

SHIRE OF MERREDIN



“Heart of the Wheatbelt”

MINUTES OF ORDINARY COUNCIL MEETING

17 MAY 2011

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Minutes of the Ordinary Meeting of the Shire of Merredin held in the Council Chambers, Corner King and Barrack Streets, Merredin on Tuesday 17 May 2011 commencing at 1.00pm.

ATTENDANCE:

Councillors:	KA Hooper	Shire President
	RM Crees	Deputy Shire President
	A Carr	
	D Crook	
	P Forbes	
	M Morris	
	W Wallace	
	M Young	
Apology:	J Townrow	
Staff:	G Powell	Chief Executive Officer
	S Grayston	Acting Executive Manager of Finance and Administration
	J Mitchell	Executive Manager of Development Services
	D Morris	Executive Manager of Community Services
	L Wyatt	Executive Assistant to Chief Executive Officer

1.0 OFFICIAL OPENING

The Shire President declared the meeting open at 1.00 pm. Debbie Morris, Executive Manager of Community Services, John Mitchell, Executive Manager of Development Services, Patrick Peake and Shane Jones of Merredin Energy were in attendance.

2.0 PUBLIC QUESTION TIME

Nil

3.0 APOLOGIES AND LEAVE OF ABSENCE

Cr Julie Townrow had tendered her apology.

4.0 DISCLOSURE OF INTEREST

Cr Crees declared an Interest in Agenda Item 11.2

5.0 PETITIONS AND PRESENTATIONS5.1 Merredin Energy

A presentation was made by Patrick Peake and Shane Jones from Merredin Energy on the proposed peaking power plant to be constructed on Robartson Road adjacent to the existing sub-station.

Messrs Mitchell, Peake and Jones left the meeting at 1.22pm

6.0 CONFIRMATION OF MINUTES6.1 Ordinary Council Meeting

Confirmation of the minutes of the Ordinary Council Meeting held on 19 April 2011.

Officer's Recommendation / Resolution

30602 Moved Cr Forbes Seconded Cr Young

That the minutes of the Ordinary Council Meeting held on 19 April 2011 be confirmed as a true and correct record of proceedings.

CARRIED 8/0

7.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Cr Hooper advised that he and the CEO attended a Local Government Forum at the invitation of the Honourable Minister for Local Government on Thursday 12 May 2011 to consider the implications of population growth in WA over the coming decades. The Shire President also commented on issues raised at WEROC relating to Councils dealing with changes such as grain freight logistics and road construction and housing affordability.

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 Wheatbelt Eastern Regional Organisation of Councils Meeting held on 4 May 2011

Attachment 9.1A

Nil Recommendations to Council.

Officer's Recommendation

That Council receive the minutes of the Wheatbelt East Regional Organisation of Councils Meeting held on 4 May 2011.

- 9.2 Central Wheatbelt Ranger Service Meeting held on 5 May 2011

Attachment 9.2A

Nil recommendations to Council

Officer's Recommendation

That Council receive the minutes of the Central Wheatbelt Ranger Service Meeting held on 5 May 2011.

- 9.3 Merredin Heritage Management Committee Meeting held Tuesday 10 May 2011

Attachment 9.3A

Nil recommendations to Council

Officer's Recommendation

That Council receive the minutes of the Merredin Heritage Management Committee Meeting held on 10 May 2011.

Resolution**30603**

Moved Cr Crees

Seconded Cr Crook

That Council receive the minutes of the Merredin Heritage Management Committee Meeting held on 10 May 2011, Wheatbelt East Regional Organisation of Councils Meeting held on 4 May 2011 and the Central Wheatbelt Ranger Service Meeting held on 5 May 2011 en bloc.

CARRIED 8/0

10.0 COMMUNITY SERVICES

10.1 2010 DRY SEASON ASSISTANCE SCHEME – COMMUNITY GRANTS

Reporting Department:	Community Services
Reporting Officer:	Debbie Morris – Executive Manager of Community Services
Legislation:	Local Government Act 1995
File Reference:	GS/2/33
Disclosure of Interest:	Nil
Attachments:	EDFL Correspondence

Background

Council at its December 2010 and March 2011 Council meetings endorsed the following events and expenditure from the \$20,000 2010 Dry Season Assistance Scheme – Community Grants -

- *A free concert to follow the Merredin Community Show on 16 April 2011 - \$3,000 (CMRef 30514)*
- *The Eastern Districts Football League Men's Health Night on 3 February 2011 - \$5,000 (CMRef 30514)*
- *Outdoor Movie System from Smart Digital for use at multiple Shire Venues - \$8,300 (CMRef 30569)*
- *Ladies Day Organising Committee – women's health and well-being course - \$3,752 (CMRef 30569).*

This expenditure currently totals \$20,052.

The free concert was held on the 16th April 2011 and the outdoor movie system has been purchased. Staff are currently waiting on invoices to establish if any funds from these two activities remain.

The Eastern District Football League (EDFL) was advanced \$3,000 of the allocated \$5,000 for the Men's Health Night which was held on 3rd February 2011, as costs for this event were unsure. The EDFL wrote to the Shire on 15th April 2011 **Attachment 10.1A** advising that a total of \$1,191.00 was expended on the event and provided all relevant invoices.

The EDFL Directors met on 11th April 2011 and discussed in what other capacity the League could request the expenditure of some of the remaining balance to assist the league in some other capacity and have requested financial assistance in the vicinity of \$1,200 - \$1,500 towards the costs of bus hire during the Landmark Football Championships in July this year in Perth.

Comment

The aim of the Dry Season Assistance Scheme (DSAS) is to nurture and sustain vibrant rural communities and is to be spent on one or more community events that help maintain community spirit and welfare.

The Guiding Principles state "As far as possible, events held need to be inclusive of all members of the community".

The EDFL should be commended for the successful Men's Health Night held in February 2011, particularly coming in well under their allocated funding budget of \$5,000. The event, although organised by the EDFL, was open to all men within the region, which was in alignment with the purpose of the funding.

The additional request from the EDFL for some of the remaining allocated funds (\$1,200 - \$1,500) towards the bus costs for the Landmark Football Championships in July is believed not to be within the proposed purpose of the funding scheme.

The request is not for a community event, is not inclusive of all members of the community and may set a precedent for other sporting bodies to make similar requests, as most sports have annual Country Championships of some form in the metropolitan area.

For these reasons it is recommended that the request for the remaining funds towards the bus costs for the Landmark Football Championships be declined.

