



Shire of
Collie

MINUTES

of the

ORDINARY MEETING OF COUNCIL

held on

Tuesday, 12 October 2021

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MINUTES - ORDINARY MEETING OF COUNCIL
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Minutes of the Ordinary Meeting of the Collie Shire Council held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 12 October 2021 commencing at 7:01pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

PRESENT:	Sarah Stanley	Councillor (Presiding Member)
	Ian Miffling OAM JP	Councillor (Deputy Member)
	Brett Hansen	Councillor
	Gary Faries	Councillor
	John Kearney	Councillor
	Joe Italiano	Councillor
	Rebecca Woods	Councillor
	Leonie Scoffern	Councillor
	Michelle Smith	Councillor
	Brent White	Councillor
	Stuart Devenish	Chief Executive Officer
	Allison Fergie	Director Corporate Services (Left Chambers at 9.46pm)
	Peter Keane	Acting Director Development Services (Left Chambers at 9.46pm)
	Matthew Young	Director Development Services
	Hasreen Mandry	Finance Manager (Left Chambers at 9.46pm)
	Belinda Dent	CEO PA (Left Chambers at 9.46pm)

APOLOGIES: Cr Elysia Harverson

GALLERY: Nola Green – Press (Arrived at 7.11pm) (Left Chambers at 9.41pm)
Gael Varian (Left Chambers at 9.41pm)
Gemma Stewart (Left Chambers at 8.41pm)
Mick Murray (Left Chambers at 8.41pm)

- 1.1 Councillors granted Leave of Absence at previous meeting/s.
Cr Harverson has been granted Leave of Absence for this Ordinary Council Meeting at the previous meeting held 14 September 2021.
- 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

Mr Murray asked the following questions:

1. What attempt to raise additional funding for the pool project?

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Response: Mrs Fergie advised that the following industry based businesses were approached for additional funding being Synergy, Griffin, Premier Coal, South32 and Bluewaters. All of these businesses were not able to provide any additional funding.

2. Why hasn't there been any public communication as to what has and hasn't been done in relation to the pool project.

Response: Mrs Fergie advised that surveys had been carried out with the responses deliberated by Council. Surveys and community consultation were undertaken as part of the feasibility study. The feasibility study was then put out for community consultation and the options surveyed with the following responses received:

- Do nothing 42%
- Build a 25m 6 lane heated pool 24%
- Build a 25m 3 lane heated pool 14%
- Build a Warm Water Pool 10%

3. Was the time of the project engineered to be deliberated until after the state elections?

Response: Mr Devenish advised that this was definitely not engineered to affect the timing of any decision and delays were mainly due to site evaluations relating to power supply issues.

Nola Green arrived at 7.11pm.

4. Are the Councillors and CEO aware of other funding available for this project?

Response: Mr Devenish advised that Councillors and himself are aware of other funding grant options through the Department of Sport and Recreation.

5. Why hasn't the local member been contacted on the issue of the pool?

Response: Mr Devenish advised that the local member has attended a meeting with Council plus further contact with the Shire President and the CEO.

6. Could I be supplied dates, times and emails of contact with the local member?

Response: Mr Devenish took this question notice.

7. What costing have been done for the other options being considered as alternative use of funding for the Soccer Ground Lighting, Female Changeroom Recreation Ground, Club Rooms for the Collie Swimming Club and Hockey Fields Upgrades.

Response: Mrs Fergie advised that the listed projects have been identified by the DLGSC through previous applications or expressed interest from Collie;

- Soccer Ground Lighting was costed as part of an unsuccessful CSRFF grant application to the DLGSC.
- Female Changerooms at the Collie Recreation Ground was estimated based on similar projects.
- Club Rooms for the Collie Swimming Club has been estimated based on size of building footprint.

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- Hockey Field Upgrades was listed but project details and costings were not available, so this project was not included in the recommendation.

8. If the Shire rejects the proposal what will happen with the cost of money already spent?

Response: Mrs Fergie advised that the total costing of the feasibility study, design work undertaken to date and electricity upgrade to the pool has been included in monthly reporting submitted to the DLGSC as part of the initial funding agreement with no problems around funding identified.

9. It was misleading to present the Female Changerooms at the Recreation Ground as part of a Grandstand.

Response: Mr Devenish advised in the comment to the item that the changerooms could be designed as the first floor of a building that could be expanded to include grandstand seating and a function room in the future which is not misleading. It outlines the potential to expand a facility in future.

10. Why is the recommendation in the report totally directed towards sporting facilities?

Response: Mrs Fergie commented that the recommendation was directed towards projects that are eligible for funding under the normal Community Sporting & Recreation Facilities Fund/Club Night Light Program objectives and outcomes as per the advice received from the DLGSC.

11. Are Councillors aware that the pool opened over the weekend with a temperature of 22 degrees when the recommended temperature should be 27 degrees?

This question was taken on notice.

12. Will the Shire commit to exhausting all funding avenues before making and decision?

Response: Cr Stanley advised that the decision of Council would be made in due course when the item is considered as part of this meeting.

Ms Varian asked the following question:

Could the Shire look at the condition of the road on Telfer Crescent, in particular the driveways of 17 & 19 Telfer Crescent, as there are issues with trees?

Response: Mr Keane took this question on notice.

Mrs Stewart asked the following question:

How many people are aware of the Little Athletics Club and that the club's season has been delayed? Mowing has only been done today.

Response: Mr Keane advised that he will follow-up on the delayed use of the grounds and respond to the club.

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Cr Scoffern asked if staff could be made available to assist with velodrome marking to help the club with the delays.

Cr Miffing asked the following questions on behalf of Mr Ed Riley:

1. Has Council administration received any response from the Minister and the Local Member Mrs Hanns to Council resolution 8737 of 8 June 2021?

Response: Mr Devenish confirmed that letters were received, no responses have been received at this junction.

2. If no response has been received will staff be following up with both the Minister and Mrs Hanns as it is now 4 months since the Council passed the resolution?

Response: Mr Devenish advised that staff will follow the matter up with both the Minister and Mrs Hanns, with a view to seeking assurance that a review of environmental flow requirements for the Collie River South branch will be undertaken.

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Questions taken on Notice from the Previous Meeting:

Cr Miffing

EFT31933 - Southern Metropolitan Regional Council – Waste website and app-what is this about?

Mr Keane took this question on notice.

Response: Previously Shire of Collie engaged with BHRC to provide a tailored website to inform the community about waste streams and bin types. The cost to membership was approx. \$19,000 per annum, to provide a website which was limited in its content and ability to be tailored in its messaging.

Shire of Collie was then able to secure a grant through the WA Waste Authority in support of the state-wide program “Better Bins Plus”.

Upon securing the grant funding, Shire of Collie sought alternate solutions/ tools to inform the community around waste streams and bin types, as well as collection schedules, drop-off locations and recycling education.

As a result of seeking alternate solutions, Shire of Collie then entered into an agreement with Southern Metropolitan Regional Council for the delivery of a Shire of Collie tailored “Recycle Right” website and App (with ongoing updates) and this solution is fully funded under the grant total until FY25/26.

Council endorsed the acceptance of the funding and tailored website/app as per Council motion 8599, dated 27/10/20.

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Cr Italiano

EFT31760 - White Building – Do we still have 60% of invoice still to come for refurbishment of toilets?

Mr Young took this question on notice.

Response: The notation against the payment is incorrect. The payment of \$22,279.50 represents 68% of the total contract value, and not 40%. The contract is now paid in full at a total value of \$32,549.68.

Cr Hansen

EFT31778 – Workforce Road Services Pty Ltd – How many crossings where painted?

Mr Keane took this question on notice.

Response: Four (4) zebra crossings painted as a component of raised pavement pedestrian crossing in the carpark north of Johnston Street.

EFT31831 – Armac Stump Grinding – Why was a non-local business used for tree removal?

Mr Keane took this question on notice.

Response: Armac quoted this work at \$2200.00, with the local contractor Ozarb quoting \$3300.00. Taking into account the 10% local pricing allowance, Armac remained competitive.

Cr Harverson

When scheduling works at Roche Park, were the various clubs/groups consulted about interruptions to sport events?

Mrs Fergie took this question on notice.

Response: The need for the work has been discussed with user groups and further consultation will occur around the timeframe.

Cr Woods

Motion 6245 – Could staff provide a progress update on this motion?

Mr Young took this question on notice.

Response: Since the passing of this resolution in 2013, various initiatives have been pursued in relation to signage and the effectiveness of weed removal. The various Committees of Council are presently subject to review for further consideration by Council. Within this context, consideration can be given to an ongoing role for a Committee addressing environmental related matters and take into account fresh initiatives that respond to current circumstances.

Motion 7830 -Could staff provide a progress update on this motion?

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Mr Keane took this question on notice.

Response: An update on Motion 7830 being from the Townscape Advisory Committee as follows:

10.2.1: Signage proofs with local supplier however 21/22 budget provides no allowance for additional \$2000 spend (potential to add to 22/23 budget).

10.2.2: Quote received in Oct 2018 - nil progress due to budget constraints.

10.2.3: Trees planted in Prinsep and Wittenoom Streets – complete.

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 Hansen	Item 12.6 – Indoor Pool and Consideration of Request for Repurposing of Funding	Impartial – Vice President of Collie Eagles Football Club
Cr Kearney	Item 11.2 – Collie Futures Economic Advisory Group - Nomination	Impartial – Work related
	Item 12.5 – Regional Economic Development Grant Application – Tourism Marketing Coordinator	Impartial – Work related
	Item 12.6 – Indoor Pool and Consideration of Request for Repurposing of Funding	Impartial – Work related
Cr Woods	Item 20.1 – Disposal of Property to Recover Rates	Financial – Family member

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

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

8830

Moved: Cr Scoffern	Seconded: Cr Kearney
That Council suspend Standing Orders.	
CARRIED 10/0	

- The early payment of rates incentive draw for the Financial Year 2021/22 was conducted and the recipient is: A3214.

