



Shire of
Collie

AGENDA

for the

ORDINARY MEETING OF COUNCIL

to be held on

Tuesday, 12 December 2023



Our Vision

Collie - *A progressive community, rich in opportunities and as diverse as its heritage and landscape.*

Our Values

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

Integrity

Transparency

Accountability

Collaboration

Respect

Our Commitment to Community

We will lead the delivery of our vision

We will support local business wherever possible

We will consult and engage with our community on issues that affect them

We will encourage, welcome and value feedback

We will encourage, support and advocate for our community

NOTICE OF MEETING

Please be advised that the



Ordinary Meeting of Council

commencing at **7:00pm**

will be held on

Tuesday, 12 December 2023

in Council Chambers at 87 Throssell Street, Collie WA

Stuart Devenish
Chief Executive Officer

7 December 2023

<p>PLEASE READ THE FOLLOWING DISCLAIMER BEFORE PROCEEDING</p>

<p>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.</p>

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

February 2024

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 6 February 2024

Councillor Forum

6.00pm in Council Chambers

Tuesday 13 February 2024

Ordinary Meeting of Council

7.00pm in Council Chambers

DISCLOSURE OF FINANCIAL INTEREST AND INTERESTS AFFECTING IMPARTIALITY

File ref: GOV/062

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, 12 December 2023 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.

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****8.1 Ordinary Council Meeting – 14 November 2023****Officer's Recommendation:**

That Council confirms the Minutes of the Ordinary Meeting of Council held on 14 November 2023.

8.2 Special Council Meeting – 21 November 2023**Officer's Recommendation:**

That Council confirms the Minutes of the Special Meeting of Council held on 21 November 2023.

9. BUSINESS ARISING FROM THE PREVIOUS MINUTES

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

10. RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL**10.1 Local Emergency Management Committee Meeting – 15 November 2023****Officer Recommendation:**

That Council receive the Minutes of the Local Emergency Management Committee Meeting held on 15 November 2023.

10.2 Recommendations of the Local Emergency Management Committee**Committee Recommendations:**

That Council adopts en bloc the committee recommendations contained within the minutes of the Local Emergency Management Committee held 15 November 2023.

10.13 General

That the Local Emergency Management Committee through the Shire of Collie write to the Department of Health in respect to responsible authorities to identify vulnerable people in Collie that may need to be evacuated in an emergency.

That the Local Emergency Management Committee through the Shire of Collie write to Telstra in respect to signal failures and coverage in Collie, so that telecommunication connection during an emergency is available.

10.3 Tourism and Marketing Advisory Committee Meeting – 6 December 2023**Officer Recommendation:**

That Council receive the Minutes of the Tourism and Marketing Committee Meeting held on 6 December 2023.

10.4 Audit Committee Meeting – 6 December 2023**Officer Recommendation:**

That Council receive the Minutes of the Audit Committee Meeting held on 6 December 2023.

10.5 Recommendation of the Audit Committee Meeting – 6 December 2023**Committee Recommendation:**

That Council acknowledge the Audit Exit Meeting held on 6 December 2023.

11. CEO REPORTS

Nil.

12. CORPORATE SERVICES REPORTS

12.1 Accounts Paid – November 2023

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 – November 2023
Voting Requirement	Simple Majority

Report Purpose

To present the accounts paid during the month of November 2023.

Officer's Recommendation

That Council accepts the Accounts as presented in Appendix 12.1.A being vouchers 41943-41944 totalling \$234.95 and direct payments totalling \$924,946.44 authorised and paid in October 2023.

Background:

In accordance with Delegation 2.2.21- payments from the Municipal or Trust Funds adopted by Council on 8 August 2023, 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	2023/24		
	Cheques	Electronic Transfer	Total Payment
July	919.23	1,640,941.51	1,641,860.74
August	155.02	1,122,377.12	1,122,532.14
September	1,086.36	800,154.20	801,240.56
October	234.95	924,946.44	925,181.39
November	881.65	1,788,936.83	1,789,818.48

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 – October 2023

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 – October 2023
Voting Requirement	Simple Majority

Report Purpose

To provide a summary of the financial position for the Shire of Collie for the month ending October 2023.