It is however suggested that the remaining \$1,809 from the \$3,000 advancement (\$5,000 total allocation) be offered to the EDFL for further events that are inclusive of the wider community, with the condition that the EDFL advise the Council by 30th June 2011 of the event/s, so that they can be assessed.

It is also suggested that the remaining \$2,000 of the original \$5,000 allocation be made open to further community suggestions and requests.

Statutory/Policy Implications

Although not a policy, the Guiding Principles of the 2010 Dry Season Assistance Scheme are required to be adhered to.

Financial Implications

The \$20,000 2010 Dry Season Assistance Scheme had previously been allocated, dependant on Council endorsement of this recommendation, some funds may be available for further suggestions and requests from the community.

Officer's Recommendation / Resolution**30604** Moved Cr Crees Seconded Cr Forbes***That Council***

- 1. Decline the request from Eastern Districts Football League to use the \$1,809 remaining funds from the \$3,000 advancement (\$5,000 total allocation) for the Men's Health Night event from the 2010 Dry Season Assistance Scheme funding towards the bus costs for the Landmark Football Championships because it does not meet the DSAS guidelines;***
- 2. Offer the Eastern Districts Football League the use of the \$1,809 remaining funds from the \$3,000 advancement (\$5,000 total allocation) for events that are inclusive of the wider community, with the condition that the EDFL advise Council by 30th June 2011 of the proposed event/s, so that they can be assessed; and***
- 3. Make available the remaining \$2,000 funds to community suggestions and requests, which was originally part of a \$5,000 allocation to Eastern Districts Football League for the Men's Health Night.***

CARRIED 8/0

10.2 MERREDIN COMMUNITY AWARDS EVENT

Reporting Department:	Community Services
Reporting Officer:	Debbie Morris – Executive Manager of Community Services
Legislation:	Local Government Act 1995
File Reference:	GS/2/33
Disclosure of Interest:	Nil
Attachments:	Policy

Background

An agenda item was presented to Council in February 2011 recommending that the Council adopt the Merredin Community Awards Event Policy and Information Booklet as presented in the attachment at that meeting. The motion was lost 4/5 and Council requested that staff review the Policy.

Comment

The intention of developing a Policy is to establish Council's support for the Merredin Community Awards event, as well as the role that the Shire plays and the level of staff involvement.

It is important for the Shire to recognise and acknowledge the contributions that community members and groups make to the community, as well as the levels of achievements that individuals, groups, teams and businesses accomplish. It is also important to work in partnership with members of the community for the organisation of this event, as provides a united approach.

The Merredin Community Awards is recognised as a prestigious event by the community, sponsors and politicians. Given the Shire's involvement and association with the event there is a need to determine the format and protocols Council expects for the event. A Policy would provide guidance for both the Shire staff and the community members to ensure that everyone is working for the same outcome.

The draft Policy presented in **Attachment 10.2A** establishes the Shire's commitment and support for the Merredin Community Awards, as well as the Staff involvement. The draft Policy also provides opportunity for the Committee (Shire staff and community members) to have some ownership of the event as well as ensuring the event is Council endorsed.

Statutory/Policy Implications

Draft Policy presented in Attachment 10.2A

Financial Implications

Based on the 2010 Merredin Community Awards event, the cost of staff time (Project Officer and Theatre Manager) would be in the vicinity of \$8000 - \$9000 for the Merredin Community Awards event and In Kind support for the event (stationery, printing, venue hire) is estimated at around \$1600.

Officer's Recommendation / Resolution**30605**

Moved Cr Morris

Seconded Cr Crook

That Council adopt the Merredin Community Awards Event Policy as presented in Attachment 10.2A.

CARRIED 8/0

10.3 WHEATBELT HARVEST ROCKFEST 2011

Reporting Department:	Community Services
Reporting Officer:	Debbie Morris, Executive Manager of Community Services
Author:	Rebecca Hutton – Project Officer
Legislation:	Local Government Act 1995
File Reference:	RCS/3/1
Disclosure of Interest:	Nil
Attachments:	Option One – Schedule, Budget & Bio of Artists Option Two – Schedule, Budget & Bio of Artists Option Three – Schedule, Budget and Bio of Artists Lee Kernaghan Concert Financials Adam Brand Concert Financials

Background

Following the Adam Brand concert in November 2008 Council endorsed hosting three concerts over a two year period at the December 2008 Council meeting **CMRef 29795**

That Council:

1. *Support in principle the Shire of Merredin hosting three concerts over a two year period;*
2. *Consider budget allocations in the 2009/2010 Budget.*

A budget allocation of \$20,000 was included in the 2009/2010 budget however due to the sporadic employment of the Project Officer there were insufficient resources to initiate the concerts.

The budget allocation was carried forward into the 2010/11 budget and with the employment of a Project Officer in January 2011, the concept of a community concert became feasible for late 2011.

At the Community Christmas Concert in December 2010 the performing band '3 ½ Men' member and Manager, Mr Jeremy Harris informed the Project Officer he could assist with any future planned music events through his production company 'Dream Catcha Productions'. Since early February 2011 the Project Officer has been working with Mr Harris to research a potential music festival/concert for Merredin 2011. From this research the concept of a 'Wheatbelt Harvest Rockfest' in Merredin has started to take some shape.

Planned Regional and State events have been closely monitored, along with seasonal indicators, and the best possible date for this proposed outdoor event has been decided as Saturday October 22nd.

Comment

It has been difficult to envisage just what Council had in mind for the proposed concerts as there has been no further discussion regarding the concept. As a consequence, the Project Officer undertook research into different options for Council consideration. Included in the options are proposed budgets, schedules and artist biographies.

Option One

The idea of the proposed '*Wheatbelt Harvest Rockfest*' has been modelled on other regional type festivals incorporating Music/Art and Camping such as 'SouthBound' in Busselton (1-3 January), 'Fairbridge' in Pinjarra (April/May) and 'Groovin the Moo' in Bunbury (May).

Consideration was given to the uniqueness of our own region and seasonal activities, where spring and the impending agricultural 'harvest' being deemed significant events to celebrate our natural wonders, thus attracting more visitors to our town and region.

The proposed Wheatbelt Harvest Rockfest aims to provide local, regional and metropolitan visitors with a 'unique' outdoor 12 hour festival of rock music set amongst the natural landscape. The name '*Rockfest*' indicates the preferred venue in the surroundings of Merredin Rock and the genre of music, Rock.

