

SHIRE OF MERREDIN



“Heart of the Wheatbelt”

MINUTES OF ORDINARY COUNCIL MEETING

18 September 2012

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Minutes of the Ordinary Meeting of the Shire of Merredin held in the Council Chambers, Corner King and Barrack Streets, Merredin on Tuesday 18 September 2012 commencing at 3.02pm.

ATTENDANCE:

Councillors:	D Crook	Shire President
	M Morris	Deputy Shire President
	BJ Anderson	
	RM Crees	
	DN Hayes-Thompson	
	KA Hooper	
	T McFarlane	
	D Morris	
W Wallace		
Staff:	G Powell	Chief Executive Officer
	M Ioppolo	Executive Manager of Development Services
	L Wyatt	Executive Assistant to Chief Executive Officer

1.0 OFFICIAL OPENING

The Shire President declared the meeting open at 3.02pm. Mario Ioppolo, Peter McCrae, Bev Flockart, Jim Flockart, Tom Hooper and Mitchell Hunter were present.

2.0 PUBLIC QUESTION TIME

Mr Jim Flockart addressed Council on behalf of the Merredin Men's Shed. He voiced concerns about a possible request from Council to relocate the Men's Shed from its original intended location being the corner of Bates and Duff Street to the area currently occupied by and incorporating the Merredin District Tennis Courts and Nukarni Club Rooms.

He said Merredin Men's Shed believed this location would be detrimental to their passing trade and visibility to the general public and advised they would defend their view vigorously.

Mr Flockart also expressed concern and disappointment regarding the Men's Shed funding application made to the Collgar Community Fund which he believed was subsequently cancelled once the success of the Lotterywest grant was announced.

He advised Council that the application made to Collgar was an additional application for ancillary requirements such as electrical requirements and fixtures and fittings.

The President advised Mr Flockart of the guidelines for the Collgar Community fund and it was agreed there seemed to be some misunderstanding regarding the reasoning and requirements of the original application. Mr Flockart was advised to resubmit the application based on the new information and understanding.

It was also agreed that there should be an additional meeting (to be arranged) with Councillors to discuss the issues regarding the relocation.

Bev Flockart, Jim Flockart and Peter McCrae left the meeting at 3.25pm

Tom Hooper and Mitchell Hunter addressed Council with concerns regarding the possible location of a burn out pad at the MRC&LC. They were of the belief there had been some discussion regarding another location on Crooks Road and said this location was preferable if the burn out pad was to become a reality.

Councillors sought feedback from Tom and Mitchell on what they saw as the future of the location other than just the burn out pad. The implication was a complete motorplex including a drag strip and mud bog as is the case in other towns such as Trayning. They believed an association was required and the facilities needed to host events several times a year to make it a viable entity.

The President thanked Tom and Mitchell for their time and interest.

Tom and Mitchell left the meeting at 3.34pm.

3.0 APOLOGIES AND LEAVE OF ABSENCE

Nil

4.0 DISCLOSURE OF INTEREST

Nil

5.0 PETITIONS AND PRESENTATIONS

Nil

6.0 CONFIRMATION OF MINUTES

6.1 Ordinary Council Meeting
Attachment 6.1A

Confirmation of the minutes of the Ordinary Council Meeting held on 21 August 2012.

- 30936** Moved: Cr Anderson Seconded: Cr M Morris
Officer's Recommendation
That the minutes of the Ordinary Council Meeting held on 21 August 2012 be confirmed as a true and correct record of proceedings.
CARRIED 9/0

7.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

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

Nil

9.0 RECEIVAL OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL

9.1 Minutes of Wheatbelt East Regional Organisation of Councils Meeting held 29 August 2012
Attachment 9.1A

9.2 Minutes of Great Eastern Country Zone Meeting held 30 June 2012
Attachment 9.2A

- 30937** Moved: Cr M Morris Seconded: Cr D Morris
Officers Recommendations:
That the minutes of the Wheatbelt East Regional Organisation of Councils Meeting held 29 August 2012 and the Great Eastern Country Zone Meeting held 30 August 2012 be received.
CARRIED 9/0

10.0 **DEVELOPMENT SERVICES**

10.1 **TOWN PLANNING- HOME OCCUPATION APPLICATION - 481 HAINES STREET, MERREDIN**

Reporting Department:	Development Services
Reporting Officer:	Rebecca Bowler
Legislation:	Planning and Development Act 1995, Town Planning Scheme No. 6, Food Act 2008, 8.12 Shire of Merredin Home Occupation Policy
File Reference:	A1924
Disclosure of Interest:	Nil
Attachments:	Application

Background

A planning application (**Attachment 10.1A**) has been received from Mrs Lisa Sandercock of Lot 481 Haines Street, Merredin to establish a home occupation business - Low Risk Food Premises (cakes and cupcakes with icing).

