



Shire of
Collie

AGENDA

for the

ORDINARY MEETING OF COUNCIL

to be held on

Tuesday, 4 August 2020

**PLEASE READ THE FOLLOWING DISCLAIMER BEFORE
PROCEEDING**

Members of the public are cautioned against taking any action on Council decisions, on items on this evening's Agenda in which they may have an interest, until such time as they have been advised in writing by Council staff.

Council's Vision

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

Values

The core values at the heart of the Council's commitment to the
community are:

- Acting with integrity, transparency and accountability
 - Leading the delivery of the community's vision
- Enabling community-led endeavours to make the Shire of
Collie a better place
 - Respectful progress

NOTICE OF MEETING

Please be advised that meeting of the

Ordinary Meeting of Council

commencing at **7:00pm**

will be held on

Tuesday, 4 August 2020

in Council Chambers at 87 Throssell Street, Collie WA,



David Blurton
Chief Executive Officer

31 July 2020

DISCLAIMER

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations, which have not yet been adopted by Council.

MEETING SCHEDULE

August 2020

Councillors are reminded of the following meetings. Please note that other meetings may be planned that are not shown here. Councillors are advised to contact the Committee's Presiding Member/Chairperson if in doubt.

Tuesday 4 August 2020

Ordinary Meeting of Council

7.00pm in Council Chambers

Tuesday 11 August 2020

Tourism and Marketing Advisory Committee

9.30am in Council Chambers

Wednesday 19 August 2020

Local Emergency Management Committee

10.00am in Council Chambers

SHIRE OF COLLIE
DISCLOSURE OF FINANCIAL INTEREST AND INTERESTS AFFECTING IMPARTIALITY

To: Chief Executive Officer

As required by section 5.65(1)(a) or 5.70 of the Local Government Act 1995 and Council's Code of Conduct, I hereby declare my interest in the following matter/s included on the Agenda paper for the Council meeting to be held on _____ (Date)

Item No.	Subject	Details of Interest	Type of Interest Impartial/Financial	*Extent of Interest (see below)

* Extent of Interest only has to be declared if the Councillor also requests to remain present at a meeting, preside, or participate in discussions of the decision making process (see item 6 below). Employees must disclose extent of interest if the Council requires them to.

Name (Please Print)SignatureDate

NB

1. This notice must be given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter in which you have declared an interest is discussed, Section 5.65(1) (a) & (b).
2. It remains Councillors'/Employees' responsibility to make further declarations to the Council if a matter arises during the course of a meeting and no previous declarations have been made.
3. It is a Councillor's/Employee's responsibility to ensure the interest is brought to the attention of the Council when the Agenda item arises and to ensure that it is recorded in the minutes.
4. It remains the Councillor's responsibility to ensure that he/she does not vote on a matter in which a declaration has been made. The responsibility also includes the recording of particulars in the minutes to ensure they are correct when such minutes are confirmed.
5. It is recommended that when previewing Agenda, Councillors mark Agendas with items on which an interest is to be declared and complete the declaration form at the same time.
6. Councillors may be allowed to remain at meetings at which they have declared an interest and may also be allowed to preside (if applicable) and participate in discussions and the decision making process upon the declared matter subject to strict compliance with the enabling provisions of the Act and appropriately recorded resolutions of the Council. Where Councillors request consideration of such Council approval the affected Councillor must vacate the Council Chambers in the first instance whilst the Council discusses and decides upon the Councillor's application.

Remember: The responsibility to declare an interest rests with individual Councillors/Employees. If in any doubt seek legal opinion or, to be absolutely sure, make a declaration.

Office Use Only:	Date/Initials
1. Particulars of declaration given to meeting	_____
2. Particulars recorded in the minutes	_____
3. Signed by Chief Executive Officer	_____

Local Government Act 1995 - SECT 5.23

Meetings generally open to the public

- 5.23. (1) Subject to subsection (2), the following are to be open to members of the public
- (a) all Council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following --
- (a) a matter affecting an employee or employees;
 - (b) the personal affairs of any person;
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
 - (e) a matter that if disclosed, would reveal --
 - (i) a trade secret;
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
 - (f) a matter that if disclosed, could be reasonably expected to --
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
 - (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