The proposed RockFest will commence at 12 noon on Saturday and will include 2 headline artists (national level), supported by some 'up and coming' Perth based artists that have received some national exposure through the 'Triple J unearthed' competitions, and also the opportunity for one or two local artists/groups to kick off the event, providing them with a mentoring opportunity in the process. Around seven or eight artists in total performing sets from 30 – 75 minutes each. These music sets will be interspersed with DJ acts on a separate staged area to the side to allow changeover on the main stage for each artist/group to occur.

Mr Harris met with the CEO and Project Officer in April to look at the proposed venue and discuss the concept of the festival. Mr Harris has provided the Shire of Merredin with estimated costs to secure production and artists for this event, along with costs for the feasibility of his services to assist in procuring the associated production/artists/infrastructure required to hold a concert of this magnitude at this location.

In order to progress the Wheatbelt Harvest Rockfest there is a need to have Council's support and financial commitment for the event. This will then enable staff to engage the services of Mr Jeremy Harris from Dream Catcha Productions to undertake the necessary negotiations to secure the artists as well as other elements of the event.

The proposed schedule and bios of artists for Option 1, along with proposed budget for the event can be perused at **Attachment 10.3.A**

Option Two

The same theme and venue as 'option one', but with one headline artist and 2 support artists.

The possible schedule for the concert, along with proposed budget for the event is outlined in **Attachment 10.3B**

Option Three

One main headline artist and two support artists with the venue being the Merredin Regional Community & Leisure Centre.

The possible schedule and bios of artists for the concert, along with proposed budget for the event is outlined in **Attachment 10.3C**

Statutory/Policy Implications

Nil

Financial Implications

Two grant applications have been submitted (Festivals Australia and Eventscorp) to assist with the cost of the proposed event. A corporate sponsorship proposal, along with additional grant applications will be formulated to help fund the proposed event.

Mr Harris has submitted proposed costs for this event, and these have been factored into the proposed budgets in **Attachments 10.3 A, B, and C**. It would be prudent to note that the budgeted income has been conservatively estimated, whilst the expenditure estimates have been based on 'worst case scenario'.

\$20,000 was allocated in the 2010/11 budget for the preliminary costs associated with securing a concert for October/November 2011.

It is also useful to give council some insight into the cost of other concerts and the support received that were hosted in Merredin and Doodlakine in recent years;

- The Shire of Merredin hosted Lee Kernaghan in August 2006 – Attendance was 1315 Adults (@\$45) and 223 Children (@\$30). Budget **Attachment 10.3D**
- The Shire of Merredin hosted Adam Brand in November 2008 – Attendance was 437 Adults (@ \$40 or \$50 at the gate) and 60 children (@ \$20). Budget **Attachment 10.3E**
- The Doodlakine Tavern hosted Jimmy Barnes in October 2009 – 3500 attendees (400 sold @ the gate) tickets were \$55 or \$60 at the gate.

Officer's Recommendation

Moved Cr Carr Seconded Cr Crook

1. That Council commit to hosting the Wheatbelt Harvest Rockfest on 22nd October 2011 in line with the proposed budget as outlined in Option One as presented in Attachment 10.3A and agree to financially underwrite the event.

Or

2. That Council commit to hosting the Wheatbelt Harvest Rockfest on 22nd October 2011 in line with the proposed budget as outlined in Option Two as presented in Attachment 10.3B and agree to financially underwrite the event.

Or

3. That Council commit to hosting the Wheatbelt Harvest Rockfest on 22nd October 2011 in line with the proposed budget as outlined in Option Three as presented in Attachment 10.3C and agree to financially underwrite the event.

Mr Mitchell, Executive Manager of Development Services, entered the meeting at 1.37pm.

Resolution

30606 Moved Cr Carr Seconded Cr Crook

1. That Council commit to hosting the Wheatbelt Harvest Rockfest on 22nd October 2011 in line with the proposed budget as outlined in Option One as presented in Attachment 10.3A and agree to financially underwrite the event.

LOST 2/6

30607 Moved Cr Morris Seconded Cr Forbes

That Council commit to hosting the Wheatbelt Harvest Rockfest on 22nd October 2011 in line with the proposed budget as outlined in Option Three as presented in Attachment 10.3C and agree to financially underwrite the event.

CARRIED 5/3

Cr Crees and Young requested that their vote in the negative be recorded.

Mrs Debbie Morris, Executive Manager of Community Services, left the meeting at 2.03 pm.

11.0 DEVELOPMENT SERVICES

11.1 TOWN PLANNING – RELAXATION OF STANDARDS – SIX - TWO STOREY TOWNHOUSES – LOT 10 & 11 SOUTH AVENUE, MERREDIN – SHIRE OF MERREDIN

Reporting Department:	Development Services
Reporting Officer:	John Mitchell
Legislation:	Planning & Development Act 2005, Town Planning Scheme No. 1
File Reference:	A3044
Disclosure of Interest:	Nil
Attachments:	Lot 1011 South Avenue - Plans Bashall Report – Lot 1011 South Avenue

Background

Council has indicated its wish to provide for diversified housing types in Merredin and informally endorsed a higher density development in South Avenue. Accordingly, an application (**Application 11.1A**) and independent R-Codes 2008 Report (**Attachment 11.1B**) to establish six two storey townhouses has been prepared. The application has been assessed against the Residential Design Codes 2008 and the Shire of Merredin Town Planning Scheme No.1. An analysis against the Local Planning Scheme No. 6 is also provided.

It should be noted that the neighbours' views have not been obtained at this time. Should consent for the project be forthcoming it should be qualified with obtaining the neighbours views in accordance with the R Codes 2008.

A business plan pursuant to Section 3.59 of the Local Government Act 1995 for the development is being prepared. The plan will be provided to Council for adoption and advertised in accordance with the provisions of the Act if the development proceeds.

Comment

The Local Planning Scheme No. 6 was submitted to the Minister for Planning on 26 February 2011. Regular contact (fortnightly) has been maintained with the Commission. The document has not yet been consented to.

This application has been provided to Council's Planning Consultant for independent evaluation and to ensure the development is compliant with the R Codes 2008.

Statutory/Policy Implications

Under TPS1, the land is zoned Civic & Cultural. Local Planning Scheme No. 6 seeks to zone the land "Residential 1 Zone – Single Residential". Lot 10 comprises 1257m² and Lot 11 - 1777m².

Pursuant to Town Planning Scheme No. 1 the application must be refused as dwelling and grouped dwelling development is not listed within the Civic & Cultural zoning and development table. The implication is that the use was considered and deemed a non-approved use for that zone. Accordingly the application is refused.

