

# SHIRE OF MERREDIN



*“Heart of the Wheatbelt”*

**MINUTES OF COUNCIL MEETING**

**17 AUGUST 2010**

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**Minutes of the Ordinary Meeting of the Shire of Merredin held in the Council  
Chambers, Corner King and Barrack Streets, Merredin on  
Tuesday 17 August 2010 commencing at 1.01pm.**

**ATTENDANCE:**

Councillors:	KA Hooper	Shire President
	RM Crees	Deputy Shire President
	D Crook	
	M Morris	
	J Townrow	
	W Wallace	
	M Young	
Leave of Absence:	P Forbes	
Staff:	G Powell	Chief Executive Officer
	J Garrett	Executive Manager of Engineering Services
	S Grayston	Acting Executive Manager of Finance and Administration
	V Green	Executive Assistant to Chief Executive Officer
	J Mitchell	Executive Manager of Development Services
	D Morris	Executive Manager of Community Services
Gallery:	V London	

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**1.0 OFFICIAL OPENING**

The Shire President declared the meeting open at 1.01pm.

Mrs Morris, Executive Manager of Community Services, and Mr London were in attendance.

**2.0 PUBLIC QUESTION TIME**

Mr London addressed Council regarding his concerns with the recycling and rubbish charges and his correspondence sent to the Shire Administration and Barry Haase's office.

Mr London left the meeting at 1.10pm and did not return.

**3.0 APOLOGIES AND LEAVE OF ABSENCE**

Cr A Hooper tendered her apologies for this meeting.

Cr Forbes has been granted Leave of Absence for all Council and Committee meetings for August 2010 (**CMRef 30353**).

**4.0 DISCLOSURE OF INTEREST**

Cr Crook declared a Financial Interest in Agenda Item 11.1.

**5.0 PETITIONS AND PRESENTATIONS**

Nil.

**6.0 CONFIRMATION OF MINUTES****6.1 Ordinary Council Meeting**

Confirmation of the minutes of the Ordinary Council Meeting held on 20 July 2010.

**Officer's Recommendation / Resolution****30391**

Moved Cr Morris                      Seconded Cr Townrow

*That the minutes of the Ordinary Council Meeting held on 20 July 2010 be confirmed as a true and correct record of proceedings.*

**CARRIED 7/0**

**7.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

Nil.

**8.0 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

Nil.

**9.0 RECEIVAL OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL****9.1 Merredin/Westonia Liquor Accord Meeting held on 13 July 2010  
Attachment 9.1A**

Nil Recommendations to Council.

**9.2 Wheatbelt East Regional Organisation of Councils Executive Meeting held on 28 July 2010  
Attachment 9.2A**

Nil Recommendations to Council.

- 9.3 Western Australian Local Government Association Annual General Meeting held on 7 August 2010

**Attachment 9.3A**

Nil Recommendations to Council.

- 9.4 Merredin Local Emergency Management Committee Meeting held on 10 August 2010

**Attachment 9.4A**

Nil Recommendations to Council.

**Officer's Recommendation / Resolution**

**30392**

Moved Cr Townrow

Seconded Cr Morris

***That Council receive the minutes of the Merredin/Westonia Liquor Accord Meeting held on 13 July 2010, the Wheatbelt East Regional Organisation of Councils Executive Meeting held on 28 July 2010, the Western Australian Local Government Association Annual General Meeting held on 7 August 2010 and the Merredin Local Emergency Management Committee Meeting held on 10 August 2010.***

**CARRIED 7/0**

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**10.0 COMMUNITY SERVICES**

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**10.1 KITCHEN AND TIVOLI ROOM COSTS FOR CLUBS/GROUPS WITH MEMORANDUMS OF UNDERSTANDING – CUMMINS THEATRE POLICY**

<b>Reporting Department:</b>	Community Services
<b>Reporting Officer:</b>	Debbie Morris – Executive Manager, Community Services
<b>Author:</b>	Jane Bandurski – Cummins Theatre Manager
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	Council Policy Manual
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Proposed Policy

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**Background**

The hire structures for Cummins Theatre have been modified in the 2010/2011 Budget to reflect the use of different facilities contained within the venue. This has included the introduction of a hire fee for the use of the kitchen, which in previous years been included in the general hire of the Tivoli Room and Theatre. The separation of the facilities has been implemented to reflect the hire structures of other similarly equipped Shire venues, such as the Merredin Regional Community and Leisure Centre (MRC&LC).

