



Shire of
Collie

AGENDA

for the

ORDINARY MEETING OF COUNCIL

to be held on

Tuesday, 8 November 2022



Council's Vision

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

Values

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

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

NOTICE OF MEETING

Please be advised that the



Ordinary Meeting of Council

commencing at **7:00pm**

will be held on

Tuesday, 8 November 2022

in Council Chambers at 87 Throssell Street, Collie WA

Stuart Devenish
Chief Executive Officer

3 November 2022

**PLEASE READ THE FOLLOWING DISCLAIMER BEFORE
PROCEEDING**

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

DISCLAIMER

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

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



MEETING SCHEDULE

November 2022

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

Tuesday 8 November 2022

Ordinary Meeting of Council

7.00pm in Council Chambers

Wednesday 16 November 2022

Local Emergency Management Committee

10.00am in Council Chambers

Monday 28 November 2022

Regional Road Group Elected Members

9.30am TBA



DISCLOSURE OF FINANCIAL INTEREST AND INTERESTS AFFECTING IMPARTIALITY

To: **Chief Executive Officer**

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

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

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

Name (Please Print)

Signature

Date

NB

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

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

Office Use Only:

Date/Initials

1. Particulars of declaration given to meeting _____

2. Particulars recorded in the minutes _____

3. Signed by Chief Executive Officer _____

Local Government Act 1995 - SECT 5.23

Meetings generally open to the public

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

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Agenda for the Ordinary Meeting of the Collie Shire Council to be held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 8 November 2022 commencing at 7:00pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

- 1.1 Councillors granted Leave of Absence at previous meeting/s.
- 1.2 Councillors requesting Leave of Absence for future Ordinary Meetings of Council.
- 1.3 Councillors who are applying for Leave of Absence for this Ordinary Meeting of Council.

2. PUBLIC QUESTION TIME

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

Council Consideration towards the Public:

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

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. DISCLOSURE OF FINANCIAL INTEREST

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

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

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

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

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

5.1 Deputation – Collie Ammonia Development Company (Collabs) Scientific Services

The deputation will be made by Ramon Skane and Kathy Miller (Managing Director) Collabs.

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

Councillors may disclose at this point any matters which they wish to have discussed 'behind closed doors' ie the meeting is closed to members of the public. Section 5.23 of the *Local Government Act 1995* applies and the meeting may only go behind closed doors for matters expressly prescribed in the Act - see section of the Act appended immediately after the Disclosure of Financial Interest form.

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

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

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

Officer's Recommendation:

That Council confirms the Minutes of the Ordinary Meeting of Council held on 11 October 2022.

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

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

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

Nil

11. CEO REPORTS**11.1 Schedule of Council Forums and Meetings 2023**

Reporting Department:	Chief Executive Office
Reporting Officer:	Sue Mearns – CEO Executive Assistant
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 2023.

Officer's Recommendation

That Council:

- 1. approve the Meeting Schedule for the 2023 Ordinary Council Meetings to be held at 7pm at the Shire of Collie Council Chamber on the second Tuesday of each month, commencing February 2023;*
- 2. approve the meeting schedule for Councillor Forums to be held at 6pm on the first Tuesday of each month, commencing February 2023, 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.*

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.

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:

Meetings are scheduled on an annual basis.

Comment:

Consistent with the arrangements for 2022, it is recommended that the ordinary meeting of Council be held each second Tuesday of the month commencing in February 2023, with a Councillor Forum scheduled the week before meeting dates as below:

TABLE 1

COUNCILLOR FORUM	COUNCIL MEETINGS
7 February 2023	14 February 2023
7 March 2023	14 March 2023
4 April 2023	11 April 2023
2 May 2023	9 May 2023
6 June 2023	13 June 2023
4 July 2023	11 July 2023
1 August 2023	8 August 2023
5 September 2023	12 September 2023
3 October 2023	10 October 2023
7 November 2023	14 November 2023
5 December 2023	12 December 2023

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

12. CORPORATE SERVICES REPORTS

12.1 Accounts Paid – October 2022

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Nicole Wasmann – Director Corporate Services
Legislation:	<i>Local Government Act 1995 & Financial Management Regulations 1996</i>
File Number:	FIN/024
Appendices:	Appendix 12.1.A – Accounts Paid – October 2022
Voting Requirement	Simple Majority

Report Purpose

To present the accounts paid during the month of October 2022.

Officer's Recommendation

That Council accepts the Accounts as presented in Appendix 12.1.A being vouchers 41887-41892 totalling \$2,111.39 and direct payments totalling \$724,735.09 authorised and paid in October 2022.

Background:

In accordance with Delegation 14 adopted by Council on 9 August 2022, the Chief Executive Officer 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.

Month	2022/23		
	Cheques	Electronic Transfer	Total Payment
July	3,583.29	771,047.53	774,630.82
August	1,860.69	1,070,192.80	1,0720,53.49
September	808.37	1,127,453.91	1,128,262.28
October	2,111.39	724,735.09	726,846.48

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.

Please raise any queries prior the meeting to enable questions to be investigated and a response prepared.

