



Shire of
Collie

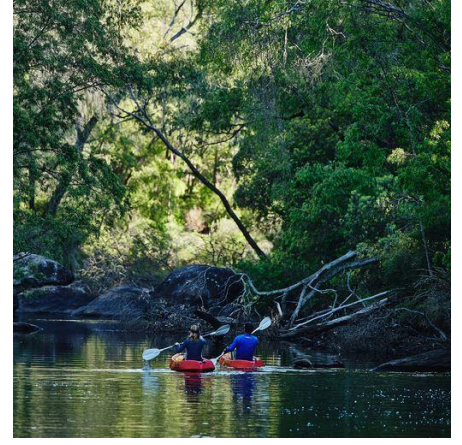
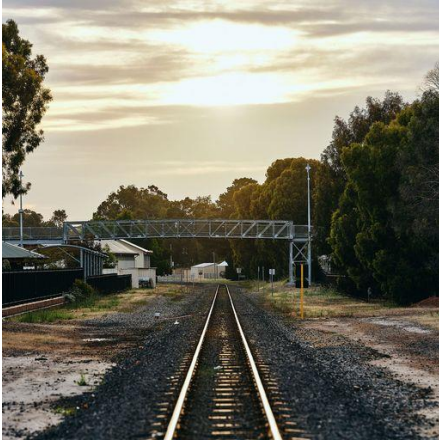
MINUTES

of the

ORDINARY MEETING OF COUNCIL

held on

Tuesday, 11 March 2025



Our Vision

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

Our Values

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

Integrity

Transparency

Accountability

Collaboration

Respect

Our Commitment to Community

We will lead the delivery of our vision

We will support local business wherever possible

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

We will encourage, welcome and value feedback

We will encourage, support and advocate for our community

Contents

1.	OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE	2
2.	PUBLIC QUESTION TIME	3
3.	RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	3
4.	DISCLOSURE OF FINANCIAL INTEREST	3
5.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	3
6.	NOTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC.....	3
7.	ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS	3
13.1	Application for Development Approval – Riverview Retirement Village.....	4
	(Stage 1) – 12 x Independent Living Units – Lot 2802, No.1 Burt Street, Collie.....	4
8.	CONFIRMATION OF THE PREVIOUS MEETINGS OF COUNCIL MINUTES	16
8.1	Ordinary Council Meeting – 11 February 2025	16
9.	BUSINESS ARISING FROM THE PREVIOUS MINUTES.....	16
10.	RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL.....	16
10.1	Townscape & Environment Committee - 26 February 2025.....	16
10.2	Audit Committee Meeting – 11 March 2025.....	17
11.	CEO REPORTS.....	18
11.1	Mid-Year Budget Review.....	18
11.2	Local Government Reform - Act Changes.....	28
12.	CORPORATE SERVICES REPORTS	41
12.1	Accounts Paid – February 2025	41
12.2	Financial Management Report – January 2025	43
13.	DEVELOPMENT SERVICES REPORTS	45
14.	OPERATIONS REPORTS	45
15.	MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN.....	45
16.	QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN	45
17.	URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION	45
18.	ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS.....	45
19.	STATUS REPORT ON COUNCIL RESOLUTIONS.....	45
20.	CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC	46
20.1	Appointment of Director Corporate & Community Services	46
21.	CLOSE.....	47

Minutes of the Ordinary Meeting of the Collie Shire Council held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 11 March 2025.

The Shire President declared the meeting open at 7.00pm and welcomed all Councillors, staff, press and those attending as public gallery.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

PRESENT:	Ian Miffing OAM JP	Councillor (Presiding Member)
	Joe Italiano	Councillor
	Dale Hill-Power JP	Councillor
	Brett Hansen	Councillor
	Paul Moyses	Councillor
	Gary Faries	Councillor
	Shane Sadlier	Councillor
	Leonie Burton	Councillor
	Phil Anastasakis	Chief Executive Officer
	Nicole Wasmann	Director Corporate Services
	Alex Wiese	Director Development Services
	Scott Geere	Director Operational Services
	Amber Nikola	Executive Assistant/HR

APOLOGY:	John Kearney	Councillor
	Michelle Smith	Councillor

GUESTS: Nil

PRESS: 1 member of the press attended

GALLERY: 2 members of the public attended

1.1 Councillors granted Leave of Absence at previous meeting/s.

During the Ordinary Meeting of Council held on the 11 February 2025, Cr Hill Power was granted a Leave of Absence for the Ordinary Council Meeting to be held 8 April 2025.

1.2 Councillors requesting Leave of Absence for future Ordinary Meetings of Council. Nil

1.3 Councillors who are applying for Leave of Absence for this Ordinary Meeting of Council.

Council Decision: **Resolution: 9548**

Moved: Cr Faries

Seconded: Cr Burton

That Council grant Cr Kearney & Cr Smith a Leave of Absence for this Ordinary Council Meeting held 11 March 2025.

Carried:8/0

For: Cr Miffling, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen, Cr Sadlier & Cr Burton.

Against: Nil

2. PUBLIC QUESTION TIME

Nil

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. DISCLOSURE OF FINANCIAL INTEREST

The Chief Executive Officer advised that Disclosures of Interest had been received from Councillors/staff as listed below:

Councillor/staff	Agenda Item	Disclosure
Cr Faries	13.1 - Application for Development Approval – Riverview Retirement Village (Stage 1) – 12 x Independent Living Units – Lot 2802, No.1 Burt Street, Collie.	Impartial – Board member of Riverview.
Cr Hill-Power	13.1 - Application for Development Approval – Riverview Retirement Village (Stage 1) – 12 x Independent Living Units – Lot 2802, No.1 Burt Street, Collie.	Impartial – Related to Architect.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

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

6.1 – Appointment of Director Corporate & Community Services

7. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS

Item 13.1 was brought forward due to interested attending persons.

Cr Faries & Cr Hill-Power declared and impartial interest in item 13.1

Council Decision:

Resolution: 9549

Moved: Cr Faries

Seconded: Cr Italiano

That Council suspend Standing Orders.

Carried: 8/0

For: Cr Miffling, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen,
Cr Sadlier & Cr Burton.

Against: Nil.

**13.1 Application for Development Approval – Riverview Retirement Village
(Stage 1) – 12 x Independent Living Units – Lot 2802, No.1 Burt Street, Collie**

Reporting Department:	Development Services
Reporting Officer:	Yolanda Cool – Town Planner
Accountable Manager:	Alex Wiese – Director Development Services
Legislation:	<i>Local Government Act 1995</i>
File Number:	EDV/082
Appendices:	Appendix 13.1.A – Development Application Appendix 13.1.B – Schedule of Submissions Appendix 13.1.C - Design Review Panel Report
Voting Requirement:	Simple Majority

Council Decision:

Resolution: 9550

Moved: Cr Faries

Seconded: Cr Burton

That Council resume Standing Orders.

Carried: 8/0

For: Cr Miffling, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen,
Cr Sadlier & Cr Burton.

Against: Nil.

Report Purpose

For Council to determine an Application for Development Approval for Riverview Retirement Village (Stage 1) – 12 x Independent Living Units at Lot 2802, No. 1 Burt Street, Collie.

Officer's Recommendation:

1. Note the outcomes and recommendations of the Southwest Design Review Panel meeting held on 31 January 2025 in Appendix 13.1.C.
2. Approve the Application for Development Approval for Riverview Retirement Village (Stage 1) – 12 x Independent Living Units at Lot 2802, No. 1 Burt Street, Collie, subject to the following conditions:

- a. *All development shall be in accordance with the approved development plans (Appendix - 13.1.A Development Application (as amended)) which form part of this planning approval.*
- b. *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 has granted prior written consent.*

Prior to Building Permit

1. *The Bushfire Management Plan is to be amended and approved, to the satisfaction of the Shire of Collie to:*
 - a. *reflect the revised access and egress plans that form part of this approval;*
 - b. *include updated imagery and vegetation classification; and*
 - c. *include at least one hydrant for stage 1 to ensure servicing for all units.*
2. *A Bushfire Evacuation Plan is to be prepared to the satisfaction of and approved by the Shire of Collie.*
3. *Prior to the issuance of a Building Permit, a detailed landscaping plan must be submitted to the satisfaction of and approved by the Shire of Collie. The landscape plan must address the following:*
 - a. *A site plan of the existing and proposed development with natural and finished ground levels;*
 - b. *The location, species and size of existing vegetation and vegetation to be removed;*
 - c. *Exact species, maturity, location and number of proposed plants;*
 - d. *A key or legend detailing proposed species type grouped under the subheadings of tree, shrub and groundcover;*
 - e. *Mulching or similar treatments of garden beds including edges;*
 - f. *Details of reticulation of landscaped areas including the source of water supply and proposed responsibility for maintenance;*
 - g. *Treatment of paved areas (parking and pedestrian areas);*
 - h. *Screening of parking areas; and*
 - i. *Fence material, height and treatment.*
4. *Prior to the issuance of a Building Permit, a Stormwater Management Plan is to be submitted to the satisfaction and specification of the Shire of Collie, that:*
 - a. *Details stormwater and drainage management on the site;*
 - b. *Addresses erosion risk to the nearby waterbody, during demolition and construction works and on completion); and*
 - c. *Is consistent with the decision process for stormwater management in WA (DWER 2017) and the Stormwater Management Manual for Western Australia (DoW 2004–2007).*
5. *Prior to the issuance of a Building Permit, the proponent shall prepare a Site Management Plan including for the construction period, to the satisfaction and specification of the Shire of Collie, that:*
 - a. *minimises the impact of the approved development on the amenity of the locality due to the transportation of materials to and from the site;*

- b. ensures the use of buildings, works and materials on the site do not generate unreasonable levels of noise, vibration, dust, drainage, wastewater, waste products or reflected light;
 - c. details the management applicable to construction traffic movement, delivery of modular buildings, occupational health and safety, signage, dust management and environmental management in relation to the approved development;
 - d. ensure the visual appearance of all ancillary infrastructure (including paint colours, specifications and screening) blends in as far as possible with the surrounding landscape; and
 - e. Lighting.
6. Prior to the issuance of a Building Permit, detailed design is to be submitted for all internal roads, including interim arrangements, and any modifications to crossovers, to be approved by and to the Satisfaction of the Shire of Collie.

