

SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

MINUTES

Ordinary Council Meeting

Held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday 17 May 2016



Common Acronyms Used in this Document

WEROC	Wheatbelt East Regional Organisation of Councils
GECZ	Great Eastern Country Zone
WALGA	Western Australian Local Government Association
CEACA	Central East Aged Care Alliance
CEO	Chief Executive Officer
DCEO	Deputy CEO
EMDS	Executive Manager of Development Services
EMES	Executive Manager of Engineering Services
EMCS	Executive Manager of Corporate Services
EA	Executive Assistant to CEO
LPS	Local Planning Scheme
LGIS	Local Government Insurance Services
AMP	Asset Management Plan
LTFP	Long Term Financial Plan
CBP	Corporate Business Plan
CSP	Community Strategic Plan
MRCLC	Merredin Regional Community and Leisure Centre
CWVC	Central Wheatbelt Visitors Centre
UCL	Unallocated Crown Land
MoU	Memorandum of Understanding
LHAG	Local Health Advisory Group
NEWROC	North Eastern Wheatbelt Regional Organisation of Councils
LoA	Leave of Absence

Table of Contents



1.	Official Opening
2.	Record of Attendance / Apologies and Leave of Absence
3.	Public Question Time
4.	Disclosure of Interest
5.	Applications for Leave of Absence
6.	Petitions and Presentations
7.	Confirmation of Minutes of the Previous Meeting
7.1	<u>Ordinary Council Meeting held on 19 April 2016</u>
8.	Announcements by the Person Presiding without discussion
9.	Matters for which the Meeting may be closed to the public
10.	Receipt of Minutes of Committee Meetings
10.1	<u>WEROC Council Meeting held on 27 April 2016</u>
10.2	<u>GECZ Meeting held on 28 April 2016</u>
10.3	<u>Local Emergency Management Committee Meeting held on 3 May 2016</u>
11.	Recommendations from Committee Meetings for Council consideration
12.	Officer's Reports – Development Services
12.1	<u>Lot 80 Gamenya Avenue, Merredin – CBH Accommodation Units and Amenities</u>
12.2	<u>31 Kitchener Road, Merredin – Application for Oversize Outbuilding</u>
12.3	<u>Reserve 44697 – Offer to Purchase</u>
13.	Officer's Reports – Engineering Services
	Nil
14.	Officer's Reports – Corporate and Community Services
14.1	<u>List of Accounts Paid</u>
14.2	<u>Statement of Financial Activity</u>
14.3	<u>Policy Manual – Review – Policy 3.12 Purchasing Policy</u>
14.4	<u>Differential Rates 2016/17</u>

15.	Officer's Reports – Administration
15.1	<u>Integrated Planning and Reporting - Corporate Business Plan and Strategic Community Plan</u>
15.2	<u>Voting Delegates to the 2016 WALGA Annual General Meeting</u>
16.	Motions of which Previous Notice has been given
17.	Questions by Members of which Due Notice has been given
18.	Urgent Business Approved by the Person Presiding or by Decision
19.	Matters Behind Closed Doors
20.	Closure

Shire of Merredin
Ordinary Council Meeting
Tuesday 17 May 2016



1. Official Opening

The President welcomed all those in attendance and declared the meeting open at 3.03pm.

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr KA Hooper	President
Cr RM Crees	Deputy President
Cr BJ Anderson	(via teleconference from 3.05pm)
Cr LN Boehme	
Cr MA Crisafio	
Cr JP Flockart	
Cr MD Willis	
Cr ML Young	

Staff:

G Powell	CEO
R McCall	Deputy CEO
V Green	EA to CEO
M Marks	Media & Communications Officer

Members of the Public: Nil

Apologies: Cr CA Blakers

Approved Leave of Absence: Nil

Request for Attendance via Teleconference

In accordance with Regulation 14A of the *Local Government (Administration) Regulations 1996* Councillor Anderson has requested attendance at this Council Meeting via telephone communication.

Voting Requirements



Simple Majority



Absolute Majority

Councillor's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Willis

81776 That Council:

1. approves Councillor Anderson's attendance at the Council Meeting via telephone communication in accordance with Regulation 14A(1) of the *Local Government (Administration) Regulations 1996*; and
2. approves a residence at Forrest Street, Kalgoorlie as a suitable place for Councillor Anderson's attendance in accordance with Regulation 14A(4) of the *Local Government (Administration) Regulations 1996*.

CARRIED BY ABSOLUTE MAJORITY 7/0

Councillor Anderson was contacted by phone and joined the meeting at 3.05pm.

3. Public Question Time

Nil

Mrs Julie Townrow addressed Council at its April 2016 meeting with a series of questions related to aged care services in Merredin. At the time the questions were taken on notice. A written response was provided to Mrs Townrow on Monday 2 May 2016, which along with the questions (in blue) is repeated here:

1. *Does Council understand the relationship between the Department of Housing, Merredin Shire and Merrittville Retirement Village (Inc) in relation to the Joint Venture?*

a. *Does Council understand the principals of the new section which is just called Merrittville. The Department of Housing has taken a caveat over the Joint Venture section and has no interest in the remaining area.*

I believe most Councillors understand the relationships in the arrangements although the newer Councillors may only understand this in principle.

2. *Did the CEACA application specify the aged accommodation had to be on NMPS site?*

The CEACA application did specify the NMPS site as these details were required by the application documentation. Merrittville was considered by the consultant who advised on the application and the NMPS site was favoured as it is closer to amenities and provided a semi-serviced greenfield site that was uncomplicated by previous development and with the potential to become part of a regionally managed and serviced facility.

3. *How many units are to be built in Merredin?*

The number of units to be built in Merredin is as yet unknown as it is dependent on funding available and timing. The site has the potential for around 30+ accommodation units depending on other infrastructure, density and communal facilities provided.