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8831

Moved: Cr Scoffern

Seconded: Cr Woods

That Council resume standing orders.

CARRIED 10/0

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

- There is one matter for which the meeting may be closed to the public.

7. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS

Item 12.6 to be brought forward due to interest by attending persons.

Cr Hansen and Cr Kearney have declared an Impartial Interest at Item 12.6.

Mrs Mandry left the room at 7.42pm and returned at 7.46pm.

12.6 Indoor Pool and Consideration of Request for Repurposing of Funding

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	<i>Local Government Act 1995</i>
File Number:	CMG/268
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider a grant fund re-purposing request, or otherwise, for funds presently allocated to the construction of an indoor warm water program pool.

Officer's Recommendation:

That Council resolve to:

1. not proceed with the construction of an indoor warm water program pool;
2. request approval from the Department of Local Government, Sport and Cultural Industries for the funding to be repurposed to the following projects:
 - Lighting at the Collie Soccer grounds
 - Improved female change room and toilet facilities at the Collie Recreation Ground
 - Club rooms for the Collie Swimming Club;

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3. submit proposed projects and estimated costs to the Department of Local Government, Sport and Cultural Industries; and
4. write to the Minister outlining the reason for not proceeding with the intended project and seeking consideration and support for funding to be allocated to the identified projects.

The recommendation was amended to include an additional point and wording.

8832

Officer's Recommendation/Council Decision:

Moved: Cr Stanley

Seconded: Cr Faries

That Council resolve to:

1. **not proceed with the construction of an indoor warm water program pool at this time;**
2. **ensure any development of the site allows for the future development of an indoor warm water pool;**
3. **request approval from the Department of Local Government, Sport and Cultural Industries for the funding to be repurposed to the following projects:**
 - **Lighting at the Collie Soccer grounds**
 - **Improved female change room and toilet facilities at the Collie Recreation Ground**
 - **Club rooms for the Collie Swimming Club;**
4. **submit proposed projects and estimated costs to the Department of Local Government, Sport and Cultural Industries; and**
5. **write to the Minister and the Local Member outlining the reason for not proceeding with the intended project and seeking consideration and support for funding to be allocated to the identified projects.**

CARRIED 8/2

Cr Kearney and Cr Smith voted against.

Background

In 2018 a State election commitment of \$2 million was allocated for an indoor heated pool in Collie. As well as involving extensive community and stakeholder consultation, the feasibility study was undertaken for the Shire of Collie to understand the cost of developing an indoor heated swimming pool at the current site, and to establish likely demand and ongoing costs in order to make an informed decision on whether or not to proceed with the project.

After consideration of the financial implications of developing and operating an indoor pool, at its meeting held 13 July 2021 Council resolved:

8774 – That Council liaise with Department of Local Government, Sport and Cultural Industries around criteria to potentially repurpose the funding allocated to the indoor pool to other local project(s) and report back to Council.

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The Department of Local Government, Sport and Cultural Industries (DLGSC) provided the following advice regarding the potential for repurposing of the funding:

1. Shire to submit to DLGSC proposed projects and estimated costs that the Shire may consider as options for the reallocation of these funds;
 - a. Suggested that any such project should be projects already identified as needs for the Shire such as:
 - i. Swimming pool clubroom/training room
 - ii. Lighting for soccer fields at Roche Park
 - iii. Collie Hockey field upgrades
 - iv. Change-room upgrades to cater for female sport
 - b. Consider potential project timelines
 - c. Support will not be given to projects that are deemed maintenance or not in line with normal CSRFF / Club Night Light Program objectives and outcomes.
2. Once received DLGSC will then provide advice as to whether project/s would be supported;
3. Shire would then proceed to write to the Minister outlining the reason for not proceeding with the intended project and seek consideration and support for funding to be reallocated to the specified projects.

Taking into account the advice from the DLGSC a list of proposed projects is now presented for consideration. If endorsed by Council, staff will seek advice from the DLGSC and write to the Minister for consideration of repurposing the allocated funding.

Statutory and Policy Implications:

Nil

Budget Implications:

As at 30 September 2021 there is a balance of \$973,385 remaining from the funding of \$1.15 million received to date after all expenses associated with the pool and power supply design have been met. A further \$850,000 remains from the election commitment, giving a potential total available funds of \$1,823,385.

Communications Requirements: (Policy No. CS 1.7)

Media release.

Strategic Community Plan/Corporate Business Plan Implications:

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

Outcome 5.3 Financial sustainability and accountability

Strategy 5.3.5 Provide corporate financial services that support the Shire's operations and meet planning, reporting and accountability requirements

Relevant Precedents:

Nil

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Comment:

It is recognised that the funding received through the election commitment was intended for an indoor warm water pool. When writing to the Minister outlining the request to repurpose the funding, Council would need to respectfully acknowledge the original purpose of the funding and seek consideration of the redirection to alternative projects that will meet the objectives and guidelines for Community Sport and Recreation Facilities funding.

The recommendation to not proceed with the construction of an indoor warm water program pool is based on financial considerations together with survey response in relation to a 16.6m long pool.

The Lighting of the Soccer grounds project aligns with the objectives of the current Club Night Light Program, as is the improvement of facilities that cater for female sport.

The provision of a club room for the Collie Swimming Club would need to also take into consideration the requirement to upgrade and consolidate the power supply to the site.

While the DLGSC funding cannot be used for spectator facilities, the female change rooms and toilet facilities at the Collie Recreation Ground could be designed as the first floor of a building that could be expanded to include grandstand seating and a function room in the future.

If accepted by Council and the Minister, all projects would require further investigation to update cost estimates and prepare detailed designs and timelines.

Mr Murray and Mrs Stewart left Chambers at 8.41pm.

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11. CEO REPORTS

11.1 Draft WALGA Policy Proposal – Superannuation for Elected Members

Reporting Department:	Chief Executive Office
Reporting Officer:	Stuart Devenish – Chief Executive Officer
Accountable Manager:	Stuart Devenish – Chief Executive Officer
Legislation	<i>Local Government Act 1995</i>
File Number:	GOV/137
Appendices:	Appendix 1 - WALGA Superannuation for Elected Members, Draft Policy Proposal, September 2021
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider a position in relation to superannuation payments for Elected Members.

8834

Officer's Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr Woods

That Council resolve to:

- 1. not support WALGA proposed policy position that the Local Government Act 1995 be amended to require local governments to pay Elected Members, into a nominated superannuation account, an amount equivalent to the superannuation guarantee determined with reference to fees and allowances paid to each Elected Member; and**
- 2. convey this position at the South West Local Government Country Zone meeting and directly to WALGA.**

CARRIED 10/0

Background:

The question of superannuation payments for Elected Members has come to attention through reviews being undertaken on the east-coast of Australia. This has led to a number of Perth metropolitan based Mayors requesting a review of Elected Member superannuation entitlements in Western Australia. This is on the basis that workloads of Mayors in major metropolitan local governments can be comparable to full time engagement and effectively be the sole basis of employment.

Under current arrangements, Elected Members can voluntarily decide to have all or a portion of their allowances paid into a superannuation fund.

In addition, under the *Superannuation Guarantee (Administration) Act 1992* (Cth), local governments can unanimously resolve to be considered an 'eligible local governing body' through the *Taxation Administration Act 1953* (Cth). As a consequence of such a resolution, Elected Members would then be treated similarly to employees (for the

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purpose of payments) and the local government would be required to make superannuation contributions in addition to payment of allowances.

However, a resolution of this nature also has significant implications: pay as you go (PAYG) tax would be required to be withheld for remission to the Australian Taxation Office (ATO), and Fringe Benefit Tax (FBT) would be applicable to all benefits provided to Elected Members. For these reasons, local governments in Australia typically do not pursue this course of action.

Approaches in other jurisdictions are mixed, however the issue of superannuation entitlements for Elected Members has increasingly been the subject to public debate in other states of Australia.

In New South Wales, following a state-led discussion paper and consultation process, amendments to the Local Government Act have been put forward that would enable Councils to resolve to pay superannuation contributions from July 2022.

This mirrors the approach in Queensland where, under the state's Local Government Act, Councils may resolve to pay superannuation contributions to Elected Members.

Elected Members in Victoria are paid a cash loading equivalent to the superannuation guarantee, but this is not required to be paid into a superannuation fund.

No superannuation is paid in Tasmania, South Australia or the Northern Territory.

A WALGA State Council agenda item addressing the matter will be considered by the South West County Zone meeting in November, followed by the State Council meeting in December.

Statutory and Policy Implications:

There is no Council Policy applicable to this matter.

Budget Implications:

Sitting fees for Elected Members are currently paid within a minimum/maximum band that is set annually by the Salaries and Allowances Tribunal. The Shire's current policy position is for Elected Members to be paid the minimum of the band, with small allowances for the President and Deputy President roles. Utilising this assumption and the current superannuation guarantee contribution (SGC) of ten percent, the annual cost to the Shire of mandatory SGC for Elected Members would be \$8,956.80.

Communications Requirements: (Policy No. CS 1.7)

N/A

Strategic Community Plan/Corporate Business Plan Implications:

Goal 5 Our Business – Good governance through an 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.