Community groups holding Memorandums of Understanding (MoUs) with Cummins Theatre are given free access to the Tivoli Room and kitchen for the terms prescribed within their MoUs. This generally allows use of the facilities for performances, rehearsals, and meetings only. No arrangements have been made for the use of these facilities by these groups outside of the terms of the MoU.

The MRC&LC has adopted policies outlining the use of its kitchen and function rooms for MoU affiliated organisations (Council Policies 6.7 and 6.8). These policies allow discounted use of MRC&LC facilities outside of the term of the MoUs, in order to maximise community use of the venue. This has proven to be effective, particularly with regards to regular Friday night catering which is available to the general community.

**Comment**

The conservation works at Cummins Theatre have seen the comprehensive renovation of the Tivoli Room and kitchen. An additional alfresco area has been created to the side of the Tivoli Room. These new facilities are suited to regular catering, and as such a policy has been developed for MoU groups affiliated with Cummins Theatre to utilise the kitchen and Tivoli Room outside of the terms of their agreements, in order to maximise the usage of the space (**Attachment 10.1A**). It is proposed that this additional use could facilitate the provision of regular meals or smaller events outside of performance seasons. It may also create opportunities for additional dinner theatre as an inclusion in cabaret shows.

At present there is only one community group affiliated with Cummins Theatre by MoU, being the Merredin Repertory Club. It has been proposed that an MoU be considered with Friends of Cummins Theatre in the future, and it is anticipated that opportunities to increase the use of Cummins Theatre by community groups will develop once the refurbished venue is reopened.

MoU groups wishing to take advantage of this policy will be required to hire Cummins Theatre as normal and operate within the Conditions of Hire for the venue.

**Statutory/Policy Implications**

Update of Council Policy Manual.

**Financial Implications**

The policy proposes that Clubs/Groups which have entered into a MoU for use of the Cummins Theatre are charged at a rate of 50% of Council's adopted fees and charges for the use of the Tivoli Room and kitchen for events additional to those agreed upon in the MoU.

**Officer's Recommendation / Resolution****30393**

Moved Cr Townrow

Seconded Cr Crook

***That Council adopt the proposed Policy "Kitchen and Tivoli Room Costs for Clubs/Groups with Memorandums of Understanding – Cummins Theatre" as presented in Attachment 10.1A effective immediately.***

**CARRIED 7/0**



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**10.2 GALA NIGHT 2010**

<b>Reporting Department:</b>	Community Services
<b>Reporting Officer:</b>	Debbie Morris – Executive Manager, Community Services
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	RCS/3/6
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	2009 Gala Night Report

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**Background**

At Council's January 2010 meeting, Council resolved (**CMRef 30217**):

1. *“that Council encourage and support the re-formation of the Merredin Business Forum in conjunction with the Small Business Centre prior to August 2010.*
2. *That if no Merredin Business Forum or similar group are in existence by September 2010 the Shire of Merredin will coordinate a Community Christmas Tree in December 2010 in lieu of Gala Night.”*

Discussions took place with the Small Business Centre Central Wheatbelt (SBCCW) and Wheatbelt Business Network (WBN) in March 2010, where it was recognised that with the formation of the WBN, which at this stage is primarily Merredin focused, there was no need and there would be no support for a Merredin Business Forum or Chamber of Commerce.

The SBCCW, under the umbrella of the WBN, pledged support to coordinate the Merredin Central Business District (CBD) businesses for Gala Night, if there is support for the event from those businesses.