INDEX

1.	OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE	1
2.	PUBLIC QUESTION TIME	1
3.	RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	1
4.	DISCLOSURE OF FINANCIAL INTEREST	1
5.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	1
6.	NOTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC.....	1
7.	ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS	2
8.	CONFIRMATION OF THE PREVIOUS MEETINGS OF COUNCIL MINUTES	2
9.	BUSINESS ARISING FROM THE PREVIOUS MINUTES.....	2
10.	RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL.....	2
10.1	Receipt of the Minutes of the Community Safety and Wellbeing Committee	2
10.2	Adopt the Recommendations of the Minutes of the Community Safety and Wellbeing Committee.....	3
11.	CEO REPORTS.....	4
11.1	WA Local Government Association Annual General Meeting - 2020.....	4
12.	CORPORATE SERVICES REPORTS	6
12.1	Accounts Paid – June 2020	6
12.2	Financial Report – June 2020	8
12.3	2020/21 Annual Budget Adoption.....	11
12.4	Adoption of Waste Collection Fees for 2020/21	14
12.5	Collie Public Library Business Plan 2020-2025	16
12.6	2020 CSRFF Small Grant Application – Collie Racing Drivers Association	18
13.	DEVELOPMENT SERVICES REPORTS	20
13.1	Road Dedication – Coalfields Road/Collie River Scenic Drive and Collie-Preston Road.....	20
13.2	Application for Stall Holders Permit for Goods Shed Markets in CBD Carpark.....	22
14.	TECHNICAL SERVICES REPORTS.....	25
15.	MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN.....	25
16.	QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN	25
17.	URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION	25
18.	ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS.....	25
19.	STATUS REPORT ON COUNCIL RESOLUTIONS.....	25
20.	CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC	25
21.	CLOSE.....	25

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

Agenda for the Ordinary Meeting of the Collie Shire Council to be held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 4 August 2020 commencing at 7:00pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

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

Cr Harverson has been granted Leave of Absence at the previous meeting held 14 July 2020.

1.2 Councillors requesting Leave of Absence for future Ordinary Meetings of Council.

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

2. PUBLIC QUESTION TIME

A 15 minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them.

Council Consideration towards the Public:

When public questions necessitate resolutions of Council, the matter is to be dealt with immediately to allow the public to observe the determination of the matter (obviates need for the public to wait an indeterminate period of time).

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. DISCLOSURE OF FINANCIAL INTEREST

Councillors in attendance at meetings must disclose to the meeting any Agenda items upon which they have a Financial Interest. Section 5.65 of the Local Government Act 1995 requires Councillors to: a) give written notification of a financial Interest before the meeting; or b) at the meeting immediately before the particular matter is discussed (notification can be given verbally).

A Disclosure of Financial Interest Form is attached to this Agenda (immediately behind the Index) and can be used by Councillors for disclosure purposes - simply tear out and hand to the Chief Executive Officer. Additional forms will always be available at Council/Committee meetings.

Should Councillors be unsure on Disclosure of Financial Interest matters, further clarification can be obtained by reading Sections 5.53 to 5.59 inclusive of the Act.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

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

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

Councillors may disclose at this point any matters which they wish to have discussed 'behind closed doors' ie the meeting is closed to members of the public. Section 5.23 of the Local Government Act 1995 applies and the meeting may only go behind closed

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

doors for matters expressly prescribed in the Act - see section of the Act appended immediately after the Disclosure of Financial Interest form.

Any decision (of the meeting) to close the meeting or part of the meeting and the reasons for the decision are to be recorded in the Minutes of the meeting.

- There are two items of a Commercial Matter to be discussed.

7. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS

8. CONFIRMATION OF THE PREVIOUS MEETINGS OF COUNCIL MINUTES

Recommendation:

That Council confirms the Minutes of the Ordinary Meeting of Council held on 14 July 2020.

Recommendation:

That Council confirms the Minutes of the Special Meeting of Council held on 21 July 2020.

9. BUSINESS ARISING FROM THE PREVIOUS MINUTES

Only items that have been deferred from a previous Ordinary Council Meeting for either further consideration by Councillors or for additional background information may be dealt with under this item. Details of Business Arising items will always be listed on the Agenda.

10. RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL

10.1 Receipt of the Minutes of the Community Safety and Wellbeing Committee

Recommendation:

That Council receives the minutes of the Community Safety and Wellbeing Committee held on 29 July 2020.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

10.2 Adopt the Recommendations of the Minutes of the Community Safety and Wellbeing Committee

Recommendation:

That Council adopts en bloc the recommendations contained within the minutes of the Community Safety and Wellbeing Committee held on 29 July 2020.

