



SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

AGENDA

Ordinary Council Meeting

To be held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday 18 February 2020
Commencing 4.00pm



Notice of Meeting



Dear Shire President and Councillors,

The next Ordinary Meeting of the Council of the Shire of Merredin will be held on Tuesday 18 February 2020 in the Council Chambers, Corner King and Barrack Streets, Merredin. The format of the day will be:

1:30pm	North Merredin Primary School Walk Through
2.00pm	Briefing Session
4.00pm	Council Meeting

MARK DACOMBE
ACTING CHIEF EXECUTIVE OFFICER

13 February 2020

DISCLAIMER

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the Shire. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The Shire of Merredin expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.

The advice and information contained herein is given by and to Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

It should be noted that the Attachment hyperlinks will not be functional from this document when sourced from the Shire of Merredin's website. Attachment copies can be obtained by contacting Melissa Ivanetz on 08 9041 1611 or ea@merredin.wa.gov.au.

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

Shire of Merredin
Ordinary Council Meeting
4.00pm Tuesday 18 February 2020



1. Official Opening

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr JR Flockart	Shire President
Cr MD Willis	Deputy Shire President
Cr RA Billing	
Cr LN Boehme	
Cr AR Butler	
Cr RM Manning	
Cr MJ McKenzie	
Cr PR Patroni	
Cr PM Van Der Merwe	

Staff

M Dacombe	A/CEO
M Ivanetz	EA to CEO

Members of the Public:

Apologies:

Approved Leave of Absence:

3. Public Question Time

4. Disclosure of Interest

5. Applications for Leave of Absence

6. Petitions and Presentations

7.	Confirmation of Minutes of the Previous Meetings
7.1	Ordinary Council Meeting held on 21 January 2019
8.	Announcements by the Person Presiding without discussion
9.	Matters for which the Meeting may be closed to the public
10.	Receipt of Minutes of Committee Meetings
	Nil
11.	Recommendations from Committee Meetings for Council consideration
	Nil
12.	Officer's Reports – Development Services
12.1	Lot 4187 Bruce Rock – Doodlakine Road Korbel – Application for Development Approval (Telecommunications Infrastructure)
13.	Officer's Reports – Engineering Services
13.1	Award of eQuotes Tender – Heavy Rigid Truck
13.2	Award of Tender T2020-01 – Repairs to sealed Roads – Edge Break and Potholes
14.	Officers Reports – Corporate and Community Services
14.1	List of Accounts Paid
14.2	Statement of Financial Activity
14.3	Half Yearly Budget Review
15.	Officer's Reports – Administration
15.1	20 Priestley Street, Merredin – Sale by Private Treaty
15.2	Request for Donation – Lions Cancer Institute
15.3	Cummins Theatre Hire Fee Waiver Request – Regional Development Australia
16.	Motions of which Previous Notice has been given
	Nil

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

18.	Urgent Business Approved by the Person Presiding or by Decision
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19.	Matters Behind Closed Doors
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20.	Closure
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7. Confirmation of Minutes of the Previous Meetings

7.1 Ordinary Council Meeting held on 21 January 2020
[Attachment 7.1A](#)

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation

That the Minutes of the Ordinary Council Meeting held on 21 January 2020 be confirmed as a true and accurate record of proceedings.

10. Receipt of Minutes of Committee Meetings

Nil

11. Recommendations from Committee Meetings for Council consideration

Nil

12. Officer’s Reports - Development Services

12.1 Lot 4187 Bruce Rock – Doodlakine Road Korbel Application for Development Approval (Telecommunications Infrastructure)

<h2 style="margin: 0;">Engineering Services</h2> 	
Responsible Officer:	Peter Zenni, EMDS
Authors:	Peter Zenni, EMDS
Legislation:	<i>Planning and Development Act 2005 Shire of Merredin Local Planning Scheme No6.</i>
File Reference:	A7080
Disclosure of Interest:	Nil
Attachments:	<u>Attachment 12.1A</u> – Application for development approval and associated details

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

The Shire of Merredin has received an application for development approval for the erection of telecommunications infrastructure at Lot 4187 Bruce Rock-Doodlakine Road, Korbel.