Officer's Recommendation

That Council resolve to accept the Financial Management Report for October 2023 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 2023/24 Budget in the monthly statement of financial activity reported to Council.

In accordance with section 6.8 of the *Local Government Act 1995*, a local government is not to incur expenditure, not included in the annual budget for an additional purpose unless the expenditure is (b) authorised in advance by absolute majority.

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 Acceptance of Annual Report and Annual Electors Meeting – 2022/23

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Nicole Wasmann – Director Corporate Services
Legislation:	<i>Local Government Act 1995</i>
File Number:	GOV/049
Appendices:	To be tabled at meeting
Voting Requirement	Absolute Majority

Report Purpose

For Council to accept the Shire of Collie Annual Report 2022-23 and to consider the proposed time and date for the 2022-23 Annual Electors Meeting.

Officer's Recommendation

That Council resolve to:

- 1. Receive and adopt the Shire of Collie Annual Report for the financial year 2022-23*
- 2. Hold the Shire of Collie 2022-23 Annual Electors Meeting on Tuesday, 6 February 2024 at Roche Park Recreation Centre commencing at 6.00 pm*

Background:

In accordance with the *Local Government Act 1995*, a local government is required to prepare an annual report for each financial year. The 2022-23 Annual Report has been prepared in accordance with the legislative requirements.

In addition to the adoption of the Annual Report, it is also necessary to set the date for the Annual Electors Meeting.

It is anticipated that the auditor's report will be received on Friday 8 December 2023.

Statutory and Policy Implications:

Section 5.54 of the *Local Government Act 1995* (the Act), stipulates that the annual report is to be accepted no later than 31 December. Where the auditor's report is not available in time for the annual report to be accepted by 31 December, the annual report is to be accepted no later than 2 months after the auditor's report becomes available.

In accordance with Section 5.27 of the Act, a general meeting of the electors of a district is to be held once every financial year on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.

Section 5.53 of the Act stipulates the requirements of the Annual Report including:

- (a) a report from the mayor or president;*
- (b) a report from the CEO;*
- (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year;*

- (f) the financial report for the financial year;
 (g) such information as may be prescribed in relation to the payments made to employees;
 (h) the auditor's report prepared under section 7.9(1) or 7.12AD(1) for the financial year;
 (ha) a matter on which a report must be made under section 29(2) of the Disability Services Act 1993;
 (hb) details of entries made under section 5.121 during the financial year in the register of complaints, including —
 (i) the number of complaints recorded in the register of complaints; and
 (ii) how the recorded complaints were dealt with; and
 (iii) any other details that the regulations may require;
 and
 (i) such other information as may be prescribed.

Prescribed information identified in the *Local Government (Administration) Regulations 1996* includes the number of employees of the local government entitled to an annual salary of \$130,000 and within each \$10,000 band over \$130,000.

Annual reports also include information in relation to responsibilities relevant to *WA Freedom of Information Act 1992* and *State Records Act 2000*.

Budget Implications:

Nil.

Communications Requirements: (Policy No. CS1.7)

In accordance with the Act, 14 days local notice shall be given of the date, time, place and purpose of the Annual Electors Meeting.

In accordance with Section 5.55 of the Act, Local Public Notice of the availability of the Annual Report shall be given and the Report published on the official website within 14 days of acceptance by the local government.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	5	Our Organisation
Objective:	5.1	Innovative leadership, forward planning, and mutually beneficial partnerships.

Relevant Precedents:

The 2021-22 Annual Electors Meeting was held on Thursday, 4 May 2023 in the Margaretta Wilson Centre.

Comment:

It is proposed to hold the Annual Electors Meeting on Tuesday, 6 February 2024 commencing at 6.00 pm at Roche Park Recreation Centre.

Council is requested to consider and accept the Annual Report for the 2022-23 financial year which will be distributed as a separate document to the agenda prior to the commencement of the meeting.

Should the auditor's report be received on 8 December, as anticipated, and the 2022-23 Annual Report not be accepted at this meeting, a special meeting to accept the report will be required within 2 months of the date the report is received. There is no scheduled ordinary meeting of Council until 13 February 2024.

To avoid the requirement for a special meeting, it is recommended that the 2022-23 Annual Report be accepted at this meeting.