That Council:

10.2.1 authorise the members of the Community Safety and Wellbeing Committee to collaborate with the Collie Senior Citizens and to deliver and facilitate a community safety information session at the Margaretta Wilson Centre in order to provide information including but not limited to:

- 1. The CCTV network upgrade;*
- 2. Strategies to reduce the risk of becoming a victim of crime;*
- 3. Crime statistics for Collie; and*
- 4. Questions from the floor for which a minimum two full days' notice has been given and a question box for any questions raised on the day with contact details for which there will be a follow up response.*

10.2.2 authorise the Community Safety and Wellbeing to develop Community Action Plans and investigate the potential for funding from LDAT for the projects:

- The Fathering Project (to include all father figures); and*
- Skate Ride Scoot.*

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

11. CEO REPORTS

11.1 WA Local Government Association Annual General Meeting - 2020

Reporting Department:	Chief Executive Office
Reporting Officer:	Belinda Dent – CEO PA
Accountable Manager:	David Blurton – Chief Executive Officer
Legislation	
File Number:	GVR/001
Appendices:	Yes – Appendix 1
Voting Requirement	Simple Majority

Report Purpose:

Advise Council of the upcoming 2020 WA Local Government Association Annual General Meeting.

Officer's Recommendation:

That Council nominates the Shire President and Deputy Shire President as voting delegates (Appendix 1) at the 2020 WA Local Government Association Annual General Meeting to be held at the Crown Towers Perth on Friday 25 September 2020.

Background:

The Annual General Meeting (AGM) for the WA Local Government Association (WALGA) will be held on Friday 25 September at the Crown Towers Perth.

The Council was provided with the opportunity to submit any Agenda Items to be discussed at the AGM and information emailed regarding submissions and advised that the closure date was 31 July 2020. Council is also provided with the opportunity to nominate up to two (2) voting delegates. Proxy voting is available if the nominated representative is unable to attend.

Statutory and Policy Implications:

Policy 8.2 – Attendance at Conferences by elected members requires an authorising resolution of Council. Policy also details accommodation and reimbursement provisions.

Budget Implications:

Costs associated with attendance at the Annual General Meeting will be incurred in accordance with Council Policy.

Communications Requirements: (Policy No. CS 1.7)

Nil

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

Strategic Community Plan/Corporate Business Plan Implications:

2.5 – Our Council Priorities

Good governance and an effective, efficient and sustainable organisation

- Good governance and leadership

Goal 5 – Our business

Good governance and effective, efficient and sustainable organisation

Outcome 5.1 – Good governance and leadership

Strategy 5.1.2 – Promote the role of Council by informing, resourcing, skilling and supporting Elected Members

Action 5.1.2.2 – Provide professional development for Councillors as required

Relevant Precedents:

The WALGA Annual General Meeting is held yearly.

Comment:

The WALGA AGM provides the opportunity for member Councils to submit written motions which will be included as part of the AGM proceedings and nomination of delegates and proxies is required before **28 August 2020**.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
 Tuesday, 4 August 2020

12. CORPORATE SERVICES REPORTS

12.1 Accounts Paid – June 2020

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Allison Fergie – Director of Corporate Services
Legislation:	Local Government Act 1995 & Financial Management Regulations 1996
File Number:	FIN/024
Appendices:	Yes – Appendix 2
Voting Requirement	Simple Majority

Report Purpose:

To present the accounts paid during the month of June 2020.

Officer's Recommendation:

That Council accepts the Accounts as presented in Appendix 2 being vouchers 41736-41740 totalling \$15,425.55 and direct payments totalling \$659,080.13 authorised and paid in June 2020.

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	\$10,619.81	\$1,175,526.79	\$1,186,146.60
November	\$5,887.05	\$658,803.39	\$664,690.44
December	\$2,600.59	\$900,669.19	\$903,269.78
January	\$2,043.90	\$712,950.33	\$714,994.23
February	\$18,378.04	\$531,573.67	\$549,951.71

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

March	\$125.19	\$577,626.28	\$577,751.47
April	\$192.20	\$679,831.90	\$680,024.10
May	\$835.95	\$697,087.87	\$697,932.82
June	\$15,425.55	\$659,080.13	\$674,505.68

Statutory and Policy Implications:

WA Local Government Act 1995
Financial Management Regulations 1996

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

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

Budget Implications:

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

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

Relevant Precedents:

Comment:

For a detailed listing of payments see Appendix 2.

Any questions relating to the accounts please forward prior to the meeting for clarification.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

12.2 Financial Report – June 2020

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Allison Fergie – Director of Corporate Services
Legislation:	Local Government Act 1995 & Financial Management Regulations 1996
File Number:	FIN/024
Appendices:	Yes – Appendix 3
Voting Requirement	Simple Majority

Report Purpose:

This report provides a summary of the Financial Position for the Shire of Collie for the month ending June 2020.