The premises are zoned "Residential" and a home occupation is nominated as "not permitted unless the local government has exercised it's discretion by granting planning approval".

Comment

An inspection of the proposed location of the low risk food premises has been conducted by Environmental Health Officer, Rebecca Bowler. The inspection revealed that Mrs Sandercock has addressed/satisfied all of the requirements and considerations in relation to the Food Act 2008 (and all subsidiary legislation) as well as the Shire of Merredin Home Occupation Policy and Local Planning Scheme No.6. Mrs Sandercock has provided detailed plans and documentation relating to the proposed operation of the business.

It has been highlighted to Mrs Sandercock that any deviations from the current proposal in relation to any component, but in particular, the type of food to be produced, will require notification and resubmission of an application for further consideration/potential termination of the home occupation permit.

Statutory/Policy Implications

The provisions of the Shire of Merredin Local Planning Scheme No. 6 are applicable. A policy relating to home occupations has been adopted by council.

None of the limitations of the Home Occupation policy have not been met in relation to this particular home occupation application. The combined total area of the area in which the home occupation activity will take place is no greater than 20m².

Financial Implications

An initial planning proposal assessment fee of \$209 has been charged. Annual fees of \$69 are applicable for home occupation. Annual food surveillance fees of \$100 are applicable as the proposed application is for a low risk based food business.

30938

Moved: Cr Hayes-Thompson

Seconded: Cr Anderson

Officer's Recommendation

That pursuant to clause 4.2.5 of the Shire of Merredin Local Planning Scheme No. 6 Council approve the application from Lisa Sandercock to establish a low risk food premises (cakes and cupcakes only) at 481 Haines Street for the purposes of providing the community with cakes, made special to order or for the sale at local Markets, fetes and the community show.

CARRIED 9/0

Mario Ioppolo left the meeting at 3.38pm.

12.0 CORPORATE AND COMMUNITY SERVICES

12.1 LIST OF ACCOUNTS PAID

Reporting Department:	Finance & Administration
Reporting Officer:	Evelyn Arnold
	Finance and Administration
Legislation:	Local Government Act 1995 & Financial Management Regulations
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	List of Accounts Paid

Background

The attached List of Account Paid (**Attachment 12.1A**) during the month under Delegated Authority is provided for Council's information.

Statutory/Policy Implications

Local Government Act 1995 and Financial Management Regulations.

Financial Implications

All liabilities settled have been in accordance with the Annual Budget provisions. It should be noted that outstanding creditors total \$194,639.89

30939 Moved: Cr Hayes-Thompson Seconded: Cr Hooper

Officer's Recommendation

That Council receive the schedule of accounts as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totalling \$1,302,060.96 from Council's Municipal Fund Bank Account.

CARRIED 9/0

12.2 **MONTHLY FINANCE REPORT**

Reporting Department:	Finance and Administration
Reporting Officer:	Evelyn Arnold
Legislation:	Local Government Act 1995
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Monthly Finance Report

Background

The Monthly Finance Report is attached for Council's information.
(Attachment 12.2A)

Statutory/Policy Implications

Local Government Act 1995 and Financial Management Regulations.

Financial Implications

As outlined in **Attachment 12.2A.**

30940

Moved: Cr Wallace

Seconded: Cr McFarlane

Officer's Recommendation

That Council receive the Monthly Finance Report for August 2012.

CARRIED 9/0

12.3 **MERREDIN COMMUNITY BUS**

Reporting Department:	Community Services
Reporting Officer:	Evelyn Arnold
Legislation:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Correspondence Received

Background

At the Annual Electors Meeting held in February 2012, the issue of availability of a bus for community use fitted with seat belts. A survey was undertaken of adjoining Shires to determine whether buses were available in the region rather contemplating the purchase of vehicle to be located in Merredin. The results of the survey were presented to Council in June 2012.

