

SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

Unconfirmed copy of Minutes from Ordinary
Council Meeting held on
17 September 2024 subject
to confirmation at the Ordinary Council
Meeting to be held
22 October 2024

MINUTES

Ordinary Council Meeting

Held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday, 17 September 2024
Commencing 4.00pm

Common Acronyms Used in this Document	
CBP	Corporate Business Plan
CEACA	Central East Accommodation & Care Alliance Inc
CEO	Chief Executive Officer
CSP	Community Strategic Plan
CWVC	Central Wheatbelt Visitors Centre
EO	Executive Officer
EMCS	Executive Manager Corporate Services
EMDS	Executive Manager Development Services
EMES	Executive Manager Engineering Services
EMS&C	Executive Manager Strategy & Community
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
WALGA	Western Australian Local Government Association
WEROC	Wheatbelt East Regional Organisation of Councils



September Ordinary Council Meeting

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Shire of Merredin
Ordinary Council Meeting
4:00pm Tuesday, 17 September 2024



1. Official Opening

The President acknowledged the Traditional Owners of the land on which we meet today, and paid her respects to Elders past, present and emerging. The President then welcomed those in attendance and declared the meeting open at 4:04pm.

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr D Crook	President
Cr R Manning	Deputy President
Cr B Anderson	
Cr H Billing	
Cr M McKenzie	4:11pm – 4:30pm
Cr L O'Neill	
Cr M Simmonds	

Staff:

C Watts	CEO
L Boehme	EMCS
A Tawfik	EMES
C Brindley-Mullen	EMS&C
P Zenni	EMDS
M Wyatt	EO

Members of the Public:

K White, M White, D Thompson 4:04pm – 4:09pm

Apologies:

Approved Leave of Absence: Cr P Van Der Merwe

3. Public Question Time

The following question was submitted prior to the commencement of the Ordinary Council Meeting:

Ms Kat White of Merredin

The gardeners of Merredin wondered why the green waste tip fees have increased by 5 times since we were notified of the charges? We wondered if there was a plan to freight green waste out of town or do something else with it other than burn it to justify these charges?

Is the Shire prepared to clean up the dumped green waste that will inevitably be left around town in bushland because of these charges? Does the Shire understand that most of our client base is elderly people who don't have the ability to dump or remove their own green waste?

We appreciate your time in answering these questions.

We feel these charges are a massive mistake and will affect some gardeners ability to continue in this line of work.

A: Uncontaminated green waste fees have only increased by a total of 90c over the course of the last 4 years, currently being \$12.90 per cubic metre.

Contaminated green waste materials are charged significantly higher to promote separation and segregation of waste streams to enable certain materials to be recovered and recycled, rather than taking up airspace in the landfill.

The Administration is willing to meet with the gardening businesses to discuss their concerns with a view to developing a path forward for their customers who are seniors or pensioners. We do not at this time intend to defer costs for business and other customers.

All members of the public left the Chambers at 4:09pm and did not return.

4. Disclosure of Interest

Cr Billing declared a Proximity Interest in Item 13.1.

5. Applications of Leave of Absence

Nil

6. Petitions and Presentations

Nil

7. Confirmation of Minutes of Previous Meetings

- 7.1 Ordinary Council Meeting held on 20 August 2024
Attachment 7.1A
- 7.2 Special Council Meeting held on 10 September 2024
Attachment 7.2A

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Billing

Seconded: Cr Anderson

That the following Minutes be confirmed as true and accurate records of proceedings:

83448

1. Ordinary Council Meeting held on 20 August 2024; and
2. Special Council Meeting held on 10 September 2024.

CARRIED 6/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr O'Neill, Cr Simmonds

Against: Nil

8. Announcements by the Person Presiding without Discussion

Nil

9. Matters for which the Meeting may be Closed to the Public

Cr McKenzie entered the Chambers at 4:11pm.

19.1 Disposal of Land

19.2 Disposal of Land

19.3 RFT 01 – 2024/2025 Strategic Recreation Master Plan (SRMP) and Recreation Infrastructure Asset Management Plan (RIAMP)

10. Receipt of Minutes of Meetings

10.1 Minutes of the Eastern Wheatbelt Biosecurity Group Annual General Meeting held on 16 October 2023.

Attachment 10.1A

10.2 Minutes of the Eastern Wheatbelt Biosecurity Group Board Meeting held on 27 March 2024.

Attachment 10.2A

10.3 Minutes of the Wheatbelt North Regional Road Group Kellerberrin Sub-Group Meeting held on 6 August 2024.

Attachment 10.3A

10.4 Minutes of the Great Eastern Country Zone Meeting held on 15 August 2024.

Attachment 10.4A

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Simmonds

Seconded: Cr O'Neill

That Council:

83449

1. RECEIVE the minutes of the Eastern Wheatbelt Biosecurity Group Annual General Meeting held on 16 October 2023;
2. RECEIVE the minutes of the Eastern Wheatbelt Biosecurity Group Board Meeting held on 27 March 2024;
3. RECEIVE the minutes of the Wheatbelt North Regional Road Group Kellerberrin Sub-Group Meeting held on 6 August 2024; and
4. RECEIVE the minutes of the Great Eastern Country Zone Meeting held on 15 August 2024.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

11. Recommendations from Committee Meetings for Council Consideration

Nil



***Minutes for the Eastern Wheatbelt Biosecurity Group (EWBG) Annual General Meeting held
Monday 16th of October, 2023 at Merredin Recreation Centre.***

Chairperson: Scott Stirrat.

1. Opening of Meeting: 10.33am.

2. Attendance and Apologies:

- a. Attendance:** Ross Della Bosca, Mark Crees, Steve Hunt, Jim Sullivan, Margaret Sullivan, Jamie Taylor, Travis McConnell, Steve Palm, Stuart Putt, Scott Stirrat, Lisa O'Neill, Peter Barnes, Ron Burro, Jason Davis, Romolo Patroni.
- b. Apologies:** Melissa Price, Len Armstrong, Jo Dean, Mia Davies, Rebecca McCall, Dean Sinclair, Darren West, Tom Mulcahy, Hon. Jackie Jarvis and Gary Guerini.

3. Disclosure of Interests: Nil.

4. Confirmation of Minutes:

- a.** Board Meeting held 12th of June 2023, at Merredin CRC, Merredin.
- b.** AGM held 18th of October 2022, at Merredin CRC, Merredin.

Motion:

That the minutes presented from the meeting held on the 12th of June 2023 are accepted as a true and accurate record.

***Moved: R. Patroni. Seconded: M. Crees.
Carried.***

Motion:

That the minutes presented from the meeting held on the 18th of October 2022 are accepted as a true and accurate record.

***Moved: J. Sullivan. Seconded: S Palm.
Carried.***

5. Business Arising from Previous Minutes:

- a.** Wild Rabbit Control Update (addressed in general business).
- b.** Bankwest Term deposit (addressed in finance).

6. Adoption of Financial Statement:

- a.** 2022/2023 Audited Financials presented.

Action – that the motion to move the 2022/2023 Audited Financials occurs at the next EWBG Board meeting due to a small error in the totalled numbers. Audit Partners Australia will resend audit and the board will set to move this audit at the next meeting.



b. 2022/23 Budget Forecast as per Operational Plan.

Action: The Committee of Management will meet prior to the end of December 2023 to endorse the 2024/25 Operation Plan for EWBG.

c. Change of Bank

EWBG Executive Officer to begin the process to change all EWBG Accounts (including the Credit Card) from Bankwest to Bendigo Bank as Bankwest will no longer be holding a business section to their bank.

7. Appointment of Auditor

Motion:

The Eastern Wheatbelt Biosecurity Group appoint Audit Partners Australia as the auditors for 2023/24 fiscal year.

**Moved: S. Hunt. Seconded: S. Putt.
Carried.**

8. Setting of Membership Fee

Motion:

The Eastern Wheatbelt Biosecurity Group's will set a membership fee of \$100 for 2023/24 for the eleven member Shire's of the group.

**Moved: M. Crees. Seconded: S. Palm.
Carried.**

9. Chairs Report

Motion:

That the Eastern Wheatbelt Biosecurity Group's Chairpersons report was presented by Scott Stirrat and included in the 2022-2023 Annual report.

**Moved: S. Stirrat. Seconded: M. Crees.
Carried.**

10. Agenda Items

a. EWBG Overview

EWBG Executive Officer provided an overview of the operations and set up of the EWBG to increase understanding of the EWBG for all interested parties.



Action: to increase public promotion of environmental benefits from the EWBG's control activities.

b. LPMT Update

An update on operations was presented by Jamie Taylor and a written update from Stuart McEwan.

c. DBCA Update

DBCA will be providing a new MOU for the EWBG. Operations will continue the same for this financial year. In 2024/25 DBCA will be looking to employ an individual to assist with Biosecurity operations and will no longer be providing funds to the EWBG. The EWBG will continue to support DBCA's control activities where possible.

d. DPIRD Update

DPIRD update as per presented document.

e. WSA Update (IGO).

Western Area's Ltd (known now as IGO) will no longer be parting in a Sponsorship Agreement with the EWBG.

f. Rabbit Control

The EWBG to this point have received 16 EOI's into the Wild Rabbit Bait Mixing Days (3 x Kondinin, 5 x Lake Grace, 3 x Kulin, 2 x Merredin, 1 x Westonia, 1 x Yilgarn). The EWBG will continue to advertise these mixing days through to January.

11. General Business:

a. National Biosecurity Levy

Concerns were raised regarding the introduction of a National Biosecurity Levy. The EWBG will further investigate this levy and provide an update to the Board at the next meeting.

b. Newsletter to landholders

The EWBG will look for ways to actively engage landholders on a more regular basis. Every 6 months will look to send a newsletter with information about activities of the EWBG.

Action: The EWBG will approach the eleven member Shire's to obtain information about data sharing opportunities for Landholders of the EWBG (mailing list).

12. Next Meeting: March 2024 (TBC).

13. Close of Meeting: 11.43am.



Minutes for the Eastern Wheatbelt Biosecurity Group (EWBG) Board Meeting held Wednesday 27th of March, 2024 at Merredin Community Resource Centre Conference Room.

Chairperson: Scott Stirrat.

1. Opening of Meeting: 10.30am.

2. Attendance and Apologies:

- a. Attendance:** Scott Stirrat, Lisa O'Neill, Adrian Chesson, Maria Lee, Corey Harken, Mark Crees, Dean Sinclair, Steve Palm, Brett Smith, Gary Guerini, Steve Hunt, Jamie Taylor, Clinton Mullen.
- b. Apologies:** Donna Crook, Mick Caughey, Peter Barnes, Ron Burro, Jim Sullivan, Stuart Putt, Ross Della Bosca, Len Armstrong.

3. Disclosure of Interests:

Lisa O'Neill (Executive Officer)– declared her recent election as a Councillor for the Shire of Merredin. This disclosure was noted by the Chairperson and recorded in the minutes for transparency and to manage any potential conflicts of interest in future discussions and decisions.

4. Confirmation of Minutes:

- a.** Meeting held 16th of October 2023, at Merredin Recreation Centre, Merredin.

Motion:

That the minutes presented from the Annual General Meeting held on the 16th of October 2023 are accepted as a true and accurate record.

***Moved: M. Crees. Seconded: G. Guerini.
Carried.***

5. Business Arising from Previous Minutes: Nil.

6. Adoption of Financial Statement:

- a.** 2023/2024 Financials presented.

Motion:

That the financials presented to be accepted as true and accurate.

***Moved: C. Mullan. Seconded: G. Guerini.
Carried.***



Motion:

That the Audit Partners Australia Audit of the EWBG's 2022/2023 financials were tabled at the meeting to the members.

**Moved: S. Hunt. Seconded: B. Smith.
Carried.**

7. Agenda Items

a. EWBG LPMT Updates

Report Provided by Jamie Taylor.

Lot more activity as water area starting to dry out. Emu's building up on inside of fence. Lots of large herbivores (Kawana and Jackson area). DBCA has provided signage which the EWBG have helped erect.

Adrian Chesson noted that if there is a need for Donkey control there would be support from DBCA, need to investigate impact on landholders or fence.

Written Report Provided by Seb Jenkin and Stuart McEwan.

b. EWBG update

i. FAA - Financial Assistance Agreement extended to June 30, 2025.

ii. RBG Forum –

1. Addressed by the Minister of Agriculture, the Minister expressed her support of Recognised Biosecurity Group's.
2. Wild Dog Advisory Group and new Wild Dog Action Plan is in planning phase. Scott Stirrat and Lisa O'Neill will meet with other RBG's and Industry in May to discuss the EWBG's involvement.

iii. DPR- Declare Pest Rate consultation period is due to commence in April. Consultation will be conducted through an online survey, which was the same as last year.

iv. Capacity Building Grant project: working with Livestock Collective to promote RBG's.

v. Wild Rabbit Mixing Day:

Delivered 372kgs. 7 Landholders. With an additional 4 permits that did not end up committing to oats.

Action: EWBG to look further into the process of Calicivirus release point.

c. DBCA Update:

- i.** Adrian Chesson will be taking extended leave. Maria Lee based out of DBCA Narrogin will be the EWBG point of contact in the interim.

8. General Business

a. Feral Cat control – MADFIG (DPIRD Grant).

Feral Cat Management Grants are available for landscape scale, community-based projects to support feral cat management with conservation outcomes for WA's native fauna. Delivered by state government in conjunction with DBCA and NRM. \$500 000 available. Minimum \$10 000 and Max



\$250 000. Merredin and Districts Farm Improvement Group (MADFIG) have approached the EWBG to research the possibility of combining to apply for these Grants. The EWBG EO will meet with MADFIG to discuss further.

9. Next Meeting: Proposed Monday 16th of September 2024.

10. Close of Meeting: 11.42am.

**Minutes for the
Wheatbelt North Regional Road Group
Kellerberrin Sub-Group
Meeting – Tue 06th Aug 2024, to be held at Kellerberrin Shire Chambers
(110 Massingham St), commencing at 10:00 AM**

AGENDA ITEMS

1. OPENING

The Chair welcomed everyone and declared the meeting open at 10:02 AM

2. ATTENDANCE/APOLOGIES

Delegates

Cr Donna Crook	Deputy Delegate	Shire of Merredin
Cr Tony Smith	Delegate	Shire of Cunderdin
Cr Paul Brown	Deputy Delegate	Shire of Kellerberrin
(via mobile-Teleconference)		
Cr Barry Leslie	Deputy Delegate	Shire of Tammin

Officers & Observers

Mr Bevan Klien	Manager Works and Services	Shire of Tammin
Mr Stuart Hobley	Chief Executive Officer	Shire of Cunderdin
Mr Raymond Griffiths	Chief Executive Officer	Shire of Kellerberrin
Mr Mick Jones	Manager Works and Services	Shire of Kellerberrin
Mr Amer Tawfik	EMES (Secretariat)	Shire of Merredin

Apologies

Cr Mark McKenzie	Delegate (Chairperson)	Shire of Merredin
Cr Darrel Hudson	Delegate	Shire of Dowerin
Cr Bernie Daly	Deputy Delegate	Shire of Cunderdin
Cr Matt Steber	Delegate	Shire of Kellerberrin
Cr Adam Metcalf	Deputy Delegate	Shire of Dowerin
Cr Greg Stephens (Resigned)	Delegate (Deputy Chair)	Shire of Tammin
	Chief Executive Officer	Shire of Tammin
Mr Ben Forbes	Asset & Works Coordinator	Shire of Dowerin
Mr Craig Watts	Chief Executive Officer	Shire of Merredin
Ms Allison Hunt	WBN RRG Secretary	MRWA
Mr Robert Bell	Manager Works and Services	Shire of Cunderdin
Aaron Wooldridge	A/Chief Executive Officer	Shire of Dowerin

3. CONFIRMATION OF MINUTES OF MEETING 13th February 2024

The Minutes of the Kellerberrin Sub Regional Road Group meeting held on the 13th of Feb 2024 have been attached as **Appendix 1**.

Recommendation	
<i>That the Minutes of the Kellerberrin Sub Regional Road Group meeting held on the 13th of Feb 2024 be confirmed as a true and accurate record of proceedings.</i>	
Moved Cr Smith	Seconded Cr Brown
Carried - Yes	

4. BUSINESS ARISING FROM PREVIOUS MEETING

Item	Action	Responsible Officer	Status Update
	Nil		

5. CORRESPONDENCE IN.

	Source	Title	Received Date
1	Main Roads	IPWEA – WA Online Road Safety Engineering Course	13 Feb 2024
2	Main Roads	Local Government Road Safety Audit Policy Development	13 Feb 2024
3	Main Roads	Black Spot Program - Crash Map Update	25 Mar 2024
4	Main Roads	2040 Regional Road Group Report	04 Apr 2024
5	Main Roads	Main Roads WA Draft Crossover Policy	03 May 2024
6	WSFN	WSFN Governance Plan	09 May 2024
7	Austroads	Key findings on the management of overseas licensed heavy vehicle drivers	05 Aug 2024

OUT.

Nil

Recommendation	
<i>That the Incoming and Outgoing Correspondence be ACCEPTED.</i>	
Moved Cr Smith	Seconded Cr Leslie
Carried - Yes	

6. GENERAL BUSINESS

6.1 *The reallocation of the following surplus funds 2023-24*

The Shires need to request the reallocation, provide an explanation for the underspend, advise which project the funds are to go to and what they will be used for. Alternately, they can request that the funds be returned to the holding account for redistribution.

Shire of Merredin:

Reallocating the sum of \$144,600 from Goldfields Rd to Chandler Merredin Rd to facilitate seal widening 9 km on Chandler Merredin Rd from 6 m to 7 m.

Shire of Dowerin:

Reallocating the sum of \$154,587 from Koombekine North Road to Cunderdin Minnivale Road to facilitate the extension of the project by 730 m.

Shire of Kellerberrin

A carry over funds for the Kellerberrin-Yelbini Road (Clearing Permit) works due to the hold up from the Department in issuing the clearing permit.

Recommendation

That the Subgroup endorses:

- a) The Shire of Merredin surplus funding from RRG – 23-24 Goldfield Rd of \$144,600 to be allocated towards Chandler – Merredin Rd seal widening SLK 12.27 – 15.47 & 17.74 – 23.54.*
- b) The Shire of Dowerin surplus funding from RRG – 23-24 Koombekine North Rd to be allocated towards Cunderdin Minnivale Rd.*
- c) The Shire of Kellerberrin to carry over the unspent fund of \$28,244 for Kellerberrin – Yelbeni Rd.*

Moved Cr Brown

Seconded Cr Smith

Carried - Yes

6.2 *Modification of Funding Allocation for the Shire of Cunderdin 2024 - 25*

Southern Brooke Rd project length to be delivered in current financial year will need to be reduced to allow for the replacement of dilapidated culverts; all the culverts along the project length started to fail, and require replacement, this was not accounted for in the initial budget. The project will be split over to FY years to provide sufficient funding and time to address this issue.

Recommendation

That the Subgroup receives the request from the Shire of Cunderdin to reduce the SLK on Southern Brooke Rd and deliver the project over two financial years.

Moved Cr Smith

Seconded Cr Leslie

Carried - Yes

6.3 Level 1 (L1) Bridge Inspections.

2024-25 L1 Bridge Inspections received (Due by 30/04/2025):

Wheatbelt	Total Bridges	Received	% Complete
Cunderdin	6		
Dowerin	1		
Kellerberrin	4		
Merredin	5		
Tammin			
TOTAL	16		

Recommendation

That the L1 Bridge Inspections be completed and submitted to MRWA before the due date of 30 April 24.

Moved Cr Leslie

Seconded Cr Smith

Carried - Yes

7. OTHER BUSINESS

7.1 Recoup Register

- Shire of Merredin:
 - o Pavement rehabilitation works Goldfield Rd was completed in Mar 24, 80% Claim Submitted, final claim to be submitted following laying final rubber seal in Oct 2024;
 - o Work on Crooks Rd is delayed due to lengthy process in obtaining native vegetation clearing permit;
- Shire of Kellerberrin:
 - o The Shire of Kellerberrin wishes to advise we will have carry over funds for the Kellerberrin-Yelbini Road (Clearing Permit) works due to the hold up from the Department in issuing the clearing permit.
 - o We have expended \$24,932 of the \$53,176. Therefore, we wish to have the endorsement of the group to have these funds carried over to the 25/26 financial year.
- All shires in the Subgroup finalised and submitted 40% and Direct Grant Claims for 2024-25

8. PRESENTATIONS AND UPDATES

- *Wheatbelt Secondary Freight Network (WSFN)*
 - o *Update – Shire of Merredin – Amer Tawfik*

9. NEXT MEETING DATES

9:00 AM – Tue 20th August – Teams Meeting to endorse 2025-26 Program

10. CLOSURE OF MEETING

There being no further business, the Chair thanked those present for their attendance and closed the meeting at 11:00 AM

Great Eastern Country Zone Minutes

Thursday, 15 August 2024

**Hosted by the Shire of Kellerberrin
Shire of Kellerberrin Recreation
and Leisure Centre**

Meeting commenced at 9:36am

ZONE STRATEGIC PRIORITIES

The following items are the Zone's priority issues, as resolved at the February 2024 Zone meeting:

- Regional Health Services to include:
 - Hospitals
 - Aged Care
 - Future of Nurse Practitioner Service
- St John Ambulance Service – Impact on Volunteers and the provision of the service generally.
- Regional Subsidiaries
- Transport – Road Network
- Telecommunications
- Education
- Review of GROH Housing and Regional Housing issues
- Waste Management
- Agricultural Land Use

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ATTACHMENTS

The following are provided as attachments to the Minutes:

1. Item 5.1.1 Office of the Auditor General presentation
2. Item 7.2 Wheatbelt Development Commission report
3. Item 7.5 Water Corporation report

1. OPENING, ATTENDANCE AND APOLOGIES

1.1. OPENING

The Chair opened the meeting at 9:36am.

1.2. ATTENDANCE

MEMBERS	2 Voting Delegates from each Member Council
Shire of Bruce Rock	Cr Stephen Strange (State Council Representative)
Shire of Cunderdin	Deputy President Cr Tony Smith
	Mr Stuart Hobley, Chief Executive Officer, non-voting
Shire of Dowerin	President Cr Robert Trepp
	Mr Brian Jones, A/ Chief Executive Officer, non-voting
Shire of Kellerberrin	Cr Dennis Reid
	Mr Raymond Griffiths, Chief Executive Officer (voting delegate)
Shire of Koorda	President Cr Jannah Stratford
	Mr Zac Donovan, Chief Executive Officer, non-voting
Shire of Merredin	Mr Craig Watts, Chief Executive Officer, non-voting
Shire of Mount Marshall	President Cr Tony Sachse (Zone Chair)
Shire of Mukinbudin	President Cr Gary Shadbolt
Shire of Narembeen	President Cr Scott Stirrat
	Mr Ben Forbes, Executive Manager Corporate Services
Shire of Nungarin	President Cr Pippa de Lacy
	Mr David Nayda, A/Chief Executive Officer, non-voting
Shire of Tammin	Deputy President Cr Tanya Nicholls
Shire of Trayning	Ms Leanne Parola, Chief Executive Officer, (appointed by Council as a voting delegate for August Zone meeting)

Shire of Wyalkatchem	President Cr Owen Garner
	Deputy President Cr Christy Petchell
	Cr Rod Lawson Kerr (observer)
	Ms Sabine Taylor, Chief Executive Officer, non-voting

GUESTS	
Office of the Auditor General	Mr Grant Robinson, Assistant Auditor General
Main Roads WA	Mr Mohammad Siddiqui, Regional Manager Wheatbelt

WALGA
Ms Kathy Robertson, Manager Association and Corporate Governance
Ms Negar Nili, Policy Officer Transport and Roads
Ms Meghan Dwyer, Executive Officer Governance
Ms Nicole Matthews, Executive Manager Policy (electronically)

1.3. APOLOGIES

MEMBERS

Shire of Bruce Rock	President Cr Ram Rajagopalan
	Mr John Merrick, A/Chief Executive Officer, non-voting
Shire of Cunderdin	President Cr Alison Harris
Shire of Dowerin	Deputy President Cr Nadine McMorran
Shire of Kellerberrin	Deputy President Cr Emily Ryan
Shire of Kondinin	President Cr Kent Mouritz
	Deputy President Cr Bev Gangell
	Mr David Burton, Chief Executive Officer, non-voting
Shire of Merredin	President Cr Mark McKenzie
	Deputy President Cr Renee Manning
Shire of Mount Marshall	Deputy President Cr Nick Gillett
	Mr Ben McKay, Chief Executive Officer, non-voting
Shire of Mukinbudin	Ms Tanika McLennan, A/Chief Executive Officer, non-voting
Shire of Narembeen	Ms Rebecca McCall, Chief Executive Officer, non-voting
Shire of Nungarin	Deputy President Cr Gary Coumbe
Shire of Tammin	Cr Nick Caffell
	Ms Joanne Soderlund, Chief Executive Officer, non-voting

Shire of Trayning	President Cr Melanie Brown
	Cr Michelle McHugh
Shire of Westonia	President Cr Mark Crees
	Deputy President Cr Ross Della Bosca
	Mr Bill Price, Chief Executive Officer, non-voting
Shire of Yilgarn	President Cr Wayne Della Bosca
	Deputy President Cr Bryan Close
	Mr Nic Warren, Chief Executive Officer, non-voting

GUESTS	
Regional Development Australia WA	Mr Josh Pomykala, Director Regional Development
CBH Group	Ms Kellie Todman, Manager Governance and Industry Relations
Wheatbelt Development Commission	Ms Renee Manning, Principal Regional Development Officer – Central East
Water Corporation	Ms Rebecca Bowler, Manager Customer & Stakeholder – Goldfields & Agricultural Region

MEMBERS OF PARLIAMENT
Mr Rick Wilson MP, Member for O'Connor
Hon Martin Aldridge MLC, Member for Agricultural Region
Hon Steve Martin MLC, Member for the Agricultural Region
Hon Mia Davies MLA, Member for Central Wheatbelt

WALGA
Mr James McGovern, Manager Governance & Procurement
Ms Tracey Peacock, Regional Road Safety Advisor

2. ACKNOWLEDGEMENT OF COUNTRY

We, the Great Eastern Country Zone of WALGA acknowledge the continuing connection of Aboriginal people to Country, culture and community, and pay our respects to Elders past and present.

3. DECLARATIONS OF INTEREST

Nil.

4. ANNOUNCEMENTS

Nil

5. GUEST SPEAKERS / DEPUTATIONS

5.1. SPEAKERS FOR THE AUGUST ZONE MEETING

5.1.1. Office of the Auditor General

Mr Grant Robinson, Assistant Auditor General

Mr Grant Robinson presented on the conduct of Local Government audits, provided commentary on audit findings recently reported to Parliament, future financial audit priorities and performance audit planning, and optimal use of the Audit Readiness Better Practice Guide.

The presentation is attached (Attachment 1).

The Zone meeting adjourned for a short break before reconvening.

6. MEMBERS OF PARLIAMENT

Nil

7. AGENCY REPORTS

7.1. DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES

The DLGSC report was submitted for the Zone with the Agenda.

Noted.

7.2. WHEATBELT DEVELOPMENT COMMISSION

Renee Manning, Principal Regional Development Officer – Central East was an apology for the meeting.

The Wheatbelt Development Commission report was circulated to all CEO's and Delegates prior to the meeting and is provided as an attachment (Attachment 2).

Noted.

7.3. REGIONAL DEVELOPMENT AUSTRALIA WHEATBELT

Josh Pomykala, Director Regional Development was an apology for the meeting.

The RDAW report was submitted for the Zone with the Agenda.

Noted.

7.4. MAIN ROADS WESTERN AUSTRALIA

Mohammad Siddiqui, Regional Manager Wheatbelt

The MRWA report was submitted for the Zone with the Agenda. Mr Siddiqui spoke to the report.

Mr Siddiqui also provided some information on a MRWA project currently underway to assess the results of bringing maintenance works back in house to MRWA - "Realisation of In House Maintenance". The project aims to assess the results transparently and be able to report on them. Initial results indicate that there have been benefits, including reduced costs and increased satisfaction.

Noted.

7.5. WATER CORPORATION

Rebecca Bowler, Manager Customer and Stakeholder was an apology for the meeting.

The Water Corporation report has been submitted and is attached (Attachment 3).

The following matters were brought forward in the meetings proceedings.

11. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION BUSINESS

11.3. STATE COUNCIL AGENDA ITEMS – 4 SEPTEMBER 2024

Ms Nicole Matthew, WALGA Executive Manager Policy joined the meeting via audio to provide the Zone with an overview of State Council Agenda items 8.2, 8.3 and 8.4 and answer any questions from the Zone.

11.1. STATE COUNCILLOR REPORT

Cr Stephen Strange

Cr Strange provided an update to the meeting on various WALGA matters including:

- The endorsement of the WALGA 2024-2025 WALGA Budget
- The WALGA CEO Performance Review
- WALGA Election Campaign
- The Local Government House Trust buyout of the WALGA building (170 Railway Parade, West Leederville)
- The Local Government Awards night.
- A presentation to State Council from Mr Leon McIvor, Deputy Director General, Housing and Assets, Department of Communities about housing initiatives. Mr McIvor advised that the Department was open to hearing housing proposals from Local Governments.

RESOLUTION

Moved: Shire of Dowerin
Seconded: Shire of Nungarin

That the State Councillor Report be received.

CARRIED

The meeting returned to the order of business.

8. MINUTES

8.1. CONFIRMATION OF MINUTES FROM THE GREAT EASTERN COUNTRY ZONE MEETING HELD ON 13 JUNE 2024

The Minutes of the Great Eastern Country Zone meeting held on 13 June 2024 have previously been circulated to Member Councils.

RESOLUTION

Moved: Shire of Wyalkatchem
Seconded: Shire of Dowerin

That the Minutes of the meeting of the Great Eastern Country Zone held on 13 June 2024 be confirmed as a true and accurate record of the proceedings subject to the following amendment

- **Record Cr Christy Petchell, Shire of Wyalkatchem as an apology, not an attendee**

CARRIED

8.2. BUSINESS ARISING FROM THE MINUTES OF THE GREAT EASTERN COUNTRY ZONE MEETING HELD ON 13 JUNE 2024

Nil

8.3. MINUTES OF THE GREAT EASTERN COUNTRY ZONE EXECUTIVE COMMITTEE MEETING HELD ON 7 AUGUST 2024

The Minutes of the Great Eastern Country Zone Executive Committee meeting held on 7 August 2024 were provided as an attachment to the Agenda.

The Executive Committee requested updates on several matters, which were dealt with in this Agenda:

- Presentation from the Officer of the Auditor General – Presentation from Mr Grant Robinson at item 5.

- Update on the roll out of Automatic Transfer Unit (ATU's) and other technology factors for telecommunications – The Wheatbelt Development Commission provided a written update to the Zone.
- WALGA staff attend to provide an update on WALGA actions in regard to priority agriculture areas and renewable energy, and the WALGA state election campaign.
- Software updates and cybersecurity requirements for Local Governments. Following discussion with the CEO of Shire of Westonia, there is no item required for the Zone to consider.
- A Local Government Convention update is provided at item 9.6.

RESOLUTION

Moved: Shire of Nungarin

Seconded: Shire of Narembeen

That the Minutes of the Great Eastern Country Zone Executive Committee meeting held on 6 August 2024 be received.

CARRIED

9. ZONE BUSINESS

9.1. OFFICE OF THE AUDITOR GENERAL AUDIT FEES RESPONSE

Submitted by the Shire of Koorda

Background

At its Ordinary Council Meeting held on 17 July 2024, the Shire of Koorda considered an item: OAG Audit Fees Response. The Council made the following resolution:

That Council;

- 1. Request Zone, advocate that Council be advised of fee when it is known to the OAG*
- 2. Request break down of fee that is OAG and Contract Auditor fee*
- 3. Reiterate State Council Motion to see the Parliamentary enquiry*

The item considered by the Shire of Koorda was provided as an attachment to the Agenda.

Executive Officer Comment

At the WALGA State Council meeting held on 10 July 2024, State Council considered an Emerging Issue on this item, submitted by Cr Phillip Blight, Central Country Zone.

State Council made the following resolution:

That State Council:

- 1. Objects to the Office of the Auditor General's audit fees increases for the 2023-24 audits of accounts and annual financial report of Local Governments; and*
- 2. Requests the Legislative Council's Standing Committee on Estimates and Financial Operations to conduct an Inquiry into the OAG's performance of audits and increased audit fees to Local Governments.*

The item considered by State Council was provided as an attachment to the Agenda.

WALGA has written to the Standing Committee on Estimates and Financial Operations requesting a meeting between to discuss the request further.

RESOLUTION

Moved: Shire of Koorda
Seconded: Shire of Cunderdin

That the Great Eastern Country Zone write to the Officer of the Auditor General, Minister for Local Government and the Standing Committee on Estimates and Financial Operations, supporting WALGA State Council's resolution requesting an Inquiry into the OAG's performance of audits and increased audit fees to Local Governments.

CARRIED

9.2. UPDATE TO ASSOCIATE OFFICER FOR THE ZONES AUSTRALIAN TAXATION OFFICE (ATO) ONLINE PORTAL

By Yuhan Richards, Finance Manager

Background

Managing the Zones for taxation, registration, and annual reporting requirements occurs through the ATO online services. To ensure adequate cover of authorised officers, the Zone is requested to approve the access to the following WALGA Finance team member:

Associates

Richard Andrew Murray Chief Financial Officer

RESOLUTION

Moved: Shire of Nungarin
Seconded: Shire of Tammin

That the Great Eastern Country Zone authorise Richard Andrew Murray as Associate for the Great Eastern Country Zone.

CARRIED

9.3. CONSULTATION OPPORTUNITIES

Draft Regional Education Strategy

On 22 July, the Department of Education released a [draft Regional Education Strategy](#). The Strategy aims to provide a framework to guide more effective delivery of regional education, focusing on improved educational and wellbeing opportunities across four pillars:

Pillar 1: Build the capability of our regional workforce

Pillar 2: Expand curriculum delivery

Pillar 3: Strengthen support for student wellbeing
Pillar 4: Develop partnerships to create opportunity

Country Zones and Local Governments are strongly encouraged to provide feedback on the strategy, particularly given the relevance of the Strategy to matters raised by the Great Southern Zone with support from other country zones.

The consultation period closes on Friday, 20 September 2024.

