

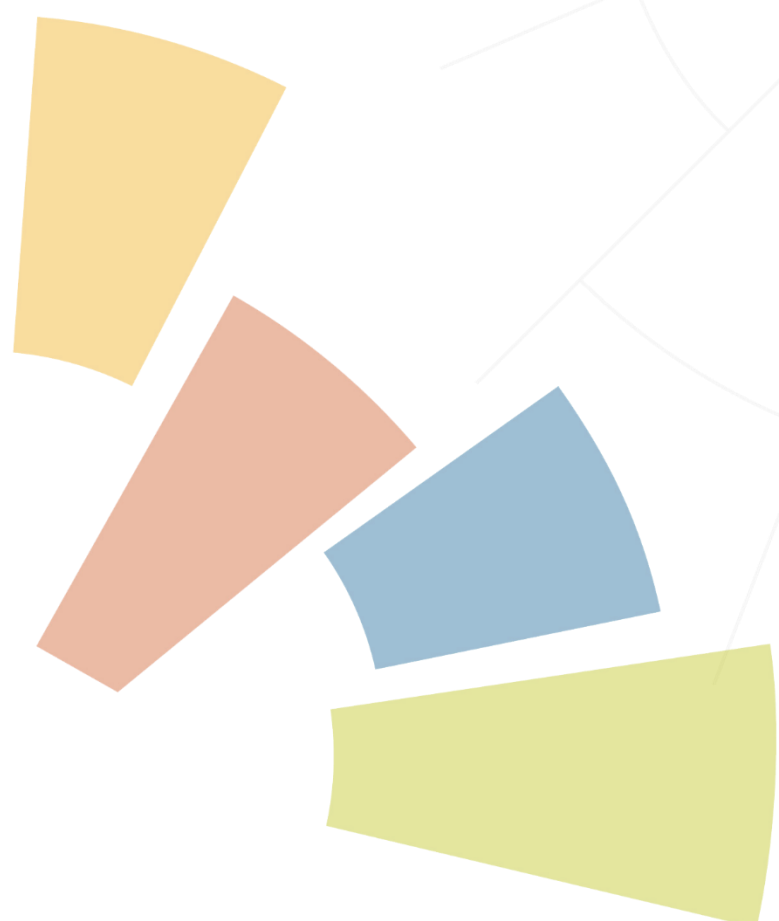


SHIRE OF  
**MERREDIN**  
INNOVATING THE WHEATBELT

# MINUTES

## Special Council Meeting

Held in Council Chambers  
Corner King & Barrack Street's, Merredin  
Tuesday, 13 June 2023  
Commencing 6.30pm



<b>Common Acronyms Used in this Document</b>	
CBP	Corporate Business Plan
CEACA	Central East Accommodation & Care Alliance Inc
CEO	Chief Executive Officer
CSP	Community Strategic Plan
CWVC	Central Wheatbelt Visitors Centre
DCEO	Deputy Chief Executive Officer
EA	Executive Assistant to CEO
EMCS	Executive Manager of Corporate Services
EMDS	Executive Manager of Development Services
EMES	Executive Manager of Engineering Services
ES	Executive Support Officer
GECZ	Great Eastern Country Zone
GO	Governance Officer
LGIS	Local Government Insurance Services
LPS	Local Planning Scheme
MCO	Media and Communications Officer
MoU	Memorandum of Understanding
MP	Manager of Projects
MRCLC	Merredin Regional Community and Leisure Centre
SRP	Strategic Resource Plan



## Shire of Merredin Special Council Meeting

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Shire of Merredin  
Special Council Meeting  
6:30pm Tuesday, 13 June 2023



### 1. Official Opening

The President acknowledged the Traditional Owners of the land on which we meet today, the Njaki Njaki people of the Nyoongar Nation and paid his respects to Elders past, present and emerging. The President then welcomed those in attendance and declared the meeting open at 6:30pm.