Comment

Since the June survey 4 written requests have been received affirming support from some community groups for a community bus. These letters are at **Attachment 12.3A**. However, with only one offer to participate in fund raising, the purchase and operation of a community bus is currently still beyond the budgetary constraints of the Council. Operating costs were not addressed and/or charges for use.

Statutory/Policy Implications

Nil.

Financial Implications

The capital cost of a 20 seat bus is in the vicinity of \$120,000 and is currently beyond the capacity of Council's reserve funds to provide for such an acquisition.

30941 Moved: Cr Crees Seconded: Cr Wallace

Officer's Recommendation

- 1. That the submissions be noted.**
- 2. That Council not proceed at this time with the purchase of a community bus.**
- 3. That Council's decision on this matter be communicated directly to those who commented on the proposal and through the monthly newsletter.**

CARRIED 8/1

12.4 FEES AND CHARGES MERREDIN LIBRARY

Reporting Department:	Finance & Administration
Reporting Officer:	Evelyn Arnold
Legislation:	Local Government Act 1995
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Background

The schedule of fees and charges which relate to the 2012/13 year were adopted in May.

Comment

The increases in fees and charges were intended to provide consistency of fees for the services provided at the various shire operated venues. The Merredin Library Manager requested that some of the increases applied be reviewed.

Description	Fees 11/12	Fees 12/13	Proposed Fees
Public access internet	\$1.50 per 15 minutes	\$3.00 per 15 minutes	\$1.50 per 15 minutes
Photocopying A4 1 sided	\$0.40 B&W	\$1.00 B&W	\$0.40 B&W
Photocopying A3 1 sided	\$0.50 B&W	\$2.00 B&W	\$0.50 B&W
Printing A4 1 sided colour	\$0.70 colour	\$3.00 Colour	\$0.70 Colour
Printing A3 colour	Not available	\$4.00 (although not available)	Remove Not Available

The library only has a black & white Photocopier that can print A4 or A3 copies. The only colour printer in the library is attached to the Internet. The majority of colour copies printed from the internet are for school assignments.

Copier Support and the Merredin CRC were asked to provide a copy of their charges for comparison. Their charges are as follows:

Charge	Copier support	Merredin CRC
Photocopying A4 1 sided	\$0.10 B&W	\$0.35 B&W
Photocopying A3 1 sided	\$0.20 B&W	\$0.50 B&W
Photocopying A4 colour	\$1.10 full colour	\$0.80 printer only

This price differs from that charged at the administration officer however, Library users, on the whole, do their own photocopying rarely relying on library staff to copy their material for them. In addition, much of the copying done in the library is from items that may not be removed from the library, in particular those held in the reference collection.

Statutory/Policy Implications

The Local Government Act 1995 allows for the imposition of fees and charges as outlined in section 6.16 and 6.17.

Financial Implications

No significant impact on revenue.

30942

Moved: Cr D Morris

Seconded: Cr McFarlane

Officer's Recommendation

That Council amend the changes to the fees and charges as outlined below effective from 1 October 2012.

- | | |
|--------------------------------------|------------------------------|
| 1. Public access internet | \$1.50 per 15 minutes |
| 2. Photocopying A4 1 sided | \$0.40 B&W |
| 3. Photocopying A3 1 sided | \$0.50 B&W |
| 4. Printing A4 1 sided colour | \$0.70 Colour |
| 5. Printing A3 colour | Remove Not Available |

CARRIED 8/1

12.5 **TOWN HALL CONSERVATION PLAN**

Reporting Department:	Community Services
Reporting Officer:	Evelyn Arnold
Legislation:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Conservation Report

Background

In May confirmation of a successful grant application to commission a conservation report for the Merredin old Town Hall was received.

Comment

The report has been completed and is at **Attachment 12.5A** for Council's consideration. The list of recommendations is extensive. The short to medium term priorities are detailed below:

Short Term (within 12 months)

- Undertake a detailed condition survey of the building in order to prioritise and schedule maintenance and capital works for the next five years as a minimum.

Medium Term Priorities (within 2 years)

- Repair the clock mechanism and ensure all clock faces are appropriately repaired. A regular maintenance regime for the clock should be entered into.
- Replace the main front doors with a more appropriate styled double door.
- Implement interpretation strategies within the context of the town and district.

Statutory/Policy Implications

Nil.