[More information is available here.](#)

In addition WALGA is currently working with the Department of Education to facilitate direct engagement with regional sector and will advise on the details shortly.

Western Australia's Waste Avoidance and Resource Recovery Strategy 2030

The Waste Authority is leading a review of the Western Australia's Waste Avoidance and Resource Recovery Strategy 2030 (waste strategy). The review provides an opportunity to reflect on how we are performing, what is working, and what we could do differently.

In 2023, the Waste Authority sought feedback on the [Directions paper](#), which set out key areas it proposed to focus on in the review. Consultation feedback was provided through surveys and written submissions, and informed development of the revised waste strategy, which is now open for 12 weeks of public consultation.

The revised [waste strategy](#) and 1-page priority summaries can be accessed at the bottom of this page.

The updated waste strategy is available to review and provide feedback until 5:00pm on Wednesday, 21 August.

Noted.

9.4. WALGA STATE BUDGET SUBMISSION – EMERGENCY MANAGEMENT

WALGA advocates on behalf of the Local Government sector to secure ongoing funding through budget allocations at a State and Federal level.

This involves providing Government with a submission of initiatives that will deliver significant benefits to communities across Western Australia.

When Federal and State Budgets are handed down, WALGA provides analysis, focusing on what the announcements and funding initiatives mean for Local Governments in Western Australia.

WALGA's Budget Submission 2024-25 sought funding for a range of initiatives to bolster the resilience of our communities to natural disasters, including increased funding for the Local Government Grant Scheme, Community Emergency Services Managers, bushfire mitigation activities, emergency planning and preparedness, building back better and improving road access in bushfire prone areas.

Despite strong advocacy by WALGA and Local Governments, the State Government has again not allocated any additional funding in the Budget for Community Emergency Services Managers (CESMs) in this year's Budget. WALGA's Budget Submission called for increased Emergency Services Levy funding to be provided to fully fund existing and additional CESMs. WALGA will continue to advocate that all interested Local Governments should have access to the CESM Program.

The full copy of the WALGA State Budget Submission 2024-25 and the WALGA analysis, please visit the [State Budget 2024-25 page on the WALGA website](#). Information on the [Federal Budget 2024-25](#) is also available.

Noted.

9.5. WALGA STATE ELECTION CAMPAIGN

Background

Following a State Council workshop in March, significant progress has been made with the WALGA State Election campaign. The 2025 State Election Priorities document has been prepared, a microsite built and public campaign planned. WALGA will share social media assets for Local Governments to personalise for issues facing their community and liaise towards the end of August and September regarding local stories that can strengthen WALGA's advocacy in key areas.

The key areas are:

Communities of the Future

- Climate Resilient
 - Urban Tree Canopy
 - Responding the Polyphagous Shot-hole Borer Biosecurity Emergency
 - Disaster-Resilient Infrastructure
 - Coastal Management
- Disaster Ready
 - Consolidated Emergency Services Act
 - Emergency Service Funding
 - More CESMS
 - Effective Local Emergency Management Arrangements
 - Address Gaps in Telecommunications Coverage and Resilience
 - State Government Funding for the Underground Power Program
- Low Carbon
 - Energy
 - Transport: Public EV charging infrastructure
 - Waste
 - Industries of the Future
- Safer Communities
 - Safer Roads: Save lives and reduce injury on high-speed local roads
 - Safer Student Crossings

- Connected & Inclusive
 - Renew our Libraries
 - Meeting growing demand for sport and recreation facilities
 - Increase investment in arts and cultural facilities
 - More accessible community infrastructure
 - Active Travel
 - Housing
 - Addressing Housing Supply
 - Overcoming Housing Workforce Constraints

Local Government for the Future

- Local Government Reform
 - Review of Fees and Charges
 - Rating Exemptions
- Efficient Regulation
 - Aboriginal Heritage
 - Biosecurity
 - Native Vegetation
 - Public Health
- Local Planning
- Workforce Development

Noted.

9.6. WALGA HONOURS RECIPIENTS

By Chantelle O'Brien, Governance Support Officer

Background

WALGA celebrated their 2024 Honours awards recipients at an event on Friday, 2 August at Winthrop Hall. For the first time, a WALGA awards event was held solely to acknowledge and appreciate the extraordinary efforts of Elected Members and Local Government Officers in service of their Local Government, the sector and the community.

There were 46 recipients of Honours awards in the 2024 program, including two Local Government Medal recipients. Four new WALGA Life Members were also inducted.

3 Honours recipients were from the Great Eastern Country Zone:

Cr Eileen O'Connell	Shire of Nungarin	Eminent Services Award
Mr Rodney Forsyth	Shire of Kellerberrin	Eminent Service Award
Mr Darren Mollenoyux	(ex) Shire of Bruce Rock	Local Government Officers Distinguished Service Award

Congratulations to all Honours recipients!

Nominations for the 2025 Honours Program will open early next year.

Noted.

9.7. LOCAL GOVERNMENT CONVENTION 2024 AND WALGA AGM

Local Government Convention

The Local Government Convention is being held at the Perth Convention and Exhibition Centre from Tuesday, 8 October to Thursday, 10 October.

The Convention brings together Elected Members, suppliers, Council officers and key stakeholders as part of a unique program of professional development, networking and business opportunities.

The theme of this year's Convention is Innovation Ecosystem. Innovation Ecosystem speaks to the ability of WALGA and the sector to foster dynamic change within the fabric of WA through collaboration, promotion and daring to think big.

It will evoke new ideas, heightened passion for communities and facilitate connections for ongoing skills and ideas sharing within the Local Government sector.

It serves the purpose of highlighting the rich expertise base within WALGA available as a resource to members and the benefits that can be leveraged for all of WA when we work as a collective.

To register for the Convention use the following link: [LGC24 Registration](#).

WALGA AGM and Member Motions

WALGA's 2024 Annual General Meeting (AGM) will be held during with the Local Government Convention, at 2:30pm on Wednesday, 9 October. An important feature of the AGM is the opportunity provided for member Local Governments to submit a Member Motion, and to seek the support of the sector in important matters of policy. Guidelines for submitting Member Motions can be found [here](#). The deadline for the submission of Member Motions is 5:00pm on 23 August.

CEOs have been provided with information to register Voting Delegates and Proxies. Registrations should be completed by 5:00pm on 27 September.

Noted.

9.8. WHEATBELT ZONE FORUM 2024

The Avon-Midland Country Zone has invited the GECZ to the Wheatbelt Forum, being held on Friday, 23 August at the Northam Recreation Centre.

The WALGA Avon-Midland Country Zone is bringing together Local Governments and other stakeholders from across to region to engage on key issues including road safety and funding, emergency management, housing, cybersecurity and renewable energy.

The program for the Forum was provided as an attachment to the Agenda. Cr Sachse will be participating in the Panel session.

Please use the following link to register: [Wheatbelt Forum Registration - Wheatbelt Forum Registration \(eventsair.com\)](#) by COB 16 August.

Noted.

10. ZONE REPORTS

10.1. CHAIR REPORT

President Cr Tony Sachse

The Zone Executive met on Wednesday, 7 August. The minutes of the meeting were attached with the Agenda.

The Executive discussed upcoming speakers.

Since the meeting, the Office of the Auditor General has confirmed their attendance.

The Executive requested a representative from WALGA to attend to speak on updates regarding Agricultural Land Use and Emergency Management State Budgeting with regards to DFES and Community Emergency Service Managers (CESM's).

A written update regarding the roll out of Mobile Telephone Base Automatic Transfer Units (ATU's) for generator back up will be provided by the Wheatbelt Development Commission.

The Zone has received correspondence from the Pilbara Country Zone regarding the Live Sheep Export by Sea Bill/Act. This correspondence was attached to the Agenda.

Thank you to our visiting politicians and all the Agency representatives for presenting today.

And a reminder to all, the Avon-Midland Country Zone have invited the Zone to their Wheatbelt Zone Forum (see item 9.7).

Thanks also to the Shire of Kellerberrin for hosting us today.

RESOLUTION

Moved: Shire of Wyalkatchem

Seconded: Shire of Kellerberrin

That the Zone Chair's report be received.

CARRIED

10.2. WHEATBELT DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC)

President Cr Tony Sachse

The last meeting of the Wheatbelt DEMC was on 12 June. At the time of writing the minutes are not yet available.

The 2024 [Regional Telecommunications Review](#) closed on 31 July.

The Regional Telecommunications Review takes place every 3 years. This year, the Independent Review Committee is interested in hearing about:

- the suitability of telecommunications during emergency situations
- how emerging technologies could improve connectivity
- ways telecommunications can support regional development.

A report on the findings and recommendations of the Review will be presented to the Government by December 2024.

The Wheatbelt Operational Area Support Group (OASG)/ISG is now meeting on an as needed basis, and has not met over recent months.

RESOLUTION

Moved: Shire of Mukinbudin

Seconded: Shire of Dowerin

That the Wheatbelt District Emergency Management Committee Report be received.

CARRIED

10.3. REGIONAL HEALTH ADVOCACY GROUP

President Cr Alison Harris is an apology for the meeting.

The written report was provided as an attachment to the Agenda.

RESOLUTION

Moved: Shire of Cunderdin

Seconded: Shire of Narembeen

That the Regional Health Advocacy Report be received.

CARRIED

RESOLUTION

Moved: Shire of Koorda
Seconded: Shire of Kellerberrin

That the Great Eastern Country Zone approach Cr Alison Harris to ask whether she would be interested in filling the vacant role on the District Leadership Group (as noted in the report).

CARRIED

10.4. WALGA ROADWISE

Tracey Peacock, Regional Road Safety Advisor was an apology for the meeting.

The WALGA RoadWise report was submitted for the Zone with the Agenda.

11. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION BUSINESS

11.1. STATE COUNCILLOR REPORT

Cr Strange provided his State Councillor Report earlier in the meeting.

11.2. STATUS REPORT

Agenda Item	Zone Resolution	WALGA Response
11 April 2024 Zone Agenda Item 9.1.2 Agricultural Land Use	<p>That the Great Eastern Country Zone recommend that WALGA</p> <ol style="list-style-type: none">1. In considering Agricultural Land Use, establishes and promotes policy templates to guide Local Governments for their individual adoption to protect and prioritise the preservation of agricultural land against its displacement by non-agricultural activities that lead to a net reduction of the State's productive agricultural land.2. Within the Policy includes such uses but not limited to tree planting for offsets or carbon, renewable energy generation and transmission.3. Investigates potential impacts to local government rates on rural land, that has approved long term tree planting for different purposes, for example	<p>Draft advocacy positions in relation to planning for renewable energy facilities; the need for improvements to the State planning framework to provide sufficient statutory protections for areas that have been identified as High Quality Agricultural Land; and for the State Government to develop a robust and comprehensive framework for engagement with Local Government and communities to manage impacts and realise community benefits from projects are included in the September State Council Agenda as items for decision.</p> <p>WALGA has raised these issues with the Minister for the Environment; Energy; Climate Action and Powering WA.</p>

	<p>but not limited to planting for carbon offsets, planting for clearing offsets, or planting for renewable fuels; and renewable energy investments.</p> <p>4. Provides advice to local government on what Policies or Special Area Rates should be considered for the land affected.</p>	
<p>11 April 2024 Zone Agenda Item 9.11 Enhanced and Alternative Education Opportunities for Regional WA</p>	<p>That the Great Eastern Country Zone:</p> <ol style="list-style-type: none"> 1. Supports the call to action to reduce regional disadvantage in educational opportunities; 2. Agrees to write to the Minister for Education requesting action; and 3. Requests the WALGA Secretariat to advocate to State Government on this matter. 	<p>WALGA notes that the Great Eastern Country Zone supports the call to action raised by the Great Southern Zone to reduce regional disadvantage in educational opportunities and that the Zone will write to the Minister for Education on the matter.</p> <p>WALGA understands that the Great Southern Zone received a response to their letter to the Minister of Education on this issue on 24 April 2024. The letter references a number of initiatives including a \$71 million funding boost for the School of Isolated and Distance Education, a proposed expansion of VET certificates in the coming years, Education and Training Participation Plans, the support provided by the School of Special Educational Needs: Behaviour and Engagement located in Albany, the recently announced federally funded two new Regional University Study Hubs, further financial investment in the attraction and retention payments/packages, and a developing Regional Education Strategy.</p> <p>WALGA is also aware that the Great Southern Zone has raised these issues directly with Department of Education representatives at recent Zone meetings.</p>

		<p>WALGA notes that 2024-25 State Budget included an additional \$10 million for the School of Isolated and Distance Education.</p> <p>WALGA is continuing to advocate broadly on issues that intersect with regional education such as Government Regional Officer Housing (GROH). WALGA has written to the Department of Communities Deputy Director General, Housing and Assets on this matter. Department of Communities officials will present on the GROH program at the July Strategic Forum.</p> <p>On the 22 July, the Department of Education released a draft Regional Education Strategy. The Strategy aims to provide a framework to guide more effective delivery of regional education, focusing on improved educational and wellbeing opportunities across four pillars: Pillar 1: Build the capability of our regional workforce Pillar 2: Expand curriculum delivery Pillar 3: Strengthen support for student wellbeing Pillar 4: Develop partnerships to create opportunity</p> <p>Country zones and Local Governments are strongly encouraged to provide feedback on the strategy, particularly given the relevance of the Strategy to matters raised by the Great Southern Zone with support from other country zones.</p> <p>The consultation period closes on Friday 20 September 2024. More information is available here.</p> <p>WALGA has partnered with the Department of Education to</p>
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		facilitate an information and feedback session on the Strategy priority pillars. The session will be held online on Wednesday 21 August 2:30 -3.:30pm. A registration link will be sent via LG Direct.
13 June 2024 Zone Agenda Item 7.2 Wheatbelt Development Commission (Housing Needs within the Wheatbelt Region)	The Great Eastern Country Zone request that WALGA lobby the State Government to fund the Wheatbelt Development Commission to conduct feasibility studies for programs (including Government Regional Officer Housing) to meet housing needs within the Wheatbelt region (including Great Eastern Country Zone Local Governments).	The Deputy Director General, Housing and Assets presented at the 10 July 2024 State Council Strategic Forum. The presentation included an offer to Local Governments to submit expressions of interest for partnership on social and affordable housing as well the Government Regional Officer Housing program, including those that request variations to the current program parameters – such as rent returns or interest free loans. WALGA continues to advocate for State Government to optimize partnership opportunities with Local Government that make capital investment in housing supply viable.

Noted.

11.3. STATE COUNCIL AGENDA ITEMS – 4 SEPTEMBER 2024

Background

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council

The full State Council Agenda was provided as an attachment to the Agenda and can be found on the [WALGA website](#).

11.3.1. State Council Matters for Decision

8.1 LOCAL GOVERNMENT ELECTIONS ANALYSIS 2015-2023

By Emma Heys, Governance Specialist

WALGA RECOMMENDATION

That WALGA advocate to the State Government:

1. *For an independent Local Government election audit, focusing on the Western Australia Electoral Commission's (WAEC) cost allocation methods and costing applications used, to confirm that marginal cost recovery principles are applied and that the costing program is being effectively managed.*
2. *For the requirement for the WAEC to develop and implement Service Level Agreements with Local Governments, similar to those agreements currently used in New South Wales and Victorian Local Government elections and that includes:*
 - a. *transparency of costing methodology,*
 - b. *direct engagement with Local Governments pre and post elections, and*
 - c. *the roles and responsibilities of the WAEC and Local Governments in the conduct of elections.*
3. *For the introduction of a provision for private service providers to enter the market for the conduct of Local Government elections.*
4. *For a mandated WAEC Report to Parliament specific to Local Government elections post each election cycle, outlining costs, results, voter turnout and matters for improvement both in the conduct of elections and the legislation, if relevant.*

EXECUTIVE SUMMARY

- This report presents the findings of a comprehensive review and analysis of five election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process in Western Australia.
- With a focus on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), the analysis has found evidence of the rising cost of conducting Local Government elections in Western Australia.
- Elected Member feedback, costs vs service comparisons and engagement by the sector with WALGA's governance services over the 2023 Local Government election period, are the basis for the recommendations as outlined above.
- The Governance Policy Team considered this item at its meeting of 7 August and endorsed the position for consideration by State Council

8.2 ENERGY TRANSITION ENGAGEMENT AND COMMUNITY BENEFIT FRAMEWORK ADVOCACY POSITION

By Daniel Thomson, Manager Economics

WALGA RECOMMENDATION

That State Council endorse a new Energy Transition Engagement and Community Benefit Framework Advocacy Position as follows:

It is essential that the energy transition currently underway delivers economic opportunities, ensures reliable and affordable electricity, and the greatest possible benefits for the community.

WALGA calls on the State Government to develop a comprehensive framework to manage the impact of the energy transition that includes local engagement and the realisation of community benefits from energy transition projects as a priority.

EXECUTIVE SUMMARY

- Western Australia's energy industry is transforming to achieve the goal of net zero emissions by 2050.
- In Western Australia there is no framework that provides a consistent approach to how proponents of major energy projects consult with local communities and how they can share in the benefits.
- WALGA will advocate for the State Government to develop a framework to guide consultation and benefit sharing with local communities during the energy transition.
- A joint meeting of the Environment Policy Team and Infrastructure Policy Team held on 10 July endorsed the position for consideration by State Council.
- This draft advocacy position should be considered in conjunction with the accompanying draft WALGA advocacy positions Renewable Energy Facilities (Item 8.3) and Priority Agriculture (Item 8.4).

8.3 RENEWABLE ENERGY FACILITIES ADVOCACY POSITION

By Kieran McGovern, Policy Officer Planning

WALGA RECOMMENDATION

That State Council endorse a new Renewable Energy Facilities Advocacy Position as follows:

The growth in the number, size, and complexity of renewable energy facilities across Western Australia is expected to continue as energy generation and other traditional industries de-carbonise their facilities and operations. The renewable energy state planning framework requires changes to ensure it is fit for purpose to guide the ongoing development of this sector.

WALGA calls on the State Government to:

- 1. Adopt a new State Planning Policy for renewable energy facilities, to replace the existing Position Statement: Renewable energy facilities, that:*
 - a. Facilitates the orderly development of renewable energy facilities across Western Australia;*
 - b. Outlines the key planning and environmental considerations, for the location, siting, design and operation of renewable energy facilities and their associated infrastructure;*
 - c. Provides a framework that clearly stipulates the minimum required documentation and technical reports that need to be submitted with proposals for renewable energy facilities;*
 - d. Supports the development of Local Planning Policies by Local Governments to further guide locally appropriate planning consideration of renewable energy facilities;*
 - e. Provides a clear relationship with:*
 - i. State Planning Policy 2.5 - Rural planning and Development Control Policy 3.4 - Subdivision of rural land, to ensure planning decisions adequately balance the need to protect and preserve rural land for rural purposes;*
 - ii. State Planning Policy 2.4 - Planning for Basic Raw Materials to ensure proposals for renewable energy facilities consider their impact on basic raw material supply at the earliest stage of the planning process; and*
 - iii. State Planning Policy 2.9 - Planning for Water to ensure water resources impacted by renewable energy facilities are identified and adequately managed.*
 - f. Includes policy measures to address:*
 - i. concerns relating to the location of these facilities and their associated infrastructure on agricultural land, their proximity to lot boundaries, town sites and sensitive land uses, and potential impact on airport operations and rural activities;*
 - ii. planning for renewable energy facilities in industrial areas in relation to the coordination of these facilities, their appropriateness in the 'General Industry' zone and impacts and suitable location on heavy industry sites;*
 - iii. the need for local engagement and the realisation of community benefits from the development of renewable energy facilities.*
- 2. Review the definition of 'renewable energy facility' considering the increasing size and scope of facilities and consider creating definitions based on the scale of the facility (Utility-scale and other), and the form of facility (solar energy and wind energy).*
- 3. Provide guidance to Local Governments on the consideration of green hydrogen production facilities on rural land where it is an incidental use to a renewable energy facility.*

EXECUTIVE SUMMARY

- A 2023 WALGA Annual General Meeting resolution and subsequent resolution by the Great Eastern Country Zone requested *WALGA establish and promote policies to protect and prioritise the preservation of agricultural land against its displacement by non-agricultural activities that lead to a net reduction of the State's productive agricultural land.*
- The Central Country Zone resolved to request WALGA to advocate to the State Government *to develop a more comprehensive and effective approach to guide the management and placement of renewable energy facilities; including but not limited to wind, solar, battery renewable diesel and associated infrastructure.*
- The existing State Government *Position Statement: Renewable energy facilities* does not adequately address these concerns, leading to inconsistent application and approvals of renewable energy facilities across the State.
- WALGA will advocate for the existing *Position Statement: Renewable energy facilities* to be amended and elevated to a State Planning Policy, including more nuanced provisions which provide greater guidance to Local Governments and applicants, and allow for renewable energy land uses to be classified as either small or large facilities.
- A joint meeting of the Environment Policy Team and Infrastructure Policy Team on 10 July endorsed the position for consideration by State Council.
- This draft advocacy position should be considered in conjunction with accompanying draft WALGA advocacy positions Energy Transition Engagement and Community Benefit Framework (Item 8.2) and Priority Agriculture (Item 8.4).

8.4 PRIORITY AGRICULTURE ADVOCACY POSITION

By Kieran McGovern, Policy Officer Planning

WALGA RECOMMENDATION

That State Council endorse a new Priority Agriculture Advocacy Position as follows:

The state planning framework should provide sufficient statutory protections for areas identified as high quality agricultural land.

WALGA calls on the State Government to:

1. *Amend the Planning and Development (Local Planning Schemes) Regulations 2015 to:*
 - a. *Create a new model zone under Schedule 1, Part 3, Clause 16 for land identified as high quality agricultural land known as the 'Priority Agriculture' zone, with the following objectives:*
 - i. *to retain priority agricultural land for agricultural purposes; and*
 - ii. *limit the introduction of sensitive land uses which may compromise existing, future and potential agricultural production.*
 - b. *Define 'Priority Agriculture' zone under Schedule 2, Part 1, Clause 1 to align with the definition provided in State Planning Policy 2.5 - Rural planning.*

2. *Review the areas which have been identified by the Department of Primary Industries and Regional Development as high quality agricultural land and expand the extent of mapping to address the whole of Western Australia.*
3. *Undertake a 'health check' of State Planning Policy 2.5 - Rural planning and Development Control Policy 3.4 - Subdivision of rural land, in consultation with relevant stakeholders.*

EXECUTIVE SUMMARY

- A 2023 WALGA Annual General Meeting resolution and subsequent resolution by the Great Eastern Country Zone have requested *that WALGA establish and promote policies to protect and prioritise the preservation of agricultural land against its displacement by non-agricultural activities that lead to a net reduction of the State's productive agricultural land.*
- WALGA prepared a *Research Paper: Protection of Productive Agricultural Land* that provides policy context, previous WALGA advocacy and analysis of State and Local Government approaches to agricultural land use protections.
- This work identified that a lack of consistency between the sub-regional planning strategies across the different regions of WA has impeded the implementation of best practice planning controls into local planning frameworks, and thus inconsistent application across the State.
- This advocacy position recommends statutory protections of areas that have been identified as high quality agricultural land, through amending the *Planning and Development (Local Planning Schemes) Regulations 2015* to include a model zone for 'Priority Agriculture'. This will provide the ability for Local Governments to adopt the model zone into their local planning schemes.
- A joint meeting of the Environment Policy Team and Infrastructure Policy Team endorsed the position for consideration by State Council on 10 July 2024.
- This draft advocacy position should be considered in conjunction with accompanying draft WALGA advocacy positions Energy Transition Engagement and Community Benefit Framework (Item 8.2) and Renewable Energy Facilities (Item 8.3).

8.5 PLANNING PRINCIPLES AND REFORM ADVOCACY POSITION

By Coralie Claudio, Senior Policy Advisor Planning

WALGA RECOMMENDATION

That State Council:

1. Retire Advocacy Position 6.2 Planning Reform; and
2. Replace Advocacy Position 6.1 Planning Principles with the following:

6.1 Planning Principles and Reform

1. *The Local Government sector supports an efficient and effective planning system guided by legislation, policy, and processes that:*
 - a. *facilitates the creation of sustainable and liveable communities and places;*

- b. has a focus on strategic planning that delivers on long-term objectives and outcomes that balance social, environmental, cultural, and economic interests;*
 - c. is easy to understand, accessible and transparent;*
 - d. recognises the diversity of Western Australia and ensures that local environment, context, communities and character are appropriately reflected in planning frameworks and decision making;*
 - e. ensures decisions are made by the level of government closest to and most impacted by a planning proposal; and*
 - f. establishes consistent planning frameworks and streamlines planning processes where there is a demonstrated benefit in doing so.*
- 2. Reforms to the planning system should:*
- a. be guided by the above principles;*
 - b. deliver community benefit;*
 - c. promote system efficiency, including through the use of technology;*
 - d. be evidence-based and informed by robust, transparent data;*
 - e. proceed at an appropriate pace to enable effective implementation;*
 - f. be informed by engagement with the community; and*
 - g. be amended only with WALGA involvement and/or consultation/involvement with Local Government.*

EXECUTIVE SUMMARY

- It is proposed that the Advocacy Positions 6.1 Planning Principles and 6.2 Planning Reform be replaced with a new contemporary combined position that reflects the current planning system and planning reform agenda.
- The updated position identifies key elements that would create an effective and efficient planning system and how planning reform can be developed, prioritised, and implemented to achieve this.
- The updated position has been informed by feedback from Local Government officers, including WALGA's Planning Advisory Group and previous WALGA submissions on State Government planning reform initiatives.
- The Environment Policy Team endorsed the advocacy position at their meeting on 29 July.

8.6 PRODUCT STEWARDSHIP POLICY STATEMENT AND ADVOCACY POSITION

By Rebecca Brown, Policy Manager, Environment and Waste

WALGA RECOMMENDATION

That State Council:

1. Rescind the existing Extended Producer Responsibility Policy Statement and Advocacy Position 7.5 Extended Producer Responsibility.
2. Endorse a new Product Stewardship Advocacy Position as follows:

1. *Industry should take responsibility (physical and/or financial) for the waste that it generates through the entire life cycle of the products it produces through the implementation of effective product stewardship. Without effective Product Stewardship, there will be increasing costs for the community, resource recovery targets will be difficult to reach and a transition to a circular economy is unlikely.*
2. *Effective Product Stewardship is characterised by:*
 - a. *Producers and importers taking responsibility for post consumption product impacts.*
 - b. *Schemes covering the entire cost of product recycling or recovery, including transport.*
 - c. *Leveraging existing Schemes and collection locations.*
 - d. *Being easy and convenient for the community to access.*
 - e. *Having equitable national coverage and access for all, including regional and remote locations.*
 - f. *Being evidence based.*
 - g. *Consistent regulation and implementation across Australia using national Product Stewardship legislation.*
 - h. *Timely action and industry cooperation during Scheme development and implementation.*
 - i. *Being demand based and aiming to recover the maximum amount of material, rather than being limited by targets.*
 - j. *No additional cost to consumers when the product is disposed of post consumption.*
3. *Local Government calls on the Commonwealth Government to implement effective Product Stewardship schemes for all products that drive environmentally and socially sustainable outcomes through the design, manufacture and distribution of products that can be more easily reused, repaired, recovered or recycled.*
4. *If national action is not progressed within a reasonable timeframe, or in a way that meets the needs of the Western Australian community, then Local Government supports a State based approach to Product Stewardship.*

EXECUTIVE SUMMARY

- The [Extended Producer Responsibility \(EPR\) Policy Statement](#) was first endorsed in 2004 and reviewed and amended in 2008.
- The Statement outlines the rationale for Local Government support for EPR, as a way of ensuring producers take responsibility for their products at the end of life, and some of the key elements of successful Schemes.
- WALGA's [Local Government Principles for Product Stewardship](#) was endorsed in 2022. The Principles provided more detail on key design elements for Schemes and have been used to inform advocacy.
- Following discussion at the April Municipal Waste Advisory Council (MWAC) and Officers Advisory Group meetings it was agreed to review the EPR Policy Statement and incorporate the Local Government Principles into a new Product Stewardship Policy Statement and Advocacy Position.

- The Product Stewardship Policy Statement and Advocacy Position has been updated to:
 - Include a greater focus on the potential for Product Stewardship to influence the design of products, as well as their post consumption disposal.
 - Identifying the increasing cost burden on Local Government and the community of increasing complex products.
 - Focus on ensuring all products have a clear and funded end of life pathway.
- The MWAC endorsed the new Policy Statement and Advocacy Position in June.

8.7 SUBMISSION ON THE DRAFT STATE WASTE STRATEGY

By Rebecca Brown, Policy Manager, Environment and Waste

WALGA RECOMMENDATION

That State Council endorse the Draft State Waste Strategy Submission.

EXECUTIVE SUMMARY

- The [Draft State Waste Strategy](#) (Draft Strategy) and [State Waste Infrastructure Plan](#) were released on 29 May. This follows the release of the [Strategy Directions Paper](#) in May 2023. WALGA provided a comprehensive [Submission](#) on the Directions Paper.
- Given the significant impact of the Strategy on Local Government, WALGA was granted an extension to the deadline to allow the draft submission to be considered by WALGA Zones and State Council.
- The focus of the Draft Strategy is:
 - Better outcomes for regional and Aboriginal communities
 - Increasing our focus on waste avoidance
 - Better management of priority materials
 - Realising the economic potential of recycling
 - Contingency planning and climate resilience.
- New Targets are also proposed for each of the Avoid, Recover and Protect areas.
- WALGA's draft submission on the Draft Strategy was informed by Local Government written feedback and feedback received at a webinar held on 19 July.
- This Municipal Waste Advisory Council (MWAC) endorsed the draft submission on 31 July 2024.

RESOLUTION

Moved: Shire of Trayning

Seconded: Shire of Kellerberrin

That the Zone supports all WALGA recommendations in the Matters for Decision as contained in the September 2024 State Council Agenda and as listed above.

CARRIED

11.3.2. Policy Team and Committee Reports

9.1 ENVIRONMENT POLICY TEAM REPORT

By Nicole Matthews, Executive Manager Policy

WALGA RECOMMENDATION

That State Council note the report from the Environment Policy Team to the 4 September 2024 meeting.

9.2 GOVERNANCE POLICY TEAM REPORT

By Tony Brown, Executive Director Member Services

WALGA RECOMMENDATION

That State Council note the report from the Governance Policy Team meeting for the 4 September 2024 meeting.

9.3 INFRASTRUCTURE POLICY TEAM REPORT

By Ian Duncan, Executive Manager, Infrastructure

WALGA RECOMMENDATION

That State Council:

1. Note the report from the Infrastructure Policy Team to the 4 September 2024 meeting.
2. Determine to retire the following Advocacy Positions:
 - a. 5.2.4 Seat Belt Legislation
 - b. 5.8 Ports
 - c. 5.12 Infrastructure WA

9.4 PEOPLE AND PLACE POLICY TEAM REPORT

By Nicole Matthews, Executive Manager Policy

WALGA RECOMMENDATION

That State Council:

1. Note the report from the People and Place Policy Team to the 4 September 2024 meeting.
2. Determine to:
 - a. retain the following Advocacy Positions with amendment:
 - i. 3.2.1 Local Public Health Plans
 - b. rescind the following Advocacy Position:
 - i. 3.5 Crime Prevention

9.5 MUNICIPAL WASTE ADVISORY COUNCIL (MWAC) REPORT

By Rebecca Brown, Policy Manager, Environment and Waste

WALGA RECOMMENDATION

That State Council note the report from the Municipal Waste Advisory Council to the 4 September 2024 meeting.

RESOLUTION

Moved: Shire of Nungarin
Seconded: Shire of Wyalkatchem

That the Zone:

1. notes all Policy Team and Committee Reports as contained in the September 2024 State Council Agenda; and
2. supports the WALGA recommendations in the Infrastructure and People and Place Policy Team Reports as contained in the September 2024 State Council Agenda and as listed above.

CARRIED

11.3.3. Matters for Noting/Information

- 10.1 Local Government Legislative Reform
- 10.2 Report on Local Government Road Assets and Expenditure 2022/23

RESOLUTION

Moved: Shire of Wyalkatchem
Seconded: Shire of Tammin

That the Zone notes all Matters for Noting/Information as contained in the September 2024 State Council Agenda.

CARRIED

11.3.4. Key Activity Reports

- 11.1.1 Report on Key Activities, Advocacy Portfolio
- 11.1.2 Report on Key Activities, Infrastructure Portfolio
- 11.1.3 Report on Key Activities, Member Services Portfolio
- 11.1.4 Report on Key Activities, Policy Portfolio

RESOLUTION

Moved: Shire of Narembeen
Seconded: Shire of Wyalkatchem

That the Zone notes all Key Activity Reports as contained in the September 2024 State Council Agenda.

CARRIED

11.4. WALGA PRESIDENT'S REPORT

The WALGA President's Report was provided as an attachment to the Agenda.

RESOLUTION

Moved: Shire of Tammin
Seconded: Shire of Nungarin

That the WALGA President's Report be received.

CARRIED

12. EMERGING ISSUES

The Shire of Mukinbudin requested WALGA provide a report to the Zone on Environmental, Social and Governance (ESG) reporting, through the Executive Committee.

13. NEXT MEETING

The next Executive Committee meeting will be held on Tuesday, 5 November 2024 commencing at 8:00am, via MTeams.


The next Great Eastern Country Zone meeting will be held on Thursday, 14 November commencing at 9:30am. This meeting will be hosted by the Shire of Merredin.

14. CLOSURE

There being no further business the Chair closed the meeting at 12:20pm.

12. Officer's Reports – Development Services

12.1 Application for Subdivision (WAPC 200641) Lot 23306 Hines Hill Road Korbel

<div>Development Services</div> <div>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</div>	
Responsible Officer:	Peter Zenni, EMDS
Author:	As above
Legislation:	<i>Planning and Development Act 2005</i> Shire of Merredin Local Planning Scheme No.6
File Reference:	A7219
Disclosure of Interest:	Nil
Attachments:	Attachment 12.1A – WAPC Referral Documentation

Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider the proposed advice to the Western Australian Planning Commission (WAPC) that it has no objection to the proposed subdivision of Lot 23306 Hines Hill Road, Korbel (WAPC Application No: 200641) resulting in the creation of two new lots, proposed Lot 110 (4.67ha) and proposed Lot 111 (60.0797ha).

Background

An application for subdivision of land located approximately 10 kilometres south of the Hines Hill townsite, has been lodged with the Western Australian Planning Commission for approval. The WAPC is seeking comments from Council prior to issuing a determination on the application.