4. *Is Council still looking at self-funded aged accommodation along the old hockey fields?*

The potential for self-funded accommodation on the old hockey ground remains an option but subject to the land being freeholded on favourable terms.

5. *Why wasn't Merrittville included in any discussions (CEACA report mentions involving other aged accommodation providers)?*

Merrittville (Inc) was included in early discussions on aged accommodation since the inception of the Verso Report. CEACA has only built on the recommendations of that Report. Merrittville was invited to a recent CEACA meeting which was attended, in part, by Ms Kathy Baker.

6. *Why doesn't the Council rep on Merrittville keep the Committee informed?*

It is believed that meetings of Merrittville (Inc) have been ad-hoc and infrequent and that the Council representative may have not been aware that a meeting had been called or held. This may be a reason why Merrittville (Inc) was not aware of the status of CEACA but all Councillors have been informed through provision of Minutes of CEACA meetings. Staff are unaware of any requests from Merrittville (Inc) for information on CEACA.

7. *When is the expected timeframe for building the units?*

There is no timeframe for the construction of CEACA accommodation as the project remains unfunded.

8. *Was the vesting of NMPS for aged accommodation - has that changed now that the library is there?*

The vesting of NMPS was altered when the land was transferred to Council's management from education to community purposes and aged accommodation.

9. *Council offered in principal support of the overall plan for Merrittville a few years ago, is this still the case?*

Council has not reconsidered its position on the overall plans for Merrittville and it can therefore be inferred that its support for the ongoing development of Merrittville has not changed.

10. *Since the Verso report was completed in 2012, Merrittville planning including the site geotechnical survey, upgrades to Western Power, Water Corp and Telstra. Houses were not commenced until late 2013 and arrived on site February 2014 to be rent ready by March 2014. Why was there so little 'inclusion' by Council of the parallel planning?*

Council's long term objective is to ensure that there is sufficient and adequate seniors and aged accommodation in Merredin. Whether it is provided by Merrittville or another agency is irrelevant. Council can therefore support Merrittville in its endeavours and any other options that may deliver the requisite housing.

11. *While the Merrittville Board was planning to expand, did the Shire have a different agenda?*

This is addressed at 10 above.

12. *Merrittville Board is almost identical to the findings in the Verso CEACA report and why is it necessary to have two 'providers' to provide aged housing in the same community?*

It has become apparent both here in Merredin and the eastern Wheatbelt as well as other rural areas of the State that funding will only be obtained from the State and Commonwealth governments if it can be delivered on an acceptable scale and cost. Failure across the rural sector to obtain funding on a one-off basis has seen the pooling of needs and resources to address these requirements.

13. *Are Council aware that an alternative plan to create a secure care unit to cater for Dementia patients was an inclusion in the overall plan, with the Unit to be an annex of Dryandra?*

As far as dementia care is concerned, this may be centred on Dryandra at Kellerberrin which has successfully attracted funding for its ongoing development and the management of which has recently been taken over by an aged care service provider. It is problematic from an infrastructure and service delivery for dementia care across a number of smaller facilities across the region."

4. Disclosure of Interest

Councillors Hooper, Crees, Crisafio and Flockart declared a Financial Interest in Item 12.1

Councillor Young declared an Impartiality Interest in Item 12.1

Councillor Boehme declared an Impartiality Interest in Item 12.2

5. Applications for Leave of Absence

Councillor Boehme requested Leave of Absence for the September 2016 Council meeting. Councillors Crees and Willis requested Leave of Absence for all July 2016 meetings.

Councillor's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Flockart

81777 That Councillor Boehme be granted Leave of Absence for the September 2016 Council Meeting and Councillors Crees and Willis be granted Leave of Absence for all July 2016 meetings.

CARRIED 8/0

6. Petitions and Presentations

Nil

7. Confirmation of Minutes of the Previous Meeting

- 7.1 Ordinary Council Meeting held on 19 April 2016
[Attachment 7.1A](#)

Officer's Recommendation / Resolution

Moved: Cr Crees **Seconded:** Cr Crisafio

- 81778** That the Minutes of the Ordinary Council Meeting held on 19 April 2016 be confirmed as a true and accurate record of proceedings.

CARRIED 8/0

8. Announcements by the Person Presiding without discussion

The President reminded Councillors about the debrief on recent community events being held in the Function Room tomorrow night (Wednesday 18 May 2016) and suggested they attend, if possible.

9. Matters for which the Meeting may be closed to the public

Nil

10. Receipt of Minutes of Committee Meetings

- 10.1 WEROC Council Meeting held on 27 April 2016
[Attachment 10.1A](#)
- 10.2 GECZ Meeting held on 28 April 2016
[Attachment 10.2A](#)
- 10.3 Local Emergency Management Committee Meeting held on 3 May 2016
[Attachment 10.3A](#)

Officer's Recommendation / Resolution

Moved: Cr Willis **Seconded:** Cr Flockart

- 81779** That the minutes of the WEROC Council Meeting held on 27 April 2016, the GECZ Meeting held on 28 April 2016 and the Local Emergency Management Committee Meeting held on 3 May 2016 be received.

CARRIED 8/0

11. Recommendations from Committee Meetings for Council consideration

Nil

12. Officer's Reports - Development Services

Councillors Hooper, Crees, Crisafio and Flockart declared a Financial Interest in this Item 12.1. Councillor Young declared an Impartiality Interest in this Item 12.1.

Due to the number of Councillors declaring an Interest in this Item, a quorum did not exist. Therefore, in accordance with *Section 5.19 of the Local Government Act 1995*, the matter could not be considered at this time. (Investigations into the nature and extent of the declared Financial Interest would occur with the Item expected to be presented to Council's June 2016 meeting for consideration).