Surveys of 29 businesses located in the CBD were conducted by the SBCCW in June 2010 to gauge the initial support for Gala Night. The results showed the majority of businesses supported the event however the range of support, both financially and physically, varied.

The WBN, SBCCW and Executive Manager of Community Services (EMCS) agreed that without unified businesses, who were prepared to contribute similar amounts of money and have a quorum who were willing to be involved in the coordination of Gala Night, it would be unwise to commit to the event.

The 29 CBD businesses were sent detailed information on last year's event, including Erica Carlson's report (Shire employee who coordinated the 2009 Gala Night), along with the June SBCCW survey results and another survey form that requested definite commitments for a 2010 Gala Night to be returned by 6 August 2010.

Nine (9) formal responses were received and are detailed in the table below. In addition to these, the EMCS received two (2) responses via telephone, both indicating that they were not supportive of the event. One of those businesses advised they do not open on Gala Night and the other mentioned that it is not financially viable, particularly with surrounding businesses closed and would prefer just a late night trading, rather than a Gala Night.

Question	Yes	No	No Answer
I/We support Gala Night	8	1	
I/We agree that all businesses should share the costs equally	3	6	
I/We are willing to contribute \$100.00 towards the event	7	2 (1 - \$50)	
I/We are willing to assist or provide a representative to attend meetings to make decisions for the event and will assist where possible on the night	3	5	1

Additional comments on the surveys included:

- 1. I believe it would be a good idea to suspend Gala Night for one year, then review.*
- 2. I tend to agree in the community tree for everyone to come together not to shop but to mix and enjoy each other.*

#### **Comment**

The financial commitment in 2009 from the businesses was \$2,150.00, with the event budget being \$3,229.24, excluding Shire staff costs of approximately \$3,000.00 (Coordinator and outside crew).

With around only one third of the businesses responding to the survey and a financial commitment of \$750.00 it indicates that the business sector is not unified or fully supportive of the Gala Night event. This means that if a Gala Night was to be held this year, the event would be primarily coordinated by the Shire with minimal support or interest from the business sector.

The results of the survey support the comments in the report from Erica Carlson on the 2009 Gala Night (**Attachment 10.2A**).

With no overall consensus of agreement or commitment from the businesses within the CBD, it would be difficult to provide a Gala Night to the standard that the community expect and deserve.

It would be sensible not to host a Gala Night this year and instead organise a Christmas tree and festive event that can be enjoyed by the whole community. This will allow the businesses to assess the worth of the Gala Night event and still allow them the option of organising late night trading dates, for which they appear more supportive.

#### **Financial Implications**

An amount of \$4,625.00 is allocated in the 2010/2011 Budget at Account E132330 – Community Development. This amount is to be off set by an allocated income of \$2,000.00 at Account I132051 – Community Development Income.

#### **Statutory Implications**

Nil.

#### **Officer's Recommendation**

Moved Cr Young

Seconded Cr Morris

***That Council support hosting a Community Christmas Tree in lieu of a Gala Night event in 2010 and review event options in 2011.***

Since the Agenda item was written 2 more responses have been received:

<b>Question</b>	<b>Yes</b>	<b>No</b>	<b>No Answer</b>
I/We support Gala Night	2		
I/We agree that all businesses should share the costs equally	1	1	
I/We are willing to contribute \$100.00 towards the event	1	Would prefer \$50	
I/We are willing to assist or provide a representative to attend meetings to make decisions for the event and will assist where possible on the night	2		

Therefore the final totals of the survey are as follows:

Question	Yes	No	No Answer
I/We support Gala Night	10	1	
I/We agree that all businesses should share the costs equally	4	7	
I/We are willing to contribute \$100.00 towards the event	8	3 (1 – Nil) (2 - \$50)	
I/We are willing to assist or provide a representative to attend meetings to make decisions for the event and will assist where possible on the night	5	5	1

#### AMENDMENT

- 30394** Moved Cr Wallace Seconded Cr Townrow  
*That the words “in lieu of a Gala Night” and “and review event options in 2011” be removed.*

**CARRIED 5/2**

#### THE AMENDMENT BECAME THE MOTION

##### Resolution

- 30395** Moved Cr Wallace Seconded Cr Townrow  
*That Council support hosting a Community Christmas Tree event in 2010.*

**CARRIED 5/2**

**REASON:** Council believed it was the Shire’s responsibility to organise a Christmas event for the community but that greater support from the business community was required in order for Gala Night to be a success.