The proposed subdivision will divide existing Lot 23306 Hines Hill Road, Korbel into 2 new Lots. Lot 110 (4.67ha) which will contain all existing building and structures (homestead Lot) and Lot 111 (60.0797ha) which will contain the balance of the rural land.

Comment

Planning Considerations

The land in question is zoned General Farming (Rural) in the Shire of Merredin Local Planning Scheme No.6 (the Scheme). All existing buildings incorporating the farmhouse and sheds will be located on the proposed Lot 110. There are currently no buildings located on the proposed Lot 111.

The WAPC Development Control Policy 3.4 – Subdivision of Rural Land as well as provisions of the Scheme highlight the need to maintain the viability and rural character of the land in question.

With respect to the creation of a homestead lot, Development Control Policy 3.4 – Subdivision of Rural Land, states as follows:

The creation of homestead lots is intended to allow primary producers to continue to occupy their dwelling when they cease to farm, and provide settlement opportunities in areas where land fragmentation is limited and unlikely to increase. Homestead lots are to be created in a manner that is consistent with the rural character of the landscape of a locality. Homestead lots may be facilitated through boundary rationalisation or the creation of a new lot”

Homestead lots may therefore be created to enable an approved existing house on a rural lot to continue to be occupied provided that;

- a) The land is in the DC 3.4 Homestead lot policy area;*
- b) The homestead lot has an area between one and four hectares, or up to 20 hectares to respond to the landform and include features such as existing outbuildings, services or water courses;*
- c) There is an adequate water supply for domestic land management and fire management purposes;*
- d) The dwelling is connected to a reticulated electricity supply or an acceptable alternative demonstrated;*
- e) The homestead lot has access to a constructed public road;*
- f) The homestead lot contains an existing residence that can achieve an appropriate buffer from adjoining rural land uses;*
- g) a homestead lot has not been excised from the farm in the past;*
- h) the balance lot is suitable for the continuation of the rural land use, and generally consistent with the prevailing lot sizes, where it can be shown that this is consistent with the current farming practices at the property; and*
- i) the dwelling on a homestead lot must be of a habitable standard and may be required to be certified as habitable by the local government.*

In this case, given the Lot sizes in question, their location and existing infrastructure on the Lots, it is believed that the proposed subdivision meets the required criteria in that the viability of the rural land is not jeopardised and at the same time the creation of the homestead Lot will not generate any undue additional need for government and community services.

Bush Fire Management

The supporting documentation forwarded to the Shire of Merredin (the Shire) by the WAPC incorporates correspondence from RM Surveys – Licensed Surveyors, requesting an exemption from requirements to supply a Bush Fire Attack Level (BAL) assessment on the basis that:

- the proposed subdivision will not result in intensification or development of land use; and
- the proposed subdivision will not result in increased occupancy by employees, or increased bushfire risk as the land use will continue as broadacre farming.

WAPC State Planning Policy 3.7 - Planning in Bushfire Prone Areas states that in cases of an application for a subdivision in a bush fire prone area where the BAL is identified as higher than BAL-12.5, a Bushfire Management Plan is required.

On 28 August 2024, the Shire's Executive Manager Development Services (EMDS) spoke with the Planning Officer at Department of Planning, Lands and Heritage who is processing this application on behalf of the WAPC, and discussed the fact that the DFES bush fire prone mapping website identifies the vegetation located on the Hines Hill road verge adjacent to the property as being the only bush fire prone area, with the vast majority of the existing Lot 23306 Hines Hill Road, Korbelt not being identified as bush fire prone.

Accordingly, the indication from the WAPC is that they will grant an exemption in this case and not require a BAL assessment to be undertaken. This makes sense given the very limited extent of the area identified as being bush fire prone and the routine requirement for a BAL assessment to be undertaken as part of any future development application processes.

Site Soil Evaluation

The correspondence from RM Surveys – Licensed Surveyors, also refers to the onsite effluent disposal system servicing the existing dwelling, querying the need for a Site Soil Evaluation (SSE) which would routinely be required as part of a subdivisional application process associated with the creation of new lots. In this case the existing septic system has been in the ground for some time and is functioning well. In addition, there is ample space for the provision of a replacement, or an additional onsite effluent disposal system should the need arise. As such the EMDS concurs that a formal SSE is not warranted in this case.

Road Access

Lot 23306 Hines Hill Road, Korbelt currently has road access from Hines Hill Road. Following the proposed subdivision, both Lots 110 and 111 will have potential road access from Hines Hill Road.

Policy Implications

Compliance with WAPC Development Control Policy 3.4 – Subdivision of Rural Land

Statutory Implications

Compliance with the *Planning and Development Act 2005*.

Compliance with the Shire of Merredin Local Planning Scheme No.6

Strategic Implications

Ø Strategic Community Plan

Theme:	5. Places and Spaces
Service Area Objective:	5.4 Town Planning & Building Control 5.4.2 The Shire has current local planning scheme and associated strategy which is flexible and able to suitably guide future residential and industrial growth
Priorities and Strategies for Change:	Nil

Ø Corporate Business Plan

Theme:	5. Places and Spaces
Priorities:	Nil
Objectives:	5.4 Town Planning & Building Control The Shire has a current local planning scheme and associated strategy which is flexible and able to suitably guide future residential and industrial growth.

Sustainability Implications

Ø Strategic Resource Plan

Nil

Risk Implications

Subdivisional processes are statute-based requirements subject to approval of the WAPC with comments from various stakeholders including the relevant local government authority. Risks associated with the Shire not opposing the proposed subdivision are considered low (3) based on the likelihood (1) and consequence (3) of adverse events associated with the proposed subdivision taking place.

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr McKenzie

Seconded: Cr Anderson

83450

That Council ADVISES the Western Australian Planning Commission (WAPC) that it has no objection to the proposed subdivision of Lot 23306 Hines Hill Road, Korbel (WAPC Application No: 200641) resulting in the creation of two new Lots, proposed Lot 110 (4.67ha) and proposed Lot 111 (60.0797ha), Hines Hill Road, Korbel, as identified in Attachment 12.1A, subject to;

1. The proposed boundaries not encroaching upon any existing structures or onsite effluent disposal facilities; and
2. All new Lots being connected to a constructed road via crossovers to the satisfaction of the Shire of Merredin.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

OFFICIAL



Our Ref : 200641
Previous Ref :
Your Ref : CAMP-HINE
Enquiries : Ben Müller (9791 0594)

09 August 2024

Application No: 200641 - Lot 23306 Hines Hill Road, Korbel

The Western Australian Planning Commission has received an application for planning approval as detailed below. Plans and documentation relating to the proposal are attached. The Commission intends to determine this application within 90 days from the date of lodgement.

Please provide any information, comment or recommended conditions pertinent to this application by 20 September 2024 being 42 days from the date of this letter. The Commission will not determine the application until the expiry of this time unless all responses have been received from referral agencies. If your response cannot be provided within that period, please provide an interim reply advising of the reasons for the delay and the date by which a completed response will be made or if you have no comments to offer.

Referral agencies are to use the Model Subdivision Conditions Schedule (1 January 2024) in providing a recommendation to the Commission. Non-standard conditions are discouraged, however, if a non-standard condition is recommended additional information will need to be provided to justify the condition. The condition will need to be assessed for consistency against the validity test for conditions. A copy of the Model Subdivision Conditions Schedule can be accessed: <http://www.dplh.wa.gov.au>

Please send responses via Planning Online Portal here:
<https://planningonline.dplh.wa.gov.au/>.

This proposal has also been referred to the following organisations for their comments:
Western Power, Merredin, Shire of, DBCA - Wheatbelt, Water Corporation and LG Merredin, Shire of.

Yours faithfully



Ms Sam Boucher
WAPC Secretary

APPLICATION DETAILS

Application Type	Subdivision	Application No	200641
Applicant(s)	RM SURVEYS PTY LTD		
Owner(s)	[REDACTED]		

OFFICIAL

Locality	Lot 23306 Hines Hill Road, Korbel		
Lot No(s).	23306	Purpose	Subdivision
Location	KORBEL	Local Gov. Zoning	GENERAL FARMING
Volume/Folio No.	1720/99	Local Government	Merredin, Shire of
Plan/Diagram No.	225397	Tax Sheet	
Centroid Coordinates			
Other Factors	THREATENED ECOLOGICAL COMMUNITY BUFFER, BUSHFIRE PRONE AREA N/A		



16 July 2024
Our ref: CAMP-HINE

Planning Support Officer
WA Planning Commission
140 William Street, Perth WA 6000

Dear Sir/Madam,

**PROPOSED HOMESTEAD LOT SUBDIVISION of:
1686 Hines Hill Road, Korb, being Lot 23306 on Deposited Plan 225397**

This application is for a Homestead Lot Subdivision per Development Control Policy 3.4 section 6.6.

RE: Fire assessment

I would like to apply for exemption from the requirement to supply a Bush Fire Attack Level (BAL) assessment as per State Planning Policy 3.7.

In accordance with the criteria for exemption under Planning Bulletin 111/2016 s.5, the proposed subdivision:

- Will not result in intensification or development of land use
- Will not result in increased occupancy by employees, or increased bushfire risk as the land use will continue as broadacre farming

RE: Site-and-soil evaluation (SSE)

The established dwelling is occupied and has an existing septic tank system, I understand the SSE is primarily intended for new/proposed septic facilities – please correct me if I am mistaken.

I would like to request this proposal to be classified as 'low risk', per section 2.1 (page 2) of attached POL-Government_Sewerage_Policy_2019_FAQ_1, therefore removing the requirement (if reclassified) for an SSE at application stage.

low risk proposals where the WAPC, in consultation with the local government and relevant referral agencies, is satisfied that the minimum site requirements for on-site sewage (refer to section 5.2 of the policy) will be met.

PHONE:
08 9457 7900

MAILING ADDRESS:
PO BOX 832 WILLETTON WA 6955

EMAIL:
INFO@RMSURVEYS.COM.AU

FAX:
08 9457 7922

STREET ADDRESS:
25 AUGUSTA ST WILLETTON WA 6155

WEBSITE:
RMSURVEYS.COM.AU



The site conditions/location meets the conditions set out in Section 5 and Schedule 2 of: POL-Government_Sewerage_Policy_2019_September:

- Site is zoned rural
- Site is surrounded by farmland, higher density development is excluded per the homestead lot policy (*no future dwellings*)
- Dwelling's location is not subject to flooding, and over 100m and 180m clear of nearest watercourses; minor creeks with intermittent winter flow
- Site is not within a Sewage sensitive areas, per the PlanWA database
- No water bores exist in the dwelling's vicinity – the house is serviced by scheme water

Should the Shire or any other agency require an SSE, we would be pleased to provide it as a subdivision condition.

I understand that this classification is applied at the discretion of the decision maker. Thank you for your assistance, and please contact me if you require any further information.

Yours sincerely,

Andrew Kalotay
LICENSED SURVEYOR
B.Sc in Surv & Map, MWAIS

MOBILE

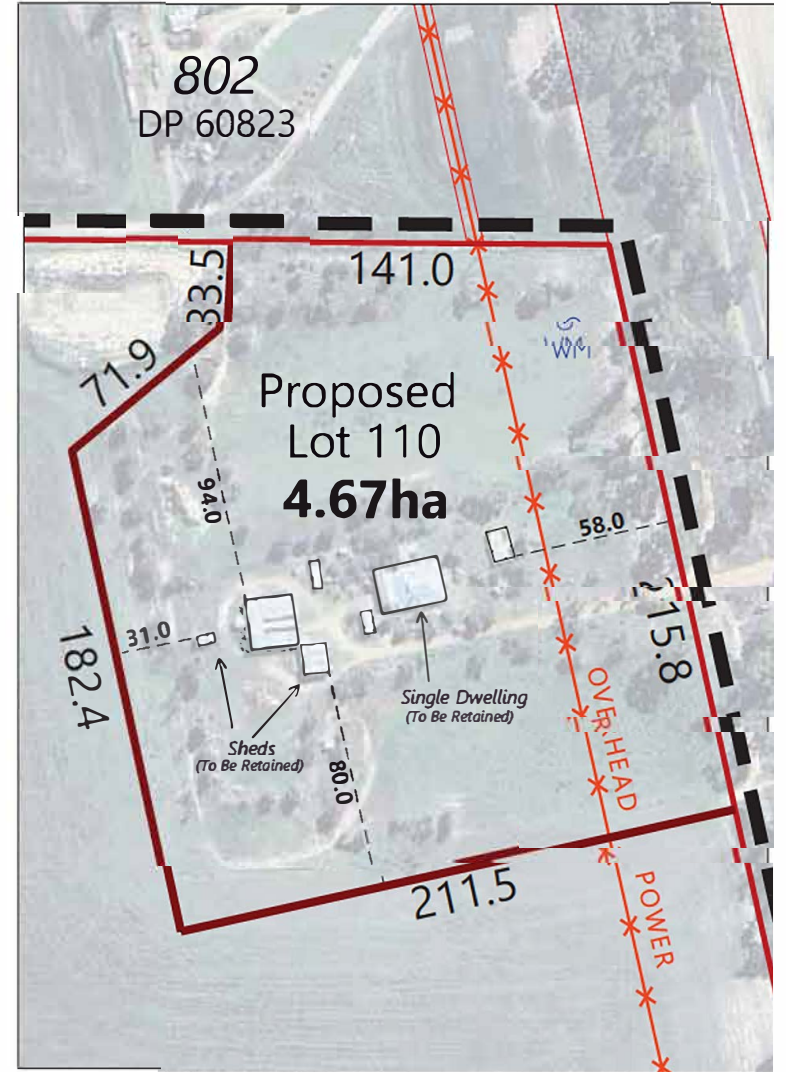
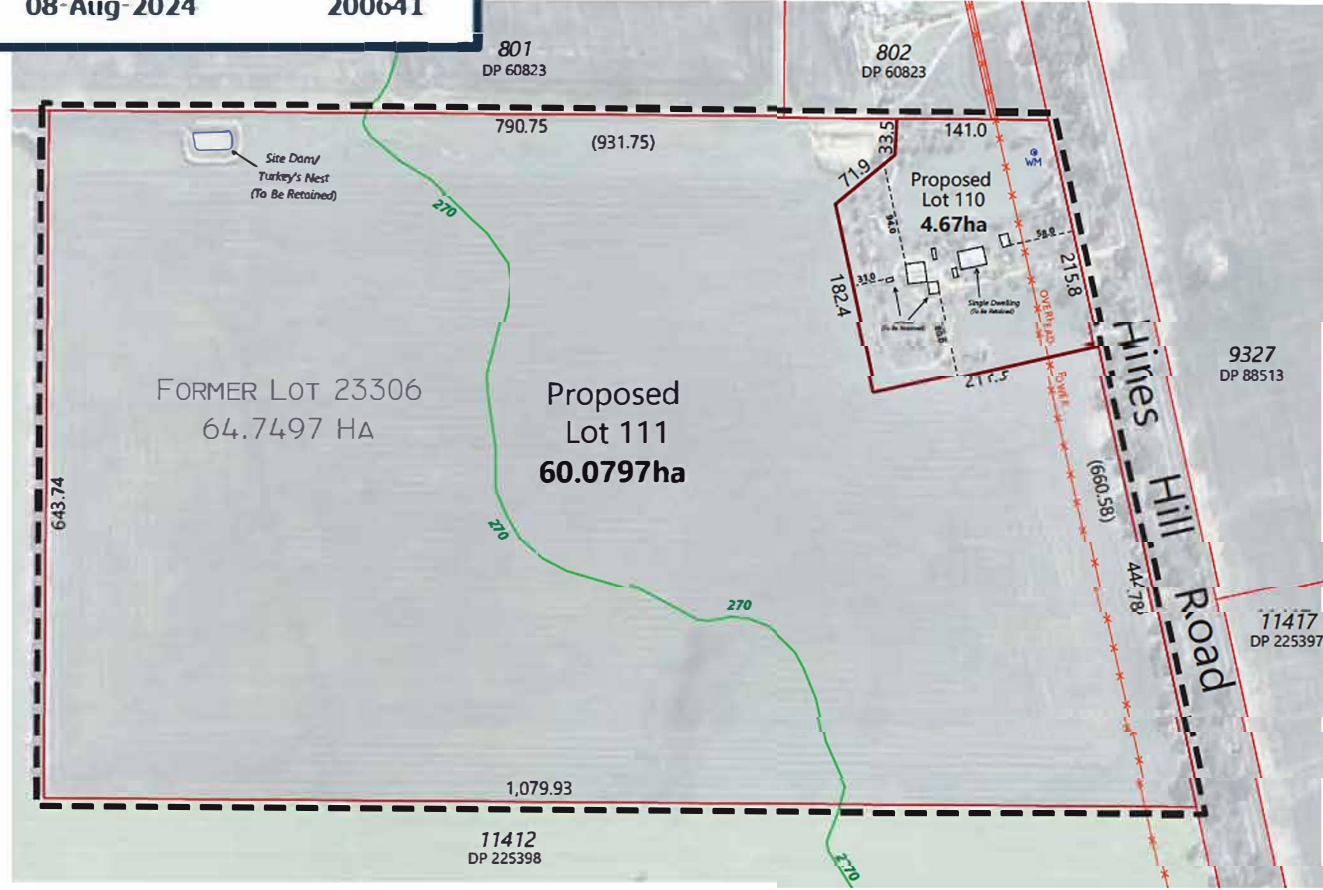


EMAIL



DATE
08-Aug-2024

FILE
200641



Proposed Lots	
LOT 110	4.6700 ha
LOT 111	60.0797 ha
TOTAL	64.7497 ha

Existing Lot	
LOT 23306	
DP 225397	
TOTAL	64.7497 ha

NOTES:

- DIMENSIONS SHOWN ARE SUBJECT TO FINAL SURVEY.
- ALL BUILDINGS AND STRUCTURES TO REMAIN.
- WATER METER ON SITE, NOT LOCATED.

0 20 40 60 80 100 120 140 160
SCALE 1:2000



PHONE: 08 9457 7900
EMAIL: INFO@RMSURVEYS.COM.AU
WEBSITE: RMSURVEYS.COM.AU

27/06/2024

Accredited by

SCALE 1:5000
ALL DISTANCES IN METRES

PAPER SIZE A3

SURVEYOR TM	VERTICAL DATUM AHD
SURVEY DATE 27/06/2024	HORIZONTAL DATUM MGA2020 Z50

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CLIENT:				
[Redacted]				
0	Initial Drawing	TM	AK	AK
REV	DESCRIPTION	DRWN	CHKD	APPVD
				DATE
				27/06/2024

APPLICATION FOR SUBDIVISION

LOT 23306 on DP 225397
VOL 1720 FOL 99
1686 Hines Hill Road, Korbel, WA 6415

JOB No. CAMP-HINE	DRAWING No. CAMP-HINE-DW-01	REV 0
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Location Plan for: Subdivision Application

This data is to be used only for the processing of a
Subdivision Application

Application Number: **200641**

Decision: **Outstanding**

Printed: **8/08/2024**



Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA

Base information supplied by
Western Australian Land Information Authority SLIP 1447-2023-1

Application Status

- Approved
- Outstanding

Existing LPS Zones and Reserves

- General farming

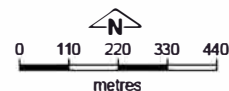
Easements and Referrals

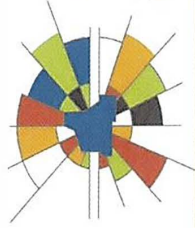
- Easements

Region Scheme Reserves

Localities & Local Government Boundaries

- Local government boundary
- Locality





SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT



Form 1A - Preliminary approval application

DATE
08-Aug-2024

FILE
200641

Lodgement ID	2024-03360		
Date submitted	18/07/2024		
Submitted by	Andrew Kalotay		
Your reference	CAMP-HINE		
Location of subject property	1686 Hines Hill Road, Korbel		
Existing tenure	Freehold (Green Title)	Application type	Subdivision
Proposed tenure	Freehold (Green Title)		

Applicants

Applicant (1)

Is person the primary applicant?	Yes		
Is the applicant an organisation/company?	Yes	Is the applicant a landowner?	No
Organisation/company	RM SURVEYS PTY LTD	ACN/ABN	48112054538
Name	Andrew Kalotay	Position	SENIOR LICENSED SURVEYOR
Email	[REDACTED]		
Phone number	894577900	Additional phone no.	[REDACTED]
Address	[REDACTED] WILLETTON 6955 Australia	Additional phone no. type	(Business or work mobile)

Certificate of Title details

Certificate of Title (1)

Volume	1720	Folio	99
Plan number	225397	Lot number	23306
Part lot?	No	Location	KORBEL
Reserve number	N/A		
Address	1686 Hines Hill Road Korbel	Nearest road intersection	N/A

Landowners

Have all registered proprietors (landowners) listed on the Certificate/s of Title provided consent?	Yes
Are any of the landowner's names different from that shown on the certificate of title?	No

Landowner (1)

Is the landowner an organisation/company?	No	Landowner type	Registered proprietor
Organisation/company	N/A	ACN/ABN	N/A
Name	[REDACTED]	Position	N/A
Email	[REDACTED]		

Phone number	N/A		
Address	[REDACTED]		
	BRUCE ROCK 6418 Australia		
Consent to apply:			
Has this landowner provided consent to apply?	Yes		
Date of consent document	13/07/2024		
Landowner (2)			
Is the landowner an organisation/company?	No	Landowner type	Registered proprietor
Organisation/company	N/A	ACN/ABN	N/A
Name	[REDACTED]	Position	N/A
Email	[REDACTED]		
Phone number	N/A		
Address	[REDACTED]		
	BRUCE ROCK 6418 Australia		
Consent to apply:			
Has this landowner provided consent to apply?	Yes		
Date of consent document	13/07/2024		

Additional consent to apply

Consent to apply checklist

Current copies of all records of title are attached	Yes
All registered proprietors (landowners) listed on the certificate/s of title have signed the application or an attached letter of consent. This includes landowners specified on a certificate of title for a leasehold lot	No
Consent to apply is given on behalf of landowners or tier 1 corporation	Yes
The application is by or on behalf of a prospective purchaser/s under contract of sale or offer and acceptance	No
Consent to apply is given by or on behalf of joint tenant survivors	No
Consent to apply is given by or on behalf of an executor of a deceased estate	No
This application includes land that is owned by or vested in or held by management order by a government agency or local government	No
This application includes Crown land	No

Summary of the Proposal

Existing tenure	Freehold (Green Title)	Application type	Subdivision
Proposed tenure	Freehold (Green Title)		
Local government where the subject land is located	Merredin, Shire of		
Additional local government/s where the subject land is located	N/A		
Have you submitted a related application?	No		
Lodgement ID of related application	N/A		

How is the application related?		N/A	
Land use and lots			
Current land use	Broadacre farming		
Total number of current lot/s subject of this application	1	Number of proposed lot/s	2

Proposed use/development:			
Proposed zone (1)	Rural	Zone lot size	2 HA - 5 HA
		Number of zone lots	1
Proposed zone (2)	Rural	Zone lot size	Over 25 HA
		Number of zone lots	1

Reserved lots:			
Reserve lot type (N/A)	N/A	Number of reserve lots	N/A

Dwellings, outbuildings and structures			
Does the subject lot/s contain existing dwellings, outbuildings and/or structures?		Yes	
Dwellings:			
Number of dwellings	1	Specify details	All to be retained
Details of partially retained/ removed dwellings	N/A		
Outbuildings:			
Number of outbuildings	6	Specify details	All to be retained
Details of partially retained/ removed outbuildings	N/A		
Other development:			
Specify details	N/A		
Amendment			
Type 1 (a) Addition of land from outside the parcel of a strata titles scheme to common property in the scheme (but not including temporary common property)		No	
Type 1 (b) Conversion of a lot in a strata titles scheme to common property in the scheme		No	
Type 2 Removal from the parcel of a strata titles scheme of land comprised of common property		No	
Type 3 Consolidation of 2 or more lots in a strata titles scheme into 1 lot in the scheme (not affecting common property in the scheme)		No	
Type 4 Subdivision that does not involve the alteration of the boundaries of the parcel and is not a type 1, type 2 or type 3 subdivision		No	
Termination			
Strata company resolution in support of the termination proposal is available?		No	
Has an outline termination proposal been prepared?		No	
Survey-Strata or Leasehold (Survey-Strata)			
Is common property proposed?		No	
Does the plan of subdivision show the indicative internal sewer and water connections to each lot?		No	
Proposed leasehold scheme term		N/A	
Is an option for postponement of the leasehold expiry scheme proposed?		No	
What is the proposed postponement timeframe?		N/A	

Strata or Leasehold (Strata)			
Is common property proposed?		No	
Does this application relate to an approved development application?		No	
Development application approval date/s	N/A	Development application reference number/s	N/A
Does this application relate to an approved building permit?		No	
Building permit issue date/s	N/A	Building permit reference number/s	N/A
Is it proposed to create a vacant strata lot by registration of the plan?		No	
Number of vacant strata lot/s	N/A		
Details of restrictions to be placed on any lots on the plan	N/A		
Leasehold scheme proposed timeframe	N/A		
Is an option for postponement of the leasehold expiry scheme proposed?		No	
Proposed postponement timeframe	N/A		

Subdivision details	
Transport impacts	
Are there 10 - 100 vehicle trips in the subdivision's peak hour?	No
Are there more than 100 vehicle trips in the subdivision's peak hour?	No
Access to/from, right-of-way or private road	
Access is to be provided from an existing right of way or private road?	No
Road and rail noise	
Is the proposal within the trigger distance of a strategic transport route as defined by State Planning Policy 5.4?	No
Contaminated sites	
Has the land ever been used for potentially contaminating activity?	No
Does the land contain any site or sites that have been classified under the Contaminated Sites Act 2003?	No
Does the land contain any site or sites that have been reported or are required to be reported under the Contaminated Sites Act 2003?	No
Information requirements liveable neighbourhoods	
Is this application to be assessed under the Liveable Neighbourhoods policy?	No
Acid sulfate soils	
Is the land located in an area where site characteristics or local knowledge lead you to form the view that there is a significant risk of disturbing acid sulfate soils at this location?	No
Bushfire prone areas	
Is all, or a section of the subdivision in a designated bushfire prone area?	Yes
Has a Bushfire Attack Level (BAL) Contour Map been prepared?	No
Does the BAL Contour Map indicate areas of the subject site as BAL-12.5 or above?	No
Has a Bushfire Management Plan (BMP) been prepared?	No
On-site sewerage disposal	
Is on-site sewerage disposal proposed?	No
Is it proposed to create lots of 4ha or smaller?	No
Has a site and soil evaluation been provided?	No

Final Checklist

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Subdivision plans are based on an accurate and up-to-date feature survey that includes existing ground levels relative to AHD or topography of the subject lot/s. A feature survey is not required for amalgamation approval	Yes
Relevant copies of the subdivision plans and supporting documentation or accompanying information are attached	Yes
The subdivision plan is capable of being reproduced in black and white format	Yes
The subdivision plan is drawn to a standard scale (ie 1:100, 1:200, 1:500, 1:1000) at A3 or A4	Yes
All dimensions on the subdivision plan are in metric standard	Yes
The north point is shown clearly on the subdivision plan	Yes
The subdivision plan shows all lots or the whole strata or community titles (land) scheme plan (whichever is applicable)	Yes
The subdivision plan shows all existing and proposed lot boundaries	Yes
The subdivision plan shows all existing and proposed lot dimensions (including lot areas)	Yes
The subdivision plan shows the lot numbers and boundaries of all adjoining lots	Yes
Is a battleaxe lot/s proposed?	No
The subdivision plan shows the width and length of the access leg, the area of the access leg and the total area of the lot	No
The subdivision plan shows the name/s of existing road/s	Yes
Is a new road/s proposed to be created?	No
The subdivision plan shows the width of proposed road/s	No
Is the land vacant?	No
The subdivision plan shows all buildings and/or improvements, including driveways and crossovers (including setbacks) which are to be retained, or removed	Yes
Does the land contain features such as watercourses, wetlands, significant vegetation, flood plains and dams?	Yes
The subdivision plan shows features such as watercourses, wetlands, significant vegetation, flood plains and dams?	Yes
The subdivision plan shows all electrical, sewer and water infrastructure. For on-site sewage disposal, the indicative disposal areas for wastewater distribution are to be shown	Yes
Additional information required in the case of applications for residential infill subdivision within existing residential zoned areas	No

Estimated Fee & Payment Details			
Estimated fee payable	[REDACTED]		
Number of proposed lots	2	Number of reserved lots	0
Payer details			
Would you like to nominate that the invoice is sent to another party for payment?			Yes
Payer name	[REDACTED]	Organisation/company	N/A
Phone number	[REDACTED]	Email	[REDACTED]
Postal address	[REDACTED]	City/Town/Suburb	BRUCE ROCK
Postcode	6418		
Submit application			
Are the payer's details correct?			Yes
Have you checked the Summary of the Proposal and acknowledged all items?			Yes

Attachments	
Document type	Document
Certificate of Title	Certificate of Title with Sketch 1720-99 1686 Hines Hill Road, KORBEL 6415 - Certificate of Title 1720-99.pdf
Export PDF - Lodged application	20240718 2024-03360 1686 Hines Hill Road, Korbel - Form 1A.pdf
Letter of consent	Consent to Sign Sgnd by owners.pdf

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Statement advising why SPP does not apply	Application cover letter - [REDACTED] - Homestead lot - Sgnd.pdf
Subdivision plan	CAMP-HINE-DW-01 - Application_rev0.pdf
Tax Invoice	Tax Invoice - INV0001782 - 20240718.pdf
Tax Invoice	Tax Invoice - INV0001773 - 20240718.pdf
Tax Invoice - Receipt	Tax Invoice Receipt - INV0001782 - 20240808.pdf

WAPC contact information			
Infoline	1800 626 477	Planning Online	https://planningonline.dplh.wa.gov.au
Web address	www.dplh.wa.gov.au	Email	corporate@wapc.wa.gov.au
Perth	Albany	Bunbury	Mandurah
140 William Street Perth, 6000 Locked Bag 2506 Perth, 6001 (08) 6551 9000	178 Stirling Terrace PO Box 1108 Albany 6331 (08) 9892 7333	Sixth Floor Bunbury Tower 61 Victoria Street Bunbury 6230 (08) 9791 0577	Level 1 - Suite 94 16 Dolphin Drive Mandurah 6210 (08) 9586 4680

12.2 Application for Subdivision (WAPC 200671) Lot 49 Robartson Road Nangeenan

<div>Development Services</div> <div>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</div>	
Responsible Officer:	Peter Zenni, EMDS
Author:	As above
Legislation:	<i>Planning and Development Act 2005</i> Shire of Merredin Local Planning Scheme No.6
File Reference:	A9722
Disclosure of Interest:	Nil
Attachments:	Attachment 12.2A – WAPC Referral Documentation

Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider the proposed advice to the Western Australian Planning Commission (WAPC) that it has no objection to the proposed subdivision of Lot 49 Robartson Road, Nangeenan (WAPC Application No: 200671) resulting in the creation of two new Lots, proposed Lot 1 (4.53ha) and proposed Lot 2 (96.68ha).

Background

An application for subdivision of land located approximately 5 kilometres southwest of the Merredin townsite, has been lodged with the WAPC for approval. The WAPC is seeking comments from Council prior to issuing a determination on the application.

The proposed subdivision will divide existing Lot 49 Robartson Road, Nangeenan into 2 new Lots. Lot 1 (4.53ha) which will contain all existing buildings and structures (homestead Lot) and Lot 2 (96.68ha) which will contain the balance of the rural land.

Comment

The land in question is zoned General Farming (Rural) in the Shire of Merredin Local Planning Scheme No 6 (the Scheme). All existing buildings incorporating the farmhouses and sheds will be located on the proposed Lot 1. There are currently no buildings located on the proposed Lot 2.

The WAPC Development Control Policy 3.4 – Subdivision of Rural Land, as well as provisions of the Scheme highlight the need to maintain the viability and rural character of the land in question.

With respect to the creation of a homestead Lot, Development Control Policy 3.4 – Subdivision of Rural Land, states as follows;

The creation of homestead lots is intended to allow primary producers to continue to occupy their dwelling when they cease to farm, and provide settlement opportunities in areas where land fragmentation is limited and unlikely to increase. Homestead lots are to be created in a manner that is consistent with the rural character of the landscape of a locality. Homestead lots may be facilitated through boundary rationalisation or the creation of a new lot"

Homestead lots may therefore be created to enable an approved existing house on a rural lot to continue to be occupied provided that;

- a) The land is in the DC 3.4 Homestead lot policy area;*
- b) The homestead lot has an area between one and four hectares, or up to 20 hectares to respond to the landform and include features such as existing outbuildings, services or water courses;*
- c) There is an adequate water supply for domestic land management and fire management purposes;*
- d) The dwelling is connected to a reticulated electricity supply or an acceptable alternative demonstrated;*
- e) The homestead lot has access to a constructed public road;*
- f) The homestead lot contains an existing residence that can achieve an appropriate buffer from adjoining rural land uses;*
- g) a homestead lot has not been excised from the farm in the past;*
- h) the balance lot is suitable for the continuation of the rural land use, and generally consistent with the prevailing lot sizes, where it can be shown that this is consistent with the current farming practices at the property; and*
- i) the dwelling on a homestead lot must be of a habitable standard and may be required to be certified as habitable by the local government.*

Normally, given the Lot sizes in question, their location and existing infrastructure on the Lots, the proposed subdivision would meet the required criteria in that the viability of the rural land is not jeopardised. In this case there are additional considerations relating to the recent placement of grouped dwelling onto Lot 49 Robartson Road, Nangeenan.

Statutory Planning Considerations

Lot 49 (No 549) Robartson Road, Nangeenan is zoned 'General Farming' under the Scheme.

Until fairly recently the placement of a second (grouped) dwelling on a single lot in a general farming zoned area was not permitted under the Scheme.

This changed with the gazettal of Amendment No. 4 to the Scheme which occurred on 6 April 2018, and which had the following effect:

Modified Table One – Zoning Table by deleting the 'X' against 'grouped dwelling' in a General farming zone and inserting a 'D¹', and adding a footnote to Table as follows;

¹ Subject to clause 4.13'.