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Relevant Precedents:

N/A

Comment:

The case in support of WALGA's proposed position

As has been well documented through recent Inquiries into Local Government, "*the role of a Councillor is challenging. Councillors are responsible for overseeing a complex business – that provides a broad range of functions, manages significant public assets, and employs in some cases hundreds of staff – all in a political and publicly accountable environment.*" (WALGA (2019) Final Submission: Select Committee into Local Government. Page 35).

It is important for the functioning of Local Government that Elected Members are appropriately remunerated for their time and contribution.

Payment of superannuation to Elected Members aligns with the objective of the superannuation system, which is "*to provide income in retirement to substitute or supplement the Age Pension.*" (Australian Government: The Treasury (2021) Superannuation Reforms).

The suggested advocacy approach by WALGA is to propose that the *Local Government Act 1995* be amended to facilitate the payment of superannuation to Elected Members in addition to fees and allowances. This approach avoids the problems associated with the current arrangements around the need to withhold income tax and pay fringe benefits tax.

A fundamental question relates to whether the proposed amendment to the Local Government Act should require local governments to pay superannuation, or whether the decision to pay superannuation should be a decision of Council.

Under the principle of general competence, local governments should be empowered to manage their own affairs and the case could be made that this ought to extend to the payment of superannuation to Elected Members. However, as there is potential for payment of superannuation to become a political debate within Council's, a case can be made for the payment of superannuation to Elected Members to be a legislative requirement.

It can be suggested that to achieve the objectives of the superannuation system and to avoid politicisation of the decision at a local level, payment of superannuation should be a universal entitlement for Elected Members and therefore a requirement of local governments contained in the *Local Government Act 1995*.

The case against WALGA's proposed position

As has been mentioned above, Elected Members can under current arrangements voluntarily decide to have all or a portion of their allowances paid into a superannuation fund.

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The Salaries and Allowances Tribunal each year determines minimum/maximum bands for each level of local government. Under the Shire's current position, Elected Members are paid the minimum of the Band 3 entitlement, with allowances where appropriate. An alternative to legislative amendment to mandate superannuation guarantee contributions could be for the Tribunal to review the band levels in this context, and for individual local governments to set its payments to Elected Members at an appropriate level.

Of relevance also is a statement by the Tribunal in its most recent determination for Local Government Chief Executive Officers and Elected Members dated 8 April 2021, where the Tribunal emphasises at paragraph 17 of its preamble that it is emphasised that fees and allowances, in lieu of reimbursement of expenses, provided to Elected Members are not considered payment for work performed in a manner akin to regular employment arrangements. Elected Members are provided these fees and allowances to recognise the commitment of their time and to ensure they are not out of pocket for expenses properly incurred in the fulfilment of their duties. The Tribunal's original 2013 determination stated that "*fees and allowances provided to Elected Members are not intended to be full time salaries for members*". The Tribunal continues to recognise the degree of voluntary community service in the role of Elected Members.

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Cr Kearney has declared an Impartial Interest at Item 11.2.

Cr Woods left the room at 8.46pm and returned at 8.48pm.

Mrs Mandry left the room at 8.51pm.

11.2 Collie Futures Economic Advisory Group - Nomination

Reporting Department:	Chief Executive Office
Reporting Officer:	Stuart Devenish – Chief Executive Officer
Accountable Manager:	Stuart Devenish – Chief Executive Officer
Legislation	<i>Local Government Act 1995</i>
File Number:	CMG/030
Appendices:	Appendix 2 - Collie Futures Economic Advisory Group – Terms of Reference
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider a nomination for participation of the Collie Futures Economic Advisory Group.

Officer's Recommendation:

That Council nominate the position of Shire President to the Collie Futures Economic Advisory Group.

The recommendation was amended.

8835

Council Decision:

Moved: Cr Italiano

Seconded: Cr Miffing

That Council advises the local member that it wishes to have an Elected Member (Councillor) on the Collie Futures Economic Advisory Group.

CARRIED 10/0

Background:

The State Government convenes the Collie Futures Economic Advisory Group (CFEAG) which plays an important role in the consideration of funding applications for projects that aim to strengthen our local economy and create local jobs.

The CFEAG was initially set up in December 2020 and has been providing advice to the Government on local priorities and projects seeking funding through the Collie Futures Industry Development Fund (CFIDF). The Shire has been represented by Cr Stanley.

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The Local Member for Collie-Preston Jodie Hanns has opened an expression of interest to re-establish a new group. The Local Member will chair the group which will comprise of up to seven representatives from local industry, community and government. Meetings can be expected monthly of between 1-2 hours duration.

The Terms of Reference are attached. Nominations are received by the South West Development Commission until 21 October 2021.

Statutory and Policy Implications:

N/A

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

N/A

Strategic Community Plan/Corporate Business Plan Implications:

Goal 2: Our Economy

Outcome 2.1: Local industrial development and diversification

Strategy 2.1.1: Work with the State Government to invest in Collie's economic future.

Relevant Precedents:

N/A

Comment:

The Shire plays a key role in local economic development and is able to make valuable contributions identifying, considering and recommending projects that will benefit the community. As such, nomination of an Elected Member to represent the Shire is recommended.

In view of the impending election, it is recommended that the Shire submit a nomination of a position rather than an individual. The Shire President would appropriately represent the Shire.

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11.3 Schedule of Council Forums and Meetings 2022

Reporting Department:	Chief Executive Office
Reporting Officer:	Belinda Dent – CEO PA
Accountable Manager:	Stuart Devenish – Chief Executive Officer
Legislation	<i>Local Government Act 1995</i>
File Number:	GOV/049
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

To decide on the schedule of Councillor Forums and Ordinary Meeting dates of Council for 2022.

8836

Officer's Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr Woods

That Council:

- 1. approve the Meeting Schedule for the 2022 Ordinary Council Meetings to be held at 7pm at the Shire of Collie Council Chamber on the second Tuesday of each month, commencing February 2022;**
- 2. approve the meeting schedule for Councillor Forums to be held at 6pm on the first Tuesday of each month, commencing February 2022, noting the meeting may be vacated where it is not required; and**
- 3. authorise the meeting details set out in Table 1 below to be published.**

CARRIED 10/0

Background:

Currently Ordinary Council meetings are held on the second Tuesday night of each month, with agenda papers provided to Councillors and made available publicly no later than the preceding Friday. Councillor forums are held on an as needed basis to enable ideas to be presented for future consideration, to provide an opportunity for staff to seek guidance from elected members as they research matters for subsequent presentation to Council, and to allow effective two-way communication between Councillors and key staff members.

Meetings have historically been held late in the month of January to allow both Council Elected Members and Staff to enjoy a break over the Christmas/Summer season, hence with this newer scheduling recommencement of meetings would be in February to allow for a break to both Councillors and staff.

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Statutory and Policy Implications:

Regulation 12(2) of the *Local Government (Administration) Regulations 1996* require details of public meetings to be published on the Shire's website. Details include meeting date, time and place.

Clause 2.1 of the *Shire of Collie Standing Orders Local Law 2017* requires an ordinary meeting of the Council to be held on a monthly basis or otherwise as determined by the Council. The clause also allows a special meeting of the Council for business that is urgent, complex in nature, for a particular purpose or confidential.

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

A primary intent of Policy CS1.7 is to ensure regular and consistent communication on Council's project and activities to all stakeholders. This report seeks to establish meeting arrangements that ensure effective communication between Elected Members and staff regarding key matters.

Strategic Community Plan/Corporate Business Plan Implications:

Goal 5: Our Business

Outcome 5.1: Good governance and leadership.

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

Relevant Precedents:

N/A

Comment:

Consistent with the arrangements for 2020, it is recommended that the ordinary meeting of Council be held each second Tuesday of the month commencing in February 2022, with a Councillor Forum scheduled the week before meeting dates as below:

Table 1

COUNCILLOR FORUM	COUNCIL MEETINGS
1 February 2022	8 February 2022
1 March 2022	8 March 2022
5 April 2022	12 April 2022
3 May 2022	10 May 2022
7 June 2022	14 June 2022
5 July 2022	12 July 2022
2 August 2022	9 August 2022

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6 September 2022	13 September 2022
4 October 2022	11 October 2022
1 November 2022	8 November 2022
6 December 2022	13 December 2022

This arrangement will allow the efficient and effective conduct of business, noting that additional meetings can be held where necessary, ensuring matters are fully considered and delays avoided.

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12. CORPORATE SERVICES REPORTS

Cr Kearney left the room at 8.53pm and returned at 8.54pm.

Mrs Mandry returned to the room at 8.54pm.

12.1 Accounts Paid – August 2021

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

Report Purpose:

To present the accounts paid during the months of August 2021.

8837

Officer's Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Faries

That Council accepts the Accounts as presented in Appendix 3 being vouchers 41806- 41809 totalling \$894.15 and direct payments totalling \$965,386.72 authorised and paid in August 2021.

CARRIED 10/0

Background:

In accordance with Delegation 14 adopted by Council on 10 August 2021, the Chief Executive Officer (CEO) is authorised to incur expenditure in accordance with the Annual Budget provisions, and limited over-expenditure subject to subsequent budget amendment. In doing so, section 13 of the *Financial Management Regulations 1996* is to be adhered to with a list of accounts for approval to be presented to the Council each month.

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Month	2021/22		
	Cheques	Electronic Transfer	Total Payment
July	\$892.50	\$1,223,621.35	\$1,224,513.85
August	\$894.15	\$965,386.72	\$996,280.87
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			

Statutory and Policy Implications:

WA Local Government Act 1995

Financial Management Regulations 1996

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

A list of all accounts paid shall be presented to Council within two months. 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 3.

