



Shire of  
**Collie**

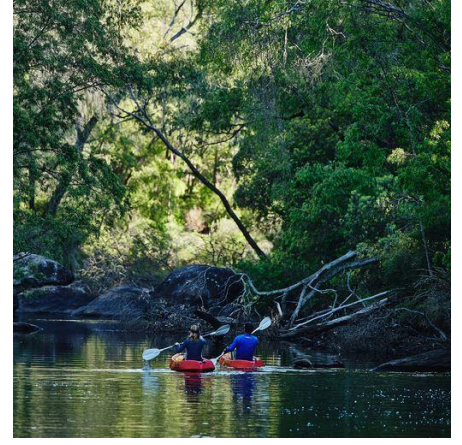
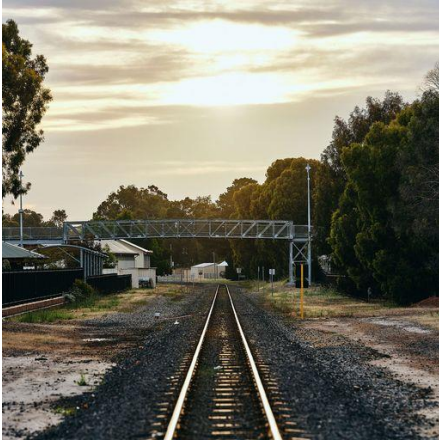
# AGENDA

for the

## ORDINARY MEETING OF COUNCIL

to be held on

**Tuesday, 11 June 2024**



## 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, 11 June 2024**

in Council Chambers at 87 Throssell Street, Collie WA

A handwritten signature in blue ink, appearing to read "Stuart Devenish", is written over a horizontal line.

Stuart Devenish  
Chief Executive Officer

6 June 2024

**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**

**July 2024**

Councillors are reminded of the following meeting. 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 9<sup>th</sup> July**

**Ordinary Council Meeting**  
7.00pm in Council Chambers



Shire of  
**Collie**

**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, 11 June 2024 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**

Nil.

**4. DISCLOSURE OF FINANCIAL INTEREST**

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

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

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

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

**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 May 2024****Officer's Recommendation:**

*That Council confirms the Minutes of the Ordinary Meeting of Council held on 14 May 2024.*

**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 Tourism & Marketing Advisory Committee****Officer's Recommendation:**

*That Council receives the Minutes of the Tourism & Marketing Advisory Committee Meeting held on 14 May 2024.*

**11. CEO REPORTS**

11.1 Townscape and Environment Committee – Community Membership	
<b>Reporting Department:</b>	Chief Executive Office
<b>Reporting Officer:</b>	Stuart Devenish – Chief executive Officer
<b>Accountable Manager:</b>	Stuart Devenish – Chief Executive Officer
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>File Number:</b>	GOV/001
<b>Appendices:</b>	Appendix 11.1.A – Adopted Terms of Reference – Townscape and Environment Committee
<b>Voting Requirement:</b>	Simple Majority

**Report Purpose**

To consider appointment of community member(s) to the Townscape and Environment Committee.

**Officer's Recommendation**

*That Council resolve to appoint as member of the Townscape and Environment Committee, a representative of the Friends of the River Group.*

**Background:**

On 9 April 2024, Council resolved to adopt a Terms of Reference for the Townscape and Environment Committee as included at Appendix 11.1.A.

The Terms of Reference provide for membership to include:

- At least two Councillors (Crs Scoffern, Harverson, Smith and Hill-Power are appointed)
- Chief Executive Officer or delegate
- Director Operations
- Community members (up to 3 members or otherwise as determined by Council following invitation for nominations for membership)

Arrangements were made to call for nominations from the community for membership to the Committee. This included a social media post on 7 May, notices within the Collie Bulletin on 9 and 16 May, and a poster at the notice board in Forrest Street, Collie Central shopping centre.

Submissions were invited to be lodged by 30 May 2024.

**Statutory and Policy Implications:**

In accordance with Section 5.8 of the *Local Government Act 1995*, a local government may establish committees of three or more persons to assist the council. Committees may comprise of council members, employees and other persons.

**Budget Implications:**

Costs associated with administering the Committee are absorbed within operational budget provisions.

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

N/A

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

**Relevant Precedents:**

From time to time, Council elects to create Committees to provide advice and recommendations on particular subjects.

**Comment:**

The Friends of the River Environment Group (FoREG) has nominated for membership of the Committee. Their preference is for the Group to be nominated instead of an individual. This will help to ensure coverage/availability at the meetings.

In support of the nomination, the group coordinator Donna Davies points out that FoREG encourages community involvement to undertake small and large projects associated primarily with the Collie River and bush reserves within the townsite. They work with the Shire to identify areas of focus. At present, this includes working closely with the Leschenault Catchment Council to rehabilitate the Soldiers Park foreshore.

The Friends of the River Environment Group have members who have demonstrated interest in local bush/environmental matters as well as townscape enhancement. A representative from FoREG offers value and would complement the Committee membership. Appointment of a representative is recommended, giving the Committee a membership of 7 for the current term.

**11.2 CEO Recruitment – Position Description and Terms of Reference**

<b>Reporting Department:</b>	Chief Executive Office
<b>Reporting Officer:</b>	Stuart Devenish – Chief executive Officer
<b>Accountable Manager:</b>	Stuart Devenish – Chief Executive Officer
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>File Number:</b>	GOV/001
<b>Appendices:</b>	Appendix 11.2.A – Recommended Position Description, Chief Executive Officer Appendix 11.2.B – Recommended Terms of Reference – CEO Recruitment and Selection Panel
<b>Voting Requirement:</b>	Absolute Majority

**Report Purpose**

To consider the approval of a position description and selection criteria for the role of Chief Executive Officer along with adoption of a terms of reference for the selection panel.

