



# SHIRE OF MERREDIN

18 August 2015

Minutes of Ordinary Council Meeting

Held in Council Chambers  
Corner King & Barrack Streets, Merredin



### 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
MRC&LC	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

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Shire of Merredin  
Ordinary Council Meeting  
3:00pm Tuesday 18 August 2015



**1. Official Opening**

The President welcomed all those in attendance and declared the meeting open at 3:02pm.

**2. Public Question Time**

Nil

**3. Record of Attendance / Apologies and Leave of Absence**

**Councillors:**

Cr KA Hooper	Shire President
Cr RM Crees	Deputy President
Cr CA Blakers	(from 3.16pm)
Cr JP Flockart	
Cr DN Hayes-Thompson	
Cr MD Willis	
Cr ML Young	

**Staff:**

G Powell	CEO
R McCall	Deputy CEO
J Mitchell	EMDS (until 3.15pm)
S Lowe	Media & Communications Officer

**Members of the Gallery:** Nil

**Apologies:** Cr BJ Anderson; V Green, EA to CEO

**Approved Leave of Absence:** Nil

**4. Disclosure of Interest**

Nil

**5. Applications for Leave of Absence**

Nil

**6. Petitions and Presentations**

Nil

<b>7.</b>	<b>Confirmation of Minutes of the Previous Meeting</b>
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7.1 Ordinary Council Meeting held on 21 July 2015  
**Attachment 7.1A**

<b>Officer's Recommendation / Resolution</b>
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**Moved:** Cr Willis

**Seconded:** Cr Young

**81617** That the Minutes of the Ordinary Council Meeting held on 21 July 2015 be confirmed as a true and accurate record of proceedings.

**CARRIED 6/0**

<b>8.</b>	<b>Announcements by the Person Presiding without discussion</b>
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The Shire President noted that this day is Vietnam Veterans' Day.

<b>9.</b>	<b>Matters for which the Meeting may be closed to the public</b>
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Nil

<b>10.</b>	<b>Receipt of Minutes of Committee Meetings</b>
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Nil

<b>11.</b>	<b>Recommendations from Committee Meetings for Council consideration</b>
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Nil

**12. Officer's Reports - Development Services**

**12.1 State Register of Heritage Places**

## Development Services



<b>Reporting Officer:</b>	John Mitchell, EMDS
<b>Author:</b>	As above
<b>Legislation:</b>	<i>Heritage of Western Australia Act 1990</i>
<b>File Reference:</b>	A1968; A307 & GR/17/5
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 12.1A</b> - State Heritage Office Report dated 13 July 2015
<b>Maps / Diagrams:</b>	

### Purpose of Report



Executive Decision



Legislative Requirement

### Background

Correspondence has been received from the State Heritage Officer seeking to enter into the:

- a) State Register of Heritage Places – Lot 548, House No. 1 Hart Street Merredin;
- b) State Register of Heritage Places – Lot 2, 3, 4 & 5 House No. 33 Bates Street, Merredin.

Council comment has been sought through the provisions of the Act as required. Pursuant to Sections 23(4) of the Heritage Act 1990 Council may nominate an attendee to attend the meeting to vote whether the proposed registration occurs.

### Comment

The Agricultural bank building located at 33 Bates Street, Merredin is contained within the Shire of Merredin Municipal Inventory as reference 78/19 with a conservation strategy of “recognise and encourage protection of the front façade through the Town Planning Scheme. Photographically document prior to any modifications”.

Lot 548 Hart Street is not contained within the Municipal Heritage Inventory.

### Policy Implications

There are no policy implications.

### Statutory Implications

Heritage of Western Australia Act 1990 – if the properties are listed all works, changes and approval processes will include reference to the State Heritage Office prior to the issue of any planning, health or building approvals.

### Strategic Implications

Service Area: Town Planning

Activities: Heritage Inventory

Link to Vision: Liveable

Link to Strategic Priorities: Town enhancement

Service Level: as determined by legislation and the local planning scheme

Service Level Change: no service level change

### Sustainability Implications

#### ➤ Asset Management Plan

Nil

#### ➤ Long Term Financial Plan

Nil

#### ➤ Workforce Plan

Nil

### Financial Implications

There are no financial implications to the Shire of Merredin.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Willis

**81618** That the State Heritage Office be advised that the Shire of Merredin offers no comment on the proposal P17460, though is supportive, to include the two premises located on Lot 2, 3, 4 & 5 House No. 33 Bates Street, Merredin and Lot 548, House No. 1 Hart Street Merredin within the State Register of Historical Places.

