



SHIRE OF MERREDIN

15 July 2014

Minutes of Ordinary Council Meeting

Held in Council Chambers
Corner King & Barrack Street's, Merredin



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Shire of Merredin
Ordinary Meeting of Council Minutes
Tuesday 15 July 2014



1. Official Opening

The President welcomed those in attendance and declared the meeting open at 3.07pm.

2. Public Question Time

Nil

3. Record of Attendance / Apologies and Leave of Absence

3.1 Councillors:

Cr KA Hooper	Shire President
Cr RM Crees	Deputy President
Cr BJ Anderson	
Cr CA Blakers	
Cr JP Flockart	
Cr DN Hayes-Thompson	
Cr TS Thomas	
Cr MD Willis	
Cr ML Young	

3.2 Executive:

G Powell	Chief Executive Officer (CEO)
V Green	Executive Assistant to CEO
S Lowe	Media & Communications Officer

3.3 Members of the Gallery: M Gill, Merredin-Wheatbelt Mercury

3.4 Apologies: R McCall, Deputy Chief Executive Officer

3.5 Approved Leave of Absence: Nil

4. Disclosure of Interest

Councillor Flockart declared a Proximity Interest in Agenda Item 14.7
Councillors Anderson, Blakers and Hayes-Thompson declared an Impartiality Interest in Agenda Item 15.1

5. Applications for Leave of Absence

Nil

6. Petitions and Presentations

Nil

7. Confirmation of Minutes of the Previous Meeting

- 7.1 Ordinary Council Meeting held on 17 June 2014
[Attachment 7.1A](#)

Officer's Recommendation / Resolution

Moved: Cr Young **Seconded:** Cr Willis

- 81394** That the Minutes of the Ordinary Council Meeting held on 17 June 2014 be confirmed as a true and accurate record of proceedings.

CARRIED 9/0

8. Announcement by the Person Presiding without discussion

Nil

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

Nil

10. Receipt of Minutes of Committee Meetings

- 10.1 Wheatbelt Health MoU Group meeting held 3 June 2014
[Attachment 10.1A](#)
- 10.2 Great Eastern Country Zone Executive meeting held 12 June 2014
[Attachment 10.2A](#)
- 10.3 Merredin Sports Council meeting held 17 June 2014
[Attachment 10.3A](#)
- 10.4 Wheatbelt East Regional Organisation of Councils meeting held 25 June 2014
[Attachment 10.4A](#)
- 10.5 Great Eastern Country Zone meeting held 26 June 2014
[Attachment 10.5A](#)

Officer's Recommendation / Resolution

Moved: Cr Young **Seconded:** Cr Blakers

- 81395** That the minutes of the Wheatbelt Health MoU Group meeting held 3 June 2014, the Great Eastern Country Zone Executive meeting held 12 June 2014, the Merredin Sports Council meeting held 17 June 2014, the Wheatbelt East Regional Organisation of Councils meeting held 25 June 2014 and the Great Eastern Country Zone meeting held 26 June 2014 be received.

CARRIED 9/0

11. Recommendations from Committee Meetings for Council consideration

Nil

12. Officer's Reports - Development Services

12.1 Lots 27 and 40 Oat Street, Merredin - Planning Consent - Additional Class 1b Accommodation

Development Services



Responsible Officer:	Greg Powell, Chief Executive Officer
Author:	John Mitchell
Legislation:	Planning and Development Act 2005; Shire of Merredin Local Planning Scheme No. 6
File Reference:	A2506
Disclosure of Interest:	Nil
Attachments:	Site & Dwelling Plans; Planning Considerations Report
Maps / Diagrams:	Locality Plan (Attachment 12.1A)

Purpose of Report



Executive Decision



Legislative Requirement

Background

An application ([Attachment 12.1B](#)) has been received from WBS Modular on behalf of Mr Frank Delanotte to erect a class 1b accommodation unit on Lots 27 and 40 Oat Street, Merredin. Lots 27 and 40 are zoned "Highway Service" and the use is a "Caravan Park Chalet Accommodation". All accommodation uses are a "D" within the "Highway Service" zone.

Comment

The Premises Standard 2013 and the Building Code of Australia 2013 requires that 1 in 4 1B units placed onsite are provided with full access and mobility and meet the requirements of AS1428 Design for Access and Mobility for entry and ablution requirements. It is unknown how many units are access and mobility compliant. This information has been sought from the applicant.

Previous applications from Mr Delanotte have been assessed for compliance with AS1428 and been enforced. It is unclear what has happened with the 16 units approved before Mr Delanotte took over the park.

Policy Implications

Nil

Statutory Implications

The Shire of Merredin Local Planning Scheme No. 6 clause 10 determines matters that Council must consider. This document is included in [Attachment 12.1C](#). There is no known conflict with land use, negative impact on the amenity of the area or adverse effect to surrounding land uses.

The proposal includes off street parking.

