current State Government funding of \$290,000 is not sufficient to complete the project which is currently estimated at \$518,326.
4. raise a loan of up to \$230,000 for the remainder of the project budget.

CARRIED 10/0

Background:

As Council is aware, the Venn Street river stop consists of metal supports with removable wooden sleepers which sit on a concrete base. The structure is well beyond its used by date, in poor condition and represents occupational health and safety issues for staff members trying to seasonally remove boards.

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Recognising this, an election commitment was made by the local member to replace the Venn St stop of \$290,000 at the last state election a funding agreement has been entered into.

The river stop works to hold water back upstream of Venn St and the Shire relies on extracting from the river for irrigation purposes for Roche Park, Soldiers Park and Wallsend Ground.

There has been much engagement over the past 18 months with regard to the design of the stop and Council had previously awarded a design and construct tender for the replacement of the stop on the basis that they could complete the design and construction within the State Government grant funding, however the Council has since terminated the contract for services with the successful tenderer as replacement of the weir could not be achieved within the available budget.

More recently, staff with assistance from WML engineering have revisited the design of the stop to a more simple structure which incorporates a kayak slide (refer attachment). Note that the kayak slide is not a substantial portion of the overall cost. Initial consultation has been undertaken with a virtual public forum on the 25th March 2020 and was well received.

Initial costings of the new design are indicated below, however there is insufficient funding to complete the project without further financial support. With a view to progressing the project, staff are seeking the endorsement of the new design and funding strategy to enable a new Water Stop to be built.

Statutory and Policy Implications:

A Beds and Banks permit should be obtained from the Department of Water and Environmental Regulation and approval from the Aboriginal Registrar of the Collie River is required. Positive discussions have taken place with both these organisations.

Budget Implications:

	Cost ex gst
Option 2 – construction of stepped structure with kayak slide including contingency	\$411,426
Plus amount spent to date engineering and design	\$106,900
Total project cost	\$518,326
Available funds	
State Grant	\$290,000
Proposed loan	\$228,326
Total funds	\$518,326

Current treasury rate is 1.55% (26 March 2020) for a 10 year term.

Council's current outstanding loan amount is \$1,170,507 as at 29 February 2020. Council's debt service ratio is 11.69, as at 30th June 2019 and an additional loan of \$228,326 (plus the loan of \$105,000 for the timber overlay at Court 3 Roche Park) and will decrease this to 8 (benchmark is 2).

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Communications Requirements: (Policy No. CS 1.7)

A community update was undertaken during an online presentation to the Weeds & Waterway forum on 25th March 2020. Discussions with other stakeholders who were unable to be online were also undertaken.

Strategic Community Plan Implications:

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

OUTCOME 2.3 A growing tourism industry

Strategy 2.3.2: support local and regional tourism destination management including marketing initiatives that provide local tourism growth.

OUTCOME 3.2 – Water resources sustainability

Strategy 3.2.2: Continue the revitalisation of the Collie River environment in the town.

Relevant Precedents:

N/A

Comment:

The attached report from WML outlines the methodology used to evaluate two (2) concept options to replace the Venn St boards River Stop.

	Description	Construction Estimate
Option 1	Replace the existing with similar structure with addition of sluice gate and walkway to operate the sluice gate.	\$402,386
Option 2	Replace the existing structure with a stepped concrete weir and include 2 x sets of gates and 1 x sluice gate. This option also incorporates a Kayak slide.	\$375,568

ADDITIONAL NOTES:

- Above costs are construction cost estimates only and exclude design & documentation costs (up to \$106,000)
- Staff suggest an additional contingency amount of \$70,000 (ie 20% of construction estimate) to be included in the project estimate, due to drawings only at concept stage.
- Option 1 would also cost significantly more to operate and maintain than Option 2 due to the presence of 8 times more stop boards that require some degree of annual maintenance and may need replacing every 5-10 years due to damage from debris in the river during flood events.

Given that interest rates are very low and Council is in a good debt position, it is recommended that Council borrow the shortfall of funds and proceed to tender for construction of option 2 as soon as possible. It is in Councils interest to ensure an adequate amount of water is held upstream of the stop for irrigation purposes.

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The addition of a kayak slide, subject to risk assessment from Council's insurers, will provide an additional recreation facility and tourist attraction for Collie and could ultimately form part of a series of kayak slides at strategic points along the Collie river which has the potential to attract significant numbers of tourists.

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11. CEO REPORTS

11.1 Covid19 - Financial Assistance to the local Collie Community

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	Absolute Majority

Report Purpose: To present letters from the Premier of Western Australia to WALGA and letter from WALGA President to Shire of Collie requesting consideration be given to freezing any rate increases for 2020/2021 financial year considering the impact of Covid19 virus. In addition, to further consider what the Shire of Collie can do to lessen the financial impacts of the Covid19 crisis for the Collie community.

8406

Officer's Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr Hansen

That Council by ABSOLUTE MAJORITY;

- 1. Freeze any rate increase for the 2020/21 financial year; and**
- 2. Waive charging penalty interest on overdue rates until 30th June 2020 effective from 1 April 2020.**

CARRIED 10/0

Background:

The Shire President received an email from Mayor Tracey Roberts, President of WALGA on 23 March 2020 requesting, consideration be given to freezing rates for the 2020/21 financial year. The request is in response to a letter from the Premier of WA, Hon Mark McGowan to WALGA requesting the same (refer appendices) which was sent to every Council in WA.