12.2 Financial Management Report – September 2022

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Nicole Wasmann – Director Corporate Services
Legislation:	<i>Local Government Act 1995 & Financial Management Regulations 1996</i>
File Number:	FIN/024
Appendices:	Appendix 12.2.A – Financial Report – September 2022
Voting Requirement	Simple Majority

Report Purpose

To provide a summary of the financial position for the Shire of Collie for the month ending September 2022.

Officer's Recommendation

That Council resolve to accept the Financial Management Report for September 2022 as presented in Appendix 12.2.A.

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:

Section 34 (1) (a) of the *Local Government (Financial Management) Regulations 1996* states that a Local Government is to prepare monthly statement of financial activity including annual budget estimates; budget estimates to the end of the month to which the statement relates; actual amounts of expenditure, revenue and income to the end of the month to which the statement relates, material variances between monthly budget and actual figures, and net current assets on a monthly basis.

In accordance with section 34(5) of the *Local Government (Financial Management) Regulations 1996* each year a local government is to adopt a percentage or value to be used in statements of financial activity for reporting material variances. In this case, the Shire of Collie has adopted the material variance of 10% or \$10,000, whichever is greater, for reporting variations to the 2022/23 Budget in the monthly statement of financial activity reported to Council.

Budget Implications:

Nil

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

Relevant Precedents:

N/A

Comment:

The financial statements provided in Appendix 12.2.A reports on the following information for the reporting period:

- Rate Setting Statement by Nature and Type
- Material Variances
- Statement of Financial Positions
- Cash and Investments
- Receivables & Payables
- Capital Projects
- Other Projects
- Budget Amendments

Commentary for the material variances identified is included in Appendix 12.2.A.

12.3 Every Club Grant Scheme

Reporting Department:	Corporate Services
Reporting Officer:	Nicole Wasmann – Director Corporate Services
Accountable Manager:	Stuart Devenish – Chief Executive Officer
Legislation	Not applicable
File Number:	GAS/030
Appendices:	Nil
Voting Requirement	Simple Majority

Report Purpose

For Council to consider a proposal for the Shire to submit an application for funding to support club development of local sporting organisations.

Officer's Recommendation

That, subject to the consultation with Collie sporting groups identifying the need for the delivery of a program that supports sport and recreation clubs to build their organisational capacity and capability, Council resolves to support an application to the Department of Local Government Sport and Cultural Development's Every Club Grant Scheme, with a cash contribution of no more than \$12,500 from the Shire of Collie over the duration of the three year program.

Background:

The Every Club Grant Scheme provides three year funding to enable organisations to support sport and recreation clubs to build their organisational capacity and capability with a focus on governance, planning and management practices.

The grant scheme is managed by the Department of Local Government Sport and Culture (DLGSC) and is part of the broader Every Club Program aimed at providing a holistic, accessible and sustainable model of club support to sport and recreation clubs across Western Australia.

Funding for the current round closes on 23 November 2022. Applications must demonstrate:

- strategic alignment with the Shire's Corporate and Community Plans;
- community need through consultation with clubs such as via survey, one on one consultation, or through other identified signs and trends;
- that the project is building capacity and capability of clubs through workshops and targeted development, learning and development opportunities, or improving governance and planning; and
- partnerships with other local governments, state sporting associations, or other organisations.

Funding can be used for:

- implementation of a club development plan;
- project-based related salaries;
- learning and development opportunities for the sport and recreation club workforce and volunteers;
- presenter fees associated with delivery of learning and development opportunities;

- consultant fees;
- venue and equipment hire (not owned or occupied by applicant);
- advertising, publicity, promotion, marketing, printing and publishing costs for club development initiatives; and
- provision of interpreting and translating services.

The focus is on a club centred approach, i.e. how the program benefit clubs. Examples of previously funded programs are available from the following website link:

<https://www.dlgsc.wa.gov.au/funding/sport-and-recreation-funding/every-club-grant-scheme>

The first step in an application process will be consultation with local sporting groups to identify if clubs support the delivery of a program. Given the short time frame it is proposed that this would predominantly be undertaken by survey. Applicants are also required to provide a three year club development plan, which would be developed following consultation.

Statutory and Policy Implications:

There are no statutory or policy implications.

Budget Implications:

Regional local governments are required to contribute 33% of the total project costs over the life of the program. A portion of the 33% contribution can be in kind i.e. venue hire. Whilst the program commences in early 2023, there is no requirement to make a financial contribution in the current financial year. Therefore, there will be no financial impact in the current financial year, other than resources required to prepare and submit the application and, if successful, in kind support for delivery.

The total cost of the program for the Shire of Collie will not be known until a Club Development Plan is prepared, however an indicative cash contribution of \$12,500 over the three year life of the program has been proposed. In kind contributions, such as use of venues and printing, would be additional to the cash contribution.

Communications Requirements:

Local sporting clubs will be consulted to ascertain if there is a need for a club development program in the Shire.

Strategic Community Plan/Corporate Business Plan Implications:

GOAL:	1	Our Community: A vibrant, supportive and safe community.
Outcome:	1.2	Participation in sport, recreation and leisure opportunities.
Strategy:	1.2.1	Provide and promote sport, recreation and leisure facilities and programs.
Strategy:	1.2.2	Provide support to local sport and recreation clubs and groups to increase participation.

Relevant Precedents:

The Shire has previously supported online programs for clubs and staff participation in workshops relevant to club development.