12.1 Lot 80 Gamenya Avenue, Merredin – CBH Accommodation Units and Amenities

<h2>Development Services</h2>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Reporting Officer:	EMDS	
Author:	Paul Bashall – Planwest	
Legislation:	<i>Planning & Development Act 2005; Local Planning Scheme No. 6</i>	
File Reference:	P9238	
Disclosure of Interest:	Nil	
Attachments:	Attachment 12.1A – CBH Application	
Maps / Diagrams:	Nil	

Purpose of Report



Executive Decision



Legislative Requirement

Background

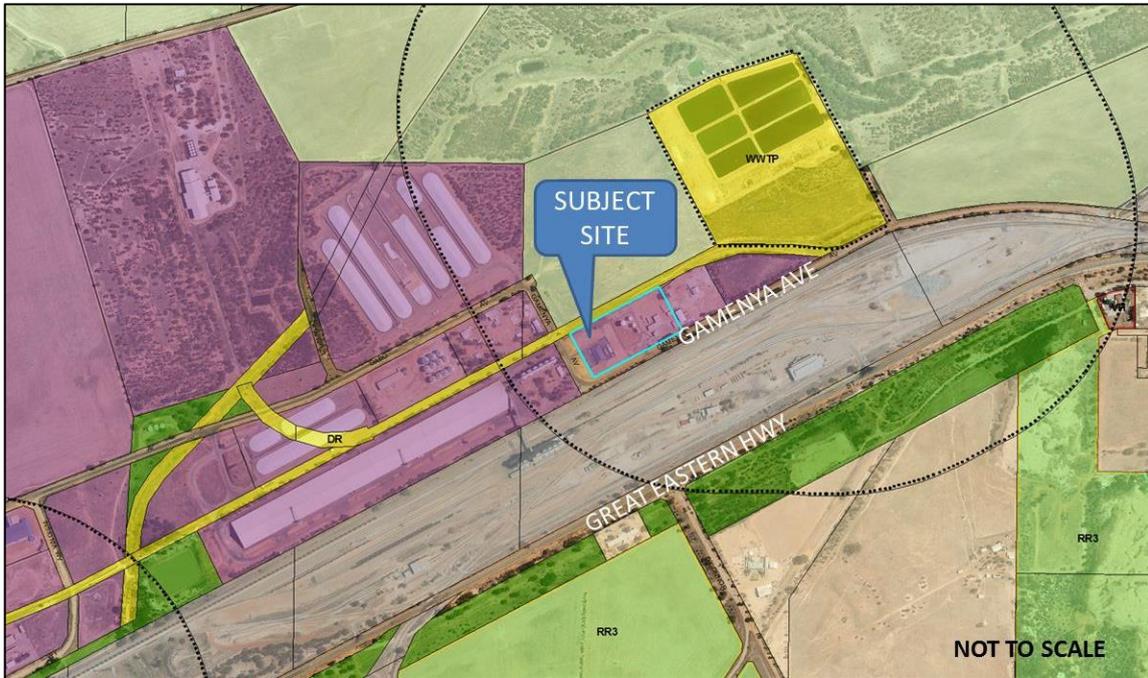
An application for Development Approval (DA) PA10-2016 has been received to construct 16 staff accommodation units with amenities at the CBH site in Gamenya Ave in the western part of Merredin townsite. All 5 buildings are transportable units. A provision for an additional 14 car bays has been provided in the plans.

Comment

The property is located on the north side of Gamenya Avenue immediately east of the main CBH infrastructure. This infrastructure includes the open and roofed bulkhead storage areas, silos and wagon loading facilities for loading trains to port.

Figure 1 shows the location of the proposed facility in relation to the surrounding uses. The land is currently identified as industrial in the endorsed Local Planning Strategy (Strategy) and General Industry in the gazetted Local Planning Scheme No 6 (LPS6).

FIGURE 1 – LOCATION PLAN



Source: Nearmap, Planwest

Figure 2 shows an enlargement of the proposal overlaid in the LPS6 map.

FIGURE 2 – DEVELOPMENT PROPOSAL



Source: Nearmap, Planwest

As can be seen from Figure 1 the site is within about 400m of the town's waste water treatment plant.

The Strategy shows a 500m buffer from this facility in which sensitive uses should not be permitted.

The applicant has raised a point that the residential accommodation should be considered as an integral part of the grain handling facility so that it would be considered as a 'Rural Industry'. A Rural Industry is a permitted use in a General Industry zone.

This argument is not considered valid in this situation for the following two reasons:

1. The first is that this argument could be used for any use that had employees – no matter how dangerous or inappropriate the activity is to a sensitive use. Using this argument sensitive uses would be allowed in an abattoir or munitions factory. If there was no settlement within close proximity to the activity the Council may consider allowing workers accommodation, for example on a mine site.
2. The second reason is the proximity to the wastewater treatment facility.

Policy Implications

Nil

Statutory Implications

The landowner has signed the application forms. Planning fees have been paid.

The LPS6 states that the only residential type use allowed in a 'General Industry' zone is a caretaker's residence. This proposal is clearly not that.

The LPS6 (clause 4.4) also provides for the Council to use its discretion where a use is not specifically mentioned (workers accommodation is not a listed use).

Clause 4.4 states (inter alia);

4.4.2 If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may –

(a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;

(b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or

© determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.

Option c) above is recommended.

The first 2 objectives (of LPS6) for the General Industry zone are;

4.2.6.1 To provide for general industry, the storage and distribution of goods and associated uses, which by the nature of their operations may need to be separated from residential and other sensitive areas.

