



Shire of
Collie

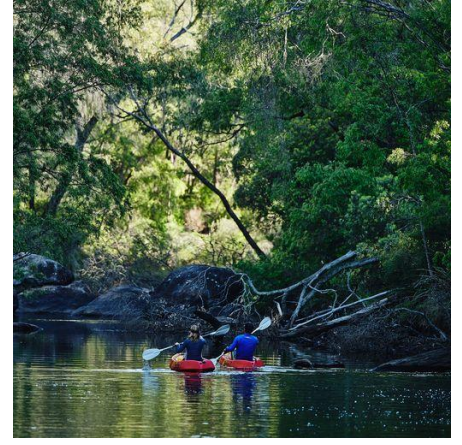
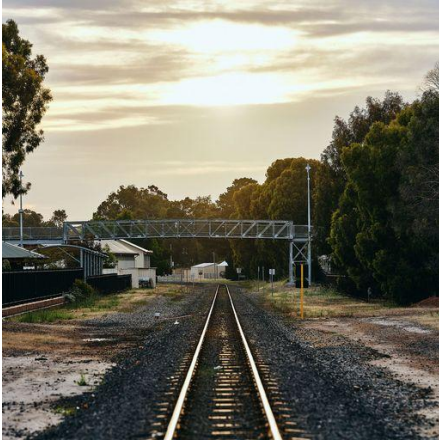
AGENDA

for the

ORDINARY MEETING OF COUNCIL

to be held on

Tuesday, 8 September 2026



Our Vision

Collie – *Nature at our doorstep, community at heart.*

Our Mission

The Shire of Collie delivers high quality services, advocates for Collie, and fosters partnerships to achieve better outcomes which are guided by the community's vision and balanced by responsible financial management.

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

Acknowledgement of Country

The Shire of Collie acknowledges the Traditional Custodians of the land, the Wiilman and Kaniyang people of the Noongar Nation, and pays our respects to Elders, past, present and emerging. We thank them for the contributions they have made to life in the Shire of Collie and to this region.

NOTICE OF MEETING

Please be advised that the



Ordinary Meeting of Council

commencing at **6:00pm**

will be held on

Tuesday, 8 September 2026

in Council Chambers at 87 Throssell Street, Collie
WA.

A handwritten signature in blue ink, appearing to read "Phil", is positioned above a horizontal line.

Phil Anastasakis
Chief Executive Officer

2 September 2026

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.

Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such. Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.



DISCLOSURE OF FINANCIAL INTEREST AND INTERESTS AFFECTING IMPARTIALITY

To: Chief Executive Officer

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

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

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

Name (Please Print)

Signature

Date

NB

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

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

Office Use Only:

Date/Initials

1. Particulars of declaration given to meeting
2. Particulars recorded in the minutes
3. Signed by Chief Executive Officer

Local Government Act 1995

Changes to 5.23 of the *Local Government Act 1995* came into operation on 1 January 2026.

5.23. Meetings generally open to public

- (1) The following are to be open to members of the public —
 - (a) all council meetings;
 - (b) all meetings of a committee.
- (2) Despite subsection (1), if any of the following matters is to be dealt with at a meeting, the council or committee must close the meeting to members of the public to the extent necessary to ensure that the matter is dealt with at the meeting on a confidential basis —
 - (a) a matter that a committee of a House of Parliament, or a joint committee of both Houses, has advised the local government must be dealt with on a confidential basis;
 - (b) a matter relating to the recruitment or employment of the CEO or a senior employee, including the following —
 - (i) the termination of employment;
 - (ii) a review of performance under section 5.38;
 - (c) a prescribed matter;
 - (d) a matter that is the subject of a direction given under section 5.23AA(1).
- (3) Despite subsection (1), the council or committee must close a meeting to members of the public to the extent necessary to ensure compliance with a requirement (however formulated) —
 - (a) that is imposed under a written law, excluding this Act and local laws; and
 - (b) that prohibits or restricts the making public of information.
- (4) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis —
 - (a) legal advice, or other information, over which the local government holds legal professional privilege;
 - (b) information relating to the personal affairs of an individual;
 - (c) information contained in a tender received by the local government for a contract to the extent that the information —
 - (i) is a tendered price; or
 - (ii) a tendered methodology for calculating a price;
 - (d) information contained in a tender received by the local government for a contract to the extent that —
 - (i) the information discloses any technology, or any manufacturing, industrial or trade process, that the tenderer proposes to use in performing the contract; and
 - (ii) the information has not previously been made public; and
 - (iii) the making public of the information would be likely to have an adverse effect on the tenderer's business interests;
 - (e) information the making public of which would be likely to endanger the security (including cyber-security) of any of the local government's property or operations;

- (f) information the making public of which would be likely to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
- (g) prescribed information;

Local Government (Administration) Regulations 1996

**4A. Information that may be treated on confidential basis at meeting
(Act s. 5.23(4)(g))**

For the purposes of section 5.23(4)(g), the following information is prescribed —

- (a) the price, or potential price, for the sale or purchase of property by the local government and any information relating to the price or potential price;
- (b) a complaint that alleges a behavioural breach under the local government's adopted code of conduct (as defined in section 8A.2(1)) and any information relating to the complaint;
- (c) information relating to a property that is used, or is potentially to be used, for any of the following —
 - (i) a shelter for homeless persons;
 - (ii) a shelter for persons who have experienced family or domestic violence;
 - (iii) a residence for employees or officers of a local government, the State or the Commonwealth.

- (h) information that is the subject of a direction given under section 5.23AA(2).
- (5) For the purpose of deciding whether to close a meeting to members of the public under subsection (4) in relation to any information, the following matters are irrelevant —
- (a) whether making the information public would cause embarrassment to any of the following —
 - (i) the local government;
 - (ii) the council or a council member;
 - (iii) a committee of the council or a member of a committee of the council;
 - (iv) an employee;
 - (b) whether making the information public would —
 - (i) cause a loss of confidence in the local government; or
 - (ii) make the local government susceptible to adverse criticism;
 - (c) whether the information relates to a matter that is controversial in the district;
 - (d) a prescribed matter.
- (6) Subsection (5) does not prevent other matters from being regarded as irrelevant.
- (7) A decision to close a meeting to members of the public under subsection (2), (3) or (4) must be made (including voted on if necessary) at the meeting and while the meeting is open to members of the public.
- (8) If a decision is made to close a meeting to members of the public under subsection (2), this section deals with what must be included in the minutes.

5.23A. Electronic broadcasting and video or audio recording of council meetings

5.23AA. Powers of Inspector and Departmental CEO relating to closing of meetings

[illegible]

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Agenda for the Ordinary Meeting of the Collie Shire Council to be held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 8 September 2026 commencing at 6:00pm.

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 included in 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 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

Nil

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

20.1 – Debt Collection

7. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS

8. CONFIRMATION OF THE PREVIOUS MEETINGS OF COUNCIL MINUTES**8.1 Ordinary Council Meeting – 11 August 2026****Officer's Recommendation:**

That Council confirms the Minutes of the Shire of Collie Ordinary Meeting of Council held on 11 August 2026.

9. BUSINESS ARISING FROM THE PREVIOUS MINUTES

Nil

10. RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL**10.1 Tourism and Economic Development Committee – 6 August 2026****Officer's Recommendation:**

That Council receives the Minutes of the Tourism and Economic Development Committee Meeting held on 6 August 2026.

10.2 Audit Risk and Improvement Committee – 7 September 2026

The Agenda for the Audit Risk and Improvement Committee Meeting to be held 7 September 2026 has been included in the appendices with the Council Agenda. The Minutes of the Meeting will be distributed electronically prior to the Council Meeting.

Officer's Recommendation:

That Council receives the Minutes of the Audit Risk and Improvement Committee Meeting held on 7 September 2026.

Officer's Recommendation to Committee:

That Council adopts the 2025 Compliance Audit Return in accordance with regulation 14 of the Local Government (Audit) Regulations 1996.

11. CEO REPORTS

11.1 Investment Policy	
Reporting Department:	Chief Executive Office
Reporting Officer:	Phil Anastasakis – Chief Executive Officer
Accountable Manager:	Phil Anastasakis – Chief Executive Officer
Legislation	<i>Local Government Act 1995</i>
File Number:	FIN/027
Appendices:	Appendix 11.1.A – Updated CP2-009 Investment Policy (Tracked Changes) Appendix 11.1.B – Updated CP2-009 Investment Policy (Consolidated Draft)
Voting Requirement	Simple Majority

Report Purpose:

Policy establishment and review is undertaken as a matter of good governance and forms part of the role of Council under the *Local Government Act 1995*.
Following a review and update of the policy relating to investments, this report recommends that Council adopt the updated Investment Policy CP2-009.

Officer's Recommendation:

That Council adopts the updated Investment Policy CP2-009 dated September 2026 (Appendix 11.1.B).