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

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12.2 Financial Report – August 2021

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Allison Fergie – Director of Corporate Services
Legislation:	<i>Local Government Act 1995 & Financial Management Regulations 1996</i>
File Number:	FIN/024
Appendices:	Appendix 4 – Financial Report, August 2021
Voting Requirement	Absolute Majority

Report Purpose:

To provide a summary of the Financial Position for the Shire of Collie for the month ending August 2021, and to consider budget amendments to enable priority works.

8838

Officers Recommendation/Council Decision:

Moved: Cr Italiano

Seconded: Cr Miffing

That Council resolve by Absolute Majority to:

- 1. accept the Financial Management Report for August 2021 as presented in Appendix 4; and**
- 2. adopt budget amendments as follows:**
 - a. for the completion of the Public Open Space and Community Recreation Facilities Strategy from \$10,000 to \$23,000;**
 - b. to recognise the expenditure incurred for the upgrade of Bridge 3523 (Mungalup Road-Collie River Bussell’s Bridge) in 2020/21 from \$302,000 to \$0;**
 - c. to recognise the surplus between the funding received and expenditure incurred for upgrade of Bridge 3523 (Mungalup Road-Collie River Bussell’s Bridge) in 2020/21 from \$302,000 to \$11,186; and**
 - d. to reduce the budget allocation for administration legal costs from \$8,000 to \$6,186.**

CARRIED 10/0

Background:

In accordance with Council policy and the provisions of the *Local Government Act 1995*, the Financial Report and budget amendments required for the end of the period is presented to Council for information. Refer to Appendix 4.

Statutory and Policy Implications:

Local Government Act 1995

Financial Management Regulations 1996

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Budget Implications:

Nil

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

Relevant Precedents:

N/A

Comment:

In accordance with the *Local Government (Financial Management) Regulations 1996* (Regulation), a monthly financial report must be compiled on variances greater than the percentage agreed by Council, which for the 2021/22 financial year is plus or minus 10% or \$10,000.

The financial statements provided in Appendix 4 reports on the following information for the reporting period:

- Snapshot of the overall financial performance
- Financial Activity by Nature and Type
- Statement of Comprehensive Income by Program
- Statement of Financial Position
- Material Variances
- Budget Amendments
- Cash and Investments
- Reserve and Trust balances
- Plant replacement and building asset renewal funded by Reserve Transfers
- Asset disposals
- Receivables and payables
- Borrowings
- Leases
- Capital grant and acquisition (summary and detailed)
- Operating grant (summary and detailed)

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For reporting period August 2021, it is to be noted that total cumulative revenue is 6% under the year-to-date budget and total cumulative expenditure is 26% under the year-to-date budget.

	Full Year Budget	YTD Budget	YTD Actual	YTD Comparison
Operating Revenue	12,630,046	9,003,073	8,417,380	under
Capital Revenue	8,254,981	115,094	128,490	over
Financing Revenue	630,249	0	0	

	Full Year Budget	YTD Budget	YTD Actual	YTD Comparison
Operating Expenditure	14,274,494	2,627,968	1,764,426	under
Capital Expenditure	8,362,138	64,996	107,549	over
Financing Expenditure	1,407,987	10,764	6,921	under

Commentary for the material variances is provided at account level which are identified on pages 8-10 of Appendix 4.

Budget amendment request for the reporting period

The Public Open Space and Community Recreation Facilities Strategy

The Public Open Space and Community Recreation Facilities Strategy contract was awarded to Dave Lanfear Consulting Pty Ltd, which acts on behalf of the Lanfear Family Trust in 2020.

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The attached brief establishes the following payment schedule:

Components and Phasing	Price (Excluding GST)
Cp 1: Project Inception	13,800
Situation Analysis	0
Consultation with Key Stakeholders	0
Gap Analysis and Recommendations Report	0
Cp 2: Roche Park Options Analysis and Master Plan	6,800
Cp 5: Mapping of Public Open Space and Hierarchy Analysis and Position Statement Report	5,000
	25,600

The Shire has paid one progress payment of \$6,400 (excluding GST) which leaves a balance of \$19,200 from the original scope yet to be paid. However, during the 2021/22 budget adoption an allocation of \$10,000 was provided for the completion of the project which is insufficient to achieve project completion.

A variation to the adopted budget of \$13,000 is proposed. This will provide a contingency for further incidental costs (such as workshop or broader community consultation) that may arise. Budget amendments can be made to meet the costs as described below.

Bridge 3523 Upgrade (Mungalup Road-Collie River Bussell's Bridge)

In financial year 2020/21, the Shire received \$302,000 as part of the Financial Assistance Grant- Special Project allocation for the upgrade of Bridge 3523. As with other Financial Assistance Grant for bridge work, the upgrade is carried out by Main Roads. In June 2021, an invoice was received for actual costs of \$290,814 which left a surplus of \$11,186.

The surplus can be used to fund part of the budgeted maintenance works on Mungalup Road bridge or Coombes Street bridge. This, in turn, allows funds allocated to these bridge works to be available for the strategy work. The balance then required to achieve \$13,000 can be transferred from the administration legal cost budget. In this way, the budgeted closing position at 30 June 2022 can remain unchanged.

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Mr Young left the room at 9.00pm and returned at 9.01pm.

12.3 Busselton Margaret River Airport Marketing Opportunity

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	<i>Local Government Act 1995</i>
File Number:	GOV/136
Appendices:	Appendix 5 – Arrivals Hall Marketing Opportunity
Voting Requirement	Simple Majority

Report Purpose:

To consider an opportunity to position a marketing poster in the Arrivals Hall of the Busselton Margaret River Airport using the concept and themes presented in the Collie Tourism Marketing Strategy.

8839

Officer's Recommendation/Council Decision:

Moved: Cr Scoffern

Seconded: Cr Woods

That Council resolve to authorise staff to progress and submit a poster for the marketing opportunity in the Arrivals Hall of the Busselton Margaret River airport in keeping with the concepts and themes presented in the Collie Tourism Marketing Strategy.

CARRIED 10/0

Background:

The Shire has received correspondence from the Manager Economic and Business Development Services at the City of Busselton outlining a marketing opportunity available in the Arrivals Hall of the Busselton Margaret River Airport (BMRA). (see Appendix 5).

The opportunity is available as the Shire of Collie supports the BMRA with an annual contribution of \$2,000.

The marketing poster would be located in the Arrivals Hall and is an opportunity to showcase the Shire's landscapes and tourist attractions to all passengers arriving in Busselton.

Statutory and Policy Implications:

N/A

Budget Implications:

The cost of the designing and printing the poster would be met from the Shire's Tourism Advertising Budget.

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Communications Requirements: (Policy No. CS 1.7)
Nil

Community Strategic Plan/Corporate Business Plan Implications:

Goal 4 Our Economy A strong and diversified economic base providing a range of business and employment opportunities.

Outcome 4.3: A growing tourism industry

Strategy 4.3.6: Support regional tourism initiatives that provide local tourism growth.

Relevant Precedents:

Nil

Comment:

The Collie Tourism and Marketing Strategy (TMS) contains a number of concepts for billboards or print advertising that could be utilised in the poster design.

The proposal is to submit a poster with the Collie River Valley branding, the 'Power Your Play' tagline that aligns with the image(s) and the theme(s) presented in the TMS and that is also consistent with the Shire's MOU with BUNGEO.

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12.4 Governance Structure Review

Reporting Department:	CEO Office
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Stuart Devenish – Chief Executive Officer
Legislation	<i>Local Government Act 1995</i>
File Number:	GOV/137
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider its governance structure prior to the Special Meeting of Council that will appoint committees and other Council groups, as well as representatives to external organisations following the 2021 local government elections. The report also addresses the development of a Governance Policy and a review of the Communications Policy.

Officer's Recommendation

That Council resolve;

1. in accordance with provisions of Section 5.8 and 7.1A of the Local Government Act 1995 resolve to establish the following committees at the Special Meeting of Council to be held following the 2021 local government elections:

- Audit Committee
- Bush Fires Advisory Committee
- CEO Review Committee
- Community Safety and Wellbeing Committee
- Local Emergency Management Advisory Committee
- Tourism & Marketing Advisory Committee

2. to establish the following groups at the Special Meeting of Council to be held following the 2021 local government elections:-

- House Panel (to include Australia Day celebrations)
- Plant and Infrastructure Panel
- SPOTY Panel
- Trails Panel
- Recreation Facilities and Open Space Strategy Working Group
- Environment Working Group

3. to appoint representatives/delegates to the following external organisations or groups at the Special Meeting of Council to be held following the 2021 local government

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elections:-

- Bunbury Geographe Tourism Partnership
- Bunbury-Wellington Sub-Regional Strategy
- Collie Chamber of Commerce & Industry
- Collie Health Service Advisory Committee
- Collie River Valley Marketing
- Collie Visitor Centre
- Cooperative Research Program
- Development Assessment Panel
- Motoring Southwest
- Renergi Project
- Regional Road Group
- SW Zone – WALGA
- Trails Reference Group

4. to request that staff:-

- a. develop a Governance Policy for the consideration of Council; and
- b. review and broaden the scope of the Communications Policy to develop a Communications and Engagement Policy for Council consideration.

The recommendation was amended to include the Townscape Advisory Committee at point 1.