**Officer’s Recommendation**

*That Council resolve to:*

- 1. approve, pursuant to clause 5, Schedule 2, Division 2 of the Local Government (Administration) Regulations 1996 the job description for the position of CEO setting out the duties and responsibilities of the position and the selection criteria for the position as at Appendix 11.2.A; and*
- 2. adopt the CEO Recruitment and Selection Panel Terms of Reference as included at Appendix 11.2.B to provide guidance to the selection panel established by Council.*

**Background:**

On 30 April 2024, Council resolved various actions regarding recruitment and arrangements for the position of Chief Executive Officer. This included calling for quotes from suitably qualified recruitment consultants to assist the Council in undertaking the recruitment. Subsequently, the selection panel nominated Lydia Highfield Consulting as the preferred consultant for this purpose. Lydia Highfield has subsequently been engaged.

Since appointment, Ms Highfield has assisted the CEO recruitment selection panel review the position description and the selection criteria as required under legislation. Further, a CEO Recruitment and Selection Panel Terms of Reference has been prepared to provide further guidance to the selection panel. This guidance is in addition to the ‘Standards for CEO Recruitment, Performance and Termination’ as adopted by Council on 30 April 2024.

**Statutory and Policy Implications:**

The *Local Government (Administration) Regulations 1996* requires the local government to approve by absolute majority, the position description of the Chief Executive Officer and the associated selection criteria for recruitment to the position.

**Budget Implications:**

N/A.

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

N/A

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

**Relevant Precedents:**

N/A

**Comment:**

Members of the CEO recruitment selection panel have reviewed the previously adopted position description and associated selection criteria. The outcome of this review is included at Appendix 11.2.A and suitably reflects the requirements for the role.

Further, the Terms of Reference for the CEO Recruitment and Selection Panel provides additional guidance to the recently adopted standards and is recommended for adoption.

**12. CORPORATE SERVICES REPORTS**

<b>12.1 Accounts Paid – May 2024</b>	
<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Hasreen Mandry – Finance Manager
<b>Accountable Manager:</b>	Nicole Wasmann – Director Corporate Services
<b>Legislation:</b>	<i>Local Government Act 1995 &amp; Financial Management Regulations 1996</i>
<b>File Number:</b>	FIN/024
<b>Appendices:</b>	Appendix 12.1.A – Accounts Paid – May 2024
<b>Voting Requirement</b>	Simple Majority

**Report Purpose**

To present the accounts paid during the month of May 2024.

**Officer's Recommendation:**

*That Council accepts the Accounts as presented in Appendix 12.2.A - direct payments totalling \$867,335.26 authorised and paid in May 2024.*

**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.

<b>Month</b>	<b>2023/24</b>		
	<b>Cheques</b>	<b>Electronic Transfer</b>	<b>Total Payment</b>
<b>July</b>	919.23	1,640,941.51	<b>1,641,860.74</b>
<b>August</b>	155.02	1,122,377.12	<b>1,122,532.14</b>
<b>September</b>	1,086.36	800,154.20	<b>801,240.56</b>
<b>October</b>	234.95	924,946.44	<b>925,181.39</b>
<b>November</b>	881.65	1,788,936.83	<b>1,789,818.48</b>
<b>December</b>	726.18	1,378,214.66	<b>1,378,940.84</b>
<b>January</b>	246.25	1,077,387.18	<b>1,077,633.43</b>
<b>February</b>	291.40	1,361,552.69	<b>1,361,844.09</b>
<b>March</b>	472.40	1,570,441.07	<b>1,570,913.47</b>
<b>April</b>	788.30	847,786.22	<b>848,574.52</b>
<b>May</b>	0.00	867,335.26	<b>867,335.26</b>

**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 – April 2024**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Hasreen Mandry – Finance Manager
<b>Accountable Manager:</b>	Nicole Wasmann – Director Corporate Services
<b>Legislation:</b>	<i>Local Government Act 1995 &amp; Financial Management Regulations 1996</i>
<b>File Number:</b>	FIN/024
<b>Appendices:</b>	Appendix 12.2.A – Financial Report – April 2024
<b>Voting Requirement</b>	Absolute Majority

**Report Purpose**

To provide a summary of the financial position for the Shire of Collie for the month ending April 2024 and endorsement of reserve transfers for the 2023-24 financial year.

**Officer's Recommendation:**

*That Council resolve to:*

1. *Accept the Financial Management Report for April 2024 as presented in Appendix 12.2. A.*
2. *Endorse the following budget amendments to the reserve transfers for the 2023-24 financial year:*
  - a. *Transfers to reserve to be increased by \$53,341 to account for additional interest received on reserve funds;*
  - b. *Transfer from plant reserve to be decreased from \$171,515 to \$70,259;*
  - c. *Transfer from revaluation reserve to be the cost of GRV revaluation;*
  - d. *Transfer from election reserve to be decreased from \$50,000 to \$47,104; and*
  - e. *Transfer from river rehabilitation reserve to be decreased from \$50,494 to \$0*

**Background:**

In accordance with Council policy and the provisions of the *Local Government Act 1995*, the Financial Report and budget amendments required for the end of the period is presented to Council for information. Refer to Appendix 12.2.A.

Amendments to recognise actual reserve movements is also included.