Officers Recommendation:

That Council accept the Financial Report for June 2020 as presented in Appendix 3.

Background:

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

Statutory and Policy Implications:

WA Local Government Act 1995
Financial Management Regulations 1996

Budget Implications:

Nil

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

Relevant Precedents:

N/A

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

Comment:

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

The report includes a summary of the financial position along with comments relating to the statements. If Councillors wish to discuss the report contents or any other matters relating to this, please contact Council Finance staff prior to the meeting. Please note the audited financial report for the financial year ending 30 June 2020 will differ to the report presented as accruals and other year-end reconciliation are yet to be finalised.

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

Operating Income by Program

1. General Purpose Funding is \$766,056 over budget mainly as Council received a prepayment for quarter 1 of the 2020/21 Financial Assistance Grant (FAGs).
2. **Law, Order and Public Safety over budget by \$138,867, mainly as Local Government Grant Scheme (LGGS) has been partly prepaid and includes reimbursement of over expenditure.**
3. Education and welfare is \$11,168 under budget as the lessee of the Margareta Wilson Centre is now responsible for utility payments, this corresponds in a reduction of utility expenditure.
4. **Community Amenities is \$911,579 over budget as Council received the Blackberry Control Grant (\$945,798) and Healthway Grant in 2019/20 which as unbudgeted. The over budget in the programme is reduced by the under budget in 3 bin charges (\$23,373) and Scrap Metal Recycling (\$19,742).**
5. Recreation and culture is \$145,310 under mainly budget due to the timing of the Collie River Trail and Trail Corridor (BBRF) grant. The remaining payment of this grant is expected to be paid in 2020/21.
6. Transport is \$234,323 under budget mainly due to the timing of the Regional Road Group grant; the invoice has been raised in July 2020.
7. Economic Services is \$202,128 over budget as Council received the final payment for the Royalties for Region Minninup Pool grant which was unbudgeted.
8. **Other property and services is under budget by \$54,760 as the private works revenue is under budget by \$13,996 and the traineeship funding of \$30,000 was received in June 2019.**

Operating Expenditure by Program

9. **Governance is \$72,337 under budget mainly due to sundry minor items (\$11,000), postage (\$5,403), advertising (\$4,822), fringe benefit tax (\$17,737) and the Long-Term Financial Plan (\$16,300).**
10. **Law, Order and Public Safety over budget by \$188,898 mainly as Local Government Grant Scheme (LGGS) is over budget, this will be recouped in 2020/21 through LGGS.**
11. Health is \$47,406 over budget mainly due to the response to the COVID-19 pandemic (\$13,249) and environmental health salaries (\$17,224).

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

12. Education and welfare is \$81,794 over budget due to the unbudgeted emergency management response and recovery to the Yourdamung Fire and storm in May 2020.
13. Other Property and Services are \$109,355 under budget which is pending 2019/20 year end reconciliation.

Operating Income by Nature and Type

- 14. Operating grants is \$1,927,091 over budget mainly due to the prepayment for the quarter 1 of the 2020/21 FAGs and the Blackberry Control Grant.**
- 15. Contributions and reimbursement are \$66,844 under budget due to traineeship funding of \$30,000 was received in June 2019, private works revenue (\$14,370) and Margaretta Wilson Centre is now responsible for utility payments**
16. Interest earnings is \$44,8984 under budget due to low interest rates and Council freezing interest rates due to COVID-19.

Operating Expenditure by Nature and Type

17. Labour Overheads is \$54,930 under budget due to the timing of expenditures.
18. Plant Direct cost is \$27,619 over budget due to timing of expenditures.
19. Interest expense is \$26,133 over budget due to the timing of loan repayments.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

12.3 2020/21 Annual Budget Adoption

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation:	Local Government Act 1995
File Number:	FIN/005
Appendices:	Yes – Annual Budget 2020/21 (Separate document)
Voting Requirement	Absolute Majority

Report Purpose:

To adopt the 2020/21 Annual Budget document.