### 2. Record of Attendance / Apologies and Leave of Absence

**Councillors:**

Cr M McKenzie	President
Cr R Billing	
Cr R Manning	
Cr P Patroni	
Cr M Simmonds	
Cr P Van Der Merwe	

**Staff:**

L Clack	CEO
C Brindley-Mullen	EMS&C
L Mellor	EMES
P Zenni	EMDS
O Mellor	GO

**Members of the Public:**

**Apologies:** Cr D Crook – Deputy President

**Approved Leave of Absence:** Cr J Flockart

### 3. Public Question Time

Nil

### 4. Disclosure of Interest

Nil

**5. Applications of Leave of Absence**

Nil

**6. Petitions and Presentations**

Nil

**7. Announcements by the Person Presiding without Discussion**

Nil

**8. Matters for Which the Meeting may be Closed to the Public**

13.1 Transfer to Reserve – Land Sale Profits

13.2 Endorsement of Contract – Executive Manager Engineering Services

**9. Urgent Business Approved by the Person Presiding or by Decision**

Nil

## 10. Officers' Report – Engineering Services

### 10.1 Community Water Supply Grant and Merredin Recycled Water Network

<h2>Engineering Services</h2>		 SHIRE OF <b>MERREDIN</b> INNOVATING THE WHEATBELT
Responsible Officer:	Lindon Mellor, EMES	
Author:	Daniel Hay-Hendry, MP	
Legislation:	<i>Local Government Act 1995</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Nil	

#### Purpose of Report

Executive Decision

Legislative Requirement

For Council to consider, and if supported, endorse a project proposal to upgrade the Merredin Recycled Water Network (MRWN), at a total project cost of \$180,000 (ex-GST).

Partial project funding of \$100,000 has been secured through the Department of Water and Environmental Regulation (DWER), as part of the National Water Grid Connections Partnership Project. Co-funding of approximately \$80,000 (ex-GST) will be required from the Shire of Merredin (the Shire) to complete the project which if endorsed would be included in the 2022/23 Annual Budget.

It is proposed to amend the budget to allow for ordering of essential equipment to commence in the remaining weeks of the current financial year.

Authorisation is also sought for the Chief Executive Officer (CEO) and the Shire President to execute the deed of agreement to secure the \$100,000 ex GST external funding from DWER by applying the Shire of Merredin Common Seal.

#### Background

The proposed project is to upgrade the MRWN to allow for the increased use of treated wastewater from Water Corporation's (WC) Merredin Wastewater Treatment Plant.

This will involve the upgrade of a distribution pump, installation of self-cleaning filters, renewal of existing mainline pipe work, installation of a new storage tank, and installation of an additional pipeline to connect the Merredin Regional Community and Leisure Centre (MRCLC) Oval. The project is aligned with the outcomes of the environment and sustainability pillar of the Shire's Strategic Community Plan.

The benefits of the project include:

- Mitigation of the current WC requirement to discharge treated wastewater directly into Cohn Creek. The increased usage of treated wastewater throughout the MRWN will enable the Shire to use all the treated wastewater produced by WC each year, removing the need to discharge into the environment, which currently occurs annually when the Shire's storage dam becomes full.
- Improvement of Merredin's water security. A large portion of the water used to irrigate the Shire's green spaces is harvested stormwater and is therefore rainfall dependent. Current climate modelling suggests that rainfall will decrease in the Wheatbelt in the future, and it is essential that the Shire identifies and utilises rainfall independent water sources where possible. This project will enable 90% of the existing irrigation demand to be met with the use of treated wastewater, which is a consistent rainfall independent source of water.
- Improved efficiency - as part of this project one of the two main pumps for the MRWN is to be upgraded to improve the irrigation efficiency within the MRWN. In combination with a new downstream storage tank, the upgrade of this pump would enable two green spaces to be irrigated at the same time. This in turn would halve the overall irrigation time, and allow for additional watering in summer, if required, while also ensuring compliance with the Shire's Department of Health (DoH) Recycled Water Scheme Approval.
- Reduced maintenance – installation of self-cleaning filters should reduce ongoing maintenance requirements throughout the parks and gardens which utilise recycled water. Blocked sprinklers caused by a build-up of suspended solids currently requires a significant allocation of resources on a daily/weekly basis.
- The use of treated wastewater on the MRCLC Oval will save approximately 190kL of harvested stormwater per day. Harvested stormwater is of a higher quality and can therefore be repurposed for other services the Shire provides, including a non-potable community water source for fire mitigation, construction and additional supply to local farmers.

Council was briefed, and informally supported the Administration developing and submitting a grant application for the Upgrade of the MRWN to DWER through the Community Water Supply Program (CWSP) in October 2022.

As part of the CWSP grant funding program, the Shire is required to contribute a minimum of 30% towards the total project cost with the grant amount capped at \$100,000 (ex-GST) per recipient. When Council was initially briefed on the grant funding opportunity, the anticipated Shire contribution was estimated to be \$50,000, giving a total project budget of \$150,000 (ex-GST). However, since this briefing session the Administration has completed market testing and determined that to successfully deliver this project a total project budget of \$180,000 (ex-GST) is required.