Prior to Occupation

7. Prior to occupation, the approved Site Management Plan is to be implemented to the satisfaction of the Shire of Collie.
8. Prior to occupation, the approved Stormwater Management Plan and Detailed Design is to be constructed and implemented to the satisfaction of the Shire of Collie.
9. Prior to occupation, the landscaped area(s) must be planted, established and reticulated in accordance with the endorsed Landscape Plan. These areas must be maintained at all times by the applicant.

Ongoing

10. Within 12 months of occupation, the internal access road from Burt Street to the approved development is to be designed, constructed, drained and sealed to facilitate two-way access and egress to the entirety of the approved development for the full length of the internal access road, to the satisfaction of the Shire of Collie.
11. The applicant must implement all of the recommendations contained in the Bushfire Management Plan (as amended) and Bushfire Evacuation Plan, as approved by the Shire of Collie for the duration of the development.
12. Access and egress via adjoining Reserve R18807 is to be for the purpose of emergency access and egress only, unless otherwise approved, to the satisfaction of the Shire of Collie.
13. Prior to occupation, a Section 70A Notification pursuant to the Transfer of Land Act 1893 (or as amended) must be placed on the titles of the lot, at the full cost of the applicant, alerting landowners to the existence of the approved Bushfire Management Plan and advising landowners of their obligations in respect to the use and ongoing management of the land.

Advice Notes

- i. 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.

- ii. *Applicant to evidence compliance with LPP1.1 for stormwater catchment at a rate appropriate to the determined soil classification within runoff to suitable points of discharge (i.e. soakwells, landscaped areas). Alternatively, provide a civil stormwater design that has been signed off by a suitable qualified civil or hydraulic engineer in accordance with AS/NZS 3500.1. Final system design to also include discharge strategy from any subsoil drainage system serving the proposed retaining wall installation.*
- iii. *Where a new crossover is proposed, and before construction of it can commence, a separate verge crossover application must be submitted and approved.*
- iv. *The developer / landowner is advised of their obligations to ensure that all sand drift, waste, building materials and equipment is contained within the boundaries of the site during the construction period.*
- v. *The developer is reminded of the requirement under the provisions of the Environmental Protection (Noise) Regulations 1997 that construction work (which includes earthworks and similar) be managed with due regard for noise control.*
- vi. *Construction work generating noise (e.g. through the use of machinery etc.):*
 - Outside the hours of 7:00am to 7:00pm; or*
 - *On a Sunday or Public Holiday.*

is likely to breach noise regulations unless specific authorisation has been obtained from the Department of Water and Environment Regulation.

Council Decision:

Resolution: 9551

Moved: Cr Faries

Seconded: Cr Hill-Power

That Council;

1. *Note the outcomes and recommendations of the Southwest Design Review Panel meeting held on 31 January 2025 in Appendix 13.1.C.*
2. *Approve the Application for Development Approval for Riverview Retirement Village (Stage 1) – 12 x Independent Living Units at Lot 2802, No. 1 Burt Street, Collie, subject to the following conditions:*
 - a. *All development shall be in accordance with the approved development plans (Appendix - 13.1.A Development Application (as amended)) which form part of this planning approval.*
 - b. *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 has granted prior written consent.*

Prior to Building Permit

1. *The Bushfire Management Plan is to be amended and approved, to the satisfaction of*

the Shire of Collie to:

- a. reflect the revised access and egress plans that form part of this approval;*
 - b. include updated imagery and vegetation classification; and*
 - c. include at least one hydrant for stage 1 to ensure servicing for all units.*
- 2. A Bushfire Evacuation Plan is to be prepared to the satisfaction of and approved by the Shire of Collie.*
 - 3. Prior to the issuance of a Building Permit, a landscaping plan must be submitted to the satisfaction of and approved by the Shire of Collie.*
 - 4. Prior to the issuance of a Building Permit, a Stormwater Management Plan is to be submitted to the satisfaction and specification of the Shire of Collie, that:*
 - a. Details stormwater and drainage management on the site;*
 - b. Addresses erosion risk to the nearby waterbody, during demolition and construction works and on completion); and*
 - c. Is consistent with the decision process for stormwater management in WA (DWER 2017) and the Stormwater Management Manual for Western Australia (DoW 2004–2007).*
 - 5. Prior to the issuance of a Building Permit, the proponent shall prepare a Site Management Plan including for the construction period, to the satisfaction and specification of the Shire of Collie, that:*
 - a. minimises the impact of the approved development on the amenity of the locality due to the transportation of materials to and from the site;*
 - b. ensures the use of buildings, works and materials on the site do not generate unreasonable levels of noise, vibration, dust, drainage, wastewater, waste products or reflected light;*
 - c. details the management applicable to construction traffic movement, delivery of modular buildings, occupational health and safety, signage, dust management and environmental management in relation to the approved development;*
 - d. ensure the visual appearance of all ancillary infrastructure (including paint colours, specifications and screening) blends in as far as possible with the surrounding landscape; and*
 - e. Lighting.*
 - 6. Prior to the issuance of a Building Permit, detailed design is to be submitted for all internal roads, including interim arrangements, and any modifications to crossovers, to be approved by and to the Satisfaction of the Shire of Collie.*

Prior to Occupation

- 7. Prior to occupation, the approved Site Management Plan is to be implemented to the satisfaction of the Shire of Collie.*
- 8. Prior to occupation, the approved Stormwater Management Plan and Detailed Design is to be constructed and implemented to the satisfaction of the Shire of Collie.*
- 9. Within 12 months of occupation, the landscaped area(s) must be planted, established and reticulated in accordance with the endorsed Landscape Plan. These areas must*

be maintained at all times by the applicant.

Ongoing

10. *Within 12 months of occupation, the internal access road from Burt Street to the approved development is to be designed, constructed, drained and sealed to facilitate two-way access and egress to the entirety of the approved development for the full length of the internal access road, to the satisfaction of the Shire of Collie.*
11. *The applicant must implement all of the recommendations contained in the Bushfire Management Plan (as amended) and Bushfire Evacuation Plan, as approved by the Shire of Collie for the duration of the development.*
12. *Access and egress via adjoining Reserve R18807 is to be for the purpose of emergency access and egress only, unless otherwise approved, to the satisfaction of the Shire of Collie.*
13. *Prior to occupation, a Section 70A Notification pursuant to the Transfer of Land Act 1893 (or as amended) must be placed on the titles of the lot, at the full cost of the applicant, alerting landowners to the existence of the approved Bushfire Management Plan and advising landowners of their obligations in respect to the use and ongoing management of the land.*

Advice Notes

- i. *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.*
- ii. *Applicant to evidence compliance with LPP1.1 for stormwater catchment at a rate appropriate to the determined soil classification within runoff to suitable points of discharge (i.e. soakwells, landscaped areas). Alternatively, provide a civil stormwater design that has been signed off by a suitable qualified civil or hydraulic engineer in accordance with AS/NZS 3500.1. Final system design to also include discharge strategy from any subsoil drainage system serving the proposed retaining wall installation.*
- iii. *Where a new crossover is proposed, and before construction of it can commence, a separate verge crossover application must be submitted and approved.*
- iv. *The developer / landowner is advised of their obligations to ensure that all sand drift, waste, building materials and equipment is contained within the boundaries of the site during the construction period.*
- v. *The developer is reminded of the requirement under the provisions of the Environmental Protection (Noise) Regulations 1997 that construction work (which includes earthworks and similar) be managed with due regard for noise control.*
- vi. *Construction work generating noise (e.g. through the use of machinery etc.):*
 - *Outside the hours of 7:00am to 7:00pm; or*
 - *On a Sunday or Public Holiday is likely to breach noise regulations unless specific authorisation has been obtained from the Department of Water and Environment*

*Regulation.***Carried:8/0**

For: Cr Miffing, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen,
Cr Sadlier & Cr Burton.

Against: Nil.

Cr Faries proposed an alternative motion and simplified the wording surrounding the landscaping and timing for the production of a detailed plan.

Background

An application for development approval has been lodged by Urbis on behalf of River Residence Collie Incorporate for Riverview Retirement Village (Stage 1) – 12 x Independent Living Units at Lot 2802, No.1 Burt Street, Collie (refer Appendix 13.1.A).

The subject site is 2.1ha in area and is located south of Throssell Street in the Collie township. The site is also directly adjacent to the Collie River. The site slopes downwards from 190m AHD at the north-west boundary, down to 180m AHD along the southern boundary.

There are several existing buildings on the site that provide aged care accommodation to residents. The southern portion of the site, which is the development site for this application is largely vacant and undeveloped. The site is surrounded by a range of land uses, including Collie Senior High School, TAFE, Collie Court House and Collie Police Station. Currently, the site is accessed via both Burt Street and 'Pendleton Street', however Pendleton Street is a private road within the High School reserve and not a gazetted road.

At the Ordinary Meeting of Council held 8 March 2022, Council granted development approval for 16 x multiple dwellings, communal area, visitor parking, and access ways as stage 1 of an overall development for the site, which is not proceeding. The design and staging of development have since been revised and a new development application was required. Demolition of existing buildings has commenced on the site to accommodate the proposed development.

Development Overview

The overall development of the site is to consist of four stages, which is intended to comprise of a total of 35 new independent living units, a clubhouse and visitor carparking. The development is to be serviced with an internal road network that allows for vehicles and pedestrians to move around the site and access its facilities. This application is seeking approval for Stage 1 of the development, which consists of 12 independent living units and the access road required to service this stage. The units are proposed to be of modular construction type and are two-bedroom, one-bathroom with kitchen, indoor/outdoor living, dining and storage areas. Each unit will be provided with one car bay and there are three visitor bays proposed for this stage.