13. DEVELOPMENT SERVICES REPORTS

13.1 Draft Collie Airfield Master Plan

Reporting Department:	Development Services
Reporting Officer:	Matt Young – Director Development Services
Accountable Manager:	Matt Young – Director Development Services
Legislation	N/A
File Number:	CMG/292
Appendices:	Appendix 13.1.A draft Collie Airfield Master Plan
Voting Requirement	Simple Majority

Report Purpose

To seek Council approval to advertise the draft Collie Airfield Master Plan for public comment.

Officer's Recommendation

That the Council:

- 1. adopts the draft Collie Airfield Master Plan for a 28 day public advertising period;*
- 2. authorises officers to discuss potential land transactions of adjoining reserves with the Department of Planning, Lands and Heritage to allow for the aerodrome expansion during the advertising period; and*
- 3. to report the outcomes of the community and agency consultation back to Council.*

Background:

The Collie Airfield is located 4km east of Collie town centre, 49km east of Bunbury Airport and 82km north east of Busselton Margaret River Airport.



In 2023, the Shire engaged Aviation Projects to prepare the Collie Airfield Master Plan. The Master Plan establishes the framework for future development of the aerodrome (including airside and landside areas). It provides guidance to the Shire of Collie on the future commercialisation of the aerodrome including activation of potential aviation activities.

Council at its Ordinary Council Meeting on 10 October 2023 considered the preferred vision for the airfield and resolved (motion 9278):

That the Council endorses development option 2 as contained in the report as the basis for the development of the detailed Master Plan for the Collie Airport.

The Master Plan will contribute to future detailed study and investment, including the preparation of a Strategic Airport Asset and Financial Management Plan.

The purpose of the Master Plan is to:

- Facilitate the progressive development of the airfield;
- Inform decision-making on new works;
- Identify options and opportunities for investment – enabling the introduction of commercial activity;
- Facilitate increased levels of service appropriate to the role and function of the Collie Airfield; and
- Optimise aviation opportunities/initiatives.

The Master Plan was developed according to the methodology recommended in the Australian Airports Association Regional Airport Master Planning Guideline.

Specific deliverables include the identification and assessment of:

- aviation and tourism related investment opportunities, flight training facility operations opportunities and aviation related manufacturing and service opportunities;
- opportunities to enhance visitation and visitor services to the region and/or firefighting surveillance base;
- opportunities for electric airport design, development and manufacture and remote air surveillance monitoring operations;
- potential for increased service levels to industry, tourism activity and community;
- potential new industries and recreational activity opportunities;
- intermodal freight viability including facility provision;
- development areas, servicing requirements and arrangements for land development (land development capability and land use plan) including areas for potential new industry and industry sectors;
- recommendations for land tenure rationalisation based on the dot point above;
- recommendations for airport certification, regulation and management arrangements to best meet objectives for the facility.

Initial stakeholder discussions and a site inspection of the airfield were held in March 2023. The consultant also met with officers online on 18 April and the 4th May to go through findings to date including engagement and present the SWOT (strengths, weaknesses, opportunities constraints) analysis.

The vision for the Master Plan was initially presented to Councillors at the September 2023 Forum, and three vision options were considered at the October 2023 Ordinary Council Meeting. Council resolved to proceed with development option 2 as the basis for the detailed Collie Airfield Master Plan. The detailed Collie Airfield Master Plan has now been drafted to

fulfil this resolution and can be found at Appendix 13.1.A. This draft Collie Airfield Master Plan is ready to be advertised to the community and key stakeholders for comment.

Statutory and Policy Implications:

Civil Aviation Act 1988 and associated Regulations

Budget Implications:

The Collie Airfield Master Plan project is being delivered through existing budgets. The Shire's budget for the project has been allocated via a budget amendment to which was approved by Council at its 13 December 2022 OCM (motion 9107). This budget is supplemented by a grant to the value of \$30,000 which was awarded by the South West Development Commission for the purpose of preparing a Master Plan for the Shire's aerodrome.

The implementation of Part 9 of the Collie Airfield Master Plan at Appendix 13.1.A will have ongoing budget implications into the long term, including revenue and expenditure. The plan also provides a basis for grant applications to be made for upgrade works.

