

SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

MINUTES

Ordinary Council Meeting

Held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday 20 November 2018



Common Acronyms Used in this Document

CBP	Corporate Business Plan
CEACA	Central East Aged Care Alliance
CEO	Chief Executive Officer
CSP	Community Strategic Plan
CWVC	Central Wheatbelt Visitors Centre
DCEO	Deputy CEO
EA	Executive Assistant to CEO
EMCS	Executive Manager of Corporate Services
EMDS	Executive Manager of Development Services
EMES	Executive Manager of Engineering Services
GECZ	Great Eastern Country Zone
LGIS	Local Government Insurance Services
LPS	Local Planning Scheme
MCO	Media & Communications Officer
MoU	Memorandum of Understanding
MRCLC	Merredin Regional Community and Leisure Centre
SRP	Strategic Resource Plan
WALGA	Western Australian Local Government Association
WEROC	Wheatbelt East Regional Organisation of Councils

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Shire of Merredin
Ordinary Council Meeting
Tuesday 20 November 2018



1. Official Opening

The President welcomed all those in attendance and declared the meeting open at 3.02pm.

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr KA Hooper	President
Cr MD Willis	Deputy President
Cr BJ Anderson	
Cr LN Boehme	
Cr AR Butler	
Cr RM Crees	
Cr JR Flockart	
Cr PR Patroni	

Staff

G Powell	CEO
K Bartley	DCEO
M Hudson	EMES (until 3.18pm)
P Zenni	EMDS (until 3.18pm)
J Freind	Cummins Theatre Manager
V Green	EA to CEO
M Wallace	MCO

Members of the Public: Mr Mike and Mrs Tracey Teasdale (until 3.18pm)

Apologies: Nil

Approved Leave of Absence: Cr MA Crisafio (CMRef 82246)

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Applications for Leave of Absence

Nil

6. Petitions and Presentations

Nil

7. Confirmation of Minutes of the Previous Meetings

7.1 Ordinary Council Meeting held on 16 October 2018

[Attachment 7.1A](#)

7.2 Annual Electors Meeting held on 16 October 2018

[Attachment 7.2A](#)

Officer's Comment

While no resolutions were made at the Annual Electors Meeting the following topics are noted:

6.1 RV Signage

It was suggested a large sign be placed near the entrance of Lisa's Café to indicate where RV parking was permitted at the western end of the CBD, as it can otherwise be confusing.

The President advised that the matter would be investigated and rectified if possible.

6.2 Informal Community Forum

Council conducted an Informal Community Forum in June 2018 with good attendance and matters raised. The President suggested that such forums may be more relevant and provide a greater opportunity for community input than the Annual Electors Meeting which, essentially, reports on activities held up to a year ago.

Nonetheless, the President thanked those in attendance for making the effort to attend the meeting and raise their concerns.

6.3 Water Tower

It was queried whether any restoration works on the water tower were anticipated, as well as the agency responsible for undertaking such works.

The CEO advised that the water tower, although located on a road reserve, is under the management and responsibility of the Shire. He further advised that the condition of the tower has been reviewed and grant opportunities researched to undertake restorative works. However, the logistics of any repair needing to take place with the tank in situ makes the methodology of undertaking the work more complicated.

The matter will continue to be investigated and once a suitable solution and funding opportunity presents itself the works will be undertaken.

6.4 Rose Beds

The removal of the rose beds over 10 years ago from French Avenue to Woolgar Avenue was raised, with the comment that it was the intention at the time that the area be replanted with natives, which hasn't occurred.

As it was advised at the time that interested community member(s) would maintain the rose beds, the fact that they were removed and beautification works not undertaken has been particularly upsetting.

The President advised it was thought better at the time to have smaller areas of garden (and particularly rose bushes which can be high maintenance) being kept to a high standard, rather than many areas of garden being kept at a lower standard around the town. He further advised that an allocation is made in each budget for Parks and Gardens maintenance, however this covered all works across all areas of town.

The appearance of the rose bushes around the War Memorial was raised, with the comment that they looked fantastic which was great to see.

The CEO advised that the roses were a special edition purchased with grant funding around 2014 for the anniversary of WW1. Funds were also received at the time to refurbish the Cenotaph. He further commented that it was pleasing to note that the second Lone Pine was still in situ, after the first one disappeared.

6.5 Recreation Ground near Caretaker's Residence

It was queried whether there were any plans for the area from the caretaker's residence to Golf Road at the Recreation Ground.

The CEO advised that the house would be removed as it was now surplus to requirements. He added there is a proposal to lease the area containing the weather station to the Department of Meteorology as it is of national importance and the area would then be landscaped.

It was mentioned that the shed in the area was once used to house the maintenance plant utilised at the Recreation Ground but that this no longer occurred.

Some time ago it was suggested that the area could be subdivided for residential or aged housing, however this had not been progressed due to the inhibiting costs in undertaking such a process.

6.6 Merredin Cemetery Fence

The matter of replacing the perimeter fence to the Cemetery was raised with the comment that it was discussed some time ago but works were yet to occur. Since that time the fence has deteriorated further with broken limbs and trees falling on the fence, adding to the damage.

The CEO advised that the situation would be reviewed again and although there were no funds allocated in the 2018/19 Budget, consideration could be given to an allocation in the 2019/20 Budget to undertake the works.

It was suggested that surplus fencing could be obtained from the Department of Primary Industries and Regional Development (previously Agriculture) and this would be investigated.

6.7 Public Engagement

Council and staff were congratulated on their efforts during the previous 12 months to increase engagement opportunities with the community.

The President agreed that there has been a concerted effort to increase interaction with the community, adding it was pleasing to see it was paying dividends. He further advised there is an identified need to seek feedback from the whole of the community and confirmed Council's intent to continue engaging proactively and respectfully with the community.

It was requested that a vote of thanks be made to staff for their efforts, for example Graham Motzel who recently retired after 40 years of service to the organisation. The Shire's new staff were welcomed, and those who have left farewelled.