The development application report refers to primary vehicle access for Stage 1 to be via an internal two-way road and an existing crossover on 'Pendleton Street', through the Collie Senior High School Reserve. This has since been amended following ongoing consultation with the Department of Education and the Applicant, as discussed further in the comment section of this report.

Technical reports, including a transport impact statement, bushfire management plan, and waste management plan, have been prepared to support the application.

- The Transport Impact Statement indicates that Stage 1 will have a low to moderate traffic impact, generating 90 daily trips.
- The proposed development is considered to be a vulnerable land use pursuant to State Planning Policy 3.7. The Bushfire Management Plan indicates that the buildings proposed for this stage are subject to BAL12.5. While the subject site is predominantly designated as being within the bushfire prone area, there is only a portion of the development area for this stage within the designation.
- The Waste Management Plan demonstrates that the development provides a sufficiently sized bin storage area for the storage of refuse, based on the estimated waste generation volumes and configuration of the bins. It is intended that the Shire's rubbish contractor will collect the bins through a Kerbside service to each dwelling. This will be overseen by the caretaker.

Shire of Collie Local Planning Scheme No. 6

The subject site is identified as Special Use Zone 3, which allows for Residential Aged Care Facility (P), Retirement Village (D) and Community Purpose (I), with conditions to be determined by the Shire of Collie.

The proposed use is consistent with the definition of Retirement Village which is defined as, *“a development with self-contained, independent dwellings for aged and dependent persons together with communal amenities and land uses incidental and ancillary to the provision of such accommodation, but does not include a development which includes these features as a component of residential aged care facility.”*

The proposal met the required thresholds to be able to be referred to the Southwest Design Review Panel for design advice, pursuant to Local Planning Policy 2.11. In this instance, the Applicant elected to have the application referred to the panel post lodgement. The outcomes and recommendations made by the panel are provided for noting in Appendix 13.1.C and discussed in the comment section of this report.

Statutory and Policy Implications:

Local Planning Scheme No.6

Table 6 - Special Use Zones in Scheme area

SU3	Lot 2802 Burt Street, Collie (Riverview)	Residential Aged Care Facility (P Use) Retirement Village (D Use) Community Purpose (I Use)	As determined by the Local Government
-----	--	---	---------------------------------------

Divisions 2- Land Use Terms used in Scheme

Retirement Village- *“a development with self-contained, independent dwellings for aged and dependent persons together with communal amenities and land uses incidental and ancillary to the provision of such accommodation but does not include*

a development which includes these features as a component of residential aged care facility.”

Local Planning Policies

Shire of Collie Local Planning Policy 2.11- Design Review

State Planning Policies

- State Planning Policy 3.7 Planning in Bushfire Prone Areas (Vulnerable Land Uses)
- State Planning Policy 5.4 Road and Rail Noise
- State Planning Policy 7.0 Design of the Built Environment

Planning and Development (Local Planning Schemes) Regulations 2015

- CI 67. Matters to be considered

Budget Implications:

Nil

Communications Requirements:

The public advertising period ran from 14 January 2024 to 28 January 2025 with communications being made in the following ways:

- Letters mailed to adjoining landowners in the locality;
- Letters mailed to relevant government agencies.

The proposal did not receive any public submissions. Referral agency advertising period ran from 14 January 2024 to 18 February 2025 with three (3) submissions received from the Department of Education, Department of Fire and Emergency Services and Department of Planning, Lands and Heritage (Aboriginal Heritage). The submissions are summarised in Appendix 13.1.B. The Applicant has also provided a response to the comments received which is also detailed in Appendix 13.1.B.

Strategic Community Plan/Corporate Business Plan Implications:

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

Relevant Precedents:

At the Ordinary Meeting of Council held 8 March 2022, Council previously granted conditional development approval for a retirement village development on this site.

Comment:

Advertising

The proposal was advertised to adjoining and nearby landowners, consistent with the public advertising undertaken for the previous development application considered by Council. The Shire did not receive any public submissions during the advertising period for this application.

The proposal was also referred to relevant government agencies for comment. Changes to the proposal were required in response to comments raised by the Department of Education,

as they were not able to provide a response in relation to for primary access to the development via Pendleton Street, within the Collie Senior High School Reserve. This issue was also raised in consideration to the previous development application, which was amended to utilise only the Burt Street access to be able to move forward. Discussions between the Applicant and their consultants, the Shire and the Department of Education have been ongoing and a potential pathway has been identified to obtain legal access in the future. The timing to finalise these arrangements will be prohibitive for the Applicant in being able to commence development on the site. To address this, the Applicant has amended the development plans associated with this application to provide for primary access onto Burt Street and emergency access only into the adjoining Reserve (Pendleton Street). This will allow stage 1 to commence and the access to be resolved before the subsequent development stages. A similar approach was taken to facilitate the approval of the previous development for the site.

The amended application has not been readvertised to adjoining or nearby landowners to advise of the change in access. Access was a key concern raised during public advertising of the previous development application, and it was considered at the time that the volumes of traffic generated by the development were able to be accommodated within the existing road network and would have a minimal impact. This proposal reduces the number of units from 16 to 12 as part of Stage 1. As the current proposal is a scaled back version of what was previously approved, officers did not consider it necessary to re-advertise the proposal.

The application was referred to the Department of Fire and Emergency Services (DFES) for comment, due to being a vulnerable land use pursuant to State Planning Policy 3.7 Planning and Bushfire Prone Areas (SPP3.7). DFES has provided a response, which requires some minor amendments to the Bushfire Management Plan (BMP). The Applicant has provided a response to the submission (refer Appendix 13.1.B) and has indicated amendments to be made to the BMP to address issues raised by DFES. These amendments have been reflected in the recommended conditions. DFES has also noted that a Bushfire Evacuation Plan (BEP) was not provided with the proposal. A Bushfire Evacuation Plan is a requirement for all vulnerable land uses pursuant to the previous and current versions of SPP3.7. As a BEP has previously been prepared for this site, it is considered that an updated BEP can be provided as a condition of approval, with the updated BMP.

Design Review Panel

A meeting with the Southwest Design Review Panel was held on 31 January 2025. The outcomes of the meeting improved a range of design features from the initial design proposal, reflected in the provisions of State Planning Policy 7.0 Design and Environment.

The design revisions included improvements to the streetscape character and pedestrian connections to the western boundary and access from the Department of Education reserve known as Pendleton Street. This was demonstrated through street elevations identifying the extent of retaining required, fencing and materials to be used on the western boundary and improved definable pedestrian entry points to the site with the additions of stairwells and swept paths.

The revisions outlined improvements to the landscaping of the proposal which were made by identifying areas where significant vegetation is to be retained around the site, to provide an effective natural screen from adjoining land uses. The widths of the private garden buffers acting as natural vegetation screens between dwellings have been increased, the storage spaces have also been adjusted to support separation, and the side entry layout has been reconfigured, with improvements to articulated entry spaces to better coordinate access and improve privacy between dwellings for residents and visitors. Improved privacy has also been addressed in the shared service space with a reconfigured layout to increase landscaping space between dwellings, installation of privacy screening between habitable bedrooms,

access ramps for servicing and reduced permanent veranda roof cover to improve solar access and ventilation. These revisions to landscaping and layout have considerably improved the overall proposal's sense of separation, privacy, and neighbourliness. The street context of the internal road network has also been drastically improved by amending the design by adjusting the front facades and incorporating additional significant openings from the habitable rooms of each unit to support street surveillance, safety and amenity.

The revised plans demonstrate consistency with the overall recommendations of the SWDRP Panel Members and present as a considerably improved outcome, achieving compliance with the intent of SPP 7.0 with particular regard to streetscape, internal street interface, landscaping/outdoor living, visual privacy and passive surveillance/design.

The SWDRP also highlights key matters that are to be addressed in future stages of the Riverview redevelopment, and I note the proposed revisions for stage one are to be considered acceptable on the basis that these matters can be dealt in the future or through a wider master plan document.

These matters address the following:

- Need for future amendments to the BMP and BEP as landscaping and access arrangements will affect considerations against SPP 3.7 Planning in Bushfire Prone Areas.
- Diversity of housing typology will be a strict requirement to be considered as part of the site redevelopment in the future to ensure adherence to the design principles contained in SPP 7.0. The future housing mix will need to address environmentally sustainable design considerations given the proposed units do not score well in this area.
- Housing diversity also supports the capacity to respond to the needs of residents by accommodating housing capable of retrofitting and adaptable housing options for aged care, given the proposal at this stage has no liveable housing considerations.
- Lack of variations to internal layouts proposed at this stage should also be mitigated in future master planning with enhanced diversity of housing. Future planning should provide improved design elements to consider privacy and separation between dwellings as well as improving clearly defined entry from the internal street.

Access

The application has been amended from the original proposal to ensure that appropriate access to Stage 1 can be obtained, without relying on the use of the Department of Education's adjoining reserve if this is not able to be resolved. Notwithstanding this solution, the Applicant, Shire and Department of Education will continue ongoing discussions to resolve issues surrounding the usage of Pendleton St and securing legal access via the already constructed road to benefit Riverview and other users of the road.

The proposed access to the site as shown on the plans is an interim arrangement to be able to facilitate access and construction of this stage, with a two-way access with a give-way arrangement at the intersection of the internal road between the Stage 1 and the existing buildings. A condition has been recommended that required this road to be sealed and upgraded to be entirely two-way access to Stage 1, within 12 months of occupation. This will allow the Applicant to relocate the existing residents and plan around progressing Stage 2 of the overall development. If Stage 2 does not progress, the Applicant will need to design an internal access solution to provide two-way access that does not impede on existing buildings.

Conclusion

The proposal meets the objective of the Shire's Local Planning Strategy 2020, which aims to create opportunities for residents to age in place and address the needs of an aging

population. The existing buildings on the Riverview site are outdated and do not meet the expectations of elderly residents in the Shire of Collie. The proposed development, upon completion, will provide new modern housing options for the elderly that currently do not exist in the Shire, within a retirement community.