Background:

Policies and procedures are an essential part of any organisation and facilitate good governance within local government operations. Together, policies and procedures provide a roadmap for day-to-day operations. They ensure compliance with laws and regulations, give guidance for decision-making, and streamline internal processes.

As part of the scheduled review of Council policies, Council Policy "CS3.8 Investment Policy" has been reformatted and renumbered in the accordance with the new Policy Framework and reviewed.

Council adopted the current Investment Policy in July 2020.

A summary of the proposed amendments to the Policy are as follows:

- The inclusion of scope and definitions.
- Updates to reference legislation.
- Inclusion of definitions and updated processes associated with:
 - Prudent Person Standards
 - Authorised Investments
 - Investment Guidelines
- Minor editing and formatting changes.

Statutory and Policy Implications:

Policy review is undertaken as a matter of good governance with some policies being required under the Local Government Act 1995. Strategic policies that set governing principles and guide the direction of the organisation to align with community values and aspirations, are outlined in section 2.7 of the *Local Government Act 1995*.

2.7. Role of council

- (1) *The council governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the local government's functions.*
- (2) *The council's governing role includes the following —*
 - (a) *overseeing the allocation of the local government's finances and resources;*
 - (b) *determining the local government's policies;*
 - (c) *planning strategically for the future of the district;*
 - (d) *determining the services and facilities to be provided by the local government in the district;*
 - (e) *selecting the CEO and reviewing the CEO's performance;*
 - (f) *providing strategic direction to the CEO.*
- (3) *For the purpose of ensuring proper governance of the local government's affairs, the council must have regard to the following principles —*
 - (a) *the council's governing role is separate from the CEO's executive role as described in section 5.41;*
 - (b) *it is important that the council respects that separation.*
- (4) *The council must make its decisions —*
 - (a) *on the basis of evidence, on the merits and in accordance with the law; and*
 - (b) *taking into account the local government's finances and resources.*
- (5) *The council must have regard to the need to support an organisational culture for the local government that promotes the respectful and fair treatment of the local government's employees.*
- (6) *The council has the other functions given to it under this Act or any other written law.*

6.14. Power to invest

- (1) *Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the Trustees Act 1962 Part III.*
- (2A) *A local government is to comply with the regulations when investing money referred to in subsection (1).*

....

Local Government (Financial Management) Regulations 1996**19. Investments, control procedures for**

- (1) *A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.*
- (2) *The control procedures are to enable the identification of —*
 - (a) *the nature and location of all investments; and*
 - (b) *the transactions related to each investment.*

19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

- (1) *In this regulation —*
authorised institution means —
- (a) *an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or*
 - (b) *the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;*
- foreign currency means a currency except the currency of Australia.**
- (2) *When investing money under section 6.14(1), a local government may not do any of the following —*
- (a) *deposit with an institution except an authorised institution;*
 - (b) *deposit for a fixed term of more than 3 years;*
 - (c) *invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;*
 - (d) *invest in bonds with a term to maturity of more than 3 years;*
 - (e) *invest in a foreign currency.*

Budget Implications:

While this report does not have any direct budget implications, the investment policy provides guidance on the return on investment of funds.

Budget – Whole of Life Cost:

As this report does not propose new assets, there are no direct whole of life or ongoing cost implications.

Communications / Consultation Requirements:

Nil.

Strategic Implications:

STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN		
GOAL:	5	Our Organisation
Objective:	5.2	Good Governance and Financial Management
Strategic Priority:	5.2.4	To benchmark against industry governance and financial standards

Relevant Precedents:

Guided by the principles of good governance, policies reflect the current position of Council on a variety of matters. Council reviews its policies regularly based either on a periodic full Policy Manual review or consideration of an individual Policy on an ad hoc basis due to the urgency of the matter or changes in legislation.

Risk Assessment:

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Investment Policy	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the residual risk rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	Low (1 - 4)	
Risk Category	Health	N/A
	Financial	That deposit taking institutions are insolvent.
	Service Interruption	N/A
	Legal and Compliance	That policy positions are inconsistent with legislation.
	Reputational	Confidence in Council's ability is eroded due to non-compliance or lack of appropriate controls over investments.
	Environment	N/A
	Property	N/A

Comment:

The Policy continues to provide for preference to institutions that provide a higher level of benefit to the Collie community, where the investment products offer the same rate of investment return. Preference is also given to institutions with a presence within the Shire.

Investments aim to maximise return to the Shire of Collie and the community, noting adherence to the Policy and legislative requirements. This report seeks Council's endorsement of the changes to the updated Investment Policy CP2-009.

11.2 Review of Council Policy - CP1-019 Elected Member Code of Conduct Complaints Management Process Policy	
Reporting Department:	Chief Executive Office
Reporting Officer:	Nicole Wasmann – Governance Coordinator
Accountable Manager:	Phil Anastasakis – Chief Executive Officer
Legislation	<i>Local Government Act 1995</i>
File Number:	GOV/031
Appendices:	Appendix 11.2.A – Updated CP1-019 Elected Member Code of Conduct Complaints Management Process Policy (Tracked Changes) Appendix 11.2.B – Updated CP1-019 Elected Member Code of Conduct Complaints Management Process Policy (Consolidated Draft) Appendix 11.2.C – Updated Shire of Collie Behaviour Complaint Form
Voting Requirement	Absolute Majority

Report Purpose:

Policy establishment and review is undertaken as a matter of good governance and forms part of the role of Council under the Local Government Act 1995.

Following changes to legislation as part of the local government reforms, Council is to review policy CP1-019 Elected Member Code of Conduct Complaints Management Process Policy (the Policy) and Behaviour Complaint Form (2025).

Officer's Recommendation:

That Council:

- 1. Adopts the updated Council policy CP1-019 Elected Member Code of Conduct Complaints Management Process Policy included in Appendix 11.2.B.*
- 2. Adopts the updated Shire of Collie Behaviour Complaint Form as set out in Appendix 11.2.C, in accordance with Clause 11(2)(a) of the Local Government (Model Code of Conduct) Regulations 2021.*
- 3. Endorses the inclusion of clause 3A "Referral of Complaint to Inspector" (Act s. 5.105 (3)) of the Local Government (Model Code of Conduct) Regulations 2021 in the Shire of Collie Code of Conduct for Council Members, Committee Members and Candidates.*
- 4. Endorses the Chief Executive Officer continuing to be the authorised officer under clause 11(3) of the Shire of Collie Code of Conduct for Council Members, Committee Members and Candidates to receive complaints and withdrawal of complaints.*

Background:

As part of local government reforms which commenced in 2019, a new code of conduct system was introduced in 2021 through the *Local Government (Model Code of Conduct) Regulations 2021* (the regulations). Local governments were required to adopt a 'model' Code of Conduct.

This created a two-tier system, where local government were required to deal with Code of Conduct 'behavioural complaints' themselves giving local governments a degree of independence to deal with conduct related matters in-house. The second tier required complaints against the rules of conduct to be dealt with by the Local Government Standards Panel. The Shire of Collie adopted the Code of Conduct in March 2021.

More recent overarching reforms introduced by the *Local Government Amendment Act 2024* have established a new complaints handling framework with the commencement of the Office of the Local Government Inspector. The *Local Government (Local Government Inspector) Regulations 2025* and the *Local Government Regulations Amendment (Local Government Amendment Act 2024) Regulations 2025* (the Inspector Consequential Regulations) provide the operational detail for new oversight powers under the *Local Government Act 1995*.

The Inspector Consequential Regulations included updating the Model Code of Conduct. Local governments were required to adopt the updated Model Code of Conduct for Council Members, Candidates and Committee Members to align with the new complaints handling system.

At the Ordinary Meeting of Council held 14 April 2026, Council considered and adopted the amended Conduct for Council Members, Committee Members and Candidates. At this meeting Council also determined that a further report on the review of the Policy would be presented to the June 2026 Ordinary Council Meeting (Res 9767).

That Council

- 1) *Adopts the amended Code of as provided in Appendix 11.8.A.*
- 2) *Notes a further report on the review of Council Policy CP1-019 Elected Members Code of Conduct Behaviour Complaints Management Process will be presented to the June Ordinary Council Meeting.*

The amended Code presented to Council at the April 2026 Ordinary Council Meeting omitted the additional clause 3A of the Model Code of Conduct.

3A. Model code of conduct (Act s. 5.103(1))

The model code of conduct for council members, committee members and candidates is set out in Schedule 1. Referral of complaint to Inspector (Act s. 5.105(3)) For the purposes of section 5.105(3) of the Act, a complaint must be referred to the Inspector if the person who is the subject of the complaint has, on at least 2 previous occasions, been found under a local government's adopted code of conduct (as defined in section 8A.2(1) of the Act) to have committed, on or after 1 January 2026, a behavioural breach.