It was also mentioned that the volunteers in the community deserve great recognition for their dedication to the community, especially our emergency services. The President agreed that they played a critical part within the community and reiterated the vote of thanks.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Patroni

Seconded: Cr Boehme

82272 That the Minutes of the Ordinary Council Meeting and the Annual Electors Meeting both held on 16 October 2018 be confirmed as a true and accurate record of proceedings.

CARRIED 8/o

8. Announcements 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 CEACA Committee Meeting held on 10 October 2018
[Attachment 10.1A](#)
- 10.2 CEACA Executive Committee Meeting held on 15 October 2018
[Attachment 10.2A](#)
- 10.3 Bush Fire Brigades Preseason Meeting held on 18 October 2018
[Attachment 10.3A](#)
- 10.4 WEROC Council Meeting held on 24 October 2018
[Attachment 10.4A](#)

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Flockart

Seconded: Cr Willis

82273 That the Minutes of the Central East Aged Care Alliance Meeting held on 10 October 2018, the Central East Aged Care Alliance Executive Meeting held on 15 October 2018, the Bush Fire Brigades Preseason Meeting held on 18 October 2018 and the Wheatbelt East Regional Organisation of Councils Meeting held on 24 October 2018 be received.

CARRIED 8/o

11. Recommendations from Committee Meetings for Council consideration

Nil

Councillor's Comment

Whilst discussed at the conclusion of Item 14.3, as the matter refers to the Bush Fire Brigades Preseason Meeting, it is recorded at this juncture.

The President raised concerns regarding the comment in the Bush Fire Brigades Preseason Meeting Minutes relating to the intended reduction in the number of volunteers listed on Brigade and Department of Fire and Emergency Services membership lists. The President queried why that would be pursued to the extent it appears to be, in particular following the many recent fires.

The CEO undertook to investigate the matter further and provide further advice to Council on the insurance and reporting requirements for volunteers when attending a fire scene.

12. Officer's Reports - Development Services

12.1 Lot No. 14075, 2328o Whistler Road, Burracoppin - Subdivision Application (WAPC 157278)

<h2 style="margin: 0;">Development Services</h2>		
<p>Responsible Officer:</p> <p>Author:</p> <p>Legislation:</p> <p>File Reference:</p> <p>Disclosure of Interest:</p> <p>Attachments:</p>	<p>Peter Zenni, EMDS</p> <p>As above</p> <p><i>Planning and Development Act 2005; Local Planning Scheme No. 6</i></p> <p>A9724</p> <p>Nil</p> <p>Attachment 12.1A - Application Attachment 12.1B – Photos of Whistler Road</p>	

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

An application for subdivision of land located approximately 12 kilometres north east of the Merredin townsite has been referred to the Western Australian Planning Commission (WAPC) for approval. The WAPC is seeking comment from Council prior to issuing a determination on the application.

The proposed subdivision seeks to realign existing boundaries of Lots 23280 (64.75ha) and Lot 14075 (340.10ha) Whistler Road, Burracoppin resulting in the creation of two new lots, proposed Lot A (120.96ha) and proposed Lot B (283.87ha).

Comment

The land in question is zoned General Farming (Rural). All existing buildings incorporating the farm house and sheds are located on Lot 23280. There are currently no buildings located on Lot 14075. The proposed subdivision and associated boundary realignment is not going to result in any additional potential for housing development above that which already exists with the existing lot arrangement.

The WAPC Development Control Policy 3.4 – Subdivision of Rural Land as well as provisions of the Shire of Merredin Local Planning Scheme No. 6 highlight the need to maintain the viability and rural character of the land in question.

In this case the proposed subdivision meets the required criteria in that the viability of the rural land is not jeopardised and there is no creation of additional lots which would result in additional potential for housing development.

A Bushfire Management Plan for the proposed subdivision boundary realignment, prepared by Geoffrey Lush (Lush Fire and Planning) concludes that no further bushfire assessment is required as WAPC State Planning Policy 3.7 - Planning in Bush Fire Prone Areas, does not apply to boundary realignments.

Currently both Lots 14075 and 23280 have potential road access from the Chandler-Merredin Road. Following the proposed boundary realignment the newly created Lot B will only have road access from Whistler Road.

An inspection of road access to the properties reveals that Whistler Road has only been maintained for the portion currently servicing the access to Lot 14075, and that following the boundary realignment the additional portion of Whistler Road (approx. 450 meters) that will be utilised to provide access to the newly created Lot B will need to be reconstructed to a suitable standard. The EMES has calculated the costs of the required work at approx. \$14,500.

All lots forming part of a subdivision should be connected to a constructed road.

As the existing lots currently enjoy access from Chandler-Merredin Road, it is suggested that the proposed subdivisional boundary realignment be conditional on all costs associated with the reconstruction of the portion of Whistler Road providing access to proposed Lot B being borne by the owner/s of the land in question.

Policy Implications

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

Statutory Implications

Compliance with the *Planning and Development Act 2005* and the Shire of Merredin Local Planning Scheme No. 6.

Strategic Implications

➤ **Strategic Community Plan**

Zone: Zone 4 - Communication & Leadership
Zone Statement: Merredin Council engages with its community and leads by example
Key Priority: Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements

➤ **Corporate Business Plan**

Key Action: 4.1.1 - Continue to update the Integrated Planning Framework, meet statutory requirements of the Local Government Act and regulations and regulatory obligations required under other regulations

Directorate: Development Services

Timeline: Ongoing

Sustainability Implications

➤ **Strategic Resource Plan**

Nil

➤ **Workforce Plan**

Directorate: Nil

Activity: Nil

Current Staff: Nil

Focus Area: Nil

Strategy Code: Nil

Strategy: Nil

Implications: Nil

Risk Implications

Nil

Financial Implications

Cost of road reconstruction has been estimated at \$14,500. As the existing lots currently enjoy access from Chandler-Merredin Road, it is suggested that the proposed subdivisional boundary realignment be conditional on all costs associated with providing access via Whistler Road to proposed Lot B being borne by the owner/s of the land in question.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Boehme

Seconded: Cr Anderson

82274 That the Western Australian Planning Commission be advised that Council has no objection to the proposed subdivision and realignment of existing boundaries of Lot 23280 (64.75ha) and Lot 14075 (340.10ha) Whistler Road, Burracoppin resulting in the creation of two new lots, proposed Lot A (120.96ha) and proposed Lot B (283.87ha), subject to:

1. the proposed boundaries not encroaching upon any existing structures or onsite effluent disposal facilities;

- 2. all new lots being connected to a constructed road; and**
- 3. all costs associated with the reconstruction of the portion of Whistler Road providing access to proposed Lot B being borne by the owner/s of the land in question.**

CARRIED 7/1

Councillor Patroni requested his vote in the negative against condition 3 be recorded.