Mr Mitchell, Executive Manager of Development Services, entered the meeting at 1.17pm.

Mrs Morris, Executive Manager of Community Services, left the meeting at 1.33pm.

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**11.0 DEVELOPMENT SERVICES**

Cr Crook declared a Financial Interest in this Agenda Item 11.1 and left the meeting at 1.34pm.

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**11.1 APPLICATION TO ESTABLISH AN EXTRACTIVE INDUSTRY – LOCATION 15197 OLD NUKARNI ROAD, MERREDIN**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	John Mitchell – Executive Manager, Development Services
<b>Legislation:</b>	Local Law 10 – Extractive Industries
<b>File Reference:</b>	A8024
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Application

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**Background**

An application PA4/10 (**Attachment 11.1A**) to establish an extractive industry on Location 15197 Old Nukarni Road, Merredin has been received from the land owner.

The sand and gravel extraction site (Location 15197) is pre-existing. Sand and gravel extraction is an “extractive industry” in accordance with the Shire of Merredin’s Local Law No. 10 - Extractive Industries (Local Laws).

The land is located within the “General Farming” zone as per the Shire of Merredin Town Planning Scheme No. 1.

An extractive industry is classed as development and thus requires the planning consent of the Shire of Merredin. An extractive industry is not permitted (“AP”) within the “General Farming” zone unless special approval is given by Council after advertising.

**Comment**

Local Law 10 – Extractive Industries is due for review prior to September 2010. Clause 3.1(1) is not applicable as a town planning application has been received.

Having inspected the site and discussed the application with the applicant it is apparent that the proposed extractive industry is on a relatively small scale; operated in effect on as “as needs” basis for the purposes of construction within the local community. The application is to ensure technical compliance with the legislation as there are now four sites for gravel extraction within the community.

It is difficult to foresee any adverse impact, such as dust or noise pollution that the development would have on adjoining property owners. This gravel site has been utilised for many years without adverse comment from neighbours.

The proposal will ultimately result in an increase in the number of trees over the excavation area and enhance the floral environment generally.

At present there are two current extractive industry licenses in the Shire of Merredin. One site has been closed down and rehabilitated.

It is becoming increasingly difficult for private contractors to source suitable sand pad material to undertake construction work in the Shire. Staff are aware of significant private development projects that are reliant upon the legal availability of sand material for building works.

Currently it is known that there is one site from which sand is taken for construction purposes and this site is not licensed.

Council may wish to delegate authority to the Chief Executive Officer to enable the issuing of planning consent for this application, subsequent to the expiry of the statutory advertising period and due consideration of any valid town planning submissions.

At this time it is suggested that a condition of consent be that the maximum depth that the excavation can be is 2.5m below existing ground level.

This depth was chosen because gravel extraction has been limited by sheet rock to this depth and for the sand excavation at 2.5m deep the area is substantially limited for rehabilitation purposes.

#### **Statutory/Policy Implications**

The provisions of the Local Law No. 10 – Extractive Industries are applicable. Clause 3.1(1) states that where the use has commenced the application MUST be refused.

The provisions of the Planning and Development Act 2005 are applicable. Section 164 permits the responsible authority to grant its approval for development already commenced. Section 164(4 & 5) state that the approval does not negate the unlawfulness of the prior commencement of development but permits the continuation of the development as lawful from that approval date.

The applicant has not contacted all adjacent property owners and relevant public authorities as per clause 2.2 (1) (a) of the Local Laws. Council can exempt the applicant from this requirement. In this instance and in any instance where the site is existing and in use the advice to the neighbours seems unwarranted as the operation has already commenced and no complaints have been received.