Financial Implications

The cost to fund the priorities is not known.

Officer's Recommendation

- 1. That the report be noted.***
- 2. That the recommendations be incorporated into Councils asset management plan and long term strategic financial plan once costs have been established.***

30943 Moved Cr D Morris Seconded: Cr McFarlane

Resolution

- 1. *That the report be noted.***
- 2. *That the recommendations be incorporated into Councils asset management plan and long term strategic financial plan once costs have been established.***
- 3. *That the Shire of Merredin make an application for Cultural Heritage funding from lotterywest that will address at least short term priority 1.***

CARRIED 8/1

Cr Anderson left the meeting at 4.19pm
Cr Anderson returned to the meeting at 4.21pm

13.0 ADMINISTRATION

13.1 PROPOSED BURNOUT PAD – MRC&LC

Reporting Department:	Administration
Reporting Officer:	CEO
Legislation:	Local Government Act 1995
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Memorandum and Quotes

Background

Mr Geoff Wells made a presentation to Council prior to its August Meeting. A copy of the documentation provided by Mr Wells is at **Attachment 13.1A**.

This matter has been considered by Council on a number of occasions; September 2009, November 2010, May 2011 and July 2011.

In December 2010 Council granted conditional approval to hold a Bike, Tattoo and Car Show in March 2012 subject to a number of conditions surrounding the conduct of the event. In May 2011 Council resolved to include a burnout pad in the Recreation Centre Master Plan subject to no adverse comments from surrounding residents, further details being provided by Mr Wells including frequency of use. In July 2011 Council resolved not to support the proposal because of concerns expressed by the community but staff were to work with him to identify alternate locations.

As advised by Mr Wells in August, he did not consider the alternate location had merit.

Comment

It would appear that the original reason for the burnout pad has moved on from being an attraction at a Show to being one of a facility albeit one that would need management and supervision.

If this premise is agreed then the majority of conditions placed on the proposal in December 2010 are no longer relevant. Should the pad be constructed it would be no different from, say, the fire brigade track or the football score board.

The key issue would then be impact on neighbouring properties and in particular noise and rubber smoke. A further point would be the number of times a year that the pad would be used. It was suggested at the last

meeting with Mr Wells that he did not foresee this being more than four times a year. Should Council agree that Mr Wells' proposal may proceed, residents surveyed previously should again be given the opportunity to comment.

The Sports Council advised previously that it did not object to the proposal but commented that it should not be used when other sports were using the MRC&LC because of noise and smoke and that unrestricted access to it should be prohibited because of safety issues.

Statutory/Policy Implications

Nil

Financial Implications

Mr Wells has not sought any contribution from Council towards the pad. It should be noted that Council has not made any provision towards the pad in the current budget and should Mr Wells wish the project to proceed he be advised it will need to be on the understanding that there will not be a contribution from Council.

Officer's Recommendation

That prior to determining whether a burnout pad can be constructed at the MRC&LC, Council seek comment from owners and residents of those properties surveyed in 2011 on the basis that use would be no greater than four times each year on a supervised basis and that the pad would be located on the eastern side of the grounds.

30944

Moved Cr: M Morris

Seconded: Cr Anderson

That the Shire of Merredin

- 1. Fully supports the development of motorsport as a form of recreation.*
- 2. Allocates portion of lot 502 Crooks Road for the development of a motorsport precinct that may include and plan for a Burnout Pad, Drag Strip, Go Kart track, Autocross circuit, motorcross etc.*
- 3. Supports the first stage of this development as the establishment of a Burnout Pad.*
- 4. Supports the development of each stage, with the overall management (including insurance) be the responsibility of the individual incorporated club/s or association/s.*

LOST 3/6

30945 Moved: Cr Hayes-Thompson Seconded: Cr Wallace
Resolution
That prior to determining whether a burnout pad can be constructed at the MRC&LC or an alternative location, Council seek comment from all Shire residents on the basis that usage would be managed.
CARRIED 8/1

30946 Moved: Cr Hayes Thompson Seconded Cr McFarlane
That standing orders be suspended at 4.33pm
CARRIED 9/0

30947 Moved Cr: Hayes-Thompson Seconded Cr: Crees
That standing orders be resumed at 4.44pm
CARRIED 9/0

13.2 **CHRISTMAS FUNCTION 2012**

Reporting Department:	Administration
Reporting Officer:	CEO
Legislation:	Council Policy Manual
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Background

Council Policy 1.13 states *“That Council provide a joint Christmas Function for Councillors, Council staff and immediate families. The Chief Executive Officer is to place an item on the Council agenda no later than November of each year requesting Council to set a date and location for the function.”*

In previous years Christmas Functions have been held at the Merredin Regional Community and Leisure Centre (MRC&LC) with between 80 -100 adults and children attending.