**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

The proposed changes to individual reserves as at 30 June 2024 are as per below:

	Transfer to	Transfer from	Interest
Building	100,000		25,475
Plant	250,000	70,259 <sup>1</sup>	29,280
Waste	52,332		23,011
Leave	0		15,901
Revaluation	25,000	Cost <sup>2</sup>	1,739
Airport	10,000		904
Roche Park	40,000		3,329
Election	25,000	47,104 <sup>3</sup>	167
River Rehabilitation	20,000	0 <sup>4</sup>	2,933
Legal	150,000		6,822
Parks & Ovals	30,000		8,914
Collie Mineworkers Swimming Pool	30,000		3,667
New Initiative	60,000		9,802
Information & Communication Technology	20,000		800
<b>Proposed amendments</b>	<b>812,332</b>	<b>214,279</b>	<b>132,744</b>
<b>Current Budget</b>	<b>812,332</b>	<b>358,009</b>	<b>79,403</b>
<b>Difference</b>	<b>0</b>	<b>143,730</b>	<b>53,341</b>

Note:

1. Plant Reserve

Items	Current Budget	Proposed amendments	Comments
Purchase of 111CO	49,367	52,839	The purchase price for the pod and vehicle was higher than expected
Purchase of 109CO	47,148	17,420	The purchase price for the vehicle was lower than expected
Acquisition of compactor	75,000	0	This is to be carried forward to the 2024-25 financial year
	171,515	70,259	

2. Revaluation Reserve - The invoice for the Gross Rental Valuation is yet to be received, the budgeted transfer was \$86,000.
3. Election Reserve - The cost of the local government election was \$47,104, the budgeted transfer was \$50,000.
4. River Rehabilitation Reserve - No transfer as the strategy project was fully expended in the 2022-23 financial year and no works have taken place in the current financial year, the budgeted transfer was \$50,494.

**12.3 Adoption of Fees and Charges for the 2024-25 financial year**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Hasreen Mandry – Finance Manager
<b>Accountable Manager:</b>	Nicole Wasmann – Director Corporate Services
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>File Number:</b>	FIN/061
<b>Appendices:</b>	Appendix 12.3.A – Schedule of Fees and Charges 2024-25
<b>Voting Requirement</b>	Absolute Majority

**Report Purpose**

For Council to consider the schedule of fees and charges for the 2024-25 financial year.

**Officer's Recommendation**

*That Council:*

1. *Endorses the schedule of fees and charges as presented in Appendix 12.3.B for inclusion and adoption in the proposed budget for the 2024-25 financial year;*
2. *Provide local public notice of the intention to impose the Schedule of Fees and Charges 2024-25, to apply from 1 July 2024, in accordance with section 6.19 of the Local Government Act 1995;*

**Background:**

Historically Council has adopted the annual schedule of fees and charges separately from the budget document to enable more time to consider each proposed charge for the forthcoming year and to enable the fees to be implemented from 1 July, prior to budget adoption.

**Statutory and Policy Implications:**

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

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

**Budget Implications:**

Changes to proposed fees and charges will have an impact on the revenue collected for 2024-25 financial year.

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

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

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

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

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

Nil

**Comment:**

The full proposed schedule of fees and charges for the 2024-25 financial year is presented in Appendix 12.3.A.

Any proposed changes to the Council set fees and charges are highlighted in orange in the appendix.

A summary of the changes are:

1. Planning
  - Plan search request to be increased by \$5.00
2. Building
  - Swimming pool inspection to be increased to \$60 per year (subject to confirmation of statutory limits)
  - Plan search request to be increased by \$5.00
  - Written Information from Building Surveyor or Site inspection -Reduced due to Registered Building Surveyor Practitioner Technician only available to provide written advice on behalf of Shire.
  - BA19 Request to amend Building Permit - no charge to be applied as per Regulation
  - Re-issue of Building Permit with changed details -no charge to be applied as per Regulation
3. Camp sites
  - No changes as they are all governed by Legislation
4. Health
  - Introduction of application to amend trading permit
  - Removal of various offensive trade fees as the fee is no longer required

**5. Swimming Pool**

- Introduction of discount for pool season pass purchased after 31 January
- Additional fees for lane hire for organised activities (i.e. dive school)
- Additional fees for lifeguards and pool manager hire for events such as swimming carnivals that can't source sufficient individuals with bronze medallion to hold the event

**6. Library**

- No changes to the proposed charges.

**7. Roche Park**

- There has been a rationalisation throughout the fee structure to simplify structure and charges have been benchmarked with other local governments with no increase proposed.
- Introduction of a range of fees for fitness classed to allow for flexible options.

**8. Sports & Recreation Ground**

- An increase of 5% to fees to match increase in wages and costs for all except for Collie Motorcycle Club
- Collie Motorcycle Club is proposed to be charged the cost of the lease with Department of Biodiversity, Conservation and Attractions (DBCA)

**9. Cemetery**

- The existing charges have been benchmarked with adjoining local governments and no increases are recommended

**10. Waste Management**

- It is proposed to allow receipt of e-waste at no charge, to discourage unlawful dumping.
- Charges for 3 bin charges, rural waste charge and non residential bin collection will be decided at budget adoption.

**11. General**

- Reduction in dishonoured payment fee
- Increase to EV charging by \$0.10/kw
- Election nomination fees increased to \$100 to match current Legislation

**12.4 Local Roads and Community Infrastructure Program Allocations**

<b>Reporting Department:</b>	Corporate Services
<b>Reporting Officer:</b>	Nicole Wasmann – Director Corporate Services
<b>Accountable Manager:</b>	Nicole Wasmann – Director Corporate Services
<b>Legislation</b>	Not applicable
<b>File Number:</b>	(GAS/046)
<b>Appendices:</b>	Nil
<b>Voting Requirement</b>	Absolute Majority

**Report Purpose**

For Council to determine the projects to be nominated for the remaining Local Roads and Community Infrastructure Phase 4 funding.