8840

Council Decision:

Moved: Cr Smith

Seconded: Cr Miffling

That Council resolve;

1. in accordance with provisions of Section 5.8 and 7.1A of the Local Government Act 1995 resolve to establish the following committees at the Special Meeting of Council to be held following the 2021 local government elections:

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- **Audit Committee**
- **Bush Fires Advisory Committee**
- **CEO Review Committee**
- **Community Safety and Wellbeing Committee**
- **Local Emergency Management Advisory Committee**
- **Tourism & Marketing Advisory Committee**
- **Townscape Advisory Committee**

2. to establish the following groups at the Special Meeting of Council to be held following the 2021 local government elections:-

- **House Panel (to include Australia Day celebrations)**
- **Plant and Infrastructure Panel**
- **SPOTY Panel**
- **Trails Panel**
- **Recreation Facilities and Open Space Strategy Working Group**
- **Environment Working Group**

3. to appoint representatives/delegates to the following external organisations or groups at the Special Meeting of Council to be held following the 2021 local government elections:-

- **Bunbury Geographe Tourism Partnership**
- **Bunbury-Wellington Sub-Regional Strategy**
- **Collie Chamber of Commerce & Industry**
- **Collie Health Service Advisory Committee**
- **Collie River Valley Marketing**
- **Collie Visitor Centre**
- **Cooperative Research Program**
- **Development Assessment Panel**
- **Motoring Southwest**
- **Re너지 Project**
- **Regional Road Group**
- **SW Zone – WALGA**
- **Trails Reference Group**

4. to request that staff:-

- a. **develop a Governance Policy for the consideration of Council; and**
- b. **review and broaden the scope of the Communications Policy to develop a Communications and Engagement Policy for Council consideration.**

CARRIED 10/0

Background:

The Shire of Collie form its advisory committees at the first meeting after the biennial local government elections and appoints Council representatives to various external organisations and groups.

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Prior to the 2021 elections, Council has the opportunity to determine the governance structure that will be established when the Council meets for the first time following the election. This allows the benefits from the experience of the current Elected Members and prepares for a smooth transition to the new Council.

Statutory and Policy Implications:

All Committees of Council are established under provisions of Sections 5.8 to 5.18 of the *Local Government Act 1995*.

Only two committees are required to be formed under legislation, being the Audit Committee (section 701A of LG Act) and the Local Emergency Management Advisory Committee (Section 38 of the *Emergency Management Act 2005*).

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

N/A

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

5.1.3 Represent and promote the Shire at a local, regional, state and national level

5.2 Effective and efficient people and corporate services

5.2.6 Promote continuous improvement of services, corporate systems and processes

Relevant Precedents:

Council previously considered its committee structure at the meeting of the Council held 1 October 2019.

Comment:

Council currently has a range of Advisory Committees, Panels and Delegates/Representatives to external organisations.

Advisory Committees have a formal structure and follow Standing Orders which define the meeting process, and members are bound by the WA Local Government Act 1995. All of Council's current committees are advisory only and do not have any authority to make decisions on behalf of the Council.

Panels, working groups, reference groups and networks are less formal and have more flexibility in how they conduct meetings, allowing for consultation forums, training sessions and events. Proposals that come from these groups that require authorisation or an allocation of Council resources need to be presented in the form of an officer's report to an Ordinary Meeting of Council for consideration and decision.

The Recommendations presented in this report include a number of changes from the current governance structure. These changes are:

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- Review of policies to occur through a Councillor forum rather than a Committee structure (policies to be provided at the forum a month prior to the meeting of Council).
- Access and Inclusion Network to be replaced with alternative engagement methods that target projects/events/activities/policies in relation to universal access requirements.
- The role of a Communications Panel will be considered in the context of a review of the Communications Policy.
- Economic Development Panel to be discontinued noting that this function is substantively addressed by the Just Transitions Working Group.
- Plant Panel expanded to Infrastructure Panel – to include road works, footpaths, playground equipment in addition to plant noting that the Terms of Reference are to be amended to incorporate these changes.
- Recreation Facilities and Open Space Strategy Working Group and Environment Working Group to be formed to prepare a Terms of Reference for these groups.
- No delegates required to be appointed to the Over 55's Retirement Village working group or the Bunbury Geographe Economic Alliance.

To support the decision-making processes of the Council it is also recommended that the following Policy development occurs:

Communications Policy

The Corporate Services policy CS1.7 *Communications Policy* is recommended to be reviewed and expanded to become a *Communications and Engagement Policy*. This broader policy would encompass levels of stakeholder engagement required for various projects or activities, and the communication methodology, level of communication and templates to be applied.

The review would provide a methodology for a full review of the Shire of Collie's Strategic Community Plan which is due in 2022.

Governance Policy

It is recommended that a Governance Policy be developed that would clarify the requirements for:

- Governance principles and practice
- Governance framework
- Integrated planning framework
- Roles and relationships
- Effective decision making
- Committees and panels
- Stakeholder engagement

While the requirements are statutory for Ordinary and Special Meetings of Council and Meetings of Committees of Council, and Committees of Council have adopted Terms of Reference there are no established protocols for other levels of engagement such as panels. There are also no articulated guidelines for the representatives on external

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groups with respect to reporting back to Council, or for reporting on community engagement sessions.

Collectively these changes are designed to provide Councillors with the information and support they require to make sound decisions that align with community expectations, legislative requirements and financial considerations.

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Cr Kearney has declared an Impartial Interest at Item 12.5.

12.5 Regional Economic Development Grant Application – Tourism Marketing Coordinator

Reporting Department:	Corporate Services
Reporting Officer:	Allison Fergie – Director Corporate Services
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation	<i>Local Government Act 1995</i>
File Number:	GOV/136
Appendices:	Appendix 6 – RED Grants Guidelines – Round 4
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider authorising an application to the Regional Economic Development (RED) Grants program and the associated Council contribution for the purpose of engaging a tourism marketing coordinator as recommended in the Collie Tourism Marketing Strategy.

Officer's Recommendation:

That Council resolve to:

1. authorise staff to submit an application to the Regional Economic Development Grants Round 4 for the purpose of engaging a tourism marketing coordinator as recommended in the Collie Tourism Marketing Strategy; and
2. authorise the nomination of matching funds of \$50,000 within the grant application.

The recommendation was amended to change the wording at point 2 and to include point 3.

8841

Council Decision:

Moved: Cr Kearney

Seconded: Cr Italiano

That Council resolve to:

1. **authorise staff to submit an application to the Regional Economic Development Grants Round 4 for the purpose of engaging a tourism marketing coordinator as recommended in the Collie Tourism Marketing Strategy;**
2. **authorise the nomination of matching funds of up to \$100,000 to match the timeframe within the grant application; and**
3. **investigate additional funding options for an earlier appointment.**

CARRIED 10/0

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Background:

The Regional Economic Development (RED) Grants Program is a State Government initiative that invests in projects that contribute to economic growth and development in regional Western Australia.

Projects that support the identified South West Regional Priorities will attract a higher weighting in the assessment process. As the priorities include Tourism and Events, this is the area in which an application could be submitted from the Shire of Collie.

At its meeting held 8 June 2021 Council resolved:

8741 – That Council:

- 1. Receive for implementation the Collie Tourism Marketing Strategy (the Strategy) prepared by Distinctly Tourism Management as presented at Appendix 1.*

The Collie Tourism Marketing Strategy (TMS) provides recommendations around the actions required to implement the strategy.

One of the recommendations is that ‘A marketing role is urgently required to coordinate communications and functions identified in the strategy, acting as a conduit between the Shire’s strategy and tourism stakeholders to achieve visitor growth outcomes.’

The growth of tourism in Collie would meet the grant objective of ‘Expanding or diversifying industry’ and would provide benefit to the regional economy.

Statutory and Policy Implications:

N/A

Budget Implications:

A minimum cash contribution of 50% is required under the grant program criteria; a cash contribution of \$50,000 will enable an application for a grant amount up to \$50,000 to give a total of \$100,000 for the project.

If the application is successful, the matching funds can comprise:

- A contribution from the Collie Visitors Centre of \$15,000;
- Shire contributions arriving from:
 - Mid-year budget review allocation to cover costs for the 2-3 remaining months of the current financial year;
 - Further allocation within the 2022/23 financial year budget.

Communications Requirements: (Policy No. CS 1.7)

Nil

Community Strategic Plan/Corporate Business Plan Implications:

Goal 4 Our Economy A strong and diversified economic base providing a range of business and employment opportunities.

Outcome 4.3: A growing tourism industry

Strategy 4.3.6: Support regional tourism initiatives that provide local tourism growth.

Relevant Precedents:

Nil

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Comment:

Additional resources are required to implement the TMS and the RED Grant program provides an opportunity to seek funding for one of the key recommendations of the strategy.

The outcome of the grant application may not be known for up to six months after the closing date of applications in late October 2021. When advertising and recruitment time is added, it would mean that a coordinator position would not be filled until late in the 2021/22 financial year. The cost could be covered by a mid-year budget review allocation in anticipation of a successful outcome.

A project budget of \$100,000 would allow for the employment of a coordinator for a period of around 18 months, including all on-costs. The coordinator would implement the first-year actions recommended in the TMS, potentially including but not limited to:

- Implement 'Collie's Destination Story' across all channels and share with Destination Marketing partners and tourism stakeholders
- Develop content for Family Experiences & Services
- Establish a communication protocol between the Shire of Collie and the Collie Visitor Centre to share PR and Events information
- Establish a protocol of visitor data reporting on a monthly basis from local tourism stakeholders to be shared with the TMAC.
- Consolidate all tourism social channels and website domain and transition to www.visitcollie.com.au . Establish new social accounts as #visitcollie.
- Develop a content and social media plan, including a strategy to increase website traffic.
- Partner with ASW/BUNGEO to leverage media & PR relationships.

The Collie Visitor Centre has agreed to support and contribute to the project as there are benefits for the service that is provided to tourists through their operations.

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13. DEVELOPMENT SERVICES REPORTS

13.1 Extended Retail Trading Hours

Reporting Department:	Development Services
Reporting Officer:	Isabel Fry (Town Planner)
Accountable Manager:	Matt Young – Director Development Services
Legislation	Retail Trading Hours Act 1987
File Number:	EDV/012
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider a proposal for a change to the approved retail trading hours in the Shire of Collie over the 2021/22 summer period.