12.2 Lot 18 Korbrelkulling Road, Korbel - Application for Development Approval - Extractive Industry

<h2>Development Services</h2>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Responsible Officer:	Peter Zenni, EMDS	
Author:	As above	
Legislation:	<i>Planning and Development Act 2005; Environmental Protection Act 1986; Environmental Protection (Noise) Regulations 1997; Local Planning Scheme No. 6; Local Law No.10 – Extractive Industries</i>	
File Reference:	A7162/A9727	
Disclosure of Interest:	Nil	
Attachments:	Attachment 12.2A - Application	

Purpose of Report

Executive Decision

Legislative Requirement

Background

An application for development (planning) approval has been lodged with respect to a proposed extension to an existing extractive industry operation. The extractive industry activity forming part of the application is to be conducted on Lot 18 Korbrelkulling Road, Korbel.

Comment

The land in question is zoned General Farming. An extractive industry activity is a 'D' (Discretionary) use in accordance with the Shire of Merredin Local Planning Scheme No. 6 and as such requires Council approval.

At its December 2005 meeting Council granted development (planning) approval (PA18/05) for the establishment of an Extractive Industry on Avon Location 11 Korbrelkulling Road (Korbel), Merredin for a period of 5 years from the date of the approval (CMRef 28253).

At its March 2016 meeting Council granted an extension to the original extractive industry development approval for a further period of five years when it resolved (CMRef 81752):

1. ***“That approval in principal be granted in relation to application for extension of planning consent PA18/05 and the application for extractive industry license to undertake extractive industry operations at Avon Location 11 Korbrelkulling Road, (Korbel) Merredin.***
2. ***That Council delegate authority to the Chief Executive Officer to determine the application for planning consent PA18/05 and the application for extractive industry license submitted to undertake extractive industry operations at Avon Location 11 Korbrelkulling Road, (Korbel) Merredin upon the expiry of the statutory advertising period, subject to the submission of any valid objection on town planning grounds incorporating the following conditions:***
 - a. ***planning consent being valid for a period of five (5) years from the date of approval;***
 - b. ***extractive industry license being valid for a period of one (1) year from the date of approval;***
 - c. ***an annual extractive industry license fee of \$300 inc GST to be paid;***
 - d. ***prior to the commencement of sand and gravel extraction operations a bond or bank guarantee for the sum of \$1,000 being lodged with the Shire of Merredin as security for applicant/operator compliance with rehabilitation commitments;***
 - e. ***hours of operation of extractive industry operations are restricted to 7:00am to 6:00pm Monday to Friday and 8:00am to 5:00pm Saturday and Sunday and not at all on Public Holidays;***
 - f. ***all vehicles involved in extractive industry operations to access the property from Hines Hill Road;***
 - g. ***all vehicles involved in extractive industry operations not permitted on Korbrelkulling Road during school bus hours;***
 - h. ***the operator shall, at the direction of Executive Manager of Engineering Services, undertake certain measures so as to minimise the impact of vehicles involved in extractive industry operations on Korbrelkulling Road;***
 - i. ***the requirements of clause 6.1(a) of the Shire of Merredin Local Law No.10 – Extractive Industries not be imposed;***
 - j. ***dust control and suppression measures to the satisfaction of the Chief Executive Officer shall be maintained over the site;***
 - k. ***extraction of material will not occur below RL259.0 as per surveyors plan – Drawing No. 1 dated December 2005 submitted on behalf of the applicant by Paul Kraft and Associates;***
 - l. ***rehabilitation to involve the planting and nurturing of minimum 2,000 oil mallees and to be completed within 12 months of the conclusion of operations as per the rehabilitation program submitted; and***

m. all other relevant statutory consents or approval be obtained from the statutory authority prior to commencing works.”

As such a portion of the land is already being utilised for extractive industry operations in accordance with the previous development approval and the activity on site is currently subject to an existing extractive industry licence.

The proposed extension to the existing extractive industry operation will be located on unusable farming land immediately adjacent to a salt lake.

Anecdotal evidence suggests that the deposits of sand which are proposed to be extracted originated from the adjacent salt lake and have accumulated over a period of years. These sand deposits have reached heights of up to 6 metres in areas. The proposed extraction of this material will return the finished level of the excavated area to pre-existing levels in line with the adjoining farmland.

The following information has been provided by the applicant:

1. the proposed operations will result in the site being taken down to adjacent ground level, there will be no excavation of material below the adjacent ground level, thus removing the need for drainage;
2. vehicles used in the operation are front end loader and truck, all vehicles fitted with mufflers to reduce noise;
3. no processing other than screening of gross contaminants (sticks, stones etc) will occur on site;
4. vehicular access will be along Korbrelkulling Road, internal access to the site will be via an existing internal all-weather track;
5. minimal dust will be generated from the operations on the site;
6. no buildings or infrastructure exists or is required on site; and
7. at the completion of the extractive operations the land currently subject to the extractive industry license as well as the area subject to the application will be rehabilitated via the planting of oil mallees.

The land surrounding the extractive industry operation is broad acre farming with no sensitive land uses (housing) in the immediate vicinity. As such the proposed extractive operations are unlikely to result in complaints being received with respect to noise and dust related impacts.

The proposed extractive industry is on a relatively small scale operated on an ‘as needs’ basis.

At present there are no other current extractive industry licences in place in the Shire of Merredin. Accordingly, it is becoming increasingly difficult for contractors to source suitable materials for large development projects within the Shire.