**Officer's Recommendation:**

*That the Council approve the nomination of the following projects under Local Roads and Community Infrastructure phase 4:*

*A) Community Infrastructure*

- *Pedestrian Railway Bridge (non sip treatment)*
- *Dog exercise area (fence and amenities)*
- *Finlay Gardens, Hebe Park, and Barrnimmarr Park (reticulation upgrade)*
- *Lions Park (playground and amenities)*
- *Finlay Gardens (footbridges)*
- *Wyvern Park (playground maintenance)*

*B) Roads*

- *Laneway adjacent to Amaroo Primary School (reconstruction)*

**Background:**

The Local Roads and Community Infrastructure Program (LRCI) commenced in 2020 to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID 19 pandemic.

Phase 4 of the LRCI program includes an allocation to the Shire of Collie of \$339,254 for community infrastructure (Part A) and \$195,689 for roads (Part B).

The allocation was distributed to categories in the 2023/24 Budget, however specific projects were not identified for all categories for the work schedule. There is a requirement to submit a draft work schedule by 30 June 2024, including project names, exact location and project description. The following table shows the LRCI funding included the 2023/24 budget and expenditure to date:

<b>Phase 4A - Community Infrastructure</b>		<b>Budget</b>	<b>Expenditure 2023/24</b>
1	Roche Park (Replacement of damaged floor in Court 1)	100,000	97,550
2	Swimming Pool (repainting external walls and internal repaint of toilet/changeroom)	20,000	6,580
3	Art Gallery (repainting external wall)	15,000	5,860
4	Music Shell (repainting northern face of stage)	5,500	4,240
5	Library (repainting of internal walls)	6,500	5,000
6	Cardiff Playground (shade sail)	25,000	27,400
7	Visitor Centre (painting)	11,000	0
8	Soldiers Park Stage 2	70,000	0
9	Additional playgrounds/public amenities	86,254	0
	<b>Total</b>	<b>339,254</b>	<b>146,630</b>
	Balance	\$192,629	
<b>Phase 4B Road Infrastructure</b>			
1	Mungalup Road Bridge	68,333	79,847
2	Gravel Sheeting (location not determined)	127,356	0
	<b>Total</b>	<b>195,689</b>	<b>79,847</b>
	Balance	\$115,842	

As of 31 May, \$192,624 of community infrastructure funding remains. The cost of the infrastructure painting was below the amount initially allocated and the Visitor Centre painting was deemed ineligible for the grant program and funded from the asset maintenance account.

Soldiers Park redevelopment is still in the design phase with risk that the project will not be completed by 30 June 2025, a requirement of this funding. An amount was allowed in the budget for additional playgrounds and public amenities, however the projects have not been determined.

Gravel sheeting was identified in the 23/24 budget with LRCI funding. A project has not been identified for this allocation.

Funding is dependent on the submission of a draft work schedule by 30 June 2024. Construction activity is to be completed by 30 June 2025. Savings relating to eligible projects must be reallocated before 1 January 2025.

**Statutory and Policy Implications:**

The funding guidelines state that if an eligible funding recipient has not applied for the full amount of their phase 4 nominal funding allocation in a draft work schedule by 30 June 2024; or savings related to eligible projects have not been reallocated under an eligible funding recipient's phase 4 nominal funding allocation before 1 January 2025, then the Australian Government has the right to not pay the amount of the phase 4 nominal funding allocation not applied for or reallocated by the eligible funding recipient.

Funding received under Part A can be spent on any eligible local road or community infrastructure project. Funding received under Part B should be spent on eligible local rural, regional or outer-urban road projects.



In accordance with the guidelines, eligible local road projects are projects that involve the construction or maintenance of roads managed by local governments. Local governments are encouraged to consider works that support improved road safety outcomes. This could include projects involving any of the following associated with a road:

- traffic signs;
- traffic calming/control equipment;
- street lighting equipment;
- a bridge or tunnel;
- a facility off the road used by heavy vehicles in connection with travel on the road (for example, a rest area or weigh station);
- facilities off the road that support the visitor economy; and
- road and footpath maintenance, where additional to normal capital works schedules.

Eligible community infrastructure projects are projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are primarily for the direct use and benefit of the local community.

'Direct use and benefit' means the project, or the amenity provided by the project, is open for primary use by the local community and provides benefit to members of the local community. Projects involving public areas such as parks, playgrounds, footpaths and roads generally meet this requirement.

All projects whether carried out on council owned land, or another type of public land, must deliver direct benefits to the community, such as improved accessibility, visual amenity, and/or safety. Examples of eligible works include:

- Closed Circuit TV (CCTV);
- bicycle and walking paths;
- painting or improvements to community facilities;
- repairing and replacing fencing;
- improved accessibility of community facilities and areas;
- landscaping improvements, such as tree planting and beautification of roundabouts;
- picnic shelters or barbeque facilities at community parks;
- community/public art associated with an Eligible Project (Eligible Funding Recipients will need to provide a clear description of the conceptual basis of the artwork);
- playgrounds and skate parks (including all ability playgrounds);
- noise and vibration mitigation measures;
- off-road car parks (such as those at sporting grounds or parks); and
- projects that support the transition to Net Zero for council owned assets.

The guidelines note that the funding is not intended to replace existing expenditure commitments or regular scheduled maintenance but rather to enable further, additional expenditure as needed to address infrastructure issues.

**Budget Implications:**

Identified projects will be included in the 2024/25 draft budget. Co-contributions are not required under the LRCI program. If the funding is used for the creation of new assets there will be additional ongoing renewal costs to be met by future budgets.

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

Nil.