4.2.6.2 To discourage non-industrial uses to minimise land use conflicts and address environmental impacts.

The use of land for sensitive uses in a General Industry zone is not supported as the uses are not considered compatible and would potentially lead to unnecessary conflicts in the future.

In addition the proposal is within 500m of the wastewater treatment plant Special Control Area (SCA). This SCA has been placed in LPS6 to prevent the location of sensitive uses within an acceptable distance from the facility.

The objectives for the SCA 2 are to:

- (a) identify land which may be affected by the Wastewater treatment plant;*
- (b) ensure that the use and development of land is compatible; and*
- © minimise impacts on residential and other sensitive uses.*

LPS6 requires that all development be referred to the Environmental Protection Authority (EPA) for advice, however the EPA has responded saying that it '*generally does not receive and review development applications*' and suggests the application be referred to the Water Corporation for comment. At this time this has not occurred.

Council is cognisant of the need to support existing businesses in town. Approving the CBH proposal – notwithstanding its inappropriate location – will unfairly reduce the patronage of commercial facilities in CBD area and not therefore promote a compact and consolidated centre.

As demonstrated by the parking allocation for the proposed development it is clear that all residents are expected to be mobile.

Strategic Implications

Service Area: 3.3 Town Planning

Activities: Administration of Local Planning Scheme No. 6; Process Development Applications

Link to Vision: Liveable

Link to Strategic Priorities: Town enhancement

Service Level: As determined by legislation and the Local Planning Scheme

Service Level Change: Nil

Sustainability Implications

➤ **Asset Management Plan**

Nil

➤ **Long Term Financial Plan**

Nil

➤ **Workforce Plan**

Nil

Risk Implications

Nil

Financial Implications

Application fees have been paid.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That the development application (PA10-2016) to construct 16 staff accommodation units with amenities at the CBH site in Gamenya Avenue, Merredin be refused for the following reasons:

1. In accordance with Clause 4.4.2 c) of its Local Planning Scheme No. 6 Council considers that the proposed residential use is not consistent with the objectives for the General Industry zone that are (inter alia) as follows:
4.2.6.1 To provide for general industry, the storage and distribution of goods and associated uses, which by the nature of their operations may need to be separated from residential and other sensitive areas.
4.2.6.2 To discourage non-industrial uses to minimise land use conflicts and address environmental impacts.
2. The proposal is contrary to the objectives of the Special Design Area (SDA 2) for the Wastewater Treatment Plant including (inter alia):
The objectives for the SCA 2 are to:
(b) ensure that the use and development of land is compatible; and
© minimise impacts on residential and other sensitive uses.
3. The proposed residential use is contrary to Council's Local Planning Strategy that includes the area within a buffer area from the Merredin town's wastewater treatment plant where no sensitive uses should be permitted.

Councillor Boehme declared an Impartiality Interest in this Item 12.2.

12.2 31 Kitchener Road, Merredin – Application for Oversize Outbuilding

<h3>Development Services</h3>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Reporting Officer:	Gary Bruhn, A/EMDS	
Author:	As above	
Legislation:	<i>Local Planning Scheme No 6; State Planning Policy 3.1 Residential Design Codes.</i> Shire of Merredin Policy 8.24 Outbuildings in a Residential Area	
File Reference:	A2302	
Disclosure of Interest:	Nil	
Attachments:	Attachment 12.2A - Application	
Maps / Diagrams:	Nil	

Purpose of Report

Executive Decision

Legislative Requirement

Background

An application to construct an oversized colourbond shed with a floor area of 136m² and wall height of 5.092 metres at 31 Kitchener Road, Merredin was considered by Council at its October 2012 meeting. At that meeting Council determined that the wall height of the shed be reduced to a maximum of 3 metres and with a maximum ridge height of 3.6 metres (CMRef 30987). However, the shed was never constructed.

Since 2012 staff have refused a further application with an amended plan, as the proposal was contrary to Council's determination of October 2012.

The applicant requires the larger shed for several vehicles including a caravan and an extensive home gym and has requested the matter again be presented to Council for consideration. The current proposal is for a colourbond shed with a wall height of 4.058 metres and a ridge height of 4.242 metres, floor area being 120.15m².

The property is within Merredin's Railway Heritage Precinct and comments have been sought from the Heritage Council of Western Australia that support the construction of the shed in its proposed form.

Comment

A quick survey of the area has revealed there are several similar structures within the Merredin townsite. The previous application was supported by all the adjoining property owners and the latest application is for a reduction in the shed's size from the previous proposal, however the shed's size is still larger than the October 2012 determination of Council.

If approved, the amount of allowable outbuilding floor area under Policy 8.24 is exceeded. It is recommended that, if approved, notice be provided to the applicant that no further outbuilding applications will be allowed.

As the shed is to the rear of the property, it would appear that the neighbours do not have an issue with the proposal and if the Heritage Council of Western Australia is satisfied, it could be considered that the construction is reasonable.

The issue faced by Council is similar to consideration given by other Local Governments for oversize sheds throughout Western Australia and on this occasion Council has been asked to reconsider a previous determination with a modified proposal.

Should Council wish to approve the current planning application it needs to rescind Resolution CMRef30987 which states:

"That the proposed oversized shed for 31 (Lot 1480) Kitchener Road, Merredin be approved with the following conditions:

- 1. The height of the shed be reduced in height at the walls to 3.0 metres above ground level and at the roof ridge to 3.6 metres above ground level.***
- 2. The roof cladding to be "Classic Cream Colorbond" to match the wall cladding.***
- 3. A Building Permit to be obtained prior to any building works commencing."***

Policy Implications

There appears to be one implication and that is to further establish a precedent for larger sheds that may not strictly fit within the policy guidelines.

Policy 8.24 Outbuildings in a Residential Area is applicable.

Statutory Implications

Acceptance of the proposal may help consolidate a precedence.