Officers Recommendation #1:

That Council resolves by ABSOLUTE MAJORITY:

- 1. To Adopt 0.5656 cents in the dollar to be applied to all properties attributed to unimproved values for the 2020/21 financial year,*
- 2. To Adopt 9.4667 cents in the dollar to be applied to all properties attributed to gross rental values for the 2020/21 financial year,*
- 3. To Adopt \$817 minimum rate for properties having unimproved values applied for the 2020/21 financial year,*
- 4. To Adopt \$970 minimum rate for developed land having general gross rental values applied for the 2020/21 financial year,*
- 5. To Adopt \$817 minimum rate for vacant land having gross rental values applied for the 2020/21 financial year,*
- 6. To adopt a material variance of 10% in excess of \$10,000 from budget for reporting on the Monthly Statement of Financial Activity for the 2020/21 financial year.*
- 7. To Adopt the 2020/21 Fees and Charges as attached.*

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
 Tuesday, 4 August 2020

Officers Recommendation #2

That Council apply rating concessions for the following organisations for 2020/21 (CS 3.16 Rating Policy) :

Assessment	Organisation	Concession	Value
A3977	RSL Collie	100%	\$970
A3990	County Women's Association	100%	\$970
A4337 & A5321	Riverview Residences (Steere Street & Pendelton Street)	100%	\$42,630
A4779	North Collie Hall Management Group	100%	\$970
A150	Collie Pioneer Day Lodge	100%	\$970
A5043	Collie Italian Club	100%	\$8,638
A995	Energy West Hall	100%	\$2,166
A4813	Red Cross Shop	100%	\$1,674

Background:

The budget adoption process has included a series of workshops designed to give Councillors the opportunity to peruse the document in a draft format. The draft budget meeting was held on 9 July 2019 which enabled Councillors to provide direction as to the contents of the final budget.

A copy of the budget document has been provided with this Agenda as a separate document.

The following organisations have been granted charitable rating status under the Local Government Act or through the State Administrative Tribunal;

Assessment	Organisation	Concession	Value
A987	Ngalang Boodja Aboriginal Corporation	100%	\$2,806
A4295, A5219, A5833 & A5838	Alliance Housing	100%	\$4,207

Statutory and Policy Implications:

Section 6.2 (1) of the Western Australian Local Government Act (1995) states that by no later than 31 August each year, each Local Government is to prepare and adopt (by absolute majority), in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

As part of the budget adoption process, section 6.2 (4) (b) requires detailed information relating to the rates and service charges which will apply to land within the district.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

Budget Implications:

The Council's 2020/21 Annual Budget totals approximately \$15 million in expenditure which is to be funded from a variety of sources including operating and non-operating revenue, rates and other sources including the Council's own reserves and carried forward funds.

Detailed analysis of the budget was presented to the previous meeting of Council on 14 July 2020.

Strategic Community Plan/Corporate Business Plan Implications:

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

Outcome 5.3: Financial Sustainability and Accountability

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

Comment:

The 2020/21 Annual Budget shows a 0.14% increase in overall rate revenue with a deficit of \$145,274 (\$41,015 lesser than the approved deficit of \$186,289 at the draft budget meeting on 14 July 2020. The 2020/21 Annual Budget takes into considerations the discussions from the 14 July 2020 council meeting and changes identified below:

Changes	Impact on Rates Setting Statement
The reduction in the Waste App does not affect the deficit (any profit or loss made from waste is to be transferred to/from waste reserve)	(21,000)
Reduction in 3 bin service income to match previous year actual revenue	(26,619)
Waste Deficit transfer from waste reserve	(2,015)
Changes to AASB 16: Leases (Right of Use Asset)- increased the 2019/20	(87,202)
Changes to AASB 16: Leases (Interest Expense for 2020/21)	(1,329)

The draft 2020/21 fees and charges were adopted by Council on 12 May 2020 the two changes made to the draft fees and charges are:

- Overdue rates interest charged to be set at 8%
- Interest charge on instalments to be set at 3%

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

12.4 Adoption of Waste Collection Fees for 2020/21

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation:	Local Government Act 1995 & Health Act 1911
File Number:	WAT/003
Appendices:	No
Voting Requirement	Absolute Majority

Report Purpose:

To adopt waste charges for the 2020/21 financial year.

Officer's Recommendation

That Council by ABSOLUTE MAJORITY adopt the following waste charges for 2020/21

- *3 Bin Collection service \$320*
- *3 Bin Collection-Pensioner \$289*
- *Rural Waste Levy at \$140*

Background:

Rubbish Charges are levied in accordance with the Health Act 1911 & Local Government Act 1995 with the aim of covering the running costs Council incurs in relation to the provision of waste management services.

Statutory and Policy Implications:

Local Government Act 1995 & Health Act 1911

Budget Implications:

The following table represents a summary of the expenses and revenue in relation to waste management operations including kerbside collection services which the Council has factored into the 2020/21 budget.