The application should be locally advertised prior to consent being granted.

#### **Financial Implications**

Application fees of \$662.00 have not been paid.

#### **Officer's Recommendation / Resolution**

30396

Moved Cr Townrow

Seconded Cr Young

- 1. That Council grant approval in principal to the landowner in relation to application for planning consent PA17/10 and the application for extractive industry license to undertake extractive industry operations at Avon Location 15197 Old Nukarni Road, Merredin.**
  
- 2. That Council delegate authority to the Chief Executive Officer to determine application for planning consent PA17/10 and the application for extractive industry license submitted by the landowner to undertake extractive industry operations at Avon Location 15197 Old Nukarni Road, Merredin upon the expiry of the statutory advertising period, subject to the submission of any valid objection on town planning grounds incorporating the following conditions:**
  - 1. planning consent being valid for a period of three (3) years from the date of approval;**
  - 2. extractive industry license being valid for a period of one (1) year from the date of approval;**
  - 3. an extractive industry license fee of \$300.00 including GST to be paid annually;**
  - 4. hours of operation of extractive industry operations are restricted to 7:00am to 6:00pm Monday to Friday and 8:00am to 5:00pm Saturday and Sunday and not at all on Public Holidays;**
  - 5. all vehicles involved in the extractive industry operations to access the property from the Old Nukarni Road;**

6. *The operator shall, at the discretion of the Executive Manager of Engineering Services, undertake certain measures so as to minimise the impact of vehicles involved in the extractive industry operations on Old Nukarni Road during periods of inclement weather that can potentially cause damage to the road. Those measures shall include ceasing to use the road when heavy plant can damage the road;*
7. *extraction of material not to occur below 2.5m of existing ground level and a temporary bench mark shall be installed by the Executive Manager of Development Services to act as the marker for existing natural ground level;*
8. *rehabilitation to involve the planting and nurturing of a minimum of 1,500 oil mallees/hectare and to be completed within 12 months of the conclusion of operations; and*
9. *all other relevant approvals be obtained from the required agencies.*

**CARRIED 6/0**  
**ABSOLUTE MAJORITY – ITEM 2**

Mr Garrett, Executive Manager of Engineering Services, entered the meeting at 1.37pm.

Cr Crook entered the meeting at 1.38pm.

11.2 Lease Arrangements – Old Administration Centre and Women’s Rest Centre

**30397**

Moved Cr Morris

Seconded Cr Crook

*That a meeting be convened with representatives of the Merredin Community Resource Centre, Directions WA, Disability Services Commission and Shire staff to discuss lease arrangements for the Old Administration Centre and the Women’s Rest Centre.*

**CARRIED 5/2**

Mr Mitchell, Executive Manager of Development Services, left the meeting at 1.53pm.



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**12.0 ENGINEERING SERVICES**

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**12.1 UPPER FRENCH PARK UPGRADE**

<b>Reporting Department:</b>	Engineering Services
<b>Reporting Officer:</b>	Jim Garrett – Executive Manager, Engineering Services
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	OP05
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Five Year Parks Program; Concept Plan

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**Background**

At its August 2009 meeting Council adopted the Five Year Parks Program (**CMRef 30077**) (**Attachment 12.1A**) to assist staff in preparing the annual Parks and Gardens budget.

The Five Year Parks Program included the maintenance program and recommended improvements for Upper French Park. Maintenance programmed for 2009/2010 was the pruning of the river gums, a general clean up of the park and the removal of the bench seat.

Improvements scheduled for the Park were the installation of the play equipment removed from the Recreation Ground and the installation of the slide removed from Apex Park.

Other maintenance required was repainting the equipment and replacing the timber battens and plastic components. The playground equipment has not been installed due to staff resources. Additionally, following cost comparisons between refurbishment and purchasing new equipment, the purchasing of new equipment was considered the most cost effective option.