Strategic Implications

Service Area: 3.3 Town Planning

Activities: Administration of Local Planning Scheme No.6; Development of Local Planning Strategy; Process Development Applications

Link to Vision: Liveable

Link to Strategic Priorities: Nil

Service Level: Determine by legislation and the Local Town Planning Scheme

Service Level Change: Nil

Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ [Long Term Financial Plan](#)

Nil

➤ [Workforce Plan](#)

Nil

Risk Implications

The proponent would have the right to appeal to the State Administrative Tribunal (SAT), should the proposal not be supported.

Financial Implications

The applicant has paid the planning fee on three occasions. The current fee is \$147.

Voting Requirements

Simple Majority

Absolute Majority

One third of Elected Members, including the Mover, must support the rescission motion. The decision to rescind the motion must be by Absolute Majority.

Councillors Crees, Flockart and Young agreed to support a motion to rescind resolution CMRef30987.

Officer's Recommendation / Resolution

Moved: Cr Crees

Seconded: Cr Anderson

81780 That Resolution CMRef30987 from Council's October 2012 meeting be rescinded:

"That the proposed oversized shed for 31 (Lot 1480) Kitchener Road, Merredin be approved with the following conditions:

- 1. The height of the shed be reduced in height at the walls to 3.0 metres above ground level and at the roof ridge to 3.6 metres above ground level.*
- 2. The roof cladding to be "Classic Cream Colorbond" to match the wall cladding.*
- 3. A Building Permit to be obtained prior to any building works commencing."*

CARRIED BY ABSOLUTE MAJORITY 8/0

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Anderson

81781 That the planning application to construct a colourbond shed with a wall height of 4.058 metres and a ridge height of 4.242 metres, floor area being 120.15m² at 31 Kitchener Road, Merredin be approved with advice to the applicant that no that further outbuilding applications will be accepted.

CARRIED 8/0

12.3 Reserve 44697 – Offer to Purchase

Development Services



Reporting Officer:	EMDS
Author:	Vanessa Green, EA to CEO
Legislation:	Nil
File Reference:	R44697
Disclosure of Interest:	Nil
Attachments:	Attachment 12.3A – Correspondence
Maps / Diagrams:	Nil

Purpose of Report

Executive Decision

Legislative Requirement

Background

At its January 2010 meeting Council resolved (CMRef 30224) to take steps to acquire freehold title to Reserve 44697 located at the corner of Golf Road, Telfer Avenue and MacDonald Street, Merredin. Work on acquiring the Reserve has since been ongoing. Correspondence has been received recently from the Department of Lands advising that the Minister for Lands has approved the Reserve to be offered for sale to the Shire. Additionally, the Minister has afforded the Shire of 50% discount off the unimproved market value for the Reserve.

Comment

Reserve 44697 is vacant land, 6 hectares in size and currently leased to the Merredin Men's Shed, along with the adjoining Reserve 17767, for \$200 per year until February 2018 for the purposes of cropping/grazing.

The Reserve is zoned Residential and Council adopted the Outline Development Plan (ODP) at its May 2012 meeting (CMRef 30867) however it is anticipated that, if purchased, the land would remain as vacant land and not be developed in the foreseeable future.

In 2006 a report conducted by Independent Valuers of WA gave Reserve 44697 a value of \$70,000 exclusive of GST. The current unimproved market valuation provided to the Department by the Valuer General is \$300,000. As mentioned above, the Minister has afforded a 50% discount off this value.

In 2012 the Department of Lands offered the Reserve for sale to the Shire at a cost of \$1,000 including GST. However, since that time there has been a change in Government Policy and a directive has been issued that any State assets suitable for sale are to be sold at market value.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Service Area: 3.3 Town Planning

Activities: Administration of Local Planning Scheme No.6; Development of Local Planning Strategy

Link to Vision: Liveable

Link to Strategic Priorities: Town enhancement

Service Level: Determine by legislation and the Local Town Planning Scheme

Service Level Change: Nil

Sustainability Implications

➤ [Asset Management Plan](#)

If Reserve 44697 is purchased the AMP would need to be updated as Reserve 44697 is not currently included.

➤ [Long Term Financial Plan](#)

If Reserve 44697 is purchased the LTFP would need to be updated as Reserve 44697 is not currently included, however ongoing costs associated with the Reserve could be expected to be minimal.

➤ [Workforce Plan](#)

Nil

Risk Implications

As the Shire does not hold a Management Order over the Reserve, should there be a need to on-sell the land in the future, this would not be possible without Council first purchasing the Reserve.

As the offered price is valid for a period of 12 months, if Council chooses to delay its decision to purchase the Reserve, the purchase price could increase, or the offer to purchase be withdrawn.

Financial Implications

Reserve 44697 is being offered to the Shire for the amount of \$150,000 including GST which equates to \$25,000 per hectare. This represents a 50% discount from the considered market value. The offer is valid for a period of 12 months (until April 2017).

The Shire will also be responsible for the statutory fees and associated costs which are estimated to be around \$200.

The Land and Development Reserve has a current balance of \$886,648 and it is recommended that funds be allocated from this Reserve for the purchase price and associated costs to acquire Reserve 44697.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Crees

Seconded: Cr Young

81782 That the Department of Lands be advised Council is prepared to proceed with the purchase of Reserve 44697 at a cost of \$150,000 including GST, and accepts responsibility for the associated costs and fees, with funds for the purchase to be made from the Land and Development Reserve.