Strategic Implications

Service Area: 3.2 Building Regulation

Activities: Building permits; Building compliance

Link to Vision: Liveable

Link to Strategic Priorities: Nil

Service Level: Meet all legislative requirements

Service Level Change: No service level change

Service Area: 3.3 Town Planning

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

Link to Vision: Liveable

Link to Strategic Priorities: Town enhancement

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

Service Level Change: No service level change

Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ [Long Term Financial Plan](#)

Nil

➤ [Workforce Plan](#)

Nil

Financial Implications

Planning application fees of \$240 are outstanding.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Blakers

81396 That the application from Mr Frank Delanotte to construct a one bedroom unit on Lots 27 and 40 Oat Street, Merredin as tourism accommodation (residential building) be approved subject to payment of the prescribed planning application fees.

CARRIED 9/0

12.2 Proposal for Caravan Parks and Camping Grounds Legislation - Review of Discussion Paper

Development Services



Responsible Officer:	Greg Powell, Chief Executive Officer
Author:	John Mitchell
Legislation:	Caravan Parks and Camping Grounds Act 1995
File Reference:	GR/09/02
Disclosure of Interest:	Nil
Attachments:	Consultation Paper; Discussion Paper
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

The State Government has produced a Consultation Paper on the proposal for caravan parks and camping grounds legislation ([Attachment 12.2A](#)).

Comment

The Consultation Paper was discussed at the Great Eastern Country Zone (GECZ) meeting on 26 June 2014 where it was resolved *"That the Executive Officer prepare a Zone response to the Department of Local Government and Communities' consultation paper on the development of new caravan parks and camping grounds legislation for consideration at the next meeting of the Great Eastern Country Zone."* To enable the Shire of Merredin to provide feedback to the GECZ Executive Officer the Consultation Paper was reviewed by Mr John Mitchell and a discussion paper is included in [Attachment 12.2B](#).

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Service Area: 3.1 Environmental Health
Activities: Caravan Park
Link to Vision: Liveable
Link to Strategic Priorities: Nil
Service Level: Nil
Service Level Change: No Service Level Change

Service Area: 3.5 Ranger Services
Activities: Camping Monitoring
Link to Vision: Liveable; Developing
Link to Strategic Priorities: Regional Collaboration
Service Level: Nil
Service Level Change: No Service Level Change

Sustainability Implications

➤ Asset Management Plan

Nil

➤ Long Term Financial Plan

Nil

➤ Workforce Plan

Nil

Financial Implications

There is the requirement to prepare a management plan of the facility which addresses key points including environment degradation and sustainability, risk and traffic management.

The extent of plans are not yet known however it is likely that for a licencing authority to accept the management plan and the liability that goes with the acceptance, that the key elements will need to be addressed by a professional consultant.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Anderson

Seconded: Cr Willis

81397

That the Administration convey Council's comments to the Great Eastern Country Zone Executive Officer on the following points contained within the Consultation Paper - Proposal for Caravan Parks and Camping Grounds Legislation:

- 1. The need and extent of management plans for existing parks that are established and licenced with or are the local government caravan parks;**
- 2. The exemption for road side rest bays and the negative impact this has on rural communities;**
- 3. The establishment of an independent Licencing Authority;**
- 4. The need for several definitions including "significant change", portable tent and the like; and**
- 5. The need for licence application fees to reflect the true cost of inspections and compliance.**

CARRIED 9/0

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

14. Officer's Reports – Corporate and Community Services

14.1 List of Accounts Paid

Corporate Services



Responsible Officer:	Kim Chua, Executive Manager of Corporate Services
Author:	Coco Shi, Finance Officer
Legislation:	Local Government Act 1995 and Financial Management Regulations
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	List of Accounts Paid
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

The attached List of Accounts Paid ([Attachment 14.1A](#)) during the month under Delegated Authority is provided for Council's information.

Comment

Nil

Policy Implications

As outlined in the Local Government Act 1995 and Financial Management Regulations.

Statutory Implications

As outlined in the Local Government Act 1995 and Financial Management Regulations.

Strategic Implications

Nil

Sustainability Implications

- Asset Management Plan

Nil

- Long Term Financial Plan

Nil

- Workforce Plan

Nil

Financial Implications

All liabilities settled have been in accordance with the Annual Budget provisions. It should be noted that outstanding Creditors total \$177,941.25.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Blakers

Seconded: Cr Young

81398 That the schedule of accounts as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totalling \$1,359,668.20 from Council's Municipal Fund Bank Account and \$1,069.50 from Council's Trust Account be received.

CARRIED 9/0

14.2 Monthly Finance Report

Corporate Services



Responsible Officer:	Kim Chua, Executive Manager of Corporate Services
Author:	Coco Shi, Finance Officer
Legislation:	Local Government Act 1995 and Financial Management Regulations
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

The Monthly Finance Report is usually provided to Council for information.