Statutory and Policy Implications:

N/A

Budget Implications:

The Council raised \$6.18m in rates and \$2.1m in fees and charges in 2019/20. In recent years, Council has been raising rates between 1.5% - 2% which equates to between \$92,700 and \$123,600 additional income per year.

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Freezing rates will also require costs to be frozen if Council wants to maintain a balanced budget. Given employee costs are the major cost centre for Council (\$5.5m), this position will require capping of salaries and wages at current levels. It may also require a reduction in service levels in some areas, a reduced infrastructure program and a comprehensive review of material and contracts expenses.

It is also suggested that Council consider waiving all penalty interest between now and 30th June 2020 to lessen the financial impact of the Covid19 crisis on the Collie community. It is estimated that this decision will impact the Councils financial position by approximately \$34,000 over the three-month period from 1st April 2020.

Communications Requirements: (Policy No. CS 1.7)

N/A

Strategic Community Plan/Corporate Business Plan Implications:

5.3 Financial sustainability and accountability

Relevant Precedents:

N/A

Comment:

The Officer's recommendation will give support to the local economy which will be heavily impacted by the Covid19 crisis. Staff notes that the State has frozen all state levied fees including electricity, water and vehicle registration for the 2020/21 financial year.

Staff are about to commence the Council budget process for 20/21 and a decision of Council now will allow staff to develop the budget with this directive in mind. Staff costs and structures will be required to be reviewed and it is likely that pay levels will be frozen for 20/21 with a view to minimising or avoiding any job losses. This review will need to consider service delivery levels as well.

The Council's finances are already being impacted by the Covid19 virus through a reduction in income from Roche Park and the Collie Swimming Pool and several approaches have been made by local owners of businesses which have had to close as a directive of the state or federal governments requesting that rates payments be deferred.

Council may wish to consider more measures to support the local economy during the development of its 20/21 Budget.

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12. CORPORATE SERVICES REPORTS

Cr Miffing has declared an Impartial Interest in Item 12.1.

Cr Hansen has declared an Impartial Interest in Item 12.1.

12.1 Adoption of Sporting Bodies Fees 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 the sporting bodies fees for the 2019/20 financial year.

8407

Officer's Recommendation/Council Decision:

Moved: Cr Harverson

Seconded: Cr Faries

That Council

1. adopts by an ABSOLUTE MAJORITY sporting bodies fees for the financial year 2019/20 as per below:

- **Collie Junior Football Club – \$256**
- **Collie River Valley Little Athletics – \$256**
- **Collie Eagles Football Club – \$1,693**
- **Collie Fossils – \$301**
- **Collie Lawn Tennis – \$1,110**
- **Collie Harness Racing – \$605**
- **Western Riding Association- \$609**
- **Collie Soccer Club – \$1,693**
- **Collie Cricket Association – \$1,693**
- **Collie Motor Cycle Club – \$582**
- **Collie Swimming Club – \$754 (including lighting)**
- **Collie Underwater Hockey Club – \$754 (including lighting)**

2. That the above fees be calculated on a pro rata basis (1 July – 29 February 2020) for sports which are adversely impacted by shorter seasons due to Covid19 crisis.

CARRIED 10/0

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Background:

The proposed changes to the sporting bodies fees for 2019/20 financial year is based on an increase of 1.55% (inline with Council's rates increase for 2019/20)

Statutory and Policy Implications:

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

Budget Implications:

Nil

As required by section 6.17 of the Act, the following was taken into account in determining the amount of a fee or charge for a service;

- (a) the cost to the local government of providing the service or goods;
- (b) the importance of the service or goods to the community; and
- (c) the price at which the service or goods could be provided by an alternative provider.

Communications Requirements: (Policy No. CS 1.7)

Public notice will be issued after adoption on. An explanatory letter will be provided to each club.

Strategic Community Plan/Corporate Business Plan Implications:

KEY OBJECTIVE 5.0

Our Business

Good governance and an effective, efficient and sustainable organisation.

Outcome 5.3:

Financial sustainability and accountability, with emphases on the below strategy; 5.3.5, provide corporate financial services that support the Shires operations and meet planning, reporting and accountability requirements.

Relevant Precedents:

Council has previously adopted the sporting bodies fees at its meeting held on 7 May 2019, Council resolved as follows:

8130-- That Council adopts by an ABSOLUTE MAJORITY sporting bodies fees for the financial year 2018/19 as per below:

- Collie Junior Football Club – \$378 per annum
- Collie River Valley Little Athletics – \$378 per annum
- Collie Eagles Football Club – \$2,500 per annum
- Collie Fossils – \$445 per annum
- Collie Lawn Tennis – \$1,639 per annum
- Collie Harness Racing – \$893 per annum
- Collie Soccer Club – \$2,500 per annum
- Collie Cricket Association – \$2,500 per annum
- Collie Motor Cycle Club – \$860 per annum
- Collie Swimming Club – \$1,113 per annum (including lighting)
- Collie Underwater Hockey Club – \$1,113 per annum (including lighting)

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Comment:

Due to the fluctuation in ground maintenance cost from year to year, a detailed analysis will be conducted every 3 years to re assess the optimal cost recovery base. In 2018/19, a detailed analysis of the cost recovery method was conducted which concluded that a 7% cost recovery (with a \$2,500 cap) on the past 3 year average of ground maintenance cost was ideal.