The current Policy and Behaviour Complaint Form were adopted by Council in August 2025 (Res 9631).

The Shire is required to review and amend the Policy to ensure alignment with amended legislative requirements. Changes are required to the existing Policy to reflect that, in accordance with clause 14B of the *Local Government (Model Code of Conduct) Regulations 2021* and the Shire of Collie Code of Conduct for Council Members Committee Members and Candidates, the performance of the local government's functions under clauses 12 and 13 must be undertaken by the Council. While the Council may authorise a committee or an independent person to perform a function on behalf of the local government, these functions cannot be assigned to the Complaints Officer.

Only minor changes are required to the Form in relation to information regarding Rules of Conduct Complaints.

Council has previously determined that the Chief Executive Officer is the Complaints Officer in accordance with Clause 11 (3) of the *Local Government (Model Code of Conduct) Regulations 2021*. (Res 8685, March 2021)

Statutory and Policy Implications:

Policy review is undertaken as a matter of good governance with some policies being required under the Local Government Act 1995. Strategic policies that set governing principles and guide the direction of the organisation to align with community values and aspirations, are outlined in section 2.7 of the Local Government Act 1995.

Local Government Act 1995**2.7. Role of council**

- (1) *The council governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the local government's functions.*
- (2) *The council's governing role includes the following —*
 - (a) *overseeing the allocation of the local government's finances and resources;*
 - (b) *determining the local government's policies;*
 - (c) *planning strategically for the future of the district;*
 - (d) *determining the services and facilities to be provided by the local government in the district;*
 - (e) *selecting the CEO and reviewing the CEO's performance;*
 - (f) *providing strategic direction to the CEO.*
- (3) *For the purpose of ensuring proper governance of the local government's affairs, the council must have regard to the following principles —*
 - (a) *the council's governing role is separate from the CEO's executive role as described in section 5.41;*
 - (b) *it is important that the council respects that separation.*
- (4) *The council must make its decisions —*
 - (a) *on the basis of evidence, on the merits and in accordance with the law; and*
 - (b) *taking into account the local government's finances and resources.*
- (5) *The council must have regard to the need to support an organisational culture for the local government that promotes the respectful and fair treatment of the local government's employees.*
- (6) *The council has the other functions given to it under this Act or any other written law.*

5.103. Model code of conduct for council members, committee members and candidates**5.104. Adoption of model code of conduct**

Local Government (Model Code of Conduct) Regulations 2021

Local Government (Local Government Inspector) Regulations 2021

Budget Implications:

Whilst this report does not have any direct budget implications, the manner in which complaints are dealt with requires the use of staff resources and may include the engagement of a complaint assessor, if required. Expenditure associated with the appointment of an Authorised Complaint Assessor would be accommodated within the existing budget allocations.

Budget – Whole of Life Cost:

As this report does not propose new assets, there are no direct whole of life or ongoing cost implications.

Communications / Consultation Requirements:

Nil.

Strategic Implications:

STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN		
GOAL:	5	Our Organisation
Objective:	5.2	Good Governance and Financial Management
Strategic Priority:	5.2.4	To benchmark against industry governance and financial standards

Relevant Precedents:

Guided by the principles of good governance, policies reflect the current position of Council on a variety of matters. Council reviews its policies regularly based either on a periodic full Policy Manual review or consideration of an individual Policy on an ad hoc basis due to the urgency of the matter or changes in legislation.

Council last adopted this Policy and Form in August 2025.

Risk Assessment:

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Review of Council Policy - CP1-019 Elected Member Code of Conduct Complaints Management Process Policy	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Residual Risk is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	Low (1 - 4)	
Risk Category	Health	N/A
	Financial	N/A

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.

	Service Interruption	Dealing with a complaint could be delayed if the Policy is not compliant with current legislation or no process is in place.
	Legal and Compliance	Failure to adopt a policy that is compliant with the amended legislation, places the Shire at risk of legislative non-compliance.
	Reputational	Failure to update the Policy in line with legislative changes may negatively impact the Shire's reputation.
	Environment	N/A
	Property	N/A

Comment:

The revised draft Policy, CP1-019 – Elected Member Code of Conduct Behaviour Complaints Management Process has been updated including:

- Recognising that the functions under clauses 12 and 13 of the *Local Government (Model Code of Conduct) Regulations 2021* must be performed by the Council.
- Referencing “Authorised Complaints Assessor” rather than “Complaints Assessor” to acknowledge the requirement for Council to authorise a person to perform a function in accordance with clause 14B of the *Local Government (Model Code of Conduct) Regulations 2021*.
- Noting that where a Council Member has had two or more behavioural breach findings made against them on or after 1 January 2026, that any subsequent complaint that may constitute a behavioural breach must be referred to the Local Government Inspector in accordance with s.8A.12 of the *Local Government Act 1995* and r.6(2) of the *Local Government (Local Government Inspector) Regulations 2025*.
- Making it clear that the Behaviour Complaints Officer role is for administrative purposes and has no decision making functions.
- Removal of the alternative dispute process.
- Other minor corrections.

The Shire of Collie Behaviour Complaint Form has been updated to reflect that Rules of Conduct complaints relating to Division 4 of the Code of Conduct, are now determined by the Local Government Inspector rather than the previous Standards Panel. Other minor changes have also been made.

The Shire of Collie did not establish a Behavioural Complaints Committee following the 2025 Ordinary Council Elections. The draft Policy proposes that Council (all elected members) consider behavioural complaints rather than the establishment of a committee.

Rather than appointing and authorising an independent person to perform a function on behalf of the Shire at this time, it is proposed that Council (all elected members) initially consider each complaint and determine whether to deal with the complaint based on the information provided or refer the complaint to an independent person to assess the complaint and provide further information to assist Council in making a determination.

A complainant and a respondent must not preside, participate in, or be present during any discussion or decision-making procedure of a Council relating to a behavioural breach complaint pursuant to section 5.105(4) of the *Local Government Act 1995*.

Clause 3A of the *Local Government (Model Code of Conduct) Regulations 2021* was omitted when Council adopted the Shire of Collie Code of Conduct for Council Members, Committee Members and Candidates in April 2026. The recommendation incorporates the inclusion of this additional clause.

12. OPERATIONS REPORTS

Nil.

13. DEVELOPMENT SERVICES REPORTS

13.1 Proposed Grouped Dwellings – 112 Wittenoom Street, Collie	
Reporting Department:	Development Services
Reporting Officer:	David Quelch – Manager Planning and Development
Accountable Manager:	Alex Wiese – Director Development Services
Legislation	<i>Planning and Development Act 2005</i>
File Number:	A265
Appendices:	Appendix 13.1.A – Development Plans Appendix 13.1.B – Technical Assessment
Voting Requirement	Simple Majority

Report Purpose:

For Council to consider an application for development approval for Grouped Dwellings at 112 Wittenoom Street, Collie.

Officer's Recommendation:

That Council:

Approves the Development Application P042/26 for Grouped Dwellings at 112 Wittenoom Street, Collie, subject to the following conditions:

- 1. All development shall be in accordance with the approved development plans, which form part of this planning approval.*
- 2. This planning approval will expire if the approved development has not substantially commenced within two (2) years from the date of issue of the approval, or, within any extended period for which the Shire of Collie (Shire) has granted prior written consent.*
- 3. All works required to satisfy a condition of this approval are required to be installed/constructed and maintained in accordance with the approved plans and conditions of approval for the life of the development.*
- 4. Prior to lodging an application for a Building Permit, an appropriately qualified acoustic consultant is to undertake an assessment to determine if the development complies with State Planning Policy 5.4 - Road and Rail Noise and the Guidelines.*
- 5. Prior to the issue of a Building Permit, detailed plans and specifications demonstrating that all stormwater will be contained and disposed of on-site shall be submitted to and approved by the Shire. Such plans shall identify proposed invert levels, cover levels, pipe sizes and grade.*
- 6. Before the development commences, a crossover permit must be obtained from the Shire. Construction and maintenance of the crossover shall be in accordance with the crossover permit.*
- 7. Before the development is occupied, a small tree must be planted for each grouped dwelling in accordance with clause C1.2.4 of the Residential Design Codes (the R-Codes) and to the satisfaction of the Shire. All landscaped areas must be maintained thereafter for the life of the development.*