The use as a grouped dwelling development is a "P" use (permitted) pursuant to Local Planning Scheme No. 6 (LPS6). This report continues the assessment of the plans as an application to LPS 6 and R Codes 2008.

R Codes 2008 Assessment – Lot 10 & 11 South Avenue

- 1) The buildings are assessed as Category B buildings pursuant to Table 3 – maximum building heights – no local planning policy hence wall heights – max 6m, apex to pitched roof - 9m: - complies
- 2) Section 6.8 of the Code requires a 4.5m setback from the rear boundary for upper storey windows for a bedroom or study – *non compliance* – screening or obscured glass to be used on study and bedroom unit 5 & 6 or setback building into property 400mm. Unit one Bed two – *non compliance* requires obscuring.
- 3) Parking – each dwelling provided with two bays and one exclusive use – complies;
- 4) In all other aspects the application is compliant with the provisions of the Residential Design Codes 2008

On completion of the project construction phase the lots will be strata titled.

The site is coded R 20 allowing an average lot size of 500m². The consent for development of three dwellings to Lot 11 is achievable. Applying the 10% rule from clause 6.1.3 of the R Codes leaves a 117m² shortfall. A condition of consent should include the requirement to strata title the development prior to occupancy.

Financial Implications

Application fees of \$3,750 for the proposal have been waived as Council is the developer.

Officer's Recommendation / Resolution**30608**

Moved Cr Forbes

Seconded Cr Wallace

- 1. That the application to construct six two storey dwellings on Lots 10 and 11 South Avenue be refused but an application would receive approval under the provisions of LPS6 once gazetted subject to the following conditions: -**
 - a) The views of the neighbours be sought concerning the proposal and the provisions of the Residential Design Codes are explained to residents surrounding the proposal;**
 - b) That prior to occupancy the land be strata titled in accordance with the provisions of the Strata Titles Act 1985**
 - c) That the setbacks for units 5 and 6 be increased to 4.5m and privacy measures be taken to the windows for unit one – bed two and bathroom.**
- 2. That authority be delegated to the CEO to conditionally approve (a,b and c above) the application on gazettal of LPS6.**

CARRIED 8/0

Cr Crees declared and interest in this Item and left the meeting 2.08pm.

11.2 **TOWN PLANNING – VIEWING PLATFORM – DESIGN & LOCATION**

Reporting Department:	Development Services
Reporting Officer:	John Mitchell
Legislation:	Town Planning Scheme No. 1 PA 15 -08 Condition of Consent
File Reference:	A8124
Disclosure of Interest:	Nil
Attachments:	Hexagonal Viewing Platform

Background

At the Ordinary Meeting of Council held on 15 February 2011 Council resolved: -

CM Ref 30546

1. *That CMRef 29866 be amended by deleting paragraphs one and two of the resolution.*
2. *That the Administration formally approach the landowner to acquire land within Location 24029 for the purposes of the Windfarm display and viewing platform. The land required is adjacent to the east of the old dwelling adjacent to wind turbines 54 and 56.*

CARRIED 8/0

And

CMRef 30547

That the design for the Windfarm display and viewing platform be reviewed in consultation with Collgar Windfarm and the project include signage to and from the site from Great Eastern Highway.

CARRIED 7/1

Information regarding the designs were provided to Mr Mike Gilmore of Collgar Windfarms. No comment has been provided. In discussions with Mr Gilmore providing the design remained in budget Collgar Windfarm would offer no further comment.

Comment

The second draft design (**Attachment 11.2A**) is the interpretation of the sketches provided by Pam Masters, Manager of the Visitors Centre. Indicative costings indicate the project will cost in the vicinity of \$100,000.00 if the structure is timber

The costs of construction remain the same. At the time of writing the report no quotation for steel construction of the hexagonal design had been received. Construction of the hexagonal style in timber will result in a high ongoing maintenance facility.

Directional signage has always been a component of the project. It is limited to informational signage (blue road directional signs) indicating the point of interest and a distance.

Council will also need to rescind the components of resolution 29866 relating to the design criteria. Resolution 29866 is reprinted below for information: -

~~CMR29866 That Mr George Giraudo be requested to gift the land comprising approximately 2Ha within Location 20218 to the Shire of Merredin as road reserve for the purposes of a public information and viewing area of the Collgar Windfarm.~~

~~That the viewing area for the Collgar Windfarms be located within Location 20218 Bullshead Norpa Road opposite the Telstra Microwave tower and comprise a bitumised area for discharging passengers from large vehicle transport, with the remaining land to be graded compacted gravel for an area of parking reducing to road width for access to the site and provided with appropriate signage as determined by the Executive Manager of Engineering Services. (Rescinded at the February 2011 meeting).~~

That Collgar Windfarms prepare a design overlay of the area for approval by the Chief Executive Officer of the Shire of Merredin in keeping with this report.

That the information display area comprise the design of Emu Downs as shown in the attached photographs marked attachment yy with the following displays: -

- 1) Site location map, windfarm area and relationship to town of Merredin;
- 2) Standard windfarm information as suggested by Collgar – espousing the benefits of wind generation and general facts;
- 3) Local tourism display;
- 4) Native flora and fauna information.

That the information display area be provided by 30 June 2010 or within six months of the commencement of construction and installation of the wind-towers and turbines whichever is the sooner.

The design costings include a bitumised area for parking and turning of vehicles.

Statutory/Policy Implications

Nil.

Financial Implications

The costs of construction must be approved by the Windfarm Developer prior to commencement. There are no financial implications to Council.

Officer's Recommendation

That Collgar Windfarms prepare a design overlay of the area for approval by the Chief Executive Officer of the Shire of Merredin in keeping with this report.

That the information display area comprise the design of Emu Downs as shown in the attached photographs marked attachment yy with the following displays: -

- 5) Site location map, windfarm area and relationship to town of Merredin;*
- 6) Standard windfarm information as suggested by Collgar – espousing the benefits of wind generation and general facts;*
- 7) Local tourism display;*
- 8) Native flora and fauna information.*

That the information display area be provided by 30 June 2010 or within six months of the commencement of construction and installation of the wind-towers and turbines whichever is the sooner.