Discussions with the applicant relating to vehicular access to the property have focused on the previous requirement for all vehicles to access the site via Hines Hill Road. The applicant has suggested that unloaded vehicles access the site via the Bruce Rock Road and loaded vehicles leave the site via Hines Hill Road.

The roads in question have been recently inspected by the EMES for line of sight considerations and road conditions, and have been deemed as being suitable for the proposed vehicular use. The use of the Bruce Rock Road will minimise concentration of vehicular movements along Hines Hill Road.

The proposal will ultimately result in an increase in the number of trees over the excavation area and enhance the floral environment generally with the applicant being required to undertake rehabilitation work involving the planting and nurturing of a minimum 4,000 oil mallees, with the rehabilitation work to be completed within 12 months of the conclusion of operations.

The proposed extractive industry operation is an extension of the original extractive industry activity approved in December 2005. It is proposed that the original extractive industry approval be incorporated in to the current development approval to remove the need for multiple development approvals and extractive industry licenses for what is, in reality, a single operation.

Policy Implications

Nil

Statutory Implications

The Shire of Merredin Local Law No.10 – Extractive Industries states that unless otherwise approved by the local government, a person seeking the issue of a licence shall advertise the application for an extractive Industry licence in a newspaper circulating in an area in which the proposed activity is located. In this case the extractive industry activity has been operating in the area for more than 12 years without any known breach of the local law. The owner of the adjoining broad acre farming property has confirmed that they have no objection to the extension of the applicant's sandpit operations.

Given that this application relates to an extension of an existing, previously approved extractive industry activity which is currently subject to a valid extractive industry license and the owner of the adjoining broad acre farming property has confirmed in writing that they have no objection to the proposed extension to the extractive industry activity, it is believed there is no need to advertise the proposed activity for broader public comment.

The Local Law generally requires that the excavation of materials not encroach within 20 metres of a property boundary. This is to minimise the possibility of the adjoining property subsiding in to the excavation area. In this case the applicant proposes to continue the excavation within 5 metres of the property boundary. The justification for this being that the proposed operations will result in the site being taken down to match the adjacent ground level, there will be no excavation of material below the adjacent ground level of the adjoining farmland.

All activities will be subject to compliance with the *Environmental Protection Act 1986*, including provisions of the *Environmental Protection (Noise) Regulations 1997*.

Clearing Permits for remnant vegetation will need to be obtained from the Department of Environment and Water Regulation before any clearing activity can take place on site.

Strategic Implications

➤ Strategic Community Plan

Zone: Zone 4 - Communication & Leadership
Zone Statement: Merredin Council engages with its Community and leads by example
Key Priority: Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements

➤ Corporate Business Plan

Key Action: 4.1.1 - Continue to update the Integrated Planning Framework, meet statutory requirements of the Local Government Act and regulations and regulatory obligations required under other regulations
Directorate: Development Services
Timeline: Ongoing

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

Directorate: Nil
Activity: Nil
Current Staff: Nil
Focus Area: Nil
Strategy Code: Nil
Strategy: Nil
Implications: Nil

Risk Implications

Minimal, the land surrounding the extractive industry operation is broad acre farming with no sensitive land uses (housing) in the immediate vicinity, as such the proposed extractive operations are unlikely to result in complaints being received with respect to noise and dust related impacts.

The owner of the adjoining broad acre farming property has confirmed that they have no objection to the extension of the applicant's extractive operations.

The extractive industry activity has been operating since 2005 without any complaint being received by Council.

The nearest sensitive land uses (housing) are located 1,300 meters away and is not used for habitation due to its deteriorated condition. Should any future sensitive land use development occur on the adjoining properties and give rise to a complaint with respect to the extractive industry operations, such a complaint would be assessed on its merits in accordance with statutory requirements at that time.

Financial Implications

The relevant development application fees have been paid.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Flockart

Seconded: Cr Anderson

82275 That:

1. **development (planning) approval be granted for an extractive industry operation at Lot 18 Korbrelkulling Road, (Korbel) Merredin, as per plans forming part of Attachment 12.2A, subject to:**
 - a. **planning consent being valid for a period of five (5) years from the date of approval;**
 - b. **extractive industry license being valid for a period of one (1) year from the date of approval;**
 - c. **an annual extractive industry license fee of \$300 inc GST to be paid;**
 - d. **prior to the commencement of sand and gravel extraction operations a bond or bank guarantee for the sum of \$1,000 being lodged with the Shire of Merredin as security for applicant/operator compliance with rehabilitation commitments;**
 - e. **hours of operation of extractive industry operations are restricted to 7:00am to 6:00pm Monday to Friday and 8:00am to 5:00pm Saturday and Sunday and not at all on Public Holidays;**
 - f. **all loaded vehicles involved in extractive industry operations to egress from the property utilising Korbrelkulling Road on to Hines Hill Road;**
 - g. **all vehicles involved in extractive industry operations are not permitted on Korbrelkulling Road during school bus hours;**
 - h. **the operator shall, at the direction of Executive Manager of Engineering Services, undertake certain measures so as to**

- minimise the impact of vehicles involved in extractive industry operations on Korbrelkulling Road;**
- i. the requirements of clause 6.1(a) of the Shire of Merredin Local Law No. 10 – Extractive Industries not be imposed;**
 - j. dust control and suppression measures to the satisfaction of the Chief Executive Officer shall be maintained over the site;**
 - k. extraction of material will not occur below RL259.0 as per Surveyors Plan dated 30 October 2018 submitted on behalf of the applicant by Paul Kraft and Associates;**
 - l. rehabilitation to involve the planting and nurturing of minimum 4,000 oil mallees and to be completed within 12 months of the conclusion of operations;**
 - m. all other relevant statutory consents or approvals or permits be obtained from the relevant statutory authority prior to commencing works; and**
- 2. the development (planning) approval incorporate and supersede the previous development approval (PA18/05) for extractive industry operations on Avon Location 11 Korbrelkulling Road, (Korbel) Merredin granted in December 2005 (CMRef 28253), and extended in March 2016 (CMRef 81752).**

CARRIED 8/o

3.18pm – M Hudson, EMES, P Zenni, EMDS, and Mr and Mrs Teasdale left the meeting and did not return.