Comment:

Given the relatively short time frame, consultation with clubs will commence prior to the Council meeting. An application would not be submitted unless supported by local groups.

In recent years, some Collie sporting clubs have had a decline in participants or concerns about their future. A program that assists these clubs to review the following factors may contribute to ensuring that sport remains strong in Collie:

Club – governance, management, planning and finances;

Culture – values, how the club/group is viewed in the community, internal and external relationships and leadership; and

People– attraction, retention and development of volunteers, succession arrangements and sharing the volunteering load.

The program could provide club workshops and resources to increase capability in governance, consultants to assist clubs to develop their own strategic plans or review their culture, networking with other organisations, support for local sporting clubs to work collaboratively, and other opportunities. Participation would be optional. As the application requires a financial commitment from the local government, Council approval is sought.

12.4 Collie Flight Training School – Ground Lease Request

Reporting Department:	Corporate Services
Reporting Officer:	Nicole Wasmann – Director Corporate Services
Accountable Manager:	Stuart Devenish – Chief Executive Officer
Legislation	Not applicable
File Number:	TAT/003
Appendices:	Nil
Voting Requirement	Simple Majority

Report Purpose

For Council to consider a request for a ground lease at the Collie Airport for the location of a flight training school and visiting pilot facilities.

Officer's Recommendation

- 1) *That Council supports a lease of 220sqm of land at the Collie Airport to Michael Hebbard for the location of a building to be used for a flight training school and visiting pilot facilities subject to:*
 - a) *the proponent agreeing to meet the costs associated with the formation of the lease document; and*
 - b) *local public notice inviting submissions on the proposed lease of a portion of Reserve 28531 in accordance with Section 3.58(3) of the Local Government Act 1995 being made with all statutory costs, including advertising and market valuation, being met by the Shire.*
- 2) *That if no submissions of objection are received during the advertising period referred to in 1) b) above that Council authorises:*
 - a) *the Shire of Collie to enter into a lease with Michael Hebbard for a portion of Reserve 28531 for the location of a building to be used for a flight training school and visiting pilot facilities subject to the following main terms and conditions:*
 - i. *Initial term of three years;*
 - ii. *A further term of five years (renewal option);*
 - iii. *An initial rental of \$100 plus GST per annum for the first three years;*
 - iv. *Rental for renewal after the initial three years to be based on market rent; and*
 - v. *Ministerial consent being provided.*
 - b) *the President and Chief Executive Officer to sign and affix the Common Seal to the lease document between the Shire of Collie and Michael Hebbard for the lease of a portion of Reserve 28531.*

In February 2022, Council resolved to support in principle the establishment of a private flight training school at the Collie Airport subject to the following:

- a) consultation with the Collie Aero Club Inc., the Department of Biodiversity Conservation and Attractions and other airport users;
- b) master planning for the airport being undertaken, so as to ensure that the proposal does not prejudice the future planning and potential for the airport's development; and
- c) A further report being presented to Council to address commercial and any other terms relevant to the proposed activities.

The Collie Future Fund has agreed to a Small Grant to establish the Collie Flight Training School (\$100,000 grant). The proponent Michael Hebbard has approached the Shire to outline the proposal and working arrangements are now being made to progress the initiative.

The proponent has requested the initial lease period to be a minimum of three years with long term options to support ongoing operations and future expansion, ideally two, five year extension options and an area of 220sqm fronting the existing apron as shown below:



The lease will be adjacent to the Collie Aero Club hanger lease, in between the existing club rooms and the fire fighting tanks and equipment.

As part of the site selection process with the Shire, the proposal has been raised with DFES in terms of the fire fighting resources, the club in terms of their operation. The lease as proposed, does not impact on the DBCA reserve. Any development on the site will involve the preparation of a bushfire management plan.

Statutory and Policy Implications:

In accordance with Section 3.58 of the *Local Government Act 1995*, other than exempt dispositions, local public notice is to be given where disposal of property is not by public auction or tender. Dispose includes to sell, lease, or otherwise dispose of. The details of a proposed disposition include:

- a) the names of all other parties concerned; and
- b) the consideration to be received by the local government for the disposition; and
- c) the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

In accordance with section 18 of the *Land Administration Act 1997* the Minister for Lands approval is required.

Communication:

Should Council support the proposal, details of the proposed disposition will be advertised via local public notice in line with Section 3.58 of the *Local Government Act 1995* providing members of the community 14 days to submit any reasonable objections in writing to the Shire.

Relevant Precedents:

In the recent past, the Shire of Collie has requested commercial lease holders to make their own arrangements for the development of lease documents (Wagon and Tourist Park).

The Shire has previously supported other commercial businesses with a peppercorn or low rental to support the establishment of operations.

Budget Implications:

The cost of the market valuation and advertising is expected to be less than \$1,800. There are sufficient funds in the budget. It is noted that costs of lease document preparation would be met by the proponent.

Strategic Community Plan/Corporate Business Plan Implications:

GOAL:	2	Our Economy: A strong and diversified economic base driven by a range of business and employment opportunities.
Outcome:	2.2	A strong business and services sector.
Strategy:	2.2.1	Promote and support growth in the commercial, professional and governance services sectors. The lease supports Goal 2 Our Economy: A strong and diversified economic base driven by a range of business and employment opportunities.