Comment

The Regulations provide that a report for the month of June is not mandatory as it is the end of the financial year and statements for the end of financial year are adopted at a later date.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Service Area: 5.3 - Governance and Corporate Services
Activities: Finance and Asset Management
Link to Vision: Developing
Link to Strategic Priorities: Civic Leadership
Service Level: Financial management meets all legislated requirements
Service Level Change: No service level change

Sustainability Implications

- Asset Management Plan

Nil

- Long Term Financial Plan

Nil

- Workforce Plan

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Anderson

81399 That the information be noted.

CARRIED 9/0

14.3 Central Wheatbelt Visitors Centre – Memorandum of Understanding

Community Services



Responsible Officer:	Deputy Chief Executive Officer
Author:	Rebecca McCall
Legislation:	Local Government Act 1995
File Reference:	CS/16/09
Disclosure of Interest:	Nil
Attachments:	Draft Memorandum of Understanding
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

The Memorandum of Understanding (MoU) between the Shire of Merredin and a number of Regional Organisation of Council's expired in June 2013. At its December 2013 meeting Council endorsed (CMRef 81278):

“That the revised MOU, as attached, be referred to the ROC's and other relevant Councils for comment with a request for comment to be provided by the end of February, 2014.”

In response to participating Council's feedback and the outcome of the MoU workshop held in May 2014, at its May 2014 meeting Council resolved (CMRef 81371):

“That Council supports:

- 1. the preparation of a new draft Memorandum of Understanding between the Shire of Merredin and Roe Travel, New Travel and the Wheatbelt East Regional Organisation of Councils outlining the visitor services provided by the Central Wheatbelt Visitor Centre and willingness to collaborate to develop tourism within the region.***
- 2. the proposed fee contribution of \$10,000 from each core group member (Roe Travel, New Travel and Wheatbelt East Regional Organisation of Councils).***
- 3. staff to investigate how to enable individual Councils to engage the services of the Central Wheatbelt Visitor Centre for the purposes of visitor servicing.”***

Comment

A draft MoU has been developed in collaboration with New Travel, Roe Tourism and Wheatbelt East Regional Organisation of Councils outlining the service provision, responsibilities of each contributing member and associated fees. The draft document is attached for Council's perusal ([Attachment 14.3A](#)).

Council has a options to consider:

Option 1 – increase the proposed fee of \$10,000 to recoup the full cost outlined in Schedule One of the MoU totalling \$37,400.

Option 2 – do not enter into a new MoU and relinquish working collaboratively for the betterment of regional tourism to concentrate on developing local tourism.

Option 3 – enter into the new MoU honouring the outlined schedules and associated contributing fees in anticipation that collaboration continues and builds momentum not only for the advancement of regional tourism but strengthening relations between contributing members.

It is recommended that Option 3 is considered on the provision that the Central Wheatbelt Visitor Centre demonstrates refining its administration activities and the cost of regional collaboration is contained.

In addition, the opportunity of entering into an MoU with an individual member for the provision of visitor servicing is made available.

Policy Implications

Policy 3.16 – Donations/Loans/Sponsorships – Central Wheatbelt Visitors Centre

Statutory Implications

Local Government Act 1995

Strategic Implications

Service Area: 4.2 Economic Development

Activities: Regional and local economic development

Link to Vision: Developing

Link to Strategic Priorities: Nil

Service Level: Nil

Service Level Change: Develop partnerships to better align resources

Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ [Long Term Financial Plan](#)

The actual income received for 2013/14 under the existing arrangement totalled \$29,500. There are Long Term Financial Plan implications associated with this item as the projected income from the MoU contributors is less than that identified in the Long Term Financial Plan.

➤ [Workforce Plan](#)

Nil

Financial Implications

The cost of servicing the MoU is largely allocated to staff time. The proposed new structure will reduced the amount of staff time servicing the MoU to the value of approximately \$28,000. This time can be reallocated to marketing Merredin and developing local tourism.

The MoU will attract income of \$30,000 to be received in the 2014/15 financial year from contributing partners.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Crees

Seconded: Cr Blakers

81400 That:

1. the Memorandum of Understanding between the Shire of Merredin and Roe Travel, New Travel and the Wheatbelt East Regional Organisation of Councils outlining the visitor services provided by the Central Wheatbelt Visitor Centre and the willingness to collaborate to promote tourism within the region be endorsed; and
2. the 2014/15 annual fee contribution from each core group member (Roe Travel, New Travel and the Wheatbelt East Regional Organisation of Councils) be \$10,000.

CARRIED 9/0

14.4 Short Term (24/48 Hour) Parking for Self-Contained Vehicles - Sites

Community Services



Responsible Officer:	Rebecca McCall, Deputy Chief Executive Officer
Author:	Robyn McCarthy, Manager Central Wheatbelt Visitors Centre
Legislation:	Local Government Act 1995
File Reference:	CS/16/09; R23520; R25520
Disclosure interest:	Nil
Attachments:	RV Friendly Town Criteria
Maps / Diagrams:	Location photograph of Merredin Peak Car Park and Old Merredin Golf Club; 24/48 Hour Stopover Sites

Purpose of Report



Executive Decision



Legislative Requirement

Background

The Shire of Merredin has been working towards meeting the criteria to become a RV Friendly Town. The Criteria is provided in [Attachment 14.4A](#).