13. Officer's Reports - Engineering Services

Nil items to report.

14. Officers Reports – Corporate and Community Services

14.1 List of Accounts Paid

<h2>Corporate Services</h2>		 <p>SHIRE OF MERREDIN <small>INNOVATING THE WHEATBELT</small></p>
Responsible Officer:	Charlie Brown, EMCS	
Author:	As above	
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Attachment 14.1A - List of Accounts Paid	

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

The attached List of Accounts Paid during the month of October 2018 under Delegated Authority is provided for Council’s information.

Comment

Nil

Policy Implications

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

Statutory Implications

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

Strategic Implications

Strategic Community Plan

Zone: Zone 4 – Communication and Leadership
 Zone Statement: Merredin Council engages with its community and leads by example

Key Priority: 4.1 – Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements

Corporate Business Plan

Key Action: 4.1.1 – Continue to update the Integrated Planning Framework, meet statutory requirements of the Local Government Act and regulations and regulatory obligations required under other regulations

Directorate: Corporate Services

Timeline: Ongoing

Sustainability Implications

Strategic Resource Plan

Nil

Workforce Plan

Directorate: Nil

Activity: Nil

Current Staff: Nil

Focus Area: Nil

Strategy Code: Nil

Strategy: Nil

Implications: Nil

Risk Implications

Council would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this item was not presented to Council.

Financial Implications

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

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Crees

Seconded: Cr Willis

82276 That the schedule of accounts paid as listed covering cheques, electronic funds transfers, bank charges, directly debited payments and wages, as numbered and totalling \$2,962,044.19 from Council's Municipal Fund Bank Account and \$20,395.31 from Council's Trust Account, be endorsed.

CARRIED 8/o

14.2 Statement of Financial Activity

<h2>Corporate Services</h2>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Responsible Officer:	Charlie Brown, EMCS	
Author:	As above	
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Attachment 14.2A - Statement of Financial Activity	

Purpose of Report

Executive Decision Legislative Requirement

Background

The Statement of Financial Activity, which includes the Detailed Schedules, Statement of Financial Position, Current Ratios and Investment Register, are attached for Council’s information.

Comment

Operating Income and Expenditure is consistent with Council’s YTD Budget, with Operating Income 2% up on budget estimates and Expenditure estimates also showing a 5% variance.

Explanations at Program level, where possible, is held at Note 2.

As can be seen on page 2 of the monthly financial report there is very little difference between this year’s position and the same period last year. The \$1M variance between this year and last on the Adjusted Net Current Assets relates to a CEACA transaction. Unrestricted cash is well down, but is to be expected as CEACA funds are expended.

Capital Expenditure

A detailed look at capital expenditure can be found in Note 13.

Policy Implications

Nil

Statutory Implications

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

Strategic Implications

Strategic Community Plan

Zone: Zone 4 – Communication and Leadership
Zone Statement: Merredin Council engages with its community and leads by example
Key Priority: 4.1 – Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements

Corporate Business Plan

Key Action: 4.1.1 – Continue to update the Integrated Planning Framework, meet statutory requirements of the Local Government Act and regulations and regulatory obligations required under other regulations
Directorate: Corporate Services
Timeline: Ongoing

Sustainability Implications

Strategic Resource Plan

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

Workforce Plan

Directorate: Nil
Activity: Nil
Current Staff: Nil
Focus Area: Nil
Strategy Code: Nil
Strategy: Nil
Implications: Nil

Risk Implications

The Financial Activity Report is presented monthly, providing a retrospective picture of Shire activities. Contained within the report is information pertaining to the financial cost and delivery of strategic initiatives and key projects.

In order to mitigate the risk of budget over-runs or non-delivery of projects, the CEO has implemented internal control measures such as regular Council and management reporting and a quarterly process to monitor financial performance against budget estimates.

Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$10,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud. The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the responsibility of the CEO as laid out in Regulation 5 of the *Local Government (Financial Management Regulations) 1996*, seek to mitigate the possibility of this occurring. These controls are set in place to provide daily, weekly and monthly checks to ensure that the integrity of the data provided is reasonably assured.

Financial Implications

The adoption of the Monthly Financial Report is retrospective. Accordingly, the financial implications associated with adopting the Report are nil.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution


Moved: Cr Anderson

Seconded: Cr Butler

82277 That in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Statement of Financial Activity and the Investment Report for the period ending 31 October 2018 be received.

CARRIED BY ABSOLUTE MAJORITY 8/o

14.3 Policy Manual Review - Policy 2.17 – Parental Leave, Policy 2.18 – Sick/Personal Leave, Policy 2.23 – Long Service Leave Entitlements and Policy 3.22 – Credit Cards

Corporate Services		
Responsible Officer:	Charlie Brown, EMCS	
Author:	As above	
Legislation:	<i>Local Government Act 1995</i>	
File Reference:	Policy Manual	
Disclosure of Interest:	Nil	
Attachments:	Attachment 14.3A - Policy 3.22 - Credit Cards	

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

Policy 2.17 provides the framework for Parental Leave. Policy 2.18 provides the framework for Sick/Personal Leave. Policy 2.23 provides the framework for Long Service Leave Entitlements and Policy 3.22 provides the framework for Credit Cards.

Comment

Policy 2.17 – Parental Leave and Policy 2.18 – Sick/Personal Leave are governed by the Local Government Industrial Award 2010 and the Shire of Merredin Enterprise Bargaining Agreement. As such the policies are obsolete hence it is recommended they be rescinded and removed from the Policy Manual.

Policy 2.23 – Long Service Leave Entitlements is governed by the *Local Government (Long Service Leave) Regulations*. As such this policy is obsolete hence it is recommended it be rescinded and removed from the Policy Manual.

It is proposed to replace the current Policy 3.22 with a new policy, as attached, as it has a greater emphasis on better governance and controls.

Policy Implications

An update of the Policy Manual is required.

Statutory Implications

Local Government Act 1995

Strategic Implications

➤ Strategic Community Plan

Zone: Zone 1 - Communication and Leadership
Zone Statement: Merredin Council engages with its community and leads by example
Key Priority: 4.1 - Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements.