Clause 4.13- deleted paragraph 2 and replaced it with the following-

- a) the total number of dwellings on the lot will not exceed three(3) dwellings;*

- b) the additional dwelling complies with the setback requirements not less than those specified for the residential Design Code R2;*
- c) the lot has an area of not less than 40 hectares;*
- d) it can be demonstrated that the additional dwelling is for workers or family members employed for primary production activities on the lot;*
- e) adequate provision of potable water for, and disposal of sewerage from, the additional dwelling can be demonstrated;*
- f) the additional dwelling will not adversely detract from the rural character and amenity of the area or conflict with primary production on the subject lot or adjoining land;*
- g) access to the existing road network is to be provided for any additional dwelling and shared with any existing dwelling where practicable;*
- h) the existence of more than one dwelling on a lot in the 'General Farming' zone shall not be considered by itself to be sufficient grounds for subdivision.*

In April 2023, the Shire of Merredin (the Shire) received an application for development approval for a transportable dwelling to be located on Lot 49 Robartson Road, Nangeenan. As this was the second dwelling on the Lot, the Shire considered the application in line with provisions of the Scheme and resolved the following at the April Ordinary Council Meeting held 18 April 2023 (CMRef 83137):

That Council:

- 1. GRANTS development (planning) approval for a second (grouped) dwelling on Lot 49 (No 549) Robartson Road, Nangeenan as outlined in attachment 12.1A, subject to;*
 - 1. The ongoing use of the dwelling being limited to workers or family members who will be engaged in the operation of the farm for primary production purposes;*
 - 2. Provision of potable water to the dwelling via mains water supply or suitable onsite rainwater tank storage; and*
 - 3. The connection of the dwelling to an onsite effluent disposal system in accordance with requirements of the Health (Miscellaneous Provisions) Act 1911; and*
- 2. ADVISES the applicant that;*
 - a) The granting of planning approval does not constitute a building permit and that an application for a building permit must be submitted to the Shire of Merredin and be approved before any building work can commence on site.*
 - b) An application for an on-site effluent disposal system must be submitted to the Shire of Merredin and be approved before any work on the installation of the effluent disposal system can commence on site.*

Subsequently the Shire received applications and issued the required building and health approvals for the placement of the transportable dwelling onsite and the installation of the septic system.

The transportable dwelling has now been placed onsite and the septic system installed in accordance with Shire approvals.

The current application for subdivision which will result in the creation of the two proposed new Lots, and specifically proposed Lot 1 (4.53ha) which will contain the 2 grouped dwellings is contrary to Clause 4.13 c of the Scheme, which states that:

In the 'General Farming' zone, the erection of more than one (1) single house per lot will generally not be supported. The local government may, at its discretion, approve the erection of one (1) additional dwelling on a rural lot, provided that;

c) the lot has an area of not less than 40 hectares;

There is a further complication arising from the existing development approval and specifically the condition stipulated therein that:

The ongoing use of the dwelling being limited to workers or family members who will be engaged in the operation of the farm for primary production purposes

The creation of the new Lots will allow for the sale of the remaining portion of the original Lot 49 Robartson Road, Nangeenan, proposed Lot 2 (96.68ha) to another party.

Council Discretion

Clause 4.5 of the Scheme specifically allows for discretion by Council, which states as follows:

4.5 VARIATIONS TO SITE AND DEVELOPMENT STANDARDS AND REQUIREMENTS

4.5.1 Except for development in respect of which the Residential Design Codes apply, if a development is the subject of an application for development approval and does not comply with a standard or requirement prescribed under the Scheme, the local government may, despite the non-compliance, approve the application unconditionally or subject to such conditions as the local government thinks fit.

4.5.2 In considering an application for development approval under this clause, where, in the opinion of the local government, the variation is likely to affect any owners or occupiers in the general locality or adjoining the site which is the subject of consideration for the variation, the local government is to —

a) consult the affected parties by following one or more of the provisions for advertising uses under clause 64 of the deemed provisions; and

b) have regard to any expressed views prior to making its determination to grant the variation.

4.5.3 The power conferred by this clause may only be exercised if the local government is satisfied that —

a) approval of the proposed development would be appropriate having regard to the criteria set out in clause 67 of the deemed provisions; and

b) the non-compliance will not have an adverse effect upon the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality

The property in question is not subject to R Code provisions (except the R2 setback provisions). In this case, the matter being considered by Council is as a result of a subdivision application referral process and is not in response to an application for development approval that has been lodged by an applicant with Council.

Whilst the above Clause of the Scheme does not strictly apply in this case, it does show that Council in principle does possess the ability to vary Scheme requirements with respect to development on a case-by-case basis.

Council prior to responding to the WAPC should be aware of setting precedents that could be used by other proponents with respect to future development.

This concern should be weighed against the potential impacts of Council's decision not to support the application for subdivision on the applicant, the current housing crisis being experienced in the wheatbelt generally, and the Shire's role in trying to arrest the movement of community members away from Merredin to other areas.

With respect to an application for subdivision, the WAPC is the deciding authority and is guided in its decision by Development Control Policy 3.4 – Subdivision of Rural Land.

The Shire's Executive Manager of Development Services (EMDS) has discussed this matter with the Director of the Regional South Planning Team as well as the Case Officer, who has provided the following response:

Thank you for your time this morning. Following on from our conversation, I have discussed further with the team and provide the following advice.

The general consensus is that the proposal generally meets the provisions of clause 6.6 of DC 3.4 for the creation of homestead lots. Given the location of the second dwelling on the lot, it is evident that the occupants are utilising it to support the existing farming activities that are occurring within the balance lot. The applicant, surveyor Duncan Wilson has also confirmed that the second dwelling is being occupied by persons whom are currently involved in the farming of the balance lot, consistent with the objectives of clause 4.13 of the Shire of Merredin Local Planning Scheme No.6 (Scheme).

As a result of the proposed homestead, it is noted that the two existing dwellings will not be located on a lot greater than 40ha however, the purpose of the additional dwelling remains unchanged and therefore in this sense is consistent with the overarching objectives of the General Farming zone, and with the provisions for grouped dwellings under clause 4.13 of the Scheme.

It should also be noted that clause 6.6 of DC 3.4 allows the WAPC (as one-off applications) to consider the creation of multiple homestead lots where there are a number of existing approved dwellings on a rural lot. As the two existing dwellings are to be located within the proposed homestead lot, this will reduce fragmentation of rural land and result in a better planning outcome creating one additional homestead lot, instead of two. Homestead lots can only be created once at a specific location, and as such the creation of further homestead lots, at this location in the future will not be supported.

As this is a somewhat unique situation it is unlikely that precedent will be established. However, as grouped dwellings are discretionary land uses, the Shire has the ability to scrutinize future applications for grouped dwellings more closely and apply appropriate conditions where necessary.

Bush Fire Management

The DFES website which identifies bush fire prone areas reveals that the proposed Lot 1 which contains all the structures is not located within a bush fire prone area, with a small portion of proposed Lot 2, currently vacant and used for cropping purposes falling within the bushfire prone area.

Road Access

Lot 49 Robartson Road, Nangeenan, currently has road access from Robartson Road. Following the proposed subdivision, both Lots 1 and 2 will have potential road access from Robartson Road.

Policy Implications

Compliance with WAPC Development Control Policy 3.4 – Subdivision of Rural Land

Statutory Implications

Compliance with the *Planning and Development Act 2005*.

Compliance with the Shire of Merredin Local Planning Scheme No.6

Strategic Implications

Ø Strategic Community Plan

Theme:	5. Places and Spaces
Service Area Objective:	5.4 Town Planning & Building Control 5.4.2 The Shire has current local planning scheme and associated strategy which is flexible and able to suitably guide future residential and industrial growth
Priorities and Strategies for Change:	Nil

Ø Corporate Business Plan

Theme:	5. Places and Spaces
Priorities:	Nil
Objectives:	5.4 Town Planning & Building Control The Shire has a current local planning scheme and associated strategy which is flexible and able to suitably guide future residential and industrial growth.

Sustainability Implications

Ø Strategic Resource Plan

Nil

Risk Implications

Subdivisional processes are statute-based requirements subject to approval of the WAPC with comments from various stakeholders including the relevant local government authority. In this case the risk is associated with the Shire not opposing the proposed subdivision are considered low (3) based on the likelihood (1) and consequence (3) of adverse events associated with the proposed subdivision taking place.

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr O'Neill

Seconded: Cr McKenzie

83451

That Council ADVISES the Western Australian Planning Commission (WAPC) that it has no objection to the proposed subdivision of Lot 49 Robartson Road, Nangeenan (WAPC Application No: 200671) resulting in the creation of two new Lots, proposed Lot 1 (4.53ha) and proposed Lot 2 (96.68ha) Robartson Road, Nangeenan, as identified in Attachment 12.2A, subject to;

1. the proposed boundaries not encroaching upon any existing structures or onsite effluent disposal facilities; and
2. all new Lots being connected to a constructed road via crossovers to the satisfaction of the Shire of Merredin.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

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Our Ref : 200671
 Previous Ref :
 Your Ref : Lot 49 Robartson Rd, Nangeenan
 Enquiries : Rowena O'Brien (6551 9358)

19 August 2024

Application No: 200671 - Lot 49 Robartson Rd, Nangeenan

The Western Australian Planning Commission has received an application for planning approval as detailed below. Plans and documentation relating to the proposal are attached. The Commission intends to determine this application within 90 days from the date of lodgement.

Please provide any information, comment or recommended conditions pertinent to this application by 30 September 2024 being 42 days from the date of this letter. The Commission will not determine the application until the expiry of this time unless all responses have been received from referral agencies. If your response cannot be provided within that period, please provide an interim reply advising of the reasons for the delay and the date by which a completed response will be made or if you have no comments to offer.

Referral agencies are to use the Model Subdivision Conditions Schedule (1 January 2024) in providing a recommendation to the Commission. Non-standard conditions are discouraged, however, if a non-standard condition is recommended additional information will need to be provided to justify the condition. The condition will need to be assessed for consistency against the validity test for conditions. A copy of the Model Subdivision Conditions Schedule can be accessed: <http://www.dplh.wa.gov.au>

Please send responses via Planning Online Portal here:
<https://planningonline.dplh.wa.gov.au/>.

This proposal has also been referred to the following organisations for their comments:
DBCA - Wheatbelt, Merredin, Shire of, Water Corporation, Public Transport Authority, Western Power, DWER - Swan Region and LG Merredin, Shire of.

Yours faithfully

A black rectangular box redacting the signature of Ms Sam Boucher.

Ms Sam Boucher
 WAPC Secretary

APPLICATION DETAILS

Application Type	Subdivision	Application No	200671
Applicant(s)	Wilson and Mackay Licensed Surveyors		
Owner(s)			

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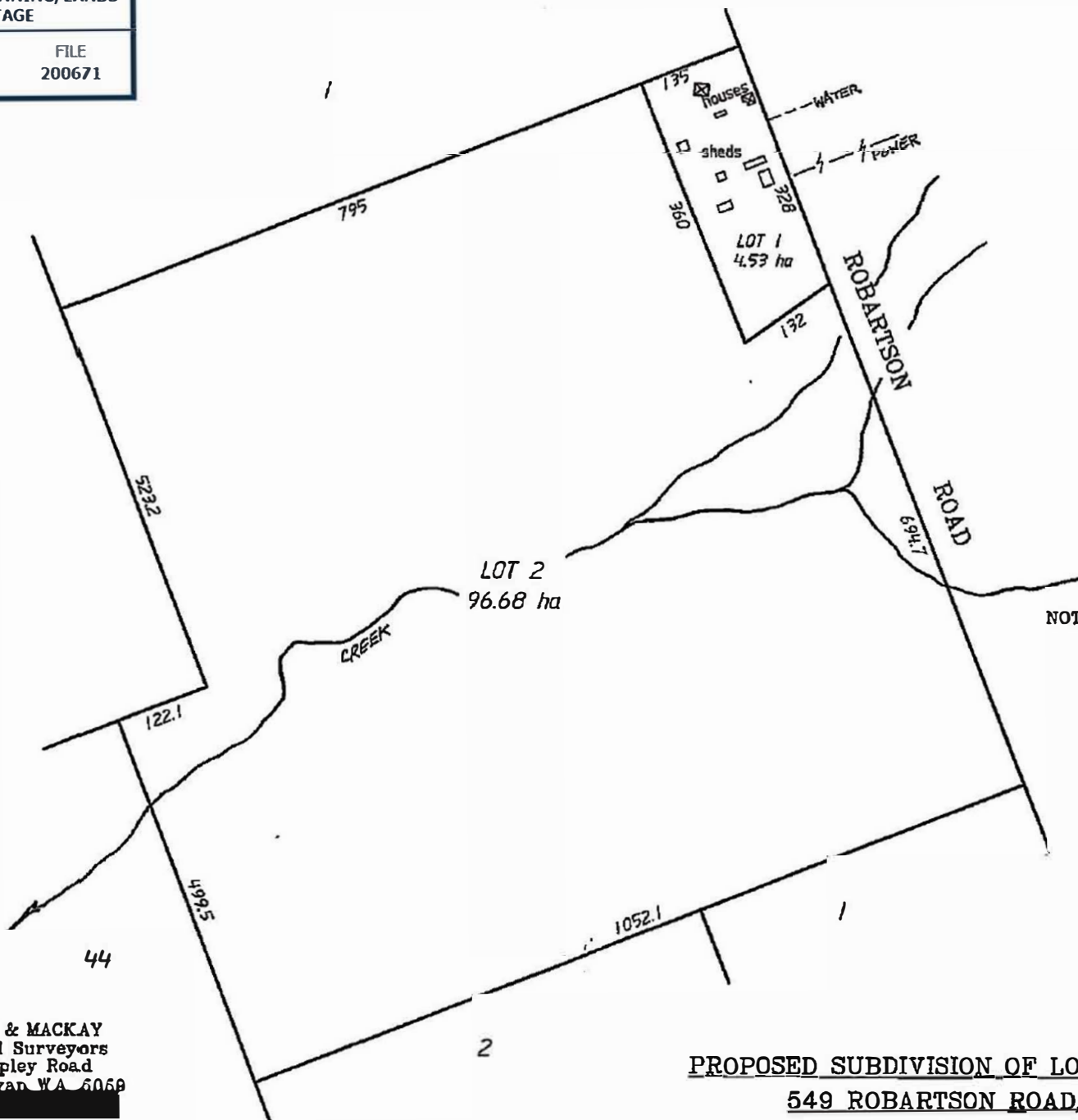
Locality	Lot 49 Robartson Rd, Nangeenan		
Lot No(s).	11281, 11281, 8918, 49, 2	Purpose	Subdivision
Location	, , , Robartson Road, Nangeenan,	Local Gov. Zoning	GENERAL FARMING, RAILWAY
Volume/Folio No.	1187/823, 1187/823, 1187/823, 1187/823, 1187/823	Local Government	Merredin, Shire of
Plan/Diagram No.	130558, 130558, 123818, 224842, 20198	Tax Sheet	
Centroid Coordinates			
Other Factors	BUSHFIRE PRONE AREA, HYDROGRAPHY (), REMNANT VEGETATION (NLWRA), PTA RAILWAY N/A		

DEPARTMENT OF PLANNING, LANDS
AND HERITAGE

DATE
16-Aug-2024

FILE
200671

31

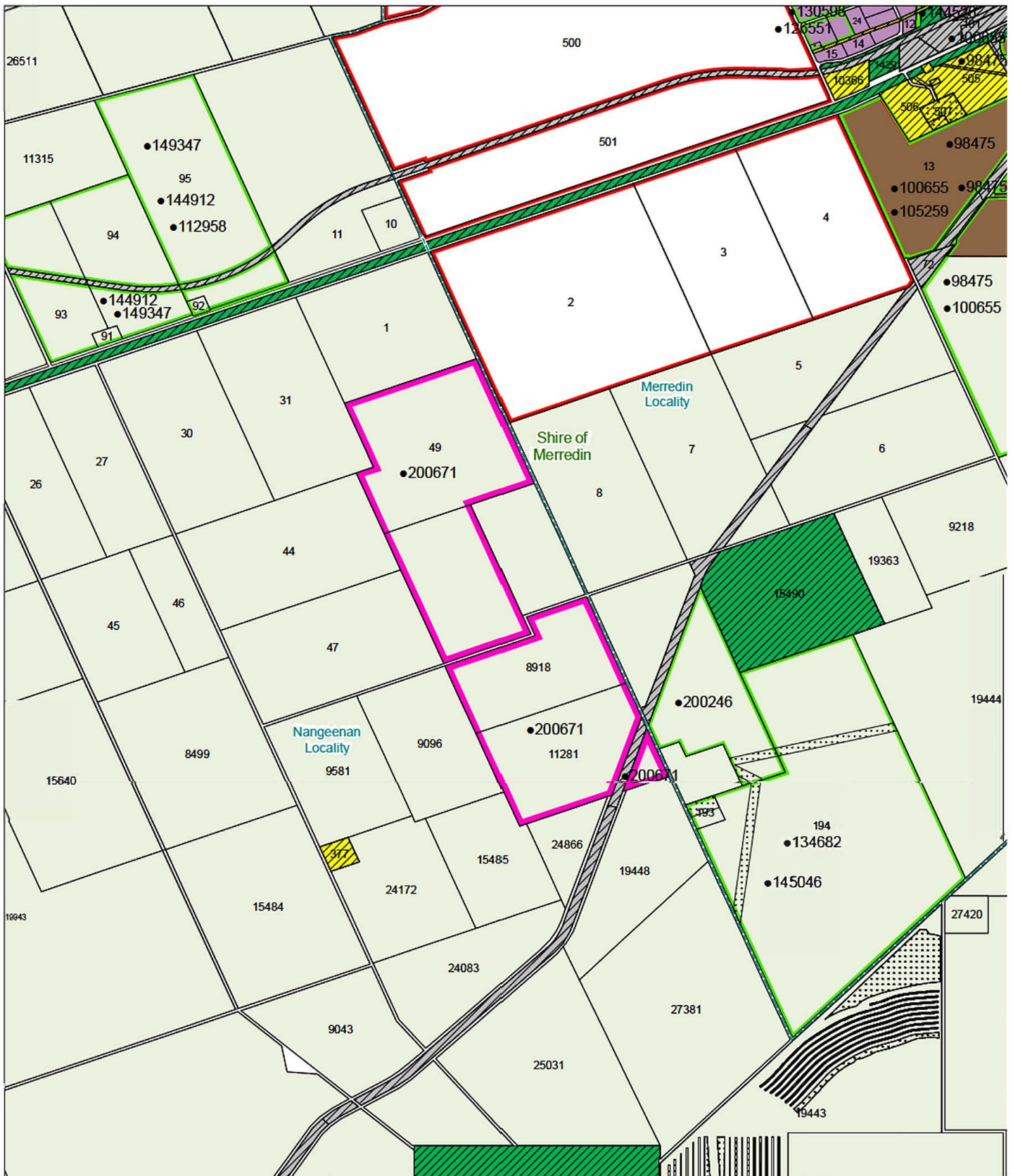


scale 1:8000
@ A4

- NOTES: 1. 1 Existing lot.
2. 2 proposed lots.
3. Total area = 101.218 ha.
4. All buildings to be retained.
5. All dimensions subject to final survey.
6. Level ground. Reduced level approx. 288 AHD.

WILSON & MACKAY
Licensed Surveyors
116 Copley Road
Upper Swan WA 6069
mob [REDACTED]

PROPOSED SUBDIVISION OF LOT 49 ON D.P. 224842
549 ROBERTSON ROAD, NANGEENAN



Location Plan for: Subdivision Application

This data is to be used only for the processing of a
Subdivision Application

Application Number: **200671**

Decision: **Outstanding**

Printed: **16/08/2024**



Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA

Base information supplied by
Western Australian Land Information Authority SLIP 1447-2023-1

Application Status

- Approved
- Refused
- Outstanding

Existing LPS Zones and Reserves

- General farming
- General industry
- Parks and recreation
- Public purposes
- Railway
- Rural residential
- Special use

Easements and Referrals

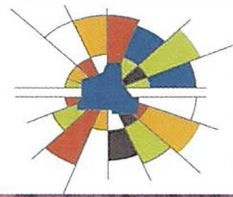
- Easements

Region Scheme Reserves

Localities & Local Government Boundaries

- Local government boundary
- Locality





SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT



Form 1A - Preliminary approval application

DATE
16-Aug-2024

FILE
200671

Lodgement ID	2024-04067		
Date submitted	13/08/2024		
Submitted by	Lee Maclean		
Your reference	Lot 49 Robartson Rd, Nangeenan		
Location of subject property	Lot 49 Robartson Rd, Nangeenan		
Existing tenure	Freehold (Green Title)	Application type	Subdivision
Proposed tenure	Freehold (Green Title)		

Applicants

Applicant (1)

Is person the primary applicant?	Yes		
Is the applicant an organisation/company?	Yes	Is the applicant a landowner?	No
Organisation/company	Wilson and Mackay Licensed Surveyors	ACN/ABN	48900874696
Name	Duncan Wilson	Position	Director
Email	[REDACTED]		
Phone number	[REDACTED]	Additional phone no.	N/A
Address	[REDACTED]	Additional phone no. type	N/A
	Upper Swan 6069 Australia		

Certificate of Title details

Certificate of Title (1)

Volume	1187	Folio	823
Plan number	224842	Lot number	49
Part lot?	No	Location	Robartson Road, Nangeenan
Reserve number	N/A		
Address	549 Robartson Road, Nangeenan Nangeenan	Nearest road intersection	N/A

Landowners

Have all registered proprietors (landowners) listed on the Certificate/s of Title provided consent?	Yes
Are any of the landowner's names different from that shown on the certificate of title?	Yes

Landowner (1)

Is the landowner an organisation/company?	No	Landowner type	Registered proprietor
Organisation/company	N/A	ACN/ABN	N/A

Name	██████████	Position	N/A
Email	████████████████████		
Phone number	N/A		
Address	██████████		
	Merredin 6415 Australia		
Consent to apply:			
Has this landowner provided consent to apply?		Yes	
Date of consent document	02/08/2024		

Additional consent to apply

Consent to apply checklist

Current copies of all records of title are attached	Yes
All registered proprietors (landowners) listed on the certificate/s of title have signed the application or an attached letter of consent. This includes landowners specified on a certificate of title for a leasehold lot	No
Consent to apply is given on behalf of landowners or tier 1 corporation	Yes
The application is by or on behalf of a prospective purchaser/s under contract of sale or offer and acceptance	No
Consent to apply is given by or on behalf of joint tenant survivors	No
Consent to apply is given by or on behalf of an executor of a deceased estate	No
This application includes land that is owned by or vested in or held by management order by a government agency or local government	No
This application includes Crown land	No

Summary of the Proposal

Existing tenure	Freehold (Green Title)	Application type	Subdivision
Proposed tenure	Freehold (Green Title)		
Local government where the subject land is located	Merredin, Shire of		
Additional local government/s where the subject land is located	N/A		
Have you submitted a related application?	No		
Lodgement ID of related application	N/A		
How is the application related?	N/A		
Land use and lots			
Current land use	Rural		
Total number of current lot/s subject of this application	1	Number of proposed lot/s	2

Proposed use/development:

Proposed zone (1)	Rural	Zone lot size	2 HA - 5 HA
		Number of zone lots	1
Proposed zone (2)	Rural	Zone lot size	Over 25 HA
		Number of zone lots	1

Reserved lots:			
Reserve lot type (N/A)	N/A	Number of reserve lots	N/A

Dwellings, outbuildings and structures			
Does the subject lot/s contain existing dwellings, outbuildings and/or structures?		Yes	
Dwellings:			
Number of dwellings	2	Specify details	All to be retained
Details of partially retained/ removed dwellings	N/A		
Outbuildings:			
Number of outbuildings	6	Specify details	All to be retained
Details of partially retained/ removed outbuildings	N/A		
Other development:			
Specify details	N/A		
Amendment			
Type 1 (a) Addition of land from outside the parcel of a strata titles scheme to common property in the scheme (but not including temporary common property)		No	
Type 1 (b) Conversion of a lot in a strata titles scheme to common property in the scheme		No	
Type 2 Removal from the parcel of a strata titles scheme of land comprised of common property		No	
Type 3 Consolidation of 2 or more lots in a strata titles scheme into 1 lot in the scheme (not affecting common property in the scheme)		No	
Type 4 Subdivision that does not involve the alteration of the boundaries of the parcel and is not a type 1, type 2 or type 3 subdivision		No	
Termination			
Strata company resolution in support of the termination proposal is available?		No	
Has an outline termination proposal been prepared?		No	
Survey-Strata or Leasehold (Survey-Strata)			
Is common property proposed?		No	
Does the plan of subdivision show the indicative internal sewer and water connections to each lot?		No	
Proposed leasehold scheme term		N/A	
Is an option for postponement of the leasehold expiry scheme proposed?		No	
What is the proposed postponement timeframe?		N/A	
Strata or Leasehold (Strata)			
Is common property proposed?		No	
Does this application relate to an approved development application?		No	
Development application approval date/s	N/A	Development application reference number/s	N/A
Does this application relate to an approved building permit?		No	
Building permit issue date/s	N/A	Building permit reference number/s	N/A
Is it proposed to create a vacant strata lot by registration of the plan?		No	
Number of vacant strata lot/s	N/A		
Details of restrictions to be placed on any lots on the plan	N/A		

Leasehold scheme proposed timeframe	N/A
Is an option for postponement of the leasehold expiry scheme proposed?	No
Proposed postponement timeframe	N/A

Subdivision details	
Transport impacts	
Are there 10 - 100 vehicle trips in the subdivision's peak hour?	No
Are there more than 100 vehicle trips in the subdivision's peak hour?	No
Access to/from, right-of-way or private road	
Access is to be provided from an existing right of way or private road?	No
Road and rail noise	
Is the proposal within the trigger distance of a strategic transport route as defined by State Planning Policy 5.4?	No
Contaminated sites	
Has the land ever been used for potentially contaminating activity?	No
Does the land contain any site or sites that have been classified under the Contaminated Sites Act 2003?	No
Does the land contain any site or sites that have been reported or are required to be reported under the Contaminated Sites Act 2003?	No
Information requirements liveable neighbourhoods	
Is this application to be assessed under the Liveable Neighbourhoods policy?	No
Acid sulfate soils	
Is the land located in an area where site characteristics or local knowledge lead you to form the view that there is a significant risk of disturbing acid sulfate soils at this location?	No
Bushfire prone areas	
Is all, or a section of the subdivision in a designated bushfire prone area?	No
Has a Bushfire Attack Level (BAL) Contour Map been prepared?	No
Does the BAL Contour Map indicate areas of the subject site as BAL-12.5 or above?	No
Has a Bushfire Management Plan (BMP) been prepared?	No
On-site sewerage disposal	
Is on-site sewage disposal proposed?	No
Is it proposed to create lots of 4ha or smaller?	No
Has a site and soil evaluation been provided?	No

Final Checklist	
Subdivision plans are based on an accurate and up-to-date feature survey that includes existing ground levels relative to AHD or topography of the subject lot/s. A feature survey is not required for amalgamation approval	Yes
Relevant copies of the subdivision plans and supporting documentation or accompanying information are attached	Yes
The subdivision plan is capable of being reproduced in black and white format	Yes
The subdivision plan is drawn to a standard scale (ie 1:100, 1:200, 1:500, 1:1000) at A3 or A4	Yes
All dimensions on the subdivision plan are in metric standard	Yes
The north point is shown clearly on the subdivision plan	Yes
The subdivision plan shows all lots or the whole strata or community titles (land) scheme plan (whichever is applicable)	Yes
The subdivision plan shows all existing and proposed lot boundaries	Yes
The subdivision plan shows all existing and proposed lot dimensions (including lot areas)	Yes
The subdivision plan shows the lot numbers and boundaries of all adjoining lots	Yes

Is a battleaxe lot/s proposed?	No
The subdivision plan shows the width and length of the access leg, the area of the access leg and the total area of the lot	No
The subdivision plan shows the name/s of existing road/s	Yes
Is a new road/s proposed to be created?	No
The subdivision plan shows the width of proposed road/s	No
Is the land vacant?	No
The subdivision plan shows all buildings and/or improvements, including driveways and crossovers (including setbacks) which are to be retained, or removed	No
Does the land contain features such as watercourses, wetlands, significant vegetation, flood plains and dams?	Yes
The subdivision plan shows features such as watercourses, wetlands, significant vegetation, flood plains and dams?	No
The subdivision plan shows all electrical, sewer and water infrastructure. For on-site sewage disposal, the indicative disposal areas for wastewater distribution are to be shown	No
Additional information required in the case of applications for residential infill subdivision within existing residential zoned areas	No

Estimated Fee & Payment Details

Estimated fee payable			
Number of proposed lots	2	Number of reserved lots	0
Payer details			
Would you like to nominate that the invoice is sent to another party for payment?			No
Payer name	Duncan Wilson	Organisation/company	Wilson and Mackay Licensed Surveyors
Phone number		Email	
Postal address		City/Town/Suburb	Upper Swan
Postcode	6069		
Submit application			
Are the payer's details correct?			Yes
Have you checked the Summary of the Proposal and acknowledged all items?			Yes

Attachments

Document type	Document
Certificate of Title	Title.pdf
Export PDF - Lodged application	20240813 2024-04067 549 Robertson Road, Nangeenan, Nangeenan - Form 1A.pdf
Export PDF - Lodged application	20240814 2024-04067 549 Robertson Road, Nangeenan, Nangeenan - Form 1A.pdf
Landowners Consent	Consent - Form 1A signed.pdf
Other (please specify)	Form 1A Signed.pdf
Subdivision plan	sub proposal 2.pdf
Tax Invoice	Tax Invoice - INV0002129 - 20240814.pdf
Tax Invoice - Receipt	Tax Invoice Receipt - INV0002129 - 20240816.pdf
Transfer of land certificate	Title.pdf

WAPC contact information

Infoline	1800 626 477	Planning Online	https://planningonline.dplh.wa.gov.au
Web address	www.dplh.wa.gov.au	Email	corporate@wapc.wa.gov.au

OFFICIAL

Perth	Albany	Bunbury	Mandurah
140 William Street Perth, 6000 Locked Bag 2506 Perth, 6001 (08) 6551 9000	178 Stirling Terrace PO Box 1108 Albany 6331 (08) 9892 7333	Sixth Floor Bunbury Tower 61 Victoria Street Bunbury 6230 (08) 9791 0577	Level 1 - Suite 94 16 Dolphin Drive Mandurah 6210 (08) 9586 4680

Peter Zenni

From: Rowena O'Brien <Rowena.O'Brien@dplh.wa.gov.au>
Sent: Monday, 2 September 2024 10:59 AM
To: Peter Zenni
Cc: Nick Welch; David Stapleton
Subject: WAPC ref: 200671 - Lot 49 Robartson Road Nangeenan

OFFICIAL

Hi Peter,

Thank you for your time this morning. Following on from our conversation, I have discussed further with the team and provide the following advice.

The general consensus is that the proposal generally meets the provisions of clause 6.6 of DC 3.4 for the creation of homestead lots. Given the location of the second dwelling on the lot, it is evident that the occupants are utilising it to support the existing farming activities that are occurring within the balance lot. The applicant, surveyor Duncan Wilson has also confirmed that the second dwelling is being occupied by persons whom are currently involved in the farming of the balance lot, consistent with the objectives of clause 4.13 of the Shire of Merredin Local Planning Scheme No.6 (Scheme).

As a result of the proposed homestead, it is noted that the two existing dwellings will not be located on a lot greater than 40ha however, the purpose of the additional dwelling remains unchanged and therefore in this sense is consistent with the overarching objectives of the General Farming zone, and with the provisions for grouped dwellings under clause 4.13 of the Scheme.

It should also be noted that clause 6.6 of DC 3.4 allows the WAPC (as one-off applications) to consider the creation of multiple homestead lots where there are a number of existing approved dwellings on a rural lot. As the two existing dwellings are to be located within the proposed homestead lot, this will reduce fragmentation of rural land and result in a better planning outcome creating one additional homestead lot, instead of two. Homestead lots can only be created once at a specific location, and as such the creation of further homestead lots, at this location in the future will not be supported.

As this is a somewhat unique situation it is unlikely that precedent will be established. However, as grouped dwellings are discretionary land uses, the Shire has the ability to scrutinize future applications for grouped dwellings more closely and apply appropriate conditions where necessary.

I trust the above assists. Please contact me should you wish to discuss further.

Kind regards,
Rowena

Rowena O'Brien
Senior Planning Officer | Land Use Planning
Department of Planning, Lands and Heritage
140 William Street, Perth WA 6000
wa.gov.au/dplh | 6551 9358 |



Department of Planning,
Lands and Heritage




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13. Officer's Reports – Engineering Services

13.1 Date Palm Removal

Cr Billing declared a Proximity Interest in this Item and left the Chambers at 4:16pm.

<div>Engineering Services</div> <div>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</div>	
Responsible Officer:	Craig Watts CEO
Author:	As above
Legislation:	Local Government Act 1995
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 13.1A – Location Map

Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider the removal of the date palm located on the southern side of Barrack Street, Merredin (opposite IGA) listed on the current Shire of Merredin Municipal Heritage Inventory.

Background

The current Shire of Merredin Municipal Heritage Inventory lists a number of trees located within the Merredin town site. This includes several date palms located on Barrack and Mitchell Streets (LGA Reference Number 78/36).

Palm trees were commonly used in the Australian landscape to contrast with indigenous flora and signify a focus of activity such as a farmhouse or public park. The date palms located on Barrack and Mitchell Streets have therefore been deemed to have social and historical significance. A date palm located in this area has grown into power lines causing arcing and a small fire, with the tree subsequently trimmed to minimise the immediate risk.

Comment

As the existing date palms located near the current Central Wheatbelt Visitor Centre (CWVC) are listed within the Shire's Municipal Heritage Inventory, their protection is encouraged through the Shire's current Town Planning Scheme. However, it is within Council's power to allow the removal of any or all of the trees should it be deemed the best interest of the community.

The date palm located opposite the IGA supermarket is located adjacent to power lines and has been trimmed to ensure the fronds do not impact on the transmission lines. Prior to trimming, this tree had impacted on the power lines leading to a small fire caused by electrical arcing. Concerns have been raised in relation to the severity of the trimming works, and the continued risk it presents when the fronds again grow to make contact with power lines, presenting a danger to the public.

The date palm will require further works to maintain the safe, uninterrupted operation of the power network. To ensure that power utility services are uninterrupted, and to ensure that the tree does not become a danger to the public, removal of the tree is sought.