ABSOLUTE MAJORITY REQUIRED

- 1. That Council determine its preferred option for the Windfarm viewing platform.*

Resolution**30609**

Moved Cr Morris

Seconded Cr Wallace

That the following portion of CMR29866 be rescinded:***That Collgar Windfarms prepare a design overlay of the area for approval by the Chief Executive Officer of the Shire of Merredin in keeping with this report.******That the information display area comprise the design of Emu Downs as shown in the attached photographs marked attachment yy with the following displays: -***

- 9) Site location map, windfarm area and relationship to town of Merredin;***
- 10) Standard windfarm information as suggested by Collgar – espousing the benefits of wind generation and general facts;***
- 11) Local tourism display;***
- 12) Native flora and fauna information.***

That the information display area be provided by 30 June 2010 or within six months of the commencement of construction and installation of the wind-towers and turbines whichever is the sooner.**CARRIED BY ABSOLUTE MAJORITY 7/0**

Cr Young left the meeting at 2.12pm

30610

Moved Cr Morris

Seconded Cr Crook

That Council adopt the design as depicted in Attachment 11.2A as the preferred option for the Windfarm viewing platform.**CARRIED 6/0**

Cr Young and Cr Crees returned to the meeting at 2.18pm

11.3 **URBAN DEVELOPMENT – STRATEGY & PRIORITY FOR DEVELOPMENT**

Reporting Department:	Development Services
Reporting Officer:	John Mitchell
Legislation:	Planning & Development Act 2005
File Reference:	LUP/5/Priority Overlay Development
Disclosure of Interest:	Nil
Attachments:	

Background

Since 2009 Council has considered many items dealing with the development and release of land within the Merredin townsite.

At the April 2010 meeting Council resolved: -

CMRef 30299

That a provision of \$10,000 be included in the 2010/11 budget to retain consultants to undertake a Land Development Strategy incorporating a needs analysis, order of priority and development costs for land identified in the body of this report.

To achieve the report outline development plans were needed for the larger areas, capable of development, and for the Local Planning Scheme (LPS) no. 6 to be considered which zones the land appropriately for development. In addition the new scheme provided the framework to prepare developments for the rural residential areas and to consolidate the older schemes and their outline development plans. The scheme has been with the Minister for signing since February 2011.

Council also sought outline development plans for Reserves 44697, 20460 & 20461. These have now been completed.

In addition to the above Council has also resolved to prepare an outline development plan for various locations within the Rural Residential area. This will impact on any plan prepared. Pending approval of the Scheme the actions for this plan cannot be completed.

Comment

Local Planning Scheme No. 6 has been with the Commission for final approval since 26 February 2011. In March 2011 the LPS 6 amendment 1 consented to by Council in 2010 containing the R30 Code amendment, rezoning of lands for rural residential to permit the developments to proceed was submitted to the Environmental Protection Authority.

Until the amendment is gazetted, development of higher density land can not proceed.

Outline Development Plans have now been completed for the majority of undeveloped land within the town-site of Merredin. It is unlikely that the report will be ready for Council until after July 2011 for the reasons mentioned within the report.

Mr Paul Bashall, Councils Planning Consultant has commenced the report, however his duties and the duties of the Executive Manager of Development Services have prevented the completion of the report at this time.

Statutory/Policy Implications

Nil.

Financial Implications

Nil.

Officer's Recommendation / Resolution

30611

Moved Cr Morris Seconded Cr Forbes

That the \$10000.00 in the 2010/11 budget for the completion of the Land Development Strategy incorporating a needs analysis, order of priority and development costs for land be carried forward to the 2011/12 budget.

CARRIED 8/0

11.4 **WASTE COLLECTION – SETTING OF LANDFILL MAINTENANCE & LANDFILL SITE REHABILITATION AND CAPITAL WORKS CHARGE (FORMERLY WASTE MANAGEMENT LEVY)**

Reporting Department:	Development Services
Reporting Officer:	John Mitchell
Legislation:	Waste Avoidance & Resource Recovery Act 2007
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Nil

Background

This report seeks to determine the waste management charge for 2011/12.

The charge was introduced in the 1999/2000 budget as an offset to the annual health charge for refuse collection. The Council of the day determined that all properties should contribute to the maintenance of the landfill site and introduced a tip maintenance charge and a separate refuse collection charge for those properties provided with a waste collection service. The charge has since evolved and resulted in a report to Council at the July 2009 meeting at which time it was resolved: -

30056 Moved Cr Townrow Sec Cr Young

- 1. That Council, pursuant to Section 66 of the Waste Avoidance and Resource Recovery Act 2007, set a Waste Management Charge of \$60.00 per rateable property in the 2009/2010 Budget for the provision of waste services throughout the district.**
- 2. That Council amend the purpose of the Waste Management Reserve to align with the definition of 'Waste Services' as contained in the Waste Avoidance and Resource Recovery Act 2007 and the Reserve be used for:**
 - a. the collection, transport, storage, treatment, processing, sorting, recycling or disposal of waste; or**
 - b. the provision of receptacles for the temporary deposit of waste; or**
 - c. the provision and management of waste facilities, machinery for the disposal of waste and processes for dealing with waste.**

CARRIED 9/0

In 2000 Council determined the charge at \$60. The funds were utilised to construct the additions to the landfill site on Chandler Road. This project is now nearing completion with rehabilitation of the older portion to be completed over the 2011/12 period. The Reserve currently is \$6,216.

Comment

Most sites have now been rehabilitated and the component allocated to the capital and rehabilitation charge of \$60 can be reduced to \$30.00.

Statutory/Policy Implications

The charge is determined pursuant to Section 68 of the Waste Avoidance and Resource Recovery Act 2007 which states that the WARR Act does not restrict or prevent a local government from imposing a fee or charge in respect of waste services under section 6.16 of the Local Government Act 1995.

The waste management charge is therefore set pursuant to Section 6.16 of the Local Government Act 1995, referencing the provisions of the WARR Act 2007 Section 68. The legal tie in is section 3.1 of the Local Government Act; the fees are introduced to enable "good governance" of the local government district.

The reason is that Section 66 of the WARR Act permits the setting of a fee per receptacle. This charge is set per rates notice as the cost to operate the landfill site and provide the additional waste services.

Council's local Laws (Waste Local Law 2011) determine that every property within the town boundaries must be provided with a waste collection service approved by the local government.

Financial Implications

Based on systems information an income for the 2011/12 year for the rehabilitation and capital component would be \$75,360.00.

Officer's Recommendation / Resolution**30612**

Moved Cr Crees

Seconded Cr Wallace

That the Waste Management Charge per assessment be set pursuant to Section 68 of the Waste Avoidance and Resource Recovery Act 2007 at \$30.00 for the 2011/2012 financial year.