➤ Corporate Business Plan

Key Action: 4.1.1 - Continue to update the Integrated Planning Framework, meet statutory requirements of the Local Government Act and Regulations and regulatory obligations required under other legislation.
Directorate: Corporate Service
Timeline: Ongoing

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

Directorate: Nil
Activity: Nil
Current Staff: Nil
Focus Area: Nil
Strategy Code: Nil
Strategy: Nil
Implications: Nil

Risk Implications

If policies are not reviewed as required, outdated policies will exist.

Financial Implications

There will be a minor impost on Council as a result of Policy 3.22 – Credit Cards

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That:

1. Policy 2.17 - Parental Leave, Policy 2.18 - Sick/Personal Leave, and Policy 2.23 - Long Service Leave Entitlements be rescinded and deleted from the Policy Manual; and
2. Policy 3.22 - Credit Cards, as presented in Attachment 14.3A, be adopted.

Resolution

Moved: Cr Crees

Seconded: Cr Anderson

82278 That:

1. **Policy 2.17 - Parental Leave, Policy 2.18 - Sick/Personal Leave, and Policy 2.23 - Long Service Leave Entitlements be rescinded and deleted from the Policy Manual; and**
2. **Policy 3.22 - Credit Cards, as presented in Attachment 14.3A (and amended to include the notation that credit cards shall only be issued to the Chief Executive Officer and Executive Managers), be adopted.**

CARRIED 8/o

Reason

Council believed it should be stipulated which positions would be entitled to being issued with a credit card.

14.4 Community Engagement Framework, Toolkit and Policy

<h2>Community Services</h2>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Responsible Officer:	Kellie Bartley, DCEO	
Author:	Vanessa Green, EA to CEO; Miranda Wallace, Media and Communications Officer	
Legislation:	<i>Local Government Act 1995</i>	
File Reference:	CR/7	
Disclosure of Interest:	Nil	
Attachments:	<p>Attachment 14.4A – Community Engagement Framework and Toolkit</p> <p>Attachment 14.4B – Community Engagement Policy</p>	

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

During the review of the Strategic Community Plan and Corporate Business Plan a priority was identified to review the current Community Engagement Plan which was previously adopted at Council’s September 2015 meeting (CMRef 81637). The aim was to develop a framework and toolkit based on the International Association for Public Participation 2 (IAP2) Spectrum.

Work on the review commenced in July 2018 with TMR Consulting Services appointed to develop the document and facilitate a workshop with Council and staff, which was held on 21 August 2018. The first draft of the document developed from that workshop, entitled Community Engagement Framework and Toolkit (CEFT), was discussed and further refined with Council at its briefing session held on 18 September 2018. The final draft was discussed by Council at its briefing session on 16 October 2018.

Part of the review process also included the development of a policy for the implementation of the CEFT. The draft policy is attached for Council’s consideration together with the draft of the CEFT document.

Comment

The Shire believes in the value of building and maintaining robust and collaborative relationships with all its stakeholders as a key component to achieving the community's strategic priorities.

Effective communication and engagement results in better decision-making by bringing a range of perspectives to the table, allowing the early identification of issues and opportunities and provides a balanced view in determining solutions. The Shire aspires to allow those impacted by a decision to have input and for Council to consider their views in its decision-making and planning processes.

The purpose of the CEFT is to:

1. enable quality planning and evaluation of the Shire's engagement initiatives;
2. ensure that the level and nature of engagement undertaken is tailored to the community group, the topic and the level of impact and importance;
3. ensure that community members are given the right opportunities at the right time to provide feedback and inform decisions made by Council;
4. entrench community engagement as part of the Shire's core business;
5. provide a process for staff to guide the selection of appropriate methods and levels of engagement for any project or decision;
6. complement and enhance the Shire's existing initiatives to build and sustain community relationships; and
7. complement and enhance the Shire's IPR documents including the Strategic Community Plan and the Corporate Business Plan.

The CEFT is broken into two separate sections with the front section being the Framework. It outlines the communication and engagement goals of the Shire of Merredin. It includes the Shire's reasons for engagement, the guiding principles for engagement and a spectrum for engagement based on the IAP2 Spectrum.

The latter half of the CEFT is the Toolkit. It contains a list of appendices including a number of templates to be utilised by staff in conducting community engagement projects.

Policy 2.29 – Community Engagement outlines the Shire of Merredin's commitment to engaging with the community through the use of appropriate, effective and inclusive practices. The policy will guide the delivery of community and stakeholder engagement across the organisation to support decision-making, build relationships and strengthen communities.

The objectives of the Policy are to:

1. provide the public with a clear understanding of Council's commitment to community and stakeholder engagement;
2. achieve good governance by facilitating open and honest communication with stakeholders and the community on programmes, projects and initiatives that may impact their lives;

3. raise awareness of Council decisions and community aspirations surrounding programmes, projects and initiatives; and
4. allow for informed decision-making to collectively achieve an improved quality of life in the Shire of Merredin.

Policy Implications

An amendment to the Policy Manual with the inclusion of the proposed policy.

Statutory Implications

There are numerous pieces of legislation which specify the method and time period in which Council is required to consult with the community, including the *Local Government Act 1995* and the *Planning and Development Act 2005*, amongst others.

While Council is obliged to comply with these legislative requirements (regardless of whether a CEFT or similar has been adopted), the CEFT outlines the purpose and process of community engagement.

Strategic Implications

➤ Strategic Community Plan

Zone: Zone 4 – Communication and Leadership

Zone Statement: Merredin Council engages with its community and leads by example

Key Priority: 4.2 – Council engaging broadly and proactively with the community

➤ Corporate Business Plan

Key Action: 4.2.2 – Review and implement the Community Engagement and Consultation Framework and Public Relations Marketing Strategy based on the IAP2 spectrum

Directorate: Community Services

Timeline: 2018/19

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

Directorate: Nil

Activity: Nil

Current Staff: Nil

Focus Area: Nil

Strategy Code: Nil

Strategy: Nil

Implications: Nil

Risk Implications

The CEFT has been developed to cover a range of scenarios in which community engagement may be undertaken. By adhering to the Toolkit staff can ensure that the appropriate methods of communication and engagement are conducted within the IAP2 spectrum and legislative requirements.