The Administration therefore requests that should the project be endorsed; Council resolve to contribute \$80,000 ex GST through a combination of both cash and in-kind contributions to achieve the anticipated benefits from the project.

The forecast expenditure anticipates that the Shire’s contribution to the project will consist of approximately \$63,000 in-kind contributions (internal works), \$8,000 in cash contributions, with an additional 5% allocation for contingency, totalling \$80,000 ex-GST.

The grant application to DWER was successful, and the Shire has received the draft agreement for consideration in May 2023.

While the initial intent was to consider the project as part of the 2023/24 capital budget items, urgent operational considerations mean the Administration is now seeking Council consider and endorse the project and associated funding arrangements now.

	<b>Comment</b>
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As there has been no formal resolution from Council to receive the grant or allocate funds for this project, the Administration is now seeking Council’s support for the project, and agreement of the co-contribution amount. Endorsement is also sought to execute the CWSP grant agreement between the Shire and DWER for the upgrade of the MRWN, and commence the ordering of long-lead equipment prior to the end of the current financial year.

Recently, one of the Shire’s existing pumps that is intended to be upgraded as part of this project has broken down, and quotes received suggest repair costs will be similar to the purchase price of a new pump.

To avoid a temporary repair or temporary replacement of the existing pump which would then be subsequently upgraded within months, the Administration is looking to bring forward the scheduled upgrade of the pump. Given the lead time for a suitable pump of around four to six weeks, the intent would be to order the pump as soon as possible. Bringing forward the upgrade of the pump would also assist the Administration in completing this component of the Project before the irrigation demand peaks in summer. As part of the grant conditions, the agreement must be signed and executed prior to the expenditure of any funds for the expenditure to be recognised as part of the Shires contribution to the project.

To allow this to occur, the Administration is therefore recommending Council endorse a budget amendment to the 2022/23 Annual Budget, to allocate \$180,000 (ex GST) for the MWRN Upgrade Project, as summarised in the table below.

<b>GL/Job</b>	<b>Description</b>	<b>Current Budget</b>	<b>Variation Amount</b>	<b>Revised Budget</b>
	Surplus/ Deficit Muni (as at Budget Review)	\$1,558	(\$80,000)	(\$78,442)
NEW Capital Income Account	Dept of Water Environmental Regulation – Grant	NIL	(\$100,000)	(\$100,000)



NEW Capital Expenditure Account	Merredin Recycled Water Network upgrade (Capital)	NIL	\$180,000	\$180,000
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While the pump will be ordered immediately, it is intended that the majority of the project funds will be expended in the 2023/24 financial year and therefore, any unspent funds from the 2022/23 Budget will be carried forward to complete the project.

**Policy Implications**

Policy 3.12 Purchasing Policy

**Statutory Implications**

s6.8. (1) A local government is not to incur expenditure from its municipal fund which is not included in its annual budget except where the expenditure –

(a) is incurred in a financial year before the adoption of the annual budget by the local government;

(b) is authorized in advance by resolution\*;

\* Absolute majority required.

**Strategic Implications**

∅	Strategic Community Plan
Theme:	4. Communication and Leadership
Service Area	4.2 Decision Making
Objective:	4.2.2 The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources.
Priorities and Strategies for Change:	Nil

∅	Corporate Business Plan
Key Action:	Nil
Directorate:	Nil
Timeline:	Nil

**Risk Implications**

There is a corporate governance risk if capital projects are progressed without a clear Council resolution supporting the project and expenditure.

**Financial Implications**

This capital project will be included in the 2022/23 Annual Budget.

As displayed in the financial table included within the report, the figure of \$1,558 surplus is the total budget surplus for the organisation at the time of the last budget review.

This amount, in addition to the income of \$100,000 from the grant will partly offset the requested budget amendment within the current year, however, as the majority of the project and expenditure will be completed in the 2023/24 financial year, the immediate financial implications will be minimal.

As such, the main financial consideration for Council is the confirmation of the Council contribution, and noting that if the project is endorsed by Council, the majority of the funds will then be included in the development of the draft 2023/24 Annual Budget as a carry forward amount.