CARRIED 6/0

**12.2 Local Planning Scheme No. 6 – Merredin Museum & Historical Society – Shelter of Rolling Stock Lot 1503**

## Development Services



**Reporting Officer:**

John Mitchell, EMDS

**Author:**

As above

**Legislation:**

*Shire of Merredin Local Planning Scheme No. 6*

**File Reference:**

A228

**Disclosure of Interest:**

Nil

**Attachments:**

**Attachment 12.2A** - State Heritage office – consent to works 17/7/2015 P1577/37451

**Maps / Diagrams:**

**Attachment 12.2B** - Site Plan, Shelter Plans

### Purpose of Report



Executive Decision



Legislative Requirement

### Background

The Building Surveyor has received an application to erect shelters over the rolling stock at the Railway Museum Lot 1503 Barrack Street, Merredin. The invoice for the preparation of the plans has been referred to administration for payment in accordance with 2015/16 budget provision as advised by the DCEO.

### Comment

As the main lessee of the site Council consent to the proposed development is required. Additionally once the landowners consent to apply for the relevant licences is provided (planning and building consent) the Building Surveyor will assess the plans for compliance.

### Policy Implications

There are no policy implications.

### Statutory Implications

The provisions of the Local Planning Scheme No.6 are applicable.  
There are no planning considerations that should impact on this proposal.

### Strategic Implications

Service Area: Town Planning

Activities: 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: no service level change

### Sustainability Implications

#### ➤ Asset Management Plan

The Museum is located on Reserve 10359 and is identified as Parent Asset Number 2019. The Asset Management Plan identifies renewal of the asset in terms of minimal maintenance. No projects for upgrades have been included. Maintenance of the new infrastructure will be the responsibility of the Merredin Museum and Historical Society. A five year maintenance program will need to be provided to Council prior to development occurring. Conditions involving asset renewal and/or replacement will also need to be considered prior to the development commencing.

#### ➤ Long Term Financial Plan

If the development proceeds Council will need to consider the financial implications relating to managing maintenance, renewal and replacement of the asset.

#### ➤ Workforce Plan

Nil

### Financial Implications

Planning application fees of \$147.00 have not been paid. Does Council seek for the administration to raise the statutory fee on the organisation?

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation / Resolution

**Moved:** Cr Young

**Seconded:** Cr Hayes-Thompson

**81619** That the Merredin Museum & Historical Society be advised that the proposal to erect shelters over the rolling stock at the Rail Museum Lot 1503 Barrack Street, Merredin in accordance with Wayne's Design & Drafting drawings Job no. 14056 dated July 2015 be approved; and

That the application fees for an application for planning consent for the shelters over the rolling stock at the Merredin Rail Museum (Wayne's Design Job 14056) be waived.

**CARRIED 6/0**

<b>12.3</b>	<b>Local Planning Scheme No. 6 Amendment No. 4 (omnibus) – Grouped Housing – Rural Zone, Rural Residential Overlay Plans, Zoning Lot 45 &amp; 46 Plimpton St, Burracoppin; North Merredin Primary School Site – residential and use zonings</b>
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<h2>Development Services</h2> 	
<b>Reporting Officer:</b>	John Mitchell, EMDS
<b>Author:</b>	As above
<b>Legislation:</b>	<i>Planning &amp; Development Act 2005; Shire of Merredin Local Planning Scheme No. 6</i>
<b>File Reference:</b>	LUP/5/New file – Amendment 4
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 12.3A</b> - Draft LPS6 Z Amendment 4
<b>Maps / Diagrams:</b>	<b>Attachment 12.3B</b> - Buffer Zone – Lot 11 Abattoir

### Purpose of Report

Executive Decision



Legislative Requirement

### Background

At the ordinary meeting of Council held on 21<sup>st</sup> April 2015 Council resolved to consider an omnibus amendment to the Local Planning Scheme No. 6 gazetted in 2011. Councils resolution reads: -

**That the proposed amendments comprising appropriate zoning of larger lots within town sites from rural to rural residential or similar, rezoning lots 45 and 46 Plimpton Street Burracoppin, preparation of a policy if development within the Burracoppin town site and smaller defined areas for Outline Development Plans to the local planning scheme no. 6 be consented to and the administration prepare the required documentation for Council consideration prior to adoption for advertising purposes. (CMRef 81549)**

Council's planning consultant and EMDS have prepared the necessary document which appends (**Attachment 12.3A**).