It is recommended that the application be conditionally approved and that the outcomes of the Southwest Design Review Panel meeting be noted by the Council.

8. CONFIRMATION OF THE PREVIOUS MEETINGS OF COUNCIL MINUTES

8.1 Ordinary Council Meeting – 11 February 2025

Officer's Recommendation/Council Decision:	Resolution: 9552
Moved: Cr	Seconded: Cr
That Council confirms the Minutes of the Shire of Collie Ordinary Meeting of Council held on 11 February 2025.	
	Carried: 8/0
For:	Cr Miffling, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen, Cr Sadlier & Cr Burton.
Against:	Nil.

9. BUSINESS ARISING FROM THE PREVIOUS MINUTES

Nil

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

10.1 Townscape & Environment Committee - 26 February 2025

Officer's Recommendation/Council Decision:	Resolution: 9553
Moved: Cr Italiano	Seconded: Cr Burton
That Council receives the Minutes of the Townscape & Environment Committee Meeting held on 26 February 2025.	
	Carried: 8/0
For:	Cr Miffling, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen, Cr Sadlier & Cr Burton.
Against:	Nil.

Committee Recommendation/Council Decision:	Resolution: 9554
Moved: Cr Italiano	Seconded: Cr Faries
That Council review the terms of reference of the Townscape & Environment Committee to clarify areas of focus and spatial extent.	
	Carried: 8/0
For:	Cr Miffling, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen, Cr Sadlier & Cr Burton.
Against:	Nil.

Council Decision:	Resolution: 9555
Moved: Cr Hill-Power	Seconded: Cr Sadlier
That the Townscape & Environment Committee consider the addition of biosecurity issues as an aim/objective of the committee within the terms of reference.	
	Carried: 8/0

For: Cr Miffing, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen,
Cr Sadlier & Cr Burton.

Against: Nil.

Officer's Recommendation/Council Decision:

Resolution: 9556

Moved: Cr Burton

Seconded: Cr Hill-Power

That the Townscape and Environment Committee consider if the spatial extent of the Committee is the Collie Townsite, or the Collie Townsite and other localities within the Shire of Collie.

Carried: 8/0

For: Cr Miffing, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen,
Cr Sadlier & Cr Burton.

Against: Nil.

10.2 Audit Committee Meeting – 11 March 2025

Officer's Recommendation/Council Decision:

Resolution: 9557

Moved: Cr Italiano

Seconded: Cr Hill-Power

That Council:

- 1. Receives the Minutes of the Audit Committee Meeting held on 11 March 2025;*
- 2. Receives the 2024 Annual Compliance Audit Return; and authorise the return to be lodged to the Department of Local Government, Sport, and Cultural Industries.*

Carried: 8/0

For: Cr Miffing, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen,
Cr Sadlier & Cr Burton.

Against: Nil.

Committee Recommendation/Council Decision:

Resolution: 9558

Moved: Cr Sadlier

Seconded: Cr Faries

That Council support the Audit Committee's request to receive a report on the current Water Corporation water consumption invoices and locations to assess whether seasonal water consumption or leakage is the cause of current expenditure levels.

Carried: 8/0

For: Cr Miffing, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen,
Cr Sadlier & Cr Burton.

Against: Nil.

11. CEO REPORTS

11.1 Mid-Year Budget Review	
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:	GOV/049
Appendices:	Appendix 11.1A – Statement of Financial Activity – Mid-Year Budget Review to 28 February 2025 – By Program and Nature
Voting Requirement:	Absolute Majority

Report Purpose

This report requests that Council consider the 2024/25 Mid-Year Budget Review as presented in the Statement of Financial Activity – by Nature and Statement of Financial Activity – by Program, for the period 1 July 2024 to the 28 February 2025, together with the requested budget amendments.

Officer's Recommendation/Council Decision:

Resolution: 9559

Moved: Cr Italiano

Seconded: Cr Faries

That Council:

1. *Receives and acknowledges the 2024/25 Mid-Year Budget Review report and associated documents [Appendix 11.1A];*
2. *Adopts the 2024/25 Mid-Year Budget Review inclusive of the noted four (4) budget amendments contained within the report;*
3. *Retains the 2024/25 Forecast Budget Surplus after the endorsed budget amendments of \$105,722 as a carried forward surplus to the next budget period.*

Carried: 8/0

For: *Cr Miffing, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen, Cr Sadlier & Cr Burton.*

Against: *Nil.*

Background:

A Statement of Financial Activity – by Nature and Statement of Financial Activity – by Program [Appendix 11.1A] incorporating year to date budget variations as at the 28 February 2025, together with forecasts to the 30 June 2025 are presented for Council's consideration.

The *Local Government (Financial Management) Regulations 1996*, Regulation 33A, requires that a Local Government conduct a budget review between 1 January and 31 March each

financial year. The intention of the legislation is to ensure Local Governments conduct at least one budget review between six and nine months into a financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

The budget review is a detailed comparison of the year to date actual results with the adopted or proposed amended budget. It establishes whether a Local Government is able to continue to meet its budget commitments and is in receipt of income and incurs expenditure in accordance with the adopted budget.

Council management completed a comprehensive review of the 2024/25 Annual Budget during February 2025. The budget review document has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

Council adopted a 10% or a \$10,000 minimum for the reporting of material variances to be used in the monthly Statements of Financial Activity. This same level of variance reporting has been utilised in this budget review to highlight larger variances in the Summary of Budget Amendments. The full variance listing is also detailed in the attached Schedules and Notes attached to this Budget Review [Appendix 11.1A].

This review generally consisted of the following:

- a) Including any unbudgeted income/expenditure or budget amendment items adopted by Council during the period 1 July 2024 to 28 February 2025.
- b) Comparison of the actual year to date (YTD) income/expenditure to the original or amended budget adopted for each line item of operating and capital revenue and expenditure.
- c) Projection of the forecast income/expenditure to the end of the financial year and comparing this with the Original/Amended Annual Budget to determine if the line item is forecast to remain within budget.
- d) Identification of any material events or changes that may impact on Council finances.
- e) Flagging incomplete projects and unspent grants that were brought forward into the 2024/25 budget or projects that may be carried over into the 2025/26 budget.
- f) Identifying any offsetting increases in revenue or reduction in expenditure that will reduce major variations.
- g) Calculation of an updated Forecast end of year (Surplus)/Deficit to the 30 June 2025 as part of assessing whether there is sufficient cash flow to the 30 June 2025 to meet budget and forecast commitments.
- h) Identifying any new budget requests from Council Officers that Council may wish to consider.
- i) Identifying Options to utilise the improved Forecast end of year Surplus funds.

The original adopted budget cash position prior to any adopted budget amendments was an estimated year-end surplus of \$26,498. Following subsequent forecast changes, the amended budget cash position prior to the completion of the mid-year budget review was an estimated year-end surplus of \$215,722. The recommended budget amendments will draw down on the estimated year end budget surplus position.

As a result of a detailed and comprehensive budget review process involving Management and the Executive team, the current forecast year end surplus is estimated at \$105,722. It also

needs to be acknowledged that this forecast year end surplus may change further during the remainder of 2024/25 due to future decisions of Council, adjusted capital works, or additional grant income and expenditure, which will be reflected in forecast updates presented in the Monthly Financial Statements and the annual 2025/26 budget development process.

Full details of budget review variances can be found in the Budget Review Report [Appendix 11.1A]

Statutory and Policy Implications:

The Local Government Act 1995, Section 2.7 defines the role of Council.

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.*

Local Government Act 1995.

Local Government (Financial Management) 1996

Section 6.2 (4) of the Local Government Act 1995 states:

6.2. Local government to prepare annual budget

- (4) *The annual budget is to incorporate —*
- (a) *particulars of the estimated expenditure proposed to be incurred by the local government;*

33A. Review of budget

- (1) *Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
- (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
- (b) *consider the local government's financial position as at the date of the review; and*
- (c) *review the outcomes for the end of that financial year that are forecast in the budget; and*
- (d) *include the following —*
- (i) *the annual budget adopted by the local government;*
- (ii) *an update of each of the estimates included in the annual budget;*
- (iii) *the actual amounts of expenditure, revenue and income as at the date of the review;*
- (iv) *adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end of year amount for the item.*
- (2) *The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

- (4) *Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

Budget Implications:

As a result of the budget review process, and updated forecast amendments on various general ledger accounts, staff forecast a surplus of \$105,722 as of the 30 June 2025.

Budget – Whole of Life Cost

While the budget review does not impact directly on the whole of life cost of assets, it does indirectly refer to assets through budgeted acquisition and disposals.

Communications Requirements:

N/A

Strategic Community Plan/Corporate Business Plan Implications:

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

Relevant Precedents:

A mid-year budget review is conducted each year.

Comment:

The 2024/25 budget remains within overall original estimates. Management forecasts an end of year surplus of \$105,722. It is recommended that Council retain the estimated surplus and carry it forward to the 2025/26 Annual Budget.

A copy of the full revised 2024/25 Annual Budget and Forecast is provided for in [Appendix 11.1A], which incorporates the adopted budget variances together with updated forecasts as at the 28 February 2025. A detailed breakdown of all variances is provided within the Schedules and Notes provided.

Previous Adopted 2024/25 Budget Amendments:

1. Council approved an increase in the budget allocations for Care of Families and Children Early Childhood Development Grant income by \$25,000 (COA 8250) and Care of Families and Children Early Childhood Development operating expenditure by \$25,000 (COA 8150) – 11 February 2025 OCM Res 9539.

Incomplete projects and unspent grants that were brought forward into the 2024/25 budget or projects that may be carried over into the 2025/26 budget:

➤ Job 8047 – Forrest Street, Collie – Kerb Remediation

The final design and costing is pending from WML. Once this is received then an RFQ can be called for the works. The current budget of \$184,500 is not anticipated to be adequate to complete the works. For these reasons the project is proposed to be 100% carried forward into 2025/26 based on the revised scope of works and updated cost estimate.