Comment:

An initial minimal rental is proposed for the first three years of operations to support the establishment of the business. The lease would allow risk management during the construction phase and commence at practical completion of the development.

It is appropriate for the Shire to meet all statutory requirements associated with the proposal, including advertising and market valuations, as has been done for previous commercial leases and for the proponent to meet the cost of the lease preparation.

Whilst the proponent has requested a lease of three years with two five years options (13 years in total), the lease proposed is three years with one five year option. Given the Shire is entering into a master planning exercise for the Collie airport which could lead into significant further expansion in the coming years, limiting the length of the lease will enable further consideration of the business operations at the end of eight years.

The introduction of a commercial flight training school is a significant strategic step for the Shire. This will bring a new business sector to the local economy and likely lead to further investments and diversification of aviation activity. Support for commercial lease arrangements are recommended accordingly.

13. DEVELOPMENT SERVICES REPORTS

13.1 Application for Development Approval - Use Not Listed - Battery Energy Storage System (Collie Battery) - Lots 782, 784, 785 and 775 Collie - Williams Road, Palmer

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>
File Number:	A5498
Appendices:	<p>Appendix 13.1.1 Location Plan</p> <p>Appendix 13.1.2 Development Application Report</p> <p>Appendix 13.1.3 Responsible Authority Report</p> <p>Appendix 13.1.4 Schedule of Public Submissions</p> <p>Appendix 13.1.5 Schedule of Agency Responses</p>
Voting Requirement	Simple Majority

Report Purpose

For Council to determine that the proposed Use Not Listed- Battery Energy Storage System at Lots 782, 784, 785 and 775 Collie-Williams Road, Palmer is consistent with the objectives of the Rural zone and to endorse the Responsible Authority Report to be provided to the Development Assessment Panel to determine the application.

Officer's Recommendation

That Council, in relation to an application for development approval for a proposed use Not Listed- Battery Energy Storage System at Lots 782, 784, 785 and 775 Collie-Williams Road, Palmer:

- 1. Determine that the proposed use is consistent with the objectives of the Rural zone pursuant to the Shire of Collie's Local Planning Scheme No.6;*
- 2. Note the submissions received during the public consultation period; and*
- 3. Endorse the Responsible Authority prepared for the Development Assessment Panel, with a recommendation for approval, subject to conditions.*

Background:

Neoen Australia Pty Ltd, on behalf of Semlot Nominees and Electricity Networks Corporation have made application for development approval for a proposed Use Not Listed- Battery Energy Storage System (Collie Battery) at Lots 782, 784, 785 and 775 Collie-Williams Road, Palmer, known as Myaree Farm and owned by Florian Popp (Semlot Nominees)(refer Appendix 13.1.1).

The development cost for the application (refer Appendix 13.1.2) is \$675 million and it is mandatory that the application be determined by the Development Assessment Panel (DAP). Under the DAP Regulations the Shire of Collie is required to provide a Responsible Authority Report (RAR) (refer Appendix 13.1.3) to the DAP to assist it with the determination of the application, however the Shire of Collie is not the determining authority on the application.

The battery proposal is not a defined land use under the Shire's Local Planning Scheme No.6 (LPS6) and permissibility of the land use is not reflected in the Zoning Table. It is the responsibility of the local government, under section 18.4 of LPS6, to determine that the proposed land use is consistent with the objectives of the Rural zone and advertise the proposal under clause 64 of the deemed provisions before considering the application.

The application was advertised to the public for comment, see Communication Requirements section of this report below.

Objectives of the Rural zone is set out in LPS6 as follows:

- To provide for the maintenance or enhancement of specific local rural character.
- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.
- To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.
- To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.
- To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.

In response to these zone objectives the Applicant has advised:

- Impacts to local rural character are considered minimal given the extensive energy infrastructure present in the area and Neoen's intent to preserve remnant vegetation. The project mostly will not be visible to the public from Collie-Williams Road due to the topography of the site and screening vegetation.
- The project utilises primarily cleared land that has historically been used for grazing activities. The land capability within the proposed project footprint for grazing is mostly categorised under DPIRD's land capability mapping as "50-70% of the land has moderate to very high capability (29.5ha) with a small amount categorised as "> 70% of the land has moderate to very high capability (1.81ha). While the land is of moderate to high quality, the project area represents less than 0.045% and 0.0019% respectively, of these land capability groups within the Collie LGA.
- Implementation of the project on Myaree Farm is part of the landowner's vision to have energy infrastructure co-location with high value grazing activities.
- The nature of the facility as neither an industrial land use nor a sensitive land use also ensures that it remains compatible with agricultural land uses in surrounding areas such as intensive feed lots, cropping and grazing.
- Studies have been completed to understand the environmental qualities of the project area and surrounding landscape. This includes hydrology and ecology studies.
- The hydrology study has informed the project design such that the facility is located well above 1% AEP flood risk areas, and any potential concentrated overland flow during storm events will be managed through site drainage controls.
- The project has been designed to avoid the need to clear native vegetation as much as possible, while managing other potential impacts such as bushfire risk. Implementation of the Project on Myaree Farm will allow partial de-stocking of the lots which will enable ecological restoration in some parts of the farm.
- The project activities are not considered a sensitive land use.
- The project is a non-rural land use that will provide demonstrated benefit to the local community as outlined in Section 1.5.1 of the development application report. The

activities are considered compatible with rural and uses in adjacent areas as it does not inhibit their use for agricultural purposes now or into the future.

