



Shire of  
**Collie**

# MINUTES

for the

## ORDINARY MEETING OF COUNCIL

held on

Tuesday, 10 May 2022

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**MINUTES – ORDINARY MEETING OF COUNCIL**  
Tuesday, 10 May 2022

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Minutes of the Ordinary Meeting of the Collie Shire Council held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 10 May 2022 commencing at 7:00pm.

**1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE**

<b>PRESENT:</b>	Sarah Stanley	Councillor (Presiding Member)
	Ian Miffing OAM JP	Councillor
	Brett Hansen	Councillor
	John Kearney	Councillor
	Joe Italiano	Councillor (via video conference)
	Michelle Smith	Councillor (via video conference)
	Gary Faries	Councillor
	Elysia Harverson	Councillor
	Rebecca Woods	Councillor
	Leonie Scoffern	Councillor
	Matthew Young	Director Development Services/Acting CEO
	Rick Miller	Director Technical Services
	Hasreen Mandry	Finance Manager
	Cassie Keir	CEO Personal Assistant

**APOLOGIES:**

Brent White	Councillor
Stuart Devenish	Chief Executive Officer

**GALLERY:**

Nola Green – Press  
Jacinta Cantatore – SW Times  
Nathan Ling, Neoen (left Chambers at 7.30pm)  
Florian Popp (left Chambers at 7.30pm)  
Gail Varian

- 1.1 Councillors granted Leave of Absence at previous meeting/s.  
Cr Harverson, Cr Scoffern and Cr Woods.
- 1.2 Councillors requesting Leave of Absence for future Ordinary Meetings of Council.  
Nil
- 1.3 Councillors who are applying for Leave of Absence for this Ordinary Meeting of Council.  
Cr White sought a Leave of Absence from this Ordinary Meeting of Council.

**8986**

**Recommendation/Council Decision:**

**Moved: Cr Faries**

**Seconded: Cr Woods**

**That Council grant Cr White a leave of Absence for this Ordinary Council Meeting**

**CARRIED 10/0**

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**2. PUBLIC QUESTION TIME**

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

**3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4. DISCLOSURE OF FINANCIAL INTEREST**

<b>Councillor/Staff</b>	<b>Agenda Item</b>	<b>Disclosure</b>
Cr Stanley	11.2 South 32 Community Investment Strategy Funding	Impartial
	12.3 Adoption of Sport and Recreation Annual Maintenance Fees 2021/2022	Impartial – Son is a member of Collie Underwater Hockey Club
	12.4 Adoption of Fees and Charges for 2022/23	Impartial – Son is a member of Collie Underwater Hockey Club
	13.1 Proposed Home Business – Signage, Design and Fabrication	Impartial – Similar Sector to Gumfire.
Cr Hansen	12.2 Financial Report	Impartial – Proxy President
	12.3 Adoption of Sport and Recreation Annual Maintenance Fees 2021/2022	Impartial – Proxy President
	12.4 Adoption of Fees and Charges for 2022/23	Impartial – Proxy President
Cr John Kearney	11.2 South 32 Community Investment Strategy Funding	Impartial – Work Related
Cr Ian Miffling	11.2 South 32 Community Investment Strategy Funding	Impartial – Member of South32 Community Liaison Committee
	12.3 Adoption of Sport and Recreation Annual Maintenance Fees 2021/2022	Impartial – President of Collie Lawn Tennis Club
	12.4 Adoption of Fees and Charges for 2022/23	Impartial – Member of Collie Harness Racing Club
	13.1 Proposed Home Business – Signage, Design and Fabrication	Impartial – Property owner is a relative

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

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

**8987**

**Moved: Cr Hansen**

**Seconded: Cr Scoffern**

**That Council suspends Standing Orders.**

**CARRIED 10/0**

A presentation was given by Nathan Ling and Florian Popp on the Collie Battery Project and also an overview of their company, Neon.

Cr Stanley thank Mr Ling and Mr Popp for their deputation on the proposed project.

Mr Ling and Mr Popp left the Chambers at 7.30pm.

**8988**

**Moved: Cr Harverson**

**Seconded: Cr Kearney**

**That Council resume Standing Orders.**

**CARRIED 10/0**

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

Nil

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

Nil

8. **CONFIRMATION OF THE PREVIOUS MEETINGS OF COUNCIL MINUTES**

**8989**

Recommendation/Council Decision:

Moved: Cr Faries

Seconded: Cr Kearney

That Council confirms the Minutes of the Ordinary Meeting of Council held on 12 April 2022.

**CARRIED 10/0**

9. **BUSINESS ARISING FROM THE PREVIOUS MINUTES**

Nil

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

10.1 Receipt of Minutes of the Bush Fires Advisory Committee

**8990**

Recommendation/Council Decision:

Moved: Cr Woods

Seconded: Cr Scoffern

That Council confirms the Minutes of the Bush Fires Advisory Committee meeting held on 13 April 2022 as a true and correct record.

**CARRIED 10/0**

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**10.2 Adopt the Recommendation of the Bush Fires Advisory Committee**

**8991**

**Recommendation/Council Decision:**

**Moved: Cr Miffling**

**Seconded: Cr Woods**

**That Council adopts the recommendation contained within the minutes of the Bush Fires Advisory Committee meeting held on 13 April 2022;**

**10.2.1 That Terry Hunter be appointed as a member of the Bush Fire Advisory Committee.**

**10.2.2 That the Committee recommend that Council resolve to appoint the following personnel for a term of two years to the positions mentioned in accordance with the Bush Fires Act 1954.**

- a. Julian Martin as the Chief Bush Fire Control Officer.**
- b. Kohdy Flynn as the Deputy Chief Bush Fire Control Officer.**
- c. Julian Martin as the Fire Weather Officer**

**CARRIED 10/0**

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**11. CEO REPORTS**

**11.1 Annual Electors' Meeting Minutes – 12 April 2022**

<b>Reporting Department:</b>	Chief Executive Office
<b>Reporting Officer:</b>	Stuart Devenish – Chief Executive Officer
<b>Accountable Manager:</b>	Stuart Devenish – Chief Executive Officer
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>File Number:</b>	GOV/049
<b>Appendices:</b>	Appendix 11.1.A Minutes of the Annual Electors' Meeting, 12 April 2022
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

For Council to consider the minutes of the Annual Electors meeting for the year 2020/2021.

**8992**

**Recommendation/Council Decision:**

**Moved: Cr Harverson**

**Seconded: Cr Hansen**

**That Council resolve:**

- 1. To confirm the Minutes of the Annual Electors' Meeting held on Tuesday 12 April 2022 as a true and accurate record; and**
- 2. In response to the decision made at the Annual Electors' meeting, to:**
  - a. require immediate repairs to the worst sections of the asphalt section of pathway adjacent Lynn Street, Collie; and**
  - b. consider the programming of further renewal works for the footpath adjacent Lynn Street in context of a review of pathway works requirements across the Shire as a whole.**

**CARRIED 10/0**

**Background:**

The Annual Electors' Meeting was held on Tuesday 12 April 2022 at the Shire of Collie Council Chambers, 87 Throssell Street, Collie.

The minutes of the Annual Electors' meeting are at appendix 11.1.A.