8. *Before the development is occupied, a strip of land with a depth of 1 metre across the full width of the rear of the lot, abutting the right-of-way, must be ceded free of cost to the Shire. This land is required for the purpose of widening the right-of-way, as indicated on the approved plans.*
9. *Before the development is occupied, the existing dwelling must be renovated, painted and subsequently maintained so that the appearance of the retained dwelling is upgraded externally to an equivalent maintenance standard of the new (or the rest of) the development.*
10. *Before the development is occupied, the right-of-way adjoining the site along the north boundary is to be widened by 1 metre and the widening accurately shown on the diagram or plan of survey (deposited plan) and vested in the Crown under Section 152 of the Planning and Development Act 2005, such land to be ceded free of cost and without any payment of compensation by the Crown.*
11. *Before the development is occupied, the portion of the right-of-way abutting the north boundary of the site and any land required for its widening being constructed to a sealed standard and drained to Mungalup Road at the landowner/applicants cost to the satisfaction of the Shire.*

Advice Notes

- a) *This is a Development Approval and is not a Building Permit. The land use and development of the subject premises is also subject to a separate building permit approval. The developer/ landowner is advised that an application for a Building Permit must be made to and approved by the Local Government before the development and/or use authorised by this Development Approval can begin. Further information can be obtained from the Shire of Collie's Building Services Department on (08) 9734 9000.*
- b) *If an applicant is aggrieved by this determination, there is a right of review under Part 14 of the Planning and Development Act 2005. An application for review must be lodged with the State Administrative Tribunal within 28 days of the determination.*
- c) *It is the responsibility of the landowner to advise Council when all conditions relating to the development have been satisfied.*
- d) *Any changes or development which are not in accordance with approved plans require additional approval by the Shire of Collie.*
- e) *The ceded land reference in Condition 10 will be incorporated into the right-of-way.*
- f) *All residential waste, recycling, and FOGO bins must be placed on the western street verge of Mungalup Road for collection on the designated bin day as set by the Shire of Collie. Bins should be set out for collection the night before or before 6 am on the day they are to be emptied and must be returned to the property by 6 pm on the same day. Bins must be positioned so they do not obstruct the laneway or pedestrian access to the footpath running north/south from Throssell Street to Wittenoom Street. When not awaiting collection, all bins must be stored within the property boundary.*
- g) *A Dial Before You Dig enquiry will assist you in determining if your proposed works are impacted by any existing or proposed underground pipes & cables in the immediate vicinity. Complete a Dial Before You Dig enquiry by visiting www.1100.com.au, calling 1100 or downloading the mobile application.*
- h) *The developer and builder are reminded of the requirement under the provisions of the Environmental Protection (Noise) Regulations 1997 that noisy construction work (which includes earthworks and similar) must be managed. In particular, noisy construction activities and work must be limited to 7:00 am to 7:00 pm, Monday to Saturday, unless a Noise Management Plan has been submitted to and approved by the Shire of Collie.*

- Both grouped dwelling features 3 bedrooms and a double carport.
- Both grouped dwellings have a maximum building height of 4.4m featuring a skillion roof profile.

Statutory and Policy Implications:Shire of Collie Local Planning Strategy 2020 (The Strategy)

The residential development section of the strategy states that *There is significant opportunity for “infill” development, thus supporting a more consolidated and compact town centre with direct access to public amenity areas, such as the district playing fields or the river. However, the extent of infill development will be market driven and dependent upon landowners’ pursuing this development opportunity.*

Shire of Collie Local Planning Scheme No. 6**Mixed Use Zone**

The land is zoned Mixed Use under Local Planning Scheme No. 6. The objectives of the Mixed Use Zone seek:

- *To provide for a wide variety of active uses on street level which are compatible with residential and other non-active uses on upper levels.*
- *To allow for the development of a mix of varied but compatible land uses such as housing, offices, showrooms, amusement centres, eating establishments and appropriate industrial activities which do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.*

‘Grouped dwelling’ is a ‘D’ use in the Mixed Use zone, which means that the use is not permitted unless the local government has exercised its discretion by granting development approval.

Clause 33.5 – Commercial and Mixed Use Zone Requirements

The following requirements are relevant to residential development in the Mixed Use zone:

- *Where variations on setbacks, plot ratio and height are sought the proponent will need to clearly demonstrate how the design meets the design principles as contained within the R-codes.*
- *Buildings shall be designed to address the following:*
 - *maximise the use of glazing and minimise blank walls to ensure unobstructed views to the street and public realm;*
 - *respect and complement the architectural character and style of the locality and streetscape including the heritage values and create a cohesive and consistency of design with adjacent development, where appropriate;*
 - *designed to provide for passive surveillance which minimises opportunities for concealment and entrapment and considers the design principles in the WAPC’s Designing Out Crime Planning Guidelines;*
 - *incorporates appropriate and attractive design features, such as verandahs or awnings, that provides protection from the weather, and are integrated with the architectural style of the proposed building and adjacent development.*

An assessment of the proposal against the above policy objectives is provided in the ‘Comments’ section of the report.

Local Planning Policy 1.1 – Stormwater Discharge From Building Sites

The objective of this policy seeks to *Identify typical design or detention requirements for developments on private property to ensure peak flows can be managed by the local government's stormwater drainage system.*

An assessment of the proposal against the above policy objective is provided in the 'Comments' section of the report.

Local Planning Policy 2.5 – Residential Development Fronting Existing Rights-of-Way (Laneways) (LPP2.5)

The objectives of this policy seek to:

- *facilitate residential laneway development as a means to achieve affordable infill residential development and housing diversity;*
- *enable the subdivision of lots and development of grouped dwellings or special purpose dwellings, where sole access to the lot or dwelling is from the existing laneway;*
- *improve the use, amenity, character and security of existing laneways;*
- *support the use of laneways as the sole means of access to new residential developments; and*
- *ensure safe vehicular and pedestrian access to dwellings that front a laneway.*

An assessment of the proposal against the above policy objectives is provided in the 'Comments' section of the report.

State Planning Policy 5.4 Road and Rail Noise (SPP5.4)

The objectives of this policy seek to:

- *protect the community from unreasonable levels of transport noise;*
- *protect strategic and other significant freight transport corridors from incompatible urban encroachment;*
- *ensure transport infrastructure and land-use can mutually exist within urban corridors;*
- *ensure that noise impacts are addressed as early as possible in the planning process; and*
- *encourage best practice noise mitigation design and construction standards.*

The subject site is located within the trigger distance outlined in Table 1 of SPP5.4 (i.e. within 300m of Throssell St which is designated as a 'Strategic freight and/or major traffic route'). A further information letter requested a noise management plan, however the applicant requested that this matter be dealt with as a condition of approval. Therefore, the following condition is recommended as part of the approval.

Prior to lodging an application for a building permit, an appropriately qualified acoustic consultant is to undertake an assessment to determine if the development complies with State Planning Policy 5.4 - Road and Rail Noise and the Guidelines.

Residential Design Codes – Volume 1

The purpose of the R-Codes is to provide a comprehensive basis for the guidance and control of residential development throughout Western Australia. The subject site has a density code of R40 and grouped dwellings in areas coded R30 and above are required to be assessed against Part C of the R-Codes.

The proposed grouped dwellings meet all of the deemed-to-comply requirements of Part C of the R-Codes, with the exception of C2.2.4 (Solar Access and Natural Ventilation). This variation is considered to be minor and an assessment against the relevant design principles can found in the Appendix 13.1.C – Technical Assessment.

Budget Implications:

There are no direct financial implications for the Shire of Collie associated with the officer's recommendation.

Budget – Whole of Life Cost:

As this report does not propose any new public assets or infrastructure, there are no whole of life cost implications for the Shire.

Communications / Consultation Requirements:

The application was advertised pursuant to clause 64 of the *Deemed Provisions* with letters sent to adjoining landowners and occupiers. Advertising was for a period of 14 days, commencing on 16 July 2026 and concluding on 31 July 2026. No submissions have been received.

No external referral of the application was required.

Strategic Implications:

STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN		
GOAL:	3	Our Built Environment
Objective:	3.2	Sound land planning and building strategies and schemes

Relevant Precedents:

There have been no previous Council decisions regarding the subject site.

Risk Assessment:

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Decision under Shire of Collie Local Planning Scheme No. 6	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	Approval conditions	
Residual Risk Rating (after treatment or controls)	Low (1 - 4)	
Risk Category Assessed Against	Health	N/A
	Financial	The cost of constructing the laneway to a suitable standard is addressed through development approval condition(s), so it does not become the Shire's responsibility.
	Service Interruption	Low
	Legal and Compliance	Legislative appeal provisions apply

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.

	Reputational	Person or parties may not agree with the development application decision. Addressed through development approval condition(s).
	Environment	N/A
	Property	The change to the right-of-way use (i.e. becoming a primary access point) is addressed through development approval conditions.