Recently the Shire of Merredin installed a "Dump-Ezy" dump point in accordance to the resolution at its February 2014 meeting (CMRef 81304):

"That Council enters into an agreement with the proprietor of the Merredin Tourist Park to install the "Dump-Ezy" dump point at the Merredin Tourist Park with the following terms and conditions:

- a) The Shire of Merredin will pay for the installation costs;***
- b) The Merredin Tourist Park will operate, maintain and clean the dump point at its own expense;***
- c) The Merredin Tourist Park will operate the dump point in accordance with the guidelines of the Campervan and Motorhome Club of Australia;***
- d) There will be no charge to dispose of liquid waste into the dump point."***

With the completed installation Merredin now ticks off this essential criteria.

Comment

There is a final essential criteria to meet to place Merredin in a position to apply to the Campervan and Motorhome Club of Australia (CMCA) to become an RV Friendly Town™ under the RV Friendly Town™ Scheme. This last criteria is the provision of a short term (24/48 hour) parking area for self-contained vehicles.

In February 2014 staff assessed the Merredin Peak Reserve as a possible RV Friendly site in support of Mr Michael Hayden's intentions to establish Njaki-Njaki Aboriginal Culture Tours on the Reserve. This tourism business and the proposed redevelopment of the original Njaki Njaki Reserve toilets is likely to increase the amount of visitors to the Reserve and subsequent business to Merredin and potentially, a clean, aesthetically pleasing RV 24/48 hour stopover opportunity could exist as a result of the Njaki-Njaki Aboriginal Culture Tour. A second site has also been considered at the old Merredin Golf Club site which may offer a toilet facility and a potable water point. Aerial photos of both sites are included in [Attachment 14.4B](#).

It is recommended that Council consider the use of both sites in parallel to each other, offering the visitor a choice of potential 24/48 hour stopover sites and facilities as set out in the RV Friendly Town™ Scheme criteria.

The provision of two RV 24/48 hour stopover sites by the Shire of Merredin would give Merredin an advantage over the other Eastern Wheatbelt towns that currently provide RV 24/48 hour stopovers. This would also provide additional free RV sites for visitors to stay and enjoy our attractions and future events in addition to groups. A locality plan of both sites is included in [Attachment 14.4C](#).

It is an option to apply an appropriate fee for short term parking, however many locations across the nation are free of charge. It is anticipated that CMCA members will spend locally for living and vehicle running expenses. By attracting CMCA members and other RV travellers, Merredin is in the position to benefit from these external dollars spent within the local business community. It is recommended that a fee is not applied in light of the potential economic benefits to the business community. In addition, establishing procedures to police stopovers and collection of fees is not feasible.

Set out below are some advantages and disadvantages of each site.

Merredin Peak Reserve:

Advantages	Disadvantages
<ol style="list-style-type: none">1. Space for large turning circle >35m or 'drive through' flow of traffic.2. Close to attractions e.g. Merredin Peak, Merredin Peak Walk Trails, Railway Dam, Njaki-Njaki Cultural Tours and Reserve toilets (once upgraded).3. Popular attraction visitation that should discourage unwanted behaviour.	<ol style="list-style-type: none">1. Entry is not appealing and shoulder gutter inconsistent to an entry road.2. Gravel road entry.

Old Merredin Golf Club:

Advantages	Disadvantages
<ol style="list-style-type: none"> 1. Easy access and space for large turning circle >35m or 'drive through' flow of traffic. 2. Close to attractions e.g. Merredin Peak, Merredin Peak Walk Trails, Railway Dam, Njaki-Njaki Cultural Tours and Golf Course. 3. Potable water on site. 4. Potential for ablution facilities. 5. Reduced disturbance from local and highway traffic. 	<ol style="list-style-type: none"> 1. Infrastructure availability to cater for a possible second dump point location.

CMCA will offer the Shire:

1. 2x 600mm x 900mm roadside 'RV Friendly Town' signs. These signs display the 'RV' sign and have the words 'Supported by' under it and then display the CMCA logo.

Promotion of the town on the CMCA website and in *The Wanderer* and *The Wanderer's Mate* subject to certain terms and conditions.

Policy Implications

Policy 6.4 - Camping on Merredin Recreation Grounds outlines the need to book four weeks in advance for group bookings only.