The MRC&LC works well as a venue and the perception that it is a “neutral location” has resulted in the attendance of more staff in recent years, particularly from the Engineering Services Crew.

Comment

MRC&LC venue is seen as a popular option. This option allows a “self-service” style of catering for food and drinks and gives all staff time to relax and socialise without feeling the pressure or expectation to wait on other staff as customers.

The Manager of MRC&LC has been asked and is keen to support the Christmas function being held there.

Statutory/Policy Implications

Council Policy 1.13 refers.

Financial Implications

There is an allocation in the 2012/2013 Budget at Account E041110 - Refreshments and Receptions.

Officer’s Recommendation

That the 2012 Christmas Function be held on Friday 14 December 2012 at the Merredin Regional Community and Leisure Centre in the form of a fully catered buffet.

30948

Moved: Cr D Morris

Seconded: Cr McFarlane

Resolution

That the 2012 Christmas Function be held on Friday 21 December 2012 at the Merredin Regional Community and Leisure Centre in the form of a fully catered buffet.

CARRIED 9/0

13.3 **COUNCIL CHRISTMAS OPENING TIMES 2012**

Reporting Department:	Administration
Reporting Officer:	CEO
Legislation:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Opening Hours Table

Background

In 2010 and 2011 the Council Administration Centre and Shire facilities closed for the period between Christmas and New Year. This is an extremely quiet period with public visitations being minimal. This is also the case with the Shire telephone service. It is understood that dealings with the Shire by the public are generally concluded before Christmas or left until after the New Year.

A number of staff have already indicated a desire to take annual leave, rostered days off (RDO) or time in lieu between Christmas and New Year.

On-call arrangements will be put in place prior to the Christmas period to ensure that emergencies can be responded to. Senior staff will be available on mobile phone and emergency contact details will be advertised.

There is three days between Christmas and New Year where the Administration Centre and Shire facilities could remain open, Thursday 27 December, Friday 28 December and Monday 31 December 2012.

The Cummins Theatre Manager will be returning to be with his wife and be present for the birth of their first child (who is due to be born between 31 December and 4 January). There are no bookings for the theatre at this time.

All Offices have been canvassed and their preferential hours after consideration for community needs and prior bookings are at **Attachment 13.3A**. Volunteers may wish to ensure the Central Wheatbelt Visitors Centre opens on additional days.

All opening times for Christmas and New Year for the Council Administration Centre and community facilities will be widely advertised in advance.

Statutory/Policy Implications

Nil.

Financial Implications

Staff will be required to take annual leave or accrued rostered days off. These costs are contained within the existing budget.

30949

Moved: Cr Hooper

Seconded: Cr McFarlane

Officer's Recommendation

That Council endorse the Administration Centre and Shire facilities be closed to the public as Attachment 13.3A and that the hours of operation be extensively advertised to the community.

CARRIED 7/2

13.4 **REMOVAL OF DEAD WOOD FROM ROADSIDES**

Reporting Department:	Administration
Reporting Officer:	CEO
Legislation:	Local Government Act 1995
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Nil

Background

For some years a practice has existed of granting approval to individuals to collect dead wood for domestic purposes from roadsides in the Shire. It is conditional that only dead wood be taken and primarily from where recent road works have occurred. A copy of the standard letter issued is attached.

Comment

No limitations have been placed on the amount of wood taken and the number of people granted approval. The sustainability of the practice was questioned and the NRM Officer requested to undertake some investigations. He has advised as follows:

In order to determine the sustainable firewood production possible from the Shire's Roadsides Reserves, it is necessary to predict how much downed Coarse Woody Debris (CWD) is available from time to time from the reserves. In normal forest management practice, mathematical models for e.g. Forest Growth and Yield Model based on the species' biomass accumulation are used to predict the amount of firewood available from time to time at any location. For any particular forest type, such model predicts how a stand in the forest grows with time and the amount of woody debris available for firewood harvest or as a potential fuel load. But as we are dealing only with the fallen timber as the firewood resource collected from road verges, Driscoll et al., 2000 suggests that the rate of biomass accumulation of the vegetation species in such cases may not be relevant and only the amount of CWD that enters the ecosystem within a period of time should be considered.