### Comment

During discussions with the consultant it was determined that the following additional amendments should be proposed to Council: -

- 1) Reclassify and rezone the North Merredin Primary School building area of the

- reserve to Civic & Cultural from primary school site;
- 2) Rezone the eastern oval side of the site as R10/50 to permit the establishment of residential development. With a R50 zoning an aged dependent dwelling can use the R60 zoning requirements; and
  - 3) Add an additional use to the schedule two of the LPS 6 - abattoir with an "A" use within the rural residential area over lots 1 & 11 Abattoir Road, Merredin. The required sensitive exclusion zone maps append. There are four affected properties of a domestic nature.

For 1) & 2) the reasons are that the current and proposed uses of the land differ and the amendment reflects the intent of Council regarding development of those lands.

For 3) there is likely to be an application to erect infrastructure on these lots which will be the subject of an application to Council. This amendment is proposed so that the application can be considered by Council in open and transparent terms and properly evaluated by the relevant state government authorities.

As new information has been provided to Council it is suggested that the matter lay on the table for a month to permit the Council to properly review and comment on the proposal.

### **Policy Implications**

There are no policy implications.

### **Statutory Implications**

Once Council is satisfied that the amendment is acceptable for advertising purposes the amendment will be submitted to the Environmental Protection Agency for comment and assessment. Pending EPA clearance the amendment is then submitted to the Western Australian Planning Commission for consideration.

The process should take approximately 6 months.

### **Strategic Implications**

Service Area: Town Planning

Activities: Administration of the Local Planning Scheme No. 6

Link to Vision: Liveable

Link to Strategic Priorities: Town enhancement

Service Level: as determined by legislation and the local planning scheme

Service Level Change: no service level change

### **Sustainability Implications**

#### ➤ **Asset Management Plan**

Nil

#### ➤ **Long Term Financial Plan**

Nil

#### ➤ **Workforce Plan**

Nil

### Financial Implications

The amendment has been budgeted within the 2015/16 budget.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation / Resolution

**Moved:** Cr Willis

**Seconded:** Cr Crees

**81620** That the draft Local Planning Scheme No. 6 Amendment 4 (omnibus), as presented in Attachment 12.3A, be adopted by Council for advertising purposes and:

- a) be submitted to the Environmental Protection Authority for consideration;
- b) pending clearance by the Environmental Protection Authority the application Amendment 4 (omnibus) to LPS 6 be submitted to the Western Australian Planning Commission for consideration; and
- c) Ensure any required advertising of the amendment, pursuant to the provisions of the Scheme, to affected parties occurs.

**CARRIED 6/0**

J Mitchell left the meeting at 3.15pm and did not return.

<b>13.</b>	<b>Officer's Reports - Engineering Services</b>
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Nil

**14. Officer's Reports – Corporate and Community Services**

**14.1 List of Accounts Paid**

**Corporate Services**



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

**Purpose of Report**



Executive Decision



Legislative Requirement

**Background**

The attached List of Accounts Paid during the month of July 2015 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**

Nil

### Sustainability Implications

- Asset Management Plan

Nil

- Long Term Financial Plan

Nil

- Workforce Plan

Nil

### 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 Crees

- 81621** That the schedule of accounts paid as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totalling \$3,077,269.65 from Council's Municipal Fund Bank Account and \$0.00 from Council's Trust Account be received.

Councillor Blakers entered the meeting at 3.16pm

**CARRIED 7/0**

**14.2 Statement of Financial Activity**

## Corporate Services



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

### Purpose of Report



Executive Decision



Legislative Requirement

### Background

The Statement of Financial Activity is attached for Council's information.