**Statutory and Policy Implications:**

Section 5.27 of the *Local Government Act 1995* requires that a general meeting of electors be held once every financially year. The meeting is to occur not more than 56 days after the local government accepts the Annual Report. The relevant reporting was recommended for acceptance by the Audit Committee on 25 February 2022, with the Committee recommendation adopted by Council on 8 March 2022. Meeting procedures were conducted in accordance with Part 3 of the *Local Government (Administration) Regulations 1996*.



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Section 5.33 of the Act requires all decisions made at an electors' meeting to be considered at the next ordinary Council meeting as practicable. The Act further provides that if Council makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the Council meeting.

**Budget Implications:**

Repair works for pathways can be undertaken within existing maintenance allocations.

**Communications Requirements:** (Policy No. CS 1.7)

Public notices for the Annual Electors meeting were provided by the following means:

- Placement on the notice board at the Shire Administration Office;
- Placement on a notice board at the Boulevard Shopping Centre;
- Public notice placed in the Collie Bulletin dated 31<sup>st</sup> March and 7 April 2022.
- Notice placed on social media; and
- Notice on the Shire website.

**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.*

**Relevant Precedents:**

N/A

**Comment:**

The meeting was attended by 16 electors, in addition to the Presiding Member, a press representative and Shire staff.

The following decision was made at the Annual Electors' Meeting:

**That Council as part of its normal budget considerations considers the reconstruction or reseal of the dual use footpath between Evan St and Palmer Road on the section formed along Lynn Street.**

The existing asphalt path at Lynn Street is about 400m long and 2m wide. The path, running parallel to the river, connects existing concrete pathways in Evans Street and near the bridge in Lynn Street.

The condition of the path is assessed as serviceable and functional. Some areas are noted as requiring patching where the wearing surface has been removed and is suffering from quite a few 'crocodile' longitudinal cracking. These cracks are not hazardous (at this stage) but are unattractive. There is some evidence of subsiding in some areas where the cracking is most evident, and some raised sections due to tree roots. It is recommended that immediate work be undertaken to repair the worst sections and for reseal of the section of footpath to be considered in context of priority renewal works across the footpath network as a whole.

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Crs Stanley and Kearney declared an impartial interest in this item.

**11.2 South 32 Community Investment Strategy Funding Opportunity**

<b>Reporting Department:</b>	Chief Executive Office
<b>Reporting Officer:</b>	Stuart Devenish – Chief Executive Officer
<b>Accountable Manager:</b>	Stuart Devenish – Chief Executive Officer
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>File Number:</b>	CRL/048
<b>Appendices:</b>	Nil.
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

For Council to note an offer by South 32 to invest in community initiatives in Collie, and authorise the entering of an agreement with the Shire.

**Officer's Recommendations**

*That Council resolve to:*

- 1. Thank South 32 for their support of the Collie community and offer of financial assistance towards initiatives associated with Collie's Just Transition; and*
- 2. Authorise the Chief Executive Officer to enter into agreements with South 32 for to appropriately manage financial contributions from South 32.*

**8993**

**Recommendation/Council Decision:**

**Moved: Cr Kearney**

**Seconded: Cr Miffling**

**That Council resolve to:**

- 1. Thank South 32 for their support of the Collie community and offer of financial assistance towards initiatives associated with Collie's Just Transition; and**
- 2. Authorise the Chief Executive Officer to enter into negotiations with South 32 to consider the agreement for endorsement at a Special Meeting of Council.**

**CARRIED 10/0**

**Background:**

South 32 has approached the Shire to support Collie through its Community Investment strategy. South 32, an active participant in the Just Transition initiative, recognises the importance of diversifying the local economy, particularly in the context of the changing energy landscape. To this end, South 32 is offering financial support for the tourism related economic initiatives, and with the planned events to celebrate

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Collie's history. This would involve a direct financial contribution to implement tourism and marketing initiatives (including appointment of a marketing coordinator, website development, destination marketing and business coaching). Contribution would also be made to events through marketing and promotion, co-branding and support for a flagship event such as a concert following the December Street Festival.

A strategic partnership between the Shire and South 32 would see an agreement established to define the terms of financial contributions, objectives and outcomes to be delivered. It would also address recognition of South 32 support through co-branding and event naming rights.

**Statutory and Policy Implications:**

Nil.

**Budget Implications:**

Budget amendments will be made as required to reflect the revenue and associated expenditure.

**Communications Requirements:** (Policy No. CS 1.7)

N/A

**Strategic Community Plan/Corporate Business Plan Implications:**

**Relevant Precedents:**

N/A

**Comment:**

The offer from South 32 to enter into a strategic partnership relation is significant for Collie and the broader economic initiatives. The assistance is very much welcomed and will benefit the local community while assisting long-run economic outcomes for Collie. An expression of thanks to South 32 and authorisation to enter into appropriate financial agreements is recommended accordingly.

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**12. CORPORATE SERVICES REPORTS**

**12.1 Accounts Paid – March 2022**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Hasreen Mandry – Finance Manager
<b>Accountable Manager:</b>	Stuart Devenish – Chief Executive Officer
<b>Legislation:</b>	<i>Local Government Act 1995 &amp; Financial Management Regulations 1996</i>
<b>File Number:</b>	FIN/024
<b>Appendices:</b>	Appendix 12.1.A – Accounts Paid – March 2022
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

To present the accounts paid during the months of March 2022.

**8994**

**Recommendation/Council Decision:**

**Moved: Cr Harveson**

**Seconded: Cr Faries**

**That Council accepts the Accounts as presented in Appendix 12.1.A being vouchers 41852-41855 totalling \$17,017.75 and direct payments totalling \$1,426,694.90 authorised and paid in March 2022.**

**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	<b>\$1,224,513.85</b>
August	\$894.15	\$965,386.72	<b>\$996,280.87</b>
September	\$1,395.45	\$791,284.41	<b>\$791,284.41</b>
October	\$2,587.35	\$633,745.89	<b>\$636,333.24</b>
November	\$1,753.60	\$494,393.69	<b>\$496,147.29</b>
December	\$1,721.00	\$830,299.78	<b>\$832,020.78</b>
January	\$622.12	\$1,542,894.19	<b>\$1,543,516.31</b>
February	\$288.00	\$654,150.09	<b>\$654,438.09</b>
March	\$17,017.75	\$1,426,694.90	<b>\$1,443,712.65</b>
April			
May			
June			

**Statutory and Policy Implications:**

*WA Local Government Act 1995*  
*Financial Management Regulations 1996*

Council Policy CS3.7 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:**

N/A

**Comment:**

For a detailed listing of payments see Appendix 12.1.A.

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

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Cr Hansen declared and impartial interest in this item.

**12.2 Financial Report**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Hasreen Mandry – Finance Manager
<b>Accountable Manager:</b>	Stuart Devenish – Chief Executive Officer
<b>Legislation:</b>	<i>Local Government Act 1995 &amp; Financial Management Regulations 1996</i>
<b>File Number:</b>	FIN/024
<b>Appendices:</b>	12.2.A – Financial Report – March 2022
<b>Voting Requirement</b>	Absolute Majority

**Report Purpose:**

To provide a summary of the Financial Position for the Shire of Collie for the month ending March 2022.