Statutory Implications

Nil

Strategic Implications

Service Area: 4.2 Economic Development

Activities: Regional and local economic development

Link to Vision: Developing

Link to Strategic Priorities: Nil

Service Level: Provision of a dump point located at the Merredin Tourist Park

Service Level Change: Provision of a 24/48hr stopover for self-contained RV's, Motorhomes and Caravans

Sustainability Implications

- [Asset Management Plan](#)

This item will have implications on the Asset Management Plan with the associated cost for infrastructure renewal (rubbish bins and signage) when required.

➤ Long Term Financial Plan

Nil

➤ Workforce Plan

Nil

Financial Implications

The financial implications include the expenditure for signage infrastructure and installation of approximately \$1,800. A preliminary allocation for tourism signage is included in 2014/15 draft budget.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Blakers

81401

That the following sites be endorsed as the nominated 24/48 hour stopover locations to accommodate self-contained motor vehicles:

- 1. Reserve 23520, Lot 811, Merredin**
- 2. Reserve 25520, Lot 1452, Merredin**

CARRIED 9/0

14.5 Merredin Community Garden Project - Approval

Community Services



Responsible Officer:	Deputy Chief Executive Officer
Author:	Rebecca McCall
Legislation:	Local Government Act 1995
File Reference:	L684
Disclosure of Interest:	Nil
Attachments:	Nil
Maps / Diagrams:	Project Plan Layout

Purpose of Report



Executive Decision



Legislative Requirement

Background

The establishment of a community garden in Merredin was one of the proposed initiatives under the Activat8 Merredin Project plan. At its June 2013 meeting Council resolved (CMRef 31151):

“That in principle support be given to the establishment of a community garden on the lawn tennis courts area on Bates Street.”

A community garden group was formed and have initiated small projects whilst developing future plans. Sourcing funding to develop the project is ongoing with some success achieved with obtaining \$7,500 through the Collgar Community Fund. These secured funds were utilised to install water tanks, pumps and irrigation to support the community garden. The water tank infrastructure is located next to the Nukarni Hall to harvest the water.

Currently the Shire of Merredin acts as the auspicing body for the Merredin Community Garden Project for the purpose of receiving and expending funds. The Project is managed by the Community Liaison Officer whilst in its infancy stages. The aim is to build the capacity of the group under the umbrella of the Merredin Community Men’s Shed Incorporated for governance and administration purposes.

Comment

Now that the tennis court turf has been relocated the Project Plan can be implemented. Testing of the soil has been undertaken to ascertain salinity and composition to ensure the success of planting plants and trees in this area. It is hoped to take advantage of the winter and plant fruit trees by the end of July.

The project is identified as a strategic priority by the Merredin Community Men's Shed Incorporated and has a nominated member representative.

In order to satisfy outlined criteria for identified grants through funding bodies it is necessary for Council to consider endorsing the Merredin Community Garden Project and the location that the group operates its activities from. As a Council endorsed project, the volunteers of the Merredin Community Garden Project can be covered under the Shire of Merredin's public liability policy.

In addition, a memorandum of understanding is required to outline the conditions of use and the responsibilities of each party. The memorandum of understanding will be between the Shire of Merredin and the Merredin Community Men's Shed Incorporated (Merredin Community Garden Project).

The Merredin Community Garden will require very little infrastructure. The plan was developed by a local horticulturalist to include fruit trees and raised garden beds. Infrastructure will include signage, garden shed, shade structures and compost bins ([Attachment 14.5A](#)). Funding to support this project will be sourced from external bodies and donations. Liaison with the Shire will take place to ensure any necessary planning approvals are obtained.

The Community Liaison Officer will include an update of the Project in the monthly reports.

Policy Implications

Nil

Statutory Implications

As outlined in the Local Government Act 1995

Strategic Implications

Service Area: 2.7 Natural Resource Management

Activities: Providing support to related community groups

Link to Vision: Naturally Resourceful

Link to Strategic Priorities: Energy and water efficient

Service Level: Provide support to community groups on request

Service Level Change: Support the development of a community garden

Service Area: 4.1 Community Development

Activities: Heritage and Culture

Link to Vision: Community Spirit, Inclusive, Liveable

Link to Strategic Priorities: Community involvement/support

Service Level: Develop partnerships to better align resources in delivering the community's vision

Service Level Change: Support the development of a community garden

Sustainability Implications

➤ Asset Management Plan

The installation of water tanks and cost implications for maintenance, renewal and replacement is not recognised in the Asset Management Plan. The proposed infrastructure will be grouped under Asset Parent 2020. The maintenance of the garden beds, irrigation, compost bins and garden shed will be the responsibility of the garden group.

➤ Long Term Financial Plan

Nil

➤ Workforce Plan

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Crees

Seconded: Cr Willis

81402 That Council endorse the Merredin Community Garden Project at the Merredin Recreation Precinct, Portion of Lot 684 on Deposited Plan 154038 (old lawn tennis court site) and staff develop a Memorandum of Understanding between Council and the Merredin Community Men's Shed Incorporated to govern the operation of the community garden.