Comment:

Compliance with Mixed Use Zone Requirements

The design of the grouped dwellings is considered to generally meet the relevant requirements of this clause for the following reasons:

- The grouped dwellings are sited to the rear of the existing dwelling, on lower ground and have a frontage to a rear laneway. Therefore, the grouped dwellings will not be highly visible from the public realm.
- The grouped dwellings feature a stairway leading to a landing/porch at the entry, glazing along the front façade, recessed double carport, hardie plank wall cladding and Colorbond skillion roof. These design elements contribute positively to the character and style of the laneway and locality.
- The grouped dwellings have a kitchen window installed along the front façade to the rear of the carport. Given that the kitchen windows are raised over one metre above the carport ground level, the design allows for surveillance of the laneway to create a safer living environment.
- The wide eaves / roof projections and covered rear alfresco area provide protection from the weather.

Drainage of Stormwater Runoff

The submitted site plan shows stormwater calculations and location of soakwells storage for each grouped dwelling. The site slopes down to the rear laneway and therefore retention of stormwater onsite will reduce pressure on the Shire’s stormwater drainage system and meets the objective of Local Planning Policy 1.1 – Stormwater Discharge From Building Sites.

Residential Development Fronting Existing Laneways

Local Planning Policy 2.5 – Residential Development Fronting Existing Rights-of-Way (Laneways) states that *‘where properties adjoin a laneway to the rear, there is an opportunity for infill housing development which can be encouraged via residential laneway development.’ This may include development of new dwellings that front the laneway, and use the laneway as their sole means of access.* The proposed grouped dwellings satisfy this broader objective of LPP2.5.

Further, the applicant has amended the site plan by ceding 1m of the property to allow for widening of the laneway from 5m to 6m. Together with ceding 1m of land on the opposite (north) side of the laneway, a laneway width of 7m can be achieved, which will ensure safe and efficient movement of vehicular traffic. Therefore, the proposal meets the laneway widening requirement of LPP2.5, as shown in Figure 1 below. The plans have also been amended to comply with the 3.5m front building setback and 3m front carport setback requirements from a laneway.

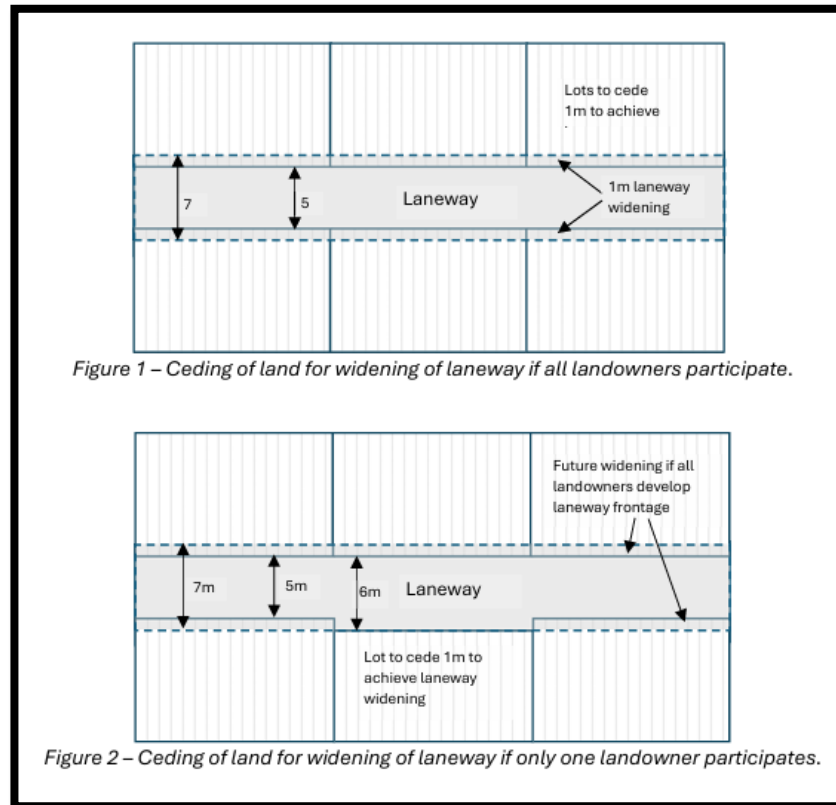


Figure 2 – Laneway Width Requirement

Notwithstanding the above, Local Planning Policy 2.5 (LPP2.5) states that Council will assume responsibility for upgrading and maintaining laneways to facilitate infill development near Collie's town centre once significant subdivision and/or dwelling development fronting the laneway has been approved, and subject to budget availability. In this instance, no significant development is proposed, and the cost of upgrading the right-of-way is not within the Shire's current budget. Furthermore, no provision has been included for these works in the Shire's 4-year Corporate Business Plan or 10-year Long-Term Financial Plan. The Shire's asset management planning prioritises maintaining and renewing the existing road network, and this is not expected to change in the foreseeable future due to budget constraints.

Accordingly, it is recommended that approval be subject to a condition requiring the applicant/landowner to construct at their cost the portion of the right-of-way abutting the north boundary to Mungalup Road to the satisfaction of the Shire.



Figure 2 – Sealing of Laneway

Conclusion

Overall, the proposed grouped dwellings meet the R-Code deemed-to-comply requirements (with one minor exception relating to solar access and natural ventilation) and therefore will not have an adverse impact on the amenity or character of the local area. Importantly, the proposal meets the objectives of LPP2.5 - Residential Development Fronting Existing Rights-of-Way (Laneways) by achieving infill housing development, although upgrading the laneway will need to be at the owner's expense. Therefore, the proposed group dwellings are recommended for approval subject to conditions.

13.2 Proposed Scheme Amendment Part of Lot 4477 Piavanini Road, Collie Burn - Warehouse/Storage

Reporting Department:	Development Services
Reporting Officer:	David Quelch – Manager Planning & Development
Accountable Manager:	Alex Wiese – Director Development Services
Legislation	Amend a Local Planning Scheme – <i>Planning and Development Act 2005</i>
File Number:	A3513
Appendices:	Appendix 13.2.A – Development Services Report – Minutes 10 March 2026 Appendix 13.2.B – Planning Scheme Amendment Report
Voting Requirement	Simple Majority

Report Purpose:

For Council consideration: following public advertising, it is proposed to amend the Local Planning Scheme to allow an 'additional use' of Warehouse/Storage. This amendment would facilitate the development of a self-storage facility on part of a lot on Collie Burn.

Officer's Recommendation:

That Council, in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015, Regulation 50(2)(a) and 50(3)(b), resolves to:

- Support Scheme Amendment No. 4 to Shire of Collie Local Planning Scheme No.6 to add a row to Schedule 2, Table 5 of LPS6 as follows:*

	<i>Description of land</i>	<i>Additional use</i>	<i>Conditions</i>
A3	<i>Part of Lot 4477 Piavanini Road, Collie Burn</i>	<i>As a 'D' use Warehouse/storage</i>	<i>As determined by the local government</i>

Rezone the applicable northeast corner of Lot 4477 Piavanini Road, Collie, with the inclusion of additional use A3.

- Submit the advertised scheme amendment documentation to the Western Australian Planning Commission.*
- Following approval of the amendment by the Minister for Planning and Lands, Housing and Works and Health Infrastructure, execute the amendment documents and provide copies to the Western Australian Planning Commission for endorsement.*

Background:

The proposed Scheme Amendment No. 4 to Local Planning Scheme No. 6 was presented to Council for initiation at the 10 March 2026 Ordinary Council Meeting. Council resolved to proceed with advertising the proposed amendment, subject to the Environmental Protection Agency (EPA) not requiring an environmental review and consent from the Minister for Planning and Lands, Housing and Works and Health Infrastructure (Minister for Planning).

The EPA advised that the proposed amendment was exempt from formal environmental review, and the Minister granted consent for the amendment to be advertised. The amendment was then subsequently advertised for public comment, while referral to government and service agencies for review was not required.

Amendment No. 4 is required to facilitate the development of a self storage facility in the northeast corner of the subject site, including 50 two-storey units with ground level vehicle storage and mezzanine level for further storage.

For full details of Amendment No. 4, refer to Appendix 13.2.A – Development Services Report – Minutes 10 March 2026 and Appendix 13.2.B – Planning Scheme Amendment Report.

Statutory and Policy Implications:***Planning and Development Act 2005 (PD Act)***

• Section 75. Amending Scheme

“A local government may amend a local planning scheme with reference to land within its district, or with reference to land within its district, or with reference to land within its district and other land within any district, by an amendment-

(a) prepared by the local government, approved by the Minister and published in the Gazette.”

- Division 3 - Relevant considerations in preparation or amendment of local planning scheme
Section 77. State planning policies, effect of on scheme
Section 81. Referral of proposed scheme or amendment to EPA
Section 82. Environmental review, when required etc.
Section 83. Consultation requirements
- Division 4 - Advertisement and approval Section 83A - Proposed scheme or amendment to be submitted to the Minister for approval to advertise

Planning and Development (Local Planning Schemes) Regulations 2015

- Part 5, Division 1 - Amending local planning scheme
Standard amendment
Cl.35 Resolution to prepare or adopt amendment to local planning scheme
- Part 5, Division 3 –
Cl. 47 Advertisement of Standard Amendment
Cl. 49 Submissions on Standard Amendment
Cl. 50 Consideration of submissions on standard amendments
Cl. 53 Provisions of Standard Amendment and Documents to Commission

Environmental Protection Act 1986

- Section 48A - Authority to decide whether or not schemes to be assessed.