Communications Requirements:

Preliminary stakeholder discussions have been held with Shire officers, Collie Aero Club, DBCA, DFES, RFDS, SWDC, JTSI, Australia's South West, Bunbury Airport, Busselton Airport and a number of local Collie businesses.

Advertising of the draft Master Plan is not required, but recommended for 28 days, so the public, agencies and key stakeholders have the opportunity to comment on the plan. During this period it is also recommended that officers liaise with the DPLH in respect to expansion into adjoining reserves and the extension of the existing lease.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	2	Our Economy
Objective:	2.1	Economic Development
Strategic Priority	2.1.3	To develop a plan to commercialise the airport.

Relevant Precedents:

Nil

Comment:

The following vision is described for the Airfield:

Provide an airport for the Collie community that will support aviation related emergency services operations, enable other commercial and private aviation activities including low intensity flight training, act as an air gateway to the Collie Shire for business and tourist visitors and provide for aviation related manufacturing and service opportunities.

Development on the airport will:

1. Comply with applicable civil aviation safety regulations and standards
2. Be on land controlled by Shire of Collie
3. Be resilient to natural disasters and climate change
4. Have minimal impact on the environment

5. Meet community expectations in respect of level of service
6. Be future proofed to respond to new opportunities and technologies that will emerge over time
7. Unlock broader economic development opportunities.

Understanding the regulatory framework relating to airports, the consultant has prepared the Collie Airfield Master Plan for future development. This is based on development option 2 of the Collie Airfield Master Plan – Vision document which was considered by Council at OCM 10 October 2023 (motion 9278).

The Collie Airfield Master Plan identified three vision options for future development. These are based on the following short term and longer term outcomes:

Short term

- Correct compliance issues and improve infrastructure
- Provide simple but nice passenger facility
- Entrance statement / signage and branding
- Consider provision of Mogas and/or JetA1 fuel, electric charging points

Longer term

- Identify opportunities to attract commercial businesses that can use current aeronautical facilities on land adjacent to airfield
- Secure tenure and environmental approvals over master planned expansion site to enable certification, instrument approaches and larger scale commercial development, private hangarage

The following development option has been used as the basis of the Collie Airfield Master Plan. Full detail of the design can be found at part 9 of the Collie Airfield Master Plan at Appendix 13.1.A.

The design establishes the most realistic framework for airport expansion, without committing to a substantially longer and wider airport. The design provides a suitable long term framework for Collie, well beyond current or foreseeable demands, but also provides for incremental staging and expansion over time.

The Master Plan has three major development stages. The time frames, which are aspirational only and subject to funding availability, market demand and detailed design process, are:

1. Initial Development (0-5 years) – The development elements that can realistically be implemented in the short term within the existing site or with minimal impact on the external environment
2. Certification and Expansion Stage 1 (5-10 years) – A significant expansion of the airfield and facilities suitable for the issue of an aerodrome certificate under CASR Part 139, introduction of instrument approaches and development of the site to enable a variety of commercial uses. Certification is a pre-requisite for the implementation of instrument flight procedures at an aerodrome.
3. Future Expansion Stage 2 (10+ years) – expanded hangar and commercial precincts – demand driven development.



These stages and suggested time frames show a logical progression in development that could take place for planning purposes. Actual development and time frames depend on demand and the strategy adopted by the Shire to promote airport growth.

Image above: excerpt of plan E22099-06-YC01-DRG1102 (showing potential design at the completion of Stage 2).

In addition to state requirements, the Commonwealth Government has an interest in better planning and integrated development on and around airports and to lessen the adverse effects of aviation activity on the environment and communities. While not a planning authority, it provides guidance on broader issues such as noise around airports that can be used by statutory authorities to achieve the stated objectives. The National Airports Safeguarding Advisory Group has produced the National Airports Safeguarding Framework to advance this agenda. The Framework should also be taken into consideration when designing development on and in the vicinity of the airport.

Aerodrome safeguarding measures included in the Master Plan include:

- Modelling aircraft noise
- Building generated windshear and turbulence
- Wildlife hazard buffer zone
- Lighting restriction zone
- Operational airspace
 - Obstacle limitation surfaces
 - PANS-OPS surfaces
- Building restricted areas for aviation facilities; and
- Public safety areas

Following advertising for public comment, next steps for the project will involve:

1. Consider submissions received through the advertising process;
2. Make any required changes to the master plan in line with consultation input; and
3. Adopt a final Master Plan.