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

<b>STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022</b>		
<b>GOAL:</b>	5	Our Business
<b>Outcome:</b>	5.1	Innovative leadership, forward planning and mutually beneficial partnerships

**Relevant Precedents:**

The Shire received \$339,254 under phase 1 of the program which was allocated to footpath projects (Jones and Steere Streets), cemetery (niche wall and walkway) and building upgrades (museum, Roche Park, and the caravan park) and the upgrade of the chlorination system at the pool.

The allocation for phase 2 of \$454,129 was allocated to recreation grounds (fencing), Roche Park Recreation Centre (roof replacement), bridges (preventative maintenance), and McAlinden Road upgrades.

Phase 3 of the program included an allocation of \$678,508 which has been expended on the Jack Mears Spring boardwalk, Lions Park ablutions, Gastaldo Road, Recreation Ground fencing and improvements, Soldiers Park playground interim works, Roche Park electronic scoreboards, and Wallsend Ground power pole upgrades.

**Comment:**

A review of priorities for the remaining funding has been undertaken and additionally projects have been identified as achievable prior to 30 June 2025.

The proposed work schedule has been revised as following, noting that Community Infrastructure Projects 1-6 and Road Infrastructure Project 1 have been completed.

<b>Phase 4A - Community Infrastructure</b>		<b>Revised Work Schedule</b>
1	Roche Park (replacement of damaged floor in Court 1)	97,550
2	Swimming Pool (repainting external walls and internal repaint of toilet/changeroom)	6,580
3	Art Gallery (repainting external wall)	5,860
4	Music Shell (repainting northern face of stage)	4,240
5	Library (repainting of internal walls)	5,000
6	Cardiff Playground (shade sail)	27,400
7	Pedestrian Raway Bridge (non slip treatment)	16,000
8	Dog Exercise Area (fence)	40,000
9	Finlay Gardens (reticulation upgrade)	16,000
10	Hebe Park (reticulation upgrade)	16,000
11	Baarnimarr Park (reticulation upgrade)	16,000
12	Lions Park (playground and amenities)	68,624
13	Wyvern Park (playground maintenance)	8,000
14	Finlay Gardens (foot bridges)	12,000
		<b>339,254</b>

<b>Phase 4B Road Infrastructure</b>		
1	Mungalup Road Bridge	79,847
2	Laneway near Amaroo Primary School (reconstruction)	115,842
		<b>195,689</b>

The additional projects include reticulation upgrades, surface improvements to the pedestrian railway bridge, fencing to the dog park, and improvements to parks and playgrounds.

The upgrade to reticulation at numerous parks will reduce water usage and leaks from aging systems. The surface of the pedestrian railway bridge has been identified as a hazard with minor incidents reported. Fencing of the dog exercise area has been requested by a number of community members and will make the area more user friendly.

Following the construction of new ablutions at Lions Park, boardwalk upgrade, and the installation of the disc golf, the upgrade to playground and other amenities will complete the redevelopment of this area.

The laneway near Amaroo Primary School has been identified following requests from Amaroo Primary School. The laneway is used by staff and parents accessing the school and the surface has completely deteriorated with reconstruction required.

Council is asked to review and consider the proposed works to enable the schedule to be submitted prior to 30 June.

**13. DEVELOPMENT SERVICES REPORTS**

**13.1 Collie Town Centre Special Purpose Parking**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	Yolanda Cool- Town Planner
<b>Accountable Manager:</b>	Matthew Young – Acting CEO
<b>Legislation:</b>	<i>Shire of Collie Parking Local Law</i>
<b>File Number:</b>	CRL/050
<b>Appendices:</b>	13.1.A Community Consultation Results
<b>Voting Requirement:</b>	Simple Majority

**Report Purpose**

For Council to consider further targeted consultation undertaken as part of the Collie Town Centre Car Parking Survey, with the intent of designating special purpose parking options in the Town Centre.

**Officer's Recommendation:**

*That Council resolves pursuant to the Shire of Collie Parking Local Law to:*

- a) Note the responses received during further targeted consultation with stakeholders in the Town Centre;*
- b) designate a taxi only on-street parking bay on Throssell Street in a suitable location between the Crown and Vic Hotels;*
- c) designate the existing loading bay opposite the Boulevard Shopping Centre as a dual taxi parking and loading bay on Forrest Street;*
- d) designate and Australian Standard compliant on-street disabled bay on Throssell Street opposite 123 Throssell Street, following undertaking consultation with Main Roads WA.*
- e) Direct officers to undertake further investigations relating to other recommendations raised in the report back to Council as a subsequent stage of the parking review.*

**Background:**

Council considered a report on a Collie Town Centre Car Parking Survey at its Ordinary Meeting on 11 October 2022 (Motion 9078) wherein it resolved:

- 1. To receive the results of the Collie town centre car parking survey;*
- 2. To instruct officers to commence work to scope out a Collie town centre car parking strategy and budget, in consultation with the Chamber of Commerce and Industry and local businesses;*
- 3. To instruct officers to address short term parking maintenance (such as re-line marking of car parking bays on Throssell Street) and car parking compliance matters as raised in Appendix 13.6.B; and*
- 4. To instruct officers to liaise with local businesses identified in detailed comments to the survey in respect to the maintenance standard of privately owned car parks.*

Council considered a report on a project brief for a Collie Town Centre Car Parking Study at its Ordinary Meeting on 11 April 2023 (Motion 9172) wherein it resolved:

*That Council resolves:*

1. *To receive the draft project brief for the car parking study for the Collie town centre and Throssell Street;*
2. *To direct officers to investigate and report back to Council on the following:*
  - a) *designate a taxi only parking bay(s) on Throssell Street in front of the hotels;*
  - b) *designate a taxi only parking bay on Forrest Street close to the front of the Boulevard Shopping Centre;*
  - c) *liaise with private landowners to provide taxi only parking bay(s) close to the entrances to Collie's two supermarkets;*
  - d) *to review an alternative location and Australian Standard compliant disabled bay on close to the entrance to Collie's two chemists.*
  - e) *to investigate additional timed restricted parking within the parking investigation area on Throssell Street, Forrest Street, Steere Street North, Johnston Street and Harvey Street.*
3. *That officers report back to Council on item 2. above following liaison with affected landowners, businesses and the Collie Chamber of Commerce and Industry.*

Council considered a report at its Ordinary Meeting of Council on 10 October 2023 where the Officers Recommendation was that:

*Council resolves pursuant to the Shire of Collie Parking Local Law to:*

1. *Designate a taxi only on-street parking bay on Throssell Street in front of the vacant 101 Throssell Street;*
2. *Designate the existing loading bay opposite the Boulevard Shopping Centre as a dual; taxi parking and loading bay on Forrest Street; and*
3. *Designate an Australian Standard compliant on-street disabled bay on Throssell Street opposite 123 Throssell Street.*

At this 10 October meeting, Council resolved (Resolution No. 9280) to:

*Defer the item until further consultation has been undertaken with businesses on Throssell and Forrest Street, local health providers and local Disability Reference Group and report back to Council.*

**Statutory and Policy Implications:**

Nil

**Budget Implications:**

Line marking and modifications to the verge are not budgeted for in the 2023-24 budget, however, can be considered for the 2024-25 budget.

**Communications Requirements:**

Nil

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

<b>STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022</b>		
<b>GOAL:</b>	3	Our Built Environment
<b>Objective:</b>	3.2	Safe and well-maintained shire owned facilities and infrastructure
<b>Strategic Priority</b>	3.1.1	To increase the Shire's capability to maintain and improve facilities and infrastructure.
<b>Objective:</b>	3.2	Sound land planning and building strategies and schemes
<b>Strategic Priority</b>	3.2.3	To prepare a carparking and access strategy addressing commercial, and visitor needs in the town centre.

**Comment:**

The below options, as presented to Council in previous reports were presented to local business on Throssell and Forrest Streets, Mario Taxi Service, the Disability Reference Group and the Chamber of Commerce.

**THROSSSELL STREET DISABLED BAYS**

Three options have been identified for the Throssell Street bays for improving on-street disabled parking, specifically to access to the pharmacy at 121 Throssell Street. The current provision of a bay on Mungalup Road does not meet the specified requirements for an AS/NZS 2890.6 compliant bay for the following reasons:

- Gradient of bay being greater than allowable 1:40 in any direction (1:33 for bituminous seal)
- Lack of delineated 'shared space' and bollard

Option 1 Throssell Street Westbound

The last westbound parallel bay adjacent to the corner of 123 Throssell Street has been identified, which will require works to the footpath to provide compliance with Australian Standards (AS/NZS 2890.6).

To meet the standard, the bay will need to be widened to a minimum of 3,200mm, into portion of the footpath (approx. 200mm). The kerbing will need to have kerb ramps installed, as per AS 1428.1. A diagram of the arrangement is shown below, taken from AS/NZS 2890.6.

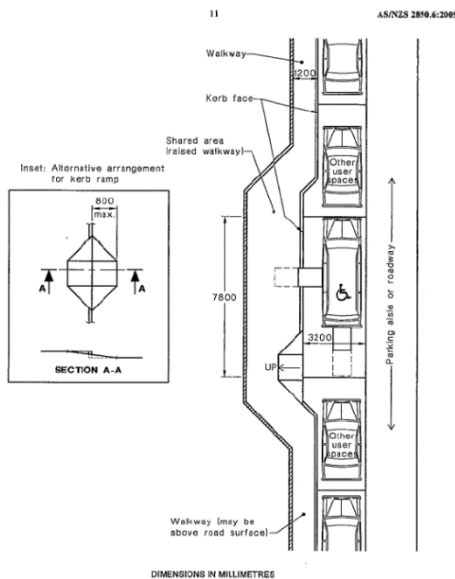


FIGURE 2.6 EXAMPLE OF A PARALLEL PARKING SPACE WITH SHARED AREA RAISED—DIMENSIONS FOR AUSTRALIA ONLY\*

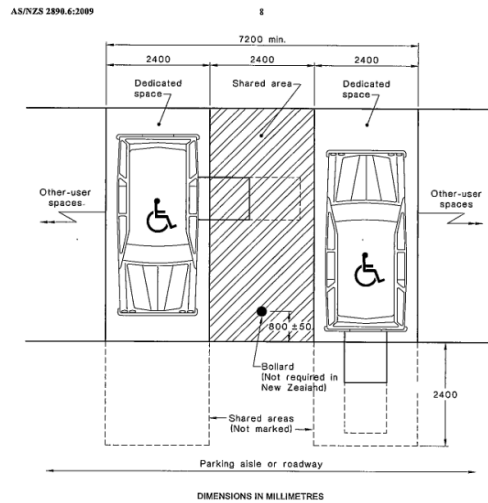


FIGURE 2.3 EXAMPLE OF TWO PARKING SPACES WITH A COMMON SHARED AREA—DIMENSIONS FOR AUSTRALIA ONLY\*

### Option 2: Throssell Street Eastbound

Alternatively, eastbound has identified the ability to increase the number of accessible bays to two, due to the ability to utilize the Shared Space for two bays. This would be beneficial for the businesses along Throssell Street, as it increases the number of bays for people to use, allowing longer use of the bays (such as for those dining).

Option 2 would impact the number of generally available bays along Throssell Street, with the crossover for KFC resulting in the loss of approximately 5 bays. Additionally, the implementation of a pedestrian crossover would need to be approved by Main Roads, due to the large vehicle haulage nature of the road.