To expedite any necessary works to maintain public safety and infrastructure, authorisation to remove the tree from the municipal heritage inventory and lop the tree is sought. Prior to its removal, the date palm would be photographically documented which is in line with the recommendations of the Municipal Inventory.

It should be noted that the date palms on Barrack Street are not listed on the State Register of Heritage Places and have not been included in the new Draft Shire of Merredin Local Heritage Survey 2022, which was adopted by Council in draft pending consultation, at the June 2022 Ordinary Council Meeting CMRef 82928. Additionally, as the date palm is not native, a clearing permit is not required the removal.

The Administration recommends that Council authorise the photographic documentation and removal of the identified date palm located within Barrack Street, identified with Attachment 13.1A – Location Map.

Policy Implications

Nil

Statutory Implications

Nil. As the date palm is not listed on the State Register of Heritage Places and their removal does not require a clearing permit under the *Environmental Protection Act 1986*.

Strategic Implications

Ø Strategic Community Plan

Theme:	5. Places and Spaces
Service Area Objective:	5.1 Streetscapes 5.1.1 The Merredin CBD has been significantly upgraded and is well maintained and representative of the regional status that it holds
Priorities and Strategies for Change:	Nil

Ø Corporate Business Plan

Theme:	5. Places and Spaces
Priorities:	Nil
Objectives	5.1 Streetscapes

5.1.1 The Merredin CBD has been significantly upgraded and is well maintained and representative of the regional status that it holds

Sustainability Implications

Ø Strategic Resource Plan

Nil

Risk Implications

Items listed in the Municipal Heritage Inventory are subject to Council review. If endorsed by Council the removal of one date palm does not present any compliance risks.

There is a reputational risk associated with this item as its growth will continue to affect power lines and present a fire risk. The risk rating is considered to be moderate (8) which is determined by a likelihood of possible (4) and a consequence of minor (2).

This risk will be eliminated by the adoption of the Officer's Recommendation.

Financial Implications

The removal of the one date palm will be completed as part of the operational maintenance within the Merredin town centre.

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Simmonds

Seconded: Cr McKenzie

That Council

83452

1. AUTHORISE the removal of one date palm located at Lot 1503 (45) Barrack Street (opposite IGA Supermarket), as identified within Attachment 13.1A – Location Map; and
2. NOTES photographic documentation of the date palm may occur prior to removal in line with the recommendation of the Shire of Merredin Municipal Heritage Inventory.

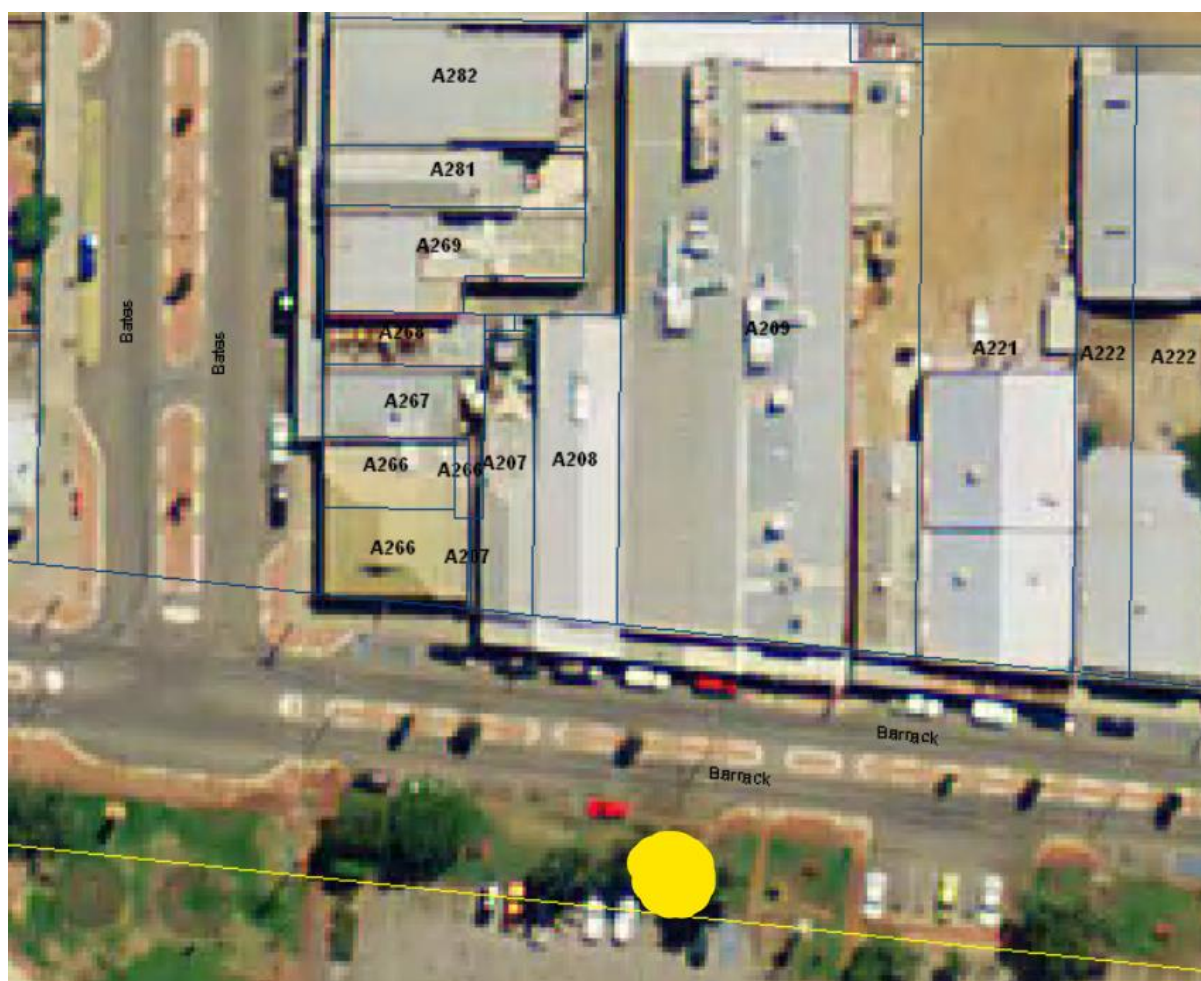
CARRIED 6/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil


Cr Billing returned to the Chambers at 4:17pm.

Location map of date palm opposite IGA – Approximate location shown in yellow



14. Officer's Reports – Corporate and Community Services

14.1 List of Accounts Paid – August 2024

<div>Corporate Services</div> <div>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</div>	
Responsible Officer:	Leah Boehme, EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.1A - Payments Listing August 2024

Purpose of Report

☐

Executive Decision

☒

Legislative Requirement

For Council to receive the schedule of accounts paid for the month of August 2024.

Background

The attached list of accounts paid during the month of August 2024, under Delegated Authority, is provided for Council's information and endorsement.

Comment

Nil

Policy Implications

Nil

Statutory Implications

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

Strategic Implications

Ø Strategic Community Plan

Theme:	4. Communication and Leadership
Service Area 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

Ø Corporate Business Plan

Theme:	4. Communication and Leadership
Priorities:	Nil
Objectives:	4.2 Decision Making

Sustainability Implications

Ø Strategic Resource Plan

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

Risk Implications

There is a compliance risk associated with this item as the Shire would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this Item was not presented to Council. The risk rating is considered to be low (4), which is determined by a likelihood of unlikely (2) and a consequence of minor (2). This risk will be eliminated by the adoption of the Officer's Recommendation.

Financial Implications

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

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr McKenzie

Seconded: Cr O'Neill

83453

That Council RECEIVE the schedule of accounts paid during August 2024 as listed, covering cheques, EFT's, directly debited payments and wages, as numbered and totaling \$2,513,152.97 from the Merredin Shire Council Municipal bank account and \$0 from the Merredin Shire Council Trust bank account.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

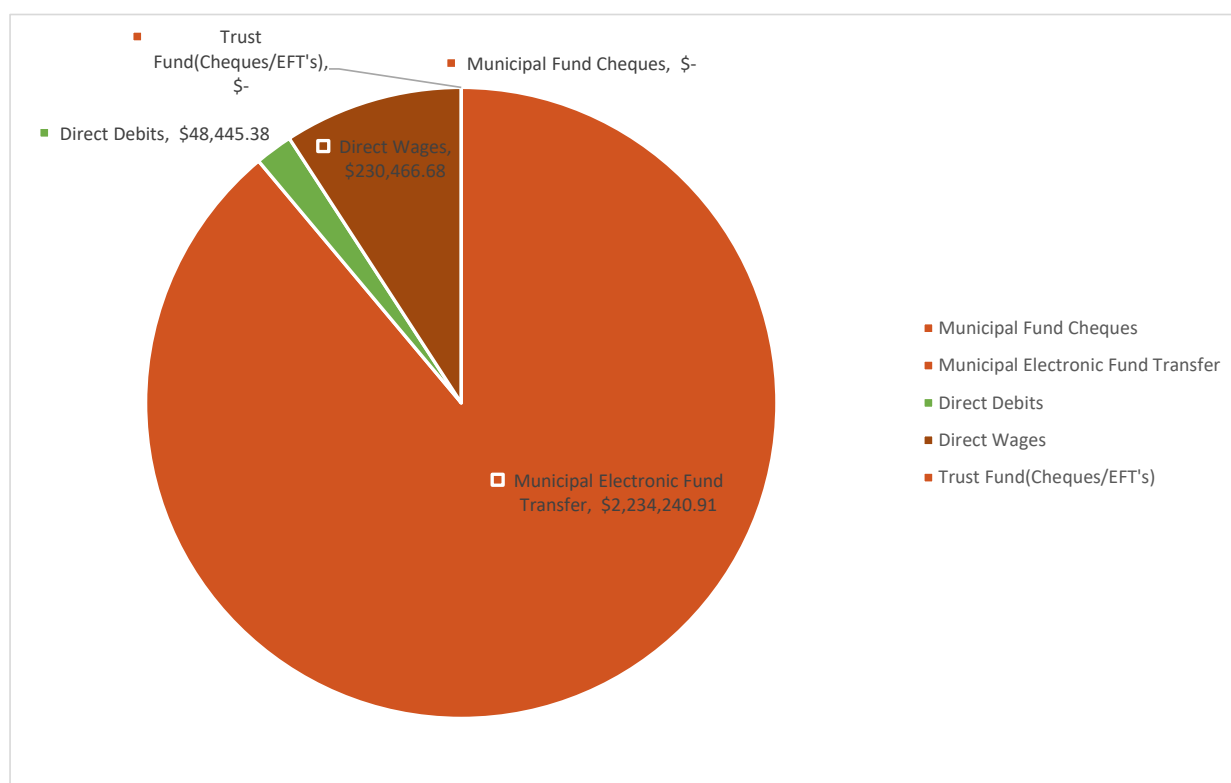


**SHIRE OF
MERREDIN**
INNOVATING THE WHEATBELT

SUMMARY OF PAYMENTS FOR THE PERIOD

1/8/2024 to 31/8/2024

Account	Cheque No's	Total
Municipal Fund Cheques	-	\$ -
Municipal Electronic Fund Transfer	EFT27708 - EFT27885	-\$ 2,234,240.91
Direct Debits	DD13548.1 - DD13577.1	-\$ 48,445.38
Direct Wages	PPE 24/7/2024 - 21/8/2024	-\$ 230,466.68
Trust Fund(Cheques/EFT's)	NIL	\$ -
TOTAL		-\$ 2,513,152.97



LIST OF ACCOUNTS PAID & SUBMITTED TO COMMITTEE AUGUST 2024

Municipal Cheque Payments				
Chq/EFT	Date	Name	Description	Amount
Cheque Payments Total				\$ -
Municipal Electronic Funds Transfer				
EFT27708	01/08/2024	AVON WASTE	Waste charges	-\$ 19,876.58
EFT27709	01/08/2024	AXFORD PLUMBING & GAS PTY LTD	CWVC Replaced flick mixer in staff toilets	-\$ 1,342.00
EFT27710	01/08/2024	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Catcher Upgrade	-\$ 13,113.98
EFT27711	01/08/2024	RON BATEMAN & CO	DRAWBAR PIN HATSB405 DRAWBAR PIN 7/8HATSB6410	-\$ 78.83
EFT27712	01/08/2024	BENS BUILDING & CARPENTRY	Unit 1 Cummings Kitchen: Re-seal silicone fixture joint around benchtop, patch and paint ceiling crack.	-\$ 4,560.00
EFT27713	01/08/2024	BOC LIMITED	Oxygen Acetylene & Dept gases	-\$ 106.71
EFT27714	01/08/2024	BUSINESS 4 ENVIRONMENT P/L (GTR PUBLISHING)	Last Post August WA feature half page Advert in collaboration with Merredin Military Museum and	-\$ 1,747.90
EFT27715	01/08/2024	CLAUDIA KRISTEN SHEPHERD	Financial assistance to represent WA at the 2024 Australian Country Championships in Goulburn NSW.	-\$ 2,500.00
EFT27716	01/08/2024	COPIER SUPPORT	CWVC Copier charges for period 20/02/2024 - 22/07/2024	-\$ 531.13
EFT27717	01/08/2024	Clubs WA Incorporated	Refundable bond - event cancelled	-\$ 500.00
EFT27718	01/08/2024	CENTRAL WHEATBELT EARTHMOVING	Landfill Rubbish Compaction	-\$ 6,006.00
EFT27719	01/08/2024	CORSIGN WA	6 grader ahead signs part number T1-4	-\$ 369.60
EFT27720	01/08/2024	COMBINED TYRES PTY LTD	4 new tyres - UTE - TOYOTA HILUX 4X4 WORKMATE	-\$ 2,596.00
EFT27721	01/08/2024	COCKIES AG	1 mobile trail camera	-\$ 534.98
EFT27722	01/08/2024	DUNNING'S DIRECT NORTHAM	Fuel small plant	-\$ 171.34
EFT27723	01/08/2024	DRAKEFORD'S BUILDING AND MAINTENANCE	Repair pool tiles that are broken or missing in the toddler pool at Merredin District Pool. Replacement tiles supplied	-\$ 2,475.00
EFT27724	01/08/2024	DANI'S DOMESTIC CLEANING SERVICE	Cleaning Unit 1 - Unit 5 Cummings Street	-\$ 260.00
EFT27725	01/08/2024	EASTWAY FOOD SUPPLY	Kitchen supplies - MRCLC	-\$ 2,246.00
EFT27726	01/08/2024	EASTERN HILLS CHAINSAWS &	SPEED FEED HEAD GENUINE 450	-\$ 801.00
EFT27727	01/08/2024	EMU EARTHWORKS MERREDIN	Culvert Cleaning - Nangeenan North Rd	-\$ 4,933.50
EFT27728	01/08/2024	ENDEAVOUR GROUP LTD - Woolworths	Alcohol supplies for Local Derby	-\$ 540.00
EFT27729	01/08/2024	EM LOUISE PHOTOGRAPHY	Drone Photography	-\$ 1,600.00
EFT27730	01/08/2024	FUEL DISTRIBUTORS OF WESTERN	6 cartoons of grease	-\$ 449.28
EFT27731	01/08/2024	GREAT EASTERN FREIGHTLINES	1 Pallet Ex Stanlee Hospitality 1 Pallet & 1 Pole Ex	-\$ 446.33

EFT27732	01/08/2024	MERREDIN GLAZING	Unit 5/1 Cummings: Replace broken bathroom glass window and flyscreen, replace front window flyscreen, replace front screen door mesh and install new handle.	-\$	661.38
EFT27733	01/08/2024	GEARING CONSTRUCTION	Footing Installation	-\$	5,940.00
EFT27734	01/08/2024	GEARING WHEATBELT SERVICES	Cleaning of Public Toilets Merredin/Burracoppin Saturday	-\$	450.00
EFT27735	01/08/2024	READYTECH USER GROUP WA INC	Annual Subscription Readytech User Group	-\$	847.00
EFT27736	01/08/2024	JH COMPUTER SERVICES WA PTY LTD	Printing charges for FY24/25	-\$	2,057.00
EFT27737	01/08/2024	KARIS MEDICAL GROUP	Pre-employment medical	-\$	269.50
EFT27738	01/08/2024	WESFARMERS KLEENHEAT GAS	MRCLC Bulk Gas	-\$	1,650.67
EFT27739	01/08/2024	MERREDIN NEXTRA NEWSAGENCY	20 X Archive boxes foolscap container type 1.1	-\$	156.70
EFT27740	01/08/2024	MDN PANEL & PAINT	Insurance Claim - Windscreen oMD	-\$	1,724.30
EFT27741	01/08/2024	MERREDIN RURAL SUPPLIES	17 Cummings - 1x gas bottle	-\$	340.02
EFT27742	01/08/2024	MERREDIN COMMUNITY MEN'S SHED INC	Materials used for restoration of display logs for Apex Park as per invoice 20 July 2024	-\$	152.00
EFT27743	01/08/2024	JLT RISK SOLUTIONS PTY LTD (LGIS)	Regoinal Risk Co-Ordinator June 2024	-\$	8,348.79
EFT27744	01/08/2024	MERREDIN TELEPHONE SERVICES	Generator hire - planned power outages	-\$	1,375.00
EFT27745	01/08/2024	MERREDIN SUPA IGA	Kitchen supplies	-\$	383.22
EFT27746	01/08/2024	MERREDIN HARVEST FRESH FOOD	Fruit & Veg for Catering	-\$	475.61
EFT27747	01/08/2024	NIKS PLUMBING AND GAS	Clean clogged drain - MRCLC	-\$	588.50
EFT27748	01/08/2024	NJAKI-NJAKI ABORIGINAL CULTURAL	Welcome to Country for CWVC Official Opening Monday	-\$	550.00
EFT27749	01/08/2024	PHASE 3 LANDSCAPE CONSTRUCTION	Separable Portion A - Town Centre	-\$	750,642.69
EFT27750	01/08/2024	CODE RESEARCH PTY LTD T/AS PWD	Premium Custom Designed Website - MRCLC	-\$	5,937.80
EFT27751	01/08/2024	TWO DOGS HOME HARDWARE	Bird Deterrent Spikes	-\$	899.85
EFT27752	01/08/2024	ROSS'S DIESEL SERVICE	ISUZU NLR - 1GZZ316, 65K SERVICE	-\$	11,082.37
EFT27753	01/08/2024	SYNERGY	Electricity Supply	-\$	5,306.02
EFT27754	01/08/2024	SHRED-X PTY LTD	Replacement of 2 x Shredding Bins	-\$	297.90
EFT27755	01/08/2024	D SAYERS MECHANICAL	CAT 140 MOTOR GRADER 2021 - 750 service	-\$	5,294.30
EFT27756	01/08/2024	PUBLIC TRANSPORT AUTHORITY	TransWA Bookings	-\$	1,409.56
EFT27757	01/08/2024	TEAM GLOBAL EXPRESS PTY LTD (TOLL)	Freight charges	-\$	134.02
EFT27758	01/08/2024	WHEATBELT LIQUID WASTE	Temporary Toilet Servicing - Includes emptying individual toilets when required and includes DEC Tracking form fees	-\$	2,200.00
EFT27759	01/08/2024	WA LOCAL GOVERNMENT ASSOC.	WALGA Membership & Subscriptions for 2024-25	-\$	43,072.38
EFT27760	01/08/2024	WA TREASURY CORP	Loan No. 219 Interest payment - CBD Redevelopment -	-\$	92,107.66

EFT27761	01/08/2024	WA CONTRACT RANGER SERVICES PTY	Ranger Services 15/07/2024 - 21/07/2024 Ranger Services	-\$	5,225.00
EFT27762	01/08/2024	WHEATBELT UNIFORMS SIGNS &	Large size jacket employee uniform	-\$	88.00
EFT27763	01/08/2024	WILDFLORA FACTORY PTY LTD	Assorted Wildflower Seeds including freight	-\$	316.50
EFT27764	01/08/2024	WA DISTRIBUTORS PTY LTD T/A	Harcher - Food for Kitchen MRCLC	-\$	3,425.20
EFT27765	01/08/2024	WA TRAFFIC PLANNING	TMP 1444 Shire of Merredin Merredin- Naremben Rd rev	-\$	715.00
EFT27766	01/08/2024	MERREDIN COMMUNITY RESOURCE	12/07/2024 & 26/07/2024 Morning Melodies promotional	-\$	320.00
EFT27767	07/08/2024	THE AUSTRALIAN WORKERS UNION	Payroll Deductions/Contributions	-\$	84.00
EFT27768	07/08/2024	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions	-\$	79.50
EFT27769	07/08/2024	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for employees	-\$	1,089.42
EFT27770	07/08/2024	WA TREASURY CORP	Guarantee Fee	-\$	5,612.02
EFT27771	14/08/2024	ASK WASTE MANAGEMENT	Separable Portion A - Landfill Closure Management Plan	-\$	6,336.00
EFT27772	14/08/2024	AUSTRALIA POST	Postage charges for the month of July	-\$	472.38
EFT27773	14/08/2024	AVON WASTE	Waste charges for a two week period	-\$	20,063.56
EFT27774	14/08/2024	ACCREDIT BUILDING SURVEYING &	Lot 13 Craddock Road Merredin - Carport	-\$	770.00
EFT27775	14/08/2024	AXFORD PLUMBING & GAS PTY LTD	17 Cummings Drain blockage.	-\$	629.20
EFT27776	14/08/2024	ALL ROUND MAINTENANCE MERREDIN	Replacement of vents, removing rubbish, resealing strip on wheelchair landing & steps, replace skirting board.	-\$	1,056.00
EFT27777	14/08/2024	BARTLETT MECHANICAL PTY LTD	Annual service for 2012 TOYOTA LANDCRUISER	-\$	1,653.52
EFT27778	14/08/2024	BOC LIMITED	Oxygen Acetylene & Dept gases	-\$	45.19
EFT27779	14/08/2024	COATES HIRE SERVICE	4x Toilet Portable 1x Disabled Toilet Transport (Delivery &	-\$	2,932.18
EFT27780	14/08/2024	CENTRAL WHEATBELT EARTHMOVING	As per RFQ01 - Relocation, compaction and coverage of general and putrescible waste as well as other waste types	-\$	8,723.00
EFT27781	14/08/2024	DEVON DELIGHTS	CWVC Consignments	-\$	19.50
EFT27782	14/08/2024	DUNNING'S DIRECT NORTHAM	Fuel charges	-\$	198.91
EFT27783	14/08/2024	DANI'S DOMESTIC CLEANING SERVICE	Cleaning for Kitchener street	-\$	385.00
EFT27784	14/08/2024	EASTWAY FOOD SUPPLY	MRCLC kitchen supplies	-\$	224.85
EFT27785	14/08/2024	EASTERN HILLS CHAINSAWS &	Throttle Cable 60inch	-\$	80.00
EFT27786	14/08/2024	EMU EARTHWORKS MERREDIN	Burracoppin South Rd - Culvert Cleaning	-\$	4,576.00
EFT27787	14/08/2024	EM LOUISE PHOTOGRAPHY	Drone Progress Photography for CBD Redvelopment x 8	-\$	840.00
EFT27788	14/08/2024	MALCOLM FRENCH	Crooks Road Vegetation Assessment	-\$	300.00

EFT27789	14/08/2024	SANDY FLEAY	CWVC Consignment	-\$	10.00
EFT27790	14/08/2024	GREAT SOUTHERN FUEL SUPPLIES	SES Fuel charges	-\$	181.92
EFT27791	14/08/2024	GPW GROUP	[SGVF-HT] 4550 Siteguard Surveillance Work Tower Head -	-\$	10,103.50
EFT27792	14/08/2024	GO MAD	plastic tubs for display	-\$	43.00
EFT27793	14/08/2024	HEMA MAPS	10 x WA Road & 4WD Guidebooks	-\$	292.18
EFT27794	14/08/2024	IT VISION IT VISION T/as READYTECH	Asset Disposal Batch GST Correction as per Quote # 10222	-\$	554.40
EFT27795	14/08/2024	ILLION AUSTRALIA PPY/LTD TA ILLION	Tenderlink advertising of public tender - RFT01 2024/25	-\$	181.50
EFT27796	14/08/2024	PAMELA JAYS	CWVC Consignment	-\$	9.60
EFT27797	14/08/2024	Karen Crofts	CAT TRAP - BOND REFUND	-\$	100.00
EFT27798	14/08/2024	WESFARMERS KLEENHEAT GAS	WA South - OBS Rep 1 - WA25	-\$	16.68
EFT27799	14/08/2024	LIBERTY OIL RURAL PTY LTD	Diesel - Delivery docket # 562222	-\$	15,525.00
EFT27800	14/08/2024	LANDGATE	MINING TENEMENTS CHARGABLE SCHEDULE NO.	-\$	9.05
EFT27801	14/08/2024	LOCAL GOVERNMENT PROFESSIONALS	LG Professionals Membership - SCEM	-\$	1,310.00
EFT27802	14/08/2024	LIQUOR TRADERS AUSTRALIA PTY LTD	Alcohol for Bar MRCLC	-\$	5,101.92
EFT27803	14/08/2024	MERREDIN ELECTRICS	Electrical Fault Finding - 17 Cummings Crescent	-\$	132.00
EFT27804	14/08/2024	MERREDIN NEXTRA NEWSAGENCY	Stationery	-\$	19.90
EFT27805	14/08/2024	MDN ELECTRICAL CONTRACTORS	RCD and smoke alarm testing - Various buildings	-\$	7,038.47
EFT27806	14/08/2024	MDN REFRIGERATION & GAS	Quotation to replace pressure control, hoses and fee adaptors for kitchen cool room.	-\$	1,670.16
EFT27807	14/08/2024	MERREDIN RURAL SUPPLIES	ACQI MISC GENERAL MERCH 80MMX65MM POLY BUSH.	-\$	297.65
EFT27808	14/08/2024	JOHN PAPAS TRAILERS PTY LTD	2.2 x 3.6 Flat Top Trailer Custom as per Quote 43227	-\$	10,917.50
EFT27809	14/08/2024	MERREDIN TREASURY	Technician Comedy Gold Friday 16th August 2024	-\$	220.00
EFT27810	14/08/2024	MERREDIN TOYOTA AND ISUZU UTE	TOYOTA HILUX TTOP - 20000 service	-\$	290.00
EFT27811	14/08/2024	MOVAT PTY LTD ATF MOVAT TRUST	Merredin SES monthly subscription to MOVAT 2024-25	-\$	25.00
EFT27812	14/08/2024	MARKETFORCE - OMNICOM MEDIA	Advert for The West Australian - RFT01 2024-25	-\$	352.02
EFT27813	14/08/2024	K.P. METCALF	CWVC Consignment	-\$	35.00
EFT27814	14/08/2024	NIKS PLUMBING AND GAS	MRCLC – Replacement of faulty Rinnai HD200i.	-\$	7,095.99
EFT27815	14/08/2024	NATALIE BLOM	CWVC Consignment	-\$	1.50
EFT27816	14/08/2024	PHASE 3 LANDSCAPE CONSTRUCTION	Separable Portion A - Town Centre	-\$	907,103.20
EFT27817	14/08/2024	PATHWEST LABORATORY	Employee pre-employment drug and alcohol test	-\$	49.50
EFT27818	14/08/2024	POWER ON CABLING	Location of services for Crooks Rd - Drainage	-\$	9,319.86

EFT27819	14/08/2024	CODE RESEARCH PTY LTD T/AS PWD	annual hosting website due o1 Aug 2024	-\$	462.00
EFT27820	14/08/2024	TWO DOGS HOME HARDWARE	Dino Bolts Masonry Drill Bit.	-\$	117.42
EFT27821	14/08/2024	ROSS'S DIESEL SERVICE	1 m18 fuel hatchet 8 inch pruning saw 1 auto charger	-\$	2,753.44
EFT27822	14/08/2024	ROSSLYN ROBERTS	Refund of \$152.52 rent overpayment Debtor DR125	-\$	78.55
EFT27823	14/08/2024	SEMINARS AUSTRALIA	BASICS OF CURRENT EMPLOYMENT LAWS 2024 - '25	-\$	412.50
EFT27824	14/08/2024	SYNERGY	Total number of streetlights = 814	-\$	23,772.81
EFT27825	14/08/2024	IAN STUBBS	CWVC Consignment	-\$	30.00
EFT27826	14/08/2024	SHRED-X PTY LTD	Monthly Shred bin rental x 2 bins	-\$	297.90
EFT27827	14/08/2024	D SAYERS MECHANICAL	18000 hour service plus wiring issue with lights	-\$	21,703.29
EFT27828	14/08/2024	SOPHIE JANE MUSIC	August Morning Melodies	-\$	400.00
EFT27829	14/08/2024	TELSTRA	Telstra Charges ESL SES	-\$	84.89
EFT27830	14/08/2024	PUBLIC TRANSPORT AUTHORITY	PUBLIC TRANSPORT AUTHORITY - TRANSWA BOOKINGS	-\$	552.82
EFT27831	14/08/2024	TEAM GLOBAL EXPRESS PTY LTD (TOLL)	Freight charges water samples	-\$	39.86
EFT27832	14/08/2024	T & B CONSTRUCTION	Tipsite gatehouse - Replacement of bathroom walls to	-\$	7,008.00
EFT27833	14/08/2024	VANGUARD PRINT	July Distribution and Storage of EWVG	-\$	209.96
EFT27834	14/08/2024	WHEATBELT COFFEE TIME	Coffee Van for 2 hours - Apex Park Opening	-\$	770.00
EFT27835	14/08/2024	WA CONTRACT RANGER SERVICES PTY	Ranger services - 29/07/2024 - 04/08/2024 & 05/08/2024 -	-\$	5,590.75
EFT27836	14/08/2024	WA DISTRIBUTORS PTY LTD T/A	Harcher Quote 4234 - Cleaning Supplies & Deep Fryer Oil	-\$	1,823.80
EFT27837	14/08/2024	ZIPFORM PTY LTD	Print of Supply of A4 Rates Notices printed	-\$	878.16
EFT27838	21/08/2024	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for employees	-\$	1,089.42
EFT27839	22/08/2024	THE AUSTRALIAN WORKERS UNION	Payroll Deductions/Contributions	-\$	84.00
EFT27840	22/08/2024	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions	-\$	79.50
EFT27841	28/08/2024	RON BATEMAN & CO	QUOTE NO. QU104317. 2x CAT22 UNIONS 50MM 4x CAT3	-\$	370.32
EFT27842	28/08/2024	BENS BUILDING & CARPENTRY	Cummins Theatre - Replace ceiling panel that has mold near rear exit door.	-\$	2,600.00
EFT27843	28/08/2024	HAYLEY MARIE BILLING	Councillor nomination refund	-\$	100.00
EFT27844	28/08/2024	BIG SKY ENTERTAINMENT (WA) PTY	Morning melodies entertainment 4th Oct 24	-\$	1,320.00
EFT27845	28/08/2024	CHESNEY MALONEY	Financial assistance to represent WA at the Australian Transplant Games, Canberra October 2024.	-\$	2,500.00
EFT27846	28/08/2024	COPIER SUPPORT	CWVC Copier charges	-\$	242.94

EFT27847	28/08/2024	CENTRAL WHEATBELT EARTHMOVING	As per RFQ01	-\$	17,732.00
EFT27848	28/08/2024	WORLDWIDE EAST PERTH	DL Window Face Envelopes with Postage Paid Finished	-\$	1,382.00
EFT27849	28/08/2024	COUNTRY WOMEN'S ASSOCIATION OF	Morning Melodies August- Catering	-\$	400.00
EFT27850	28/08/2024	COCKIES AG	suction hose 20m 3 inch girth	-\$	1,240.00
EFT27851	28/08/2024	DUNNING'S DIRECT NORTHAM	Fuel purchase	-\$	237.79
EFT27852	28/08/2024	EASTERN HILLS CHAINSAWS &	HOBUMK450TU3UT - UMK450 Bike Handle B/Cutter	-\$	1,041.30
EFT27853	28/08/2024	EMU EARTHWORKS MERREDIN	paving on barrack and bates street	-\$	3,135.00
EFT27854	28/08/2024	EM LOUISE PHOTOGRAPHY	Drone Progress Photography for CBD Redvelopment	-\$	720.00
EFT27855	45532	GREAT SOUTHERN FUEL SUPPLIES	SOM Fuel card purchases		-278.33
			<i>Fuel Card Purchases EMES</i>		
			6/07/2024 \$ 68.36		
			12/07/2024 \$ 120.49		
			28/07/2024 89.48		
			Total \$ 278.33		
			<i>Fuel Card Purchases EMDS</i>		-440.31
			1/07/2024 \$ 80.45		
			6/07/2024 \$ 69.05		
			8/07/2024 \$ 106.00		
			13/07/2024 \$ 75.50		
			18/07/2024 \$ 109.31		
			Total \$ 440.31		
			<i>Fuel Card Purchases EMCS</i>		-266.39
			9/07/2024 \$ 119.65		
			12/07/2024 \$ 87.68		
			13/07/2024 \$ 59.06		
			Total \$ 266.39		
			<i>Fuel Card Purchases CEO</i>		-40.69
			21/07/2024 \$ 40.69		
			Total \$ 40.69		
			<i>Fuel Card Purchases EHO</i>		-507.44
			6/07/2024 \$ 104.39		
			12/07/2024 \$ 82.26		
			15/07/2024 \$ 107.14		
			20/07/2024 \$ 100.53		
			26/07/2024 \$ 113.12		
			Total \$ 507.44		
			<i>Fuel Card Purchases SCEM</i>		-110.60
			24/07/2024 \$ 110.60		
			Total \$ 110.60		
EFT27856	28/08/2024	GEARING WHEATBELT SERVICES	Barrack Street Public amenities cleaning	-\$	850.00
EFT27857	28/08/2024	HERSEY'S SAFETY	PPE	-\$	2,766.21
EFT27858	28/08/2024	JH COMPUTER SERVICES WA PTY LTD	Provision of laptop for Library Manager as per quote	-\$	1,540.00
EFT27859	28/08/2024	KARIS MEDICAL GROUP	Pre-employment medicals	-\$	269.50
EFT27860	28/08/2024	WESFARMERS KLEENHEAT GAS	Bulk LPG for MRCLC	-\$	895.40