13.2 Referral of Application for a Mining Lease (12/71) and Prospecting Licence (12/26), impacting Lots 1 and 2, Boys Home Road, Palmer.

Reporting Department:	Development Services
Reporting Officer:	Isabel Fry – Town Planner
Accountable Manager:	Matt Young – Director Development Services
Legislation	Mining Act 1978
File Number:	EDV/001
Appendices:	Appendix 13.2.A- Referral and Location Maps
Voting Requirement	Simple Majority

Report Purpose

For Council to provide comment on an application for Mining Lease (12/71) and Prospecting Licence (12/26), impacting Lots 1 and 2 Boys Home Road, Palmer.

Officer's Recommendation

That Council advise the Department of Energy, Mines, Industry Regulation and Safety, in relation to the proposed Mining Lease (12/71) and Prospecting Licence (12/26), impacting Lots 1 and 2 Boys Home Road, Palmer, that the Shire objects to the proposed lease and licence based on;

- 1. the principles of orderly and proper planning, where the proposal is not consistent with the intentions for future development of the site and the wider Coolangatta Industrial Estate, pursuant to the Shire's Local Planning Scheme No.6;*
- 2. The potential impact on the future development of the site for Green Steel WA and industrial diversification projects associated with the Collie Just Transition Plan; and*
- 3. Inconsistencies with State and Local Government strategic objectives for industry diversification and the key role of the Coolangatta Industrial Estate in providing industrial land in Collie.*

Background:

The Shire has been referred an Application for Mining Lease (12/71) and a Prospecting Licence (12/26) from TG Mining Title Services, on behalf of Griffin Coal Mining Company Pty Ltd (in liquidation), impacting on Lots 1 and 2 Boys Home Road, Palmer (refer Appendix 13.2.A). The Shire is not the determining authority on these applications, therefore is requested to provide comment to the Department of Energy, Mines, Industry Regulation and Safety (DMIRS).

Lot 1 is owned by the Griffin Coal Mining Company Pty Ltd and Lot 2 is owned by Bluewaters Farm Holdings Pty Ltd.

The applications are associated with the existing Griffin Coal Mine which is located to the immediate south and south-west of the proposed licence area. The proposed lease and licence areas are within the area identified as the Coolangatta Industrial Estate and more particularly, cover the indicative area for where Green Steel WA is planned to establish its facility, as well as a portion of Bluewaters Power Station. The WesTrac Training Facility is also located on Lot 2

and is in close proximity to the subject site. The area is subject to existing Mining Tenements, as per DEMIRS mapping.

Green Steel WA are in the process of preparing documentation for the lodgement of a development application for this site, including preparing undertaking various site surveys, environmental surveys and bushfire reporting. Green Steel has engaged GHD to prepare their application and supporting documentation and have been in pre-lodgement discussions with the Shire for several months. Lot 2 is also subject to an approved structure plan, which identifies the use of the subject site as being for the use of a power station and storage (coal stockpile).