Comment

The proposed telecommunications infrastructure will comprise of a single 12m telecommunications tower, box holding batteries and a frame incorporating 2 solar panels and will be located at Lot 4187 Bruce Rock-Doodlakine Road, Korbel. The property in question is zoned “general farming” in accordance with the Shire of Merredin Local Planning Scheme No. 6. (LPS).

The proposed telecommunications infrastructure is a “D” use in a general farming zone and as such the proposed development is not permitted by the LPS unless Council decides to use its discretion and approve the application. The proposed telecommunications infrastructure will be located on a farming property and will not interfere with the use of the property for farming purposes. There are no

sensitive premises in the vicinity and there should be no adverse impact on the amenity of the surrounding area as a result of the proposed development.

The Shire of Merredin Council has previously granted development approval for the installation of telecommunication infrastructure in the general farming zone within the Shire.

The proposed development is a Class 10b structure (non-habitable building – mast/antenna) under the National Construction Codes (BCA). The construction of Class 10b structures outside of town site boundaries within the Shire of Merredin does not require a building permit. However, it is the responsibility of the applicant to ensure that the proposed structure complies with all structural requirements specified by the relevant Australian Standards.

Policy Implications

Nil.

Statutory Implications

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

Strategic Implications

➤ **Strategic Community Plan**

Zone: Economy and Growth

Zone Statement: Merredin seeks opportunities for growth and strives to develop rich and multifaceted economy.

Key Priority: 2.3 Supporting initiatives from local businesses for growth

➤ **Corporate Business Plan**

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

Directorate: Development Services

Timeline: Ongoing

Sustainability Implications

➤ **Strategic Resource Plan**

Nil

➤ **Workforce Plan**

Directorate: Nil

Activity: Nil

Current Staff: Nil

Focus Area: Nil

Strategy Code: Nil

Strategy: Nil

Implications: Nil

Risk Implications

Nil.

Financial Implications

The relevant planning application fees have been paid.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That Council;

- 1. Grant development approval for the erection of telecommunication infrastructure comprising of a single 12m telecommunications tower, box holding batteries and a frame incorporating 2 solar panels at Lot 4187 Bruce Rock-Doodlakine Road, Korbek as outlined in attachment 12.1A.**
- 2. Advise the applicant that the proposed development constitutes a Class 10b structure (non-habitable building – mast/antenna) under the National Construction Codes (BCA). The construction of Class 10b structures outside of town site boundaries within the Shire of Merredin does not require a building permit. However, it is the responsibility of the applicant to ensure that the proposed structure complies with all structural requirements specified by the relevant Australian Standards.**

13. Officer’s Reports - Engineering Services

13.1 Award of eQuotes Tender – Heavy Rigid Truck

<h2 style="margin: 0;">Engineering Services</h2> 	
Responsible Officer:	Mike Hudson, EMES
Authors:	Mike Hudson, EMES
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 13.1A – Confidential - List of eQuotes or evaluation matrix

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

The Shire requires that a replacement heavy rigid side tipping truck (350-450 hp) to be purchased. The current truck was purchased in 2013 and is scheduled for replacement. As such, a detailed specification was developed to ensure the most appropriate machine for Merredin be purchased.

In accordance with the Shire of Merredin Purchasing Policy – 3.12 and regulation 11 (2) (f) the *Local Government (Functions and General) Regulations 1996*, this purchase can be made via the WALGA preferred Supplier arrangement, which is exempted from public tender process.

The tendering process has been initiated via the WALGA preferred supplier eQuotes system, which in accordance with “Using a Tender Exempt Panel of Pre-Qualified Suppliers” guidelines within the Purchasing Policy and the *Local Government (Function and General) Regulations 1996*.

The value of the purchase is in excess of the Chief Executive Officer’s delegation limit and requires a resolution of Council to progress the purchase.

A request for quotation Request for Quote (RFQ) being Reference Number: VP174917 supply of 6 x 4 end/side tipping truck was issued via the WALGA Preferred Supplier eQuotes on the January 16, 2020. The RFQ utilised selection criteria set out under the category of 'Trucks and Associated Equipment'

Fifteen WALGA preferred suppliers were requested to provide quotations of which six were received from the following.