Inspections of this equipment by staff indicated that the slides needed to be replaced due to being worn. Replacement slides have been costed at \$7,500.00 as fibreglass slides are no longer constructed, they are now constructed in plastic.

In the 2010/2011 Budget \$5,016.00 has been made available at Account *E113510* – Plant and Equipment for the installation of reticulation and laying of lawn at the Park.

A concept plan has been drawn up by the Executive Manager of Engineering Services for Council consideration for the proposed park improvements. (**Attachment 12.1B**).

The Plan includes the installation of a basketball ring and concrete pad for a cricket wicket, a 35m x 50m lawn area, 3 park benches, a slide, and climbing apparatus. Trees to be planted in the western end of the park would include Callistemons (small shrubs with bottle brush flowers), Grevilleas and medium size native gum trees. The estimated cost for the proposed park improvements would be \$50,000.00.

Council needs to determine whether it wishes to improve the standard of the Park above that prevailing prior to the removal of the trees or whether it wishes to “re-landscape” the Park without the additional improvements.

#### **Comment**

If the improvements to the Upper French Park were to go ahead it could be staged over a 3 year period.

#### **Statutory/Policy Implications**

Nil.

#### **Financial Implications**

An allocation of \$5,016.00 has been made in the 2010/2011 Budget for installation of reticulation and laying of lawn in Upper French Park. An additional \$45,000.00 will be need to be included in Councils capital works budgets to fund the project outlined in **Attachment 12.1B**.

Mrs Grayston, Acting Executive Manager of Finance and Administration, entered the meeting at 2.00pm.

#### **Officer’s Recommendation**

*That Upper French Park be reinstated to its condition prior to the trees being lopped with more appropriate species and nearby residents be advised accordingly.*

#### **Resolution**

**30398**

Moved Cr Young

Seconded Cr Townrow

*That the draft Concept Plan for Upper French Park be circulated to nearby residents for comment and implementation over a 3 to 5 year timeframe.*

**CARRIED 6/1**

**REASON:** Council believed that there was an opportunity to involve the community and create a worthwhile public open space.

Cr Young left the meeting at 2.10pm.

Mr Garrett, Executive Manager of Engineering Services, left the meeting at 2.12pm.

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**13.0 FINANCE AND ADMINISTRATION**

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**13.1 MONTHLY FINANCE REPORT**

<b>Reporting Department:</b>	Finance and Administration
<b>Reporting Officer:</b>	Sharon Grayston – Acting Executive Manager, Finance and Administration
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Monthly Financial Report

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**Background**

The Monthly Finance Report is attached for Council's information.  
(Attachment 13.1A).

**Statutory/Policy Implications**

Local Government Act 1995 and Financial Management Regulations.

**Financial Implications**

As outlined in Attachment 13.1A.

**Officer's Recommendation / Resolution**

**30399** Moved Cr Morris Seconded Cr Crook

***That Council receive the Monthly Finance Report for July 2010.***

**CARRIED 6/0**

Cr Young entered the meeting at 2.12pm.

**13.2 LIST OF ACCOUNTS PAID**

<b>Reporting Department:</b>	Finance and Administration
<b>Reporting Officer:</b>	Sharon Grayston – Acting Executive Manager, Finance and Administration
<b>Legislation:</b>	Local Government Act 1995 and Financial Management Regulations
<b>File Reference:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	List of Accounts Paid

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**Background**

The attached List of Accounts Paid (**Attachment 13.2A**) during the month under Delegated Authority is provided for Council's information.

**Statutory/Policy Implications**

Local Government Act 1995 and Financial Management Regulations.

**Financial Implications**

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

**Officer's Recommendation / Resolution**

- 30400** Moved Cr Crees                      Seconded Cr Young  
*That Council receive the schedule of accounts as listed, covering cheques as numbered and totalling \$183,552.85 and amounts directly debited from Council's Municipal Fund Bank Account BSB 066-518 Account Number 000-000-10 totalling \$560,148.27 and outstanding creditors totalling \$231,383.53.*

**CARRIED 7/0**

Mrs Grayston, Acting Executive Manager of Finance and Administration, left the meeting at 2.13pm.