Statutory and Policy Implications:

Planning and Development Act 2005 (P&D Act);

Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regulations);

Planning and Development (Development Assessment Panels) Regulations 2011 (DAP Regulations);

Shire of Collie Local Planning Scheme No.6 (LPS6)

Western Australian Climate Policy (DWER, 2020)

Energy Transformation Strategy (Energy Policy WA, 2021)

Distributed Energy Resources Roadmap (Energy Transformation Taskforce, 2019)

Future Battery Industry Strategy (JTSl, 2019)

Position Statement- Renewable Energy Facilities (DPLH, 2020)

State Planning Policy No. 2 Environment and Natural Resources Policy (WAPC, 2003)

State Planning Policy No. 2.5 Rural Planning (WAPC, 2016)

State Planning Policy No. 2.9 Water Resources

State Planning Policy No. 3.7 Planning in Bushfire Prone Areas (WAPC, 2015)

EPA Guidance Statement 33 Environmental Guidance for Planning and Development (EPA, 2008)

Bunbury-Geographe Sub-regional Strategy (DPLH, 2022)

Budget Implications:

A development application fee was paid by the applicant in accordance with the schedule of fees.

Communications Requirements:

The applicants undertook their own pre-lodgement community consultation at the Collie Ridge Hotel on 22 and 23 of July to raise community awareness and to discuss any concerns arising from the proposal. Stakeholder groups who were engaged in this process included:

- Nearby landowners
- Local community members from the Shire of Collie
- Aboriginal stakeholders
- Community organisations and service providers
- Special interest community groups
- Relevant local and state government agencies

The proposal was advertised by the Shire for a period of 28 days, from 7 September to 5 October 2022.

Landowners within a 2km radius from the development site received notification by mail. A total of nine notifications were sent. The proposal was also advertised in the local newspaper on the 15 September and on the Shire's website and Facebook page on an ongoing basis for the advertising period. A sign was also erected on the subject site by the Applicant.

As a result of public advertising, a total of four submissions were received. Two submissions were objections, one was neutral with concerns/ comments and one was supporting the proposal, as detailed in the Schedule of Submissions. The submission have been detailed in [Appendix 13.1.4, Schedule of Public Submissions](#)

Referrals/consultation with Government/Service Agencies

The proposal was initially advertised to government/service agencies from the 7 September to the 5 October 2022. This time frame was extended to the 17 October due to several agencies not being able to meet the deadline to provide a response. The state government agencies who were referred the application are;

- Department of Water and Environmental Regulation (DWER)
- Department of Biodiversity, Conservation and Attractions (DBCA)
- Department of Fire and Emergency Services (DFES)
- Department of Mining, Industry Regulation and Safety (DMIRS)
- Main Roads Western Australia (MRWA)
- Department of Planning, Lands and Heritage (DPLH)
- Synergy

Referral responses have been detailed in the [Appendix 13.1.5, Schedule of Agency Responses](#).

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	Ensure appropriate planning controls for land use and development

Comment:

A full planning assessment of the application is contained within the Responsible Authority Report in [Appendix 13.1.3](#).

The purpose of this report is also for the Council to determine that the proposed use is consistent with the objectives of the Rural zone.

Rural Character

As expressed by the Applicant, the project is mostly screened from view for users of Collie-Williams Road and nearby properties due to screening vegetation and the natural topography of the site. The surrounding area is already utilised for mining and electricity generation activities, the additional of non-rural land uses which are easily visible is not uncommon for the local area.

Protection of Agricultural Activities

The land has been identified as being of moderate to high quality and has historically been used for grazing activities. Although the land continues to be viable agricultural land, the area proposed to be used for the facility is not extensive and grazing activities can continue to occur in the close vicinity of the development. Additionally, the site has the capability to be rehabilitated back to a grazing purpose, following the life of the development.

Maintain and Enhance Environmental Qualities

The Applicant has provided several studies and reports to address possible environmental impacts and propose mitigation measures to address these issues. The proposal intends to utilise mostly existing cleared land and have proposed measures to manage stormwater to protect the hydrological system in the area. The Applicant will also seek further environmental approvals through the Department of Water and Environmental Regulation which will ensure these issues are addressed.

Limiting the Introduction of Sensitive Land Uses

The proposal does not introduce any sensitive land uses to the area, which will ensure that surrounding rural and other uses are not impacted, now and into the future.

Providing for Non-Rural Land Uses

The proposal will not inhibit the future agricultural use of the area or of the site into the future. The proposal has a demonstrated benefit through addressing the key goals and objectives of the State Government for strategic planning of the electricity network and ensuring that a stable energy supply can be maintained for all users. The project will ensure affordable and reliable energy, while also reducing emissions through increasing renewable energy supply at a local and regional level. With the retirement of Collie and Muja power stations by 2030, this project is vital in ensuring system security.

The project will also have direct benefits to the local community through employment during the construction phase and up to 8 ongoing roles in Collie to manage the site.

Conclusion:

It is recommended that Council determine that the proposed use is consistent with the objectives of the Rural zone and endorses the RAR to be provided to the DAP.