3. Daimler Trucks Perth
4. AHG - Automotive Holdings Group
5. Major Motors PTY LTD
6. CJD Trucks
7. UD Trucks a division of Volvo Group Australia
8. Volvo Trucks – Volvo

The RFQ closed to submission on the 3rd of February 2020 and the aforementioned suppliers submitted a quotation in accordance with the RFQ.

Comment

The evaluation of the submissions was conducted in accordance with the purchasing policy and incorporated the "value for money assessment incorporating the whole of life cost, technical requirements and service delivery".

The evaluation of the submissions was undertaken by Mike Hudson (EMES) and Troy Davies (Construction Supervisor).

The evaluation spreadsheet is included in the attachments.

During the evaluation, the following was noted:

- It was determined that all submissions were compliant with the specified criteria.
- Supplier 3's price is the cheapest of the compliant machines and offers the best value for money when the principles of value for money are applied.
- Supplier 3 has a full service/parts facility located in Perth;
- Supplier 3 has a proven track record with service and support.

The consultation of this process has been undertaken with the Executive Manager Engineering Services, Construction Supervisor, and Executive Manager Corporate Services.

Policy Implications

Council Policy 3.12 – Purchasing Policy. This Policy outlines how the Shire of Merredin will deliver best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance whereby establishing efficient, effective, economical and sustainable procedures in all purchasing activities. This Policy was used to undertake the procurement process via WALGA eQuotes. This policy also establishes the evaluation criteria for Council procurement.

Statutory Implications

This procurement process has been completed in accordance with section 3.75 of the *Local Government Act 1995* and the Regulation 11 (2)(f) of the *Local Government (Functions and General) Regulations 1996*.

Strategic Implications

➤ Strategic Community Plan

Zone: Zone 6 – Transport and networks
Zone Statement: Merredin provides transport networks that connect it locally, nationally and internationally.
Key Priority: 6.1 – Developing and maintaining a road hierarchy and providing an appropriate level of service for the road network.

➤ Corporate Business Plan

Key Action: 6.1.2 – Advocate for improved road infrastructure networks across the region.
Directorate: Engineering Services
Timeline: 2019/2020

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

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

Risk Implications

Adoption of this item has been evaluated against the Shire of Merredin's Risk Management Policy 3.24 - Risk Matrix. The perceived level of risk is considered to be low risk and can be managed by the routine procedures.

Financial Implications

Council has set aside funds in the 2019/2020 annual budget process and this is identified in the Capital Expenditure Program. The expense for this purchase for the truck is within budget and contained within COA 1E1291200.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That Council awards RFQ VP174917 to the supplier 'Major Motors PTY LTD' for the purchase of a GIGA 240-460 IZUZU truck for the sum of \$189 730.00 (ex GST).

13.2 Award Tender T2020-01 – Repairs to sealed roads – Edge break and potholes

<h2 style="margin: 0;">Engineering Services</h2> 	
Responsible Officer:	Mike Hudson, EMES
Authors:	Mike Hudson, EMES
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 13.2A – Confidential - Tender submission

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

This item seeks Council approval to engage a supplier determined as best value for money through the Public Tender process to deliver edge break and pothole repairs to sealed roads. The tender offers the shire a Schedule of Rates Contract to facilitate essential road repair services for a period of three years. The specified repair technique has been successfully used in the reclamation of Nokanning West Road and repairs to Brissenden and Telfer Roads.

The Local Government (Functions and General) Regulations 1996 requires the local government to call tenders for goods and services where the value exceeds \$150,000. The Regulations also provide penalties for breaking the tender down to avoid a public tender process.

The Chief Executive Officer has delegated authority to call tenders on behalf of Council.

Comment

The request for Tender was advertised in the West Australian on Saturday January 18, 2020. At the close of the tender submission period, two tenders were received of which one was determined as conforming. The subsequent evaluation

of the conforming tenders was conducted in accordance with the purchasing policy and incorporated the “value for money assessment accounting for the whole of life cost, technical requirements and service delivery”.

The evaluation of the submissions was undertaken by Mike Hudson (EMES) and Jamie Holmes (Engineering & Development Services Support Officer)

During the evaluation, the following was noted:

- Only one conforming tender was received.
- The Supplier has previously undertaken the specified repairs to sealed roads within the Shire of Merredin.
- The Supplier has previously demonstrated the ability to provide a quality product.