CARRIED 9/0

14.6 Differential Rates 2014/15

Corporate Services



Responsible Officer:	Executive Manager of Corporate Services
Author:	Kim Chua
Legislation:	Local Government Act 1995
File Reference:	RV/07/01
Disclosure of Interest:	Nil
Attachments:	Nil
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

On 25 June 2014 Council advertised the intention to differentially rate some properties classified as Unimproved Value. The proposal is set out below:

Unimproved Value	Minimum Rate	Rate in \$
UV1 – Rural	\$752	0.017063
UV2 – Urban Rural	\$994	0.02275
UV3 – Mining	\$994	0.034125
UV4 - Special Zone Wind Farm	\$160	0.034125
UV5 – Special Use Airstrip	\$1,325	0.034125
UV6 – Merredin Power	\$994	0.034125

Comment

A community consultation period was advertised. This closed on 10 July 2014. Council received no written submissions objecting to the model.

During finalisation of the draft budget and subsequent rate modelling some amendments to minimum rates was found to be necessary as those advertised were not aligned with percentage increases in revenue.

In adopting the following model ministerial approval is not required because the differentially rated properties are rated no more than double the non-differentially rated properties once the annual increase has been applied.

Policy Implications

Nil

Statutory Implications

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

Strategic Implications

Service Area: 5.3 Finance and Asset Management

Activities: Financial Management

Link to Vision: Developing Liveable

Link to Strategic Priorities: Civic Leadership & Key Assets

Service Level: Financial management meets all legislated requirements

Service Level Change: No service level change

Sustainability Implications

- [Asset Management Plan](#)

Nil

- [Long Term Financial Plan](#)

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

- [Workforce Plan](#)

Nil

Financial Implications

Adopting the differential model as detailed below will result in rates revenue in accordance with the draft 2014/15 Budget.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Anderson

Seconded: Cr Young

81403 That the differential rates model as detailed below be adopted for the 2014/15 financial year:

Unimproved Value	Minimum Rate	Rate in \$
UV1 – Rural	\$933	0.017063
UV2 – Urban Rural	\$933	0.022750
UV3 – Mining	\$149	0.034125
UV4 - Special Zone Wind Farm	\$1,244	0.034125
UV5 – Special Use Airstrip	\$1,244	0.034125
UV6 – Merredin Power	\$933	0.034125

CARRIED 9/0

Councillor Flockart declared a Proximity Interest in this Agenda Item 14.7 and left the meeting at 3.48pm.

14.7 Budget Adoption 2014/15

Corporate Services



Responsible Officer:	Executive Manager of Corporate Services
Author:	Kim Chua
Legislation:	Local Government Act 1995 and Financial Management Regulations 1996
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	2014/15 Draft Budget
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

Council is required to prepare and adopt, in the manner and form prescribed, its Annual Budget by no later than 31 August each year, in accordance with Section 6.2 of the Local Government Act 1995. This is to enable the Administration to carry out the defined services and programs and to raise revenue through rates and fees and charges. A number of motions are required to formalise the process.

Comment

Council considered the contents of the various schedules contained in the draft budget, the plant replacement program, road works program and capital expenditure items at its Briefing Session of 1 July 2014. Variations to the draft information as a result of feedback at the Briefing Session are incorporated in the Annual Budget document which is presented in **Attachment 14.7A** (provided separately).

Policy Implications

Nil

Statutory Implications

In accordance with the Local Government Act 1995 an Absolute Majority decision of Council is required in adopting the Annual Budget.

Strategic Implications

Service Area: 5.3 Finance and Asset Management

Activities: Financial Management

Link to Vision: Developing Liveable

Link to Strategic Priorities: Civic Leadership & Key Assets

Service Level: Financial management meets all legislated requirements

Service Level Change: No service level change

Sustainability Implications

➤ Asset Management Plan

Asset renewals and maintenance have been included in the Budget in accordance with the Plan

➤ Long Term Financial Plan

The Budget has been prepared in recognition of the LTFP.

➤ Workforce Plan

Workforce Plan implications have been addressed in the Budget.

Financial Implications

This is the primary financial document for the 2014/15 financial year.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

1. General Rate

That the Shire of Merredin, in accordance with Section 6.33 of the Local Government Act 1995, imposes a rate in the dollar for the areas in the Shire valued on Gross Rental Values of 11.2157 cents in the dollar and Unimproved Values as outlined below for the 2014/15 financial year:

Unimproved Value	Rate in \$
UV1 – Rural	\$0.017063
UV2 – Urban Rural	\$0.022750
UV3 – Mining	\$0.034125
UV4 - Special Zone Wind Farm	\$0.034125
UV5 – Special Use Airstrip	\$0.034125
UV6 – Merredin Power	\$0.034125

2. General Minimum Rate

That the Shire of Merredin, in accordance with Section 6.35(1) of the Local Government Act 1995, set a general minimum rate of \$752 for the 2014/15 financial year for Gross Rental Value properties. Unimproved Values properties as outlined below:

Unimproved Value	Minimum Rate
UV1 – Rural	\$933
UV2 – Urban Rural	\$933
UV3 – Mining	\$149
UV4 - Special Zone Wind Farm	\$1,244
UV5 – Special Use Airstrip	\$1,244
UV6 – Merredin Power	\$933

3. Due Date for Payment of Rates

That the Shire of Merredin set the due date for payment of rates for the 2014/15 financial year to be 1 September 2014.