Total Revenue	\$ 1,479,207
Total Expenditure	\$ 1,481,222
Deficit (transfer from Waste Reserve	\$2,015

Communications Requirements: (Policy No. CS 1.7)

Press release will be completed after adoption on 4 August 2020.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

Strategic Plan Implications:

Goal 2 OUR NATURAL ENVIRONMENT – A protected and sustainable natural environment

Outcome 2.3: Effective waste diversion and recovery

- Strategy 2.3.1 Provide waste collection, recycling and disposal services.
- Strategy 2.3.2 Promote recycling, reuse and minimisation of waste in the community.
- Strategy 2.3.3 Support development of appropriate regional waste management strategies.

Comment:

In response to COVID-19 no changes have been made to the waste collection fees set in 2019/20 financial year.

Council has traditionally granted a concession to eligible pensioners for kerbside recycling costs since the introduction of the kerbside recycling service in 2008. With the introduction of the third bin (organics collection), the Council resolved to levy a single collection charge for all three bins rather than a separate charge for each bin.

It is suggested that a \$31 concession for eligible pensioners continue in 2020/21. This currently applies to 1,006 properties, representing a value of \$31,186 in 2020/21.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

12.5 Collie Public Library Business Plan 2020-2025

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation:	Local Government Act 1995
File Numbers:	CPR/026
Appendices:	Yes – Appendix 4
Voting Requirement	Simple Majority

Report Purpose:

To present to Council the Collie Public Library Business Plan 2020-2025 for endorsement.

Officers Recommendation:

That Council:

- 1. Receive the Collie Public Library Business Plan 2020-2025; and*
- 2. Endorse the Collie Public Library Business Plan 2020-2025.*

Background:

The Collie Public Library Business Plan 2020-2025 (the Plan) represents a comprehensive update of the previous plan which has now expired. The previous plan was an internal document only and not received by Council. However, the Integrated Planning and Reporting (IPR) process encourages the monitoring and reporting of progress towards achieving the outcomes of the Shire's Corporate Business Plan to elected members and the community.

The Plan aims to inform elected members and the community of the diversity and level of service provision provided by the Collie Public Library, and to show alignment with Council's adopted Corporate Business Plan.

Statutory and Policy Implications:

Library Board of Western Australia Act 1951
Library Board (Registered Public Libraries) Regulations 1985

Budget Implications:

The actions contained within the Plan represent a maintained level of service provision and staffing, with all activities to be funded within the current annual budget or through grant funding.

Communications Requirements: (Policy No. CS 1.7)

The Plan will be placed on the Shire's website.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

Strategic Community Plan/Corporate Business Plan Implications:
Contained within the document.

Relevant Precedent:
Nil.

Comment:

The Shire of Collie Community Perceptions Surveys have consistently shown that the Collie Public Library achieves excellent levels of customer satisfaction – most recently in the 2019 survey more than 2 out of 3 respondents rated the Library at 8 out of 10 or above.

This high level of satisfaction is an indication that the nature and level of service delivered through the Collie Public Library is meeting community expectations and requirements.

The Patron Code of Conduct Guidelines is a new inclusion and considered necessary due to the requirements of duty of care to staff and other patrons, and particularly in an environment where young children are frequently present.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

12.6 2020 CSRFF Small Grant Application – Collie Racing Drivers Association

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	N/A
File Number:	GAS/005
Appendices:	Yes – Appendix 5
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider endorsement of an application to the Community Sporting and Recreational Facilities Fund Small Grants program of the Department of Local Government, Sport and Cultural Industries.

Officer's Recommendation:

That Council endorse the application from the Collie Racing Drivers Association Inc for Department of Sport and Recreation Community Sporting and Recreational Facilities Fund Small Grants funding as attached at Appendix 5.

Background:

The Department of Local Government, Sport and Cultural Industries (DLGSC) has an established Community Sporting and Recreational Facilities Fund (CSRFF) to assist sporting associations to improve their facilities. The Department encourages shared use of facilities and seeks to fund priority projects that can demonstrate completion will lead to increased participation in physical activity by new participants.

Under the terms of the CSRFF, projects must receive endorsement by their local government authority as a part of the application process. There is no requirement through this process that the local authority provide any financial or in-kind contribution to projects that it endorses. Where more than one application is received for any funding round the Department requires the local government authority to prioritise the projects.

In 2020 the timeline for the small grants process has been brought forward, with Council to consider all applications at a meeting in the first half of August, with applications receiving Council endorsement to be submitted to the South West Office of the DLGSC by the 4pm on 14 August 2020. It is expected that applicants will be advised of the result of their application in October 2020.