**8995**

**Recommendation/Council Decision:**

**Moved: Cr Scoffern**

**Seconded: Cr Miffling**

**That Council resolve by Absolute Majority to:**

- 1. Accept the Financial Management Report for February 2022 as presented in Appendix 12.2.A.**
- 2. Adopt, subject to the approval of the grant provider, the amended budget allocation for the Local Roads and Community Infrastructure Phase 2 projects to:**
  - a. Increase the allocation to the recreation ground fencing from \$90,000 to \$115,000; and**
  - b. Reduce the allocation of Gastaldo Road Upgrade from \$100,000 to \$75,000**
- 3. Adopt the budget allocation for the grant received from South West Development Commission for the development of an Airport Master Plan by;**
  - a. Increasing the allocation of the Airport Master Plan from \$5,000 to \$35,000; and**
  - b. Increasing grant allocation to \$30,000.**

**CARRIED 10/0**

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**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 12.2.A.

**Statutory and Policy Implications:**

*Local Government Act 1995*  
*Financial Management Regulations 1996*

**Budget Implications:**

Nil

**Communications Requirements:** (Policy No. CS1.7)

Nil

**Strategic Community Plan/Corporate Business Plan Implications:**

Nil

**Relevant Precedents:**

N/A

**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 12.2.A 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
- Capital Projects
- Other Projects
- Borrowings & Advance
- Leases
- Asset Disposals
- Receivables & Payables

For reporting period March 2022, it is to be noted that total cumulative revenue is 5% under the year-to-date budget and total cumulative expenditure is 26% under the year-to-date budget.

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	Full Year Budget	YTD Budget	YTD Actual	YTD Comparison
<b>Operating Revenue</b>	11,705,970	9,724,368	10,309,335	over
<b>Capital Revenue</b>	8,322,041	3,799,297	2,563,118	under
<b>Financing Revenue</b>	489,427	19,842	19,842	

	Full Year Budget	YTD Budget	YTD Actual	YTD Comparison
<b>Operating Expenditure</b>	14,610,652	11,148,850	10,309,580	under
<b>Capital Expenditure</b>	8,066,361	6,358,019	2,634,289	under
<b>Financing Expenditure</b>	1,604,638	620,631	620,631	

Commentary for the material variances is provided at account level which are identified on pages 8-11 of Appendix 12.2.A.

**Budget Amendment Requests**

**1. Local Roads and Community Infrastructure (LRCI) Phase 2**

Due to the increased cost of garrison fencing and the delays in the upgrades on Gastaldo Road, it is proposed that \$25,000 is allocated from the Gastaldo Road allocation to the fencing upgrade at the recreation ground.

**2. South West Development Grant**

The Shire has been successful in obtaining a grant of \$30,000 from South West Development Commission to develop an Airport Master Plan. The total project cost is \$35,000 with \$5,000 allocated to the project during mid-year budget review. Amendment to the budget to reflect the revenue and expenditure is recommended.



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Crs Stanley, Hansen and Miffing declared an impartial interest in this item.

**12.3 Adoption of Sport and Recreation Ground Annual Maintenance Fees for 2021/22**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Hasreen Mandry – Finance Manager
<b>Accountable Manager:</b>	Stuart Devenish – Chief Executive Officer
<b>Legislation:</b>	<i>Local Government Act (1995)</i>
<b>File Number:</b>	FIN/005
<b>Appendices:</b>	No
<b>Voting Requirements:</b>	Absolute Majority

**Report Purpose:**

For the Council to adopt the Sport and Recreation Ground Annual Maintenance Fees for the financial year 2021/22.

**8996**

**Recommendation/Council Decision:**

**Moved: Cr Woods**

**Seconded: Cr Harveson**

**That Council adopts by an ABSOLUTE MAJORITY Sport and Recreation Ground Annual Maintenance Fees for the financial year 2021/22 as per below:**

- **Collie River Valley Little Athletics – \$400 per annum**
- **Collie Eagles Football Club – \$3,055 per annum**
- **Collie Fossils – \$470 per annum**
- **Collie Motorcycle Club – \$910 per annum**
- **Collie Cricket Association – \$2,655 per annum**
- **Collie Lawn Tennis – \$1,740 per annum**
- **Collie Soccer Club – \$2,655 per annum**
- **Collie Swimming Club – \$1,180 per annum (including lighting)**
- **Collie Underwater Hockey Club – \$1,180 per annum (including lighting)**
- **Western Riding Association- \$955 per annum**
- **Collie Harness Racing – \$955 per annum**

**CARRIED 10/0**

**Background:**

At the time of the fees and charges being considered for the current financial year, it was decided to exclude the annual ground maintenance fees for sporting groups. For charges to be raised for the current financial year, fees need to be adopted, advertised and then invoiced.

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By way of background, during the 2018/19 financial year, a detailed study of facility maintenance costs was undertaken with a view to resetting fees for sporting groups (taking account of proportionate usage where applicable).

The table below (refer 'Comment' section), sets out the costs per facility – based on the preceding three-year average, and divided between facility use groups where applicable. It was then determined that groups would contribute 7% of actual costs, up to a maximum of \$2,500. Since year 2018/19, fees (including the \$2,500 cap) have increased by rates percentage rises, noting Covid related concessions.

For the current financial year, it is recommended that the fees be applied based on the same principles – namely the fee amounts with fee increases in-line with the rate percentage increase of 4.5%.

**Statutory and Policy Implications:**

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

**Budget Implications:**

Clubs will be invoiced this financial year as the fees are for the current year.

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

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

**Communications Requirements:** (Policy No. CS 1.7)

Public notice will be given after adoption, and an explanatory letter will be provided to sporting club.

**Strategic Community Plan/Corporate Business Plan Implications:**

KEY OBJECTIVE 5.0

Our Business

Good governance and an effective, efficient and sustainable organisation.

Outcome 5.3:

Financial sustainability and accountability, with emphases on the below strategy;

5.3.5, provide corporate financial services that support the Shires operations and meet planning, reporting and accountability requirements.

**Relevant Precedents:**

Council has previously adopted the sporting bodies fees at its meeting held on 13 April 2022, Council resolved as follows:

*That Council adopts by an ABSOLUTE MAJORITY Sport and Recreation Ground Annual Maintenance Fees for the financial year 2020/21 as per below:*

*Collie Junior Football Club – \$384 per annum  
Collie River Valley Little Athletics – \$384 per annum  
Collie Eagles Football Club – \$2,539 per annum  
Collie Fossils – \$452 per annum*

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*Collie Lawn Tennis – \$1,664 per annum*  
*Collie Harness Racing – \$914 per annum*  
*Western Riding Association- \$914 per annum*  
*Collie Soccer Club – \$2,539 per annum*  
*Collie Cricket Association – \$2,539 per annum*  
*Collie Motor Cycle Club – \$873 per annum*  
*Collie Swimming Club – \$1,130 per annum (including lighting)*  
*Collie Underwater Hockey Club – \$1,130 per annum (including lighting)*

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**Comment:**

The historical increase for the Sport and Recreation Ground Annual Maintenance Fees are as per below