4. Due Date for Payment of Rate Instalments

That the Shire of Merredin, in accordance with Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, set the due date for the payment of rate instalments for the 2014/15 financial year as follows:

First Instalment 1 September 2014
Second Instalment 3 November 2014
Third Instalment 5 January 2015
Fourth Instalment 6 March 2015

5. Interest on Rate Instalments

That the Shire of Merredin set an interest rate of 5.5% for the 2014/15 financial year in accordance with Section 6.45(4)(e) of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996.

6. Administration Charge on Instalments

That the Shire of Merredin, in accordance with Section 6.45(3) of the Local Government Act 1995, set an administration charge of \$12.00 per rate instalment notice where the instalment plan is selected.

7. Interest on Overdue Rates

That the Shire of Merredin set an interest rate of 11% for the 2014/15 financial year in accordance with Section 6.51(1) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996.

8. Interest on Money Owing to Council – General Debtors

That the Shire of Merredin, in accordance with Section 6.13 of the Local Government Act 1995 and Regulation 19(a) of the Local Government (Financial Management) Regulations 1996, set an interest rate of 11% for the 2014/15 financial year.

9. Councillor Remuneration

That the Shire of Merredin adopt the Councillor Remuneration levels as:

Councillor Meeting Fees (per Councillor)	\$7,725	2013/14 \$7,500
President Allowance	\$12,875	2013/14 \$12,500
Deputy President Allowance	\$3,219	2013/14 \$3,125

10. Adoption of Budget

That the Shire of Merredin, in accordance with Section 6.2(1) of the Local Government Act 1995, adopt the Budget for the 2014/15 financial year as presented in Attachment 14.7A.

11. Adoption of Material Variance Level for Reporting

That Council adopt the value of +/- \$5,000 or 10% whichever is the greater as the minimum amount for reporting material variances for the 2014/15 financial year.

Resolution (en bloc)

Moved: Cr Young

Seconded: Cr Crees

81404

1. General Rate

That the Shire of Merredin, in accordance with Section 6.33 of the Local Government Act 1995, imposes a rate in the dollar for the areas in the Shire valued on Gross Rental Values of 11.2157 cents in the dollar and Unimproved Values as outlined below for the 2014/15 financial year:

Unimproved Value	Rate in \$
UV1 – Rural	\$0.017063
UV2 – Urban Rural	\$0.022750
UV3 – Mining	\$0.034125
UV4 - Special Zone Wind Farm	\$0.034125
UV5 – Special Use Airstrip	\$0.034125
UV6 – Merredin Power	\$0.034125

2. General Minimum Rate

That the Shire of Merredin, in accordance with Section 6.35(1) of the Local Government Act 1995, set a general minimum rate of \$752 for the 2014/15 financial year for Gross Rental Value properties. Unimproved Values properties as outlined below:

Unimproved Value	Minimum Rate
UV1 – Rural	\$933
UV2 – Urban Rural	\$933
UV3 – Mining	\$149
UV4 - Special Zone Wind Farm	\$1,244
UV5 – Special Use Airstrip	\$1,244
UV6 – Merredin Power	\$933

3. **Due Date for Payment of Rates**

That the Shire of Merredin set the due date for payment of rates for the 2014/15 financial year to be 15 September 2014.

4. **Due Date for Payment of Rate Instalments**

That the Shire of Merredin, in accordance with Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, set the due date for the payment of rate instalments for the 2014/15 financial year as follows:

First Instalment	15 September 2014
Second Instalment	17 November 2014
Third Instalment	19 January 2015
Fourth Instalment	20 March 2015

5. **Interest on Rate Instalments**

That the Shire of Merredin set an interest rate of 5.5% for the 2014/15 financial year in accordance with Section 6.45(4)(e) of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996.

6. **Administration Charge on Instalments**

That the Shire of Merredin, in accordance with Section 6.45(3) of the Local Government Act 1995, set an administration charge of \$12.00 per rate instalment notice where the instalment plan is selected.

7. **Interest on Overdue Rates**

That the Shire of Merredin set an interest rate of 11% for the 2014/15 financial year in accordance with Section 6.51(1) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996.

8. **Interest on Money Owning to Council – General Debtors**

That the Shire of Merredin, in accordance with Section 6.13 of the Local Government Act 1995 and Regulation 19(a) of the Local Government (Financial Management) Regulations 1996, set an interest rate of 11% for the 2014/15 financial year.