**Voting Requirements**



Simple Majority



Absolute Majority

**Resolution**

Moved: Cr Billing

Seconded:

Cr Patroni

That Council;

1. ENDORSES the project proposal to upgrade the Merredin Recycled Water Network as outlined in this report;
2. ACCEPTS the funding from the Department of Water and Environmental Regulation Western Australia for \$100,000 (ex GST);
3. AUTHORISES the Shire President and Chief Executive Officer to apply the Shire of Merredin Common Seal to the Community Water Supply Deed of Agreement between the National Water Grid Connections Partnership Project with the Department of Water & Environmental Regulation and the Shire of Merredin in accordance with Items 1 and 2 above;
4. CONFIRMS the Shire of Merredin contribution of an estimated \$80,000 ex GST in a combination of cash and in-kind support, towards the Merredin Recycled Water Network Upgrade; and
5. ENDORSES a budget amendment to the 2022/23 Annual Budget, as shown in the table below for the Merredin Recycled Water Network Upgrade Project:

83172

GL/Job	Description	Current Budget	Variation Amount	Revised Budget
	Surplus/ Deficit Muni (as at Budget Review)	\$1,558	(\$80,000)	(\$78,442)
NEW	Dept of Water Environmental Regulation - Grant	NIL	(\$100,000)	(\$100,000)
NEW	Merredin Recycled Water Network upgrade (Capital)	NIL	\$180,000	\$180,000

6. NOTES the unspent funds from the 2022/23 financial year for the Merredin Recycled Water Network Upgrade Project, will be carried forward into 2023/24.

CARRIED 6/0

**11. Motions of which Previous Notice has been given**

Nil

**12. Questions by Members of which Due Notice has been given**

Nil

### 13. Matters Behind Closed Doors

In accordance with *Section 5.23 (2)(e)(ii)(iii), of the Local Government Act 1995* Council will go Behind Closed Doors to discuss these matters.

#### Council Decision

**Moved:** Cr Van Der Merwe                      **Seconded:** Cr McKenzie


**83173**                      **That Council move Behind Closed Doors and that Standing Orders be suspended at 6:37pm.**

**CARRIED 6/0**

#### Reason

That matters if disclosed would reveal information that has a commercial value or information about the business, professional, commercial or financial affairs of a person were to be discussed.

### 13.1 Transfer to Reserve – Land Sale Profits

<h2>Corporate Services</h2>		 SHIRE OF <b>MERREDIN</b> INNOVATING THE WHEATBELT
Responsible Officer:	Leah Boehme, EMCS	
Author:	As above	
Legislation:	<i>Local Government Act 1995</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Nil	
<b>Voting Requirements</b>		

Simple Majority

Absolute Majority

### Resolution

**Moved:** Cr Patroni

**Seconded:** Cr McKenzie

**That Council;**

**83174**

1. **AUTHORISES** the transfer of funds, as per Option 1 in the report above, to GL 96733010 Buildings Reserve, following the sale of two lots of land owned by the Shire of Merredin; and
2. **NOTES** that Item 1 above will replace Item 4 a) of CMRef 83000, from the Ordinary Council Meeting held on 25 August 2022.

**CARRIED 6/0**

### 13.2 Endorsement of Contract – Executive Manager Engineering Services

EMES, L Mellor, EMDS, P Zenni and EMS&C, C Brindley-Mullen and GO, Olivia Mellor left the Chambers at 6:41pm.

<h2>Administration</h2>		
Responsible Officer:	Lisa Clack, CEO	
Author:	As above	
Legislation:	Local Government Act 1995	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Nil	

#### Voting Requirements



Simple Majority



Absolute Majority

#### Resolution

Moved: Cr McKenzie

Seconded:

Cr Van Der Merwe

That Council

83175

1. ENDORSE the employment of the preferred candidate for the Executive Manager Engineering Services role as described in the report, which is designated by the Council as a senior employee, under section 5.37 of the Local Government Act 1995; and,
2. NOTES this is subject to successful negotiations with the candidate, and should the recommended candidate decline, further advice will be provided to Council.

**CARRIED 6/0**

EMES, L Mellor, EMDS, P Zenni and EMS&C, C Brindley-Mullen and GO, Olivia Mellor returned to the Chambers at 6:43pm.

**Council Resolution**

**Moved:** Cr Billing **Seconded:** Cr McKenzie

**83176** That Council return from Behind Closed Doors at 6:44pm, resume Standing Orders and that the resolutions being passed in the confidential session be confirmed in open meeting.

**CARRIED 6/0**

**14. Closure**

There being no further business, the President thanked those in attendance and declared the meeting closed at 6:46pm.



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