Staff will discuss the impacts of the Covid19 crisis with each club with a winter season to determine the impacts and will adjust the annual levy based on the number of weeks each sport operates.

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12.2 Community Perceptions Survey

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	WA Local Government Act 1995
File Number:	
Appendices:	Yes – Appendix 3
Voting Requirement	Simple Majority

Report Purpose: To present to Council the results of the 2019 biennial community perceptions survey, conducted using EngagementHQ.

8408

Officer's Recommendation/Council Decision:

Moved: Cr Harverson

Seconded: Cr Smith

That Council

- 1. receive the results of the 2019 biennial community perceptions survey;**
- 2. actively communicate to the residents of Collie the current and proposed actions and initiatives of Council that address the top ten focus areas identified by respondents; and**
- 3. request staff to investigate alternatives to the current mode of delivery of the community perceptions survey.**

CARRIED 10/0

Background:

As part of its strategic planning process and as outlined within its adopted Community Strategic Plan Council has committed to biennial community surveying in order to maintain a strong understanding of the Collie community's aspirations and needs.

A community survey was conducted in 2004 by an independent community engagement consultancy. This company was engaged to carry out all subsequent community perceptions surveys up to and including 2013. However, the cost of having the survey conducted by the consultancy rose to \$20,000 for the implementation of the survey plus \$10,500 for printing and postage. Further surveys were at additional cost – for example, the 2016 trading hours survey cost \$9,900. These increasing costs prompted a move to an alternative more cost effective method of conducting community surveys.

The Shire currently subscribes to EngagementHQ which, for an annual subscription, allows for an unlimited number of surveys and other community engagement tools to be used. While benchmarking against other local governments is not possible, survey results are compared to previous years to track community perceptions across key indicators within the Strategic Community Plan.

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EngagementHQ products have been used for the three most recent Community Perceptions Surveys, the organics bin rollout process, a review of the local planning strategy.

In 2018, following consultation with the Communications Working Group, the survey questions were modified slightly to align more closely with the Strategic Community Plan 2017 and to better track the success measures, benchmarks and targets, and only minor amendments were made to the 2019 questions.

Statistically, in order to achieve a 95% confidence interval at +/-5%, a minimum of 368 responses need to be collected for Collie's population size. In both February 2018 (125 responses) and December 2019 (146 responses) less than this number of responses were received so the results cannot be taken as a statistically representative sample; rather they represent the opinions expressed by those who completed the survey. The Community Perceptions Survey Summary Report can be found at Appendix 3.

Respondents were also asked to identify the top three areas, in order of preference, that they would most like the Shire to focus on changing or improving. The results of these more open-ended questions are discussed in the Comment section of this report.

Statutory and Policy Implications:

Nil

Budget Implications:

The 2019/20 budget includes an amount of \$8,000 for community perceptions surveys.

Communications Requirements: (Policy No. CS 1.7)

Communication to the whole community.

Strategic Community Plan/Corporate Business Plan Implications:

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

5.1 Good governance and leadership

5.1.1 Review and implement Council's communication strategy

5.2 Effective and efficient people and corporate services

5.2.2 Provide and promote responsive customer services

5.2.3 Ensure information and communications services support efficient service delivery and meet compliance requirements

5.2.5 Manage Integrated Planning and Reporting in accordance with local government regulations

5.2.6 Promote continuous improvement of services, corporate systems and processes

Relevant Precedents:

Community perceptions surveys have been conducted at approximate biennial intervals since 2004, with the most recent results presents to Council on 21 August 2018.

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7911 – That Council receive the results of the 2018 biennial community perceptions survey.

Comment:

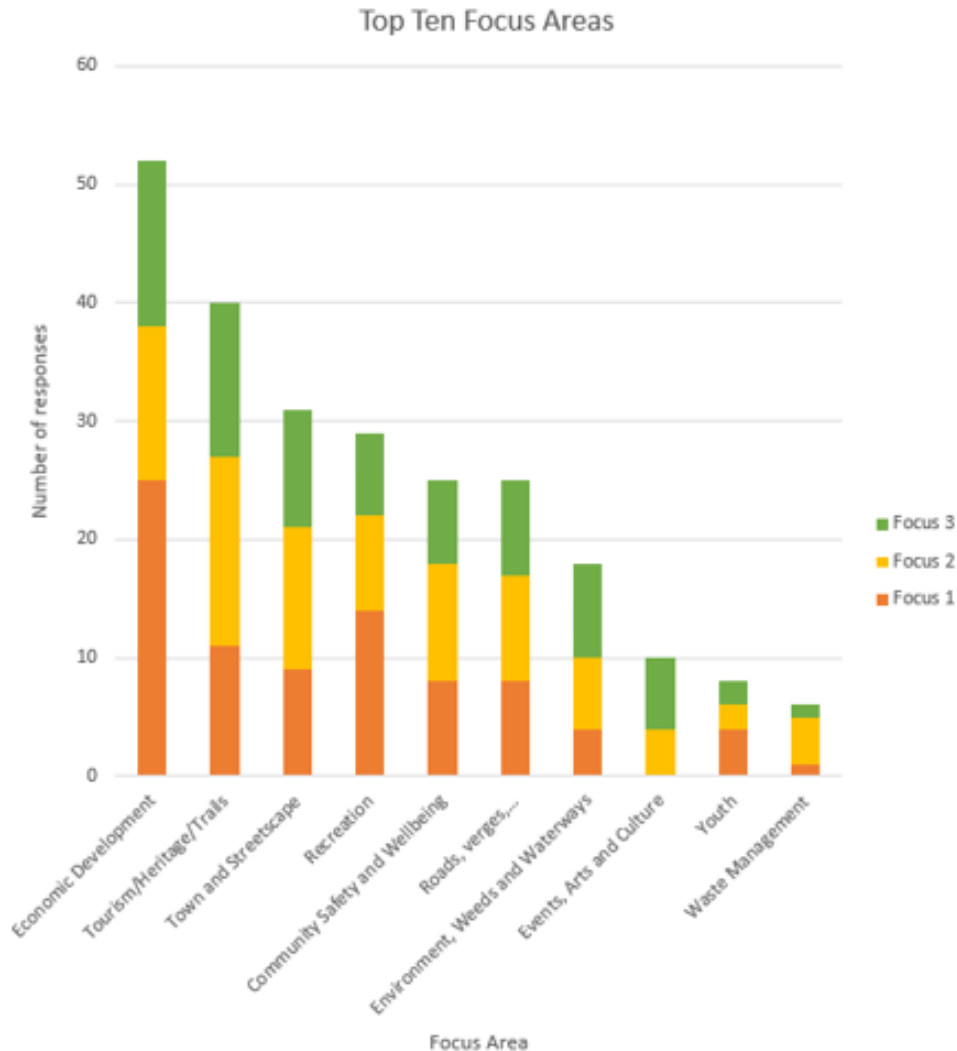
The table below summarises the responses to the open questions asking respondents to list the top three area that they would like the Shire to focus on changing or improving. The responses were categorised by key words as listed but was a best attempt rather than a strict process.

TOP TEN FOCUS AREAS			
1 [52]	Economic development	Employment, small business, industry, retail, work here – live here, training for employment	25
			13
			14
2 [30]	Tourism, heritage, trails	Mountain bike and hiking trails, Lake Kepwari, Black Diamond, attractions	11
			16
			13
3 [31]	Town and streetscape	CBD, shop fronts (mainly Throssell St), parking (mainly Forrest St), cemetery	9
			12
			10
4 [4]	Recreation	Pool, velodrome, Roche Park, sport, playing grounds	14
			8
			7
5 [25]	Community safety and wellbeing	Safety, CCTV, disability, mental health	8
			10
			7
6 [25]	Roads, verges, drainage, footpaths, laneways	Mowing verges, upgrading footpaths outside CBD	8
			9
			8
7 [18]	Environment, weeds and waterways	River, weed control, use of herbicides	4
			6
			8
8 [10]	Events, arts and culture	Public art	0
			4
			6
9 [8]	Youth	Play areas for small children, activities for children, training for youth	4
			2
			2
10 [6]	Waste management	Frequency of collection, waste charges.	1
			4
			1
Other	Education (3 responses), maintenance of assets, communication, listening and responding, community, energy efficiency, customer service, rates. Woolworths car park, Harris River Dam picnic area.		

■ Focus 3
■ Focus 2
■ Focus 1

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Below is a graphical representation of the same information.



To respond to the community perception's survey the proposal is to actively communicate to residents what Council's actions and plans are for each of the focus areas. For example, Council actions and initiatives relating to economic development and training for employment are:

- established an Economic Development Advisory Panel,
- delivered Business Connections events,
- worked through the process of becoming a small business friendly local government,
- advocated for local employment,
- followed a local purchasing preference policy,
- encouraged and supported those investigating bringing industry and business to Collie,
- increased training for employment opportunities within the Shire workforce.

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The active communication for each area could be a combination of written/pictorial information and a more engaging mode such as short videos for online viewing, including social media, featuring Councillors and/or key staff.

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12.3 Shire of Collie Dogs Local Law 2020

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	Local Government Act 1995, Dog Act 1976
File Number:	LAW/001
Appendices:	Yes – Appendix 4
Voting Requirement	Absolute Majority

Report Purpose:

For Council to consider the review local law relating to dogs and proposing to make a new local law to be known as the *Shire of Collie Dogs Local Law 2020*.

8409

Officer's Recommendation/Council Decision:

Moved: Cr Italiano

Seconded: Cr Scoffern

That Council by ABSOLUTE MAJORITY:

- 1. Advertises its intention to make a new local law to be known as the Shire of Collie Dogs Local Law 2020 as per Appendix 4 and forwards a copy of the proposed local law to the Department of Local Government for the Minister's consideration;**
- 2. Notes the purpose of the proposed Shire of Dogs Local Law 2020 is to control and regulate dogs and dog ownership within the Shire; and**
- 3. Notes the effect of the proposed Shire of Collie Dogs Local Law 2020 is to make provision for the impounding of dogs, control the number of dogs that can be kept on premises and control the manner of keeping dogs.**

CARRIED 10/0

Background:

At its meeting held 27 July 2010, Council adopted the *Shire of Collie Dogs Local Law 2010* which was subsequently published in the Government Gazette on 8 September 2010. This local law is now due for its statutory review.