Other key elements of the state and local framework in relation to the proposed amendment include:

- *State Planning Policy 2.5 – Rural planning*
- *State Planning Policy 3.7 – Bushfire*
- *Shire of Collie Local Planning Strategy*

Budget Implications:

There are no direct financial implications associated with the officer's recommendation.

Budget – Whole of Life Cost:

As this report does not propose new assets, there are no direct whole of life or ongoing cost implications.

Communications / Consultation Requirements:

The amendment was advertised in accordance with clause 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 42 days from the 16 July 2026 to 27 August 2026. Advertising was undertaken using the following methods:

1. Letters to adjoining owners / occupiers.
2. The Shire's website for the entire advertising period.
3. The local newspaper on 16 July 2026.

No submissions have been received.

Strategic Implications:

STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN		
GOAL:	3	Our Built Environment
Objective:	3.2	Sound land planning and building strategies and schemes

Relevant Precedents:

Nil

Risk Assessment:

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Proposed Planning Scheme Amendment	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	Amend Shire of Collie Local Planning Scheme No.6 to allow, subject to development approval, the additional use of Warehouse/storage on the subject site.	
Residual Risk Rating (after treatment or controls)	Low (1 - 4)	
Risk Category Assessed Against	Health	N/A
	Financial	No financial cost given amendment specific to development on private land.
	Service Interruption	N/A
	Legal and Compliance	N/A
	Reputational	Negative amenity perception(s) resulting from commercial and/or industrial development in rural zoned land

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.

	Environment	N/A
	Property	N/A

Comment:

Local Planning Scheme Regulations (the LPS)

The LPS are a key component of Western Australia’s planning system comprising of three major parts:

- Regulations proper, which set out the process for preparing or amending a local planning scheme;
- ‘Model’ provisions, set out in Schedule 1, which are to be used by local governments in preparing or amending a local planning scheme; and
- ‘Deemed’ provisions, set out in Schedule 2, read automatically into all local planning schemes, and override any existing scheme provision to the extent of any inconsistencies. Where there is a conflict between these provisions and the scheme, the deemed provisions prevail.

The proposed amendment does not result in any inconsistency with the LPS.

State Planning Policy 2.5 – Rural planning (SPP2.5)

The subject site is located within the ‘Rural’ zone, and SPP2.5 applies to all rural land and rural land uses in Western Australia, in particular land zoned for rural or agricultural purposes in a region or local planning scheme. Further, SPP2.5 is to be applied to State and local government planning decision making (among others) for ‘... *the preparation or assessment of region schemes, regional strategies or frameworks, sub-regional strategies, local planning strategies and schemes and structure plans or to any amendments to these.*’

The purpose of SPP2.5 is to protect and preserve Western Australia’s rural land assets due to the importance of their economic, natural resource, food production, environmental and landscape values. Ensuring broad compatibility between land use is essential to delivering this outcome. The key objectives of SPP2.5 relevant to the assessment of this proposed scheme amendment are as follows:

- *support existing, expanded and future primary production through the protection of rural land, particularly priority agricultural land and land required for animal premises and/or the production of food;*
- *avoid and minimise land use conflicts;*
- *protect and sustainably manage environmental, landscape and water resource assets.*

The southeast portion of the subject site has approval for an agriculture-intensive facility while the remainder of the site remains unutilised. The applicant’s submission states that there is no scope for future agricultural expansion as the site is largely isolated from other cleared land and there is an existing water course that divides the land between the agriculture-intensive facility and other cleared land that is unsuitable for agricultural purposes given the limited size.

Further, the subject site is not located within the 'Existing Agricultural Priority Management Area' or 'Potential / Developing Agricultural Area (subject to investigation)' as shown on Map 6 – Rural & Agriculture of the Shire of Collie Local Planning Strategy 2020. Also, the proposed additional use (warehouse / storage) is not a sensitive land use and therefore will not result in a conflict of land use (e.g. single house impacted by noise from farm machinery or spraying of crops with pesticides).

Importantly, the additional use area has been sited in a mostly cleared area and suitably well setback from the watercourse ensuring future development would require minimal clearing of vegetation or works near the watercourse. The surrounding State Forest and vegetation on the site and along the Piavanini Road frontage will help screen future development from the public realm and protect the rural landscape amenity. Coal resources are discussed in the Special Control Area section of the report.

Given the above, it is considered that the proposed scheme amendment is consistent with the purpose and objectives of the SPP2.5.

State Planning Policy 3.7 – Bushfire (SPP3.7)

SPP3.7 seeks to implement effective, risk-based land use planning and development which in the first instance avoids the bushfire risk, but where unavoidable, manages and/or mitigates the risk to people, property and infrastructure to an acceptable level. The preservation of life and the management of bushfire impact are paramount. Most of the subject site (including proposed additional use area) is located within the Bushfire prone area (BPA).

Pursuant to Section 4 of SPP3.7, the proposed scheme amendment is a strategic planning proposal within a BPA and will result in an intensification of development and an increase in the number of visitors and therefore an assessment against SPP3.7 is required. The applicant has not submitted a bushfire assessment demonstrating compliance with Element 1: Location through an assessment of the broader landscape.

Nonetheless, the applicant's submission states that preliminary investigations have confirmed that BAL-29 is capable of being achieved for development that is setback approximately 21m from lot boundaries and 33m from the existing vegetation fringing the watercourse, providing approximately 2ha of developable area. Further, development approval of the agriculture-intensive facility in the southwest corner of the site confirmed the site is accessible from two different routes.

Notwithstanding the above, it is recommended that the Department of Fire and Emergency Services (DFES) are given notification of the proposed planning scheme amendment. DFES may request a bushfire assessment specific to the proposed amendment that has been prepared by an accredited level 3 bushfire planning practitioner and submitted prior to determination of the scheme amendment.

Shire of Collie Local Planning Strategy 2020 (the Strategy)

The Strategy is relevant the assessment of the proposed scheme amendment in relation to the supply of industrial land, protection of agricultural land and promotion of tourism. These matters are discussed below:

1. Supply of industrial land

The Strategy states *'Whilst there is a sufficient supply of light industrial lots to service future demand, there is limited supply of larger lots to service local industrial needs such as transport depots.'* Further, the Strategy identifies 5 industrial areas within the Shire of Collie which are generally unsuitable for the proposed additional use (warehouse / storage) for the following reasons:

- Shotts Industrial Estate – Strategic Industry: to be retained for strategic industrial development and provide larger lots suitable for diversified industrial development and accommodate industrial land uses that require separation from sensitive land uses.
- Coolangatta Industrial Estate – Strategic Industry & Industry: industrial expansion is constrained due to current buffer controls and availability of services (e.g. water) while further structure planning is required. Also, this estate has the potential to supply larger industrial lots which would encourage general industrial uses currently located in light industrial or on rural land to relocate.
- Collie Power Station: site is currently zoned Special Use 4 and is wholly allocated to be used for a Power Station. Due to proximity to Coolangatta Industrial Estate, and the large area this covers, this area may be suitable for general and strategic industrial development subject to future detailed planning and environmental assessment.
- Existing Collie Light Industrial Area (LIA): this is the most suitable area for light industry in the Shire of Collie. However, there are few remaining vacant lots within the subdivided part of the LIA which is not less than 10km from the subject site and motorsport attractions located on the other side of the Collie township. Also, it is preferable the limited number of LIA lots are occupied by service industries (e.g. Motor vehicle repairs) which may generate emissions rather than the storage of vehicles and equipment.
- Future Collie Light Industry & Industry: this area adjacent to the existing LIA is zoned Industrial development and is currently undeveloped with no services. The zoning requires the preparation and approval of structure plans before industrial development can commence. Like the existing LIA, this area is located on the west side of the Collie township and therefore is not conveniently located for the storage of vehicles associated with the Collie Motorplex and similar tourist attractions.

2. Protection of agricultural land

The Strategy states *'...the availability of agricultural land is limited due to a dominance of mining activities and State Forest, a ground water shortage and dry land salinity in the upper Collie River catchment.'*

The conservation of agricultural land is important and with an increasing need for diversification of industry all available agricultural land should be protected, and sustainable land management practices encouraged.'

As stated in the SPP2.5 – Rural planning section of the report, the proposed planning scheme amendment is not considered to be detrimental to the protection of agricultural land given the subject site is not located within an 'Existing Agricultural Priority Management Area' or 'Potential / Developing Agricultural Area (subject to investigation)' as shown on the Strategy Map 6.