Mining Lease

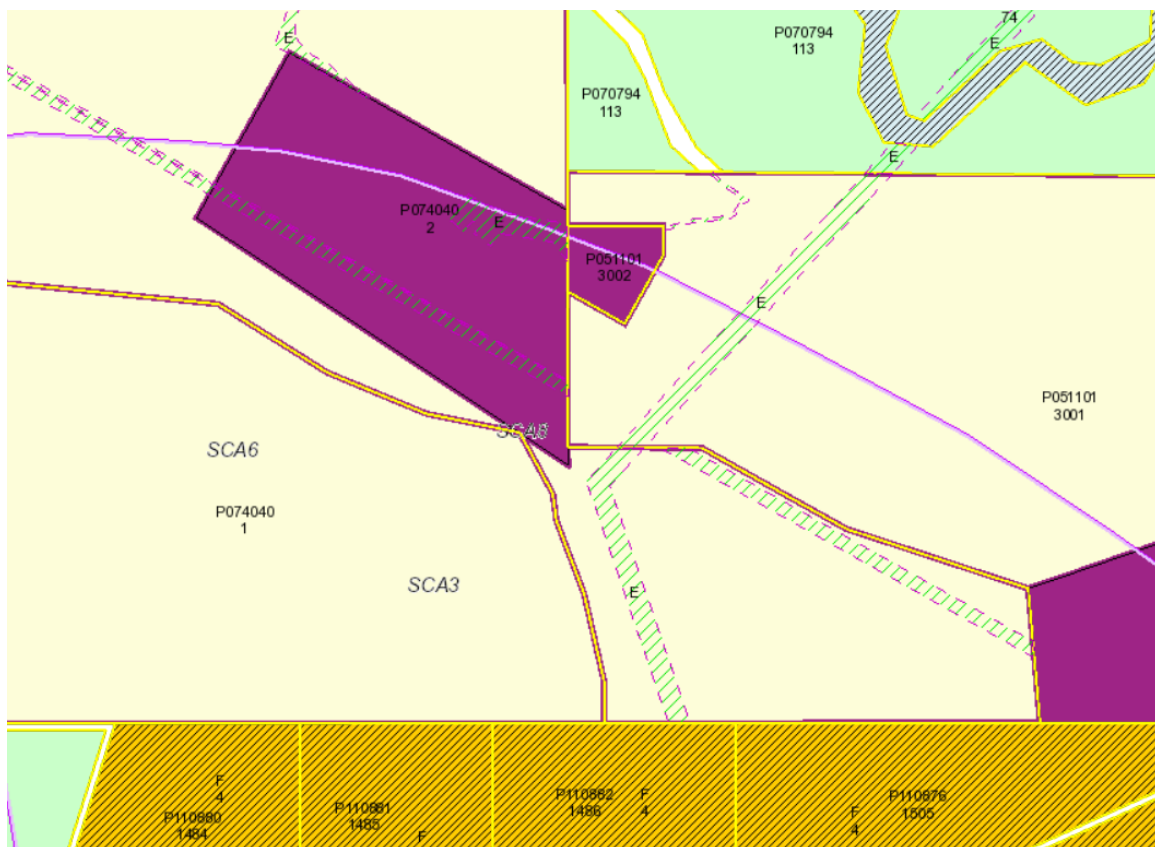
A Mining Lease allows the lessee to work and mine the land, take and remove minerals, and conduct other necessary activities pursuant to mining activities, in accordance with the conditions of title. A mining lease is fixed for a period of 21 years, although may be subject to renewal for further terms. It is noted that other requirements also need to be satisfied, including land access and compensation arrangements, environmental considerations and others.

Prospecting Licence

A Prospecting Licence authorises the extraction or disturbance of up to 500 tonnes of material from the ground (higher levels subject to Ministerial approval), including overburden across a maximum 200 hectares. Prospecting licences are subject to a four-year fixed term, with provision to extend for a further four years.

Local Planning Scheme No.6

The proposed lease and licence area consists of land zoned Industrial Development, Strategic Industry and adjoins State Forest.



Statutory and Policy Implications:

Mining Act 1978

- Sections 40 to 56- Prospecting Licence
- Sections 700 to 85A- Mining Lease

Local Planning Scheme No.6

- Zone Objectives: Industrial Development zone and Strategic Industry zone

Budget Implications:

Nil.

Communications Requirements:

The Shire has been provided the applications by TG Mining Title Services for comment. Shire Officers have also consulted with Department of Jobs, Tourism, Science and Innovation (JTSI) as the agency responsible for the facilitation and delivery of structure planning of the Coolangatta Industrial Area.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	3	Our Built Environment
Objective:	3.2	Sound land planning and building strategies and schemes.

Relevant Precedents:

From DMIRS mapping portal, it appears that the land is subject to existing mining tenements, as described below.



Comment:

Orderly and Proper Planning

The proposed lease and licence area will impact on two of the lots identified under Local Planning Scheme No.6 (LPS6) for the future Coolangatta Industrial Estate (CIE). The

provisions of LPS6 require development of these sites to be guided by structure planning, which is to consider impacts on the existing power station, apportion land suitable for general and strategic land uses and provide indicative lot layout, among other environmental and management matters.