The local law has been reviewed by staff with reference to the updated model local law in order to bring the local law text and practice up to date, and this current proposal represents a minor review of the existing local law.

Statutory and Policy Implications:

The process required to be used when adopting or amending a local law is set out in s3.12 –3.14 of the Local Government Act 1995 and is extracted below:

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3.12. Procedure for making local laws

- (1) *In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.*
 - (2) *At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.*
 - (3) *The local government is to —*
 - (a) *give State wide public notice stating that —*
 - (i) *the local government proposes to make a local law the purpose and effect of which is summarized in the notice;*
 - (ii) *a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and*
 - (iii) *submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;*
 - (b) *as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and*
 - (c) *provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.*
 - (3a) *A notice under subsection (3) is also to be published and exhibited as if it were a local public notice.*
 - (4) *After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.*
- * Absolute majority required.*
- (5) *After making the local law, the local government is to publish it in the Gazette and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.*
 - (6) *After the local law has been published in the Gazette the local government is to give local public notice —*
 - (a) *stating the title of the local law;*
 - (b) *summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and*
 - (c) *advising that copies of the local law may be inspected or obtained from the local government's office.*
 - (7) *The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.*

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(8) *In this section —*

“making” in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

[Section 3.12 amended by No. 1 of 1998 s. 8; No. 64 of 1998 s. 6; No. 49 of 2004 s. 16(4) and 23.]

In addition, Regulation 3 of the Local Government (Functions and General) Regulations 1996 stipulates that for the purposes of section 3.12 of the Act, the purpose and effect of any proposed local law is to be included in the agenda and minutes of a meeting.

Budget Implications:

Expenditure on advertising as provided within the Budget.

Communications Requirements: (Policy No. CS 1.7)

The Local Government Act requires State-wide advertising and local public notice of the proposed local laws for a period of 42 clear days. The results are to be bought back to Council for consideration, after which it may make the local laws. If as a result of public comments, there are significant amendments to the proposed local laws, then the advertising process must recommence.

The local law is to be submitted to the Department of Local Government, Sport and Cultural Industries and other relevant agencies for comment.

Strategic Community/Corporate Business Plan Implications:

Goal 5 Our Business – Good governance and an effective, efficient and sustainable organisation.

Outcome 5.1: Good governance and leadership

Strategy 5.1.5: Administer local laws and ensure compliance with statutory obligations.

Action 5.1.5.4: Review local laws for the Shire to ensure relevance and compliance with the Local Government Act.

Relevant Precedents:

At the 25 May 2010 meeting, the Council considered an item on a proposal to make a new Dogs Local Law when it resolved:

5014 - That Council:

- 1. Advertises its intention to make a new Dogs Local Law as per Appendix 4 and forwards a copy of the proposed Shire of Collie Dogs Local Law 2010 to the Department of Local Government for the Minister’s consideration subject to the corrections identified at the Council Meeting held on 25 May 2010 being incorporated into the final document ;**
- 2. Notes the purpose of the proposed Shire of Collie Dogs Local Law 2010 is to control and regulate dogs and dog ownership within the Shire;**
- 3. Notes the effect of the proposed Shire of Collie Dogs Local Law 2010 is to make provision for the impounding of dogs, control the number of dogs that can be kept on premises, control the manner of keeping dogs and prescribing places where dogs are prohibited and may be exercised.**

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Comment:

The proposed Shire of Collie Dogs Local Law 2019 is based on the current model local law. Changes from the previous law are:

- the Dog Amendment Regulations 2014 now require that dog exercise areas and dog prohibited areas are designated by Council resolution rather than by local law and this occurred at the Council meeting held 16 February 2016; and
- other sections such as breaking into or destruction of a pound are deleted as they are either covered by the Act or are criminal offences to be dealt with by the courts.

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Item 12.4 and Item 12.5 brought forward.

12.6 Community Facility at Collie 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:	CRL/048
Appendices:	Yes – Appendix 5
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider the community facility project at the Collie Mineworkers Memorial Swimming Pool.

Officer's Recommendation:

That Council request the Department of Sport and Recreation provide funding of \$676,250 for the construction of the community facility and swimming club clubrooms as per the detailed design provided at Appendix 5.

8410

Council Decision:

Moved: Cr Faries

Seconded: Cr Kearney

That this motion be deferred and bring back to Council with more detail on the project being extended to include a hydrotherapy pool and bring back to the next Council meeting.

CARRIED 10/0

Reason for voting against the officer's recommendation: Council elected to explore the costs and implications of a hydrotherapy pool in more detail prior to making a final decision.

Background:

In 2018 Council received an amount of \$150,000 from the State election commitment of \$2million for an indoor heated pool for the undertaking of an Indoor Heated Swimming Pool Needs Assessment & Feasibility Study (Feasibility Study) for an indoor, heated swimming facility in Collie. The purpose of the study was for the Shire of Collie to understand the cost of developing an indoor, heated, swimming pool at the current site, and establish likely demand and ongoing costs in order to make an informed decision on whether or not to proceed with the project.