EFT27861	28/08/2024	LIBERTY OIL RURAL PTY LTD	Bulk Diesel	-\$	15,525.00
EFT27862	28/08/2024	MERREDIN NEXTRA NEWSAGENCY	Library Stationery	-\$	584.89
EFT27863	28/08/2024	MDN PANEL & PAINT	windscreen replacement	-\$	1,105.50
EFT27864	28/08/2024	MERREDIN FLOWERS & GIFTS	Wreaths for Long Tan Memorial Day	-\$	220.00
EFT27865	28/08/2024	MDN REFRIGERATION & GAS	Unit 2/1 Cummings Cres – Heater is not working, please investigate and quote for repairs.	-\$	1,569.89
EFT27866	28/08/2024	MERREDIN RURAL SUPPLIES	ROUND UP ULTRA MAX 20L QUOTE 20246540	-\$	1,231.20
EFT27867	28/08/2024	MERREDIN SUPA IGA	CT Sundry Consumables	-\$	140.34
EFT27868	28/08/2024	MOBILE SCREENING	Employee Hearing Tests	-\$	2,640.00
EFT27869	28/08/2024	MOORE AUSTRALIA (WA) PTY LTD	2024 Financial Reporting Workshop for SFO Friday 24th	-\$	2,200.00
EFT27870	28/08/2024	NORTH METROPOLITAN TAFE	Community Development Essentials course	-\$	191.30
EFT27871	28/08/2024	PETE'S PICKUP	Security Camera Relocation and Set-up	-\$	1,200.00
EFT27872	28/08/2024	CODE RESEARCH PTY LTD T/AS PWD	Domain renewal for wheatbelttourism.com and wheatbelttourism.com.au for 3 years	-\$	240.90
EFT27873	28/08/2024	PRESTON ROWE PATERSON PERTH PTY	provision of valuations	-\$	3,685.00
EFT27874	28/08/2024	TWO DOGS HOME HARDWARE	8012331 - Garage Cabinet	-\$	1,368.34
EFT27875	28/08/2024	ROSS'S DIESEL SERVICE	TWO STEP DRILLS	-\$	110.00
EFT27876	28/08/2024	REGIONAL EARLY EDUCATION AND	Annual Financial Support 2024/25	-\$	6,600.00
EFT27877	28/08/2024	SHIRE OF GOOMALLING	Annual Contribution to Pioneer pathways 24/25	-\$	3,850.00
EFT27878	28/08/2024	SYNERGY	Electricity Supply	-\$	13,622.13
EFT27879	28/08/2024	PUBLIC TRANSPORT AUTHORITY	TransWA fares	-\$	816.95
EFT27880	28/08/2024	VANESSA AUSTRALIA	Gold Heart Pendant Jewellery sold on Consignment for	-\$	37.48
EFT27881	28/08/2024	WHEATBELT LIQUID WASTE	Temporary Toilet Servicing - Includes emptying individual toilets when required and includes DEC Tracking form fees	-\$	2,200.00
EFT27882	28/08/2024	WATER CORPORATION	water charges	-\$	6,407.94
EFT27883	28/08/2024	WESTERN POWER	Co-Sitting Licence Fee 24/25	-\$	646.82
EFT27884	28/08/2024	WHEATBELT UNIFORMS SIGNS &	Employee PPE 24/25	-\$	666.56
EFT27885	28/08/2024	WA DISTRIBUTORS PTY LTD T/A	MRCLC Stock	-\$	1,748.55
Electronic Fund Transfers Total				-\$	2,234,240.91
Direct Debits Payments					
DD13548.1	02/08/2024	NER FINANCE (EQUIPMENT RENTS)	Monthly Rental Charge for Lexmark CX943 Admin Printer	-\$	515.19
DD13549.1	23/08/2024	VONEX TELECOM	SOM various phone accounts	-\$	609.51

DD13550.1	07/08/2024	BEAM SUPERANNUATION CLEARING HOUSE (Precision CH)	Superannuation Payments as per Pay Run #'s 62 & 63	-\$	21,047.57
DD13551.1	22/08/2024	BEAM SUPERANNUATION CLEARING HOUSE (Precision CH)	Superannuation as per Pay Run # 64	-\$	23,016.64
DD13552.1	16/08/2024	DEPARTMENT OF JUSTICE	Lodgement of Food Act Breach Infringement - Muntadgin Pub	-\$	86.00
DD13577.1	45532	COMMONWEALTH MASTERCARD	August Credit card charges		-1399.8
CORPORATE CHARGE CARD - CEO					
29/07/2024	Merredin Post Office	Idendification - sale of land	\$	49.00	
2/08/2024	Woolworths	Apex park opening	\$	22.40	
5/08/2024	Go Mad	Apex park opening	\$	7.00	
7/08/2024	Go Mad	Apex park opening	\$	6.00	
7/08/2024	Merredin Cinema	Apex park opening	\$	16.40	
16/08/2024	Midland Mowers	Retirement Gift	\$	1,299.00	
		Total	\$	1,399.80	
CORPORATE CHARGE CARD - EMCS					
27/07/2024	MailChimp	Monthly susbscription	\$	69.24	
5/08/2024	AVM Northam	Wiper blades	\$	31.69	
6/08/2024	Ventraip	CT Website	\$	14.00	
7/08/2024	Merredin Bakery	Apex park opening	\$	240.00	
7/08/2024	BP Merredin	Apex park opening	\$	18.00	
8/08/2024	Adobe Systems	EO Adobe subscription	\$	28.99	
16/08/2024	BWS Liquor	Retirement gift	\$	60.00	
20/08/2024	GO Mad	Frame for King	\$	21.00	
23/08/2024	Nextra	Admin Stationery	\$	6.00	
		Total	\$	488.92	
CORPORATE CHARGE CARD - SCEM					
27/07/2024	Merredin IGA	MRCLC Kitchen	\$	3.80	
30/07/2024	Shire of Merredin	Town Centre Development Appl	\$	800.00	
6/08/2024	Go Mad	Apex park supplies	\$	7.50	
7/08/2024	Wheatbelt Tech	MRCLC POS system	\$	49.95	
7/08/2024	Go Mad	Apex park supplies	\$	60.00	
7/08/2024	Go Mad	Apex park supplies	\$	15.00	
8/08/2024	Esplanade Hotel	SCEM Accomodation for trainin	\$	240.00	
9/08/2024	Go Mad	MRCLC Kitchen	\$	18.50	
19/08/2024	Merredin Flowers	MRCLC - Miller Medal	\$	50.00	
19/08/2024	Dimensions Café	AGO Meeting catering	\$	37.00	
		Total	\$	1,281.75	
Direct Debits Total				-\$	48,445.38
Direct Staff Wages					
07/08/2024	Staff Wages	PPE 24/07/2024 - 06/08/2024	-\$	109,902.22	
21/08/2024	Staff Wages	PPE 07/08/2024 - 21/08/2024	-\$	120,564.46	
Direct Staff Wages Total				-\$	230,466.68
Trust Fund Cheques/EFTs					
NIL				\$	-
Trust Fund Chqs/EFTs Total				\$	-

14.2 Treatment of Reserve Bank Account Interest

<div>Corporate Services</div> <div>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</div>	
Responsible Officer:	Leah Boehme, EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

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Executive Decision

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Legislative Requirement

For Council to consider the treatment of interest received on the Shire of Merredin's (the Shire's) Reserve Bank Account moving forward and a proposed budget amendment related to interest repayments on the Shire's liquidity loan.

Background

Liquidity Loan Interest

In January 2024 an item was brought to Council in relation to the tender for the Apex Park and Town Centre redevelopments. As part of this, funding options were presented and the need for a liquidity loan to be applied for as a contingency measure was discussed. The item stated:

- *Authorisation for the CEO to advertise the intent to take out a Liquidity Loan, and subsequently apply for the loan, as part of, to address forecast cashflow needs.*
- *Amendment of the 2023/23 Annual Budget to allow the interest earned across the Shire's reserves to be used to offset the cost of the interest accrued from the proposed liquidity loan.*

Council resolved (CMRef 83285):

That Council;

10. APPROVES the amendment to the 2023/24 Annual Budget as per the below table:

Account	Description	Current Budget	Amendment	Revised Budget
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<i>NEW</i>	<i>Liquidity Loan - Interest</i>	<i>\$0</i>	<i>\$80,000</i>	<i>\$80,000</i>
<i>3030245</i>	<i>GEN PUR – Interest Earned – Reserve Funds</i>	<i>-\$110,000</i>	<i>-\$80,000</i>	<i>-\$190,000</i>

As the \$80,000 was not expended in the 2023/24 financial year, due to draw down on the liquidity loan not being required, the funds were rolled into the 2024/25 budget and are currently sitting in GL 2110401 – REC – Liquidity Loan – Interest Mun.

General Interest on Reserve Bank Account

Currently, the calculations for how the monthly account interest is divided amongst the reserve accounts is completed based on the total dollar amount in each reserve. The higher the balance of the reserve, the greater percentage (%) of interest that reserve account attracts. What this means is that accounts with larger balance gain significantly more of the interest each month and grow exponentially bigger than all the other reserve accounts with lower balances.

Reserve figures as at 30 June 2024 are:

- Employee Entitlement = \$385,891.26.
- Apex Park Redevelopment = \$311,600.46 (total will be drawn down on completion of annual financials).
- Information and Communication Technology (ICT) = \$268,809.50.
- Declared Disaster = \$257,404.98.
- Cummings Street Units = \$48,035.86 (up to \$7k to be drawn down for repairs to units – remainder will be transferred to Dept of Communities).
- Recreation Development = \$948,352.06.
- Waste Management = \$389,948.95.
- Unspent Grants = \$383,659.50.
- Road Construction Merredin – Narembreen Rd = \$811,151.72.
- Plant Replacement = \$556,813.48.
- Building Reserve = \$1,078,682.14.
- Land and Development = \$1,638,173.29.

It should be noted that some 2023/24 reserve transfers have yet to be completed. These will be done in the coming month as part of the completion of the annuals once grant income and expenditure has been finalised.

Currently the Shire receives around \$20,000 in interest on the reserve account per month. In July 2024 this was divided across the accounts as per the current arrangement and saw funds shared out as per the below:

- Employee Entitlement = \$1,189.39.
- Apex Park Redevelopment = \$960.41.
- Information and Communication Technology (ICT) = \$828.52.
- Declared Disaster = \$793.37.

- Cummings Street Units = \$148.06.
- Recreation Development = \$2,923.00.
- Waste Management = \$1,202.01.
- Unspent Grants = \$1,182.51.
- Road Construction Merredin – Narembreen Rd = \$2,500.13.
- Plant Replacement = \$1,716.21.
- Building Reserve = \$3,324.71.
- Land and Development = \$5,049.16.

The actual interest received for July 2024 and August 2024 was higher than the budgeted figure and revised budgets listed in the proposed resolution have taken these actual figures into account for the reserve accounts that will not receive interest from September 2024.

Within the next 12 to 18 months there are three reserves that the Shire envisage drawing funds down from. These are:

- Information and Communication Technology (ICT) Reserve – for a new whole of organisation Enterprise Resource Planning (ERP) system (IT system).
- Recreation Development Reserve – for resurfacing and other required actions at the MRCLC.
- Building Reserve – For major maintenance and capital works required on Shire building assets.

It is likely that the replacement of the Shires ERP will cost between \$500,000 and \$750,000 and will need to occur as soon as possible. The current system is receiving less support and causing a number of issues for the organisation. There is currently only \$268,809.50 in this reserve – leaving a significant shortfall to be found to allow the project to progress.

	Comment
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Liquidity Loan Interest

As the majority of the Apex Park and Town Centre works have now been completed and invoiced, it is the belief of the Administration that the liquidity loan will not need to be drawn down, and therefore no interest repayments will be required to be made. This means that the \$80,000 allocated at 'GL 2110401 – REC – Liquidity Loan – Interest Mun' is no longer required and the funds can be reallocated back to the reserve accounts.

Options for Transfer of Funds:

1. Return to all reserve accounts on the same basis split as is currently practiced, based on the balance of each reserve.
2. Direct the funds into the reserve accounts that will be used in the coming periods. These would be the ICT, Building and Recreation Reserves. This could be done with a 1/3, 1/3, 1/3 approach.
3. Direct the funds into the ICT Reserve in preparation for the replacement of the Shire's ERP.
4. Direct 50% of the funds to the ICT Reserve and 25% to each of the Building and Recreation Reserves.

The Administration preference is Option 3 - that the total of the \$80,000 no longer required to make interest payments be moved to the ICT Reserve in readiness for the transition of the Shire's ERP system.

General Interest on Reserve Bank Account

As described in the background, currently the reserve accounts with higher balances attract larger portions of the monthly interest received. A number of these accounts are not planned to be utilised in the immediate future.

Options Moving Forward:

1. Continue as is with interest split based on balances of each reserve.
2. Direct the interest received into the reserve accounts that will be used in the coming periods. These would be the ICT, Building and Recreation Reserves. This could be done with a 1/3, 1/3, 1/3 approach.
3. Direct all the interest into the ICT Reserve in preparation for the replacement of the Shire's ERP.
4. Direct 50% of the interest to the ICT reserve and 25% to each of the building and recreation reserves.

The Administration recommend that either Option 3 or 4 would be preferable.

It should be noted that interest allocated to the Cummings Street Units Reserve will need to stay as budgeted until settlement occurs to ensure compliance with the current agreement. However, as the balance of this reserve is minimal, little interest will be attracted.

Policy Implications

Nil

Statutory Implications

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

Strategic Implications

Ø Strategic Community Plan

Theme:	4. Communication and Leadership
Service Area Objective:	4.2.2 The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources 4.2.3 The Council is well informed in their decision-making, supported by a skilled administration team who are committed to providing timely, strategic information and advice
Priorities and Strategies for Change:	Nil

Ø Corporate Business Plan

Theme:	4. Communication and Leadership
Priorities:	Nil

Objectives: Nil

Sustainability Implications

Ø Strategic Resource Plan

Nil

Risk Implications

There is a compliance risk associated with this Item as the Shire would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this Item was not presented to Council. The risk rating is considered to be low (4), which is determined by a likelihood of unlikely (2) and a consequence of minor (2). This risk will be eliminated by the adoption of the Officer's Recommendation.

Financial Implications

Liquidity Loan Interest

As described above, the \$80,000 is no longer required to pay interest expenses on the liquidity loan, due to the loan not being drawn down. This money was originally sourced by quarantining interest funds from the reserve account over a period of months at the start of 2024 and therefore should be returned to the reserve bank account if not required for the purpose that was put forward in the Council resolution.

General Interest on Reserve Bank Account

As there is no expense associated with this portion of the Item, there is no financial implication on the Shire. However, as the allocation of interest funds is proposed to be different to that presented in the 2024/25 Annual Budget, the change should be facilitated by a Council resolution.

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Simmonds

Seconded: Cr Billing

That Council:

1. APPROVES the transfer of \$80,000.00 from GL 2110401 – REC – Liquidity Loan – Interest Mun to the Information and Communication Technology Reserve account (196736010), as per the table below; and

83454

Account number	Description	Current balance/ budget	Change	Revised budget
2110401	REC – Liquidity Loan – Interest Mun	\$80,000.00	-\$80,000.00	\$0

196736010	ICT Reserve – Accumulation Mun	\$268,809.50	\$80,000.00	\$348,809.50
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2. APPROVES proposed budget amendments (as per the table below) that allows interest received on the Shire of Merredin's Reserve Bank Account to be split to the Shire of Merredin's reserve accounts on the following basis from September for the remainder of the 2024/25 financial year:

- Current percentage for Cummings Street Units Reserve remains as budgeted until settlement has occurred and the reserve is closed;
- 50% of remaining monthly interest received to the Information and Communication Technology (ICT) Reserve;
- 25% of remaining monthly interest received to the Recreation Development Reserve; and
- 25% of remaining monthly interest received to the Building Reserve.


<i>Account number</i>	<i>Description</i>	<i>Current budget</i>	<i>Change</i>	<i>Revised budget</i>
4030381	INVEST – Interest Employee Entitlement Reserve	\$10,900.00	- \$8,600	\$2,300.00
4030383	INVEST – Interest Plant Replacement Reserve	\$15,740.00	-\$12,340	\$3,400.00
4030385	INVEST – Interest Land and Development Reserve	\$46,280.00	-\$36,200	\$10,000.00
4030387	INVEST – Interest Declared Disaster Reserve	\$7,280.00	-\$5,680	\$1,600.00
4030390	INVEST – Interest Waste Management Reserve	\$11,020.00	-\$8,620	\$2,400.00
4030391	INVEST – Interest Unspent Grants Reserve	\$10,840.00	-\$8,640	\$2,200.00
4030394	INVEST – Interest Apex Park Redevelopment Reserve	\$8,800.00	-\$7,000	\$1,800.00
4030395	INVEST – Interest Road Construction - Merredin Narembeen Reserve	\$22,920.00	-\$17,920	\$5,000.00
4030389	INVEST – Interest Cummings Street Units Reserve	\$1,360.00	No change	\$1,360.00
4030384	INVEST – Interest Building Reserve	\$30,480.00	\$12,350	\$42,480.00
4030386	INVEST – Interest ICT Reserve	\$7,600.00	\$78,060	\$85,000.00
4030393	INVEST – Interest Recreation Development Reserve	\$26,800.00	\$16,030	\$42,480.00

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

14.3 Policy 4.7 Use of Shire and DFES fire appliances

<div>Community Services</div> <div>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</div>	
Responsible Officer:	Codi Brindley-Mullen, EMS&C
Author:	Sheree Lowe, ESO
Legislation:	<i>Local Government Act 1995</i> <i>Bush Fires Act 1954</i> <i>Bush Fires Regulations 1954</i> <i>Work Health and Safety Act 2020</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.3A - Policy 4.7 – Use of Shire and DFES fire appliances Attachment 14.3B - DFES SOP 3.3.1 Respond Under Emergency Conditions

Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider the adoption of a policy to set minimum standard and expectations in relation to Shire of Merredin (the Shire) fire appliances which may not previously have been explicitly stated.

Background

It has been identified that the Shire does not have a policy in relation to expectations for operation and maintenance of Department of Fire & Emergency Services (DFES) supplied appliances allocated to Shire Bush Fire Brigades.

Comment

The purpose of Policy 4.7 is to provide clear guidelines for the use of Shire Fire Appliances by Bush Fire Brigade volunteers. DFES terms a vehicle being used for firefighting purposes as an appliance.

This Policy aims to rectify issues that have been identified during the recent annual service of the fire appliances. It was identified that not all of the appliances were being maintained to an appropriate standard. One (1) appliance required significant repairs to bring it back up to an operational standard, including the replacement of a number of essential firefighting items which had been removed from that appliance. The Shire has never explicitly set out its

expectations regarding the care, maintenance and use of firefighting appliances by the brigades.

There have also been instances where Shire appliances have been used or taken outside of the district by Bush Fire Volunteers without the knowledge of or authorisation of the Chief Bush Fire Control Officer, the Emergency Services Officer or the Chief Executive Officer.

Policy Implications

Proposed new Policy 4.7 – Use of Shire and DFES fire appliances as shown in Attachment 14.3A.

Statutory Implications

As outlined in the *Local Government Act 1995* and *Local Government (Functions and General Regulations 1996)*. The *Bush Fires Act 1954* designates that a local government may establish a bush fire brigade as part of its organisation and equip each brigade with appliances, equipment and apparatus. Although supplied by DFES under the Local Government Grant Scheme, the fire appliances are vehicles registered to and owned by the Shire.

Strategic Implications

Ø Strategic Community Plan

Theme:	1. Community and Culture
Service Area Objective:	1.3 Community Safety 1.3.1 The Shire, Local Emergency Services and wider community working together to prevent bushfires and other emergencies as well as being well placed to respond and recover in such events
Priorities and Strategies for Change:	Community Safety

Ø Corporate Business Plan

Theme:	1. Community and Culture
Priorities:	P1.3 Community Safety
Objectives:	1.3 Community Safety 1.3.1 The Shire, Local Emergency Services and wider community working together to prevent bushfires and other emergencies as well as being well placed to respond and recover in such events

Sustainability Implications

Ø Strategic Resource Plan

Nil

Risk Implications

There is a compliance risk associated with this Item, if this Policy is not adopted. The risk rating is considered to be moderate (8) which is determined by a likelihood of likely (4) and a consequence of minor (2).

This risk will be eliminated by the adoption of the Officer's Recommendation. It has been proposed to make it clearer and more comprehensive to Bush Fire Brigade members.

Financial Implications

This Policy does not have any financial implications associated with it, though if it is not adopted by Council there is a financial risk. The Local Government Grant Scheme allocates funding from the State to Local Government for bush fire expenses. The Bush Fire Brigades may not understand the minimum standards expected by Council on the use of DFES appliances and therefore can impose financial implications to Council if the appliances are not maintained or items require replacement/repair which may not be recoverable via the scheme.

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Billing

Seconded: Cr Manning

83455

That Council ADOPTS Policy 4.7 - Use of Shire and DFES fire appliances, as presented in Attachment 14.3A.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

4.7 Use of Shire and DFES Fire Appliances

1. POLICY PURPOSE

To provide guidelines and conditions for the use of Shire and Department of Fire & Emergency (DFES) fire appliances by volunteers.

2. POLICY SCOPE

The policy applies to volunteer bush firefighters registered with a Shire of Merredin Bush Fire Brigade.

3. LEGISLATIVE REQUIREMENTS

Bush Fires Act 1954

4. POLICY STATEMENT

4.1 Appliance Storage

- Brigades that have a brigade station or shed are to store brigade appliances inside the station/shed.
- Brigades that do not have a brigade station or shed are permitted to securely store the brigade appliance at the property of the brigade Captain, or another registered brigade volunteer nominated by the Captain, subject to the approval of the Chief Bush Fire Control Officer or CEO.
- Appliance keys are to be stored outside the vehicle in a lock box.
- Appliances are to be easily and freely accessible to all brigade members, irrespective of whether they are stored on a brigade member's private property.

4.2 Usage

- The appliance should be kept "incident-ready" (clean, fully equipped and in good repair) at all times.
- Volunteers may not use the appliances, or any tools or equipment contained therein, for private purposes. Tools and equipment may not be removed from the appliance unless required for use at an incident, for training purposes, or to carry out servicing, care or maintenance procedures on the equipment.
- Appliances may only be driven or used by a registered member of a DFES brigade, group or unit, or personnel employed by DFES or the Shire of Merredin.
- Appliances may be driven for the following purposes:
 - In response to a request via DFES Communications Centre (ComCen);
 - In response to an incident reported or encountered where DFES involvement is appropriate, and the brigade's response has been recorded with DFES ComCen;
 - To carry out authorised training activities;
 - To carry out authorised hazard mitigation activities;
 - To attend or participate in a community activity or event, subject to the approval of the Chief Bush Fire Control Officer or Chief Executive Officer;
 - To facilitate servicing or repairs to the appliance or to the firefighting equipment; or

- Other purposes as approved by the Chief Bush Fire Control Officer or Chief Executive Officer.
- Personnel driving or operating fire appliances are expected to adhere to DFES **SOP 3.3.1 Respond Under Emergency Conditions**.
- Appliances are not to be taken outside of the Shire of Merredin municipal boundary without the prior approval of the Chief Bush Fire Control Officer or Chief Executive Officer. Requests relating to attendance at an incident will not unreasonably be withheld but requests must be initiated by DFES ComCen or the Officer in Charge (OIC) of the relevant incident.

4.3 Servicing, Maintenance, Repairs and Replacement

- The Emergency Services Officer will arrange for appliances to be serviced annually.
- Any tools or equipment that are damaged or misplaced at an incident are to be reported to the Emergency Services Officer, who will organise for their replacement.
- Any damage sustained to the vehicle must be reported to the Emergency Services Officer, who will arrange for any necessary repairs.
- Truck wash and other supplies required to maintain the condition of appliances can be sourced through the Emergency Services Officer and funded by the Local Government Grants Scheme.
- If there is unreasonable damage or loss sustained to tools, equipment or the appliance in contravention of this policy, the volunteer or driver responsible may be required to pay the cost of associated repairs or replacement, at the discretion of the Chief Executive Officer.

5. KEY POLICY DEFINITIONS

Appliance: A vehicle whose primary function is for emergency response purposes. In the context of this policy “appliance” and “brigade appliance” may be used interchangeably and refers specifically to firefighting vehicles funded by DFES and allocated to a Shire of Merredin bushfire brigade. It does not refer to privately owned farm response units.

Chief Bush Fire Control Officer: That person appointed by the Shire of Merredin to perform that role, or the person acting in that position as authorised.

Emergency Services Officer: That person appointed by the Shire of Merredin to perform that role, or the person acting in that position as authorised.

Officer in Charge: The officer for the time being in command of a firefighting crew for a given incident.

Volunteer Firefighter: Any person not employed as a paid firefighter, who is a registered fire service volunteer with the Department of Fire & Emergency Services who is contributing to firefighting operations on an active fireground.

6. ROLES AND RESPONSIBILITIES

The custodian of this Policy is the Executive Manager Strategy and Community.

7. MONITOR AND REVIEW

This policy will be reviewed by the Shire’s Executive Manager Strategy and Community and Emergency Services Officer every two years.

Document Control Box					
Document Responsibilities:					
Owner:	Executive Manager Strategy & Community		Decision Maker:	Council	
Reviewer:	Emergency Services Officer				
Compliance Requirements					
Legislation	Bush Fires Act 1954				
Document Management					
Risk Rating	Medium	Review Frequency	Biennial		Next Due September 2026
Version #	Action		Date		Records Reference
1.	Adopted		17 September 2024		CMRef XXXX

DRAFT



Standard Operating Procedure 3.3.1 Respond Under Emergency Conditions

References

Road Traffic Act 1974
 Road Traffic Code 2000

Definitions

Emergency vehicle: A vehicle of a fire brigade on official duty in consequence of a fire or an alarm of fire or of an emergency or rescue operation where human life is reasonably considered to be in danger, as defined in the *Road Traffic Code 2000* (RTC). This includes vehicles operated by an SES or VFES Unit under the Fire and Emergency Services Act.

Introduction

Emergency vehicles are used to respond to an urgent situation. If a vehicle is approved as an emergency vehicle (refer to SAP 4.1.B – Emergency Vehicle Status Applications), and the driver is trained to the required standards, then that person is exempt from certain road laws within the RTC when responding to an emergency.

[SAP 4.1.B – Emergency Vehicle Status Applications](#)

The *Road Traffic Act 1974* (RTA) and RTC provide drivers of emergency vehicles, responding under emergency conditions with a defence (exemption) against certain driving offences. Whilst the RTA and RTC may provide 'lawful authority', DFES places additional controls (Departmental Authority) on drivers when responding under emergency conditions.

[Annex A](#) provides excerpts from legislation which relate directly to drivers of emergency vehicles.

Where Local Governments do not have a Policy for responding under emergency conditions, DFES recommends that Bush Fire Brigades adopt these procedures.

1. Qualification Requirements

Drivers of emergency vehicles responding under emergency conditions (red and/or blue emergency beacons and/or sirens) must:

- hold a current driver's license indicating qualification to drive the equivalent class of vehicle;
- have undertaken a DFES approved driving course; and
- have successfully completed the relevant driver/operator assessment for the particular vehicle, if applicable.

Procedures

2. Departmental Authority to Respond Under Emergency Conditions

Section 61B of the RTA and 281 of the RTC defines the legal requirements and associated exceptions to drive under emergency conditions. DFES places additional conditions on these. DFES personnel are authorised to respond under emergency conditions in the following circumstances;

- request for response has come via DFES Communications Centre (ComCen); or
- an incident is reported/encountered where DFES involvement is appropriate regardless of Hazard Management Agency responsibilities;

IN ADDITION, the incident is of a nature that;

- it is reasonable to assume human life is likely to be in danger; or
- requires an urgent response.

The officer in charge (OIC)/crew leader (CL) of the appliance is to decide if a response under emergency conditions, based on the previous criteria, and any other factors, is appropriate. When deciding if a response under emergency conditions is appropriate the OIC/CL should consider (but not limited to);

- Information from ComCen or Incident Controller
- Available (or lack of) incident intelligence
- Potential for incident escalation/complexity
- Role the appliance/crew/resource will contribute to the incident, and the urgency for the appliance/crew/resource
- Phase of the incident (escalation, consolidation, recovery)

The OIC/CL shall re-evaluate all factors as information becomes available and adjust the requirement to respond under emergency conditions accordingly.

NOTE: Personnel must not drive under emergency conditions for any reason unless Departmental Authority is met. Where authority has not been met, personnel may face disciplinary proceedings. The driver **must** take care when responding to an incident under emergency conditions to ensure the safety of other road users and occupants of the vehicle. No risk is justified if it is likely to jeopardise the safe arrival of vehicle and crews at an incident or the safety of others within the community.

The 1st arriving OIC/CL/Incident Controller shall advise if further appliances are to respond under emergency conditions. This must be continually re-evaluated.

3. DFES Emergency Driving Standards

The following standards apply to all DFES drivers when driving under emergency conditions:

Blood Alcohol Concentration (BAC)	All DFES personnel must have a BAC of 0.00% when driving under emergency conditions. Where this standard is unachievable, personnel may respond to an incident with a BAC of less than 0.05% and drive normal road conditions, where the class of vehicle allows drivers to have a BAC of less than 0.05%. Alcohol and Other Drugs Management Policy
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Private Vehicles	Under no circumstances is a private vehicle (that is not a recognised emergency vehicle) permitted to be driven under emergency conditions.
Towing Trailers	Under no circumstances shall a trailer be towed at a speed greater than 100km/h.
Provisional (P plate) Driver's Licence Holders	Under no circumstances are P plate drivers to drive under emergency conditions.
OIC/CL Driving Emergency Conditions	The OIC/CL should refrain from driving under emergency conditions when a suitably qualified alternative driver is available. This enables the OIC/CL to oversee a driver's actions.
Railway Crossings	Under no circumstance shall drivers proceed through flashing lights, stop signs, gates, booms or barriers, or past a person controlling railway level crossings.
Restrictions on traffic in pedestrian mall	Drivers shall not drive through a pedestrian or shopping mall, unless proceeding to an incident within the mall, or there is no other way to access the incident. Drivers shall not drive at a speed excessive to the conditions and volume of pedestrian traffic.
Road Works	Drivers are not to exceed posted speed limits through roadworks. In addition, drivers must make every endeavour to comply with the direction given by authorised personnel where: <ul style="list-style-type: none"> a) a portion of the road is subjected to work being done, over or under it; or b) a survey is being conducted at any point on a road, by a competent authority.
One Way Streets	Drivers are to avoid proceeding against the traffic in a one-way street unless the incident location cannot be otherwise approached without undue delay.

4. Lights and Sirens

Drivers responding under emergency conditions are to display emergency beacons and sirens as follows:

CIRCUMSTANCE	BEACONS/SIRENS
Driving to an Emergency	Both emergency beacons and sirens. Where there is light or non-existent traffic, beacons only are acceptable at the discretion of the OIC/CL. Note. During long-range deployments sirens are to be engaged when traffic is encountered.
Final Approach to an Incident	It is accepted practice to turn sirens off and make final approach to an incident displaying emergency beacons only.
Parked at an Incident	Emergency beacons only.
Operating on a Fire ground	Emergency beacons only.

Consideration must be given to pedestrians, residents and other road users when using lights and sirens. This includes air horns, where limited use is the preferred option.

5. Speed

Section 61B of the RTA and Regulation 281 of the RTC gives drivers of emergency vehicles certain exemptions when proceeding to an incident if the driver is demonstrating reasonable care¹ and the emergency vehicle is identified by activated emergency beacons and/or sirens.

The OIC/CL will provide oversight of their driver's decision-making regarding speed; however, the driver is ultimately responsible for her/his actions. DFES places additional controls for driving under emergency conditions over and above the defence provided by the RTA (Section 61B) and RTC (Regulation 281), as follows:

Standard	Drivers of emergency vehicles are not to exceed the posted speed limit by more than 20km/h when proceeding to an incident under emergency conditions.
Exceptions	<p>However, where it is reasonable to assume that human life is likely to be in danger and the driver demonstrates reasonable care, the driver may exceed the posted speed limit by more than 20km/h in the following circumstances:</p> <ul style="list-style-type: none"> the driver is not the OIC*; and the driver obtains approval from the OIC*; and the OIC* has completed a risk assessment prior to providing approval; and the OIC* continually re-evaluates the conditions following approval. <p>* Drivers of vehicles which do not have an OIC present are not permitted to exceed the posted speed limit by more than 20km/h. The OIC must be a Station Officer or above (career) or a brigade/unit operational officer (volunteer).</p>
Exclusions	<p>DFES drivers must not exceed the posted speed limit:</p> <ul style="list-style-type: none"> When operating on private property Where directed by a member of the Western Australia Police Force Where it is not safe to do so e.g. school zones and road works <p>While Section 61B provides a defence, subject to certain conditions, for contravening Section 60A (Reckless Speed), it is a DFES requirement that DFES drivers must not contravene Section 60A of the Road Traffic Act, which states;</p> <ol style="list-style-type: none"> 1) A person commits an offence if the person drives a motor vehicle at a speed of 155 km/h or more on any other length of road. 2) A person commits an offence if the person drives a motor vehicle at 45 km/h or more above the speed limit – <ol style="list-style-type: none"> a) In a confiscation zone; or b) On any other length of road. <p>The RTA does not provide ANY defence (exception) for drivers with regards to S61 RTA Dangerous Driving or S62 RTA Careless Driving.</p>

6. Moving Through Controlled Intersections

Intersections controlled by traffic lights and signage pose a greater hazard to emergency responders as members of the public moving in accordance with traffic signals may be inattentive to peripheral

¹ Reasonable care is the degree of caution and concern for the safety himself/herself and others an ordinarily prudent and rational person would use in the circumstances. It is a subjective test to determine if a person is negligent, meaning he/she did not exercise reasonable care.

The People's Law Dictionary by Gerald and Kathleen Hill.

threats. When moving through controlled intersections contrary to the flow of traffic, drivers are to undertake the following:

- Approach controlled intersections with activated emergency beacons **and** sirens sounding.
- Approach controlled intersections at a speed which will enable you to bring the vehicle to a complete stop if necessary prior to entering the intersecting carriageway. The driver shall not continue their course unless they are satisfied that it is safe to do so.
- When travelling in convoy, individually slow and check safety before proceeding as above.
- Air horns (where fitted) may be used to supplement emergency beacons and sirens as required to ensure other road users are aware of the vehicle and intention to proceed. The driver should use discretion when using the air horn. Air horns are to be used sparingly when responding to a DBA where there has not been confirmation of a fire.
- Drivers must never force road users through controlled intersections.