CARRIED BY ABSOLUTE MAJORITY 8/0

13.	Officer's Reports - Engineering Services
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Nil items to report

14. Officer's Reports – Corporate and Community Services

14.1 List of Accounts Paid

<h2>Corporate Services</h2>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Responsible Officer:	Charlie Brown, EMCS	
Author:	As above	
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Attachment 14.1A - List of Accounts Paid	
Maps / Diagrams:	Nil	

Purpose of Report

Executive Decision

Legislative Requirement

Background

The attached List of Accounts Paid during the month of March 2016 under Delegated Authority is provided for Council's information.

Comment

Nil

Policy Implications

As outlined in the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Statutory Implications

As outlined in the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Strategic Implications

Service Area: 5.3 Finance and Asset Management

Activities: Financial Management

Link to Vision: Developing and Liveable

Link to Strategic Priorities: Civic Leadership

Service Level: Financial management meets all legislated requirements

Sustainability Implications

➤ Asset Management Plan

Nil

➤ Long Term Financial Plan

Nil

➤ Workforce Plan

Nil

Risk Implications

Council would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this item was not presented to Council.

Financial Implications

All liabilities settled have been in accordance with the Annual Budget provisions.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Anderson

81783 That the schedule of accounts paid as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totalling \$832,454.20 from Council's Municipal Fund Bank Account and \$0 from Council's Trust Account be received.

CARRIED 8/0

14.2 Statement of Financial Activity

<h1>Corporate Services</h1>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Responsible Officer:	Charlie Brown, EMCS	
Author:	As above	
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Attachment 14.2A – Statement of Financial Activity	
Maps / Diagrams:	Nil	

Purpose of Report

Executive Decision

Legislative Requirement

Background

The Statement of Financial Activity, which includes the Detailed Schedules, Statement of Financial Position and Investment Register, is attached for Council's information.

Comment

Revenue and Expenditure to 30 April 2016 is consistent with Council's amended 2015/16 Budget.

Variation actuals to YTD Budgets.

Operating Expenditure

As can be seen from the statements expenditure is up slightly (7.33% overall) though most programs are within the approved variation levels.

Operating Income

Income overall appear to be within limits and shows a 0.47% better return than anticipated.

A general comment regarding the Material Variations can be found on Note 2 of the attachment and a detailed comparison between Actual and Year to Date Budget can be found on pages 33-65 of the attachment.

Capital Expenditure

Generally capital expenditure is below the anticipated level for this period. It is anticipated that all budgeted roadworks will be completed by 30 June, with the exception of Totadgin Hall Road which is now to be carried over to the 2016/17 financial year.

A detailed look at Capital Expenditure can be found in Note 13.

There is an amount of works that will not be completed by 30 June however these items have been included in the draft 2016/17 Budget document.

Policy Implications

As outlined in the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Statutory Implications

As outlined in the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Strategic Implications

Service Area: 5.3 Governance and Corporate Services

Activities: Finance and Asset Management

Link to Vision: Developing

Link to Strategic Priorities: Civic Leadership

Service Level: Financial management meets all legislated requirements

Service Level Change: No service level change

Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ [Long Term Financial Plan](#)

Compliance with the *Local Government (Administration) Regulations 1996* and to also give Council some direction in regards to its management of finance over an extended period of time.

➤ [Workforce Plan](#)

Nil

Risk Implications

Council would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this item was not presented to Council.

Financial Implications

As outlined in Attachment 14.2A.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Willis

Seconded: Cr Young

81784 That in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Statement of Financial Activity and the Investment Report for the period ending 30 April 2016 be received.

CARRIED BY ABSOLUTE MAJORITY 8/0

14.3 Policy Manual – Review – Policy 3.12 Purchasing Policy

<h1>Corporate Services</h1>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Responsible Officer:	Charlie Brown, EMCS	
Author:	As above	
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
File Reference:	Policy Manual	
Disclosure of Interest:	Nil	
Attachments:	Attachment 14.3A – Amended Policy 3.12	
Maps / Diagrams:	Nil	

Purpose of Report

Executive Decision

Legislative Requirement

Background

A full review of the purchasing policy and procedures has been undertaken to bring it more in line with the WALGA Purchasing Policy template but still retaining relevance to the Shire of Merredin's specific circumstances.

Comment

The proposal involves amending Policy 3.12 by adjusting the purchasing thresholds and the purchasing requirements associated with those thresholds. There is also an increase in the purchase price threshold before which tenders are required, in line with an amendment to the *Local Government (Function and General) Regulation 1996* which recently came into effect.

Policy Implications

As outlined in the *Local Government Act 1995* and *Local Government (Function and General) Regulations 1996*.

Statutory Implications

Council's role in determining the Local Governments Policies is defined in Section 2.7 (2)(b) of the *Local Government Act (1995)*

Strategic Implications

Service Area: 5.3 Financial and Asset Management

Activities: Financial Management

Link to Vision: Developing; Liveable

Link to Strategic Priorities: Civic leadership

Service Level: Financial management meets all legislated requirements

Service Level Change: Nil

Sustainability Implications

➤ Asset Management Plan

Nil

➤ Long Term Financial Plan

Nil

➤ Workforce Plan

Nil

Risk Implications

There is no perceived risk by endorsing the recommended changes to Policy 3.12, as presented in Attachment 14.3A.

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Anderson

Seconded: Cr Young

81785 That the amendments to Policy 3.12 Purchasing Policy, as presented in Attachment 14.3A, be endorsed.

CARRIED 8/0

14.4 Differential Rates 2016/17

Corporate Services



Responsible Officer:	Charlie Brown, EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>
File Reference:	RV/07/01
Disclosure of Interest:	Nil
Attachments:	Attachment 14.4A – Objects and Reasons
Maps / Diagrams:	Nil

Purpose of Report

Executive Decision

Legislative Requirement

Background

Local governments are empowered to impose differential general rates subject to compliance with Section 6.33 of the *Local Government Act 1995*.