The crossover would also result in the loss of a parking bay on the westbound parallel parking and may require the installation of a small median (as already recently modified along Throssell Street).

### Option 3: Mungalup Road Bay Modification

The Mungalup Road bay can be retained, provided there is an ability to reduce the slope of the bay to a 1:33 bituminous slope. This would be possible by incorporating a levelled surface for the bay to be installed on, with a barricade provided to the north of the bay to prevent toppling from the levelled surface. A shared area will also need to be delineated. An off-ramp would need to be installed - this would need to meet AS 1428.1.

### Officer Recommendation:

Throssell Street Option 1 is preferred as it represents the best solution to disabled persons and avoids having to cross Throssell Street. The survey acknowledges Throssell Street Option 2 as a viable added solution, in providing extra disability options parking on Throssell Street.



## FORREST STREET DISABLED BAYS

Two options have been identified to bolster the number of accessible bays on Forrest Street - the addition of an angle parking bay adjacent to the crosswalk on the westbound side of the road (facing into Central Park), or by converting the last bay of the Goods Shed parking area into a gazetted accessible bay.

### Option 1: Forrest Street Westbound

The Forrest Street west-bound bay is ideal, due to its proximity to the existing pedestrian crossing. It would result in the loss of one bay from Forrest Street. Alternatively, the location of the shared space and the accessible bay could be inverted, to allow a less formal 'parent bay' to be placed alongside it.

### Option 2: Goods Shed

The large bay existing at the Goods Shed has previously been delineated as an ACROD bay, however this is no longer enforced. Reactivating the bay would result in no loss of bays to Forrest Street.



### Officer Recommendation:

Option 1 provides a compliant disabled bay with convenient access to the shopping centre, cross walk, and Central Park.

"Taxi bays" are required to service the hotels and chemist on Forrest Street (between Mungalup Road and Steere Street). It is proposed to designate a taxi only parking bay on Throssell Street opposite the vacant 101 Throssell Street.

It is also recommended that the existing loading bay on Forrest Street opposite the Boulevard shopping centre be dedicated also as a taxi bay, so that these itinerate users can have close and readable access to shopping and the chemist close for taxi users.



Consultation Outcomes:

A full summary of targeted consultation results is provided in Appendix 13.A.

Forrest Street Option 1 is preferred outcome. The targeted Collie Town Centre Car Parking Survey responses also acknowledged Forrest Street Option 2 as a viable solution, in providing disability options for parking on Forrest Street.

Taxi bays proposed at both 101 Throssell Street and Forrest Street opposite the Boulevard shopping centre be a taxi and loading bay, Collie Town Centre Car Parking Survey acknowledged these as viable solutions, in providing dual loading and taxi bay parking on Throssell Street and Forrest Street.

Specific suggestions raised during targeted consultation:

- a) Taxi bay between the 2 Hotels on Throssell Street;
- b) Shire parking bays be 8-5pm and after hours open to public parking;
- c) Drop and pick up loading & deliveries close to Thomson Auto Parts;
- d) Signage to include bus, trailers, RV & caravans in bay near Men's shed;
- e) Disability Park bays on the corners of Forrest and Steere Street, outside Unity Bank and SW Plan Mangers Office;
- f) Timed parking in the horizontal bays of Forrest Street;
- g) Taxi/loading bays to include and be utilise as a wheelchair bay.

Specific concerns raised during targeted consultation:

- a) Shop owners using car bays;
- b) Taxi sitting for long periods of time in loading bay;
- c) Disability parking where the driver's car door is opening onto oncoming traffic;
- d) If a cross walk was possible across Throssell Street.

It is recommended that Council note the further targeted consultation undertaken the Shire designate a taxi only on-street parking bay on Throssell Street, to be located in a suitable location between the Crown and Vic Hotels, as requested by the operators during consultation; designate the existing loading bay opposite the Boulevard Shopping Centre as a dual taxi parking and loading bay on Forrest Street and designate a Australian Standard compliant on-street disabled bay on Throssell Street opposite 123 Throssell Street, following consultation with Main Roads WA.

It is also recommended that Officers undertake further investigations into the recommendations made during targeted consultation, with respect to;

- a) Shire parking bays be 8-5pm and after hours open to public parking.
- b) Drop and pick up loading & deliveries close to Thomson Auto Parts.
- c) Signage to include bus, trailers, RV & caravans in bay near Men's shed.
- d) Disability Park bays on the corners of Forrest and Steere Street, outside Unity Bank and SW Plan Mangers Office.
- e) Timed parking in the horizontal bays of Forrest Street.
- f) 24 hour RV parking/ stop.
- g) Taxi bay added behind loading bay in Forrest Street to include and be utilised in conjunction with the accessible bay as required for taxi wheelchair drop off/ pick up.
- h) If a cross walk was possible across Throssell Street

**14. OPERATIONS REPORTS**

<b>14.1 Refurbishment of Historical Suspension Bridge (Swinging Bridge) located on River Avenue (Land ID 3302081)</b>	
<b>Reporting Department:</b>	Shire Operations
<b>Reporting Officer:</b>	Scott Geere – Acting Director Operations
<b>Accountable Manager:</b>	Scott Geere – Acting Director Operations
<b>Legislation</b>	<i>Heritage Act 2018</i>
<b>File Number:</b>	CR/006
<b>Appendices:</b>	Appendix 14.1.A - State Register of Heritage Places Appendix 14.1.B - Conservation Management Strategy
<b>Voting Requirement</b>	Simple Majority

**Report Purpose**

For Council endorsement of a proposed funding and refurbishment strategy for the historical Swinging Bridge, located on River Avenue in Collie.