7. Contra Travel

Travel against the flow of traffic poses increased risks to responders and other road users. This is primarily based on public vehicles not expecting a vehicle driving contra flow.

Where the OIC/CL has considered all alternate routes, and deemed that the most effective route of travel is against the flow of traffic, the procedure to follow is:

- The driver and OIC/CL must agree in audible conversation that this is the most effective route;
- All vehicles must proceed with activated emergency beacons and sirens sounding;
- The driver must not proceed unless they deem road conditions are safe to do so;
 - o taking extreme care
 - o at a speed that enables immediate stopping when required
 - o judicious use of air horns; and
 - o ensuring wherever possible, by their actions they do not force other road users to contravene the Road Traffic Code.
- The risk assessment that supports the decision to proceed contra flow has considered:
 - o Life involvement
 - o Classification of emergency
 - o Emergency information available
 - o Weather conditions
 - o Road surface conditions
 - o Traffic conditions
 - o Driver experience; and
 - o Visibility

7.1 Contra Travel on FREEWAYS

Where the OIC/CL has considered all alternate routes and deemed that the most effective route of travel is against the flow of traffic on the Freeway, in addition to the procedure for general contra flow (above), the procedure to follow is:

- Contact ComCen to notify of intentions to travel contra flow.

ComCen may have access to the Main Roads camera feeds for Perth freeways and may be able to provide clarification of incident details and advice.

ComCen is to contact Main Roads, Road Network Operation Centre to provide detail in relation to emergency contra-travel.

8. Consequences

Drivers may be liable for driving an emergency vehicle under emergency conditions without following DFES Policy or procedures, or for gross errors of judgement if deemed not to be demonstrating reasonable care. Annex A – Legislation Excerpt from RTA Section 60, 60A, 61 & 62 defines “Reckless, Dangerous and Careless Driving”.

Drivers who are in breach of the above procedures may be subject to disciplinary proceedings as detailed in DFES Conduct and Discipline Policy.

[Conduct and Discipline Policy](#)

Annexes

A Legislation Excerpts

ANNEX A – Legislation Excerpts

Road Traffic Act 1974

Section 60	Driving in reckless manner (1) For the purposes of this section, a motor vehicle is driven in a reckless manner if it is driven in a manner (which expression includes speed) that is inherently dangerous or that is, having regard to all the circumstances of the case, dangerous to the public or to any person.
Section 60A	Driving at reckless speed (1) A person commits an offence if the person drives a motor vehicle at a speed of 155 km/h or more on any other length of road. (2) A person commits an offence if the person drives a motor vehicle at 45 km/h or more above the speed limit – (a) In a confiscation zone; or (b) On any other length of road.
Section 61 (no exemptions)	Dangerous driving (1) Every person who drives a motor vehicle in a manner (which expression includes speed) that is, having regard to all circumstances of the case, dangerous to the public or to any person commits an offence.
Section 61B	Defence for certain officers driving at reckless speed The driver of a motor vehicle is not guilty of an offence under section 60A if – (a) either – (i) the driver is on official duty as a police officer and the driving is substantially in accordance with the Commissioner’s policies and guidelines relating to driving, applicable at the time of the driving, and any direction given under such a policy or guideline; or (ii) the driver is on official duty responding to a fire or fire alarm; or (iii) the driver is on official duty responding to an emergency or rescue operation where it is reasonable to assume that human life is likely to be in danger; or (iv) the motor vehicle is an ambulance and is being used to answer an urgent call or to convey a person to a place for the provision of urgent medical treatment; AND (b) the driver is taking reasonable care; and (c) the vehicle is displaying a blue or red flashing light or sounding an alarm unless, in the circumstances, it is reasonable for a light not to be displayed or an alarm not to be sounded.
Section 62 (no exemptions)	Careless driving Every person who drives a motor vehicle without due care and attention commits an offence.

Road Traffic Code 2000

Regulation 281	Exemption for drivers of emergency vehicles (other) A provision of this regulation does not apply to the driver of an emergency vehicle that is not being used for official duties by a police officer if – (a) in the circumstances – (i) the driver is taking reasonable care; and (ii) it is reasonable that the provision should not apply; AND (b) the vehicle is a motor vehicle that is moving and the vehicle is displaying a blue or red flashing light or sounding an alarm.
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DOCUMENT HISTORY

VERSION	DATE	DESCRIPTION of CHANGE
1.0	May 09	New SOP created. New sections created: (All) Source documents: SOP 36 – Road Traffic Code SOP 40 – DFES Driver Responsibilities All listed SOP/SAP, now retired.
1.1	Jul 11	<ul style="list-style-type: none"> Content reviewed Version control Footer inserted Document History inserted
1.1	Jan 13	<ul style="list-style-type: none"> Included requirements to re-instate 4WD vehicle for on road driving New requirement for tyre gauges to be used during re-inflation added
1.2	Apr 13	Included in table Section 3 General DFES Driving Conditions <ul style="list-style-type: none"> Seat Belts Travelling On The Outside Of Vehicles Ref; RT Code Pt 19 Div. 1 284(1)b)
1.3	Sep 13	Included DoT licensing requirements for heavy vehicles and links to DoT site Included DFES Requirement for completion of DFOA
1.4	Apr 14	Included instruction for vehicle weight when carrying out recovery. Clarification of section 7, Driver Pre-Requisites. Inclusion of Letter of Authorisation to Drive, Annex B.
1.5	Oct 14	Clarification of Maximum Speed Limit. Inclusion of Contra Travel on Freeways. Clarification of procedures for approach to traffic control signals and stop signs.
1.6	May 15	Table under section 3, added row titled Driver
1.7	Jan 16	Inclusion of exception re: provision to exceed posted speed limit, paragraph 11 Speed.
2.0	Dec 16	REVOKED – Incorrect publishing.
2.1	Dec 16	Clarification of Alcohol and Drug policy, specifically volunteer blood alcohol limits. Clarification of speed restrictions when towing trailers. Clarification of requirements for load restraint within vehicles. Clarification of requirement when reversing operational vehicles. Clarification of appropriate use of air horns. Clarification of driver responsibilities, specifically regarding speed. Clarification of procedures for contra-travel on freeways.
3.0	Mar 2020	Major review. Document title changed to Respond Under Emergency Conditions BAC Exemption changed to 0.00% for ALL drivers of emergency vehicles. All information relating to driving normal road conditions moved to SOP 3.3.12 – Driving Standards. New section outlining Authority to respond under emergency conditions DFES Emergency Driving Standards expanded. Removed sections covering Driving Off-Road, Re-Instate Vehicles for On-Road Driving and Recovery. These are all covered in training.
3.1	Mar 2020	Emergency Vehicle definition modified to mirror definition in Act. Words “on road” removed from Qualification Requirements dot point 2. Added speed restriction when travelling through road works. Remove the words “The RTA requirements are that” from the Exclusions portion of the Speed section.
3.2	December 2020	Re-establish guidance for use of air horns when responding to DBAs.
3.3	Feb 2022	Update for Contraflow part 7 and 7.1

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For further information contact Doctrine@dfes.wa.gov.au

15. Officer's Reports – Administration

15.1 Shire of Merredin Christmas / New Year's Opening Hours

<div>Corporate Services</div> <div></div>	
Responsible Officer:	Craig Watts, CEO
Author:	As above
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

For Council to note the proposed Shire of Merredin (the Shire) Christmas / New Year's opening hours.

Background

For a number of years, the majority of the Shire venues have closed during the Christmas / New Year period as it is usually an extremely quiet time with minimal public visitations and phone enquires.

It is also common for many residents of the Shire to travel elsewhere at this time of year, with many other businesses in town also closing.

Comment

The Christmas Day public holiday will be observed on Wednesday, 25 December 2024 with the Boxing Day public holiday being observed on Thursday, 26 December 2024, meaning Shire offices and most facilities will be closed on both of these days.

Similarly, the New Year's Day public holiday will be observed on Wednesday, 1 January 2024 meaning Shire offices and most facilities will also be closed on that day.

Council is advised that the Administration intends for Shire venues to close from Monday, 23 December 2024 to Monday 1 January 2023 inclusive. The venues will reopen as usual on

Thursday, 2 January 2025. There will be some exceptions to this, such as the Landfill and Swimming Pool, with Council to be informed closer to the period.

The opening times for all venues and facilities over the Christmas / New Year period will be extensively advertised and circulated in advance.

As per previous years, on-call arrangements will be put in place prior to the proposed Christmas closure to ensure emergencies can be responded to. Senior staff will be available on mobile phones and emergency contact details will also be distributed where required.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Ø Strategic Community Plan

Theme: 4. Communication and Leadership

Service Area Objective: 4.2 Decision Making
4.2.3 The Council is well informed in their decision-making, supported by a skilled administration team who are committed to providing timely, strategic information and advice
4.4 Communications
4.4.1 The Shire is continuously working to maintain efficient communication, providing open, transparent and factual information, through a variety of channels

Priorities and Strategies for Change: Nil

Ø Corporate Business Plan

Theme: 4. Communication and Leadership

Priorities: Nil

Objectives: 4.2 Decision Making

Sustainability Implications

Ø Strategic Resource Plan

Nil

Risk Implications

Senior staff will be available via mobile phone during the closure period, and if required for any major emergencies, relevant staff will be contacted. On-call arrangements will be made for essential staff.

There is a reputational risk associated with this Item due to the closure of various Shire facilities reducing services to the community. The risk rating is considered to be low (3), which is determined by a likelihood of possible (3) and a consequence of insignificant (1).

Financial Implications

Staff will be required to take time off in lieu, annual leave or accrued rostered days off during the period. These costs are contained within the 2024/25 Annual Budget.

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr O'Neill

Seconded: Cr Anderson

That Council;

83456


1. NOTES the closure of the Shire Administration Office from and including Monday, 23 December 2024 to the morning of Thursday, 2 January 2025, with closures at other facilities to be determined closer to the period; and
2. NOTES information relating to the closures will be advertised to community in early December, including hours of operation and emergency contact information.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

15.2 Status Report – September 2024

<div>Administration</div> <div>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</div>	
Responsible Officer:	Craig Watts CEO
Author:	Meg Wyatt, EO
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 15.2A – Status Report – September 2024

Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider the updated Status Report for September 2024.

Background

The Status Report is a register of Council Resolutions that are allocated to the Shire of Merredin's (the Shire) Executive Staff for actioning. When the Executive Staff have progressed or completed any action in relation to the Council Resolution, comments are provided until the process is completed or superseded by a further Council Resolution.

Comment

In the interest of increased transparency and communication with the community and Council, the Status Report is provided for information.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications	
Ø	Strategic Community Plan

Theme:	4. Communication and Leadership
Service Area Objective:	4.4 Communications 4.4.1 The Shire is continuously working to maintain efficient communication, providing open, transparent and factual information, through a variety of channels
Priorities and Strategies for Change:	Nil

Ø	Corporate Business Plan
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Theme:	4. Communication and Leadership
Priorities:	Nil
Objectives	4.4 Communications 4.4.1 The Shire is continuously working to maintain efficient communication, providing open, transparent and factual information, through a variety of channels

Sustainability Implications	
Ø	Strategic Resource Plan

Nil

Risk Implications	
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There is a reputational risk associated with this Item, as it may be perceived that the Shire is not acting upon or implementing the decisions of Council. The risk rating is considered to be low (1), which is determined by a likelihood of rare (1) and a consequence of insignificant (1). This risk will be eliminated by the adoption of the Officer's Recommendation.

Financial Implications	
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Nil

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr McKenzie

Seconded: Cr O'Neill

83457

That Council RECEIVES the Status Report on Council Resolutions for September 2024.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

Status Report as at September 2024

Date / CMRef / Officer	Subject	Status
21/11/2017 CMRef: 82079 EMCS	That application be made to the Minister for Local Government to have the land being Lot 71 Main Street, Burracoppin re-vested in the Crown in accordance with Sections 6.64 and 6.74 of the Local Government Act 1995.	<p>IN PROGRESS</p> <p>February 2023: EMCS has rung and emailed Minister Carey's office requesting information on the progress of the land revesting.</p> <p>July 2023: Minister Carey's office emailed to say that the query fell more appropriately within the portfolio responsibility of the Minister for Local Government and so had been forwarded on.</p> <p>September 2023: Minister Michael's office emailed outlining next steps required to be taken.</p> <p>September 2024: No further updates at this time</p>
20/08/2019 CMRef: 82410 EMDS	<p>That Council:</p> <p>1. Consents to the creation of a Water Corporation easement over portion of Lot 100 Colin Street (Part of Avon Location 2227) as shown in attachment 12.36A, for the purposes of installation, access to and maintenance of the proposed chlorination unit which will form part of the Shire of Merredin Recycled Water Scheme , subject to;a. All costs associated with the preparation and lodgement of relevant easement documentation being borne solely by the Water Corporation;b. All costs associated with the installation, operation and maintenance of the future chlorination unit being borne solely by the Water Corporation;. All costs associated with any improvements to the land subject to the easement relating to vehicular access to the chlorination unit being borne solely by the Water Corporation.2. Authorises the Shire President and Chief Executive Officer to affix the Common Seal of the Council and sign the Deed of Easement documentation on behalf of the Shire of Merredin Council.</p>	<p>IN PROGRESS</p> <p>Awaiting preparation of documentation by the Water Corporation for signing by the Shire President and CEO.</p> <p>The Shire has been advised the project is delayed and outside the 5-year construction window however Water Corp are continuing to conduct investigation works.</p> <p>February 2024: No further updates anticipated until end 2024.</p>
19/12/2019 CMRef: 82485	That Council commits to CEACA's progression of the VERSO report to review; I. Community Care Packages;	COMPLETED

CEO	<p>II. Transport; and</p> <p>III. Residential Aged Care</p> <p>And;</p> <p>That Council requests that CEACA committee requests that the VERSO plan be updated now that the units are in situ.</p> <p>Reason for Officers Recommendation:</p> <p>The reason for the change in wording of the Officer Recommendation is that council are not subjecting VERSO to update the report. Should the CEACA committee agree, any suitably qualified person/s could carry out the update of the report.</p>	<p>September 2024:</p> <p>The contents of the report have been considered and where appropriate implemented within the current strategic plan. This supports the resolution of Council at the time.</p>
<p>21/07/2020</p> <p>CMRef: 82578</p> <p>EMES</p>	<p>That, within the next twelve months, the Merredin Shire Council should purchase for the Shire fleet a battery-electric (BEV or EV) passenger vehicle. This vehicle should not be additional to the vehicle fleet but should replace one passenger vehicle sold after the usual retention period of 12 months.</p>	<p>IN-PROGRESS</p> <p>June 2023:</p> <p>Currently the Administration has been unable to identify a vehicle within the fleet to be replaced as an EV due to operational requirements. The Administration is working with Synergy and seeking other grant opportunities to have EV chargers in town in strategic locations, which once completed may make purchasing an EV a more viable option.</p> <p>July 2023:</p> <p>The Shire has applied for an EV charger grant to support day-time charging at the Shire Office, which will support the logistics, and potential future purchase of this vehicle.</p> <p>September 2023:</p> <p>Officers are including consideration for EV's in current procurement processes, and updates will be provided to Council as this progresses.</p> <p>October 2023:</p> <p>Quote received, and currently being analysed.</p> <p>September 2024:</p> <p>No further updates at this time.</p>

<p>15/09/2020 CMRef: 82605 EMCS</p>	<p>1. That, pursuant to Section 6.64(1)(b) of the Local Government Act 1995, Council proceed to sell the property listed hereunder which has rates in arrears for 3 or more years, and recover from the proceeds of sale the outstanding balance which totals \$13,619.31: Assessment A6511 Type/Zoning Residential Period Outstanding 11/8/2014 to Current Amount Outstanding \$13,619.31 Last Payment 3/9/2015</p> <p>2. That, pursuant to Section 6.64(1)(b) of the Local Government Act 1995, Council proceed to sell the property listed hereunder which has rates in arrears for 3 or more years, and recover from the proceeds of sale the outstanding balance which totals \$10,023.49: Assessment A6070 Type/Zoning General Farming/Urban Residential Period Outstanding 25/7/2016 to Current Amount Outstanding \$10,023.49 Last Payment 27/9/2015</p> <p>3. That, pursuant to Section 6.64(1)(b) of the Local Government Act 1995, Council proceed to sell the property listed hereunder which has rates in arrears for 3 or more years, and recover from the proceeds of sale the outstanding balance which totals \$13,464.10: Assessment A9370 Type/Zoning Vacant Residential Period Outstanding 11/8/2014 to Current Amount Outstanding \$13,464.10 Last Payment 7/11/2013</p> <p>4. That, pursuant to Section 6.64(1)(b) of the Local Government Act 1995, Council proceed to sell the property listed hereunder which has rates in arrears for 3 or more years, and recover from the proceeds of sale the outstanding balance which totals \$6,369.85: Assessment: A3325 Type/Zoning: Residential Period Outstanding: 27/7/2017 to Current Amount Outstanding: \$6,369.85 Last Payment: 13/4/2018</p> <p>5. That, pursuant to Section 6.64(1)(b) of the Local Government Act 1995, Council proceed to sell the property listed hereunder which has rates in arrears for 3 or more years, and recover from the proceeds of sale the outstanding balance which totals \$11,008.81: Assessment: A1625</p>	<p>IN-PROGRESS</p> <p>April 2023: Land transfer documents completed and lodged for A9370 and A624. A445 settlement delayed further, expected late May early June.</p> <p>December 2023: Settlement has occurred for A445. A9370 & A624 are still in progress.</p> <p>January 2024: A9370 has been returned to the Shire.</p> <p>February 2024: An item relating to A9370 will be presented to Council at the February Ordinary Council Meeting.</p> <p>March 2024: A624 transfer delayed, but still progressing.</p> <p>June 2024: A624 has been transferred back to the Shire. Discussions commenced and processes recommenced to auction other properties listed.</p> <p>September 2024: Discussions with debt collection agency have occurred and plans to reauction remaining properties have commenced.</p>
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	<p>Type/Zoning: Vacant Residential Period Outstanding: 29/4/2015 to Current Amount Outstanding: \$11,008.81 Last Payment: 21/11/2014</p> <p>6. That, pursuant to Section 6.64(1)(b) of the Local Government Act 1995, Council proceed to sell the property listed hereunder which has rates in arrears for 3 or more years, and recover from the proceeds of sale the outstanding balance which totals \$8,409.91: Assessment: A445 Type/Zoning: Residential Period Outstanding: 25/7/2016 to Current Amount Outstanding: \$8,409.91 Last Payment: 1/4/2019</p> <p>7. That, pursuant to Section 6.64(1)(b) of the Local Government Act 1995, Council proceed to sell the property listed hereunder which has rates in arrears for 3 or more years, and recover from the proceeds of sale the outstanding balance which totals \$17,957.31: Assessment A624 Type/Zoning Vacant Residential Period Outstanding 27/7/2011 to Current Amount Outstanding \$17,957.31 Last Payment 22/12/2017</p>	
16/03/2021 CMRef: 82698 CEO	<p>That Council instruct the Chief Executive Officer to;</p> <ol style="list-style-type: none"> 1. Obtain a valuation from a suitably qualified registered valuer for Lot 1498 Caridi Close, Merredin; 2. Engage local real estate agents to determine the availability and value of suitable executive housing within the Merredin townsite. 3. Report to Council preliminary estimates for the construction of a 4 bedroom, 2 bathroom executive home on an appropriate lot within the Merredin townsite; 4. Invite local real estate agents to submit quotations for the sale of six existing houses constructed earlier than the year 2000. The quotations are to include details of the agent's proposed marketing strategy to obtain maximum value. The addresses of the properties to remain confidential in the interim. (Note: this does not include the house currently utilised for housing "travelling players" which should be the subject of a separate report); 5. Report further on the optimum number of houses that should be held in the portfolio including how many (if any) of the houses for sale should be replaced and the process for doing so; and 	<p>NOT COMMENCED</p> <p>Briefing provided to Council that all staff housing currently required and recommend this item is delayed, with further work completed in the 2022/23 year.</p> <p>July 2023: As housing is allocated to positions under recruitment / required – it is not recommended this item progress in the next six months due to operational constraints and business requirements for the existing stock.</p> <p>September 2024:</p>

	<p>6. Examine, as part of the asset management planning for the portfolio, the replacement program for the newer houses currently held and not included in the above recommendations.</p> <p>7. Review Policy 2.10 Council Staff Housing and report to Council.</p>	<p>2 properties identified for potential sale, with valuations received. Further discussions to be had with tenants.</p>
<p>16/03/2021 CMRef: 82699 CEO</p>	<p>That Council;</p> <ol style="list-style-type: none"> 1. Notes the preparation and submission by Njaki Njaki Aboriginal Cultural Tours of the Hunts Dam Nature Based Campground Feasibility – Business Case – June 2019 demonstrating the potential viability of the proposal; 2. Notes that the proposal represents strong alignment with the Strategic priorities and strategies for change of the Council set out in the newly adopted Strategic Community Plan; 3. Confirms that the Business Case and Feasibility Study as submitted is satisfactory to meet the terms of the Council’s resolution 82038 of November 2017; 4. Confirms that Council supports the relinquishment of the Management Order for Reserve 29700 to enable a performance based lease to be agreed between the State and Njaki Njaki Aboriginal Cultural Tours for the conduct of its tourism venture; and 5. Proposes to the State Government that the lease include provisions for substantial progress on the implementation of the development within a five year period from execution of the lease. 	<p>IN PROGRESS</p> <p>Enquiries made with DPLH.</p> <p>July 2023: No updated information provided from DPLH</p> <p>September 2024: No further updates at this time.</p>
<p>28/06/2022 CMRef: 82951 EMS&C</p>	<p>That Council;</p> <ol style="list-style-type: none"> 1. ENDORSE the CEO or their delegate to enter into a partnership agreement with the Merredin Blue Light Unit for the provision of Blue Light events in Merredin. 2. NOTES The partnership in (1) above, will be to waive the fees associated with the free use of Shire facilities and non-staff resources, when the Merredin Blue Light Unit are providing agreed youth programs in Merredin within their available resources and capacity. 3. NOTES this partnership supports a maximum of 4 events per year or 5 events per year in the years where a large fundraising event is hosted; and 4. AUTHORISES the CEO to determine the terms of the partnership in (1) above, including the length of the partnership, the Shire resources to be allocated, and how the Shire will be recognised through the partnership with the Merredin Blue Light Unit. 	<p>IN PROGRESS</p> <p>The Administration has sent the agreement to PCYC for signing.</p> <p>June 2023: The Administration has followed up with PCYC during April, and aims to have the agreement signed ASAP.</p> <p>September 2024: No further updates at this time.</p>
<p>26/07/2022 CMRef: 89268 EMCS</p>	<p>That Council;</p> <ol style="list-style-type: none"> 1. REQUEST that the Department of Communities purchase the Shire of Merredin’s interest (both land and assets) in the Cummings Street Joint Venture project at current market value; and 2. ALLOCATE a total of \$2500 in the 2022-23 draft budget towards associated valuation and conveyance costs. 	<p>IN PROGRESS</p> <p>January 2024: Sale contracts were received at the end of December. EMCS has sent queries through to the Department regarding some terms and is awaiting response.</p> <p>February 2024:</p>

		<p>Communities responded on 14 February, and on 19 February 2024 EMCS and MCS met with representatives via Teams to discuss the agreement provided.</p> <p>March 2024: Required documentation to provide Communities along with signed contract is currently being developed.</p> <p>April 2024: Item to April Council meeting relating to authorising the affixing of the common seal on the contract.</p> <p>May 2024: Contracts signed and returned to Communities, awaiting response.</p> <p>June 2024: Joint inspections completed in readiness for settlement. Tenants provided notification letters by DoC during inspections.</p> <p>July 2024: Awaiting trades to complete required maintenance prior to settlement being enacted.</p> <p>September 2024: All works completed. DoC notified – awaiting instruction.</p>
19/09/2023 CMRef: 83237 CEO	<p>That Council;</p> <p>1. ADVISE the Department of Mines, Industry Regulation and Safety – Consumer Protection that the Shire of Merredin will not be varying its previously approved standard retail trading hours for the 2023/24 Christmas/New Year period; and</p> <p>2. NOTES the Shire of Merredin will consult with retailers in the current year to confirm current general trading hours remain suitable for the locality.</p>	<p>IN PROGRESS</p> <p>June 2024: The Administration will start consulting with retailers later in the year.</p>
17/10/2023	That Council;	IN PROGRESS

CMRef: 83259 EMES	<p>1. RECEIVES the Recommendation Report included as Attachment 16.1A – Confidential Recommendation Report RFQ 03 2023-24 Merredin – Narembreen Rd Culvert Extension SLK 9.18;</p> <p>2. Subject to funding confirmation from Wheatbelt Secondary Freight Network:</p> <p>a. APPROVES the recommendations as contained within Section 7 of the Confidential Report included as Attachment 16.1A – Confidential Recommendation Report RFQ 03 2023-24 Merredin – Narembreen Rd Culvert Extension SLK 9.18;</p> <p>b. ACCEPT the unbudgeted additional income of \$47,974, ex GST from Wheatbelt Secondary Freight Network;</p> <p>c. APPROVES the amendment to the 2023/24 Annual Budget as per the below table:</p> <table><tr><th>Account</th><th>Description</th><th>Current Budget</th><th>Amendment</th><th>Revised Budget</th></tr><tr><td>RC239</td><td>Merredin-Narembreen Road (Capital)</td><td>\$3,975,600</td><td>+\$47,974</td><td>\$4,023,574</td></tr><tr><td>3120118</td><td>ROADC – Wheatbelt Secondary Freight Network (WSFN)</td><td>\$3,443,700</td><td>+\$47,974</td><td>\$3,491,674</td></tr></table> <p>d. AUTHORISE the Shire President and Chief Executive Officer to sign and apply the Shire of Merredin Common Seal to the Contract between the Shire of Merredin and Ringa Civil for RFQ 03 2023-24 Merredin – Narembreen Rd Culvert Extension SLK 9.18 up to a total value of \$281,500 ex GST; and</p> <p>e. AUTHORISES Item 2d above, SUBJECT TO confirmation from WSFN of a new total project budget of \$300,000 consisting of \$280,000 WSFN contribution and \$20,000 municipal contribution.</p>	Account	Description	Current Budget	Amendment	Revised Budget	RC239	Merredin-Narembreen Road (Capital)	\$3,975,600	+\$47,974	\$4,023,574	3120118	ROADC – Wheatbelt Secondary Freight Network (WSFN)	\$3,443,700	+\$47,974	\$3,491,674	<p>February 2024: Culvert extension works were completed as per project requirements.</p> <p>Final works, which include pavement strengthening and sealing, will be completed in the coming months.</p> <p>August 2024: Finalisation work to complete this project is planned for September 2024.</p> <p>September 2024: No further updates at this time.</p>
Account	Description	Current Budget	Amendment	Revised Budget													
RC239	Merredin-Narembreen Road (Capital)	\$3,975,600	+\$47,974	\$4,023,574													
3120118	ROADC – Wheatbelt Secondary Freight Network (WSFN)	\$3,443,700	+\$47,974	\$3,491,674													
23/01/2024 CMRef: 83311 EMDS	<p>That Council:</p> <p>1. GRANTS conditional development (planning) approval for works and use on Lot 503 Gabo Avenue, Merredin, incorporating;</p> <p>a. Installation of 3x Auger grids and Conveyor Loading Systems and necessary adjustments to existing pavements to suit drainage requirements and pavement tie-ins;</p> <p>b. Maintaining the position of northern drain (north of Open Bulk Heads) 09-14), requiring Open Bulk Heads to be shortened by 10.5m to accommodate new grids and by-pass;</p> <p>c. Shortening recent emergency storage Temporary Bulk Head 99 by 25m to accommodate altered traffic path for the Drive Over Grid in-loading trucks. Frame footings for affected frames to be re-done;</p> <p>d. Removal of recent emergency storage Temporary Bulk Head 98 and install access road for stacking to the grid (Open Bulk Head 09-10);</p> <p>e. Milling and asphalt sealing of Open Bulk Head 12-14 at existing levels;</p> <p>f. Upgrade to 1.8m frames to Open Bulk Head 12-14, including frame footings;</p> <p>g. Necessary drainage works to accommodate the stormwater runoff from the works, including open drains, culverts and drainage basins, as outlined in Attachment 12.1A, subject to;</p>	<p>IN PROGRESS</p> <p>February 2024: Conditional Development Approval has now been formally granted by the Shire of Merredin. Awaiting receipt of revised Stormwater Management Plan</p> <p>March 2024 Revised Stormwater Management Plan has now been received and is deemed to be suitable. Maintenance work on existing drainage channels is currently being implemented by CBH in accordance with the Revised Stormwater management Plan.</p> <p>April 2024:</p>															

	<p>i. The development and implementation of a revised Storm Water Management Plan to the satisfaction of the Shire of Merredin;</p> <p>ii. The area forming part of the development approval shall not be used until such time as all recommendations in the revised Stormwater Management Plan have been implemented in full to the satisfaction of the Shire of Merredin.</p> <p>2. AUTHORISES the Shire of Merredin Executive Manager Engineering Services to approve a revised Stormwater Management Plan that is considered to be satisfactory on behalf of Council;</p> <p>3. ADVISES the applicant that if the development, the subject of this approval, is not substantially commenced within a period of 24 months from the date of the approval, the approval will lapse and be of no further effect. For the purposes of this condition, the term “substantially commenced” has the meaning given to it in the Planning and Development (Local Planning Schemes) Regulations 2015 as amended from time to time; and</p> <p>4. ADVISES the applicant that if the applicant is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.</p>	<p>CBH are in progress of putting in additional culverts and removing silt from existing drainage channels.</p> <p>May 2024: Received advice from CBH that storm water maintenance are in progress and will be finalised prior to commencement of operation.</p> <p>September 2024 Site meeting held with CBH management Shire EMDS and EMES, drainage works still in process of being finalised due to delays associated with greater than usual rainfall activity.</p>
23/01/2024 CMRef: 83318 EMS&C	<p>That Council;</p> <p>1. APPROVE an alternative process be undertaken for the purchase of stock to allow the operations of the Grandstand Bar and Restaurant to commence; and</p> <p>2. INSTRUCTS the Chief Executive Officer to have the Administration undertake a full review of the operations of the Grandstand Bar & Restaurant within twelve months.</p>	<p>IN PROGRESS</p> <p>September 2024: No updates at this time.</p>
27/02/2024 CMRef: 83346 CEO	<p>That Council;</p> <p>1. ACKNOWLEDGES the closure of the pedestrian crossing immediately east of the Merredin Train Station as part of the construction of the new high-level platform at the station;</p> <p>2. AUTHORISE the Chief Executive Officer to advise PTA and Arc Infrastructure of this acknowledgement; and</p> <p>3. INSTRUCT the Chief Executive Officer to advertise the closure of the platform within the community as soon as closure dates are known.</p>	<p>IN PROGRESS</p> <p>June 2024: Dates are still to be confirmed, however works are expected to commence in September and the crossing will be fenced off at that time.</p> <p>September 2024: CEO and EMCS met with PTA to confirm closure from 7 September with works to the crossing expect October.</p>
27/02/2024 CMRef: 83348 EMCS	<p>That Council;</p> <p>1. ACCEPT the offer received for Assessment A9358, Lot 217, 19 Carrington Way, Merredin WA 6415 for a value of \$35,000;</p> <p>2. AUTHORISE the Chief Executive Officer and the Shire President to execute a Contract of Sale and apply the Shire of Merredin Common Seal to the agreed contract; and</p>	<p>IN PROGRESS</p> <p>March 2024: EMCS has contacted person who made the offer and asked for a formal offer contract to</p>

	3. INSTRUCT the CEO to transfer the profits received from the sale of the land into the Building Reserve Account GL 96733010.	be drawn up. Advised that delays have occurred and offer may not be forthcoming. September 2024: No further updates at this time.
27/02/2024 CMRef: 83349 MP / EMES	That Council; 1. Receives the Confidential Recommendation Report of the Tender Panel for RFQ17 2023/24 Apex Park – Amenities Upgrade at Attachment 19.2A; 2. APPROVES the recommendations as contained within Section 6, Recommendations, of Attachment 19.2A – RFQ17 2023/24 Confidential Recommendation Report. 3. AUTHORISE the Shire President and Chief Executive Officer to apply the Shire of Merredin common seal to the Contract between the Shire of Merredin and Respondent 2 for RFQ17 2023/24 Apex Park – Amenities Upgrade as outlined in Attachment 19.2A – RFQ17 2023/24 Confidential Recommendation Report.	COMPLETED September 2024: Work completed on this project
26/03/2024 CMRef: 83355 EMDS	That Council: 1. ENDORSES the Shire of Merredin Responsible Authority Report forming part of Attachment 12.2B; 2. SUBMITS the endorsed Shire of Merredin Responsible Authority Report to the Development Assessment Panel Secretariat; 3. RECOMMENDS that the Regional Joint Development Assessment Panel resolves to: a. ACCEPT that the Development Assessment Panel Application reference DAP/24/02631 is appropriate for consideration as a “Use not listed” land use and compatible with the objectives of the zoning table in accordance with Clause 3.4.2 (b) of the Shire of Merredin Local Planning Scheme No. 6; and b. APPROVE Development Assessment Panel Application reference DAP/24/02631 and accompanying plans (Attachment 12.2A) in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015, and the provisions of Clause 3.4.2 (b) of the Shire of Merredin Local Planning Scheme No. 6, subject to the following conditions: i. The submission and approval of a dedicated Construction Management Plan, including a transport impact assessment, details showing the proposed interim and longer-term facilities including building/structure setbacks, carparking facility, landscaping/ screening etc, to the satisfaction of the local government; ii. The removal of all construction infrastructure once the facility has been completed to the satisfaction of the local government; iii. The preparation and lodgement of a Drainage Management Plan to contain all drainage on site to the satisfaction of the local government; iv. The design and location of on-site effluent systems, for the construction phase as well as the longer term, to be designed and located to the satisfaction of the local government;	IN PROGRESS April 2024: JDAP met and have made a determination to grant conditional approval. Awaiting formal confirmation from JDAP before liaising with the applicant. May 2024: Conditional Approval has now been received from JDAP. Awaiting receipt of Construction Management Plan etc from the applicant September 2024: The applicant is awaiting the outcome of the recent application to the WAPC for a subdivision of the existing Lot to allow for the creation of a new Lot that will house the proposed development that can be purchased freehold by the applicant. The applicant will then submit the required Construction Management Plan for consideration by the Shire of Merredin.