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**13.3 POLICY MANUAL REVIEW**

<b>Reporting Department:</b>	Administration
<b>Reporting Officer:</b>	Greg Powell – Chief Executive Officer
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	Council Policy Manual
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Policy

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**Background**

At its September 2004 meeting Council adopted Policy 1.3 – Members Travel (**CMRef 27632**). As part of the ongoing review of Council's Policy Manual the Policy has been reviewed (**Attachment 13.3A**).

**Comment**

The main amendment to the Policy is as a result of the change to the name of the Local Government Award. All other changes are considered typographical, therefore minor in nature and do not affect the intent of the Policy.

**Statutory/Policy Implications**

Update of Council Policy Manual.

**Financial Implications**

Council has allocated \$1,000.00 at Account *E041090* – Councillor Travelling in the 2010/2011 Budget, however these funds have rarely been used in previous years.

**Officer's Recommendation / Resolution**

**30401** Moved Cr Crees    Seconded Cr Wallace  
***That Council adopt Policy 1.3 – Councillors Travel as presented in Attachment 13.3A.***

**CARRIED 7/0**

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**13.4 POLICY MANUAL REVIEW**

<b>Reporting Department:</b>	Administration
<b>Reporting Officer:</b>	Greg Powell – Chief Executive Officer
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	Council Policy Manual
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Policy

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**Background**

At its September 2004 meeting Council adopted Policy 1.4 – Retirement of Councillors – Gift and Function and Policy 1.14 – Council Bi-annual Dinner Function (**CMRef 27632**). As part of the ongoing review of Council’s Policy Manual these Policies have been reviewed (**Attachment 13.4A**).

**Comment**

The main amendment is to Policy 1.14, being the removal of the timeline in which the function must be held and the addition of the invitees. As the Local Government Elections are now held on the third weekend in October, this means that harvest and other seasonal restrictions could make it difficult for the 21 day timeline to be adhered to.

All other changes to the Policies are considered typographical, therefore minor in nature and do not affect the intent of the Policy.

**Statutory/Policy Implications**

Update of Council Policy Manual.

**Financial Implications**

Nil.

**Officer’s Recommendation / Resolution****30402**

Moved Cr Crees

Seconded Cr Wallace

***That Council adopt Policy 1.4 – Retirement of Councillors – Gift and Function and Policy 1.14 – Council Bi-annual Dinner Function as presented in Attachment 13.4A.***

**CARRIED 7/0**

**13.5 POLICY MANUAL REVIEW**

<b>Reporting Department:</b>	Administration
<b>Reporting Officer:</b>	Greg Powell – Chief Executive Officer
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	Council Policy Manual
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Policy

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**Background**

At its September 2004 meeting Council adopted Policy 1.6 – Use of Council Chamber and Executive Lounge (**CMRef 27632**). As part of the ongoing review of Council's Policy Manual this Policy has been reviewed (**Attachment 13.5A**).

**Comment**

The main amendment to the Policy is the removal of the use of the rooms by groups, organisations and Committees external to Council as it is considered that there are other more appropriate venues within Merredin that should be utilised for this purpose.

All other changes to the Policies are considered typographical, therefore minor in nature and do not affect the intent of the Policy.

**Statutory/Policy Implications**

Update of Council Policy Manual.

**Financial Implications**

Nil.

**Officer's Recommendation / Resolution****30403**

Moved Cr Crees

Seconded Cr Wallace

***That Council adopt Policy 1.6 – Use of Council Chamber and Executive Lounge as presented in Attachment 13.5A.***

**CARRIED 7/0**

**13.6 POLICY MANUAL REVIEW**

<b>Reporting Department:</b>	Administration
<b>Reporting Officer:</b>	Greg Powell – Chief Executive Officer
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	Council Policy Manual
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Policy

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**Background**

As part of the ongoing review of Council's Policy Manual, Policy 3.7 - Purchase of Council Minutes by Subscription, has been reviewed (**Attachment 13.6A**).