Officer's Recommendation:

That Council resolve to:

1. note the recommendation of the Collie Chamber of Commerce and Industry; and
2. authorise Council staff to make formal application to the Minister for Commerce for an extension to the approved retail trading hours in the Shire of Collie for the 2021/22 summer period as set out in the report.

The recommendation was amended to include additional wording at point 2.

8842

Council Decision:

Moved: Cr Woods

Seconded: Cr Faries

That Council resolve to:

1. **note the recommendation of the Collie Chamber of Commerce and Industry; and**
2. **authorise Council staff to make formal application to the Minister for Commerce for an extension to the approved retail trading hours in the Shire of Collie for the 2021/22 summer period as set out in the report plus the trading hours for all public holidays for the 2022 calendar year from 8.00am to 6.00pm.**

CARRIED 10/0

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Background:

The Shire of Collie's has an existing approval from the Minister for Commerce to trade between the following hours:

TABLE 1

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

The Minister for Commerce may approve extended retail trading hours for the Shire of Collie upon request.

Officers have liaised with the Collie Chamber of Commerce and Industry regarding extending the retail trading hours over the 2021/22 summer period. The Collie Chamber of Commerce and Industry have provided the following recommended extended trading hours.

TABLE 2

Day	Dates (2021/2022)	Christmas trading hours recommended by CCCI
<i>Monday – Friday</i>	<i>29 Nov – 3 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Saturday</i>	<i>4 Dec</i>	<i>7.00 am – 6.00 pm</i>
<i>Sunday</i>	<i>5 Dec</i>	<i>8.00 am – 6.00 pm</i>
<i>Monday - Friday</i>	<i>6 – 10 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Saturday</i>	<i>11 Dec</i>	<i>7.00 am – 6.00 pm</i>
<i>Sunday</i>	<i>12 Dec</i>	<i>8.00 am – 6.00 pm</i>
<i>Monday - Friday</i>	<i>13 – 17 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Saturday</i>	<i>18 Dec</i>	<i>7.00 am – 6.00 pm</i>
<i>Sunday</i>	<i>19 Dec</i>	<i>8.00 am – 6.00 pm</i>
<i>Monday</i>	<i>20 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Tuesday</i>	<i>21 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Wednesday</i>	<i>22 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Thursday</i>	<i>23 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Friday</i>	<i>24 Dec</i>	<i>7.00 am – 9.00 pm</i>
<i>Saturday</i>	<i>25 Dec (Christmas Day)</i>	<i>CLOSED</i>
<i>Sunday</i>	<i>26 Dec</i>	<i>8.00 am – 6.00 pm</i>

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Day	Dates (2021/2022)	Christmas trading hours recommended by CCCI
Monday	27 Dec	7.00 am – 9.00 pm
Tuesday	28 Dec	7.00 am – 9.00 pm
Wednesday	29 Dec	7.00 am – 9.00 pm
Thursday	30 Dec	7.00 am – 9.00 pm
Friday	31 Dec	7.00 am – 9.00 pm
Saturday	1 Jan (New Year's Day, 2021)	8.00am – 6.00pm
Wednesday	26 Jan (Australia Day, 2021)	8.00am – 6.00pm

Statutory and Policy Implications:

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

Budget Implications:

Nil

Communications Requirements: (Policy No. CS 1.7)

Officers have consulted with the Collie Chamber of Commerce and Industry and sought their recommended trading hours for this period.

Once Ministerial approval is obtained, Officers will inform local traders and the public of the approved extended trading hours via the Collie Chamber of Commerce and Industry.

Strategic Community Plan/Corporate Business Plan Implications:

4.0 Our Economy

Our Goal:

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

Relevant Precedents:

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

Comment:

The Collie Chamber of Commerce and Industry has recommended that trading be permitted as per Table 2. These hours are supported by officers. The added attraction and convenience of having retail outlets able to be open is important and the Council can therefore support an application for Ministerial approval on the basis that the request is beneficial for the community and assists the local economy.

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

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13.2 Request for Comment - 6 x Grouped Dwellings- Lots 1513 and 1514 Atkinson Street, Collie

Reporting Department:	Development Services
Reporting Officer:	Isabel Fry- Town Planner
Accountable Manager:	Matt Young – Director Development Services
Legislation	<i>Planning and Development Act 2005</i> <i>Public Works Act 1902</i>
File Number:	A652, A650
Appendices:	Appendix 7- Development Plans Appendix 8- Covering Letter
Voting Requirement	Simple Majority

Report Purpose: For Council to provide comment on a Department of Communities proposal for 6 grouped dwellings at Lots 1513 and 1514 Atkinson Street, Collie.

8843

Officer's Recommendation/Council Decision:

Moved: Cr Miffling

Seconded: Cr Scoffern

That Council resolve to:

- 1. advise the Department of Communities that the Shire supports the proposal in principle, should no valid objections be received following consultation with adjoining property owners; and**
- 2. authorise Officers to provide additional advice to Department of Communities relating to the treatment of stormwater and drainage for the proposal.**

CARRIED 10/0

Background:

The Department of Communities (DoC) have been investigating the development of their lots 1513 and 1514 Atkinson Street, Collie on an ongoing basis over the past 18 months. This has included consultation with various Development Services Officers in developing the final development plans (refer Appendix 7).

The DoC has requested that the Shire provide formal comment on the proposal, as per Appendix 8. As noted in the covering letter, the development is not required to obtain development approval due to being classified as Public Works under the *Public Works Act 1902*. Consultation with the local authority is however required under the *Planning and Development Act 2005*.

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The proposed development comprises of 6 grouped dwellings for the purpose of public housing which have been designed to the 'Gold Standard' of Liveable Housing Australia. The proposed minimum lot size for the development is 275.37m² and average lot size is 302.57m². There are 3 designs proposed to be developed on the site, which are all 1 bedroom, 1 bathroom with a single car bay. The site plan shows 3 crossovers to the site, with Unit 1 proposed to have its own frontage, Units 2, 4 and 5 to access through common property with a shared crossover. Units 3 and 6 will have their own shared crossover, also utilising common property.

The subject lots are currently zoned Residential with a coding of R15. The minimum lot size for R15 as per State Planning Policy 7.3 Residential Design Codes (the RCodes) is 580m² and the average lot size is 666m². The proposed development is more consistent with that of an R30 development, which allows for a minimum lot size of 260m² and an average lot size of 300m². The proposed development is not consistent with the Shire of Collie Local Planning Scheme No.5.

The proposal includes the retention of two existing trees at the front of the property, as well as proposing a number of broad canopy trees, productive trees and other landscaping. The proposal also includes a central area of common property which will have broad canopy trees. The proposal does not include any development of buildings to the boundaries of the subject lots and provides for one visitor bay on the site. The primary street setback to Unit 1 and 2 is approximately 4 metres, which is consistent with R30 requirements under the R-Codes. Important to note, only Unit 1's open carport is proposed to be fronting the primary street and all three units (1, 2 and 3) are designed to address the primary street.

Statutory and Policy Implications:

Local Planning Scheme No.5

State Planning Policy 7.3 Residential Design Codes

Public Works Act 1902 and Planning and Development Act 2005

Section 6 of the PD Act states:

"nothing in this Act interferes with the right of the Crown, or the Governor, or the Government of the state, or a local government –

(a) to undertake, construct or provide any public work; and
(b) to take land for the purposes of that public work."

In general terms, this section gives the bodies referred to in section 6, "section 6 bodies", the power to undertake a public work or take land for the purposes of a public work without obtaining development approval from the responsible authority under the relevant planning scheme. The term "public work" is defined under section 4 of the PD Act as including any public work as defined in the Public Works Act 1902.

In this Act, if not inconsistent with the context - "public work" and "work" mean and include –

9a) public housing

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Section 6 has the effect of exempting section 6 bodies from the requirement to obtain development approval for a public work under a local planning scheme. Despite this exemption, section 6 bodies are still required to comply with the requirements of section 6(2) and (3), namely:

- a) *to have regard to the purpose and intent of the local planning scheme;*
- b) *to have regard to the principles of proper and orderly planning and the amenity of the area; and*
- c) *to consult with the local government when a proposal is being formulated for any public work, or the taking of land for a public work. If a section 6 body undertakes a public work without consulting with the relevant local government under section 6(3), then it has breached the requirements of the PD Act.*

Budget Implications:

Nil

Communications Requirements:

Evidence of consultation with adjoining landowners on the proposal has not been provided. It is recommended by the Shire that this be undertaken and all valid planning objections be addressed by the Department of Communities.

Strategic Community Plan/Corporate Business Plan Implications:

Goal 4: Our Built Environment

Outcome 4.1 Appropriate Land Use, Development and Heritage Conservation;

Strategy 4.1.1: Support and promote the conservation and maintenance of heritage buildings, sites and places of interest.

Comment:

In discussions with the Department of Communities regarding this development it has been well established that the intention for this development is to house the Shire's aged and vulnerable community. The vision for the site was to provide low maintenance, single bedroom dwellings with consideration to providing an attractive and engaging frontage. Designing the site to allow for the planting of broad canopy trees and steering away from the standard central driveway design was also a high priority.

The development has been architecturally designed and offers a selection of three different housing designs within the development. The provision of single open carports is also appropriate for the intention of the development, ensuring that the street frontage was not dominated by garage doors, pavement and fencing. These design elements are consistent with the intentions of the Draft Medium Density Codes, which prioritise promoting quality development with consideration to reducing impermeable areas and supporting resident wellbeing. It is appropriate that a high level of consideration given to the design of grouped dwelling developments be rewarded and supported by local government authorities.