The consultation of this process has been undertaken with the Executive Manager Engineering Services, Construction Supervisor.

Policy Implications

Council Policy 3.12 – Purchasing Policy. This Policy outlines how the Shire of Merredin will deliver best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance whereby establishing efficient, effective, economical and sustainable procedures in all purchasing activities. The provisions of the tender policy have been adhered to. As the proposed contract for the provision of the 2019 Footpath Program exceeds \$150,000 the matter is being referred to Council for its deliberation. The Delegation - DL4.1 has been followed in the purchasing process and as such requires a Council decision to accept a tender above \$ 150 000.

Statutory Implications

This procurement process has been completed in accordance with section 3.75 of the *Local Government Act 1995* and the Regulation 11 (2)(f) of the *Local Government (Functions and General) Regulations 1996*.

Strategic Implications

➤ Strategic Community Plan

Zone: Zone 6 – Transport and networks
Zone Statement: Merredin provides transport networks that connect it locally, nationally and internationally.
Key Priority: 6.1 – Developing and maintaining a road hierarchy and providing an appropriate level of service for the road network.

➤ Corporate Business Plan

Key Action: 6.1.2 – Advocate for improved road infrastructure networks across the region.
Directorate: Engineering Services
Timeline: 2019/2020

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

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

Risk Implications

Adoption of this item has been evaluated against the Shire of Merredin's Risk Management Policy 3.24 - Risk Matrix. The perceived level of risk is considered to be low risk and can be managed by the routine procedures.

Financial Implications

Council has set aside funds in the 2019/2020 annual budget process which is identified in the Capital Expenditure Program. The expense code for the initial works to be undertaken by the contractor is included under COA 1E121100 (Roads to Recovery funding) includes substantial edge break repairs to Nukarni East and Nukarni West roads, and COA 1E121200 (Regional Road Group funding) substantial edge break repairs on Burracoppin South Road.

Works requiring these services going forward will be included in annual maintenance budgets.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That Council;

1. awards T2020-01 to Safe Roads WA as per the tendered Schedule of Rates for a term of three years.
2. authorises the Chief Executive Officer to formalise the required Schedule of Rates Contract.

14. Officers Reports – Corporate and Community Services

14.1 List of Accounts Paid

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

Purpose of Report

Executive Decision

Legislative Requirement

Background

The attached List of Accounts Paid during the month of January under Delegated Authority is provided for Council's information.

Comment

Nil

Policy Implications

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

Statutory Implications

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

Strategic Implications

➤ **Strategic Community Plan**

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

➤ **Corporate Business Plan**

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

Sustainability Implications

➤ **Strategic Resource Plan**

Nil

➤ **Workforce Plan**

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

Risk Implications

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

Financial Implications

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

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That the schedule of accounts paid as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totalling \$573,635.78 from Council's Municipal Fund Bank Account and \$0.00, from Council's Trust Account be endorsed by Council.

14.2 Statement of Financial Activity

<h2>Corporate Services</h2>		 <p>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</p>
Responsible Officer:	Charlie Brown, EMCS	
Author:	Charlie Brown, ECMS	
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	<p><u>Attachment 14.2A</u> - Statement of Financial Activity <u>Attachment 14.2B</u> – Detailed Statements <u>Attachment 14.2C</u> – Monthly Investment Report <u>Attachment 14.2D</u> – Financial Ratios <u>Attachment 14.2E</u> – Capital Expenditure</p>	

Purpose of Report

Executive Decision Legislative Requirement

Background

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

Comment

Operating Income and Expenditure is consistent with Council’s YTD Budget with Operating Income consistent with budget estimates and Expenditure showing a 3% variance.

The Mid Year budget review is presented at item 14.3 which involved an in depth look at all accounts forms part of that process.

Capital Expenditure

A detailed look at capital expenditure can be found in Note 7 and a separate attachment showing Capital Expenditure is also attached for your information.