➤ Job 1885 – Cemetery Drainage

These works which include the installation of a new drainage works at the cemetery are budgeted to cost \$17,500. The project is proposed to be 100% carried forward into 2025/26 based on the availability of staffing resources and designs being completed.

➤ Job 8051 – Swinging Bridge

The proposed works in 2024/25 are short term 3 year remediation works to enable the bridge to be re-opened to the public, with a larger project scope to be included in the 2025/26 budget, based on additional external grant income being sourced. The project is anticipated to be 50% completed by the end of the financial year. On this basis it is proposed that \$30,000 is carried forward into 2025/26 based on the delayed works schedule.

➤ Job 4021 – Throssell Street / Mungalup Intersection Paving

This \$54,085 project was commenced in 2023/24 through the procurement of pavers

and was carried forward into 2024/25. It is proposed to be 100% completed in 2024/25 based on a reallocation of approximately \$14,000 for saving anticipated in other infrastructure works.

➤ Job 4016 – Wittenoom Street Footpath, Job 4017 – Hodgson Terrace Footpath, Job 4018 – Watson Street Footpath

These footpath works are part of the WA Bicycle Network and would provide an additional 986 metres of path. The budget for the three projects was \$270,700 based on 50% being Shire funded and 50% grant funded. The application for grant funding was not successful, therefore this project cannot occur in 2024/25. It is proposed that these three projects be included as part of the 2025/26 budget items.

Allocation of Overheads and Depreciation:

At the time of preparing the mid-year budget review, the journals required to allocate Labour Overheads (Public Works Overheads and Plant Overheads) had not been completed. These costs are currently recorded in Schedule 14 but will in the future be allocated to the various Programs and Jobs that required Shire labour and plant. While these cost reallocations will not impact on the bottom line surplus, they will increase the cost associated with each job.

In addition to Labour Overheads, Administration Overheads will in the future be reallocated on a percentage basis to the relevant Program within each Schedule. Similar to Labour Overheads, these cost reallocations will not impact on the bottom line surplus, but will increase the cost associated with each Program.

Depreciation is a cost that is calculated to reflect the consumption of an asset over its useful life. Depreciation is not a cash expense but is a non-cash financial expenses calculated to reflect the full cost of providing capital assets such as buildings and roads. Due to the delay in finalising the 2023/24 annual financial statements, the 2024/25 year to date depreciation cannot be calculated and is not reflected in the current financial statements. While depreciation will not impact on the bottom line surplus, it will increase the cost associated with each Program.

Material Forecast Variances or Cost Areas:

There are a number of variances across the entire budget that have contributed to the current Forecast Surplus of \$105,722. The major variances include:

➤ **Rates and Charges**

General Rates Levied (including concessions applied) for the 2024/25 financial year are within budget estimates; \$7,699,740 rates raised against an adopted budget of \$7,699,740. Interim rates revenue estimates are forecast to increase from an adopted budget of (\$155) once the backlog of interim changes has been processed.

Collection of outstanding rates is occurring with the goal to achieve less than 4% of collectable rates outstanding as at the 30th of June 2025.

➤ **Employee Costs**

Employee costs consist of salaries and wages, workers compensation payments, workers compensation insurance, and other employee costs. These are summarised below:

EMPLOYEE COSTS				
	24/25 Budget Total	YTD Budget	YTD Actual	24/25 Forecast Total
Salaries & Wages excluding Compensation	\$6,338,300	\$4,309,956	\$4,141,727	\$6,355,387
Salaries & Wages – Workers Compensation	\$0	\$0	\$192,002	\$250,000
Workers Compensation Insurance	\$354,000	\$223,904	\$354,000	\$354,000
Other Employee Costs	\$222,700	\$151,304	\$67,365	\$224,521
TOTAL	\$6,915,000	\$4,685,164	\$4,755,094	\$7,183,908

Gross salaries and wages remain under budget YTD primarily due to staff vacancies through-out the year. To assist in completing tasks related to the 2023/24 Annual Financial Statements and the 2023/24 annual audit, a number of contracted consultants have been engaged, which will offset some of the salaries and wages savings. For this reason the total forecast salaries and wages expenditure has not been adjusted but primarily reflects the original adopted budget. Some of the consultant costs will also be treated as contractor costs, but these costs have not yet been journalled out of employee costs. This will reduce employee costs and increase consultant costs accordingly.

Workers Compensation salaries and wages had \$0 expenditure allocated in the 24/25 budget, however it is normal to incur expenditure in this area due to ongoing and new claims accepted by LGIS. The Shire has no control over whether a workers compensation claim is accepted and must process this payment if advised by LGIS. The Shire is reimbursed this expenditure through insurance with LGIS, which overall offsets this cost, but in the interim there will be a timing difference reflecting when expenditure is incurred and funds are reimbursed.

A similar process occurs should an employee go on Parental Leave, with payments being made by the Shire with this expenditure being reimbursed by the Commonwealth Government.

➤ ***Interest Revenue – Municipal Fund***

Interest Revenue for the Municipal Fund has been amended from an adopted budget estimate of \$70,000 to a revised budget forecast of \$30,000. Interest revenue is predominantly received from investment in high interest accounts or term deposits to obtain the highest return on investment. The forecast decrease in interest revenue is affected by the budgeted interest return rate on term deposit investments and the total available cash.

➤ **Interest Revenue – Reserve Fund**

Similarly to Municipal Fund interest income, Interest Revenue for the Reserve Fund has been forecast down to a revised \$56,000 from an adopted \$103,928. Interest earned to the end of February 2025 is approximately \$40,573, however this is not yet reflected in the actual interest income earned.

➤ **WA Local Government Grants Commission (LGGC) Grants**

While the 2024/25 LGGC Financial Assistance and Local Roads grant revenue has increased from previous years to \$1,864,670 and 622,721, an 85% advance payment of the grant was made in June 2024. This advance payment is associated with advance payments made in previous financial years and has caused a compounding effect.

The timing of payments has resulted in the 2024/25 budget funds of \$390,039 remaining unchanged. The current forecast assumes that Council is unlikely to receive 100% of the 25/26 Advance Grant in late 24/25.

➤ **Household Sanitation**

Domestic Refuse, Recycling and FOGO levies (rubbish bin charges) have increased from a combined adopted budget of \$1,040,000 to a revised forecast budget of \$1,201,000, a negative impact of \$161,000 towards the end of year surplus. The forecast over expenditure can be attributed to higher than budgeted kerbside collection costs and disposal fees, largely related to the FOGO service and the increased costs through the Bunbury Harvey Regional Council. In the final quarter of 2024/25, Management will continue to review and update forecast expenditure for Waste / Sanitation Services budget.

➤ **Vehicles, Plant & Equipment**

Several vehicles have been ordered or acquired during the 2024/25 financial year including:

1. Landfill Compactor (0888) – order placed \$792,988; budget \$800,000
2. Tractor (8890) - Actual purchase cost \$57,000; budget \$55,000
3. Tandem Plant Trailer (0704)(1454) - Actual purchase cost YTD \$16,640; Trailer budget \$12,000
4. Dual Axle Trailer (mowing/bobcat) (8890)(1454) – Actual purchase cost YTD \$16,750; budget \$22,000
5. Ranger Vehicle (0884) (P111) – order placed \$53,013.63; budget \$48,500
6. Depot Tools & Equipment (0704) – Actual purchase cost YTD \$6,490; budget \$25,000

➤ **Development Services Fees and Charges**

Dog registration revenue remains on target, and the budget review identifies no changes from the adopted budget. Cat registration revenue of \$5,948 exceeds the budgeted income of \$3,000, leading to a forecast increase to \$6,000 to account for the higher-than-expected income. Other health fees and charges accounts show variances of less than \$3,000 compared to the forecasts for 30 June, which are expected to align with the budget.

The revenue from Development Application Fees and Charges, totalling \$37,070, is significantly below the budgeted \$150,000. These fees depend on the type and number

of Development Applications submitted to the Shire, which have fallen short of forecasts in both the number of applications and their value. The forecast income for Development Application Fees has been adjusted to \$70,000.

Building Permit Fees revenue of \$45,238 exceeds the budgeted income of \$40,000. These fees are subject to external market environments for building activity, which has been higher than forecast. The forecast income for Building Permit Fees has been adjusted to \$70,000.

➤ ***New Borrowings and Loans***

As per the amended adopted 2024/25 annual budget, a new self supporting loan has been raised by the Shire for the Collie Golf Club of \$500,000, with funds having been provided to the Golf Club.

➤ ***Legal Expenses – Town Planning***

Planning legal expenses of \$11,146 are below the \$40,000 budget allocation. A forecast of \$20,000 is retained to allow for any additional legal costs that may arise if the Shire of Collie needs to take action to recover outstanding civil judgment debts in its favour totalling \$197,013.70.

➤ ***39 – Reticulation – Finlay Gardens, Job 2040 – Reticulation – Hebe Park, Job 2014 – Reticulation – Baarnimaar Park***

These projects are 100% funded by the LRCI Phase 4 grant. The projects have commenced but it is forecast that the works will only be 50% completed by the end of the financial year. On this basis it is proposed that the three projects are 50% carried forward into 2025/26 based on the delayed works schedule.

Items for Budget Consideration and Recommended Budget Amendments

Based on the identified Mid-Year Budget Review increased income and reduced expenditure, the following budget amendments are requested for Council's consideration:

1. *Shire Administration Building – repairs and refurbishment expenditure:*

The adopted 2024/25 budget includes a \$12,000 allocation for Shire Administration Building – repairs and refurbishment expenditure (COA BAP002). An additional \$35,000 is requested to increase this budget allocation to \$47,000. The repairs and refurbishment are required to improve and modernise the work environment for employees and to assist in the attraction and retention of staff, in addition to improving compliance with current building standards. The planned works will include the required IT systems, network and computers.

2. *Increased transfer to Waste Reserve:*

The adopted 2024/25 budget includes a \$50,000 transfer to the Waste Reserve. An additional \$25,000 is requested to increase this budget allocation to \$75,000. \$400,000 was drawn down from this reserve in the 2024/25 budget to purchase the new landfill compactor, and this additional allocation will assist in future capital expenditure at the Waste site.