It is recommended that the response to DoC include advice relating to stormwater and drainage. This is due to the catchment volume for soakwells being calculated based on Class 1 sandy soils, however the site is likely to be a clay soil which required 2m³ per 65m² of impervious surface, unless otherwise determined by a qualified civil engineer.

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The doorways to the dwellings have also been identified as having a 0mm threshold, for universal access purposes, which will require consideration as to ensuring surface flow of water does not impact the building.

With consideration to the intention of this development by DoC, the reduced average and minimum lot size is reflective of the intended occupants and size of the proposed dwellings. This proposal will provide a type of housing which is in short supply in Collie at present and assist in facilitating aging in place for the Shire's aged and vulnerable community. The development will not have an adverse impact on the existing streetscape or propose development to the boundaries of adjoining properties.

It is acknowledged that the proposed density of the development has not been anticipated in this area and there is a significant departure from the zoning as determined by Local Planning Scheme No.5. Draft Local Planning No.6 has also not accommodated for this level of development in this area.

However, given the intention of the DoC to provide high quality public housing to the Collie community in a time where vacancy rates are extremely low, it is recommended that the proposal be supported in principle. It is recommended that Council advise the DoC that support of the proposal is reliant on no valid objections being raised following consultation with adjoining property owners. A valid objection must be based on planning grounds.

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13.3 Dedication of Road- Unallocated Crown Land- Siding Street, Mungalup

Reporting Department:	Development Services
Reporting Officer:	Isabel Fry (Town Planner)
Accountable Manager:	Matt Young – Director Development Services
Legislation	<i>Land Administration Act 1997</i>
File Number:	RDS/022
Appendices:	Appendix 9 - Aerial Map (Road Reserve) and Zoning Map
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider a proposal for dedicating a parcel of Unallocated Crown Land adjoining Siding Street, Mungalup as road reserve.

8844

Officer's Recommendation/Council Decision:

Moved: Cr Scoffern

Seconded: Cr Italiano

That Council resolve to:

- 1. consider the proposal to dedicate a parcel of Unallocated Crown Land adjoining Siding Street, Mungalup as road reserve;**
- 2. authorise consultation with the landholders in the area bound by Siding and Concession Streets, Mungalup; and**
- 3. authorise Officers to undertake the survey of the road and to identify encroachments as per the request from Department of Planning, Lands and Heritage.**

CARRIED 10/0

Background:

At the Ordinary Meeting of Council held 14 September 2021, Council considered a proposal to include a portion of Unallocated Crown Land (UCL) into Lot 6, No.180 Siding Street, Mungalup. The Council resolved to provide a response to the Department of Planning, Lands and Heritage (DPLH) indicating support of the proposal to resolve encroachment issues for the property.

An additional proposal has since been received by the Shire from DPLH, relating to the Siding Street, Mungalup road reserve (refer Appendix 9) and the subject parcel of UCL. The DPLH has requested that the Shire consider the following:

1. The whole portion of UCL alignment to be dedicated as "road".
2. The survey of the road to also identify individual parcels for any future Section 87 amalgamations due to encroachments.
3. The Shires specific advice is required regarding the width of the road (current

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dedicated alignment is 20m).

4. The Shire to be responsible for survey of the road.

Aerial images and online mapping shows that Siding Street has not been constructed solely in the Siding Street road reserve and is largely located in the subject portion of UCL. There are also a number of properties that utilise Siding Street for primary access and access is reliant on crossing the UCL.

The parcel of UCL is 80,659m² in area, approximately 43m wide with vegetation present. The existing Siding Street road reserve is 20m wide, also with vegetation present.

The purpose of this proposal is to formalise Siding Street, through ensuring the constructed road carriageway is located within the road reserve and providing legal frontage to several properties at this location. At present, there are 7 properties that utilise Siding Street for access, requiring them to also cross the subject portion of UCL. It will also allow for any encroachments from adjoining privately owned properties to be rectified.

Statutory and Policy Implications:

All statutory requirements apply for unauthorised structures, if found to be encroaching following survey of the road.

Budget Implications:

Survey of the road and identification of encroachments can be completed by Shire Officers.

Communications Requirements:

Consultation has not been undertaken with adjoining landowners to date. It is recommended that if Council resolve to pursue the proposal, this should be undertaken.

Strategic Community Plan/Corporate Business Plan Implications:

Goal 4: Our Built Environment

Outcome 4.1 Appropriate Land Use, Development and Heritage Conservation;

Strategy 4.1.1: Support and promote the conservation and maintenance of heritage buildings, sites and places of interest.

Comment:

It is recommended that if Council is supportive of Officers pursuing the proposal, consultation with the property owners of all 18 properties in the area bound by Siding and Concession Streets should be undertaken. Additionally, a preliminary survey of the UCL and Siding Street should be conducted to identify encroachments that need to be addressed. This level of survey can be undertaken by the Shire's Technical Services Department.

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The DPLH will be responsible for the disposal and transfer of any land within the UCL that property owners wish to pursue purchasing. Consultation with the landowners conducted by the Shire will assist DPLH in proceeding with transfer, excision and amalgamation processes. Landowners or the DPLH will be responsible for survey and transfers of land costs associated with the proposal, however this is to be confirmed.

The benefit of the proposal is that the Siding Street carriageway as presently constructed will be contained wholly within a road reserve, as well as providing legal road frontage to the properties that currently rely on utilising the UCL for access. There is also an opportunity to address any building encroachments as identified in the future survey.

It can be noted that the Shire's Local Planning Scheme No.5 and the future Local Planning Scheme No.6 does not allow for subdivision of these lots, therefore the formalisation of the road frontage will not result in further subdivision of the lots which will have a dual frontage.

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13.4 Determine Tender 02/2021 - SW Blackberry Spraying Contractor Panel - The Collaborative Declared Weed Management Scheme

Reporting Department:	Development Services
Reporting Officer:	Katya Tripp
Accountable Manager:	Matt Young – Director Development Services <i>Local Government Act 1995 – Section 3.57</i>
Legislation	<i>Local Government (Functions and General) Regulations 1996</i>
File Number:	CMG/277
Appendices:	No
Voting Requirement	Simple Majority

Report Purpose:

For Council to appoint the preferred Tenderer(s) as the Contractor(s) for the control of blackberry across the three Shires' of Collie, Dardanup and Donnybrook-Balingup.

8845

Officer's Recommendation/Council Decision:

Moved: Cr Miffling

Seconded: Cr White

That Council:

- 1. accept the four tenders submitted by Jetblack Holdings Pty Ltd T/A Mainspray, Neil Fraser Pty Ltd, Tranen Revegetation Southwest and Eco-Logical Landscapes T/A Scott Bartholomew for the provision of blackberry control across the Shires' of Collie, Dardanup and Donnybrook-Balingup as per tender 01/2021 Blackberry Mapping – Collaborative Blackberry Project for a period of six (6) months from the date of award;**
- 2. establish a panel of preferred tenderers for the next six (6) months for the provision of blackberry control across the Shires' of Collie, Dardanup and Donnybrook-Balingup as per tender 01/2021 Blackberry Mapping – Collaborative Blackberry Project for a period of six (6) months from the date of award comprising of Jetblack Holdings Pty Ltd T/A Mainspray, Neil Fraser Pty Ltd, Tranen Revegetation Southwest and Eco-Logical Landscapes T/A Scott Bartholomew;**
- 3. authorise the Chief Executive Officer to enter into contracts with Jetblack Holdings Pty Ltd T/A Mainspray, Neil Fraser Pty Ltd, Tranen Revegetation Southwest and Eco-Logical Landscapes T/A Scott Bartholomew for the provision of blackberry control across the Shires' of Collie, Dardanup and Donnybrook-Balingup as per tender 01/2021 Blackberry Mapping – Collaborative Blackberry Project.**

CARRIED 10/0

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Background:

Funding was received in October 2020 for the mapping and control of blackberry across the three Shires of Collie, Dardanup and Donnybrook-Balingup.

A tender was advertised in the West Australian, the SW Times and the Collie River Valley Bulletin on 2 September 2021. The tender advertisement and document was also published on the Shire's website.

A total of four (4) responses were received from:

1. Jetblack Holdings Pty Ltd T/A Mainspray;
2. Neil Fraser Pty Ltd;
3. Tranen Revegetation Southwest;
4. Eco-Logical Landscapes T/A Scott Bartholomew

The tender submissions were evaluated by a panel comprising of an officer from Donnybrook Balingup Shire, an officer from the Dardanup Shire and the Manager of the Leschenault Catchment Council (the appointed project manager).

Tenders were evaluated using the following criteria:

Compliance Criteria

Yes / No answers

Qualitative Criteria weighting

1. 30% Relevant Experience
2. 30% Key Personnel
3. 20% Tenderer's Resources
4. 20% Price

Members of the appointed tender evaluation panel undertook independent assessments of the four (4) tenders. This was followed by a steering group meeting where the tenders received, and the evaluation panel members evaluations were considered and discussed.

Minor clarifications regarding registrations, insurances and OHS were required with some of the tenderers. These clarifications were undertaken in writing by the project manager of the Leschenault Catchment Council.

All tenderers have demonstrated capability to fulfill the requirements of the project. Due to a short period of time available to undertake the control and the large area required to be treated, the evaluation panel recommended that all of the four (4) contractors be appointed to the panel and the remaining steering group members agreed.

Statutory and Policy Implications:

Advertising and processing of tenders was conducted in accordance with: - *Local Government (Functions and General) Regulations 1996, Part 4 Provision of Goods or Services.*

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This includes when and how to call for public tenders including advertising, registering, receiving and choosing of a tender including a panel of prequalified suppliers.