Council is in receipt of one application seeking endorsement. The application is from the Collie Racing Drivers Association (CRDA) is for a Speedway Pit Toilet Upgrade project to install a 6 metre toilet block and convert the facility to provide an accessible toilet, an ambulant toilet and additional female toilets.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

Statutory and Policy Implications:

Nil

Budget Implications:

Nil.

No contribution is sought from Council, and the CRDA pay all of their own costs including maintenance.

Communications Requirements: (Policy No. CS 1.7)

Endorsed applications to be forwarded to the DLGSC by the 14 August 2020.

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.

Relevant Precedents:

Council has previously endorsed applications for the CSRFF, most recently on 20 August 2019:

8227 – That Council endorse the Department of Sport and Recreation Community Sport and Recreational Facilities Fund Small Grants applications received as attached at Appendix 3 and rank the applications as follows:

- 1. Lighting Upgrade – Collie Racing Drivers Association Inc.*
- 2. Open Space Strategy – Shire of Collie*

Comment:

Staff consider that the application is worthy of endorsement. The Collie Racing Drivers Association Inc has experienced an increased number of female participants and the new facility will enable them to cater for this growing demand.

The Shire assessment of the project can be found within the application at Appendix 5.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

13. DEVELOPMENT SERVICES REPORTS

13.1 Road Dedication – Coalfields Road/Collie River Scenic Drive and Collie-Preston Road

Reporting Department:	Development Services
Reporting Officer:	Robert Quinn - Shire Planner
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	Land Administration Act 1997
File Number:	RDS01/12
Appendices:	Yes – Appendix 6
Voting Requirement	Simple Majority

Report Purpose: To seek Council support for road dedication for road works that have occurred on the Collie River Scenic Drive/Coalfields Road intersection and the Collie-Preston Road.

Officer's Recommendation:

That Council:

That Council requests the Department of Planning, Lands and Heritage (on behalf of the Minister for Lands) to:

- 1. Dedicate the land the subject of Main Roads Land Dealings Plans 201902-0141 as a road pursuant to section 56 of the Land Administration Act 1997.*
- 2. Dedicate the land the subject of Main Roads Land Dealings Plans 201802-0137 as a road pursuant to section 56 of the Land Administration Act 1997.*
- 3. That Council indemnify the Minister for Lands against any costs or claims that may arise as a result of the closures in accordance with section 54(4) of the Land Administration Act 1997.*

Background:

Two requests have been received from MRWA to support road dedication of Main Roads Land Dealings Plans 201802-0137 and 201902-0141 for road works already undertaken on the Collie-Preston Road and Coalfields Road/Collie River Scenic Drive intersection respectively. See Appendix 6

MRWA has indemnified Council for any costs which may arise from the dedications.

Statutory and Policy Implications:

Road dedications can only be actioned by Local Government via Section 56 of the Land Administration Act 1997.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

Consultation has been undertaken with Shire officers and MRWA, Shire officers had no objections to the proposal. MRWA has undertaken consultation with the landowners as part of the road works land acquisition process.

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 supported road dedications in its meeting on 10 March 2020 in the Yourdamung Road.

Comment:

Staff support and recommend the resolution for the proposed road dedications be supported by Council. The road dedication is a formality required to formalise the road works already undertaken.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

13.2 Application for Stall Holders Permit for Goods Shed Markets in CBD Carpark

Reporting Department:	Development Services
Reporting Officer:	Robert Quinn – Shire Planner
Accountable Manager:	Andrew Dover – Director Development Services
Legislation	Local Government Act 1995 Activities in Thoroughfares and Public Places and Trading Local Law 2012.
File Number:	LAW/001
Appendices:	Yes – Appendix 7
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider a request an application for a Stall Holders Permit from the Collie Rail Heritage Group Inc for the Goods Shed Market under the *Activities in Thoroughfares and Public Places and Trading Local Law 2012*.

Officer's Recommendation:

*That Council, pursuant to the provisions of the **Activities in Thoroughfares and Public Places and Trading Local Law 2012**, hereby resolves to approve a Stall Holder's Permit to the Collie Rail Heritage Group Inc. subject to the following conditions:*

- a) *Place to which permit applies:
Reserve 47297 – CBD Public Carpark adjacent to Goods Shed*
- b) *Description of stand, structure or vehicle to be used by the licensee:
Markets Stalls*
- c) *Particulars of goods, wares, merchandise or services available:
Various Market Stalls*
- d) *Stall operation permitted:
Between 7.30am – 1.30pm on the following days:
9 August 2020
23 August 2020
6 September 2020
20 September 2020
4 October 2020
18 October 2020
1 November 2020
15 November 2020*