The RAR recommends the application be approved, subject to conditions.

13.2 Collie Housing Study

Reporting Department:	Development Services
Reporting Officer:	Matt Young - Director Development Services
Accountable Manager:	Matt Young - Director Development Services
Legislation	<i>Nil</i>
File Number:	GAS/034
Appendices:	Appendix 13.2.1 – Collie Housing Demonstration Opportunity
Voting Requirement	Simple Majority

Report Purpose

To note the Shire’s collaboration with DevelopmentWA and the South West Development Commission for Collie to be used as a working example to provide a ‘toolkit’ for market-led housing supply and urban renewal in a regional context.

Officer’s Recommendation

That Council:

1. *notes the Shire’s partnership with DevelopmentWA to undertake detailed investigation into housing issues in Collie including:

 - a. *evaluating the opportunities to facilitate housing supply on 12 freehold titles owned by the Shire in Wilson Park;*
 - b. *evaluating the opportunities to facilitate infill housing on private laneway backed lots in central Collie by the way of a demonstration project; and**
1. *endorses the Shire’s submission to the South West Development Commission to seek funding for more detailed work associated with design to construct, business case evaluation and the preparation of a toolkit for infill housing.*

Background:

Housing availability is a key issue in Collie. The housing market in Collie is confronted by constrained land and accommodation supply alongside increasing demand. This is particularly an issue where Government is working hard to promote and attract new businesses to Collie as part of Collie’s Just Transition Plan (2020).

The early positive outcomes of this transition is that new industries either have established themselves or are seeking to establish in Collie. The Shire has also seen a change to the property market in the last 3 years where the median house price increased by 55%. However, the diversity of land available for new housing is constrained by market economics, where there is yet to be an economic incentive to bring this vacant/underdeveloped land (both in private and public ownership) to the market.

This housing supply issue is a common problem in regional WA wherein it costs more to create serviced housing land than what it can be sold for.

All of Government recognise that the lack of supply of appropriate housing has the potential of putting at risk future industry locating in Collie - due to the perception around a lack of suitable housing for workers. A number of these businesses such a Renergi and Cannaponics have identified this as a particular issue as they progress to recruit employees as they start up this year.

As a result, the Shire has identified the need to be proactive and address this issue by preparing a brief entitled Collie: A Demonstration Case for Housing Supply (refer [Appendix 13.2.1](#)). This established the argument that Collie presents an opportunity for a case example to:

- Renew ageing housing
- Facilitate high amenity, low maintenance, fit-for occupant dwellings
- Stimulate market supply and complement Government initiatives
- Increase housing availability
- Utilise under-developed land that is already provided with sewer, water, power, communications, road access, pathways, open space and the like

The overall objective was to develop and demonstrate an economic model to deliver diverse, affordable and innovative new housing construction in the Shire of Collie. The expectation is the market will respond by replicating construction, serving to progressively improve supply and renew housing across the town.

This demonstration case outline was then presented to the Local Member, Minister for Housing, South West Development Commission (SWDC), DevelopmentWA and Department of Jobs, Tourism, Science and Innovation (JTSI) to garner support for Collie to establish a case study into delivering housing in a regional town.

DevelopmentWA agreed to partner with the Shire and fund a consultant to evaluate the costs and opportunity for the following:

1. New housing on 12 freehold titles owned by the Shire on Riley and Delahunty Streets, Wilson Park (see figure below); and
2. Set out an infill housing demonstration project for the many under-developed laneway lots in central Collie – ideally leading to market-led and widespread progressive redevelopment.

It is anticipated that this project can potentially:

- assist housing supply generally
- demonstrate to the private sector new housing material/construction methods,
- create ongoing revenue for the Shire through rental income and/or provide direct revenue through land sale.



Government Land Ownership in Wilson Park around Riley and Delahunty Streets

Development WA has appointed a consultant, McFerran Advisory to undertake a housing study for the 2 above housing development scenarios in Collie.

Separately the SWDC has advised South West local governments that it is seeking to provide funding for housing, land and accommodation activation projects.

Given the work just undertaken McFerran Advisory the Shire submitted a response to the SWDC (circulated under a separate cover) with a funding application that includes;

- 1) An application for funding to complete the detailed design and business case preparation for the construction and land release for housing on Shire owned land on Riley and Delahunty Streets, Wilson Park.
- 2) A request for allocation of capital to facilitate the construction of lots at Wilson Park subject to a stage gate review by the SWDC funding body on the completion of the detailed design and business case, and
- 3) An application for consultancy funds to detail and design a demonstration by design project and economic model toolkit for a 'second' dwelling on existing developed lots to encourage key worker accommodation infill in Collie.

Statutory and Policy Implications:

The Shire's Local Planning Strategy was endorsed in 2021. The Strategy identified future land opportunities for over 1400 lots in Colle. However even since this Strategy was drafted some of that land is unlikely to be developed due to environmental constraints, land assembly issues (fragmented privately owned lots that need overall structure planning), Aboriginal heritage, flood prone land etc.

The outcomes of this study could lead to a review of the housing component of the Shire's Local Planning Strategy.

Budget Implications:

Nil as all project work is being funded by Development WA and potentially a SWDC grant.