3. Increased transfer to Building Reserve:

The adopted 2024/25 budget includes a \$100,000 transfer to the Building Reserve. An additional \$25,000 is requested to increase this budget allocation to \$125,000. Funds are utilised from this reserve to assist in future building capital expenditure.

4. Increased transfer to Plant Reserve:

The adopted 2024/25 budget includes a \$350,000 transfer to the Plant Reserve. An additional \$25,000 is requested to increase this budget allocation to \$375,000. \$497,500 was drawn down from this reserve in the 2024/25 budget to purchase the new landfill compactor and other plant items. This additional allocation will assist in improving the changeover schedule for essential plant and vehicles, as many of the existing light vehicles are overdue for replacement.

The requested four budget amendments total \$110,000 and are able to be funded from expenditure savings and increased revenue identified throughout the mid-year budget review. The additional \$110,000 is included in the calculation of the forecast surplus of \$105,722.

Estimated Carried Forward Surplus as at the 30 June 2025:

The 2024/25 budget estimated that over the 12 month period of the budget, a deficit of \$2,982,949 would be incurred. This was based on the budgeted Carried Forward Surplus from 2023/24 of \$3,009,447 reducing to a budgeted surplus at the end of 2024/25 of \$26,498.

The forecast surplus as at 30 June 2025 is \$105,722 which is based on known variances in actual performance in the year to date and estimates for the remainder of the year based on current trends in revenue and expenses, and inclusive of the requested budget amendments.

11.2 Local Government Reform - Act Changes

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:	GOV/049
Appendices:	Nil
Voting Requirement:	Simple Majority

Report Purpose

This report provides Council with an update on the Local Government Reform process, and the legislative changes introduced as part of the Tranche 1 legislative changes in May 2023.

Further legislative changes are foreshadowed as part of the Tranche 2 legislative changes, which will have an impact on future processes and policies of Council. A portion of the Tranche 2 changes were introduced as part of legislative changes in December 2024.

This report provides Council with an awareness of these recent and forthcoming changes, to prepare Councillors for the required changes within the Shire of Collie meeting processes, elections, governance, financial and other operating processes. Future Council meetings will gradually introduce the required Council changes through new or amended policies, procedures and practices.

Officer's Recommendation/Council Decision:

Resolution: 9560

Moved: Cr Hansen

Seconded: Cr Moyses

That Council receives and acknowledges the information provided in relation to the Tranche 1 and Tranche 2 legislative changes associated with the Local Government Reform process.

Carried: 8/0

For: Cr Miffing, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen, Cr Sadlier & Cr Burton.

Against: Nil.

Background:

The local government reform process is the most significant reform to the Local Government Act 1995 (the Act) in 25 years and aim to ensure local governments better serve residents and ratepayers.

Reforms have been developed in consultation with WALGA and the local government sector and are based on six (6) themes:

1. Earlier intervention, effective regulation and stronger penalties
2. Reducing red tape, increasing consistency and simplicity
3. Greater transparency and accountability

4. Stronger local democracy and community engagement
5. Clearer roles and responsibilities
6. Improved financial management and reporting.

To ensure that key election related reforms were in place before the 2023 local government elections, the amendments to the Act were divided into 2 tranches.

- The first tranche, the Local Government Amendment Act 2023, focused on electoral reform. These changes applied from 18 May 2023 or as proclaimed and introduced the following :
 - Caretaker Period – S1.4A, S3.73
 - Abolition of Wards – S2.2A
 - Method of electing Mayor or President – S2.17A
 - Changes to number of elected members based on population (reducing to 9 Councillors including the Shire President for Collie) – S2.18
 - Occupier voting entitlements – S2.19, S4.31, S4.32, S4.33, S4.45, S4.46A
 - Councillor attendance – leave of absence – S2.25
 - Expanded functions of a local government – S3.1
 - Preferential voting – S4.73
 - Council and Committees – S5.18A, S5.19, S5.21, S5.33A
 - Electronic broadcasting of Council meetings – S5.23A
 - Annual Review of CEO Performance – S5.38, S5.39AA
 - Annual Report – S5.53
 - Council Plan – S5.56
 - Community Engagement Charter – S5.56A, S5.56B
 - Communications Agreement – S5.92A
 - Fees & Expenses Policy – S5.100, S5.129
 - Filling Extraordinary and other vacancies – Sch4.1A, Sch4.1.B
 - Preferential vote counting – Sch4.1
 - Transitional provisions – Sch9.3
 - other minor related and inconsequential changes.
- The second tranche, the Local Government Amendment Act 2024, focuses on introducing the new Local Government Inspector and monitors for early intervention and resolution of issues, as well as a range of other reforms to the local government sector. A portion of the Tranche 2 changes were introduced as part of legislative changes on the 6 December 2024, which are summarised below:
 - Role of Council – S2.7
 - Role of Mayor or President – S2.8
 - Role of Councillors – S2.10
 - Local government offences, disqualification – S2.19, S2.22, S2.25A
 - Local laws – S3.12, S3.16

- Regional Subsidiaries – S3.69, S3.70
- Postal and in-person elections – S4.1C, S4.31, S4.32
- Council and committee meetings – S5.8, S5.23
- CEO and Senior Employees – S5.37A, S5.39, S5.39BA
- Role of CEO – S5.41
- Rates and Revenue Policy – S5.56AA
- Elected member conduct records – S5.96C
- Superannuation for Council members – S5.99B
- Model Code of Conduct and Complaints – S5.103, S5.105, S5.130
- Prohibition on certain matters connected with legal matters – 6.14A
- Financing of environmental or heritage upgrade works – S6.83
- Audit, Risk & Improvement Committee – S7.1, S7.1A – S7.1CB
(must be established no later than 6 months after amendment day)
- Inquiry by Inspector, Inquiry panels – S8.1 – S8.44
- Breach Complaints and General Complaints – S8A, S8B
- Good Practice Guidelines – S9.69AA
- Development Assessment Panel Functions – S9.69B
- other minor related and inconsequential changes.

Statutory and Policy Implications:

The Local Government Act 1995

Budget Implications:

The local government reform process has the opportunity to impact on annual budget costs based on the reforms implemented through legislative change.

Budget – Whole of Life Cost

While the local government reforms does not impact directly on the whole of life cost of assets, it does indirectly refer to asset and financial sustainability.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	2	Our Economy
Objective:	2.2	Tourism promotion and attractions
Strategic Priority:	2.2.1	To increase the tourism and marketing capability within the Shire with a focus on destination marketing.

Relevant Precedents:

Legislative changes occur on a regular basis for many aspects of local government operations.

Comment:

The six (6) Themes and Reform Topics are summarised below:

Theme 1: Early intervention, effective regulation and stronger penalties**1.1 Early intervention powers**

- It is proposed to establish a Chief Inspector of Local Government (the inspector), supported by an Office of the Local Government Inspector (the inspectorate).
- The inspector would receive minor and serious complaints about elected members.
- The inspector would oversee complaints relating to local government Chief Executive Officers (CEOs).

1.2 Local government monitors

- A panel of Local Government Monitors would be established.
- Monitors could be appointed by the inspector to go into a local government and try to resolve problems.
- The purpose of monitors would be to proactively fix problems, rather than to identify blame or collect evidence.

1.3 Conduct panel

- The Standards Panel is proposed to be replaced with a new Local Government Conduct Panel.
- The Conduct Panel would be comprised of suitably qualified and experienced professionals. Sitting councillors will not be eligible to serve on the Conduct Panel.

1.4 Review of penalties

- Penalties for breaching the Act are proposed to be strengthened.
- It is proposed that the suspension of councillors (for up to three months) is established as the main penalty where a councillor breaches the Act or Regulations on more than one occasion.
- It is proposed that a councillor who is suspended multiple times may become disqualified from office.
- Councillors who do not complete mandatory training within a certain timeframe will also not be able to receive sitting fees or allowances.

1.5 Red card referrals

- Red cards not progressed

1.6 Vexatious complaint referrals

- Local governments already have a general responsibility to provide ratepayers and members of the public with assistance in responding to queries about the local government's operations. Local governments should resolve queries and complaints in a respectful, transparent and equitable manner.
- It is proposed that if a person makes repeated complaints to a local government CEO that are vexatious, the CEO will have the power to decide that the complainant is being unreasonable, and that they will no longer respond.

1.7 Other minor reforms

- Potential other reforms to strengthen guidance for local governments are being considered.

Theme 2: Reducing red tape, increasing consistency and simplicity

2.1 Resource sharing

- Amendments are proposed to encourage and enable local governments, especially smaller regional local governments, to share resources, including CEOs and senior employees.
- Local governments in bands 2, 3 or 4 would be able to appoint a shared CEO at up to two salary bands above the highest band. For example, a band 3 and a band 4 council sharing a CEO could remunerate to the level of band 1.

2.2 Standardisation of crossovers

- It is proposed to amend the Local Government (Uniform Local Provisions) Regulations 1996 to standardise the process for approving crossovers for residential properties and residential developments on local roads.

2.3 Introduce innovation provisions

- New provisions are proposed to allow exemptions from certain requirements of the Act for:
 - short-term trials and pilot projects
 - urgent responses to emergencies.

2.4 Streamline local laws

- It is proposed that local laws would only need to be reviewed by the local government every 15 years.
- Local laws not reviewed in the timeframe would lapse, meaning that old laws will be automatically removed and no longer applicable.

2.5 Simplifying approvals for small business and community events

- Proposed reforms would introduce greater consistency for approvals for:
 - alfresco and outdoor dining
 - minor small business signage rules
 - running community events.

2.6 Standardised meeting procedures, including public question time

- To provide greater clarity for ratepayers and applicants for decisions made by council, it is proposed that the meeting procedures and standing orders for all local government meetings, including for public question time, are standardised across Western Australia.
- Regulations would introduce standard requirements for public question time and the procedures for meetings generally.
- Further minor changes to Electors Meetings are proposed to:

2.7 Regional subsidiaries

- Work is continuing to consider how Regional Subsidiaries can be best established.