If adopted there is no significant risk to Council aside from any risk incurred in undertaking engagement activities with the community members. For each activity the Toolkit contains a 'Risk Assessment' in one of its appendices which staff can utilise to ensure risks are minimised or rendered redundant.

If not adopted adequate community engagement is not carried out leading to incorrect and/or ill-informed decision-making by Council which may result in substantial impact(s) across any or all of the Shire of Merredin's 'measures of consequence' categories including:

1. Health;
2. Financial Impact;
3. Service Interruption;
4. Compliance;
5. Reputational;
6. Property; and
7. Environment.

Financial Implications

Funding for the development of the CEFT was included in the 2018/19 Budget.

Operational costs associated with the conduct of ongoing engagement will need to be included in future budgets.

Failure to conduct engagement with community members or stakeholders on projects in the future may lead to situations where Council is put at financial risk for not undertaking sufficient engagement, hence the importance of having the CEFT document and utilising it.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Flockart

Seconded: Cr Boehme

82279 That:

1. **the Community Engagement Framework and Toolkit, as presented in Attachment 14.4A, be adopted; and**

- 2. Policy 2.29 - Community Engagement Policy, as presented in Attachment 14.4B, be adopted.**

CARRIED 8/o

15. Officer's Reports – Administration

15.1 Councillors and Staff Christmas Function

<h2>Administration</h2>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Responsible Officer:	Greg Powell, CEO	
Author:	Vanessa Green, EA to CEO	
Legislation:	<i>Local Government Act 1995</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Nil	

Purpose of Report

Executive Decision Legislative Requirement

Background

Each year Council provides a Christmas function for Councillors and staff to celebrate the season and acknowledge the work achieved throughout the year.

Council Policy 1.12 - Annual Christmas Function states that an agenda item be presented to Council by no later than November each year requesting Council confirm the date and venue of the function.

Comment

Last year the function was held at the MRCLC, the year prior at the Cummins Theatre and for the previous 3 years before that it was held at the Northside Tavern.

The matter was discussed with Council at its October evening briefing session with the suggestion being that the function be “shared around” for the benefit of other businesses in town.

With the Commercial Hotel under new ownership/management and having not been utilised for such an event in prior years it was suggested the function be held there, preferably following Council’s December meeting. Subsequently, contact was made with the Hotel and as it was available on the evening of the meeting, the reservation was made.

Policy Implications

Policy 1.12 Annual Christmas Function states:

“That Council provide a joint Christmas Function for Councillors, employees and their partners/spouses. The Chief Executive Officer is to place an item on the Council agenda no later than November of each year requesting Council to confirm a date and location for the function.”

It should be noted that children are not able to attend the event.

Statutory Implications

Council’s Code of Conduct applies.

Strategic Implications

➤ Strategic Community Plan

Zone: Nil
Zone Statement: Nil
Key Priority: Nil

➤ Corporate Business Plan

Key Action: Nil
Directorate: Nil
Timeline: Nil

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

Directorate: Nil
Activity: Nil
Current Staff: Nil
Focus Area: Nil
Strategy Code: Nil
Strategy: Nil
Implications: Nil

Risk Implications

Nil

Financial Implications

An allocation is included in the 2018/19 Budget for the function.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Willis

Seconded: Cr Boehme

8228o That the Shire of Merredin 2018 Christmas function for Councillors, staff and their partners be held at the Commercial Hotel on Tuesday 18 December 2018.

CARRIED 8/o

15.2 Delegations Register Review

<h2>Administration</h2>		 <p>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</p>
Responsible Officer:	Greg Powell, CEO	
Author:	Vanessa Green, EA to CEO	
Legislation:	<i>Local Government Act 1995</i>	
File Reference:	Delegations Register	
Disclosure of Interest:	Nil	
Attachments:	Attachment 15.2A – Delegations Register	

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

In accordance with Section 5.46 of the *Local Government Act 1995*, the Delegations Register has been reviewed.

Comment

A major review of the Delegations Register was conducted in December 2016 (CMRef 81893) with a number of amendments made at that time. The Register was last reviewed in November 2017 with no major amendments identified (CMRef 82081).

WALGA recently published a model delegations register which was compared to the Shire’s Delegation Register in conducting this current review. While many of the delegations in the model register are not applicable to the Shire of Merredin, it does provide commentary on delegations applicable to other legislation.

This commentary has identified an amendment required to Delegation 5.4 applicable to the *Dog Act 1976*. Whilst the *Dog Act 1976* does not prescribe prohibitions on delegations under that Act, it does contain a number of powers which can only be exercised by an “Absolute Majority” as defined by the *Local Government Act 1995*. These powers are prohibited from delegation as a delegate is unable to fulfil the requirements of Section 1.4 and Section 5.43(a) of the *Local Government Act 1995*. Therefore, Delegation 5.4 has been amended to exclude those powers under the *Dog Act 1976* which require an Absolute Majority decision of Council.

Other amendments to the register include Delegation 4.1 – Tenders to specify the exact duties being delegated and to remove the sub-delegation to Executive staff.

4 new proposed Delegations are included, being:

DL4.8 – Expression of Interest for Goods and Services;

DL4.9 – Panels of Pre-Qualified Suppliers for Goods and Services;

DL4.10 – Application of Regional Price Preference Policy;

DL4.11 – Agreement as to Payment of Rates and Charges (which includes a sub-delegation to the EMCS).

These proposed new delegations allow for activity which is either already undertaken, or which may be undertaken in the future, to be determined at an Administration level thus streamlining the procurement process.

As required by Section 5.46(3) of the *Local Government Act 1995*, the use of exercising the delegated authority is to be reported to Council, which is done as an attachment to the Manager's Reports provided under separate cover to Council each month.

Policy Implications

Nil

Statutory Implications

Section 5.42 of the *Local Government Act 1995* states that a number of the local government's powers and duties can be delegated to the CEO. Section 5.43 of the Act details the limitations on those delegations. The review has been conducted within those legislative requirements.