In time, and after a more detailed business case is prepared, the Shire will need to plan for how it intends to develop the Riley Street / Delahunty Street properties and to pursue the recommendation of this work.

Communications Requirements:

McFerran Advisory has undertaken interviews with key housing stakeholders including representatives of the financial sector, housing construction and real estate agents.

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	Ensure appropriate planning controls for land use and development

Comment:

For Collie's Just Transition Plan to be successful, and for Collie to achieve its full potential, the economic conditions need to be right and in balance in order to support new job opportunities and to supply the requisite number and range of appropriate housing for these workers (and the general community). There is a risk that with such high-level Government support for the transition plan and job creation, the Shire could face a scenario where there are not enough new houses to accommodate a growing local workforce, and that these people will be faced with the prospect of having to live out of the Shire.

The Shire has taken the lead and sought Government support to address these issues and achieve the following outcomes:

- Renew ageing housing
- Facilitate high amenity, low maintenance, fit-for occupant dwellings
- Stimulate market supply and complement Government initiatives
- Increase housing availability and
- Utilise under-developed land

It is recommended that the Council note and endorse the study and funding application as outlined in this report.

13.3 Coolangatta Industrial Area Structure Plan

Reporting Department:	Development Services
Reporting Officer:	Matt Young - Director Development Services
Accountable Manager:	Matt Young - Director Development Services
Legislation	<i>Planning and Development (Local Planning Schemes) Regulations, 2015</i> <i>Local Planning Scheme No. 6, 2021</i>
File Number:	EDV/002
Appendices:	Nil
Voting Requirement	Simple Majority

Report Purpose

For Council to note the Shire's collaboration with the Department of Jobs, Tourism, Science and Innovation in the development of the Coolangatta Industrial Area structure plan, including all associated technical studies.

Officer's Recommendation

That Council notes the Shire's collaboration with the Department of Jobs, Tourism, Science and Innovation in the development of the Coolangatta Industrial Area structure plan.

Background:

The Department of Jobs, Tourism, Science and Innovation (JTSI) work under Premier and Cabinet's Collie Delivery Unit on various matters relating to Collie's Just Transition Plan (2020).

In addition to working with new prospective businesses to undertake business case evaluations, identify suitable land and to establish in Collie. JTSI has also funded technical studies over the Coolangatta Strategic Industrial area. The first piece of work completed in February 2022 was the Coolangatta Industrial Land Capability Assessment.

This Study identified land capability for industrial purposes at Coolangatta. In doing so, the consultants examined matters such as:

1. Potential developable areas;
2. Activities that are suited (from a synergistic perspective) or able to be accommodated (from, for example, an environment impact perspective);
3. Pathways to bring the land to readiness for development (such as zoning, servicing, approvals etc)

This Study was important in that it:

1. Helps agencies (including JTSI and the Shire) have informed conversations with proponents around development prospects;
2. Helps proponents undertake due-diligence assessments from their perspective on the risks/opportunities of investing in Collie;
3. Identifies gaps in knowledge, or where a further level of detail is required;
4. Helps Government prioritise work to progress opportunities;

5. Provide a ready scope of work for next steps in land preparations; including tasks, costs and timeframes – or at least identify the level of understanding of these elements. This work can then be taken up by Government, a proponent or both in collaboration.

One outcome of this Coolangatta Industrial Land Capability Assessment was that for the most part the land is zoned Industrial Development under the Shire’s Local Planning Scheme No.6. This means that a detailed Structure Plan is required to be prepared and adopted prior to any subdivision or development.

For prospective businesses this means that, in the absence of anything being in place, they must undertake this work over the wider Coolangatta industrial precinct which is both costly and very time consuming. Without such a structure plan being in place many prospective businesses could find alternative more development ready sites than in Collie.

Following completion of the Coolangatta Industrial Land Capability Assessment, JTSI agreed to project manage and fund consultants to prepare a structure plan over the Coolangatta industrial area. It also established a working group (including the Shire) to oversee the delivery of the structure plan, including all associated inputs such as the transport study, environmental surveys, water supply, heritage studies. This represents a substantial financial commitment towards preparing the structure plan and associated background studies.

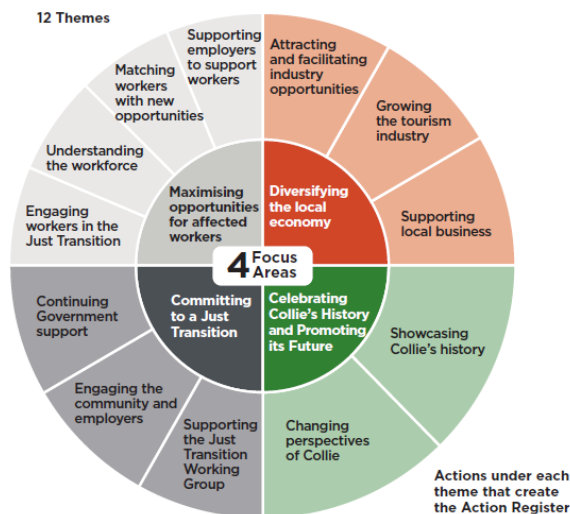
Work has commenced on the following:

- Transport Study - Constraint Mapping and Options
- Flora and Fauna Environment Surveys
- Water Supply Planning Study
- Heritage Desktop Review
- Draft District Structure Plan

Separate to this Development WA (as part of its commitment to taking a lead role in industrial land in Western Australia) is funding a new study for the Bunbury Geographer Regional Land Supply Assessment. This is still at an early stage but will look at all aspects of industrial land availability, and not just the strategic industrial estates (such as Shotts and Coolangatta).