Unfortunately, there have been quite a few studies that have specifically examined the dynamics of CWD or established any particular models/trends to quantify how much downed CWD enters the ecosystem from time to time at any location within a particular vegetation type in Australian Ecosystem. Driscoll et al., 2000 reports that he is not aware of any studies conducted in Australia that quantify the rate at which CWD enters the Australian forest ecosystem. Due to such limited research, it is hard to determine the exact amount of the downed CWD available for the firewood harvest from time to time in any particular ecosystem within Western Australia.

However Harmon et al., 1986 suggests that the input of CWD (including standing dead trees) for a range of ecosystem in dry areas is 0.12tonne/ha/year. Assuming his

research data also to be true to the dry areas like in Merredin the following calculation can be made:

Total Length of Shire's Rural Roads= 1106 km (based on vegetation survey by DEC)

Total Length of Roadsides= 2212 km (as we are dealing with both sides)

This gives the total area of roadsides to be 1106 ha (assumption made that firewood collection is made within 5m off the roads)

The "Roadside Vegetation and Conservation Values in the Shire of Merredin", June 2011 reports that not all the roadsides are properly vegetated and most of the roads are heavily weed infested. Thus it can be derived from data that the average area of vegetated roadsides that could be considered for firewood collection is approximately 729 ha.

When an error coefficient of 0.8 is included in the calculations to exclude the standing dead trees, to account for Edge Effect and areas that are not eligible to input CWD because of the age of stand, the amount of CWD that can be collected from Shire's road verges is approximately 22tonne/year.

Recommendations

a) Based on the assumption made above, the Shire can issue 11 firewood collection permits a year upon the condition that when a permit holder is limited to collecting a maximum of 1 tonne of firewood during the winter period say between June to September and 1 tonne during the rest of the year (say October to May) to allow time for CWD accumulation for next season.

b) Here I mention the above calculation doesn't comprehensively represent the actual downed CWD estimates in our context and is only for the purpose of discussion. After consulting other NRMOs and especially Steve from DEC (Swan Region) here I suggest that the shire road verges are to be monitored every year before the commencement of winter to examine the levels of firewood depletion and ultimately to determine the number of permits that can be sustainably issued every year.

Statutory/Policy Implications

Nil

Financial Implications

Nil

30950

Moved: Cr D Morris

Seconded: Cr Anderson

Officer's Recommendation

That the practice of granting approval to collect wood from roadsides cease until a survey of roads is undertaken with a view to issuing approvals on an annual basis based on the estimated tonnage of wood available.

CARRIED 8/1

13.5 **STRATEGIC COMMUNITY PLAN – PUBLIC COMMENT**

Reporting Department:	Administration
Reporting Officer:	CEO
Legislation:	Local Government Act 1995
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Draft Strategic Community Plan Reponses Received

Background

At its last meeting, Council resolved to advertise the draft Strategic Community Plan for comment. A copy of the Plan was also sent to all workshop participants. The closing date for comment was 15th August 2012.

At the August Council Meeting the following resolution was reached:

30957 Moved: Cr M Morris Seconded: McFarlane
Resolution

That the matter lay on the table until the September Council meeting with informal feedback being provided to the CEO by the end of the week.

CARRIED 9/0

Comment

The comments are self-explanatory and the final plan for adoption is at **Attachment 13.5A**. At the time the agenda was prepared two comments were received. One was in written form and the other by way of a map, both of which are at **Attachment 13.5B**.

Further work has been undertaken on the draft Plan to refine its reporting mechanisms. The comments are self-explanatory and are in accordance with and support the draft Plan.

Statutory/Policy Implications

Local Government Act 1995

Financial Implications

Outcomes from the Plan will be factored into Council's long term financial planning.

30951 Moved: Cr McFarlane Seconded: Cr Crees
Officer's Recommendation

That the Strategic Community Plan as attached be adopted.