An absolute majority of Council is required to adopt the Delegations Register.

The separate legislation referenced in the individual delegations is also applicable.

Strategic Implications

➤ Strategic Community Plan

Zone: Zone 4 – Communication and Leadership

Zone Statement: Merredin Council engages with its community and leads by example

Key Priority: 4.1 - Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements

➤ Corporate Business Plan

Key Action: Nil

Directorate: Nil

Timeline: Nil

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ **Workforce Plan**

Directorate: Nil
Activity: Nil
Current Staff: Nil
Focus Area: Nil
Strategy Code: Nil
Strategy: Nil
Implications: Nil

Risk Implications

By not conducting the review and adopting the Register Council would be in breach of the *Local Government Act 1995*.

Financial Implications

Nil

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Willis

Seconded: Cr Butler

82281 That the Delegations Register, as reviewed and presented in Attachment 15.2A, be adopted.

CARRIED BY ABSOLUTE MAJORITY 7/1

15.3 Art Collection - Valuation, Register and Policy

<h2>Administration</h2>		 <p>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</p>
Responsible Officer:	Greg Powell, CEO	
Author:	Vanessa Green, EA to CEO	
Legislation:	<i>Local Government Act 1995</i>	
File Reference:	Asset Register; Policy Manual	
Disclosure of Interest:	Nil	
Attachments:	<p>Attachment 15.3A – Valuation Report</p> <p>Attachment 15.3B – Art Collection Register</p> <p>Attachment 15.3C - Policy</p>	

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

The Shire of Merredin holds an art collection of some 100+ pieces, being mostly paintings acquired through the annual Acquisition Art Prize. Historically the pieces have been acquired each year and hung in Shire venues, but have not necessarily been thought of as an entire collection in its own right, or with a value to the community.

Similarly, while each piece is already included on an asset register, a valuation of the individual pieces and thus the collection as a whole has never been undertaken.

In identifying and cataloguing Shire owned art assets it was believed that conducting a valuation of the collection would be appropriate, therefore quotes were obtained from a number of valuers sourced from the Department of Culture and the Arts. From that process Ms Joy Legge was appointed to undertake the valuation, which occurred in Merredin on 28 August 2018.

A copy of the Valuation Report is attached, along with a copy of the Register which includes the individual valuations given for each artwork.

In determining a way forward for the management of the collection and the acquisition of new artwork(s), staff believed a review of Policy 3.21 – Acquisition Art Prize was required. This review has been conducted and the revised policy showing tracked-changes is attached for Council’s consideration.

Comment

As can be seen from the Register, the current total value of the collection is around \$24,000.

Council pays \$1,000 for an artwork acquired through the annual Acquisition Art Prize (in accordance with Policy 3.21), so while it is apparent the fiscal value of most pieces in the collection is not close to the prize amount, other considerations around the community value, spirit and benefit of the individual artworks and collection as a whole should be taken into account to ascertain its true value. These include the community benefit of an organisation such as the Shire maintaining a collection derived from mostly local artists which currently spans over 40+ years (thus capturing an historical record of time and place applicable to Merredin), and the health and wellbeing benefits associated with being involved in the community, arts and culture generally.

It is therefore considered that the amount offered for the prize is justified and should continue.

It has been suggested that the collection be better publicised to create an increased awareness of the collection and to make the artwork included in the collection more accessible to the public.

Policy 3.21 – (now titled) Art Collection and Acquisition Art Prize addresses the ways in which artworks will be acquired, what those artworks will address in terms of regional context and how the collection will be managed into the future, including an update to the Shire’s website to include the collection.

The policy also suggests that allocations be made in future budgets to enable restorative works (where identified from the valuation) to be undertaken, as well as enabling any opportunities available to further publicise and promote the collection to be realised.

Policy Implications

An update to the Policy Manual as indicated in Attachment 15.3C.

Statutory Implications

Nil

Strategic Implications

➤ Strategic Community Plan

Zone: Zone 1 – Community and Culture
Zone Statement: Merredin is rich in cultural diversity, performing and fine arts and a variety of sports available for both residents and visitors
Key Priority: 1.1 – Supporting and facilitating engagement in the arts in all their forms

➤ Corporate Business Plan

Key Action: 1.1.1 – Provide facilities and services for arts and cultural programs

Directorate: Community Services
Timeline: Ongoing

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

Directorate: Nil
Activity: Nil
Current Staff: Nil
Focus Area: Nil
Strategy Code: Nil
Strategy: Nil
Implications: Nil

Risk Implications

There are low risks to Council in relation to this item, as it could be considered appropriate for the status quo to remain in terms of acquisition and management of the collection.

Should it be determined that artwork(s) are loaned out to external organisations in the future there is a greater risk of potential damage and/or loss occurring, and this would need to be considered in greater detail should the scenario arise.

Financial Implications

Aside from the annual \$1,000 Acquisition Art Prize allocation, there are no funds in the 2018/19 Budget for the management of the art collection. It is anticipated that the Acquisitive Art Prize allocation will continue in future budgets.

Council will need to determine if it wishes to make additional allocations in its future budgets to enable reframing, refurbishment and/or conservation works to pieces in the collection; or to undertake other activities not able to be conducted within the operating budget associated with publicising the collection or enhancing it further.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Butler

Seconded: Cr Patroni

82282 That:

1. the Art Collection Valuation Report, as presented in Attachment 15.3A, and the Art Collection Register, as presented in Attachment 15.3B be noted; and

- 2. Policy 3.21 - Art Collection and Acquisition Art Prize, as reviewed and presented in Attachment 15.3C, be adopted.**

CARRIED 8/o

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

18.1 Armistice Day Celebrations – Letter of Congratulations

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Willis

Seconded: Cr Boehme

82283 That a letter of thanks and congratulations be sent to the Armistice Day Organising Committee for all their hard work and effort in organising and conducting the recent Armistice Day remembrance celebrations in Merredin.

CARRIED 8/o

19. Matters Behind Closed Doors

Nil

20. Closure

There being no further business the President thanked all those in attendance and declared the meeting closed at 4.03pm.