Association	Facility Used	Facility Cost 2015/16	Facility Cost 2016/17	Facility Cost 2017/18	Facility Cost 3 -year average	2018/19 Fees <sup>1</sup>	2019/20 Fees <sup>2</sup>	2020/21 Fees <sup>3</sup>	2021/22 Proposed Fees <sup>4</sup>
Collie Junior Football Club	Recreation Ground	\$49,882	\$62,156	\$52,759	\$54,932	\$378	\$256	\$384	Fee combined with Collie Eagles Football
Collie River Little Athletics						\$378	\$256	\$384	\$400
Collie Eagles Football Club						\$2,500	\$1,693	\$2,539	\$3,055
Collie Fossils						\$445	\$301	\$452	\$470
Collie Lawn Tennis	Tennis Club	\$23,695	\$19,480	\$27,074	\$23,416	\$1,639	\$1,110	\$1,664	\$1,740
Collie Harness Racing Club	Wallsend Ground	\$13,423	\$11,447	\$13,409	\$12,760	\$893	\$605	\$914	\$955
Western Riding Association						\$900	\$609	\$914	\$955
Collie Soccer Club	Soccer Pitch (Roche Park)	\$31,769	\$28,168	\$51,948	\$37,295	\$2,500	\$1,693	\$2,539	\$2,655
Collie Cricket Association	Cricket Pitch (Roche Park)	\$87,142	\$84,561	\$62,711	\$78,138	\$2,500	\$1,693	\$2,539	\$2,655

1. based on 7% cost recovery of the 3-year average (capped at \$2,500).
2. 1.55% increase of the 2018/19 (in line with the rates increase) less 4 months COVID-19 concession.
3. 0% increase of the 2019/20 fees (without the concession)
4. 4.5 % increase of the 2020/21 adopted fees and charges

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For the Motorcycle Club Scramble Course, the Shire leases the land (scramble course near Stockton Lake) from Department of Biodiversity, Conservations and Attractions (DBCA).

The lease payment to DBCA in 2018/19 was \$760 per annum and the club was charged \$860 (lease payment plus \$100 admin cost). For 2019/20, the club was also granted the 4-month COVID-19 concession and the increase in 2020/21 was in line with the other ground maintenance fee increases.

For the 2021/22 financial year, the proposed increase of 4.5% is in line the increase for the other sporting clubs mentioned above.

Association	Facility Used	2017/18 Fees	2018/19 Fees	2019/20 Fees	2020/21 Fees	2021/22 Proposed Fees
<b>Motorcycle Club</b>	Shire leases the land from DBCA	\$850	\$860	\$582	\$873	\$910

For the Collie Swimming Club and Collie Underwater Hockey Association the review in 2018/19 concluded that they were to be charged as a 7% increase to the 2017/18 fees.

For 2019/20, the clubs were also granted the 4-month COVID-19 concession and the increase in the fees for 2020/21 is in line with the other ground maintenance fee increases.

For the 2021/22 financial year, the proposed increase of 4.5% is in line the increase for the other sporting clubs mentioned above.

Association	Facility Used	2017/18 Fees	2018/19 Fees	2019/20 Fees	2020/21 Fees	2021/22 Proposed Fees
<b>Collie Swimming Club</b>	Collie Swimming Pool	\$1,040	\$1,113	\$754	\$1,300	\$1,180
<b>Collie Underwater Hockey</b>						

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Crs Stanley, Hansen and Miffing declared an impartial interest in this item.

**12.4 Adoption of Fees and Charges for 2022/23**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Hasreen Mandry – Finance Manager
<b>Accountable Manager:</b>	Stuart Devenish – Chief Executive Officer
<b>Legislation:</b>	<i>Local Government Act (1995)</i>
<b>File Number:</b>	FIN/005
<b>Appendices:</b>	Appendix 12.4.A – Schedule of Fees and Charges
<b>Voting Requirements:</b>	Absolute Majority

**Report Purpose:**

For Council to consider the schedule of fees and charges for the 2022/23 financial year.

**8997**

**Recommendation/Council Decision:**

**Moved: Cr Kearney**

**Seconded: Cr Woods**

**That Council;**

- 1. Endorses the attached schedule of fees and charges (Appendix 12.4.A) for inclusion and adoption in the proposed budget for the 2022/23 financial year;**
- 2. By ABSOLUTE MAJORITY adopts the schedule of Cemetery fees and charges as they appear in Appendix 12.4.A; and**
- 3. Advertise the 2022/23 cemetery fees and charges in the Government Gazette for a period of 14 days as required by the Cemeteries Act 1986.**

**CARRIED 10/0**

**Background:**

Historically Council has adopted the annual schedule of fees and charges separately from the budget document to enable more time to consider each proposed charge for the forthcoming year.

**Statutory and Policy Implications:**

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

Many of the fees and charges listed on the attachment are statutory charges and cannot be modified by the Council. They are included on the list to provide readers of the final budget document with a complete list of charges which the Council may levy.

Under section 53 of the *Cemeteries Act 1986*, the Council is required to advertise any amendment to its fees in the Government Gazette.

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**Budget Implications:**

Changes to proposed fees and charges will have an impact on the revenue collected for 2022/23.

Anticipated revenue for each individual account will be fully disclosed upon budget adoption. As required by section 6.17 of the Act, the following was taken into account in determining the amount of a fee or charge for a service;

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

**Communications Requirements:** (Policy No. CS 1.7)

The final schedule of Fees and Charges is required to be made available as part of the annual budget document.

A copy of the proposed Schedule Fees and Charges for 2022/23 can be found at Appendix 12.4.A.

Cemetery Fees are required to be gazetted if the Council increases the fees in 2022/23.

**Strategic Community Plan/Corporate Business Plan Implications:**

KEY OBJECTIVE 5.0

Our Business

Good governance and an effective, efficient and sustainable organisation.

Outcome 5.3:

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

**Comment:**

A thorough review of the fees and charges were conducted for the 2021/22 financial year whereby the following methodology applied:

- Identify the historical cost of providing each activity;
- Identify activities that are subsidised on the basis of their importance to the Collie community;
- Consideration of exclusivity of use for each activity; and
- Consideration of capacity to pay by the recipient of the activity.

The review of the 2022/23 proposed fees and charges focused on increasing the Council controlled fees and charges by the precited average of underlying inflation rate reported in the March 2022 WALGA Economic Briefing of 2.5%.

Cemetery fees are required to be adopted by Absolute Majority in advance of the budget adoption as section 53 of the *Cemeteries Act 1986* requires Council to advertise any amendment to its Cemetery fees in the Government Gazette for a minimum of 14 days prior to them coming into effect on 1 July 2022.

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In summary the changes are outlined below, unless stated otherwise the Council controlled fees and charges were increased by 2.5% (rounded to the nearest \$5).