CARRIED 8/0

11.5 WASTE CHARGES 2011 – 2012 – COLLECTION OF WASTE – SETTING OF FEES

Reporting Department:	Development Services
Reporting Officer:	John Mitchell
Legislation:	Waste Avoidance & Resource Recovery Act 2007, Section 66 - 68
File Reference:	
Disclosure of Interest:	Nil
Attachments:	

Background

The Waste Avoidance and Resource Recovery Act 2007 (WARR07), Section 67 permits the Local Government to make an annual charge per waste receptacle or pursuant to Section 66 determine a waste collection rate.

Council has also set a waste management charge pursuant to the Local Government Act 1995 for the purposes of refuse reserve rehabilitation, rehabilitation of land fill sites and for the collection of waste from the transfer station located in Muntadgin. This component of the annual waste fees is the subject of a separate report.

Council Policy 8.17 – Mobile Garbage Bins – refuse Collections requires that the annual charge be approved by Council.

Comment

There are two services provided by the Shire of Merredin to the towns within the Shire being household rubbish removal and the kerbside recycling program. Historically these service charges have included the component of landfill site maintenance.

The proposed charges have been separated into the following categories: -

- a) Provision of a waste collection service;
- b) Provision of a recycling collection service;

Council has previously discussed the setting of a rate in the dollar for the provision of the fees associated with the collection and disposal of waste.

A rate for the provision of the service is not equitable as differing premises have differing numbers and types of receptacles.

It should be noted that the public view of the reduction in these charges may cause issues as there is to be a reduction of \$70.00 per town assessment notice implying an overcharge previously. The maintenance of landfill site and transfer stations will under this scenario will be met from rates and not from specific charges as has been the case previously. This approach will allow pensioners to claim a higher rebate on their rates rather than having to meet the cash cost of higher rubbish and recycling charges.

Statutory/Policy Implications

To impose a waste collection rate in the dollar Section 66 of the WARR Act is used. To set an annual service charge Section 67 of the Act is used. Council's can use an annual service charge to include the "future or levy" component.

The value of a waste management charge is therefore set pursuant to Section 6.16 of the Local Government Act 1995, referencing the provisions of the WARR Act 2007 Section 68. The legal tie in is section 3.1 of the Local Government Act; the fees are introduced to enable "good governance" of the local government district.

Charges cannot be equalised across the rates notices as differing businesses and companies etc use/produce different volumes of waste and use different types of waste receptacles. In addition 100 premises receive a twice a week service.

Financial Implications

Annual waste collection surveys confirm there are 1295 properties - domestic services, 359 commercial 240l services, 140 x 1,100l services, 15 services to Muntadgin (+ \$72.34 mileage) and a fixed charge to empty Burracoppin transfer station 240l bins (\$72.34 per week): - in total 2071 services per week. (This is a best estimate of Council records, Council rates notices, on-site inspections and existing records.)

There are 1299 recycling services provided within the community at a cost of \$2.63 per service. CPI suggests \$2.76 per recycling lift for the 2011/12 year.

2010/11 charges of 92c/lift for 240l containers and \$8.46 per 1,100l container apply. Allowing for a 5% CPI the costs per lift are anticipated to be 97c per 240l lift and \$8.89 per 1,100l lift for the 2011/12 year.

There are no weeks within the year that a service is not provided. Accordingly waste collection payable by Council for the 2011/12 year are estimated as: -

- a) 240l service - \$55.25 (inc GST) $(92c + GST + 5\% CPI \times 52)$ per annum;
- b) 240l recycling - \$158 (inc GST) $(2.63 + GST + 5\% CPI \times 52)$ per annum;
- c) 1,100l service - \$509 (inc GST) $(8.46 + GST + 5\% CPI \times 52)$ per annum.

The above allocations do not include any administration component.

Officer's Recommendation / Resolution**30613**

Moved Cr Crook

Seconded Cr Young

That Council set the following kerbside and weekly waste collection charges for the 2011/12 year within the town-sites of Merredin, Burracoppin, Muntadgin, Hines Hill and Nangeenan at: -

- a) Provision of a waste collection service for 240l MGB's - \$60.00;***
- b) Provision of a waste collection service for 1,100l waste containers - \$520.00;***
- c) Provision of a recycling service for 240l MGB - \$160.00.***

CARRIED 8/0

11.6 AUSTRALIAN PACKAGING COVENANT GRANTS

Reporting Department:	Development Services
Reporting Officer:	John Mitchell
Legislation:	
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Packaging Grant Information

Background

The Australian Packaging Covenant is a voluntary initiative, by Government and Industry, to reduce the environmental effects of packaging on the Environment. It is designed to minimise the environmental impacts arising from the disposal of used packaging, conserve resources through better design and production processes and facilitate the re-use and recycling of used packaging materials.

The Covenant establishes a framework for the effective life cycle management of consumer packaging and paper products that will be delivered through a collaborative approach.

Companies, Government Agencies and Industry Associations sign the Covenant and commit to certain responsibilities which contribute to achieving the Covenant Performance Goals and KPI's. Anyone involved in the packaging supply chain is invited to sign the Covenant.

All signatories to the Covenant recognise that a co-operative approach between industry and all spheres of government is essential to achieving national consistency in the lifecycle management of packaging and paper and the implementation of sustainable kerbside collection systems.

Local governments are considered to play an important role. They participate as signatories and are responsible for ensuring that good practice material recovery is undertaken by all councils and that the financial aspects of this are made available to households and the general community.

A Background paper on the APC and its funding round is contained in **Attachment 11.6A**.

Advice of the round of funding was announced only two weeks ago. The first APC funding round is now open and applications will be accepted until 30 June 2011.

Comment

Council has a series of projects (identified under its regional Strategic Waste Management Plan - SWMP) which it has been unable to consider as state funding has not been available. The APC funding is linked to the improved recovery of packaging materials which include cardboard, glass, plastic, steel and aluminium containers and several other types of packaging materials and this focus creates opportunities to source funding for “packaging oriented” regional projects which match and/or compliment Council’s own waste management activities. For example: -

- a) Council owns lots 1323, 1326 & 1327 McKenzie Way. One of the lots would be suitable for the establishment of a modern material recovery facility – (MRF) incorporating various contained disposal areas. The existing site is via a thoroughfare to the industrial zone and is in poor condition. The land is leased. The operation is untidy and haphazard. Development of the site for light industrial will require the removal and resiting of the facility at a later date to enable development to proceed.
- b) Purchase of a mobile baler/crusher/compactor for cardboard, glass, aluminium cans for hire to other local governments when not in use by the Shire of Merredin;
- c) Purchase of a trailer system for public events incorporating a recycling container theme and recycling education information.