Policy Implications

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

Statutory Implications

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

Strategic Implications

➤ Strategic Community Plan

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

➤ Corporate Business Plan

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

Sustainability Implications

➤ Strategic Resource Plan

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

➤ Workforce Plan

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

Risk Implications

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

In order to mitigate the risk of budget over-runs or non-delivery of projects, the Chief Executive Officer has implemented internal control measures such as regular Council and management reporting and a quarterly process to monitor financial performance against budget estimates. Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$10,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

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

Financial Implications

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

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Statement of Financial Activity and the Investment Report for the period ending 31 January 2020 be received.

14.3 Half yearly Budget Review

Corporate Services



Responsible Officer:	Charlie Brown, EMCS
Author:	Charlie Brown, ECMS
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.3A – Budget Variations

Purpose of Report

- Executive Decision Legislative Requirement

Background

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* provides that the Council is required to conduct a review of its approved annual budget after considering the changes in its operating environment since the beginning of the financial year with a view to forecasting the financial impacts likely to arise for the remainder of the year.

Comment

Council is required to consider the budget review submitted to it (regulation 33A of the *Local Government (Financial Management) Regulations 1996*) and make a determination in relation to the outcomes and recommendations.

This report presents the statutory Budget Review of the 2019/2020 Budget. A number of budget variations are proposed as part of this review.

The proposed changes are identified in attachment 14.3A.

The review highlights a surplus position, which will be considered by council after the March Quarter Budget Review.

DETAILS

Issues and options considered

The budget review has comprised:

- a review of the adopted budget and an assessment of actual results to date against that budget
- an assessment and projection of likely results over the remainder of the financial year against the adopted budget
- Consideration of any issues not provided for in the adopted budget that may need to be addressed.

The review of the adopted budget has taken into account what has transpired in the first half of the year, the likely operating environment over the remaining part of the year under prevailing economic conditions and the most likely impact on the Council's financial position.

The focus in this review has been on ensuring that there is sufficient operational capacity to deliver the services and budget programs as set out in the adopted 2019-20 Budget and to accommodate events and issues that have arisen since budget adoption.

The most significant variations between the original adopted budget and the revised budget are as follows:

Surplus Brought Forward

The actual surplus brought forward from 2018-19 was Higher than the budget estimate by \$ 269,058.00.

Operating Income and Expenditure

Various amendments have been proposed as detailed in attachment 14.3A.

Transfers to Reserves

Further transfers have been proposed, \$259,092 to the Land and Development Reserve Fund, \$100,000.00 to the Recreation Reserve and \$100,000.00 to the Apex Park Redevelopment Reserve.

Policy Implications

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

Statutory Implications

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

Strategic Implications

➤ Strategic Community Plan

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

➤ Corporate Business Plan

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

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

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

Risk Implications

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

Financial Implications

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

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That Council;

- 1. approves the Mid – Year Review of the 2019/2020 budget and authorises the amendments as detailed in attachment 14.3A and:**
- 2. in accordance with regulation 33A of the *Local Government (Financial Management) Regulations 1996* provide a copy of the 2018/19 annual budget review and determination to the *Department of Local Government and Communities*.**

15. Officer's Reports – Administration

15.1 20 Priestly Street, Merredin – Sale by Private Treaty

<h2>Administration</h2>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Responsible Officer:	Mark Dacombe, ACEO	
Author:	Mark Dacombe, ACEO	
Legislation:	<i>Local Government Act 1995</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	<u>Attachment 15.1A</u> – Report 22.2 and Minute 82449 – OCM 22 October 2019	

Purpose of Report



Executive Decision



Legislative Requirement

Background

At the Ordinary Meeting of the Council held on 22 October 2019 the Council resolved: 82449 Moved: Cr Patroni Seconded: Cr Willis
That the offer of \$285,000 to purchase 20 Priestley Street, Merredin from Dr Jonathan Ruiz be accepted conditional upon completion of statutory obligations required by S3.58 of the Local Government Act 1995.

CARRIED 9/0

Comment

The Shire was required to give public notice of the proposal to sell the property pursuant to Section 3.58 of the Local Government Act 1995. Public notice was given on 8 January 2020 by way of publication in the “Public Notices” column of the West Australian newspaper. Members of the public were invited to make submissions to be received at the Administration Office before 4.00 pm on Monday, 27 January 2020.