Item Number	Charge Details	2022/23 Proposed Fees \$	2021/22 Fees \$	Comments (if any)
<b>Scheme Amendment/Structure Plan</b>				
25	Request to initiate	360	350	
26	Processing fee - Minor	1,745	1,700	
27	Processing fee - Major	3,385	3,300	
28	Lodgement of Structure Plan/Local Development Plan (Initial charge, based on 12hrs; final charge is subject to hours required on application)	1,080	1,056	
33	Lodgement of a Notification on the Title	175	170	
<b>Miscellaneous Planning Fees</b>				
34	Document Search - Basic (plus copying fees)	55	30	to match the building search fee
35	Document Search - Complex (plus copying fees)	70	60	
39	Advertising of Development Applications-1 Advertisement	155	150	
40	Advertising of Development Applications-2 Advertisements	310	300	
41	Shipping Containers for Storage Bond	1,025	1,000	
42	Issue of Section 40 Certificate (Liquor Act)	155	150	
<b>Miscellaneous Building Fees</b>				
69	Written Information from Building Surveyor or Site inspection	175	170	
71	Re-issue of Building Permit with changed details	110	105	
73	Second-Hand Dwellings and Buildings Bond	5,125	5,000	
74	Verge/Footpath Damage Bond	1,025	1,000	
75	Verge/Footpath Damage Inspection Fee	105	100	
76	Building Specification Booklet (at cost; pack of two)	105	100	
78	Swimming Pool Inspection (upon request)	155	150	



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Item Number	Charge Details	2022/23 Proposed Fees \$	2021/22 Fees \$	Comments (if any)
<b>Food Act 2008</b>				
82	Food Premises Registration fee (plus assessment fee)	130	125	
83	Annual High Risk Assessment Fee (plus assessment fee)	310	300	
84	Annual Medium Risk Assessment Fee (plus assessment fee)	255	250	
85	Annual Low Risk Assessment Fee (plus assessment fee)	155	150	
86	Settlement Enquiry of a Food Business	155	150	
<b>Trading in Public Places</b>				
88	Permit - 1 week	60	30	Includes the application fee of \$30, fees combined for easy reference plus 2.5% increase
89	Permit - 1 month	110	80	
90	Permit - 3 months	190	155	
91	Permit - 6 months	290	255	
92	Permit - 1 year	495	455	
<b>Miscellaneous Trading Fees</b>				
95	Annual Permit Application Fee, signs (including directional)	135	130	
96	Annual Permit Application Fee, outdoor eating facilities in public places	135	130	
<b>Public Buildings</b>				
98	Lodging house fee	135	130	
<b>Treatment of sewage and disposal of effluent and liquid waste</b>				
103	Local Government report fee (For large apparatus)	165	160	
<b>Ranger Charges</b>				
112	Annual Kennel Inspection Fee	120	100	increased to cover increase in cost of providing service
117	Dog Pound Fee	60	55	
118	Dog Sustenance charge (per day)	30	25	
119	Surrender of Dog	110	105	
121	Cat Pound Fee	60	55	
122	Cat Sustenance charge (per day)	30	25	
123	Surrender of Cat	110	105	
124	Stock Impound Fee	\$60 per head	\$55 per head	

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Item Number	Charge Details	2022/23 Proposed Fees \$	2021/22 Fees \$	Comments (if any)
125	Stock Sustenance charge (per day)	\$40 per head	\$35 per head	
127	Impounded Vehicle storage fee (first day)	70	65	
128	Impounded Vehicle storage fee (per day)	30	25	
<b>Swimming Pool Charges</b>				
134	Family	365	355	
135	Family Concession (Health Care Card)	210	205	
136	Individual	170	165	
137	Student & Senior Cards Concession (Age 10+ must produce proof of enrolment/student status)	130	125	
145	Aqua Aerobics Class	15	14	
148	Aqua Aerobics with Season Ticket	125	120	
149	Aqua Aerobics 10 visit pass	105	100	
<b>Roche Park Charges</b>				
172	Courts: Casual Use (after 6 pm)	10	10	Proposed 50% discount for student
208	Room Setup	70	\$35 (1-50 people) or \$50 (50-100 people) or \$70 (100+ people)	Removing different level of charge
<b>Sport and Recreation Ground Single Use Fees</b>				
237	Recreation Ground - per day (Day Fee)	185	180	
238	Recreation Ground - per day (Night Fee)	270	265	
239	Wallsend Ground - per day (Day Fee)	185	180	
240	Wallsend Ground - per day (Night Fee)	270	265	
241	South West Football League (Per Day)	185	180	

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Item Number	Charge Details	2022/23 Proposed Fees \$	2021/22 Fees \$	Comments (if any)
<b>Sport and Recreation Ground Annual Maintenance Fees</b>				
242	Collie River Valley Little Athletics	410	400	
243	Collie Eagles Football Club	3,130	3055	
244	Collie Fossils	480	470	
245	Collie Motorcycle Club	935	910	
246	Collie Cricket Association	2,720	2,655	
247	Collie Lawn Tennis	1,785	1,740	
248	Collie Soccer Club	2,720	2,655	
249	Collie Swimming Club (Includes lighting)	1,210	1,180	
250	Collie Underwater Hockey Association (Includes lighting)	1,210	1,180	
251	Western Riding Association	980	955	
252	Collie Harness Racing Club	980	955	
<b>Cemetery Charges</b>				
253	Interment - Grave	1,335	1,300	
254	Interment Infant Grave	410	400	
255	Re-open Adult Grave	1,845	1,800	
256	Re-open Child Grave (Under 14)	1,845	1,800	
257	Placement of cremated ashes in grave	155	150	
258	Exhumation	1230	500	
259	Interment Surcharge - Weekends & P/Holidays & without due notice	515	300	
260	Interment Surcharge - after 2 PM	310	310	
261	Reserved special land for grave	155	150	
262	Ordinary Land for Grave	565	550	
263	Single Niche	410	400	
264	Double Niche	615	600	
265	Second Standard Inscription	310	300	
266	Affixing Niche Plaque to wall	155	150	
267	Reserve Niche	155	150	
268	Reserve Plot	155	150	
269	Cement Plinth	105	100	
271	Permission to construct vault	155	150	
272	Erect Headstone	155	150	
273	Monumental Masons Licence	310	300	
274	Undertakers Licence	310	300	

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Item Number	Charge Details	2022/23 Proposed Fees \$	2021/22 Fees \$	Comments (if any)
<b>Commercial/ Non-Residential Charges</b>				
298	Annual Commercial - General Waste (per bin) Pickup five times in a week	690	673	
299	Annual Commercial - General Waste (per bin) Pickup once in a week	200	195	
300	Annual Commercial - Recycling (per bin) Pickup five times in a week	690	673	
301	Annual Commercial - Recycling (per bin) Pickup once in a week	200	195	
302	Annual Commercial - Organic Waste (per bin) Pickup five times in a week	640	626	
303	Annual Commercial - Organic Waste (per bin) Pickup once in a week	150	145	
<b>Additional Residential Charges</b>				
309	Additional Annual Residential Service- General Waste (per bin)	175	172	
310	Additional Annual Residential Service- Recycling (per bin)	75	74	
311	Additional Annual Residential Service- Organic (per bin)	115	110	
<b>Property search fees</b>				
314	Rates, Orders & Requisitions	105	100	

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Further information regarding new proposed fees and charges

Item Number	Charge Details	2022/23 Proposed \$	2021/22 Fees \$	Comments (if any)
<b>Trading in Public Places</b>				
87	Permit - 1 day	30	N/A	Fee option for one day stallholder permit fee
<b>Ranger Charges</b>				
120	Permit to keep more than 2 dogs (including inspection fee)	120	N/A	Proposed new fee to cover cost of providing the service

Further information regarding proposed fees and charges to be removed

Item Number	Charge Details	2022/23 Proposed \$	2021/22 Fees \$	Comments (if any)
<b>Miscellaneous Building Fees</b>				
Page 6	Housing relocation bond	-	6,000	Bond not required as it's a double with the bond in item 73
<b>Trading in Public Places</b>				
Page 8	Application Fee (plus Permit)	-	30	To be removed and included in the individual fees
Page 8	Local Law Application Permit	-	130	Fee not required
<b>Library Charges</b>				
Page 14	Replacement Library Cards (1st one free)	-	2	Fees not required as minimal admin cost
Page 14	External loans (Outside Western Australia but within Australia)	-	15	Changes in SLWA guidelines on inter-library loans

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**13. DEVELOPMENT SERVICES REPORTS**

Crs Stanley and Miffling declared an impartial interest in this item.