CARRIED 9/0

13.6 **NEW MRC&LC FEES FOR MERREDIN COLLEGE**

Reporting Department:	MRCLC
Reporting Officer:	Rebecca Hutton
Legislation:	
File Number:	
Disclosure of Interest:	Nil
Attachments:	Nil

Background

In July 2008, Council resolved that schools be charged an annual fee for limited usage of MRC&LC facilities once per annum from August - August.

Senior High School @ \$1500;

- 3 x oval hire
- 2 x large function room hire
- 2 x meeting room hire
- 20 x indoor court hire

Primary Schools @ \$750;

- 3 x oval hire
- 2 x indoor playground hire
- 1 x function room hire
- 1 x meeting room hire
- 10 x indoor court hire

In 2012 the two state government primary schools joined the Merredin Senior High School to become the 'Merredin College' and as a consequence, a new membership fee will need to be negotiated.

Comment

The Merredin College Business Manager has requested a change in the facilities required by the college to;

- 7 Oval Hire
- 20 Indoor Court

with an annual fee of \$1700 and any further facility requirement over and above this being charged to the College as per Council's adopted fees and charges.

The previous High School agreement as outlined above is approximately \$7396 in hire value. This new request is \$8638 in value although the fee increases by only \$200.

Statutory Implications

Nil

Financial Implications

Under the previous arrangement, the government school usage generated \$3000 in income.

The requested new fee will not generate as much income from the combined school, but it is comparable to the suggested usage. There will be occasions where the College will require extra usage and will pay for this as and when required, netting extra income to the MRC&LC.

30952

Moved: Cr McFarlane

Seconded: Cr D Morris

Officer's Recommendation

- 1. That Merredin Shire Council levies an annual fee for 2012/13 of \$1700 for use of facilities being Oval use 7 times, indoor courts 20 times once per annum from August to August with all other required usage to be charged as per the adopted schedule of Council Fees and Charges.**
- 2. That the annual fee be increased annually based on the percentage increase of operating costs of the MRC&LC.**

CARRIED 9/0

13.7 **MRC&LC – FEES AND CHARGES and M's OU**

Reporting Department:	Administration
Reporting Officer:	CEO
Legislation:	Local Government Act 1995
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Nil

Background

Since the MRC&LC opened in 2007 a membership fee of \$50 has applied. This amount has not been increased since the Centre opened. However, the operating costs have increased annually as could be expected.

Additionally, after five years it is evident that the replacement costs of some playing surfaces and provision for renewal in accordance with asset management principles needs to be addressed. These costs will be substantial over time and with the current construction of the new synthetic surface together with lighting this alone will add approximately \$700,000 in today's dollars to the asset renewal programme.

It is evident that a new methodology needs to be developed to address this requirement. As discussed informally with Councillors a user-pays principle and methodology should be considered to provide a more equitable and flexible system of addressing both increasing operation costs and renewal costs.

Comment

Fees and Charges

For the purposes of discussion, the Manager MRC&LC in consultation with the CEO developed a new fees and charges structure based on the principle of user pays. Please refer to **Attachment 13.7A**.

It is based around a formula of players, frequency of usage for both fixtures and training, and the cost of playing a sport. As each sport's costs differ, the cost per player differs. It also allows Council the flexibility to increase the contribution over time to reflect increasing costs and the renewal costs associated with each sport to a point that is both sustainable from a ratepayer and player perspective.

The new methodology as outlined in the Attachment has attempted initially to approximate current revenues from sports although these have been increased in some instances to reflect the cost to Council of providing the facility. Council should also give some consideration of what it considers it expects the fees to increase to over say a five year period. That is, if it is deemed that the amount received from sports now is an insufficient contribution it may wish to signal that it wishes to recoup a specified

percentage of costs over that time together with an amount to fund renewals.

Also at **Attachment 13.7B** is some comparative data on what other Councils have adopted and also charges levied for the use of synthetic surfaces in other localities both regional and metropolitan.

Should this proposal gain favour with Council it is suggested that comment be sought from the Sports Council and wider community with a view to implementing it for the winter 2013 sports season.

An anomaly that has arisen is that the volunteer fire brigade has a facility at the MRC&LC but is not the subject of any fee or charge. This group does not “consume” the MRC&LC like other sports nor do they cost us for their activities. If this concept is agreed Council could determine the case on a depreciation basis. Or alternatively, if Council resolves not to bear the responsibility for renewal and leaves this to the endeavours of the group it may be appropriate that a nominal fee be charged as a contribution towards utilities costs etc.