Theme 3: Greater transparency and accountability

3.1 Recordings and live-streaming of all council meetings

- It is proposed that all local governments will be required to record meetings.
- Band 1 and 2 local governments would be required to live-stream meetings and make video recordings available as public archives.
- Limited exceptions would be made for meetings held outside the ordinary council chambers, where audio recordings may be used.
- Recognising their generally smaller scale, typically smaller operating budget, and potential to be in more remote locations, band 3 and 4 local governments would be required to record and publish audio recordings, at a minimum.
- All council meeting recordings would need to be published at the same time as the meeting minutes. Recordings of all confidential items would also need to be submitted to DLGSC for archiving.

3.2 Recording all votes in council minutes

- To support the transparency of decision-making by councillors, it is proposed that the individual votes cast by all councillors for all council resolutions be required to be published in the council minutes to identify those for, against, on leave, absent or who left the chamber.

3.3 Clearer guidance for meeting items that may be confidential

- Recognising the importance of open and transparent decision-making, it is considered that confidential meetings and confidential meeting items should only be used in limited, specific circumstances.
- It is proposed to make the Act more specific in prescribing items that may be confidential and items that should remain open to the public.
- All confidential items would be required to be audio recorded, with those recordings submitted to DLGSC.

3.4 Additional online registers

- It is proposed to require local governments to report specific information in online registers on the local government's website. Regulations would prescribe the information to be included. The following new registers, each updated quarterly, are proposed:
 - Lease register to capture information about the leases the local government is a party to (either as lessor or lessee)
 - community grants register to outline all grants and funding provided by the local government
 - interests disclosure register that collates all disclosures made by elected members about their interests related to matters considered by council
 - applicant contribution register accounting for funds collected from applicant contributions, such as cash-in-lieu for public open space and car parking
 - contracts register that discloses all contracts above \$100,000.

3.5 Chief Executive Officer Key Performance Indicators (KPIs) be published

- To provide for minimum transparency, it is proposed to mandate that the KPIs agreed as performance metrics for CEOs:
 - be published in council meeting minutes as soon as they are agreed prior to (before the start of the annual period)
 - the KPIs and the results be published in the minutes of the performance review meeting (at the end of the period)

Theme 4: Stronger local democracy and community engagement

4.1 Community and stakeholder engagement charters

- It is proposed to introduce a requirement for local governments to prepare a community and stakeholder engagement charter which sets out how local government will communicate processes and decisions with their community.

4.2 Ratepayer satisfaction surveys (band 1 and 2 local governments only)

- It is proposed to introduce a requirement that every four years, all local governments in bands 1 and 2 hold an independently managed ratepayer satisfaction survey.

4.3 Introduction of preferential voting

- Preferential voting is proposed to be adopted as the method to replace the current first past the post system in local government elections.
- In preferential voting, voters number candidates in order of their preferences.
- Optional preferential voting is proposed, to ensure that electors may lodge a valid vote without numbering all candidates, if they wish to vote in that way.

4.4 Public vote to elect the mayor and president

- Accordingly, it is proposed that the mayor or president for all band 1 and 2 councils is to be elected through a vote of the electors of the district. Councils in bands 3 and 4 would retain the current system.

4.5 Tiered Limits on the Number of Councillors

- It is proposed to limit the number of councillors based on the population of the entire local government.
- The Local Government Panel Report proposed for a population of:
 - up to 5000 — 5 councillors (including the president)
 - between 5000 and 75,000 — 5 to 9 councillors (including the mayor/president)
 - above 75,000 — nine to fifteen councillors (including mayor).
- Based on requests from impacted councils, it is proposed to adjust this to allow local governments with a population of up to 5000 people to decide to have 5, 6 or 7 councillors.

4.6 No wards for small councils (band 3 and 4 councils only)

- It is proposed that the use of wards for councils in bands 3 and 4 is abolished.

4.7 Electoral reform — clear lease requirements for candidate and voter eligibility

- Reforms are proposed to prevent the use of 'sham leases' in council elections. Sham leases are where a person creates a lease only to be able to vote or run as a candidate for council.
- The City of Perth Inquiry Report identified sham leases as an issue.

4.8 Reform of candidate profiles

- Further work will be undertaken to evaluate how longer candidate profiles could be accommodated.
- Longer candidate profiles would provide more information to electors, potentially through publishing profiles online.

4.9 Other minor electoral reforms

- Reforms are proposed to include:
 - the introduction of standard processes for vote re-counts
 - the introduction of more specific rules concerning local government council candidates' use of electoral rolls.
 - Filling extraordinary vacancies following elections - Based on input from the sector, it is proposed to create a new power to allow vacancies on councils

arising up to twelve months after an election to be filled by the next highest-polling candidate.

- Election timeframes - It is necessary to extend timeframes for elections in the Act to account for slower postal services.
- Electronic/online voting - It is proposed to amend the Act to allow for the future implementation of electronic voting in elections
- Extended leave from meetings - Based on advocacy from the sector, it is proposed to provide a right for elected representatives to take up to six months' leave if they become a parent or guardian. Similarly, they may take up to six months of medical leave with a medical certificate.

Theme 5: Clear roles and responsibilities

5.1 Introduce principles in the Act

- It is proposed to include new principles in the Act, including:
 - the recognition of Aboriginal Western Australians
 - tiering of local governments (with bands being as assigned by the Salaries and Allowances Tribunal)
 - community engagement
 - financial management.

5.2 Greater role clarity

- The Local Government Act Review Panel recommended that roles and responsibilities of elected members and senior staff be better defined in law.
- It is proposed that these roles and responsibilities are further defined in the legislation.

5.2.1 Mayor or president role

- While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the mayor or president is responsible for:
 - representing and speaking on behalf of the whole council and the local government, at all times being consistent with the resolutions of council
 - facilitating the democratic decision-making of council by presiding at council meetings in accordance with the Act
 - developing and maintaining professional working relationships between councillors and the CEO
 - performing civic and ceremonial duties on behalf of the local government
 - working effectively with the CEO and councillors in overseeing the delivery of the services, operations, initiatives and functions of the local government.

5.2.2 Council role

- While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the council is responsible for:
 - making significant decisions and determining policies through democratic deliberation at council meetings

- ensuring the local government is adequately resourced to deliver the local government's operations, services and functions — including all functions that support informed decision-making by council
- providing a safe working environment for the CEO
- providing strategic direction to the CEO
- monitoring and reviewing the performance of the local government

5.2.3 Elected member (councillor) role

- While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that every elected councillor is responsible for:
 - considering and representing, fairly and without bias, the current and future interests of all people who live, work and visit the district (including councillors elected for a particular ward)
 - positively and fairly contributing and applying their knowledge, skill, and judgement to the democratic decision-making process of council
 - applying relevant law and policy in contributing to the decision-making of the council
 - engaging in the effective planning and review of the local government's resources, and the performance of its operations, services, and functions
 - communicating the decisions and resolutions of council to stakeholders and the public
 - developing and maintaining professional working relationships with all other councillors and the CEO
 - maintaining and developing their knowledge and skills relevant to local government
 - facilitating public engagement with local government.
- It is proposed that elected members should not be able to use their title (e.g. councillor, mayor or president) and associated resources of their office (such as email address) unless they are performing their role in their official capacity.

5.2.4 CEO role

- The Act requires local governments to employ a CEO to run the local government administration and implement the decisions of council.
- To provide greater clarity, it is proposed to amend the Act to specify the roles and responsibilities of all local government CEOs.
- While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the CEO of a local government is responsible for:

- coordinating the professional advice and assistance necessary for all elected members to enable the council to perform its decision-making functions
- facilitating the implementation of council decisions
- ensuring functions and decisions lawfully delegated by council are managed prudently on behalf of the council
- managing the effective delivery of the services, operations, initiatives and functions of the local government determined by the council
- providing timely and accurate information and advice to all councillors in line with the council communications agreement (see item 5.3)
- overseeing the compliance of the operations of the local government with State and Commonwealth legislation on behalf of the council
- implementing and maintaining systems to enable effective planning, management, and reporting on behalf of the council.

5.3 Council communication agreements

- In State Government, there are written communication agreements between Ministers and agencies that set standards for how information and advice will be provided.
- It is proposed that local governments will need to have council communications agreements between the council and the CEO.
- These council communication agreements would clearly specify the information that is to be provided to councillors, how it will be provided, and the timeframes for when it will be provided.
- A template would be published by DLGSC. This default template will come into force if a council and CEO do not make a specific alternative agreement within a certain timeframe following any election.

5.4 Local governments may pay superannuation contributions for elected members

- It is proposed that local governments should be able to decide, through a vote of council, to pay superannuation contributions for elected members. These contributions would be additional to existing allowances.

5.5 Local governments may establish education allowances

- Local governments will have the option of contributing to the education expenses for councillors, up to a defined maximum value, for tuition costs for further education that is directly related to their role on council.

5.6 Standardised election caretaker period

- A State-wide caretaker period for local governments is proposed.

5.7 Remove WALGA from the Act

- The Local Government Panel Report recommended that WALGA not be constituted under the Act.
- Separating WALGA out of the Act will provide clarity that WALGA is not a State Government entity.

5.8 CEO recruitment

- It is proposed that DLGSC establishes a panel of approved members to perform the role of the independent person on CEO recruitment panels.

Theme 6: Improved financial management and reporting

6.1 Model financial statements and tiered financial reporting

- Recognising the difference in the complexity between smaller and larger local governments, it is proposed that financial reporting requirements should be tiered — meaning that larger local governments will have greater financial reporting requirements than smaller local governments.
- It is proposed to establish standard templates for Annual Financial Statements for band 1 and 2 councils and simpler, clearer financial statements for bands 3 and 4.