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Concept designs, capital and ongoing costs for three options were provided within the report. On receipt of the Feasibility Study, at its meeting held 11 December 2018 Council resolved:

8006 – Officer’s Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr King

That Council:

- 1. Receive the Indoor Heated Pool Needs Assessment and Feasibility Study;*
- 2. Advertise the Indoor Heated Pool Needs Assessment and Feasibility Study for community and stakeholder comment, and report the results back to Council; and*
- 3. Authorise staff to call for tenders for the replacement of the electric heat pumps at the existing pool in 2019 and report back to Council.*

The Feasibility Study was forwarded to stakeholders and advertised for community comment, with the comment received by Council at its meeting held 5 March 2019, with the following result:

8065 - That Council:

- 1. Receive the comment on the Indoor Heated Pool Needs Assessment and Feasibility Study;*
- 2. Do not proceed to develop an indoor heated pool at this point in time.*
- 3. Staff to develop a funding strategy and report back to Council.*
- 4. Request staff investigate options for the increased provision of service at the existing pool for the 2019/2020 pool season*
- 5. Continue discussions with the Minister for Sport and Recreation regarding holding the balance of the election promise.*

CARRIED 7/4

Cr King requested that his name be recorded as voting against the motion

Subsequently staff met with Hon Mick Murray, Minister for Seniors and Ageing; Volunteering; Sport and Recreation, to discuss the possibility of carrying forward the balance of the funding from the State election commitment. The outcome of the discussion was that the Minister was prepared to consider the carry forward only if the funding was to be used towards the construction of an indoor warm water pool and club rooms for the Collie Swimming Club.

At its meeting held 18 June 2019 the Council decision was:

8166 - That Council:

- 1. Do not proceed to develop an indoor warm water program pool at this time; and*
- 2. Request that the Minister for Sport and Recreation carry forward a portion of the balance of the funding from the election commitment to fund the construction of a community facility including club rooms at the Collie Swimming Pool.*

Following an approach to the Minister an amount of \$25,000 was made available from the original \$150,000 provided for the Feasibility Study for the purpose of designing and costing the community facility. The Minister requested that an accurate costing of the project be made prior to an amount being allocated for the project to ensure that sufficient funding was available for the project to be delivered. Staff worked with members of the Collie Swimming Club and an architect to develop a detailed design for the building which was then costed by a quantity surveyor. The

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combined architecture for the proposed community facility can be found at Appendix 5.

Statutory and Policy Implications:

N/A

Budget Implications:

The Estimate of Costs for the completed building including a recommended 15% contingency allowance is \$569,250. An upgrade of the power supply to the site would involve design in the vicinity of \$7,000 and a \$100,000 contingency for works – an allowance of \$107,000.

The recommendation is that the total project cost of \$676,250 be funded by the Department of Sport and Recreation. It is possible that the project cost will be less than this amount dependent on the work required for the power supply, and the outcome of the tender process.

Communications Requirements: (Policy No. CS 1.7)

Correspondence to the DLGSC, the Minister for Sport and Recreation and the Collie Swimming Club.

Strategic Community Plan/Corporate Business Plan Implications:

Goal 1 Our Community A thriving, supportive and safe community

Outcome 1.2: Participation in sport, recreation and leisure opportunities.

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

Action 1.2.1.2 Revitalise Collie Mineworkers Memorial Pool precinct

Relevant Precedents:

N/A

Comment:

When providing the \$25,000 for the design the Regional Manager – Peel / South West, Department of Local Government, Sport and Cultural Industries advised that a thorough costing of the project would need to occur to make sure that the project was fully funded and could be completed and delivered.

The design requirement was increased from concept design to detailed design so that an accurate costing could be determined, and as part of this process the power supply to the site was investigated as the power dome for the site is within the building footprint approved by Council.

When the new heat pumps were installed the power supply was assessed as being sufficient with very little spare capacity. The cost of the power supply design was quoted at \$7,000 with the advice that a contingency of \$100,000 be made for an upgrade to the power supply if required.

The result is that the cost estimate is now significantly above the early estimations.

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The Minister has indicated that if the facility were to include a hydrotherapy pool then more funding might be available, but there has not been time available for this option to be costed. The minister has indicated that this should be a smaller pool than was originally included in the feasibility study.

In the Feasibility Study the construction of an indoor warm water pool was costed at \$956,800 for the changeroom, toilet amenities and pool hall/building, and \$432,000 for the 16.6m x 10m reinforced concrete swimming pool and spa with ramp pool access complete including filtration and pool equipment – a total of \$1,388,800. Additional costs would be incurred for demolition of the former infant health centre, design, inclusion of a clubrooms, contingency and site costs.

There are several options available for Council:

Option 1: Maintain the position expressed by Council in Motion #8166: Request that the Minister for Sport and Recreation carry forward a portion of the balance of the funding from the election commitment (\$2 million) to fund the construction of a community facility including club rooms at the Collie Swimming Pool.

This is the Officer's Recommendation as this option is consistent with a previous decision of Council and is a shovel ready project that has the potential to provide local employment during a period of difficult economic circumstances.

Option 2: Authorise staff to obtain cost estimates for a smaller hydrotherapy pool to be added to the proposed community facility and bring a report back to Council.

This is not the Officer's Recommendation as it would delay the project and, depending on the footprint required, could mean that it would not allow for the development of an indoor heated pool on the site at some point in the future.

Option 3: Consider an alternate project that has already been the subject of concept design and feasibility study, such as the construction of an indoor warm water pool, with the addition of club rooms for the Collie Swimming Club.