No submissions were received.

Policy Implications

Nil

Statutory Implications

Section 3.58 of the Local Government Act applies. This section requires the public notification of a proposal to dispose of property.

Strategic Implications

➤ Strategic Community Plan

Zone: Nil
Zone Statement: Nil
Key Priority: Nil

➤ Corporate Business Plan

Key Action: Nil
Directorate: Nil
Timeline: Nil

Sustainability Implications

➤ Strategic Resource Plan

See Financial Implications below.

➤ Workforce Plan

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

Risk Implications

There are no risks foreseen with this transaction.

Financial Implications

The report to the Council meeting of 22 October 2019 noted that the proceeds of the sale would be unbudgeted revenue which should be transferred to Reserves. The report also noted that there will be an on-going reduction in maintenance expenditure as a result of this sale.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That Council:

1. **NOTE** that public notification was given pursuant to Section 3.58 of the Local Government Act 1995 on 8 January 2020 and no submissions were received from members of the public;
2. **CONFIRM** its decision to accept the offer from Dr Jonathan Ruiz of \$285,000 to purchase 20 Priestley Street, Merredin;
3. **DELEGATE** to the Acting Chief Executive Officer the authority to complete the sale on behalf of the Shire.

15.2 Request for Donation - Lions Cancer Institute

<h2>Administration</h2>		 <p>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</p>
Responsible Officer:	Mark Dacombe, ACEO	
Author:	Mark Dacombe, ACEO	
Legislation:	<i>Local Government Act 1995</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Attachment 15.2A – Lions Cancer Institute (Inc) Information Pamphlet and email	

Purpose of Report

Executive Decision
 Legislative Requirement

Background

The Shire has been approached by the Lions Cancer Institute Inc (the Lions) seeking a donation towards their work. The Lions are seeking support for their “Special Children’s Big Day Out” which they advise will take place at Easter. The Lions advise; This year like last we are taking all the Cancer, Terminally ill and Special Needs Children from all the hospitals out for the day at Easter (for some a first time experience), the special little ones, due to their illness won’t get out of hospital for Easter, will receive refreshments, a pre-released movie for them to enjoy, show bags and a visit from Easter Bunny giving out Easter Eggs, which can only be made possible through the generosity from businesses like yourself before returning to hospital... I do have 13 kiddies from the Merredin Shire in the Perth Children’s Hospital I need to get sponsored”.

The following is a link to the Lions web page related to the event:

<https://lionscancerinstitute.org.au/whatwedo/special-children-big-day-out/>

Comment

The Council has a structured program for making donations or grants to community organisations. This is advertised each year in March for the following year’s budget. Sufficient funds are also budgeted for dealing with one off requests for funding out of cycle.

Lions is an international charitable organisation with an excellent reputation for their work in communities. There is no Lions Club in Merredin and this donation if approved will provide for participation in the Big Day Out in Perth of Merredin

children currently in hospital. The statement from the Lions that there are 13 children from the Shire of Merredin in Perth Children's Hospital is relied on in considering this request. It is noted that Lions was a valuable service club in Merredin, providing community service projects locally for many years.

A donation of \$1,200 is recommended roughly equating to \$100 per child as per the Lions' request. The Lions have been advised that this is an one-off consideration and that if they wish to seek future donations, they will need to apply through the annual funding round.

Policy Implications

There are not considered to be any policy implications. The Council may consider requests on individual merit without creating a precedent.

Statutory Implications

There are no statutory implications.

Strategic Implications

➤ Strategic Community Plan

Zone: One

Zone Statement: Merredin is rich in cultural diversity, performing and fine arts and a variety of sports available for both residents and visitors.

Key Priority: 1.7 Providing support to local organisations which seek to enhance engagement and opportunities available to early years and youth in the Merredin region.

➤ Corporate Business Plan

Key Action: 1.7.2 Support agencies and community organisations to implement early years initiatives

Directorate: Chief Executive Officer

Timeline: On-going

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

Directorate: Nil

Activity: Nil

Current Staff: Nil

Focus Area: Nil

Strategy Code: Nil

Strategy: Nil

Implications: Nil

Risk Implications

Making this donation is considered a low risk.