### Comment

Revenue and Expenditure to 31 July 2015 is consistent with Council's adopted 2015/16 Budget.

The Report as presented is provisional at this stage as end of financial year adjustments will be necessary pending completion of the 2015/16 Financial Report.

Budget profiling is yet to be carried out and at present the profiling is spread across the twelve months.

### 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 Regulation 34(1)*.

### 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

### Financial Implications

As outlined in **Attachment 14.2A**.

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Blakers

**81622** That, in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Statement of Financial Activity for the period ended 31 July 2015 be received.

CARRIED 7/0

**14.3 Leave Management Policy**

**Corporate Services**



<b>Reporting Officer:</b>	Rebecca McCall, DCEO
<b>Author:</b>	As Above
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government Industry Award (2010); National Employment Standards</i>
<b>File Reference:</b>	Shire of Merredin Policy Manual
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 14.3A</b> - Leave Management Policy 2.24
<b>Maps / Diagrams:</b>	Nil

**Purpose of Report**



Executive Decision



Legislative Requirement

**Background**

In accordance with the Local Government Industry Award (2010) and National Employment Standards full-time and part-time staff are entitled to paid annual leave based on the ordinary hours worked. Because annual leave accrues, the liability to the Shire of Merredin is quite considerable.

In consultation with WALGA's Employee Relations department, the Executive Team recommends that Council considers the introduction of a Leave Management Policy. The policy is based on the WALGA's template to ensure the policy is compliant with all relevant legislation. The Leave Management Policy will assist staff to manage accrual of leave and minimise the liability to the Shire of Merredin. The accrued annual leave balance as of 30 June 2015 was \$456,795.

In January 2015, Council endorsed Policy 2.23 Long Service Leave Entitlements (CMRef 81503) for the purpose to provide clear guidance to staff concerning deferral and rate of payment for Long Service Leave entitlements outstanding. This policy is another process to assist the Shire of Merredin to management accrual of leave.

**Comment**

The purpose of this policy is to provide a consistent application of the leave provisions in the Local Government Industry Award and any relevant registered agreements by:

- Facilitating consistency throughout the Shire of Merredin in administering the leave provisions for employees.
- Providing teams with information to effectively manage the Annual Leave

entitlements of employees.

- Encouraging employees to take leave by reinforcing the positive benefits of taking leave when it becomes due.
- Encouraging employees to endeavour to utilise their level entitlement when they become due to minimise the accrual of leave and to reduce the financial liabilities of the Shire of Merredin.

### Policy Implications

Policy 2.24 Leave Management will be included to the Shire of Merredin's Policy Manual.

### Statutory Implications

*Local Government Industry Award (2010), Local Government Long Service Leave Regulations (1996)* and National Employment Standards

### Strategic Implications

Service Area: 5.2 Governance and Corporate Services – General Management & Human Resources

Activities: Human Resources

Link to Vision: Developing and Liveable

Link to Strategic Priorities: Civic Leadership and Key Assets

Service Level: Compliance with relevant legislation

Service Level Change: No service level change

### Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ [Long Term Financial Plan](#)

Nil

➤ [Workforce Plan](#)

The Leave Management Policy will assist with minimising the accrual of leave reducing the financial liabilities of the Shire of Merredin.

### Financial Implications

There are no financial implications in relating to this item.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation

That the Leave Management Policy, as presented in Attachment 14.3A, be adopted.

### Resolution

Moved: Cr Young

Seconded: Cr Blakers

**81623** That the Annual Leave Management Policy, as presented in Attachment 14.3A, be adopted.

**CARRIED 7/0**

**Reason**

Council wished to amend the policy name for greater clarity.

## 14.4 Disciplinary Policy

### Corporate Services



<b>Reporting Officer:</b>	Rebecca McCall, DCEO
<b>Author:</b>	As Above
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>File Reference:</b>	Shire of Merredin Policy Manual
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 14.4A</b> - Disciplinary Policy 2.26
<b>Maps / Diagrams:</b>	Nil

#### Purpose of Report

Executive Decision

Legislative Requirement

#### Background

The Shire of Merredin is committed to providing the best possible service and ensuring its employees perform and conduct themselves in accordance with the Shire of Merredin's policies, procedures and guidelines

From time to time the Shire of Merredin may need to consider issues of employees' behaviour, misconduct or unacceptable performance levels. As a result disciplinary action may be required.