Statutory and Policy Implications:

The Coolangatta Industrial Land Capability Assessment and work towards the Coolangatta industrial area structure plan fully aligns with all 4 main focus areas of Collie’s Just Transition Plan (2020).



Budget Implications:

Nil. The structure plan is being funded by JTSI.

Communications Requirements:

A formally lodged structure plan will need to be processed in accordance with the *Planning and Development (Local Planning Schemes) Regulations, 2015* and the formal community consultation provisions contained therein.

All stakeholders impacted by the preparatory work associated with the technical studies and draft structure plan will be consulted during the preparation of these documents.

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	Ensure appropriate planning controls for land use and development

Comment:

JTSI has taken a lead strategic role over the identification of opportunities and constraints, detailed investigation and planning over the Coolangatta industrial area. This will provide Collie with 'planning ready' land and identify all servicing and transport matters relating to that land being 'development ready'. This is critically important to the Shire being recognised as being a viable location for job-creating new businesses and therefore assist in the Just Transition Plan.

It is recommended that Council note this report and the Shire's collaboration with the Department of Jobs, Tourism, Science and Innovation in the development of the Coolangatta Industrial Area structure plan, including all associated technical studies inputs such as the transport study, environmental surveys, water supply, heritage studies.

13.4 Trails Panel Terms of Reference

Reporting Department:	Development Services
Reporting Officer:	Matt Young - Director Development Services
Accountable Manager:	Matt Young - Director Development Services
Legislation	<i>Nil</i>
File Number:	GVR/050
Appendices:	Appendix 13.4.1 – Trails Panel Terms of Reference
Voting Requirement	Simple Majority

Report Purpose

For Council to adopt the Shire of Collie Trails Panel Terms of Reference.

Officer's Recommendation

That Council adopts the Shire of Collie Trails Panel Terms of Reference contained in Appendix 13.4.1.

Background:

Council at its special meeting held on 26 October 2021 (motion 8859) established the Trails Panel with the following persons:

- Councillor White
- Councillor Faries
- Councillor Scoffern
- Director Development Services
- Representatives of the local indigenous community
- Representatives of the Department of Local Government, Sport and Cultural Industries
- Representatives of the Department of Biodiversity, Conservation and Attractions
- Representatives of the Collie Visitors Centre
- Representatives of the local stakeholders organisations/groups

The Terms of Reference for this Panel was not established.

Statutory and Policy Implications:

The purpose of the Trails Panel is to guide and support the development of trails within the Shire of Collie. Trails are defined as pathways, cycleways, dual use paths and trails, for the use of walking, hiking, equestrian, kayaks, trail bikes, cycling trails, four-wheel drive trails, motorbike trails and drive trails.

Matters raised at the Trails Panel will variously be fed up to Council, to the Collie Adventure Trails Project Reference Group and other trail-related forums and Strategies. The Trails Panel will also work through and assist in reviewing the Shire's Collie River Trails Strategy 2018-2021.

Budget Implications:

Nil

Communications Requirements:

Nil

Strategic Community Plan/Corporate Business Plan Implications:

GOAL:	1	Our Community
Outcome:	1.2	Appropriate land use, development and heritage conservation
Strategy:	1.2.1	Provide and promote sport, recreation and leisure facilities and programs

Comment:

The Terms of Reference were considered at the first Trails Panel meeting for 2022 on 18 October 2022.

The Terms of Reference were adapted from the Trails Advisory Committee Terms of Reference (Nov 2015) but updated to reflect that this is a Panel and not a Committee of Council.

It is recommended that the Trails Panel Terms of Reference are adopted by Council.

14. TECHNICAL SERVICES REPORTS

Nil

15. MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN

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

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

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

Responses to questions asked at the October Ordinary Council Meeting, for which an answer has not been provided, are listed below:

16.1 Question from Cr Italiano regarding bollards**Question**

Cr Italiano requested clarification on bollards displaying the Shire of Collie Logo and stating 'Restricted Access', have been placed in the laneway leading to Woolworths (off Steere Street North).

Response: The Director Technical Services has investigated the matter and the temporary signs installed by Shire staff have been removed and we have reviewed our internal processes on signage requests. As background, complaints from a local shop owner raised concerns about the safety to public and themselves including public property and their own. This was due to public utilising the private property for unauthorised parking and the safety hazards due to limited manoeuvring space in this location.

16.2 Question from Cr Scoffern regarding payment to Bunbury Tyre and Exhaust**Question**

Cr Scoffern further requested information on whether a Shire of Collie staff member had taken the vehicle to Bunbury for the works undertaken?

Response: Yes. Factoring in time for travel and waiting would have costed about \$300, which demonstrates a net saving of about 45% when compared against the local price. Officers apply the Purchase Policy which is a document that Council has adopted as a guide to staff and includes a local price preference of 10%.

17. URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION**18. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS****19. STATUS REPORT ON COUNCIL RESOLUTIONS**

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

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

20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC**21. CLOSE**