Further, the Strategy seeks to *'Support the establishment of incidental and complementary land uses on rural land to increase economic diversity within the Shire'*. The proposed scheme amendment is considered to contribute to the economic diversity in terms of tourism which is discussed below.

3. Promotion of tourism

The Strategy identifies the Shire has significant economic reliance on coal mining and associated power plants and therefore recognises the importance of economic diversification that includes tourism. In particular, the Strategy states *'...that in the reimagining of Collie report Lake Kepwari in conjunction with the existing Collie Motorplex, is identified as potential high-octane hub with the main activities being skiing and motor sports and provision of short stay accommodation (including caravan and camping) and day use areas.'*

The subject site is approximately 1.2km south of the Collie Motorcycle Club and Stockton Lake, 3.8km northwest of the Collie Motorplex and 6.4km north of Lake Kepwari. Therefore, the subject site is close to attractions that would be used by motor and water sport enthusiasts who would benefit from storing their vehicles or boats in a nearby secure self-storage facility. Allowing an additional use for warehouse / storage would benefit the growth of tourism in the Shire of Collie and is therefore considered to be consistent with the broader strategic objectives of the Strategy.

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

Rural Zone

The subject site is located within the Rural zone and *'warehouse / storage'* means premises including indoor or outdoor facilities used for

- (a) the storage of goods, equipment, plant or materials; or*
- (b) the display or sale by wholesale of goods.*

In the Rural zone, the use of *'warehouse / storage'* is an *'I'* use which means that the use is permitted if it is consequent on, or naturally attaching, appertaining or relating to the predominant use of the land and it complies with all relevant development standards and requirements of this Scheme.

The applicant's submissions states that *the proposed development is intended to function wholly independent of the predominant horticultural land use, and as such is not able to be approved as an incidental land use. This requires an amendment to facilitate the proposed development.*

Additional Use

Table 5 of *'Clause 19 – Additional use'* of LPS6 sets out sets out –

- (a) classes of use for specified land that are additional to the classes of use that are permissible in the zone in which the land is located;*
- (b) the conditions that apply to that additional use.*

There are currently only two additional uses in Table 5 and therefore it is unusual and rare for this provision to vary the land use permissibility of the zoning table.

Special Control Areas

The subject site is located within Special Control Area 3 (SCA3 – Coal Basin) and Special Control Area 5 (SCA5 – Shotts Strategic Industrial Park Buffer).

The purpose of SCA3 is *To identify land which may be affected by mining operations*. Development approval is required for all use and development on rural zoned land although there are some exceptions. While the proposed additional use (warehouse / storage) is not a sensitive land use and does not conflict with coal resource extraction, there is still the possibility of subsidence due to historic underground mining activities. Therefore, it is recommended that the Department of Mines, Petroleum and Exploration (DMPE) is given notice of the proposed amendment.

The purpose of SCA5 (among others) is *To avoid land use conflict by separating sensitive and incompatible land uses from off-site impacts resulting from the Shotts Strategic Industrial Park*. The proposed additional use (warehouse/storage) is not a sensitive land use and therefore consistent with the purpose of SCA5.

Conclusion

Amendment #4 has been advertised, and no submissions were received during the public consultation period. It is therefore recommended that Council support the amendment in its current form and resolve to submit it to the Western Australian Planning Commission (WAPC) for the Minister for Planning's consideration and approval.

14. CORPORATE SERVICES REPORTS

14.1 Financial Management Report – July 2026

Reporting Department:	Corporate Services
Reporting Officer:	Geoff Lawrence – Finance Manager
Accountable Manager:	Alan Thornton – Director Corporate Services
Legislation	<i>Local Government Act 1995 & Financial Management Regulations 1996</i>
File Number:	FIN/024
Appendices:	Appendix 14.1.A – Financial Report – July 2026
Voting Requirement	Simple Majority

Report Purpose

To provide a summary of the financial position for the Shire of Collie for the month ending 31 July 2026.

Officer's Recommendation:

That Council receive the Financial Management Report for 31 July 2026 as presented in Appendix 14.1.A.

Background:

In accordance with Council policy and the provisions of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996* (Regulations), the Shire is required to prepare a monthly Statement of Financial Activity and Statement of Financial Position each month.

Statutory and Policy Implications:

Local Government Act 1995

6.4. Financial Report

- (1) *A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*
- (2) *The financial report is to —*
 - (a) *be prepared and presented in the manner and form prescribed; and*
 - (b) *contain the prescribed information.*

Local Government (Financial Management) Regulations 1996

34. Financial activity statement required each month (Act s. 6.4)

- (1A) *In this regulation—*

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.
- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*

- (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
- (b) *budget estimates to the end of the month to which the statement relates; and*
- (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
- (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) *the net current assets at the end of the month to which the statement relates.*
- (1B) *The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a).*
- (1C) *Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.*
- (2) *Each statement of financial activity is to be accompanied by documents containing*
 - (a) *deleted*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown according to nature and type classification.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
 - (a) *presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*

Local Government (Financial Management) Regulations 1996**35. Financial position statement required each month**

- (1) *A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the previous month) and —*
 - (a) *the financial position of the local government as at the last day of the previous financial year; or*
 - (b) *if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.*
- (2) *A statement of financial position must be —*
 - (a) *presented at an ordinary meeting of the council within 2 months after the end of the previous month; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*

Budget Implications:

The monthly Financial Management Report provides Council with an overview of budget compared to actual expenditure and revenue.

Budget – Whole of Life Cost:

As this report does not propose new assets, there are no direct whole of life or ongoing cost implications.

Communications / Consultation Requirements:

Nil

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN		
GOAL:	5	Our Organisation
Objective:	5.2	Good governance and financial management
Strategic Priority:	5.2.2	To progressively improve the Shire's financial health indicators
Strategic Priority:	5.2.4	To benchmark against industry governance and financial standards

Relevant Precedents:

Each month Council is presented a monthly Financial Management Report.

Risk Assessment:

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Financial Management Report – July 2026	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the inherent risk is below 12, this is not applicable	
Residual Risk Rating (after treatment or controls)	Low (1 - 4)	
Risk Category	Health	N/A
	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.
	Service Interruption	N/A
	Legal and Compliance	Non compliance with the legislative requirements that result in a qualified audit.
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council's ability to manage finances effectively.
	Environmental	N/A
	Property	N/A

Comment:

The financial statements provided in Appendix 14.1.A reports on the following information for the reporting period:

- Statement of Comprehensive income by Nature
- Statement of Comprehensive income by Program
- Statement of Financial Activity
- Explanation of material variances on the Statement of Financial Activity
- Statement of Financial Position
- Supplementary notes

The Statement of Financial Activity provides Elected Members with a high level oversight of operating and capital revenues and expenditures. It is also intended to link operating results with balance sheet items and reconcile with the end of month balances.

In accordance with the Regulations, for 2026/27 period a report must be compiled on variances greater than the percentage agreed by Council which is currently plus (+) or minus (-) 10% or \$50,000, whichever is the greater.

The Financial Management Reports included in Appendix 14.1.A do not include end of year adjustments for the year ended 30 June 2026. The figures presented are unaudited and subject to change. The final position for the 2025/26 financial year will be reported in the 2025/26 Annual Financial Statements.

14.2 Accounts Paid – 16 July to 15 August 2026	
Reporting Department:	Corporate Services
Reporting Officer:	Geoff Lawrence – Finance Manager
Accountable Manager:	Alan Thornton – Director Corporate Services
Legislation:	<i>Local Government Act 1995 & Local Government (Financial Management) Regulations 1996</i>
File Number:	FIN/024
Appendices:	Appendix 14.2.A – List of Accounts Paid Appendix 14.2.B – List of Purchasing Card Payments
Voting Requirement	Simple Majority

Report Purpose

To present the accounts paid for the period 16 July 2026 to 15 August 2026

Officer's Recommendation:

That Council:

- 1. NOTES the Chief Executive Officer's list of accounts for the period 16 July 2026 to 15 August 2026 paid under delegation in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, as presented in Appendix 14.2.A totalling \$3,017,245.12.*
- 2. NOTES the reported card transactions for the the period 16 July 2026 to 15 August 2026 in accordance with Regulation 13A(1) of the Local Government (Financial Management) Regulations 1996, as presented in Appendix 14.2.B totalling \$1,570.00.*

Background:

Where a council has delegated authority to the Chief Executive Officer to make payments from the municipal or trust fund, a list of accounts paid is to be presented at the ordinary meeting each month.

In accordance with Delegation 2.2.21, the Chief Executive Officer is authorised to make payments.