	<p>v. Compliance with the Bushfire Management Plan dated 14 December 2023 recommendations (including the Bushfire Risk Assessment & Management Report); and</p> <p>vi. Any new crossover to Robartson Road shall be located and constructed to the satisfaction of the local government.</p> <p>Advice Notes</p> <p>1 If the development, subject of this approval, is not substantially commenced within a period of 24 months from the date of the approval, the approval will lapse and be of no further effect. For the purposes of this condition, the term “substantially commenced” has the meaning given to it in the Planning and Development (Local Planning Schemes) Regulations 2015 as amended from time to time.</p> <p>2 If an applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.</p> <p>3 The applicant is advised that granting of development approval does not constitute a building permit and that an application for relevant building permits must be submitted to the Shire of Merredin and be approved before any work requiring a building permit can commence on site.</p>																															
<p>26/03/2024 CMRef: 83356 EMES</p>	<p>That Council:</p> <p>1. ADOPT the proposed road hierarchy listed in the table below;</p> <table border="0"> <tr> <td>ID</td> <td>Road Hierarchy</td> <td>Role</td> </tr> <tr> <td colspan="3">Rural - Non Built-Up Areas</td> </tr> <tr> <td>1</td> <td>Regional Distributor</td> <td>Provide Link between major roads and regions</td> </tr> <tr> <td>2</td> <td>Local Distributor</td> <td>Provides a mixed function that includes traffic mobility and property access</td> </tr> <tr> <td>3</td> <td>Access Rd</td> <td>Provide access to property and residence</td> </tr> <tr> <td>4</td> <td>Access Rd (Minor)</td> <td>Provide access to one or two rural properties</td> </tr> <tr> <td colspan="3">Urban - Built Up Areas (Local Towns)</td> </tr> <tr> <td>5</td> <td>Local Distributor</td> <td>Provides a mixed function that includes traffic mobility and property access</td> </tr> <tr> <td>6</td> <td>Access Rd</td> <td>Provide access to property and residence</td> </tr> <tr> <td>7</td> <td>Laneway</td> <td>Provide access to back of property</td> </tr> </table> <p>2. AUTHORISE the Chief Executive Officer to publish Shire Road Register for public comments, prior to formally adopting by Council.</p> <p>3. ADOPT the proposed Merredin Interim Asset Management Plan.</p>	ID	Road Hierarchy	Role	Rural - Non Built-Up Areas			1	Regional Distributor	Provide Link between major roads and regions	2	Local Distributor	Provides a mixed function that includes traffic mobility and property access	3	Access Rd	Provide access to property and residence	4	Access Rd (Minor)	Provide access to one or two rural properties	Urban - Built Up Areas (Local Towns)			5	Local Distributor	Provides a mixed function that includes traffic mobility and property access	6	Access Rd	Provide access to property and residence	7	Laneway	Provide access to back of property	<p>IN PROGRESS</p> <p>September 2024: No updates at this time.</p>
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<p>30/04/2024 CMRef: 83369 EMDS</p>	<p>That Council:</p> <p>1. NOTES the outcomes of the review of the Shire of Merredin’s local laws under s3.16 of the Local Government Act 1995; and</p> <p>2. NOTES proposals to amend local laws under s3.12 of the Local Government Act 1995 will be presented to Council for its consideration in due course.</p>	<p>IN PROGRESS</p> <p>June 2024: Comprehensive review of Shire of Merredin Local Laws will now be undertaken by</p>																														

		Consultant and EMDS before being brought back to Council for its consideration later in 2024.
30/04/2024 CMRef: 83370 EMES	That Council: 1. APPROVES the request and includes the eastern side of Bailey Rd on the Shire of Merredin Roads Register; 2. AUTHORISE the Chief Executive Officer to obtain the required permits, and construct formed dry weather only Rd - 2.2 km between Merredin – Nungarin Rd to the boundary of Lot 13170, and to invoice the person making the request for the construction costs of \$36,000 + GST; 3. AUTHORISE the Chief Executive Officer to inform the adjoining land owners prior to any work being undertaken; and 4. AUTHORISE the Chief Executive Officer to inform the local farmer that Council reserves the right to extend the road to Old-Nukarni Rd if future needs arise.	IN PROGRESS September 2024: No updates at this time.
30/04/2024 CMRef: 83373 EMCS	That Council ENDORSE the following annual allowances and meeting attendance fees for inclusion in the 2024/25 budget, to be paid quarterly in arrears: Annual Meeting Fees Annual Allowance For a council member other than the mayor or president For a council member who holds the office of mayor or president Annual Allowance Shire President Annual Allowance Deputy President \$8,495 \$8,495 \$14,155 \$3,535	COMPLETED September 2024: Budget adopted 6 August. Remuneration included.
30/04/2024 CMRef: 83374 EMCS	That Council: 1. PROVIDES its in-principle endorsement of the Schedule of Fees and Charges 2024/25, included as Attachment 14.4A to the report; and 2. INCLUDES the proposed schedule within the drafting of the Shire of Merredin's 2024/2025 Annual Budget for further consideration.	COMPLETED September 2024: Budget adopted 6 August. Remuneration included.
30/04/2024 CMRef: 83381 EMCS	That Council; 1. DECLINE Offer 2 received for Assessment A9248, Lot 502, Crooks Road, Merredin WA 6415 and AUTHORISE the Chief Executive Officer to communicate this as necessary; 2. COUNTEROFFER Offer 1 received for Assessment A9248, Lot 502, Crooks Road, Merredin WA 6415 for the amount of the valuation received; 3. AUTHORISE the Chief Executive Officer to negotiate the sale price, and, along with the Shire President, execute a Contract of Sale and apply the Shire of Merredin common seal to the agreed contract, should the prospective purchaser wish to proceed based on the sale price outlined above; and 4. NOTE that if a suitable price cannot be agreed upon, the Item will be returned to Council for further discussion.	IN PROGRESS June 2024: Letter emailed to Offer 2 notifying that Council declined the offer put forward. CEO has been in communication with Offer 1 party to negotiate purchase price. Awaiting response. September 2024: Formal offer contract received, signed and returned. Settlement agent engaged and deposit received.

<p>21/05/2024 CMRef: 83396 EMDS</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. ADOPTS Amendment No 8 (Omnibus amendment) to the Shire of Merredin Local Planning Scheme No 6; 2. SUBMITS the endorsed Omnibus amendment to the Environmental Protection Authority for environmental clearance (s 81 Planning and Development Act 2005); and 3. SUBMITS the endorsed Omnibus amendment to the WA Planning Commission for approval to advertise. 	<p>IN PROGRESS</p> <p>June 2024: Correspondence confirming Council resolution together with supporting documentation has been supplied to the EPA and the WAPC. Awaiting formal response from both agencies.</p> <p>September 2024: Confirmation received from EPA that it will not require formal assessment of the Omnibus Amendment. Meeting held with representatives of the WAPC, suggestions made for minor variations to the Omnibus Amendment relating to 1 – Short Term Rental Accommodation 2 – Refraining to changing zoning of several lots owned by state government based on protection of existing vegetation. Awaiting formal confirmation from WAPC regarding proposed changes before varying the Omnibus Amendment documentation prior to advertising.</p>
<p>21/05/2024 CMRef: 83397 EMDS</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. ADOPTS the Shire of Merredin Local Planning Strategy 2024; and 2. SUBMITS the endorsed Shire of Merredin Local Planning Strategy 2024 to the WA Planning Commission for approval to advertise. 	<p>IN PROGRESS</p> <p>June 2024: Correspondence confirming Council resolution together with supporting documentation has been supplied to the WAPC. Awaiting formal response from this agency.</p> <p>September 2024: No further updates at this time.</p>
<p>21/05/2024 CMRef: 83399 EMDS</p>	<p>That Council;</p> <ol style="list-style-type: none"> 1. ACCEPT the tender submission for RFQ19 – 2023/24 from Avon Waste for the provision of Waste and Recycling Collection services to the Shire of Merredin; 2. AUTHORISE the Chief Executive Officer to negotiate contract terms between the Shire of Merredin and Avon Waste for the provision of Waste and Recycling Collection Services; 	<p>COMPLETED</p> <p>The Contract has now been executed by both parties.</p>

	<p>3. AUTHORISE the Shire President and Chief Executive Officer to execute a contractual agreement with Avon Waste for the provision of Waste and Recycling Collection services and attach the Shire of Merredin Common Seal; and</p> <p>4. INCORPORATE the required allocation of funds for the provision of Waste and Recycling Collection Service as part of the 2024/25 draft budget.</p>	
<p>30/07/2024 CMRef: 83421 EMES</p>	<p>That Council;</p> <p>1. SUPPORT in principle the installation of an Electric Vehicle Charging Station to be located at Lot 203 (22-24) Bates Street, Merredin, as per Attachment 13.1A; and</p> <p>2. AUTHORISE the Chief Executive Officer to sign the Letter of Authorisation on behalf of the Shire of Merredin to provide in principle support for the installation of an Electric Vehicle Charging Station to be located at Lot 203 (22-24) Bates Street, Merredin, as per Attachment 13.1A.</p> <p>3. AUTHORISE the Shire President and Chief Executive Officer to apply the Shire of Merredin Common Seal to the Licence agreement between the Shire of Merredin (Licensor) and Tesla (Licensee), for the installation and operation of an Electrical Vehicle Charging Station in Merredin.</p>	<p>IN PROGRESS</p> <p>September 2024: No further updates at this time.</p>
<p>30/07/2024 CMRef: 83422 EMES</p>	<p>That Council ADOPT the revised Policy 2.2 Plant and Fleet Replacement Policy, as presented in Attachment 13.2B.</p>	<p>COMPLETED</p>
<p>30/07/2024 CMRef: 83425 EMCS</p>	<p>That Council</p> <p>1. NOTE the review of the Shire of Merredin Information Statement 2024/25, as presented in Attachment 14.3A, in accordance with Part 5 of the Freedom of Information Act 1992; and</p> <p>2. NOTE the Shire of Merredin Information Statement 2024/25 will be publicised on the Shire of Merredin website and forwarded to the Commissioner by the Chief Executive Officer, in accordance with Part 5 of the Freedom of Information Act 1992.</p>	<p>COMPLETED</p> <p>September 2024: Information statement emailed to FOI commissioner, posted to Shire website and updated in shared drive.</p>
<p>30/07/2024 CMRef: 83426 EMS&C</p>	<p>That Council;</p> <p>1. ENDORSES Attachment 14.5A Pioneers' Pathway Memorandum of Understanding 2024 – 2027, including a financial contribution of:</p> <p>a. \$3,500 for 2024 – 2025,</p> <p>b. \$4,000 for 2025 – 2026,</p> <p>c. \$4,500 for 2026 - 2027;</p> <p>2. NOTES the review of the Strategic Operational Plan 2024 – 2027 as per Attachment 14.5B; and</p> <p>3. GRANTS the Chief Executive Officer delegated authority to execute this Memorandum of Understanding.</p>	<p>IN PROGRESS</p> <p>September 2024: Pioneers Pathways have been notified of Council Outcome.</p>
<p>30/07/2024 CMRef: 83427 CEO</p>	<p>That Council;</p> <p>1. NOTES the training and development undertaken by Elected Members during the 2023/24 financial year, as detailed in Attachment 15.1A; and</p>	<p>COMPLETED</p>

	2. NOTES the 2023/24 Elected Member Training and Development Register, as detailed in Attachment 15.1A will be placed on the Shire of Merredin website.																					
30/07/2024 CMRef: 83428 CEO	That Council CONFIRM that the Redeveloped Park will be known as “Apex Park”, with a dual name of “Danjoo Waabininy Boodja” with signage to be installed to reflect this name.	COMPLETED																				
30/07/2024 CMRef: 83429 CEO	That Council SUPPORT an exemption to enable installation of a memorial grave for Plot 71 Section B of the grassed area of Merredin Cemetery on the following conditions: 1) Application for the memorial installation is to be made to the Shire Administration on the approved form; 2) The installation is to be adjacent to the existing memorial grave of a family member; and 3) The installation is to be of a size and material similar to that of the adjacent family members memorial grave, with the area between the graves to be finished in a manner which provides for efficient maintenance of the area (as approved by the Chief Executive Officer).	COMPLETED																				
30/07/2024 CMRef: 83431 CEO	That Council: 1. ENDORSE the nomination of Councillor Lisa O’Neill as a board member of WEROC to represent the Shire; and 2. ENDORSE Craig Watts, Chief Executive Officer, as a board member of WEROC to represent the Shire.	COMPLETED																				
30/07/2024 CMRef: 83433 EMCS	That Council: 1. APPROVES the transfer of up to \$7,500.00 from the Cummings Street Unit Reserve account (196738010) to Job BM055 – Cummings Units Common Area - Building Operations, as per the table below, for the purpose of completing necessary repairs and maintenance to the units, as described in the report. <table><tr><td>Account number</td><td>Description</td><td>Current balance/ budget</td><td>Change Revised</td></tr><tr><td>196738010</td><td>Cummings Street Unit Reserve account</td><td>\$48,035.86</td><td>-\$7,500.00</td></tr><tr><td></td><td></td><td>\$40,535.86</td><td></td></tr><tr><td>Job BM055</td><td>Cummings Units Common Area - Building Maintenance</td><td>\$3,000.00</td><td></td></tr><tr><td></td><td></td><td>\$7,500.00</td><td>\$10,500.00</td></tr></table>	Account number	Description	Current balance/ budget	Change Revised	196738010	Cummings Street Unit Reserve account	\$48,035.86	-\$7,500.00			\$40,535.86		Job BM055	Cummings Units Common Area - Building Maintenance	\$3,000.00				\$7,500.00	\$10,500.00	IN PROGRESS September 2024: Transfer will be completed once final invoices have been received.
Account number	Description	Current balance/ budget	Change Revised																			
196738010	Cummings Street Unit Reserve account	\$48,035.86	-\$7,500.00																			
		\$40,535.86																				
Job BM055	Cummings Units Common Area - Building Maintenance	\$3,000.00																				
		\$7,500.00	\$10,500.00																			
06/08/2024 CMRef: 83435 EMCS	That Council; 1. ADOPTS for the Shire of Merredin, the Annual Budget for the 2024/25 financial year, pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, as outlined in Attachment 10.1A which includes the following: a. Budget Statement of Comprehensive Income (by Nature or Type); b. Budget Statement of Cash Flows; c. Budget Rate Setting Statement; d. Notes to the Annual Budget including statement of Rating Information; e. Schedule of Fees and Charges for 2024-25;	COMPLETED September 2024: Budget and Fees and Charges have been inputted into financial management system and disseminated to staff. Copy of Annual Budget provided to DLGSC.																				

2. IMPOSES the following differential general and minimum rates on Gross Rental and Unimproved Values adopted for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget in the Rate Setting Statement, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995:

General Rates

Gross Rental Values	Minimum	Rate in \$
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GRV \$940	0.109400	
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General Differential Rates

Unimproved Value	Minimum Rate	Rate in \$
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UV1 – Rural \$1,160.00	0.013325	
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UV2 – Urban Rural \$1,160.00	0.026650	
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UV3 – Mining \$200.00	0.025875	
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UV4 – Power Generation \$1,160.00	0.025800	
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UV5 – Special Use Airstrip \$1,160.00	0.023971	
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3. ADOPTS the following due dates for the payment in full by instalments, pursuant to section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996:

Full payment or 1st Instalment due date 20 September 2024

2nd Instalment due date 22 November 2024

3rd Instalment due date 24 January 2025

4th Instalment due date 28 March 2025

4. ADOPTS an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$13 for each instalment after the initial instalment is paid, pursuant to section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996;

5. ADOPTS an interest rate of 5.5% where the owner has elected to pay rates (and service charges) through an instalment option, pursuant to section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996;

6. ADOPTS an interest rate of 6.0% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable, pursuant to section 6.51(1) and subject to section 6.51(4) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996;

7. ADOPTS the 2024/25 Schedule of Fees and Charges for the Shire of Merredin removal and/or deposit of domestic and commercial waste included in Attachment 10.1D, pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007;

8. ADOPTS the following annual fees for payment of Elected Members in lieu of individual meeting attendance fees, pursuant to section 5.99 of the Local Government Act 1995 and Regulation 34 of the Local Government (Administration) Regulations 1996:

Shire President \$8,495

	<p>Deputy Shire President \$8,495 Councillors \$8,495</p> <p>9. ADOPTS the following annual local government allowances to be paid in addition to the annual meeting allowance, pursuant to section 5.98A of the Local Government Act 1995 and Regulation 33 and 33A of the Local Government (Administration) Regulations 1996; and Shire President \$14,155 Deputy Shire President \$3,535</p> <p>10. ENDORSES that the level to be used in the Statement of Financial Activity in 2024/25 for the reporting of material variance shall be whichever is greater of 10% and \$10,000, in accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and AASB 1031 Materiality.</p>	
<p>20/08/2024 CMRef: 83438 EMDS</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. GRANTS development (planning) approval for a proposed office building (14.42m x 4.22m), proposed toilet room, proposed improvements to the Fire Resistance Level to the existing workshop, proposed concrete ramp, proposed new septic system, proposed carparking, landscaping and fencing to be situated on Lot 141 (No 38) Railway Avenue, Merredin, as outlined in Attachment 12.1A, subject to; <ol style="list-style-type: none"> a. The development (planning) approval being valid for a period of twelve (12) months from the date of it being issued; b. Provision of suitable landscaping to the satisfaction of the Shire of Merredin, along the frontage adjacent to Railway Avenue, as well as along the Southern boundary of the Lot, as identified in Wayne's Design and Drafting, Drawing No 23039, dated July 2024; c. Provision of carparking bays including a dedicated hardstand car parking bay for persons with a disability as identified in Wayne's Design and Drafting, Drawing, No Drawing No 23039, dated July 2024; d. The applicant being responsible for all costs associated with the ongoing maintenance of crossovers used to access Lot 141 (No 38) Railway Avenue, Merredin; 2. ADVISES the applicant of the following; <ol style="list-style-type: none"> a. This development approval does not constitute a building permit. An application for a building permit must be lodged with the Shire of Merredin and be approved before any building work can commence on site; b. Compliance is required with provisions of the National Construction Code (BCA) and relevant standards including disability access requirements and associated provision of suitable toilet facilities; c. The new office building must not be occupied until such time as the Shire of Merredin has issued an Occupancy Permit for use of the building; d. The existing workshop plumbing and drainage services must be disconnected from the leaching component located on the adjacent Lot and the workshop and toilet room connected 	<p>COMPLETED</p> <p>Development approval has now been issued by the Shire of Merredin.</p>

	<p>to a suitable effluent disposal system wholly located on Lot 141 (No 38) Railway Avenue, Merredin;</p> <p>e. An application for an onsite effluent disposal system will need to be submitted to the Shire of Merredin and be approved before any work on the installation of an onsite effluent disposal system can commence on site; and</p> <p>f. All new fencing on the property must comply with requirements specified by the Shire of Merredin Local Laws Relating to Fencing.</p>																									
20/08/2024 CMRef: 83439 EMCS	<p>That Council APPROVE the proposed budget amendment, as detailed below:</p> <table><thead><tr><th>GL/Job</th><th>Description</th><th>Current</th><th>Budget</th><th>Variation Amount</th><th>Revised Budget</th></tr></thead><tbody><tr><td>2110300</td><td>REC – Employee Costs</td><td>\$616,300</td><td>(\$20,000)</td><td>\$596,300</td><td></td></tr><tr><td>2110351</td><td>REC – Sporting & Community Group Contributions</td><td>\$0</td><td>\$20,000</td><td></td><td></td></tr><tr><td></td><td></td><td>\$20,000</td><td></td><td></td><td></td></tr></tbody></table>	GL/Job	Description	Current	Budget	Variation Amount	Revised Budget	2110300	REC – Employee Costs	\$616,300	(\$20,000)	\$596,300		2110351	REC – Sporting & Community Group Contributions	\$0	\$20,000					\$20,000				<p>COMPLETED</p> <p>September 2024: Budget amendment entered into finance system 29.08.2024</p>
GL/Job	Description	Current	Budget	Variation Amount	Revised Budget																					
2110300	REC – Employee Costs	\$616,300	(\$20,000)	\$596,300																						
2110351	REC – Sporting & Community Group Contributions	\$0	\$20,000																							
		\$20,000																								
20/08/2024 CMRef: 83442 EMES	<p>That Council:</p> <p>1. RECEIVES the Recommendation Report included as Attachment 19.1A – Confidential Recommendation Report RFQ02 2024-25 Shire of Merredin – Bituminous Surfacing;</p> <p>2. APPROVES the recommendations as contained within Section 7 of the Confidential Report included as Attachment 19.1A;</p> <p>3. AUTHORISE the Shire President and Chief Executive Officer to sign and apply the Shire of Merredin Common Seal to the Contract between the Shire of Merredin and Fulton Hogan Industries Pty Ltd for RFQ02 2024-25 Sealing Works as per the rates shown in Attachment 19.1A.</p>	<p>COMPLETED</p> <p>September 2024: Contract authorised and signed.</p>																								
20/08/2024 CMRef: 83443 EMES	<p>That Council:</p> <p>1. RECEIVES the Recommendation Report included as Attachment 19.2A – Confidential Recommendation Report RFQ03 2024-25 Pavement Stabilisation Works;</p> <p>2. APPROVES the recommendations as contained within Section 7 of the Confidential Report included as Attachment 19.2A;</p> <p>3. AUTHORISE the Shire President and Chief Executive Officer to sign and apply the Shire of Merredin Common Seal to the Contract between the Shire of Merredin and Stabilised Pavement Australia Pty Ltd for RFQ02 2024-24 Pavement Stabilisation Works up to a total value as listed in the financial table of this report;</p> <p>4. In the event, Stabilised Pavement Australia is not available to meet the project timeline, Council authorise the Chief Executive Officer to engage WCP Civil Pty Ltd as an alternative option up to a total value as listed in the financial table of this report; and</p> <p>5. AUTHORISES the Chief Executive Officer to approve up to 10% Variations to this Contract, within the budget allocated in accounts RC239A, RC239B, RC239C, RC239D, RC239F, RC239H, RC239I, and RC239J.</p>	<p>COMPLETED</p> <p>September 2024: Contract authorised and signed.</p>																								

15.3 Regional Christmas Trading Hours

<div>Administration</div> <div>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</div>	
Responsible Officer:	Craig Watts CEO
Author:	Meg Wyatt, EO
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 15.3A – 2024-25 Regional Extended Trading Package Attachment 15.3B – Non Metropolitan Local Government Application for Extended Trading Hours

Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider the 2024/25 Regional Christmas trading hours.

Background

Local Governments were advised on 11 September 2024, the Department of Mines, Industry Regulation and Safety – Consumer Protection (DMIRS) has extended the opportunity for regional extended trading hours for local businesses over the Christmas/New Year period during 2024.

On 27 August 2024, the Minister for Commerce, approved trading extensions for the Perth metropolitan area over the 2024 Christmas period and for public holidays in 2025.

The package approved by the Minister will enable general retail shops in the Perth metropolitan area to trade from 8am to 6pm on Saturdays, Sundays and on public holidays between 7 December 2024 and 29 December 2024, with Christmas Day being the only day of closure, and from 7am to 9pm on weekdays from 14 December 2024 to 24 December 2024.

The Minister has also granted approval for general retail shops in the metropolitan area to trade from 8am to 6pm on the New Year's Day (1 January 2025), Australia Day (27 January 2025), Labour Day (3 March 2025), Easter Monday (21 April 2025), Western Australia Day (2 June 2025) and King's Birthday (29 September 2025) public holidays.

In addition to the decision taken by the Minister in respect to the metropolitan area, the Minister has also agreed to an extended trading package being offered to regional Local Government Authorities, that is based on the standard metropolitan area trading hours.

Acceptance of this proposal will not require any further action on the Shire of Merredin's (the Shire) part.

Should the Shire accept this offer, general retail shops within Merredin will be able to trade from 8am to 6pm on Saturdays, Sundays and public holidays, other than on Christmas day which will be a closed day, between 7 December and 29 December 2024, from 8am to 9pm from Monday 9 December 2024 to Friday 13 December 2024, from 7am to 9pm on weekdays from Monday 16 December to Tuesday 24 December 2024 and from 8am to 6pm on each of the public holidays outlined above. The attached '2024-25 Regional Extended Trading Package' document details the specific times and dates of the extensions.

As is the case with all extended trading variations, the decision to open or not during the additional hours provided will be at the discretion of individual retailers.

Local Government Authorities that choose to accept this package are requested to notify the Department of Mines, Industry Regulation and Safety – Consumer Protection of their decision by no later than Wednesday, 27 September 2024. Acceptance of this offer can be made by return email.

	Comment
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Extended Trading hours were considered by Council in 2023, were Council resolved the below (CMRef 83237):

That Council;

- 1. ADVISE the Department of Mines, Industry Regulation and Safety – Consumer Protection that the Shire of Merredin will not be varying its previously approved standard retail trading hours for the 2023/24 Christmas/New Year period; and*
- 2. NOTES the Shire of Merredin will consult with retailers in the current year to confirm current general trading hours remain suitable for the locality.*

Previously, related decisions have been as follows:

- At the June 2016 Ordinary Council Meeting, Council considered a request to extend the general retail trading hours for Merredin to Monday, Tuesday, Wednesday, Friday and Saturday 7am-8pm, Thursday 7am-9pm, and Sunday and Public Holidays 9am-6pm (CMRef 81794). The request was approved by the Minister for Commerce on 8 December 2016 and was Gazetted shortly thereafter.
- As a result of the new trading hours applicable for all retail outlets in Merredin, it was suggested that no further extension to the hours was required for the 2017/18 Christmas/New Year period, with Council resolving as such at its October 2017 meeting (CMRef 82063).
- This was then decided again at the October 2018 Ordinary Council Meeting to advise the Department of Commerce that the Shire of Merredin will not be varying its previously approved standard retail trading hours for the 2018/19 Christmas/New Year period (CMRef 82274).

In previous discussions with the Department of Commerce, and as the trading hours for Merredin are already quite broad, and it only offers a difference of a few hours, it was suggested that no further extension to the trading hours was required. It should be noted that retail outlets are not permitted to open on Christmas Day.

Therefore, the Officer's Recommendation is the same as that adopted by Council at its September 2023 meeting. As in previous year's, the decision to open or not during the trading hours is entirely at the discretion of the individual retailer.

As there is limited opportunity for consultation with retailers for this, it is suggested that retailers are advised of the trading hours and asked that if there are any issues or feedback on the hours to make the Shire Administration aware.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Ø Strategic Community Plan

Theme: 2. Economy and Growth
Service Area Objective: 2.1 Economic Development
Priorities and Strategies for Change: Nil

Ø Corporate Business Plan

Theme: 2. Economy and Growth
Priorities: Nil
Objectives 2.1 Economic Development

Sustainability Implications

Ø Strategic Resource Plan

Nil

Risk Implications

There is a reputational risk associated with this Item, as it may be perceived that the Shire is restricting commercial trade if it does not support the extended trading hours. The risk rating is considered to be low (1), which is determined by a likelihood of rare (1) and a consequence of insignificant (1). This risk will be eliminated by the adoption of the Officer's Recommendation.

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Manning

Seconded: Cr McKenzie

That Council;

83458

1. ADVISE the Department of Mines, Industry Regulation and Safety – Consumer Protection that the Shire of Merredin will not be varying its previously approved standard retail trading hours for the 2024/25 Christmas/New Year period, and accepts the Ministers proposal; and
2. ADVISE retailers of the general trading hours over the 2024/25 Christmas/New Years period, confirming that the decision to open or not during the trading hours is entirely at their discretion.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

2024-25 Regional Extended Trading Package¹

December 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						<i>1</i>
<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i> 8am to 6pm	<i>8</i> 8am to 6pm
<i>9</i> 8am to 9pm	<i>10</i> 8am to 9pm	<i>11</i> 8am to 9pm	<i>12</i> 8am to 9pm	<i>13</i> 8am to 9pm	<i>14</i> 8am to 6pm	<i>15</i> 8am to 6pm
<i>16</i> 7am to 9pm	<i>17</i> 7am to 9pm	<i>18</i> 7am to 9pm	<i>19</i> 7am to 9pm	<i>20</i> 7am to 9pm	<i>21</i> 8am to 6pm	<i>22</i> 8am to 6pm
<i>23</i> 7am to 9pm	<i>24</i> 7am to 9pm	<i>25</i> Closed <i>Christmas Day</i>	<i>26</i> 8am to 6pm <i>Boxing Day</i>	<i>27</i> 8am to 9pm	<i>28</i> 8am to 6pm	<i>29</i> 8am to 6pm
<i>30</i> 8am to 9pm	<i>31</i> 8am to 9pm					

Public Holidays 2025

New Year's Day (1 January 2025)	8am to 6pm
Australia Day (27 January 2025)	8am to 6pm
Labour Day (3 March 2025)	8am to 6pm
Easter Monday (21 April 2025)	8am to 6pm
Western Australia Day (2 June 2025)	8am to 6pm
King's Birthday (29 September 2025)	8am to 6pm

¹ If a standing order is in place for your Local Government area which allows for earlier or later opening times, the standing order will take precedence over any proposed extensions offered in the package. i.e. If the standing order allows shops to open between 7am and 5pm on a Saturday, they will be able to open from 7am to 6pm under the approved package.



Department of **Energy, Mines,
Industry Regulation and Safety**
Consumer Protection

NON METROPOLITAN LOCAL GOVERNMENT APPLICATION FOR EXTENDED TRADING HOURS

TEMPORARY / SHORT TERM ADJUSTMENTS

1. Lodged by:

Sponsoring Local Government

Postal Address

Suburb / Town

Post Code

Contact Person

Telephone

Facsimile

It is important to note that submissions made under these terms will not be considered within 12 months of a previous application which was defeated / not approved due to insufficient retailer and / or community support.

2. Dates and / or Times required:

If space here is insufficient, please continue on a separate sheet.

3. Location:

Please specify the exact area the proposed trading extension will apply to eg. Local Government boundaries, town boundaries, individual buildings or streets etc.

4. Reason for submission:

5. Undertaking:

SUPPORT AND TRADERS' OPENING DISCRETION

"I confirm the proposed trading extension is supported by -

(name of the local trader organisation consulted eg. Local Chamber of Commerce)

the majority of local community members and retailers and the clear majority of local Councillors.

I further confirm that, should approval be granted, all traders will be advised of their rights to exercise individual discretion whether to open or not during the proposed trading extension."

Signature

Date

Name / Position:

6. Lodgement of applications:

Please forward completed applications at least **THREE WEEKS** prior to the planned activity to **Consumer Protection** via post or email

Post: **Locked Bag 100, EAST PERTH WA 6892**

Email: retailtradinghours@demirs.wa.gov.au

If you have any enquiries regarding your application please contact the Retail Trading Hours Team on **(08) 6251 1406**.

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

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

Council Decision

Moved: Cr McKenzie **Seconded:** Cr O'Neill

83459 That Council move Behind Closed Doors and that Standing Orders be suspended at 4:24pm.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

Reason

That matters related to the personal affairs of any person, a contracted entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting, and a matter that if disclosed, would reveal information that has a commercial value to a person, or information about the business, professional, commercial or financial affairs of a person.

19.1 Disposal of Land

Corporate Services



Responsible Officer: Leah Boehme, EMCS

Author: As above

Legislation: *Local Government Act 1995*

File Reference: Nil

Disclosure of Interest: Nil

Attachments: Attachment 19.1A – Offer to purchase Lot 18 and 19 Wattle Street, Hines Hill
Attachment 19.1B – Valuation Report
Attachment 19.1C – Advertising

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Manning

Seconded: Cr Billing

That Council;

83460

1. **DECLINE** Offer 2 received for Assessment A6049, Lot 18, Wattle Street, Hines Hill WA 6413 and Assessment A6180, Lot 19, Wattle Street, Hines Hill WA 6413 and **AUTHORISE** the Chief Executive Officer to communicate this as necessary;
2. **ACCEPT** Offer 1 received for Assessment A6049, Lot 18, Wattle Street, Hines Hill WA 6413 and Assessment A6180, Lot 19, Wattle Street, Hines Hill WA 6413 for the amount of the offer received; and
3. **AUTHORISE** the Chief Executive Officer and Shire President to execute a Contract of Sale and apply the Shire of Merredin Common Seal to the contract.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

19.2 Disposal of Land

Corporate Services



Responsible Officer:	Leah Boehme, EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 19.2A – Offer to purchase Lot 110 Cunningham Street, Nangeenan Attachment 19.2B – Valuation Report Attachment 19.2C – Advertising

Voting Requirements

☐

Simple Majority

☒

Absolute Majority

Resolution

Moved: Cr Billing

Seconded: Cr Simmonds

That Council;

83461

1. **ACCEPT** the offer received for Assessment A6104, Lot 110, Cunningham Street, Nangeenan WA 6414; and
2. **AUTHORISE** the Chief Executive Officer and Shire President to execute a Contract of Sale and apply the Shire of Merredin Common Seal to the contract.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

19.3 RFT 01 – 2024/2025 Strategic Recreation Master Plan (SRMP) and Recreation Infrastructure Asset Management Plan (RIAMP)

Administration



Responsible Officer:	Craig Watts, CEO
Author:	As above
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 19.3 – Recommendation Report

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Simmonds

Seconded: Cr Manning

That Council:

1. **ACCEPTS** the tender received from Urbis, and allocates sufficient funds within the 2024/25 budget to complete the works to the value listed in this report and detailed in Attachment 19.3A;
2. **CONFIRMS** that the shortfall in allocated budget, based on the Attachment 19.3A, will be corrected with amendments made during the October / November 2024 budget review; and
3. **DELEGATES** to the Chief Executive Officer authority to sign and execute contract documents, including variations up to a total maximum of 10% of the contract value.

83462

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

Council Resolution

Moved: Cr Manning

Seconded: Cr Billing

83463

That Council return from Behind Closed Doors at 4:30pm, resume Standing Orders and that the resolutions being passed in the confidential session be confirmed in open meeting.

CARRIED 7/0

For: Cr Crook, Cr Manning, Cr Anderson, Cr Billing, Cr McKenzie, Cr O'Neill, Cr Simmonds

Against: Nil

20. Closure

There being no further business, the President thanked those in attendance and declared the meeting closed at 4:30pm.

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