Currently, the Shire of Merredin does not have a policy in place that outlines a process for disciplinary action.

#### Comment

In consultation with WALGA's Employee Relations department a template was provided to implement a disciplinary policy.

The Policy ensures that any disciplinary procedure will be applied in a consistent, fair and objective manner, and it will ensure that, where reasonable, employees are given an opportunity and assistance to improve.

The Policy is supported by the Grievances, Investigations and Resolutions Policy and Procedure and the Code of Conduct.

#### Policy Implications

Policy 2.26 Disciplinary will be included in the Shire of Merredin's Policy Manual.

### Statutory Implications

*Fair Works Regulations 2009; Corruption and Crime Commission Act 2003 (WA); Public Interest Discloses Act 2003 (WA)*

### Strategic Implications

Service Area: 5.2 Governance and Corporate Services – General Management

Activities: Human Resources

Link to Vision: Developing and Liveable

Link to Strategic Priorities: Civic Leadership and Key Assets

Service Level: Compliant with relevant legislation

Service Level Change: No service level change

### Sustainability Implications

➤ Asset Management Plan

Nil

➤ Long Term Financial Plan

Nil

➤ Workforce Plan

Nil

### Financial Implications

Nil

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation / Resolution

Moved: Cr Blakers

Seconded: Cr Young

**81624** That the Disciplinary Policy, as presented in Attachment 14.4A, be adopted.

**CARRIED 7/0**

**14.5** **Grievance, Investigations & Resolution Policy & Procedure**

## Corporate Services



<b>Reporting Officer:</b>	Rebecca McCall, DCEO
<b>Author:</b>	As Above
<b>Legislation:</b>	<i>Local Government Act 1995; Equal Opportunity Act 1984; Fair Work Act 2009 (WA)</i>
<b>File Reference:</b>	Shire of Merredin Policy Manual
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 14.5A</b> - Grievance, Investigations & Resolution Policy 2.25 and Procedure
<b>Maps / Diagrams:</b>	Nil

### Purpose of Report



Executive Decision



Legislative Requirement

### Background

In January 2014, the Fair Work Commission (FWC) claimed jurisdiction of all bullying, harassment and discrimination claims in the workplace. The FWC encouraged employers to review policies in order to ensure they reflect current legislation, guarantee that all employees are aware of what constitutes bullying, harassment and discrimination and in turn provide a workplace where the health and safety of employees is paramount.

As a result, Council adopted Policy 2.19 Discrimination, Bullying and Harassment at its February 2014 meeting (CMRef 81314).

Late in 2014, WALGA undertook of a review of the policies and procedures applicable to employees. The objective of the review was to reduce the policies and procedures to the key issues that arise across the local government sector and ensuring the wording of the policies was compliant. As a result of this review, Council adopted its reviewed Policy 2.19 Discrimination, Bullying and Harassment at its November 2014 meeting (CMRef 81470).

### Comment

Policy 2.19 Discrimination, Bullying and Harassment outlines a section:

*What to do if you think you are being Discriminated Against, Sexually Harassed or Bullied.*

This section refers to the Grievance Policy and Grievance Procedure. Although Council endorsed a Grievance Procedure in February 2014 a supporting policy was not apparent.

In consultation with WALGA's Employee Relations department, the Executive Team

recommends that Council considers the introduction of a Grievance, Investigations and Resolution Policy. The policy is based on the WALGA's template to ensure the policy is compliant with all relevant legislation.

In addition, it is recommended that Council considers the reviewed Grievance, Investigations and Resolution Procedure. This procedure is also based on the WALGA's template.

### Policy Implications

Policy 2.25 Grievances, Investigations and Resolution will be included to the Shire of Merredin's Policy Manual.

The Grievances, Investigations and Resolution Procedure will replace the current Grievance Procedure.

Shire of Merredin's Equal Opportunity Management Plan 2015-17.