**13.1 Proposed Home Business (Signage Design and Fabrication)- Lot 100, No. 15 York Road, Collie**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	Isabel Fry- Town Planner
<b>Accountable Manager:</b>	Matt Young – Director Development Services
<b>Legislation</b>	<i>Planning and Development Act 2005</i>
<b>File Number:</b>	A5890
<b>Appendices:</b>	Appendix 13.1.A - Location Map Appendix 13.1.B- Floor Plan and Layout
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

For Council to consider an Application for Development Approval for a proposed Home Business (Signage Design and Fabrication) at Lot 100, No.15 York Road, Collie.

**8998**

**Recommendation/Council Decision:**

**Moved: Cr Woods**

**Seconded: Cr Scoffern**

**That Council resolve to approve an Application for Development Approval for a proposed Home Business (Signage Design and Fabrication) at Lot 100, No.15 York Road, Collie, subject to the following conditions:**

- 1. All development shall be in accordance with the approved development plans (attached) which form part of this development approval.**
- 2. This development approval will expire if the approved development has not substantially commenced within two (2) years from the date of issue of the approval, or, within any extended period of time for which the Shire of Collie has granted prior written consent.**
- 3. The business shall not cause injury to or adversely affect the amenity of the neighbourhood.**
- 4. Hours of fabricating shall be limited to:  
7:00am to 7:00pm Monday to Friday  
9:00am to 5:00pm Saturday and Sunday**
- 5. The business shall not employ more than 2 people not members of the occupier's household.**

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- 6. The business shall not occupy an area greater than 50 square metres.**
- 7. The business shall not involve the retail sale, display or hire of goods of any nature. Sales are to be online, via post or collected by appointment only.**
- 8. In relation to vehicles and parking, the business shall not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and shall not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight.**
- 9. This approval is valid for a period of 1 (one) year from the date of issue and is subject to annual renewal due on 31st January every year thereafter. The approval is liable to cancellation without compensation at any time for infringement of any breach of any conditions under which it is issued.**

**CARRIED 10/0**

**Background:**

An Application for Development Approval has been lodged by Ashlee Piavanini (Applicant) and Marc Berg (Owner) for a Home Business (Signage Design and Fabrication) at Lot 100, No.15 York Road, Collie (refer Appendix 13.1.A).

The subject site is located in the north east of the Collie townsite and is zoned Residential R15. The property is 4227m<sup>2</sup> in area with the rear of the property being within the Floodplain Area.

The Applicant is purchasing an existing Home Business that operates within the Shire, under different ownership. The business is predominantly a signage design and fabrication business, which also proposes to offer the following services:

- Business Signage
- Cake Toppers
- Event Signage
- Christmas/ Easter Décor
- Name and Announcement Plaques
- Décor and Gifts
- Birthday Boards
- Milestone Cards
- Teacher Gifts
- Father's/ Mother's Day
- Back to School
- Custom Requests

The machinery used for the business includes a KEONIG K1309C Laser Cutter Engraver 1300x900mm laser machine. The proposed operating hours are during business hours,

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Monday to Friday 9am-5pm and after hours if required. The business intends to operate from the garage at the front of the house (refer Appendix 13.1.B).

Orders will mostly be posted to customers, with the occasional pick up from the property by appointment only. Traditional retail/ sale to the public from the property is not proposed.

Home Business is an 'A' use under Local Planning Scheme No.6 which means that the use is not permitted unless the local government has exercised its discretion by granting development approval after advertising the application. To assist in the processing time of the application, the Applicant has provided copies of signed plans and cover letters from adjoining property owners, consenting to the proposal.

The application is required to be determined by Council due to Officers not having delegation to determine 'A' uses.

**Statutory and Policy Implications:**

Local Planning Scheme No.6

Part 3- 16. Zones

- Residential Zone-
  - To provide for a range of housing and a choice of residential densities to meet the needs of the community.
  - To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.
  - To provide for a range of non- residential uses, which are compatible with and complementary to residential development.

Part 3- Zoning Table

- Home Business- 'A'

Division 2- 40. Land Use Terms

- Home Business- *"means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service, or profession if the carrying out of the business, service or profession-*
  - a) does not involve employing more than 2 people who are not the members of the occupier's household; and*
  - b) will not cause injury or adversely affect the amenity of the neighbourhood; and*
  - c) does not occupy an area greater than 50m<sup>2</sup>; and*
  - d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done by means of the internet; and*
  - e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and*
  - f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and*
  - g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.*

Local Planning Policy 4.1- Home Based Business

3. Policy Objectives



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- Support and encourage home based business as a suitable local enterprise of economic and social importance to the Shire.
- Maintain residential areas as primarily a place to live, not primarily a place to work whilst recognising that working from home is an expanding area of employment and a significant contributor to the economy.
- Protect the amenity and character of residential and rural areas by ensuring that potential impacts associated with home business, such as noise, traffic, pollution, people and advertising signs are minimised and adequately controlled.
- Ensure that home business development is compatible with the residential/rural character of surrounding built areas.
- Take into account additional requirements of the Local Planning Scheme No.6 which the local government will consider in its determination of a development application.
- Provide a consistent and equitable approach for the local government in the assessment of application and complaints in relation to home business.

**Budget Implications:**

Nil.

**Communications Requirements:**

A total of three submissions indicating support were received from adjoining property owners, these were provided by the Applicant in the application package.

**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:**

The proposed development is consistent with the definition of Home Business under Local Planning Scheme No.6. Given the nature of the business, there is unlikely to be detrimental impacts to the character and amenity of the surrounding area. The proposed business will utilise the garage attached to the existing home, which is well setback from the adjoining properties and the road. Adjoining property owner support has also been provided with the application.

There is unlikely to be additional traffic generated or parking required at the property due to orders being posted out or collected by appointment only. Approval as a Home Business allows an area of up to 50m<sup>2</sup> to be utilised for the business, this allows for the machine area, desk and computer as indicated on the plan, as well as storage of items.

It is recommended the application be approved, with conditions to ensure the business operates at a scale consistent with a Home Business in the Residential zone. The Home Business will also be subject to yearly renewals and ongoing compliance with the conditions of approval.