6.2 Simplify strategic and financial planning

- In order to provide more consistency and clarity across the State, it is proposed that greater use of templates is introduced to make planning and reporting clearer and simpler, providing greater transparency for ratepayers.
- Local governments would be required to adopt a standard set of plans, and there will be templates published by DLGSC for use or adaptation by local governments.
- It is proposed that the plans that are required are:
 - Simplified Council Plans that replace existing Strategic Community Plans and set high-level objectives with a new plan required at least every eight years. These will be short-form plans with a template available from DLGSC.
 - Simplified Asset Management Plans to consistently forecast costs of maintaining the local government's assets.
 - Simplified Long Term Financial Plans will outline any long-term financial management and sustainability issues, and any investments and debts. A template will be provided, and these plans will be required to be reviewed in detail at least every four years.
 - A new Rates and Revenue Policy (see item 6.3) that identifies the approximate value of rates that will need to be collected in future years (referencing the Asset Management Plan and Long-Term Financial Plan) providing a forecast to ratepayers (updated at least every four years).
 - The use of simple, one-page Service Proposals and Project Proposals that outline what proposed services or initiatives will cost, to be made available

through council meetings. These will become Service Plans and Project Plans added to the yearly budget if approved by council.

6.3 Rates and revenue policy

- The Rates and Revenue Policy is proposed to increase transparency for ratepayers by linking rates to basic operating costs and the minimum costs for maintaining essential infrastructure.
- A Rates and Revenue Policy would be required to provide ratepayers with a forecast of future costs of providing local government services.
- The policy would need to reflect the Asset Management Plan and the Long-Term Financial Plan (see item 6.2), providing a forecast of what rates would need to be, to cover unavoidable costs.

6.4 Monthly reporting of credit card statements

- The statements of a local government's credit cards used by local government employees will be required to be tabled at council meetings on a monthly basis.

6.5 Amended financial ratios

- Financial ratios will be reviewed in detail, building on work already underway by DLGSC.

6.6 Audit committees

- To ensure independent oversight, it is proposed the chair of any audit committee be required to be an independent person who is not on council or an employee of the local government.
- Audit committees would also need to consider proactive risk management.
- To reduce costs it is proposed that local governments should be able to establish shared regional audit committees.
- The committees would be able to include council members but would be required to include a majority of independent members and an independent chairperson.
- No requirement for majority of independent members (only independent chair)
- Local governments may remunerate independent committee members

6.7 Building Upgrade Finance

- Reforms would allow local governments to provide loans to third parties for specific building improvements — such as cladding, heritage and green energy fixtures.

6.8 Cost of Waste Service to be Specified on Rates Notices

- It is proposed that waste charges are required to be separately shown on rate notices (for all properties which receive a waste service).

12. CORPORATE SERVICES REPORTS

12.1 Accounts Paid – February 2025	
Reporting Department:	Corporate Services
Reporting Officer:	Tash Mellegers – Finance Officer
Accountable Manager:	Nicole Wasmann – Director Corporate Services
Legislation:	<i>Local Government Act 1995 & Local Government (Financial Management) Regulations 1996</i>
File Number:	FIN/024
Appendices:	Appendix 12.1.A – Accounts Paid – February 2025
Voting Requirement	Simple Majority

Report Purpose

To present the accounts paid during the month of February 2025.

Officer's Recommendation/Council Decision:

Resolution: 9561

Moved: Cr Moyses

Seconded: Cr Sadlier

That Council receive the list of accounts paid in the month of February 2025 as presented in Appendix 12.1.A totalling \$1,207,207.78.

Carried: 8/0

For: Cr Miffing, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen, Cr Sadlier & Cr Burton.

Against: Nil.

Background:

In accordance with Delegation 2.2.21- payments from the Municipal or Trust Funds adopted by Council on 8 August 2023, the Chief Executive Officer is authorised to incur expenditure in accordance with the Annual Budget provisions and limited over-expenditure, subject to subsequent budget amendment. In doing so, section 13 of the *Local Government (Financial Management) Regulations 1996* (the Regulations) is to be adhered to with a list of accounts for approval to be presented to the Council each month.

Statutory and Policy Implications:

The Regulations, 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. The list is to include the payee's name; the amount of the payment; the date of the payment; and sufficient information to identify the transaction.

Council Policy CS3.7 relates to the payment of creditors, and in particular item 5.0 which relates to the presentation of accounts paid. A list of all accounts paid shall be presented to Council within two months. The list shall comprise of details as prescribed in the Regulations.

Budget Implications:

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

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	5	Our Organisation
Objective:	5.1	Innovative leadership, forward planning, and mutually beneficial partnerships
Strategic Priority:	5.1.5	To imbed our strategic priorities throughout the organisation

Relevant Precedents:

Each month Council is presented a list of accounts paid during the preceding month.

Comment:

A listing of payments is included in Appendix 12.1.A.

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

12.2 Financial Management Report – January 2025

Reporting Department:	Corporate Services
Reporting Officer:	Nicole Wasmann – Director Corporate Services
Accountable Manager:	Phil Anastasakis – Chief Executive Officer
Legislation	<i>Local Government Act 1995 & Financial Management Regulations 1996</i>
File Number:	FIN/024
Appendices:	Appendix 12.2.A – Financial Report – January 2025
Voting Requirement	Simple Majority

Report Purpose

To provide a summary of the financial position for the Shire of Collie for the month ending 31 January 2025.

Officer’s Recommendation/Council Decision:

Resolution: 9562

Moved: Cr Burton

Seconded: Cr Hill-Power

That Council receive the Financial Management Reports for January 2025 as presented in Appendix 12.2.A.

Carried: 8/0

For: Cr Miffing, Cr Italiano, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Hansen, Cr Sadlier & Cr Burton.

Against: Nil.

Background:

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

Statutory and Policy Implications:

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

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

Budget Implications:

The monthly Financial Management Report provides Council with an overview of budget compared to actual expenditure and revenue. Ongoing financial forecasts to the end of the financial year are being introduced to enable Council employees to closely monitor revenue and expenditure, and provide up to date forecasts for the end of the financial year. This will provide more accurate budget monitoring, assist the mid-year budget review analysis, and will form a solid foundation for the estimated Surplus/(Deficit) at 30 June, which informs the future Budget and Long Term Financial Plan development process.

Communications Requirements: (Policy No. CS 1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	5	Our Organisation
Objective:	5.1	Innovative leadership, forward planning, and mutually beneficial partnerships
Strategic Priority:	5.1.5	To imbed our strategic priorities throughout the organisation

Relevant Precedents:

Each month Council is presented a monthly Financial Management Report for the preceding month.

Comment:

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

- Statement of Financial Accounts by Nature
- Statement of Finance Accounts by Program

Due to the need to focus on the end of financial year audit and the 2023/2024 Annual Financial Statements, the Monthly Financial Statement does not incorporate all of the detail anticipated in future reports, it does include the identification of variances and a forecast end of year financial position.

It is anticipated that the February 2025 Monthly Financial Statement will incorporate additional reporting elements associated with Program and sub-Program Reporting, which will provide greater detail on specific income and expenditure line items.

13. DEVELOPMENT SERVICES REPORTS

Item 13.1 brought forward due to attending interested persons.

14. OPERATIONS REPORTS

Nil

15. MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

Nil

18. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS**Shire President Cr Miffing**

- 18 February - provided Collie focussed comments on-air to ABC Radio whilst broadcasting outside Barnzee's Café;
- 21 February - along with Cr Italiano attended the South West Zone of WALGA meeting at Margaret River/Augusta Shire Council;
- 19 February - attended the AGM of the Collie Visitor Centre and obliged as returning officer for the election of their Chairperson;
- 23 February - attended as an invitee on behalf of Council the 60 year celebration of Mr David Saunders' association with St John Ambulance in Collie;
- 1 March - attended and acted as MC for the Collie Art Gallery CAP25 art awards;
- 7 March - represented Council at the International Women's Day Breakfast

Deputy Shire President Cr Joe Italiano

- 21 February - Attended south west zone meeting in Margaret River
- 11 March - Attended Audit Committee Meeting

Cr Hansen

- 19 February - Chaired the LEMC meeting

Mr Anastasakis

- 1 March - Attended Collie Labour Day festival

Mr Wiese

- 30 January - along with Councillors and staff attended the visit to the Cannaponics site.

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

Officer's Recommendation/Council Decision:		Resolution: 9563
Moved: Cr Faries		Seconded: Cr Hill-Power
<p><i>That the meeting be closed to the public to discuss items 20.1 and 20.2, in accordance with section 5.23 (2) (a) and (2) (d) of the Local Government Act 1995, being a matter affecting an employee and legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.</i></p>		
		Carried: 8/0
For:	Cr Miffling, Cr Italiano, Cr Smith, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Scoffern, Cr Kearney, Cr Hansen, Cr Sadlier.	
Against:	Nil.	

20.1 Appointment of Director Corporate & Community Services	
Reporting Department:	Chief Executive Officer
Reporting Officer:	Phil Anastasakis - Chief Executive Officer
Accountable Manager:	Phil Anastasakis - Chief Executive Officer
Legislation:	<i>Local Government Act 1995</i>
File Number:	GOV/001
Appendices:	N/A
Voting Requirement:	Absolute Majority

This report is confidential in accordance with Section 5.23(2)(a) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to a matter affecting an employee which is to be discussed at the meeting.

A confidential report will be circulated to members under separate cover (Confidential Report 20.1.A). The report is not for circulation.

The Chief Executive Officer withdrew item 20.1 as the preferred applicant for the Director Corporate & Community Services withdrew their application.

Officer's Recommendation/Council Decision:		Resolution: 9564
Moved: Cr Burton		Seconded: Cr Hansen
<p><i>That Council reopen the meeting to the public.</i></p>		
		Carried: 8/0
For:	Cr Miffling, Cr Italiano, Cr Smith, Cr Hill-Power, Cr Moyses, Cr Faries, Cr Scoffern, Cr Kearney, Cr Hansen, Cr Sadlier.	
Against:	Nil.	

21. CLOSE

There being no further business the Shire President closed the meeting at 9.56pm.