**Comment**

As the Minutes of all Council Meetings are now published on the Shire's website and can therefore be accessed by anyone at anytime free of charge, this Policy is superfluous and it is recommended to remove the Policy from Council's Policy Manual.

There are no current subscriptions in place and this has been the case for approximately 3 years.

**Statutory/Policy Implications**

Update of Council Policy Manual.

**Financial Implications**

Nil.

**Officer's Recommendation / Resolution****30404**

Moved Cr Townrow

Seconded Cr Crook

***That Council remove Policy 3.7 – Purchase of Council Minutes by Subscription from Council's Policy Manual.***

**CARRIED 7/0**



**13.7 REGIONAL CABINET MEETING**

<b>Reporting Department:</b>	Administration
<b>Reporting Officer:</b>	Greg Powell – Chief Executive Officer
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	GR/17/20
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Nil

**Background**

The State Government held a Regional Cabinet Meeting and other activities in Merredin over the weekend of 31 July and 1 August 2010. As part of the proceedings, Councillors met individually and together with a number of Ministers and Staff.

**Comment**

It would be worthwhile preparing a report which consolidates the outcomes from the various meetings over the course of the weekend with a view to putting the report before the Premier and/or Ministers in order to ensure issues are recorded and progressed.

The following table lists the meetings that were arranged prior to the weekend to assist Councillors in developing the report. It is suggested that matters be raised during consideration of this agenda item.

Cr K Hooper	Hon P C Collier MLC Minister for Energy	Alternative energy generation, local and regional opportunities, solar, power transmission
Cr A Hooper	Hon D E M Faragher MLC Minister for Youth	Youth issues generally
Cr Crook	Hon Dr K Hames MLA Minister for Health	Health needs of Merredin and region including Dementia
Cr Young	Hon Dr G Jacobs MLA Minister for Mental Health	Mental health and dementia
Cr Wallace	Hon T K Waldron MLA Minister for Sport and Recreation	Strategic Plan for region's sporting facilities and the need for support for facilities in a growing community
Cr Morris	Hon G M Castrilli MLA Minister for Local Government	Collaborative workings with neighbouring local government

Cr Morris	Hon Dr E Constable MLA Minister for Tourism	Support for tourism on restructure of Tourism WA and release of land for tourism in Merredin
Cr Morris	Hon W R Marmion MLA Minister for Housing	Public housing needs and red tape
Greg Powell	Hon Dr G Jacobs MLA Minister for Water	Water issues
Greg Powell	Hon W R Marmion MLA Minister for Housing	Merrittville Retirement Village, Dementia and Strategy

**Statutory/Policy Implications**

Nil.

**Financial Implications**

Nil.

**Officer's Recommendation / Resolution****30405**

Moved Cr Crees                      Seconded Cr Wallace

***That Council prepares a report on the issues raised during the Regional Cabinet Meeting held in Merredin with a view to progressing the issues with the State Government to ensure a satisfactory outcome for Merredin.***

**CARRIED 7/0**

Councillors were requested to forward submissions and comments to the Chief Executive Officer so they could be compiled into the response.

**14.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**15.0 QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN**

Nil.

**16.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**16.1 Fly In Fly Out Opportunities

- 30406** Moved Cr Morris                      Seconded Cr Crees  
*That the promotion of Fly In Fly Out opportunities be submitted as an Agenda Item to the Wheatbelt East Regional Organisation of Councils as a regional development opportunity.*

**CARRIED 7/0**16.2 Write off of Debt

- 30407** Moved Cr Townrow                      Seconded Cr Morris  
*That Council write off the debt of \$9,939.63 of Dr Sola Freeman.*

**CARRIED 7/0  
ABSOLUTE MAJORITY****17.0 MATTERS BEHIND CLOSED DOORS**

Nil.

**18.0 CLOSURE**

There being no further business the Shire President declared the meeting closed at 2.50pm.