Differential rating provides Council with flexibility in the level of rates being raised from specifically identified properties or groups of properties within the community. It is common for Councils to base differential rating for properties on Town Planning Scheme zonings however other criteria such as land use may be used.

Once a budget deficiency has been determined, and after taking into consideration the objectives of the Strategic Community Plan and Corporate Business Plan, a rating strategy and proposed differential general rates in the dollar can be determined. Rates should not be increased by a fixed amount without due consideration of the deficiency. Unless Ministerial approval is given, the amount expected to be raised through all types of local government rates must be within 90% to 110% of the deficiency of the budget (s6.34). This acts to limit the amount that may be raised by rates, but only in proportion to the expenditure requirement determined by the local government, and not in the manner of a set cap on the maximum level of income which can be raised through rates.

Council is required to give local public notice prior to imposing any differential general rates, or any minimum payment applying to a differential rate category, for a minimum of 21 days. Council does, however, have the discretion to vary the rate in the dollar and minimum rate during its budget deliberations without having to re-advertise the changes.

Before local public notice is given, proposed rates should be determined by Council, along with the objects and reasons providing justification for each differential general rate or minimum payment. It is important that these provide sufficient supporting information to electors and ratepayers or local governments may be asked to re-advertise by the Minister for Local Government (the Minister).

Utilising the above scenario, Rates Modelling indicates a 3.0% overall increase in rate revenue compared to the 2015/16 budgeted rate income.

Currently, Differential Rating does not apply to properties utilising Gross Rental Valuations.

The table of Rates (Unimproved Valuations) proposed for the 2016/17 financial year is set out below:

Unimproved Value	Minimum Rate	Rate in \$
UV1 – Rural	\$1,010	0.019871
UV2 – Urban Rural	\$1,010	0.026388
UV3 – Mining	\$200	0.039583
UV4 - Special Zone Wind Farm	\$1,010	0.039583
UV5 – Special Use Airstrip	\$1,010	0.039583
UV6 – Merredin Power	\$1,010	0.039583

Category	Rate in the \$		Minimum Rate		Rateable Valuations	Rates Revenue (Inc Mins)	Estimated Revenue (Inc Mins) Minimums	
	15/16	16/17	15/16	16/17			15/16	16/17
UV1 Rural	1.9243	1.9871	980	1,010	75,674,196	1,516,244	1,561,070	
UV2 Urban Rural	2.5620	2.6388	980	1,010	4,923,400	142,993	147,298	
UV3 Mining	3.8430	3.9583	156	200	25,962	1,484	1,427	
UV4 Special Zone	3.8430	3.9583	1,306	1,010	3,565,000	137,003	141,113	
UV5 Special Use	3.8430	3.9583	1,306	1,010	136,000	5,226	5,383	
UV6 Merredin Power	3.8430	3.9583	980	1,010	53,000	2,037	2,098	
Total					81,208,189	1,804,987	1,858,390	

Comment

For the purpose of Budget discussions, the 2015/16 Budget rates modelling has been calculated using current valuations received from Landgate Valuation Services. It is pertinent to note that new valuations may be received for the 2016/17 financial year for Unimproved Valued properties.

Policy Implications

Nil

Statutory Implications

Section 6.33 of the *Local Government Act 1995* allows for local governments to differentially rate properties

Section 53 of the *Local Government (Financial Management) Regulations 1996* sets the Prescribed amount in Relation to Minimums.

Strategic Implications

Service Area: 5.3 Finance and Asset Management

Activities: Financial Management

Link to Vision: Developing and Liveable

Link to Strategic Priorities: Civic Leadership

Service Level/s: Financial management meets all legislated requirements

Service Level Changes: No service level change

Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ [Long Term Financial Plan](#)

This model is in accordance with Council's adopted Long Term Financial Plan.

➤ [Workforce Plan](#)

Nil

Risk Implications

Council would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this item was not presented to Council.

Financial Implications

Adopting the differential model as detailed below will result in rates revenue in accordance with Council's adopted Long Term Financial Plan.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Comment

The CEO advised Council that, in accordance with the Department of Local Government & Communities Circular No. 10-2016, Council's expenditure has been reviewed and efficiency measures considered during the budget/rate setting deliberations.

Further, the CEO advised of an error in the Officer's Recommendation. The UV1 - Rural Rate in the Dollar should be 0.019871. The Recommendation was therefore amended.

Officer's Recommendation (as amended) / Resolution

Moved: Cr Flockart

Seconded: Cr Young

81786 That Council:

1. adopt for advertising purposes the following differential rate in the dollar and minimum payments for Unimproved Value rated properties, subject to finalisation of the draft 2016/17 Budget and the establishment of the funding shortfall required from imposition of rates on Gross Rental Value rated properties:

Unimproved Value	Minimum	Rate in \$
UV1 – Rural	\$1,010	0.019871
UV2 – Urban Rural	\$1,010	0.026388
UV3 – Mining	\$200	0.039583
UV4 - Special Zone Wind Farm	\$1,010	0.039583
UV5 – Special Use Airstrip	\$1,010	0.039583
UV6 – Merredin Power	\$1,010	0.039583

2. in accordance with Section 6.36 of the *Local Government Act 1995*, advertise its intention to levy differential rates on Unimproved Value properties for the 2016/17 Budget, and advise the public of the availability of the Shire of Merredin's 2016/17 Differential Rating Objects and Reasons.