### Statutory Implications

*Equal Opportunity Act 1984; Fair Work Act 2009 (WA); Local Government Industry Award 2010*

### Strategic Implications

Service Area: 5.2 Governance and Corporate Services – General Management & Human Resources

Activities: Workplace Health and Safety

Link to Vision: Developing and Liveable

Link to Strategic Priorities: Civic Leadership and Key Assets

Service Level: Compliance with relevant legislation

Service Level Change: No service level change

### Sustainability Implications

- Asset Management Plan

Nil

- Long Term Financial Plan

Nil

- Workforce Plan

Nil

### Financial Implications

Nil

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation / Resolution

Moved: Cr Blakers

Seconded: Cr Flockart

**81625** That the Grievances, Investigations and Resolution Policy and Procedure, as

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**presented in Attachment 14.5A, be adopted and the Shire of Merredin Policy Manual be updated accordingly.**

**CARRIED 7/0**

**14.6** 'Growing our Community'  
An Economic Development and Implementation Strategy, Merredin

## Corporate and Community Services



<b>Reporting Officer:</b>	Rebecca McCall, DCEO
<b>Author:</b>	As Above
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	CM/13/4
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 14.6A</b> - 'Growing Our Community': An Economic Development and Implementation Strategy – Merredin ( <i>final draft – confidential</i> )
<b>Maps / Diagrams:</b>	Nil

### Purpose of Report



Executive Decision



Legislative Requirement

### Background

With the population forecast to double in Western Australia by 2050, the State Government, through Royalties for Regions, established the Regional Centres Development Plan in 2011. 'Growing Our Community' – An Economic Development and Implementation Strategy for Merredin (the Plan) (Attachment 14.6A) encourages regional communities to accelerate their local planning processes, to ensure settlements are well prepared to take advantage of opportunities arising for future economic opportunities and population growth.

Merredin, as a Regional Centre for the Central Eastern Wheatbelt, was selected to have a Plan created on behalf of the Wheatbelt Development Commission. Merredin, as a sub-region was tasked with undertaking a growth planning process to analyse the driving forces, pressures, impacts and responses for growth and identify transformational projects. A round of Royalties for Regions funding was made available to support this process in addition to the development of an implementation strategy.

### Comment

The Plan provides a vision and the guiding principles to enable economic growth, prosperity and wellbeing for the community of Merredin. The Plan includes actions, projects and initiatives to promote and share the benefits of growth throughout the town and across the region and accommodate a population of approximately 4,800 in Merredin by 2050.

### Policy Implications

Merredin 2022 Community Plan (2012)

### Statutory Implications

Shire of Merredin Local Planning Scheme Number 6

### Strategic Implications

**Service Area:** Governance and Corporate Services

**Activities:** Strategic Advice, General Management and Governance

**Link to Vision:** Developing

**Link to Strategic Priorities:** Civic Leadership

**Service Level Change:** No service level change

### Sustainability Implications

#### ➤ Asset Management Plan

Nil

#### ➤ Long Term Financial Plan

Three of the five priority projects and initiatives for the growth period of 2015 to 2020 are identified in the Shire of Merredin's Long Term Financial Plan. These projects include:

- CBD Revitalisation
- Central East Aged Care Alliance – Merredin Land Assembly
- Central East Aged Care Alliance – Independent Living Units Development (Stage 1)

#### ➤ Workforce Plan

Nil

### Financial Implications

There are no financial implications for the 2015/16 budget. However, some identified actions may have financial implications for Council's consideration.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation

That the 'Growing Our Community' – An Economic Development and Implementation Strategy (final draft – confidential) prepared by the Wheatbelt Development Commission and Landcorp be adopted.

### Resolution

Moved: Cr Blakers

Seconded: Cr Willis

- 81626** That the *'Growing Our Community' – An Economic Development and Implementation Strategy (final draft – confidential)* prepared by the Wheatbelt Development Commission and Landcorp be endorsed.

**CARRIED 6/1**

**Reason**

Council wished to express support for the plan without being bound to a strategy in which they had no input.

**Resolution**

**Moved:** Cr Blakers

**Seconded:** Cr Willis

- 81627** That the Wheatbelt Development Commission be requested to consider membership on the community reference group from the Shire of Merredin and be requested to provide details of the implementation plan for the strategy.