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

29 November 2020
6 December 2020
13 December 2020
20 December 2020
31 January 2020

- e) *This permit is valid until 31 January 2021.*
- f) *The Collie Rail Heritage Group Inc. shall maintain Public Liability Insurance of not less than \$20 million at all times.*
- g) *The Collie Rail Heritage Group Inc shall abide by the conditions set under Part 6 Trading in Thoroughfares and Public Places Division 1 - Stallholders and Traders.*

Background:

The Collie Rail Heritage Group Inc. has applied for a permit under the Shire of Collie Activities in Thoroughfares and Public Places and Trading Local Law 2012 to operate the Goods Shed Markets. This is an application for markets for which approval was previously granted to the Collie Heritage and Menshed Group Inc. See Appendix 7

Statutory and Policy Implications:

Local Government Act 1995

Under Section 5.42 of the Act Council has delegated to the CEO the power to determine Permits under Part 6 of the *Activities in Thoroughfares and Public Places and Trading Local Law 2012* for a period of 3 months or less and only if in the opinion of the CEO the permit will not adversely affect nearby landowners or Shire operations.

Activities in Thoroughfares and Public Places and Trading Local Law 2012

Part 6 – Trading in Thoroughfares and Public Places

Trading includes -

- (b) *displaying of good in any public place for the purpose of –*
- (i) *Offering them for sale or hire;*
 - (ii) *Inviting offers for their sale or hire;*
 - (iii) *Soliciting orders for them; or*
 - (iv) *Carrying out any other transaction in relation to them*

6.1 Interpretation

"stall" means a movable or temporarily fixed structure, stand or table in, on or from which goods or services are sold, hired or offered for sale or hire;

"stallholder" means a person in charge of a stall;

"stallholder's permit" means a permit issued to a stallholder;

6.2 Stallholder's permit

- (1) *A person shall not conduct a stall on a public place unless that person is –*
- (a) *the holder of a valid stallholder's permit; or*
 - (b) *an assistant specified in a valid stallholder's permit.*

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

6.5 Relevant considerations in determining application for permit

- (1) *In determining an application for a permit for the purposes of this Division, the local government is to have regard to –*
- (a) *any relevant policies of the local government;*
 - (b) *the desirability of the proposed activity;*
 - (c) *the location of the proposed activity;*
 - (d) *the principles set out in the Competition Principles Agreement; and*
 - (e) *such other matters as the local government may consider to be relevant in the circumstances of the case.*

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

No consultation has occurred as these markets have been operating for a significant period of time.

Strategic Community Plan/Corporate Business Plan Implications:

Goal 3: Our Built Environment

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

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

Outcome 5.1: Good Governance and Leadership

Action 5.1.5.5 Ensure formal land use agreements are in place for all third parties who operate from Council reserves in accordance with Council Policy.

Relevant Precedents:

The Goods Shed Markets need to renew their permit annually under the *Shire of Collie Activities in Thoroughfares and Public Places and Trading Local Law 2012*.

The Goods Shed Markets have used the carpark in front of the building for several years, and the application was formalised in 2015 when the works began for Central Park with the rear carpark construction and realignment of ACROD parking bays.

Comment:

This is an annual application for the continuation of a long-standing community market. The markets are currently operating under a three (3) month approval issued under delegation. There are no material reasons or compelling issues to refuse permission for the Goods Sheds Markets to continue.

It is recommended that Council support the Officers recommendation and grant approval for the Goods Shed Market to continue.

SHIRE OF COLLIE
AGENDA - ORDINARY MEETING OF COUNCIL
Tuesday, 4 August 2020

14. TECHNICAL SERVICES REPORTS

Nil

15. MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN

Elected Members have the ability to submit notices of motion between meetings and up to a time prescribed in standing orders before a meeting.

Cr Smith has provided a motion for which prior notice has been given.

That Council invite Assoc. Professor Peter Cook from UWA to present to Council at no cost.

Background:

As we no longer have the Weeds and Waterways Committee and we are interested in diversification and the health of our river I thought it might be useful to have a presentation from Assoc Prof Peter Cook. He is an expert on Aquaculture and Natural Resource Management.

Staff Comment:

The CEO has suggested that Professor Cook be invited to attend the next public meeting of Environment, Weeds and Waterways where relevant issues can be discussed. The CEO has directed staff to organize the next meeting prior to the end of August 2020.

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

Members have the ability to submit notices of questions between meetings and up to a time prescribed in standing orders before a meeting.

17. URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION

18. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS

19. STATUS REPORT ON COUNCIL RESOLUTIONS

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

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

20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

21. CLOSE