9. **Councillor Remuneration**

That the Shire of Merredin adopt the Councillor Remuneration levels as:

Councillor Meeting Fees (per Councillor)	\$7,725	2013/14 \$7,500
President Allowance	\$12,875	2013/14 \$12,500
Deputy President Allowance	\$3,219	2013/14 \$3,125

10. **Adoption of Budget**

That the Shire of Merredin, in accordance with Section 6.2(1) of the Local Government Act 1995, adopt the Budget for the 2014/15 financial year as presented in Attachment 14.7A.

11. Adoption of Material Variance Level for Reporting

That Council adopt the value of +/- \$5,000 or 10% whichever is the greater as the minimum amount for reporting material variances for the 2014/15 financial year.

CARRIED 8/0

Reason for alteration of Officer's Recommendation

The Due Date for Payment of Rates was deferred for a period of 2 weeks to allow the Administration additional time to prepare and post the necessary documentation to ratepayers. The change in initial due date subsequently affected the Due Date for Payment of Rate Instalments.

Councillor Flockart entered the meeting at 3.59pm.

14.8 Amendment to 2014/15 Schedule of Fees and Charges

Resolution

Moved: Cr Young

Seconded: Cr Blakers

81405

That the:

- 1. Domestic Refuse Charge 240lt – Per Annum and Additional Pick Up; and**
- 2. Domestic/Commercial Refuse Charge 240lt – (Recycling) Per Annum and Additional Pick Up charges**

in the 2014/15 Schedule of Fees and Charges be amended to \$60.00 and \$80.00 respectively.

CARRIED 7/2

Councillors Anderson, Blakers and Hayes-Thompson declared an Impartiality Interest in this Agenda Item 15.1.

15. Officer's Reports – Administration

15.1 North Merredin Primary School - Request for Relocation of Football Goal Posts to St Mary's School

Administration



Responsible Officer:	Greg Powell, Chief Executive Officer
Author:	Vanessa Green, Executive Assistant to CEO
Legislation:	Nil
File Reference:	CS/9/3
Disclosure of Interest:	Nil
Attachments:	Correspondence
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

At its December 2013 meeting (CMRef 81273 and CMRef 81274) Council resolved:

“That the Department of Lands be advised that Council wishes to accept a Management Order over Reserve 13876 for the purpose of “Aged Care and Community Purposes” with the power to lease and that the approval of the Department of this proposal be sought.”

“That the buildings be secured, and future use of the buildings on the site be ascertained, and the community be advised of Councils position on this matter, and a budget for minor maintenance be allocated in the 2014/15 budget.”

While the process of transferring management of the site from the Department of Education to the Shire of Merredin is still ongoing, action has been taken to accept responsibility of the site prior to the finalisation of the transfer process. This will allow staff access to the site to plan and make any necessary alterations for its future use.

Correspondence has recently been received from a student at St Mary's School (St Mary's) requesting the relocation of the football goal posts from the North Merredin Primary School (NMPS) site to St Mary's. The request is included in [Attachment 15.1A](#).

Comment

Confirmation was sought from the previous St Mary's Principal, Mr Mark Marando, for agreement to the proposal of relocating the goal posts and this agreement has been provided. Mr Marando also indicated that St Mary's Parents and Friends Association members would be able to provide some labour towards the task of relocating the goal posts. Similarly, Engineering Services staff and equipment could be utilised to remove the posts from the ground. It is anticipated that St Mary's Parents and Friends Association would be responsible for the transporting and reinstatement of the goal posts to their site.

The proposed plans for the NMPS site include the relocation of the Merredin Library, aged and/or independent living units and a cultural community hub which may include a café, art gallery, farmers markets or private office/meeting spaces. The removal of the football goal posts would not affect these proposed plans.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Service Area: 4.1 Community Development

Activities: Youth (emerging focus)

Link to Vision: Community Spirit, Liveable

Link to Strategic Priorities: Community involvement/support; Youth

Service Level: Work with all key stakeholders on an inclusive basis to engage local youth; address youth issues and encourage leadership

Service Level Change: Enhanced focus

Sustainability Implications

➤ Asset Management Plan

The NMPS is not included in the Asset Management Plan.

➤ Long Term Financial Plan

The NMPS is not included in the Long Term Financial Plan.

➤ Workforce Plan

Nil

Financial Implications

Nil

Councillor Thomas left the meeting at 4.24pm.

Councillor Thomas entered the meeting at 4.26pm.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Crees

Seconded: Cr Young

81406 That the request to remove the football goal posts from the North Merredin Primary School site and relocate them to St Mary's School be approved subject to members of the St Mary's Parents and Friends Association assisting with the relocation and that Council has received written confirmation of the transfer of the site to its control.

CARRIED 9/0

16.	Motions of which Previous Notice has been given
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Nil

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

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

19.	Matters Behind Closed Doors
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Nil

20.	Closure
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There being no further business the President thanked those in attendance and declared the meeting closed at 4.28pm.