M'sOU

Some initial work has been undertaken to review the memorandums with a view to standardising the document where possible but recognising the specific issues for some sports. A summary of the work done to date can be found at **Attachment 13.7C**. As these are due for renewal, if Council supports this approach, it can be implemented at an early date.

Statutory/Policy Implications

This new approach does not have either statutory or formal policy implications but rather could establish a new direction in the way that Council deals with sporting and recreation operation and renewal costs both in the short and medium term.

Financial Implications

If adopted, the new methodology would have positive financial implications for Council and reduce the impost on ratepayers who do not utilise this facility.

Officer's Recommendation

- 1. That Council adopt a user pays methodology for the MRC&LC as outlined in Attachment 13.7A effective from the winter 2013 season.***
- 2. That Council gives consideration to a long term strategy for recovery of operation and renewal costs.***
- 3. That the voly's make a contribution of \$500 pa indexed annually to reflect increasing costs.***
- 4. That Council supports the simplified MOU approach to sports management.***
- 5. That the Sports Council be advised of the new methodology and requested to advise members sports.***

Cr Anderson left the meeting at 5.25pm

Cr Anderson returned to the meeting at 5.26pm

30953

Moved: Cr Hooper

Seconded: Cr M Morris

Resolution

- 1. That Council adopt a user pays methodology for the MRC&LC as outlined in Attachment 13.7A effective from the winter 2013 season.***
- 2. That Council gives consideration to a long term strategy for recovery of operation and renewal costs.***
- 3. That the voly's make a contribution of \$500 pa indexed annually to reflect increasing costs.***
- 4. That Council supports the simplified MOU approach to sports management.***
- 5. That the Sports Council be advised of the new methodology and requested to advise and seek comment from members sports to be provided by end of November 2012.***

CARRIED 9/0

13.8 **MRC&LC – BOWLING GREENS – REPLACEMENT OF PLAYING SURFACE**

Reporting Department:	Administration
Reporting Officer:	CEO
Legislation:	Local Government Act 1995
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Correspondence - Merredin Civic Bowling Club

Background

A letter has been received from the Civic Bowling Club seeking comment from Council on the replacement of the playing surface at the MRC&LC. A copy of the Club's self-explanatory letter is at **Attachment 13.8A**.

Comment

As mentioned elsewhere in this agenda, there is a need to develop a methodology for renewal of this asset (MRC&LC) or more specifically components of it. This instance sees a replacement cost of approximately \$500,000. If a CSRFF grant application is successful, this will see Council with the need to find around \$330,000.

As can be seen from the attached letter the Club sees the obligation to fund the replacement resting with Council. At this point in time and over the current and next financial years Council does not have the capacity to meet this cost from reserves regardless of the success of grant applications. Whether it can do so from a combination of reserves and municipal funds will depend on further financial modelling and determination of priorities.

The comment that the Club has met the maintenance obligations of the facility without much if any assistance from Council is perhaps valid when compared with the support given to other sports but as stated above, the questions around renewals needs to be addressed.

There are a number of options that Council could consider:

1. It meets the entire cost of the replacement surface
2. It seeks grant support from the State Government and meets any co-contribution or shortfall
3. It seeks grant support from the State Government and a contribution from the Civic Bowling Club and meets any shortfall.

As the existing surface is fast approaching an unplayable condition option 3 may best provide an answer at this time with option 2 being the preferred long term solution. However, this will depend on how the question of asset renewal is answered. The quantum of any contribution from the Club needs to be negotiated.

Statutory/Policy Implications

There are no implications but Council needs to determine its position in relation to this and other issues at the MRC&LC.

Financial Implications

There are significant financial implications as detailed above.

30954

Moved: Cr McFarlane

Seconded: Cr D Morris

Officer's Recommendation

- 1. That Council seeks grant support from the State Government through CSRFF in early 2012 and a contribution from the Civic Bowling Club and meets any shortfall.**
- 2. That the Civic Bowling Club be advised of the long term outcome once Council has resolved its position on fees and charges and asset renewal.**

CARRIED 8/1

14.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15.0 QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN

Nil

16.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

17.0 MATTERS BEHIND CLOSED DOORS

Nil

18.0 CLOSURE

There being no further business the Shire President declared the meeting closed at 5.42pm