Financial Implications

A budget of \$10,000 was provided for unspecified Public Relations and Donations. Of this \$8,772 remains available.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That the Council:

- 1. approve the donation of \$1,200 to the Lions Cancer Institute (Inc) to assist fund the "Special Children's Big Day Out" recognising that a number of Merredin children currently in hospital in Perth will benefit by participating in the event.**
- 2. requests the Lions Club acknowledge the Shire of Merredin support for the event in their promotional material.**
- 3. source the funds from the Public Relations and Donations budget.**

15.3 Cummins Theatre Hire Fee Waiver Request – Regional Development Australia

<h2>Administration</h2>		 <p>SHIRE OF MERREDIN INNOVATING THE WHEATBELT</p>
Responsible Officer:	Mark Dacombe, ACEO	
Author:	Mark Dacombe, ACEO	
Legislation:	<i>Local Government Act 1995</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	<p><u>Attachment 15.3A</u> – Regional Development Australia Letter – 3 February 2020</p> <p><u>Attachment 15.3B</u> – Policy 5.9 Cummins Theatre – Waived of Discounted Hire Fees</p>	

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

Regional Development Australia (RDA Wheatbelt) in conjunction with the Wheatbelt Development Commission (WDC) is; “presenting a series of Innovation Conversations in the Eastern Wheatbelt region to explore opportunities, highlight current initiatives and generate conversations around the future workplace and technology”. The first event will be held in Bruce Rock in March and will be focused on transport. The second event is themed “Renewable Energy and Water” and is scheduled to be held on 24 June 2020. The Cummins Theatre is the preferred option for this event.

RDA Wheatbelt envisages an event attendance of 50-100 and would use the whole venue, including the kitchen, for most of the day. The event will be open to the public and will be free to participants. RDA Wheatbelt has asked that the Council considering waiving the hire fee of \$792 plus GST.

Comment

The RDA/WDC series of “Innovation Conversations” provides a great opportunity to shine a light on the innovation that already exists in the Eastern Wheatbelt and to examine the opportunities that are flowing from the ongoing rapid development of technology and its impact on communities and workplaces.

It is logical that Merredin has been chosen for the event entitled “Renewable Energy and Water” given local developments and this provides an excellent opportunity to showcase local achievements and future potential.

The event will bring people to the town, provide a promotional opportunity and potentially encourage some direct spending on local businesses on the day.

It is recommended that the Council agree to this request.

Policy Implications

Policy 5.9 Cummins Theatre – Waived or Discounted Hire Fees provides for the Chief Executive Officer to waive or discount the hire fees up to \$1,500 for events that meet a certain set of criteria. It is considered that this application meets the criteria.

It is submitted to the Council for consideration as it is an inter-agency event aimed at developing the economy of the region and it provides the opportunity for the Council to publicly demonstrate its support for the development of a vibrant economy based on innovation and technology.

Statutory Implications

Sections 6.16 and 6.17 of the Local Government Act 1995 provides for the Council to set fees and charges.

Strategic Implications

➤ Strategic Community Plan

Zone: 2 Economy and Growth
Zone Statement: Merredin seeks new opportunities for growth and strives to develop a rich and multifaceted economy
Key Priority: 2.1 Promoting Merredin and its potential business opportunities to facilitate

➤ Corporate Business Plan

Key Action: 2.1.1 Support and promote the recommendations of the Merredin ‘Growing our Community’ economic development and implementation strategy
Directorate: Chief Executive Officer
Timeline: 19/20 and on-going

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ **Workforce Plan**

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

Risk Implications

Granting the waiver of these fees creates low to negligible risk.

Financial Implications

Fees of \$792 will be forgone.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That the Council:

- 1. waive the hire fees for the use of the Cummins Theatre complex by Regional Development Australia (Wheatbelt) and the Wheatbelt Development Commission for their Innovation Conversations “Renewable Energy and Water” event.**
- 2. request its support for the event be acknowledged in any promotional material published.**
- 3. request that services required to support the event be sourced from local businesses if possible.**

16.	Motions of which Previous Notice has been given
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Nil

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

18.	Urgent Business Approved by the Person Presiding or by Decision
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19.	Matters Behind Closed Doors
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20.	Closure
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