This is not the Officer's Recommendation as it would require all of the available funding from the election promise as well as have ongoing cost implications for Council.

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Cr Harverson has declared a Proximity Interest at Item 12.7

Cr Harverson left the room at 10.04pm.

12.7 Mid-Year Budget Review 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:	
Appendices:	Yes – Appendix 6
Voting Requirement	Absolute Majority

Report Purpose:

To review the 2019/20 Adopted Budget.

8411

Officer's Recommendation/Council Decision:

Moved: Cr Italiano

Seconded: Cr Miffling

That Council by ABSOLUTE MAJORITY adopts the changes to the 2019/20 Annual Budget as identified in Appendix 6 of this Agenda.

CARRIED 9/0

Background:

A thorough review of the Council's financial performance against budget has been undertaken by the Executive Management team. From this review, several items of expenditure and income have been recommended as budget reallocations. These are summarised in Appendix 6.

The purpose of this process is twofold. Firstly, it provides the Council with the opportunity to address any budget items which are or will be significantly over or under budget and secondly it allows the Council the opportunity to re-allocate its resources and consider undertaking additional projects during the current financial year, if sufficient funding is available.

Statutory and Policy Implications:

Section 33A of the WA Local Government (Financial Management) Regulations 1996 reads as follows:

33A. Review of budget

- (1) *Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*

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(3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

*Absolute majority required.

(4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

[Regulation 33A inserted in Gazette 31 Mar 2005 p. 1048-9.]

Budget Implications:

The financial impact of the review is a deficit of \$364,470, which staff are recommending be carried into the 2020/21 budget process

Communications Requirements: (Policy No. CS 1.7)

Nil

Strategic 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:

The 2018/19 Budget Review was adopted by the Council on 22 January 2019.

Comment:

Please refer to Appendix 6 for the Budget Amendments and revised statement for the 2019/20 Budget. The amendments in Appendix 6 are required to ensure that the Council remains in a financially sound position.

2019/20 Budget Review Notes (Suggested budget amendments). The notes relates to page 2 in Appendix 6

Note 1

The adjustment to the operating surplus for the 2019/20 budget is an increase of \$292,418. The following 2019/20 budget adjustments have been itemised in this report and in Appendix 6.

Note 2-4

Part of the 2019/20 Financial Assistance Grant was prepaid in June 2019 which decreased the budgeted revenue for 20/21 by \$894,138. Council has also received an additional \$94,000 for a special project (bridge) which will be carried out by Main Roads (payment for this project to Main Roads will likely be made in 2020/21).

Grant Type	2019/20 Allocation	Prepayment (June 2019)	2019/20 Revised Budget
General Purpose	\$1,165,169	\$601,036	\$564,133

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Statutory Roads	\$480,671	\$263,961	\$216,710
Special Project	\$94,000	\$0	\$94,000

Note 5-10

Adjustments for the Local Government Grant Scheme (LGGS) for the Bush Fire Brigades (BFB) and State Emergency Services (SES) as per below:

- BFB- Total grant (income) allocation for 2019/20 is \$171,054 (with a prepayment of \$38,829 made in June 2019) and the additional grant for overspend for in 2018/19 is \$81,367.
- SES- Total grant (income) allocation for 2019/20 is \$38,913 (with a prepayment of \$9,548 made in June 2019) and the additional grant for overspend for in 2018/19 is \$1,719.

(note: the overspend income received for both BFB & SES matches the additional expenditure incurred in 2018/19)

Note 11-14

These details adjustments made to accounts which offset each other (matching revenue and expenditures) that were not budgeted for during the initial adoption of the 2019/20 budget.

- The CCTV grants was received from the WA Police.
- Heritage Upgrade Scheme adjustment is in relation to the upgrade of the verandah on 117 Throssell Street, Collie

Note 15-20

These are adjustments made to several revenue accounts which discrepancies has been identified since adoption of the original 2019/20 budget:

- CESH Q4 2018/19- the invoice for the final quarter in 2018/19 was invoiced in 2019/20
- Shire Housing Rental- Council decided to rent out its property on Elouera Street so this represents unbudgeted income.
- Development application fees and scheme amendment fees- there has been an increase of revenue
- Untidy Site Income- there was a major clean up occurred in June 2019, which was invoiced in 2019/20
- Roads to Recovery- the total revenue received up to February 2020 is \$270,000 which is more than anticipated.

Note 21-30

These are adjustments made to several expenditure accounts which discrepancies have been identified since adoption of the original 2019/20 budget:

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- Shade sails- Buckingham Way- Staff recommends for this purchase/installation to be deferred to 20/21 as the cost has significantly increased.
- Planning Legal Fees- Due to the Shire's current planning prosecution, the increase reflects the current expense incurred. Some of this may be refundable in the future, but is not reflected in these adjustments.
- Lighting of Streets/Utility- the reduction in the expenditure budget for utilities reflects the current expense incurred as the utilities expense is less than expected.
- Organics/Waste Contract- the reduction in the expenditure budget reflects the current expense incurred as the expense is less than expected.
- Parks/Works Tools Replacement – proposed reduction of the capital expense budget
- Roche Park Office Supplies & Equipment- in 2018/19 Council allocated funds for the upgrade of backboards at Roche Park, this was overlooked at the adoption of the 2019/20 budget.
- Shannon Road (materials)- the materials budget for the construction project is less than expected.