**Officer's Recommendation**

*For Council to:*

1. *Receive the remediation strategy for the Swinging Bridge as contained within Appendix 14.1.B 'Conservation Management Strategy', in accordance with the requirements of the Heritage Act 2018; and*
2. *Acknowledge closure of the Swinging Bridge to all public until it is has been re-commissioned by a suitably qualified technician; and*
3. *Provide consent for Shire Officers to seek funding opportunities to the order of \$280,000.00 for full bridge remediation (minimum and full refurbishment work); and*
4. *Consider the allocation of \$60,000.00 in the Shire of Collie 2024/25 Budget towards minimum work to the bridge to allow it to be re-opened to the community in the short-term (up to 36 months) should '3' prove to be unsuccessful in the first half of the 2024/25 financial year.*

**Background:**

The structure of the historical 'Swinging Bridge' located on River Avenue, Collie (Land ID 3302081) has now been recognised as having reached the end of its serviceable life.

The Swinging Bridge last fell into a state of significant disrepair in the mid-nineties. In January 1995 the Collie Council resolved to remove the bridge in the interests of public safety, with a further recommendation to re-design the bridge and replace it with a new structure. This decision led to significant public consternation at the time, and a petition with 840 signatures was subsequently submitted to Council requesting that the bridge be saved.

In 1997 the Swinging Bridge was entered into the State Register of Heritage Places (refer Appendix 14.1.A) due to its exceptional significance to Collie and in 1998, following heritage

registration, the bridge was extensively refurbished by the Shire of Collie to retain its existing style and location.

This refurbishment in 1998 achieved the expected service life of a timber bridge of this nature, and now, as of the 31<sup>st</sup> May 2024, has been closed off to the public for safety reasons. A Public Notice to this effect was published in the 30<sup>th</sup> May edition of the Collie River Valley Bulletin, with the same notice also broadcast on social media.

A Conservation Management Strategy ('CMS') to guide the refurbishment and conservation of the bridge has been documented by Harriet Wyatt of Heritage Management Services, and was received by the Shire of Collie in September 2023.

The CMS is a minimum requirement for lifecycle planning and maintenance for State Heritage listed structures, and is now required to form the basis of asset lifecycle management for the bridge post-refurbishment. It also included a comprehensive structural condition review and works methodology by Keystone Structural Pty Ltd.

Timber Insight Pty Ltd were also engaged by the Shire of Collie in early February 2024 to carry out further investigation of the bridge, and to provide a project costing based on the scope of work prescribed in the CMS. This was received on the 17<sup>th</sup> May 2024. Please refer to Appendix 14.1.B for a copy of these reports.

The decision to now close the bridge has been made due to the deteriorated condition of the bridge's timber bearers, and the limited loadbearing capacity of their fixings to the steel suspension rods due to said deterioration. A number of other elements are also in a poor state, including the decking boards.

**Statutory and Policy Implications:**

- Heritage Act 2018 - Requirement for project approval by the Heritage Council of Western Australia;
- Shire of Collie Local Planning Scheme No. 6;

**Budget Implications:**

Timber Insight Pty Ltd were requested by the Shire of Collie to provide costings for two (2) different scenarios. This is contained under part 4 'Cost Analysis' of their report found in Appendix 14.1.B, but has been summarised as follows:

1. The first costing provided is a provision for *minimum works* to ensure safety and short-term durability, with an effective lifespan of up to 36 months before the remaining elements need to be replaced. This primarily focuses on replacement of four (4) significantly deteriorated timber bearers and decking boards with a cost estimate of \$51,292.00. It is seen that some contingency should be added to this given the unique access challenges of the bridge, and to address additional structural elements.
2. The second costing is for *full bridge remediation*, identified as needing to be carried out within 36 months. This generally encompasses (not all-inclusive) the remaining timber bearers, suspension elements, suspension assemblies, new handrail barrier. This has been priced at \$191,439. However again, additional contingency will need to be made for unforeseen aspects.

It is seen that funding opportunities need to be explored and invited within the 24/25 financial year in order to satisfy the budget needed for *full bridge remediation + minimum works* for the Swinging Bridge, to be able to bring this important asset back online for the community.

Whilst having the full remediation done at once is a best case scenario, and will yield a cost saving due to economy of scale, Council may wish to consider a budget provision for the 2024/25 financial year to allow for the delivery of 'item 1' above (*minimum works*) as a contingency measure at \$60,000.00 via readily achievable funding source/s. This will allow for the bridge to at least be re-opened in the short-term for the community until full remediation can be achieved.

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

Construction procurement to be advertised in accordance with Shire Purchasing Policy CS3.23.

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

<b>GOAL:</b>	3.1	Safe and well-maintained shire owned facilities and infrastructure
<b>Outcome:</b>	3.1.1	To increase the Shire's capability to maintain and improve facilities and infrastructure.

**Relevant Precedents:**

Nil

**Comment:**

The refurbishment of the Swinging Bridge is intended to achieve the same aesthetic of the existing bridge. Elements of significance have been identified as the Timber Pylons, Suspension cables, dropper brackets, turnbuckles/dropper rods and timber beams and deck boards.

Of secondary significance are the hand rails and wire stays. It will be the intention of the project team to enhance the aesthetic of, and lessen the risk with, the current handrail barrier arrangement by ensuring that no gaps will exceed 125mm, and that it is non-climbable (as per the National Construction Code).

Project Stakeholders are seen to include:

- Shire of Collie Council;
- Heritage Council of Western Australia;
- Traditional Landowners;
- Shire of Collie Ratepayers
- Department of Water and Environment.

**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****20.1 Confidential Item: Redact Council Agenda and Minutes**

Report circulated under separate cover.

**21. CLOSE**