To operate the landfill site recycling venture adequately and effectively a compactor/crusher is required. A suggestion is to make the compactor transportable so that it can be used in a variety of situations.

The service could be expanded to a regional basis using portable equipment that could be conveyed to smaller community material recovery facilities for use through a roster system.

Statutory/Policy Implications

If the project is to have regional significance the approval and support of the WEROC Member Council is required.

The SWMP recommends the establishment and operation of public information and disposal locations and the siting of a town recycling centre. A portable crushing/compaction unit could be utilised across several communities to provide a materials recovery facility.

Financial Implications

While it is obviously beneficial if individual LGs are able to offer some of their own financial support to the various projects, it does not appear to be essential for this funding opportunity. A previous application by Dallywater Consulting for an individual Pilbara local government (albeit under the previous version of the APC) realised over half a million dollars for kerbside and public place recycling and education activities within that Shire.

In this instance, it is suggested that the only financial implication for the sought funding would likely be that of a stated "in-kind" contribution by officers and perhaps in some cases plant or equipment supplied by the LG.

However, the approval of Council is sought of the expenditure of up to \$3,000 to employ a suitably experienced consultant to prepare a submission to the APC on behalf of Council and would also benefit the region.

In addition, It should be noted (and is mentioned in the background documents attached here-to), that WEROC and/or the individual councils would be required to become signatories to the APC (at a cost of \$110 including GST) if their funding application was accepted.

Officer's Recommendation / Resolution

30614

Moved Cr Forbes

Seconded Cr Crees

- 1. That Council approve the expenditure of \$3,000 to employ the services of Dallywater Consulting to prepare a funding submission to the APC on behalf of the Shire of Merredin to establish a materials recovery facility and;**
- 2. That the Chief Executive Officer liaise with the other members of WEROC to seek support for the establishment of a MRF in Merredin.**

CARRIED 8/0

Mr John Mitchell, Executive Manager of Development Services left the meeting at 2.32pm.

12.0 ENGINEERING SERVICES

12.1 MAIN ROADS WA ROADSIDE MEMORIALS POLICY AND GUIDELINES

Reporting Department:	Engineering Services
Reporting Officer:	Jim Garrett – Executive Manager, Engineering Services
Legislation:	Local Government Act 1995
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Main Roads Roadside Memorials and Policy Guidelines

Background

In 2009 Main Roads WA (MRWA) undertook a review of its Roadside Memorials Policy and Guidelines. WALGA was part of the review process and consulted with Councils and determined there should be a consistent approach to deal with this sensitive matter.

WALGA provided MRWA with sector feedback and in December 2010 the revised Main Roads WA Roadside Memorial Policy and Guidelines were issued (doc no D10#252657). The policy guidelines were developed in consultation with the community and various interest groups.

In January 2011, WALGA sought further comment from Local Governments and the revised policy and guidelines were endorsed by the respondents.

The objectives of the policy and guidelines are to:

- Respect peoples grief and ensure the road environment is safe for all road users
- Inform the public, Local Government, Main Roads Officers and contractors
- Outline the installation, ongoing maintenance and removal of roadside memorials.

In response to sector feedback, WALGA recommends that Local Governments adopt the Main Roads WA Memorial Policy and Guidelines (**Attachment 12.1A**) as a Model Policy to guide decision making for this sensitive matter.

Comment

The need for a consistent approach to roadside memorials has been recognised for some time and the attached policy is the outcome of a thorough consultation process that will result in a consistent approach if adopted by Councils state-wide.

It is recommended that the attached be adopted as policy.

Statutory/Policy Implications

If adopted, this will be a new policy.

Financial Implications

Nil

Officer's Recommendation / Resolution**30615**

Moved Cr Young

Seconded Cr Forbes

That Council adopt the Main Roads WA Memorial Policy and Guidelines as policy as per attachment 12.1A.

CARRIED 8/0

12.2 PROPOSED BURNOUT PAD MRC&LC

Reporting Department:	Engineering and Services
Reporting Officer:	James Garrett
Legislation:	Local Government Act 1995
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Proposed Burn Out Pad (Plan) Aerial Shot (Location of Pad) Sports Council Response

Background

Mr Geoff Wells has made two presentations to Council (September 2009 and November 2010) in regard to a Bike, Tattoo and Car Show, which he is proposing to host in March 2012 at the Merredin Recreation ground.

As part of this show he is proposing to hold a burn out competition which would require the construction of a burn out pad. He has also proposed to hold other burn out competitions on the pad on other occasions to utilise the pad.

At the Council meeting held on the 21 December 2010 Council passed the following resolution;

30489 Moved Cr Wallace Seconded Cr Crook

That Council support in principle the proposal to hold a Merredin Bike, Tattoo and Car Show in March 2012 subject to the following conditions:

- 1. the organising committee becoming an incorporated group;*
- 2. adequate insurance for the event provided by the organising committee;*
- 3. the event being supported by the Police;*
- 4. approval to conduct the event pursuant to the Public Building provisions of the Health Act 1911 including Management Plans for litter control, crowd control, risk management and security;*
- 5. Liquor licence application and enforcement including crowd control and toilet facilities;*
- 6. Environmental Protection Act – Environmental Noise Regulation 18 exemption;*
- 7. food vehicles inspections and approvals;*
- 8. provision of additional facilities, first aid, fire control and the like;*
- 9. Council is provided with evidence that the funds raised were provided to the proposed recipients as the venue is provided free of charge; and*
- 10. Council is recognised as a sponsor of the event in all publications and advertising.*

CARRIED 8/0

A meeting was held between Geoff Wells, Cr Maria Young and Jim Garrett the Executive Manager of Engineering Services on the 14 February 2011 at the Merredin Recreation Ground to discuss a location for the proposed burn out pad.

At this meeting Mr Wells provided a plan of the proposed burn out pad. **(Attachment 12.2A)**. A detailed costing was not provided with the plan.

The proposed location is on the east side of the main oval where the old score board is, as can be seen on **Attachment 12.2B**. The area marked on the aerial photo is to scale.

The recreation ground Master Plan does not have allowances for a burnout pad.

Comment

The location for the proposed burn out pad was referred to the Sports Council for comment. An email has been received from Andrew Crook, chairman of the Sports Council. **(Attachment 12.2C)**.

On the plan provided by Mr Wells it can be seen that pad will be fenced and in discussions with Mr Wells access driveway into pad will have a steel gate which will be locked. As can be seen on the aerial photo access to the entrance to the proposed burn out pad will be from the main oval side. This will also restrict access to the pad as main oval gates are locked unless a sporting event is on.