There is an approved structure plan for the site, as well as further work being undertaken for updating the structure plan to accommodate and facilitate the CIE. The proposal has not been considered in the context of this work and has the potential to impact on the future use and development of the CIE.

Investment, Innovation, and Industry Diversification

The proposed lease and licence areas will directly impact on the future development of Green Steel WA, which is a key proponent in providing industry diversification and employment to support the Collie Just Transition Plan. Green Steel WA is aiming to commence construction in 2024. JTSI has been advised of the proposal and is investigating what the grant of this lease and licence may mean for Green Steel WA. In the interim, the Shire is not supportive of the lease and licence being approved, without clarity on the impacts on Green Steel WA's development of the site.

Strategic Interests

The CIE has been identified as a key strategic industrial area and is essential in providing industrial land for the diversification of industry in Collie and supporting the Just Transition. The State has prioritised the planning and development of this area and key proponents are relying on these sites in bringing their business to Collie. It is not in the strategic interest of the Shire for this area to be further impacted by the renewal of mining leases and licences, which will impede the development of the area for other industrial purposes.

There is also a level of uncertainty for the future of Griffin Coal Mining Company Pty Ltd, as the Applicant for the lease and licences.

Conclusion

It is recommended that the Council endorse a recommendation for Officer's to provide a response to the Department of Energy, Mines, Industry Regulation and Safety (DEMIRS), advising that the Shire does not support the proposed mining lease and prospecting licence, on the basis of the reasons detailed in the recommendation.

13.3 Soldiers Park Playground – Proposed Expansion/Upgrade – Community Consultation Outcome

Reporting Department:	Development Services
Reporting Officer:	Scott Geere – Manager Building Services
Accountable Manager:	Matthew Young – Director Development Services
Legislation:	Local Government Act 1995 Local Government (Functions & General) Regulations 1996
Appendices:	Appendix 13.3.A – Summary of Playground Survey Results Appendix 13.3.B – Community Survey Form
Voting Requirement:	Simple Majority

Report Purpose

To present Council with the results of the recent community consultation process for the proposed expansion and upgrade of Soldiers Park Playground.

Officer's Recommendation

That Council resolve to;

1. *Receive the survey results of the community consultation for the proposed expansion and upgrade of Soldiers Park Playground contained in Appendix 13.3.A; and*
2. *Authorise officers to:*
 - a) *advance the Soldiers Park Playground project to a Design Brief stage, with the Design Brief to be informed by the survey results received;*
 - b) *establish a project budget; and*
 - c) *pursue external funding opportunities for the project.*

Background:

Council resolved to endorse the consultation process for the expansion and upgrade of Soldiers Park Playground at the 8th of August 2023 Ordinary Meeting of Council (Resolution #9246).

A survey for presentation to Shire ratepayers was subsequently workshopped with the Collie Disability Reference Group on the 17 August 2023, and formalised by the Shire Community Development Officer on the 1 September 2023.

An online survey went live on 3 September 2023, and closed on the 11 October 2023. This survey was conducted via the following forums:

- Collie Shire Update Newsletter with QR Code for survey access (September 2023);
- Physical poster distribution with QR Code for survey access to various locations;
- Facebook - Collie Community Noticeboard;
- Facebook - Allanson Community Noticeboard; and

- Facebook – Shire of Collie page;

Community engagement was also undertaken as follows:

- Ballot boxes – Shire Administration, Shire Library, Roche Park, Ngalang Boodja Centre (25 September to 11 October 2023);
- Manned Festive Arty Stall with Ballot Box (10 September 2023); and
- Manned Accordwest Hello Roadshow Stall with Ballot Box (4 October 2023).

The survey yielded 242 responses from the public. A summary of the survey results are set out in Appendix 13.3.B.

The survey results are now intended to form the basis of a design brief, to then obtain a high-level schematic design for the proposed playground expansion and upgrade, which will then inform a cost estimate for the project.

A grant funding application will then be compiled and submitted to Lotterywest for consideration.

Statutory and Policy Implications:

Nil

Budget Implications:

Allocation of sufficient funding for procurement of high-level schematic design from Landscape Architect to inform costing, and procurement of project costing report from a Quantity Surveyor. Quotes to be sought once the project design brief has been finalised by the project team.