Statutory and Policy Implications:

Local Government Act 1995

Local Government (Financial Management Regulations) 1996

12. Payments from municipal fund or trust fund, restrictions on making

- (1) A payment may only be made from the municipal fund or the trust fund —*
 - (a) if the local government has delegated to the CEO the exercise of its power make payments from those funds — by the CEO; or*
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.*

- (2) *The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
- (a) the payee's name; and*
 - (b) the amount of the payment; and*
 - (c) the date of the payment; and*
 - (d) sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing —*
- (a) for each account which requires council authorisation in that month —*
 - (i) the payee's name; and*
 - (ii) the amount of the payment; and*
 - (i) sufficient information to identify the transaction; and*
 - (b) the date of the meeting of the council to which the list is to be presented.*
- (3) *A list prepared under subregulation (1) or (2) is to be —*
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) recorded in the minutes of that meeting.*

13A. Payments by employees via purchasing cards

- (1) *If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —*
- (a) the payee's name;*
 - (b) the amount of the payment;*
 - (c) the date of the payment;*
 - (d) sufficient information to identify the payment.*
- (2) *A list prepared under subregulation (1) must be —*
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) recorded in the minutes of that meeting.*

Council Policy

CS3.7 Payment of Creditors

5.0 List of Accounts Paid

A list of all accounts paid shall be presented to the Council within two months. The list shall comprise of details as prescribed in the WA Financial Management Regulations (1996)

Budget Implications:

All liabilities settled have been in accordance with the annual budget provisions.

Budget – Whole of Life Cost:

As this report does not propose new assets, there are no direct whole of life or ongoing cost implications.

Communications / Consultation Requirements:

Nil

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN		
GOAL:	5	Our Organisation
Objective:	5.2	Good governance and financial management
Strategic Priority:	5.2.2	To progressively improve the Shire's financial health indicators
Strategic Priority:	5.2.4	To benchmark against industry governance and financial standards

Relevant Precedents:

Each month Council receives the list of accounts presented.

Risk Assessment:

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Accounts Paid – 16 July 2026 to 15 August 2026	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	Moderate (5 - 11)	
Risk Category	Health	N/A
	Financial	That payments are not made in accordance with Shire's policies and procedures.
	Service Interruption	N/A
	Legal and Compliance	Not reporting the list of accounts to Council is a contravention of the <i>Local Government Act 1995</i> .
	Reputational	Non compliance with a legal requirement may lead to community confidence being eroded in Shire's management and Council
	Environmental	N/A
	Property	N/A

Comment:

A listing of payments is included in Appendix 14.2.A and 14.2.B.

Where possible, questions on specific payments should be submitted to the Chief Executive Officer or the Director before noon on the day of the scheduled meeting. This will ensure a response can be provided at the Council Meeting.

15. MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN

Nil

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

In accordance with Section 5.23(4)(b) of the *Local Government Act 1995*, some matters for discussion in the Item 20.1 are confidential as they relate to outstanding debts on rate assessments and, consequently, the personal affairs of individuals.

Section 5.23(8) of the *Local Government Act 1995* requires steps to be taken to ensure that the closure of the meeting to members of the public is for no longer than is necessary or authorised.

It is therefore proposed that the non-confidential matters under Item 20.1 be considered initially, prior to the meeting being closed to members of the public to consider the confidential matters.

20.1 Debt Recovery	
Reporting Department:	Chief Executive Officer
Reporting Officer:	Alan Thornton – Director Corporate Services
Accountable Manager:	Phil Anastasakis – Chief Executive Officer
Legislation	<i>Local Government Act 1995</i>
File Number:	RAV/010
Appendices:	Confidential Appendix 20.1.A – Cloud Debt Recovery Appendix 20.1.B – CP2-010 Debt Recovery Appendix 20.1.C – CP2-003 Financial Hardship Policy
Voting Requirement	Absolute Majority

Officer's Recommendation

That Council adopts Council Policy CP2-010 Debt Recovery as presented in Attachment 20.1.B.

The officer's report and confidential recommendation is circulated separately.

21. CLOSE

There being no further business the Presiding Officer to declare the meeting closed.

Risk Category Consequence Table – Guideline

Rating (Level)	Health	Financial Impact	Service Interruption	Legal and Compliance	Reputational	Environmental	Property
Insignificant (1)	Near-Miss or First Aid	Less than \$10,000	No material service interruption	Compliance - No noticeable regulatory or statutory impact. Legal – Threat of litigation requiring small compensation. Contract – No effect on contract performance.	Unsubstantiated, low impact, low profile or ‘no news’ item. Example: Gossip, Facebook item seen by limited person.	Contained, reversible impact managed by on site response.	Inconsequential or no damage.
Minor (2)	Medical type injuries	\$10,001 - \$50,000	Short term temporary interruption – backlog cleared < 1 day	Compliance - Some temporary non compliances. Legal – Single minor litigation. Contract – Results in meeting between two parties in which one party expresses concern.	Substantiated, low impact, low news item Example: Local paper/Industry news article, Facebook item seen by multiple groups.	Contained, reversible impact managed by internal response.	Localised damage rectified by routine internal procedures.
Moderate (3)	Lost time injury	\$50,001 - \$300,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Compliance - Short term non-compliance but with significant regulatory requirements imposed. Legal – Single moderate litigation or numerous minor litigations. Contract – Receive verbal advice that, if breaches continue, a default notice may be issued.	Substantiated, public embarrassment, moderate impact, moderate news profile. Example: State-wide paper, TV news story.	Contained, reversible impact managed by external agencies.	Localised damage requiring external resources to rectify.
Major (4)	Long-term disability / multiple injuries	\$300,001 - \$1.5 million	Prolonged interruption of services – additional resources; performance affected < 1 month	Compliance - Non-compliance results in termination of services or imposed penalties. Legal – Single major litigation or numerous moderate litigations. Contract – Receive/issue written notice threatening termination if not rectified.	Substantiated, public embarrassment, high impact, high news profile, third party actions. Example: Australia wide news stories. Regulatory/Political commentary involvement.	Uncontained, reversible impact managed by a coordinated response from external agencies.	Significant damage requiring internal & external resources to rectify.
Catastrophic (5)	Fatality, permanent disability	More than \$1.5 million	Indeterminate prolonged interruption of services – non-performance > 1 month	Compliance - Non-compliance results in litigation, criminal charges or significant damages or penalties. Legal – Numerous major litigations. Contract – Termination of contract for default.	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions. Example: Worldwide news, focused articles (e.g. 60 minutes). Regulatory/Political oversight and involvement.	Uncontained, irreversible impact.	Extensive damage requiring prolonged period of restitution. Complete loss of plant, equipment & building.

Risk – Likelihood Table			
Level	Rating	Description	Frequency
5	Almost Certain	The event is expected to occur in most circumstances	More than once per year
4	Likely	The event will probably occur in most circumstances	At least once per year
3	Possible	The event should occur at some time	At least once in 3 years
2	Unlikely	The event could occur at some time	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	Less than once in 15 years

Level of Risk Guide						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Shire of Collie Risk Acceptance Criteria

Risk Rank	Description	Criteria	Responsibility	Entered on Risk Register
LOW (1-4)	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager	No
MODERATE (5-9)	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager	No
HIGH (10-16)	Urgent Attention Required	Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Director / CEO	Yes
EXTREME (20-25)	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO / Council	Yes

RISK ASSESSMENT

Inherent Risk	The level of risk in place in order to achieve the objectives of the Council and before actions are taken to alter the risk's impact or likelihood.
Residual Risk	The remaining level of risk following the development and implementation of Council's response.
Strategic Context	These risks are associated with achieving Council's long term objectives.
Operational Context	These risks are associated with the day-to-day activities of the Council.
Project Context	Project risk has two main components: • Direct refers to the risks that may arise as a result of project, which may prevent the Council from meeting its objectives. • Indirect refers to the risks which threaten the delivery of project outcomes.

Shire of Collie Existing Controls Ratings			
Rating	Foreseeable	Description	
Effective	More than what a reasonable person would be expected to do in the circumstances. There is <u>little</u> scope for improvement.	Documentation	Processes (Controls) fully documented, with accountable 'Control Owner'.
		Operating Effectiveness	Subject to ongoing monitoring and compliance to process is assured.
		Design Effectiveness	Reviewed and tested regularly.
Adequate	Only what a reasonable person would be expected to do in the circumstances. There is <u>some</u> scope for improvement.	Documentation	Processes (Controls) partially documented, with a clear 'Control Owner'.
		Operating Effectiveness	Limited monitoring, ad-hoc approach and compliance to process is generally in place,
		Design Effectiveness	Reviewed and tested but not regularly.
Inadequate	Less than what a reasonable person would be expected to do in the circumstance. There is a <u>need</u> for improvement or action.	Documentation	Processes (Controls) not documented or no clear 'Control Owner'.
		Operating Effectiveness	No monitoring or compliance to process is not assured.
		Design Effectiveness	Have not been reviewed or tested for some time