CARRIED BY ABSOLUTE MAJORITY 8/0

15. Officer's Reports – Administration

15.1 Integrated Planning and Reporting – Corporate Business Plan and Strategic Community Plan

Administration	
Responsible Officer:	Rebecca McCall, DCEO
Author:	As above
Legislation:	<i>Local Government Act 1995</i>
File Reference:	CM/13/4
Disclosure of Interest:	Nil
Attachments:	<p><u>Attachment 15.1A</u> - Draft Corporate Business Plan 2015/16-2018/19</p> <p><u>Attachment 15.1B</u> - Draft Strategic Community Plan 2015/16-2025/26</p>
Maps / Diagrams:	Nil



Purpose of Report



Executive Decision



Legislative Requirement

Background

In 2012/13 the Shire of Merredin prepared its first suite of plans to meet requirements of Western Australia's Integrated Planning and Reporting (IPR) framework:

1. Corporate Business Plan;
2. Strategic Community Plan;
3. Long Term Financial Plan;
4. Asset Management Plan; and
5. Workforce Plan.

Council have the responsibility of make strategic decisions, set policy and direction and provide oversight and monitor to ensure the adopted plans are achieved on behalf of their community.

The CEO and the Administration's IPR responsibilities are to support Council through:

1. the design of the planning and monitoring processes;
2. providing Council with the best available information to make decisions;
3. follow through to implement plans with the allocated resources; and
4. track performance and report progress to Council.

Comment

The IPR planning and monitoring cycle is continuous. The planning cycle requires all local governments to undertake a major Strategic Review in the first four years. This meant the Shire of Merredin's first Strategic Review was undertaken in 2015/16. This process commenced in June 2015 with the facilitation of the community consultation series. The consultation series was completed in December 2015. The review process involved the following steps:

1. Completion of the Annual Report;
2. Completion of the IPR Monitoring Review 2015;
3. Community Consultation;
4. Community Satisfaction Survey;
5. Major Strategic Review; and
6. Revision of IPR Suite of Plans.

With the completion of the major review the revised IPR Suite of Plans falls into the election period and annual budget.

At its April 2016 meeting Council resolved that the Strategic Community Plan 2015/16 – 2025/26 be advertised a period of 21 days with any submissions within that period being considered by Council prior to final adoption of the Plan (CMRef 81772). There were no submissions received during the advertised period.

Presented to Council for consideration are the reviewed Corporate Business Plan and Strategic Community Plan.

Policy Implications

Nil

Statutory Implications

It is a requirement to produce a plan for the future under Section 5.56(1) of the *Local Government Act 1995*. The IPR Framework was introduced in Western Australia as part of the State Government's Local Government Reform Program.

Strategic Implications

Service Area: 5.2 Strategic Advice, General Management and Governance

Activities: Strategic planning and implementation of SCP, CBP and annual plans

Link to Vision: Developing

Link to Strategic Priorities: Civic leadership

Service Level: IPR Suite of Plans in place

Service Level Change: No change

Sustainability Implications

➤ [Asset Management Plan](#)

Strategies and actions outlined in the Corporate Business Plan and Strategic Community Plan are aligned with the Strategic Resource Plan 2016-2031.

➤ **Long Term Financial Plan**

Strategies and actions outlined in the Corporate Business Plan and Strategic Community Plan are aligned with the Strategic Resource Plan 2016-2031.

➤ **Workforce Plan**

Strategies and actions outlined in the Corporate Business Plan and Strategic Community Plan are aligned with the Workforce Plan 2016-2019.

Risk Implications

The adoption, implementation and monitoring of the Corporate Business Plan and Strategic Community Plan provides a mechanism to:

1. deliver accountable and measurable outcomes;
2. deliver services and manage assets that can sustain the community; and
3. management of systems with the rigour of process and integrity of data to accurately reflect asset management costs.

Financial Implications

There are financial implementations to Council in relation to this item as the Plans recognise outcomes. Identified outcomes from the Corporate Business Plan and Strategic Community Plan are factored into Council's Strategic Resource Plan 2016-2031.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Willis

81787 That the Strategic Community Plan 2015/16 – 2025/26, and the Corporate Business Plan 2015/16 – 2018/19 be adopted.

CARRIED BY ABSOLUTE MAJORITY 8/0

15.2 Voting Delegates to the 2016 WALGA Annual General Meeting

Administration



Reporting Officer:	Greg Powell, CEO
Author:	Vanessa Green, EA to CEO
Legislation:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

All Member Councils are entitled to be represented by 2 voting delegates at the Annual General Meeting (AGM) of WALGA. The AGM is held during the Local Government Conference in the first week of August 2016.

WALGA have called for registrations for the voting delegates and proxy voting delegates. Only registered delegates or proxy registered delegates are permitted to exercise voting entitlements on behalf of Member Councils.

Comment

Traditionally the voting delegates for the Shire of Merredin have been the representatives on the WALGA Great Eastern Country Zone, in this case Councillor Ken Hooper and Councillor Mal Willis.

The program for the Local Government Conference has been released and provided to Councillors under separate cover. Registrations for the event are requested by 30 June 2016. As registrations for the Conference as a whole are yet to be submitted Council may wish to nominate other Councillors as its voting delegates and proxy voting delegates.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Service Area: Nil
Activities: Nil
Link to Vision: Nil
Link to Strategic Priorities: Nil
Service Level: Nil
Service Level Change: Nil

Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ [Long Term Financial Plan](#)

Nil

➤ [Workforce Plan](#)

Nil

Risk Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Crees

Seconded: Cr Anderson

81788 That Council nominate Councillor Hooper and Councillor Willis as voting delegates, and Councillor Crees and Councillor Flockart as proxy voting delegates, at the 2016 Annual General Meeting of the WA Local Government Association and submit those registrations accordingly.

CARRIED 8/0

16. Motions of which Previous Notice has been given

Nil

17. Questions by Members of which Due Notice has been given

Nil

18. Urgent Business Approved by the Person Presiding or by Decision

Nil

19. Matters Behind Closed Doors

Nil

20. Closure

There being no further business the President thanked all those in attendance and declared the meeting closed at 3.43pm.