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**13.2 RSPCA Pet Sterilisation Program Trial**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	Leigh O'Connor – Senior Ranger
<b>Accountable Manager:</b>	Matt Young – Director Development Services
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>File Number:</b>	ENV/001
<b>Appendices:</b>	Nil
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:**

For Council to consider participating in the RSPCA Pet Sterilisation Program trial in the Shire of Collie.

**8999**

**Recommendation/Council Decision:**

**Moved: Cr Faries**

**Seconded: Cr Scoffern**

**That:**

- 1. Council advise the RSPCA that it will participate in the Pet Sterilisation Program trial from 1 June 2022 to 30 June 2023.**
- 2. During the trial period the Council will offer lifetime pet registration for pet owners who hold a WA Seniors Card, Pensioner Concession Card or Health Care Card and have microchipped and sterilised their pet**

**CARRIED 10/0**

**Background:**

The RSPCA WA is seeking interest from WA local authorities to participate in a Pet Sterilisation Program trial and support in the form of Shire of Collie offering free lifetime registration to those pet owners who participate in the program.

The Pet Sterilisation Program will offer reduced sterilisation costs, free microchipping and (where supported by the Local Government) lifetime pet registration for pet owners. With support from the Department of Primary Industries and Regional Development, the program is part funded by the State Government and administered by RSPCA WA. Sterilisation and microchipping is carried out by veterinary practices with whom RSPCA WA is partnering to deliver these services to the community. The Collie vet has already indicated to the RSPCA that they will participate in the program.

The trial will start on 1 June 2022 and run the trial period till 30 June 2023. During this time the RSPCA will evaluate the program and keep in touch with the vets and the LGAs to see how it is affect them, positive and negative.

The program will be available to all Senior, Pensioner and Health Concession Card

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holders. They will apply via the RSPCA WA website and once approved will receive a unique identification code to enable them to book in with a participating vet. Approved clients will pay 25% of a standard sterilisation and any other fees that may occur (eg, their pet is in heat, cryptochid, skin disorder that requires attention before sterilisation, etc). RSPCA WA will cover 75% of the standard fee of sterilisation and microchipping if needed. Microchipping will only be covered with sterilisation not on its own.

The RSPCA outlines that this innovative trial program will:

- Help community members meet requirements to register and sterilise their pets.
- Support local veterinary businesses.
- Enable those experiencing financial hardship to better care for their pets.
- Assist cat owners to comply with the Cat Act 2011, which mandates that all cats over six months of age be sterilised, microchipped and registered with their local government.
- Assist dog owners to comply with sterilisation requirements introduced under the Dog Amendment (Stop Puppy Farming Bill 2021), at a reduced cost when the Bill becomes law.
- Reduce local government workload by reducing the number of unwanted litters and, consequently, the number of strays and incoming animals in local pounds.

Residents that are eligible for free lifetime registration will receive a letter stating that they are approved and have 30 days to obtain the free lifetime registration.

All LGAs that are participating will be recognized on the RSPCA website.

**Statutory and Policy Implications:**

Nil

**Budget Implications:**

The Shire has 2305 registered dogs with 832 belonging to concession card holders. Of these 148 are unsterilised. Given that the cost of the lifetime pet registration is already discounted the potential 'cost' to the Shire via the maximum potential loss of income could be in the order of \$4,742 if every concession holder participated in the program.

The Shire Community Ranger and office administration costs associated with dealing with unregistered/un-microchipped pets; unwanted puppies and kittens far exceeds the discount implications of this trial.

The management of dogs and to a much lesser degree cats in Collie remains a significant issue for the Shire's community rangers. Initiatives that assist in the management of the number of pets and facilities for dogs in particular are supported.

This project has the benefit of reducing the number of new puppies and kittens in Collie (through pets being sterilised) and will also assist with the community conversation around the need to managed pets in our community. Clearly the project, through the Shire's waiver of lifetime pet registration for concession card holders will assist these groups in our community.

The potential loss of income of \$4,742 is an absolute maximum if every concession holder joined the trial. Whilst this is highly unlikely the actual cost of staff time to administer and follow up on unregistered pets would likely exceed this discounted cost in any event.

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**Communications Requirements:**

The RSPCA and Shire will engage with the community in the lead up and progression of the trial.

**Strategic Community Plan/Corporate Business Plan Implications:**

Goal 4: Our Community

*Outcome 1.5 A safe community*

*Strategy 1.5.3: Provide animal management services*

**Comment:**

The trial is a good initiative and is timely in advance of the Dog Amendment (Stop Puppy Farming Bill 2021) Bill before it becomes law.

The trial will also assist in continuing the community discussion in respect to pet registration, management and control which is of great concern to many community members and an ongoing challenge in the wider Collie community.

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**13.3 Disaster Relief Australia Project Resilience**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	Matt Young – Director Development Services
<b>Accountable Manager:</b>	Matt Young – Director Development Services
<b>Legislation</b>	Nil
<b>File Number:</b>	-
<b>Appendices:</b>	Nil
<b>Voting Requirement</b>	Simple Majority

**Report Purpose:** For Council to note the assistance of Disaster Relief Australia as part of its Project Resilience initiative for a major mitigation project in the Shire of Collie.

**9000**

**Recommendation/Council Decision:**

**Moved: Cr Miffing**

**Seconded: Cr Kearney**

**That Council**

- 1. note that Disaster Relief Australia will assist the Shire of Collie in risk mitigation during 2022 as part of its Project Resilience initiative; and**
- 2. send its appreciation to Disaster Relief Australia for selecting Collie as part of its Project Resilience initiative and the commitment of time, volunteer personnel and funds.**

**CARRIED 10/0**

**Background:**

Disaster Relief Australia (DRA) is a veteran led volunteer agency with over 1,500 members, uniting veterans, first responders and emergency service specialists and other civilian members to support recovery in communities that are impacted by natural disaster both in Australia and overseas.

DRA's skills and experiences are used to provide:

- Trained Incident Management Team (IMT) personnel to supplement/support community recovery and integrated multi agency recovery efforts
- Trained field recovery personnel (e.g., chainsaw, bob cat, tree felling, land clearance, etc.) and access to equipment dependent on funding
- Aerial Damage Assessment Teams (ADAT) utilising advance drone and software platforms to provide timely and accurate information
- Damage Assessment (DA) teams to provide on the ground assessment in support of ADAT and provide intelligence back to the IMT
- Mental Health First Aid and Psychological Trauma Informed Care trained personnel

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- Medical Personnel/ First Aid
- Spontaneous Volunteer Coordination and Management.

DRA in partnership with the Minderoo Foundation is conducting Project Resilience, with the aim of raising the 50 least resilient communities for fire and flood in Australia to the same level of resilience as the 50 most resilient communities in the nation.

The Minderoo Foundation engaged a third party consultation to develop the identify these communities and they were listed in the Minderoo Resilience Measurement Report. To support this initiative the WA Disaster Relief Team (DRT) will identify and support five WA communities over the next few years as part of our commitment to the national program. The resilience project and activities within each identified community will be developed and conducted with cross community representation and participation.

The Shire of Collie was identified within the MRM as one of those 50 communities, in particular for fire, and that Project Resilience and the WA DRT may be of assistance in developing that resilience within the Shire of Collie.