Tendering for goods and services is also conducted in accordance with: *Corporate Services Policy CS 3.23 – Purchasing Policy*.

Budget Implications:

This project is fully funded by a Federal Government grant.

The expected budget associated with these contracts for the control of blackberry across the three Shires is \$640,000.

Communications Requirements:

The public advertising period ran from 2-16 October 2021. Advertisements were placed in the Collie River Valley Bulletin, SW Times and West Australian newspapers.

The tenderers will be notified of the outcome of the tender process as per the recommendation adopted by Council.

Strategic Community Plan/Corporate Business Plan Implications:

Goal 3: Our Natural Environment

Outcome 3.1 A protected natural environment.

Goal 5: Our Business

Outcome 5.1 Good governance and leadership;

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

Relevant Precedents:

A tender was awarded to Focussed vision Pty Ltd for the mapping of blackberry across the three Shires as a component to this project in July 2021.

A panel of prequalified suppliers was awarded on 23 October 2018 to SS Roads Pty Ltd, Weed Pest Vermin (Neil Fraser Pty Ltd) and Martins Environmental Services for Herbicide Spraying Services within the Shire of Collie for a period of twelve (12) months from the date of award.

Comment:

Evaluation of tenders received

Tenders for the control of blackberry have been received and Council is requested to appoint the preferred Tenderer(s) as the Contractor(s).

The tender covers the control of blackberry across the three Shires of Collie, Donnybrook-Balingup and Dardanup during the months of October to December. All tenders received were considered capable of undertaking the works and due to the large area to be covered in a short amount of time it is recommended that all four (4) tenders received be appointed to the panel.

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Consideration of local price preference

Corporate Services Purchasing Policy (CS 3.23) includes a local price preference to be given to suppliers located within the Shire boundaries where “in the case of tenders 10% shall be applied to the ‘net cost’ up to a maximum of \$50,000”.

As it is recommended that all four of the contractors be appointed to the panel, and the work applies to three shires the local price preference to Collie is not appropriately applied.

Engagement of a contractor from the Panel

As contained in the tender documents, the process below will be used to rank and then engage a supplier from the Panel of Preferred Suppliers:

- Step 1 Determine the most suitable plant and equipment required for the works. For example location and size of the area to be treated and the most appropriate personnel and equipment for the work to be completed in the minimum amount of time. Preference will be given to suitable contractors local to the Shire that the works are to be undertaken in.
- Step 2 Determine the preferred supplier considering the evaluation process and previous performance.
- Step 3 Determine the availability of the plant, equipment and/or operator through contact with the preferred supplier.
- Step 4 If the first choice is unavailable, repeat the process for the next most suitable supplier.

The above steps will provide a ranking for each contractor against each job. In choosing which Contractor(s) to use from those forming the panel of providers, the Principal shall take into account the Contractor’s current commitments and therefore availability and the amount of work currently being/having been undertaken by the individual Contractors.

Other considerations

The activity end date for the project is 31 December 2021 with project acquittal due by 25 March 2022. The Steering Group intend to make application to the funding body, the Department of Agriculture, Water and Environment, for an extension to the activity end date.

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14. TECHNICAL SERVICES REPORTS

Nil

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 Woods

- 20 & 21 September: - Attended Local Government conference in Perth.

Cr Faries

- Advised that the Motorplex has put in for funding to the Futures Funding for upgrades to electrical and safety projects.

Cr Hansen

- 28 September: - Attended the Collie River Trail and Trail Corridor opening at Minninup Pool.

Cr Kearney

- 6 October: - Attended the What's on the Horizon event at the Collie Ridge.

Cr Scoffern

- 11 & 17 September: - Attended some Festiv Arty events including "paint and sip".
- 22 September: - Attended an online discussion for ICA Taskforce – Ministerial Taskforce into public mental health for children aged 0 to 18.
- 22 September: - Attended the Collie Visitor Centre meeting.
- 6th October: - Attended the "What's on the Horizon" community event.

Mrs Fergie

- Advised that voting for the election is open up until 6pm on Saturday 16 October.
- Attended the Tom Quilty event and presented the blanket on behalf of Council.

Mr Young

- Advised that the development application for KFC has been lodged with the Shire of Collie office.

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- Advised that the Throssell Street façade project is nearing completion and invoices will be issued directly.
- Advised that the application is like to be received from Renergi shortly.
- Advised that the CESM role is open to applicants.

Mr Keane

- Advised that there is an EOI for Jack Mears Spring and Swinging Bridge Refurbishment.

Cr Miffing

- 20 to 21 September: - Attended Local Government Convention in Perth along with the Shire President, Cr Woods and CEO Mr Devenish.

Cr Stanley

- 19-21 September: - Local Government Week (attached)
- 22 September: - WALGA CEO Performance Appraisals training
- 28 September: - Collie River Trail and Trail Corridor official opening
- 29 September: - Presented to the Federal Select Committee on Regional Australia, which was hosted in Collie
- 29 September: - Celebrating Collier's History and Diversifying the Local Economy Just Transition Working Group sub-group meetings.
- 5 October: - Just Transition Working Group meeting
- 5 October: - Official launch of [Collie's Investment Prospectus](#), which is just one part of the work being done by Collie's Just Transition Working Group, with more information at colliefutures.com.au. The prospectus will be distributed to potential investors in Australia and around the world.
- 6 October: - What's on the Horizon community event, attended by approximately 40 people, and featured five speakers:
 - Jodie Hanns MLA, providing an overview of the newly launched prospectus and other state government initiatives
 - Greg Busson, CFMEU, providing an overview of the Just Transition work from the combined unions' perspective
 - Phil Hearse, International Graphite, with an overview of his business, including why Collie was chosen as the preferred location from a global perspective
 - Cameron Edwards, nbn Local, announcing Collie's inclusion as a Business Fibre Zone and what opportunities that poses for existing and new businesses in Collie
 - Dale Miller, Collie Senior High School, with an overview of opportunities for students at Collie Senior High School, including recently announced initiatives

Upcoming events

- 16 October: - Local Government Elections vote counting from 6pm in Council Chambers
- Late October: - Official openings for the Koolinup Emergency Services Centre and the Throssell Street façades project

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Cr Stanley thanked all Councillors and Staff for working together during her time in office and wished all nominees in the election the very best.

Mr Devenish

- 15 September: – Meeting with South West Development Commission
- 15 September: – Meeting with Riverview Redevelopment representatives
- 16 September: – Attend the Tourism and Marketing Advisory Committee meeting
- 20 – 21 September: – Attended Local Government Week
- 22 September: – Meet with Shire Auditors
- 28 September: – Attended Collie River Trail & Trail Corridor Opening Event, and attended Central Park and Collie Cemetery projects with Federal Member Rick Wilson
- 29 September: – Attended Just Transition, Diversifying Local Economy Sub-Group Meeting
- 29 September: – Attended the Federal Select Committee on Regional Australia hearing
- 30 September: – Attended meeting with Department of Transport regarding the Aquatic Use Review for Wellington Dam
- 30 September: – Attended the Official Opening of the Tom Quilty Gold Cup 2021
- 1 October: – Meeting with Department of Jobs, Tourism, Science and Innovation regarding industrial lands study
- 1 October: – Meeting with Contract Manager and Manager Strategy and Association Government for WALGA
- 4 October: – Meeting with representative of Amarco regarding potential business opportunity in Collie
- 5 October: – Attended Just Transition working group meeting
- 6 October: – Attended the 'What's on The Horizon' forum
- 7 October: – Convened an Enterprise Bargaining Agreement, Bargaining Committee meeting
- 8 October: – Met with South West Development Commission and consultant regarding Collie 125 Year Celebration planning

19. STATUS REPORT ON COUNCIL RESOLUTIONS

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

- 'Closed Since Last Meeting' at Appendix 10
- 'All Open' at Appendix 11

20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

Mrs Green and Mrs Varian left chambers at 9.41pm.

Cr Woods declared a Financial Interest in Item 20.1.

Cr Woods left the room at 9.41pm.

SHIRE OF COLLIE
MINUTES - ORDINARY MEETING OF COUNCIL
Tuesday, 12 October 2021

8846

Moved: Cr White	Seconded: Cr Faries
That Council moves Into Committee.	
CARRIED 9/0	

- 20.1 – Disposal of Property to Recover Rates

8847

Officer's Recommendation/Council Decision:	
Moved: Cr Faries	Seconded: Cr Hansen
That Council resolve by Absolute Majority to proceed with issuing a Property Sale and Seizure Order for Land under CS3.16 Rating Policy to the following properties for the non-payment of rates:	
<ul style="list-style-type: none">• A1795- 9 Hodgson Terrace, COLLIE WA 6225• A2050- 218 Prinsep Street, COLLIE WA 6225• A1503- 70 Ogden Street, COLLIE WA 6225• A2131-26 Mary Street, COLLIE WA 6225	
CARRIED 9/0	

Cr Woods returned to the room at 9.45pm.

Mrs Fergie, Mrs Mandry, Mr Keane and Ms Dent left chambers at 9.46pm.

Mr Devenish along with Mr Young provided an update on the position of Director for Technical Services.

8848

Moved: Cr Woods	Seconded: Cr Hansen
That Council moves Out of Committee.	
CARRIED 10/0	

21. CLOSE

The Shire President thanked Council and Staff for their attendance. The Presiding Member declared the meeting closed at 10.04pm.

I certify that these Minutes were confirmed at the Ordinary Meeting of Council held on Tuesday, 9 November 2021.

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Presiding Member

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Date