**CARRIED 7/0**

**14.7 Review of the Merredin Regional Community & Leisure Centre Management Plan**

## Corporate and Community Services



<b>Reporting Officer:</b>	Rebecca McCall, DCEO
<b>Author:</b>	As Above
<b>Legislation:</b>	<i>Liquor Control Act 1988</i>
<b>File Reference:</b>	Policy Manual; RCS/13/1
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 14.7A</b> - Merredin Regional Community & Leisure Centre Management Plan
<b>Maps / Diagrams:</b>	Nil

### Purpose of Report



Executive Decision



Legislative Requirement

### Background

When the Merredin Regional Community & Leisure Centre (MRC&LC) was developed a Management Plan was endorsed by Council along with a set of guidelines and policies. The Management Plan along with the supporting documents are reviewed annually in consultation with the Merredin Sports Council.

### Comment

The review included the:

- Management Plan
- Understanding and Guidelines
- Proformas
- Policies
- Merredin Recreation Grounds Precinct Plan

Attached is a copy of the final Management Plan Review for Council's perusal. The reviewed Management Plan is presented to Council for endorsement.

The review process identified the need to amend one of the policies:

- 6.6 Kitchen Costs for Associations/Clubs (**Attachment 14.7A**)

### Policy Implications

Shire of Merredin Policy Manual will be updated with the amended policy Policy 6.6 as shown in **Attachment 14.7A**.

### Statutory Implications

There are statutory requirements under the The Liquor Control Act 1988.

### Strategic Implications

**Service Area:** Merredin Regional Community & Leisure Centre

**Activities:** Services provided at the MRC&LC

**Link to Vision:** Liveable, Community Spirit

**Link to Strategic Priorities:** Key Assets – Recreational/Sporting facilities, Community Spirit – Events and Activities

**Service Level Change:** No service level change

**Service Area:** Governance and Corporate Services

**Activities:** Strategic Advice, General Management and Governance

**Link to Vision:** Developing

**Link to Strategic Priorities:** Civic Leadership

**Service Level Change:** No service level change

### Sustainability Implications

#### ➤ Asset Management Plan

Future infrastructure developments identified in the Merredin Recreation Grounds Precinct Plan are yet to be considered by Council and identified in the Asset Management Plan.

#### ➤ Long Term Financial Plan

The Merredin Recreation Grounds Precinct Plan will have long term financial implications. Some of the identified development projects will be funded solely by the identified stakeholder. However, maintenance and replacement of proposed infrastructure is yet to be determined. These projects include:

- Shade Structure for hockey and tennis
- Fire Brigade Shed

Revenue sources and for the following projects is yet to be identified:

- Sealed pathway to Golf Club
- Sensor Light
- Fencing to enclose the beer garden/shade structure
- Line marking of the carpark park (western side of hockey/tennis surface)
- Fencing to enclose rubbish bins and beer kegs

#### ➤ Workforce Plan

There are no implications associated with this item.

### Financial Implications

There are no financial implications relating to the current budget. The projects listed below are identified in the 2015/16 annual budget:

- Upgrade of the Tote Building (Southern Shed) \$10,000
- Resurfacing of the Basketball and Netball Outdoor Courts \$175,000

The following projects will be presented to Council for consideration during the review of the Integrated Planning and Reporting suite of planning documents:

- Sealing of the pathway to the Golf Club
- Fencing to enclose rubbish bins and beer kegs

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation / Resolution

**Moved: Cr Blakers**

**Seconded: Cr Willis**

**81628 That the reviewed Merredin Regional Community & Leisure Centre Management Plan to be inclusive of the:**

- **Management Plan**
- **Understanding and Guidelines**
- **Proformas**
- **Policies**
- **Merredin Recreation Grounds Precinct Plan**

**be adopted.**

**CARRIED 7/0**

<b>15.</b>	<b>Officer's Reports – Administration</b>
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Nil

<b>16.</b>	<b>Motions of which Previous Notice has been given</b>
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Nil

<b>17.</b>	<b>Questions by Members of which Due Notice has been given</b>
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Nil

<b>18.</b>	<b>Urgent Business Approved by the Person Presiding or by Decision</b>
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Nil

<b>19.</b>	<b>Matters Behind Closed Doors</b>
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Nil

<b>20.</b>	<b>Closure</b>
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There being no further business the President thanked those in attendance and declared the meeting closed at 3.42pm.

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