Note 31-37

Adjustment to reserve transfers

- Council at its meeting on 7 May 2019 (Motion 8129) endorsed replacement for the heat pumps at the Collie Mineworkers Memorial Pool to be funded from the swimming pool reserves.
- The local government election expense was less than expected and the transfer from the election reserve to be amended accordingly.
- Payment for a previous employees long service leave was made in January 2020, the proposed transfer is to be made from the leave reserve.

Note 38-39

Items referred to budget review throughout 2019/20

- Council at its meeting on 22 October 2019 (Motion 8301) referred an amount of \$10,000 to the 2019/20 budget review for the design and street scape plan for the portion of Johnston Street between Harvey to Lefroy Streets inclusive of the roadway, adjacent footpaths and entry/exit points to the various parking areas. (Note: No work has commenced and Council can choose to defer/cancel or refer this project to the 2020/21 budget).
- Council at its meeting on 12 November 2019 (Motion 8319) resolved to seek a refund for the 2019 surplus distribution from Local Government Insurance Scheme (LGIS) and referred it to the 2019/20 budget review. The refund was received in December 2019.

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The deficit figure relates to the end of year 18/19 surplus figure and most of this amount is recoverable but not expected to be received in the 19/20 financial year. In particular, the following items;

- Legal fees recouped \$118,292 budgeted but not received
- Planning legal expense \$97,399 over budget
- Rates Legal costs expense \$43,000 over budget
- Fuel and Oil purchases \$20,039 over budget
- Recycling contract expenses \$26,487 over budget
- Emergency Management recovery – Worsley back road fire \$26,155 unbudgeted expense

The budget review was undertaken several weeks ago by staff and therefore does not include any anticipated impacts from Covid19 virus. Councils auditors have also recommended that Council reviews how it estimates its end of year financial position for budget purposes to take into account current leave entitlements and staff will consider this as part of the 20/21 budget process.

Cr Harverson returned to the room 10.13pm.

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13. **DEVELOPMENT SERVICES REPORTS**
Nil

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14. TECHNICAL SERVICES REPORTS

Item 14.1 brought forward.

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

Nil

18. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS

Cr Miffing

- Wed 11 March: - The below email I circulated to Councillors and senior staff outlined a meeting I attended on Wednesday 11th March regarding the possible introduction of some kind of 'Regional Council Group' in the South West. It was only a very informal/investigative meeting but the main point to come from it was whether or not individual Councils would like to progress the concept further. This is a point for discussion for our Collie Shire Council and perhaps if the below message could be copied into the meeting agenda under my announcement, it will refresh Councillors minds and allow for discussion on the subject. I know it's strictly not a 'Notice of Motion' so it would probably need the Shire President's approval for any discussion to take place (and it's now not urgent so if appropriate it could be discussed some other time). The next meeting was to be at the Shire of Donnybrook/Balingup but of course other world-wide events have taken over since the 11th March meeting at the Shire of Dardanup so who knows if or when another meeting might occur.
- Wed 18 March: - I represented the Shire President at an informal meet/greet with members of the State Planning Commission in Bunbury.

Cr Stanley

- 12 March: - Attended a presentation/discussion with Harvard Research Team and SWDC on the future of the economy. The team has been commissioned by DPIRD to conduct research state-wide with a focus on each region. Their model is around find ways to 'add complexity' to economies by adding value to commodities prior to export.
- 16 March: - Welcomed Councillors and Senior Staff at the Shire of Waroona at the beginning of a study tour around some of Collie's central business district revitalisation projects.

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- 20 March: - Joined the President and CEO of the Shire of Donnybrook to meet with Hon. Mick Murray to discuss possible collaborations between the shires, including an upgrade to facilities at Glen Mervyn Dam and a collaborative tourism marketing project.
- 24 March: - Held a virtual version of the Business Connections event with presentations from Westrac on the autonomous mining training centre, the Collie Mural Trails Project, and Agristart's innovation hub that should be starting at some in the next financial year.
- 25 March: - Weeds and Waterways virtual community engagement session with presentations/updates on the Collie Water project and the proposed river stop project.
- 27 March: - Collie Futures virtual meeting
- 31 March: - Business & Industry Associations Sub-Group Meeting, discussing economic response and recovery across the South West.

Mr Blurton

- 16 March: – Met with representatives from Shire of Waroona who were visiting Collie to get ideas about CBD revitalization program.
- 20 March: – Met with local member, CEO and Shire President of Donnybrook-Balingup to discuss camping at Glen Mervyn Dam.
- 24 March: – via Zoom attended Business Connections presentation
- 25 March: – via Zoom attended Weeds and Waterways presentation
- 25 March: – via Zoom attended LEMC meeting on Covid19 crisis.

Cr Faries

- 27 March: - Collie Motorplex has gone into care and maintenance and staff employed elsewhere.

19. STATUS REPORT ON COUNCIL RESOLUTIONS

Summary reports on the status of Council's resolutions are:

- 'Closed Since Last Meeting' at Appendix 8
- 'All Open' at Appendix 9

20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

Nil

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21. CLOSE

The Shire President thanked Council and Staff for their attendance. The Presiding Member declared the meeting closed 10.19pm.

I certify that these Minutes were confirmed at the Ordinary Meeting of Council held on Tuesday, 21 April 2020.

.....
Presiding Member

.....
Date