Project Resilience offers:

- Working with the Shire of Collie and key stakeholders to identify a key activity to enhance the capability to respond or recover from a fire hazard;
- DRA deploying a team of personnel over two consecutive weekends and potential 9 days. This may involve training the community (if needed), supporting and working alongside local stakeholders to conduct the agreed project, and with engagement, support and leadership from the Shire of Collie;
- DRA supporting the operation with up to \$50,000 (operational expenditure) to achieve the preparedness/ mitigation outcome required;
- Conducting Aerial Damage Assessment Team (ADAT) mapping of the agreed locations and provide a large scale, high resolution map of those areas for planning the project and for future use in planning, exercises and response situations by the Shire of Collie.

Aside from the above discreet project, DRA offers the Shire of Collie the opportunity to integrate DRA recovery capability into the 'Shire of Collie Local Emergency Management Plan' for all hazards.

DRA addressed BFAC on 13 April 2022 on Project Resilience for the Shire and the DRA's capabilities within emergency response and post disaster recovery operations.

The next steps to progress Project Resilience in the Shire of Collie is to determine which activities would be of greatest value for local resilience. Some options discussed at BFAC included:

- Investigate flood mapping and mitigation for the Collie River, as last season it flooded and obstructions inhibited proper water flows;

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- Review existing community evacuation centres in respect to fit-for-purpose suitability, location and other safety aspects; and
- Investigate Muja power station and water bore fields severity to ensure state power supply is protected (50% of state supply comes from Collie's 3 power stations)

At this stage the Collie River flood mapping and river mitigation project is preferred by the DRA.

**Statutory and Policy Implications:**

Nil

**Budget Implications:**

The DRA's project budget is up to \$50,000 plus volunteer resources. Projects are not to include capital items.

There is no cost to the Shire aside from staff time.

**Communications Requirements:**

Nil.

**Strategic Community Plan/Corporate Business Plan Implications:**

Goal 4: Our Community

*Outcome 1.5 A safe community*

*Strategy 1.5.3: Provide animal management services*

**Comment:**

The DRA Project Resilience has the potential to assist with a major project in Collie and also to establish a future relationship for ongoing project and training opportunities into the future.

The BFAC and LEMC and emergency related volunteers and personnel will input into this project as it proceeds.

14. **TECHNICAL SERVICES REPORTS**

Nil



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**15. MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN**

Nil

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

Nil

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

Nil

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

**Cr Stanley**

- 11 April – Met with Hon. Angus Taylor, Minister for Industry, Energy and Emissions Reduction
- 20 April – Met with Jodie Hanns MLA, Member for Collie-Preston
- 22 April – Attended the bi-monthly meeting of the South West Zone of WALGA in Manjimup
- 25 April – Presented and laid a wreath at the RSL’s ANZAC Day ceremony
- 28 April – Attended Synergy’s annual grants presentation
- 2 May – Attended a morning tea announcing the opening of the HEART Hub South West, providing support to families and individuals affected by road trauma
- 3 May – Interviewed by Caleb Goods from the UWA Business School, who is researching the Just Transition process and its efficacy for workers, employers and the local community.
- 4 May – Met with representatives from South32 regarding a potential partnership
- 5 May – Met with Hon Reece Whitby, Minister for Environment; Climate Action
- 6 May – Met with Hon Bill Johnston, Minister for Mines and Petroleum; Energy; Corrective Services; Industrial Relations

*Upcoming events*

- 20 May: Celebrating Collie’s History and Promoting its Future: Q & A with mural Artist Jacob “Shakey” Butler
- 21 May: Collie Chamber of Commerce Small Business Awards

**Cr Scoffern**

- 5 May – Met with Hon Reece Whitby, Minister for Environment; Climate Action
- 6 May – Met with Hon Bill Johnston, Minister for Mines and Petroleum; Energy; Corrective Services; Industrial Relations
- 10 May – Collie Adventure Trail Quarterly Meeting

**Cr Hansen**

- 9 April – Bush Fire Advisory Committee Meeting
- 6 May – Met with Hon Bill Johnston, Minister for Mines and Petroleum; Energy; Corrective Services; Industrial Relations

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**Cr Kearney**

- 11 April – Met with Hon. Angus Taylor, Minister for Industry, Energy and Emissions Reduction
- 6 May – Met with Hon Bill Johnston, Minister for Mines and Petroleum; Energy; Corrective Services; Industrial Relations

**Cr Miffing**

- 25 April – Represented Council at Dawn and 11am Anzac Service
- 6 May – Met with Hon Bill Johnston, Minister for Mines and Petroleum; Energy; Corrective Services; Industrial Relations

*Upcoming events*

- 14 May – Opening of Wallsend Underground Mine

**Cr Italiano**

- 6 May – Met with Hon Bill Johnston, Minister for Mines and Petroleum; Energy; Corrective Services; Industrial Relations

**Cr Smith**

- 28 April - PCG Meeting with Renergi

**Stuart Devenish**

- 20 April – Met with Jodie Hanns MLA, Member for Collie-Preston
- 21 April – Met with Murdoch University Students
- 22 April – WALGA Zone meeting in Manjimup
- 27 April - JTWG - Diversifying the local economy - sub-group meeting
- 28 April - PCG Meeting with Renergi
- 28 April - Synergy Collie Small Grants Program - Presentation Ceremony
- 29 April - Federal Election Briefing with Rick Wilson MP
- 2 May - Shire of Collie meeting with Expedia re short stay regional accommodation
- 5 May – Meeting with Minister Whitby -Glen Mervyn
- 6 May – Meeting with Shire and SWDC

**Matt Young**

- 13 April 2022 – Attend Visitor Centre Replica Mine Upgrade consultation meeting with consultants and SWDC
- 13 April 2022 – Attend BFAC
- 14 April 2022 – Meet with staff from Adventurist Minds regarding redevelopment of the rowing shed at Minningup Pool
- 14 April 2022 – Attend opening of the Collie Disc Golf course
- 20 April 2022 – Meet with owner of Interstellar Grill and Spit regarding trading permits in Collie
- 21 April – Meet with consultant group regarding proposed battery project
- 21 April 2022 – Meet with resident regarding dogs at 18 Robina Rise, Collie
- 21 April 2022 – Teleconference with KFC applicant Announcements regarding KFC detailed design issues relating to access and crossover designs
- 28 April 2022 – Teleconference with Main Roads WA regarding KFC detailed design issues relating to access and crossover designs

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- 4 May 2022 – Meet Coalfields Museum executive regarding new museum site
- 6 May 2022 – Meet with Consultant regarding preparations for Strategic Community Plan
- 10 May 2022 – Attend Site meeting with National Trust and developer regarding Collie Roundhouse development

**19. STATUS REPORT ON COUNCIL RESOLUTIONS**

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

- 'Closed Since Last Meeting' at Appendix 19.1.A
- 'All Open' at Appendix 19.1.B

**20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC**

Nil

**21. CLOSE**

The Shire President thanked Council and Staff for their attendance. The Presiding Member declared the meeting closed at 8:42pm.

I certify that these Minutes were confirmed at the Ordinary Meeting of Council held on Tuesday, 14 June 2022.

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