Community consultation from local residents has not been conducted to date about having a burnout pad situated at the Merredin Recreation Ground.

Statutory/Policy Implications

Nil

Financial Implications

Nil

Officer's Recommendation / Resolution**30616**

Moved Cr Carr Seconded Cr Young

- 1) That Council include proposed burn out pad in the Recreation Ground Master Plan subject to no adverse comments from surrounding residents.**
- 2) A letter be sent to surrounding residents for comments on having a burn out pad at the Merredin Recreation ground.**
- 3) That Mr Wells be asked to supply an estimated costing for construction of the pad in writing and what he expects from Council.**
- 4) That Mr Wells or his committee indicate how often the Burn out pad is expected to be used on a annual basis for community consultation purposes.**

CARRIED 7/1

Mrs Sharon Grayston, Executive Manager of Finance and Administration, entered the meeting at 2.35 pm.

13.0 FINANCE AND ADMINISTRATION

13.1 LIST OF ACCOUNTS PAID

Reporting Department:	Finance & Administration
Reporting Officer:	Sharon Grayston – Acting Executive Manager, 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 13.1A**) 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 \$718,437.26

Officer's Recommendation / Resolution

- 30617** Moved Cr Young Seconded Cr Crook
That Council receive the schedule of accounts as listed, covering cheques as numbered and totalling \$174,420.18 and amounts directly debited from Council's Municipal Fund Bank Account BSB 066-518 Account Number 000-000- 10 totalling \$791.969.35

CARRIED 8/0

13.2 COMMUNITY FUNDING APPLICATIONS FOR 2011/2012 BUDGET CONSIDERATION

Reporting Department:	Administration
Reporting Officer:	Sharon Grayston – Acting Executive Manager Finance and Administration
Legislation:	Local Government Act 1995
File Reference:	Council Policy Manual 3.21
Disclosure of Interest:	Nil
Attachments:	Community Funding - Wheatbelt Agcare Community Support Service

Background

Council often receives requests for funding from local groups for a variety of projects. Council seeks to support these groups and in doing so acknowledges the contribution made by local volunteers and not for profit groups to the social, cultural and economic fabric of our community.

As a consequence, Council adopted policy 3.21 Community Funding at its March 2010 meeting (**CMRef 30277**) which coordinates Council's response to community requests for financial support. It also ensures that the Shire funding resources are allocated in a way that are transparent, legal and equitable and that funded projects further the aims and objectives of the Shire and represent responsible use of public monies.

The aims of the Shire of Merredin's Community Funding Program are:

1. to encourage the development of services, facilities and events that meet identified community needs;
2. to promote active participation of local residents in community initiatives and the development of skills, knowledge and opportunities;
3. to provide assistance to the community to develop initiatives and services that support the Shire of Merredin's own objectives; and
4. to enhance the image of the Shire of Merredin within the community.

The following groups are eligible for funding support:

1. incorporated not-for-profit organisations based within the Shire of Merredin;
2. incorporated not-for-profit organisations undertaking projects for the benefit of the Shire of Merredin's residents and whose primary aim is the improvement of the quality of life of the community; and
3. non-incorporated community groups under the auspices of an incorporated organisation.

Comment

The Shire advertised in the Merredin Mercury at the beginning of March for expressions of interest from not-for-profit, incorporated community groups and organisations with project and program funding needs which will be considered by Council when developing the 2011/2012 Annual Budget. Two applications were received before the April Council meeting; one from Burracoppin Progress Association and another from Muntadgin Progress Association. A further application has since been received before the closing date for applications from the Wheatbelt Agcare Community Support Services for \$990 including GST (**Attachment 13.2A** applies). The application is to provide rural counselling to individuals, couples and families in the Shire of Merredin and surrounding areas.

The group have previously received financial support from the Shire for rural family counselling. The first payment was made in June 2006 for \$1,980 with a further payment being made in June 2007 for \$990.

Statutory/Policy Implications

This contribution meets the requirements of Council Policy 3.21 – Community Funding.

Financial Implications

A provision for \$990 can be made in the 2011/2012 budget from E041170 – Public Relations and Donations.

Officer's Recommendation / Resolution**30618**

Moved Cr Young

Seconded Cr Forbes

That Council support the application for Community Funding from the Wheatbelt Agcare Community Support Services for \$990 being allocated from the 2011/2012 Budget.

CARRIED 8/0

13.3 INTERIM AUDIT – 2010/11 - REPORT

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

Background

Council's auditors, Haines Norton, undertook an interim audit on 12th and 13th April, 2011. A copy of the interim audit report is attached as appendix **(Attachment 13.3A)**.

Comment

A partner of the auditing firm, Mr Greg Godwin will be meeting with a number of Councils during the week of the May Council meeting and has expressed a wish to meet with either Council's Audit Committee or Council. Arrangements have been made for Mr Godwin to meet with Council at approximately 4.00pm to discuss the interim audit.

Comments on matters raised in the report are as follows:

Annual Financial Report

The statements were not forwarded to the Department of Local Government within the stipulated timeframe. The entire Annual Report was sent after its adoption rather than solely the financial statements. The breach is noted.

Plan for the Future

Advice has recently been received from the Department on transitional arrangements to the new planning regime. This has been communicated to Council.

Financial Interest Register

Procedures will be reviewed to ensure the register complies and all disclosures are recorded. Councillors should note comments relating to completion of the declarations.

Monthly Statement of Financial Activity

The comment related to one of clarity in that the comments related to numbered schedules rather than descriptive ie rather than Schedule 4 the heading should be Governance.

Review of Compliance Audit Return

Details of this will be sought and investigated.

Missing Payment Sequences

Procedures will be amended to ensure that this does not occur.

Manual Rolling Reconciliation

As Council would be aware a general UV revaluation will apply from 1 July 2011. Steps will be put in place to ensure that valuations are reconciled.

Fixed Asset Reconciliations

Again, procedures will be amended.

Statutory/Policy Implications

As noted above.

Financial Implications

Nil

Officer's Recommendation

That the matters raised in the Interim Audit Report together with comments on the matters raised be noted.

Resolution**30619**

Moved Cr Young

Seconded Cr Crook

That the matters raised in the Interim Audit Report together with comments on the matters raised be noted and actioned.

CARRIED 8/0

Mrs Sharon Grayston, Executive Manager Finance and Administration left the meeting at 2.49 pm.

Cr Young left the meeting at 2.52pm

Cr Young entered the meeting at 2.58pm

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 CLOSURE

There being no further business the Shire President declared the meeting closed at 3.00pm.