Communications Requirements: (Policy No. CS 1.7)

Shire officers consider the key stakeholders for the purposes of informing the scope of works for the proposed Soldiers Park Playground Upgrade and Expansion project to be as follows:

- Shire of Collie Council;
- Shire of Collie Community;
- Collie Disability Reference Group; and
- Lotterywest.

Key elements of decision-making for the *Soldiers Park Playground Upgrade and Expansion* project are to be communicated to Council via Ordinary Meetings of Council, and Council Forums (as appropriate). Key milestones for Council determination on this project are considered to be:

- a) Endorsement of proposed playground schematic plans;
- b) Endorsement of amount of grant funding to be applied for through Lotterywest; and
- c) Authorisation of appointment of successful tender respondent for the future 'Construct / Installation' tender, should the Lotterywest Application be successful, in accordance with the requirements of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	3	Our Built Environment
Objective:	3.2	Safe and well-maintained shire owned facilities and infrastructure

Relevant Precedents:

Nil

Comment:

A summary of the community survey for the project can be found in Appendix 13.3.B, which sets out each question, and the relevant results from the 242 responses received.

The survey established the following:

- Q1 The majority of respondents saw the play space catering for 0-12 age range
- Q2 The top three priorities were:
 1. A fenced playground
 2. A nature-based play space
 3. A gathering place
- Q3 The overall playground theme should have a distinct 'Collie' flavour and represent some type of historical reference (such as coal mining, aboriginal heritage, timber history or the river)
- Q4 Specific park elements suggested for children over 12 YO included a flying fox, parkour, swings, slide, rock climbing, basketball court etc.
- Q5 Specific elements suggested in the park included seats, shade, fences, BBQ, nature play, accessible playground, swings, design appeal, slides, flying fox and water play area
- Q6 fun elements were identified as swings, slides, spinners, fast flyers and nature play elements
- Q7 items not wanted included sand, boring equipment, artificial play equipment, excessive heights, anti-social behaviour

It is also recognised that not all elements requested from the public are appropriate or affordable, particularly given physical constraints of the available in Soldiers Park, the park's heritage listing, and the desire to create a cohesive and well thought through playground.

This feedback will form the basis for the project Design Brief, along with the following Shire specific requirements:

- a) Aesthetic: Design aesthetic to tie into context of surrounding locality by way of suitable form, texture, colour and scale.
- b) Age Group Design: Equipment to accommodate users of all age groups where practicable – i.e. swing set would incorporate baby seat, all-ages seat, adult seat, 'mommy and me' seat, and basket swing for users with mobility impairments.
- c) Disability Access: From pedestrian pathway to allow for equitable and inclusive access as far as practicable up to (and onto, wherever reasonably possible) all equipment and points of interest. This will entail some reconfiguration of existing concrete pathways from roadside parking location to suit. Disability access is seen to be an integral part to this

- project and the design is to be benchmarked to Australian Standard AS 1428.1-2009.
- d) Ground Surface: The ground surface is envisaged to comprise any combination of hard-wearing rubber/composite soft-fall, sand and wood chips. Sand is not a desirable finish for the community in for this project and should only be in minimal sections if it is included in the concept design.
 - e) Shade: Installation of shade sail infrastructure to ensure playground users are adequately protected from UV radiation. Shade infrastructure to also be provided to 50% of sitting areas.
 - f) Facilities – Barbeques, Water, Seating: Two barbeque facilities to be provided within enclosed playground. Playground to also incorporate two water fountains, and sufficient amount/distribution of seating.
 - g) Lighting: Powered lighting to be provided to allow for both feature lighting, and passive surveillance / designing out crime principles.
 - h) Maintenance: Equipment and installations to have a design life of 20 years, with minimal ongoing maintenance requirements.
 - i) Compliance: Installations to comply with AS 4685 suite of standard as applicable.

The community has provided great input into the overall direction for the next stage of the Soldiers Park playground development, which is nature-based, accessible, fun and with a distinct or unique Collie feel.

The next steps will include:

- Seek consultant (landscape architect or playground designer) for Stage 2 thematic design
- Report back to the disability reference group on the preferred design
- Establish a realistic budget to design and deliver the playground
- Seek funding
- Council to approve Shire funding and the final design concept.

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.

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