

SHIRE OF  
**MERREDIN**  
INNOVATING THE WHEATBELT

# AGENDA

## Ordinary Council Meeting

To be held in Council Chambers Corner  
King & Barrack Streets, Merredin  
Tuesday, 12<sup>th</sup> October 2016  
Commencing 4.00pm



# Notice of Meeting



Dear President and Councillors,

The next Ordinary Meeting of the Council of the Shire of Merredin will be held on Tuesday, 28 January 2025 in the Council Chambers, corner of King and Barrack Streets, Merredin. The format of the day will be:

2:00pm Briefing Session

4:00pm Council Meeting

CRAIG WATTS  
CHIEF EXECUTIVE OFFICER  
22 January 2025

## 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.

Common Acronyms Used in this Document	
CBP	Corporate Business Plan
CEACA	Central East Accommodation & Care Alliance Inc
CEO	Chief Executive Officer
CSP	Community Strategic Plan
CWVC	Central Wheatbelt Visitors Centre
EO	Executive Officer
EMCS	Executive Manager Corporate Services
EMDS	Executive Manager Development Services
EMES	Executive Manager Engineering Services
EMS&C	Executive Manager Strategy & Community
GECZ	Great Eastern Country Zone
GO	Governance Officer
LGIS	Local Government Insurance Services
LPS	Local Planning Scheme
MCO	Media and Communications Officer
MoU	Memorandum of Understanding
MP	Manager of Projects
MRCLC	Merredin Regional Community and Leisure Centre
SRP	Strategic Resource Plan
WALGA	Western Australian Local Government Association
WEROC	Wheatbelt East Regional Organisation of Councils



## January Ordinary Council Meeting

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Shire of Merredin  
Ordinary Council Meeting  
4:00pm Tuesday, 28 January 2025



**1. Official Opening**

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**2. Record of Attendance / Apologies and Leave of Absence**

**Councillors:**

Cr D Crook	President
Cr R Manning	Deputy President
Cr B Anderson	
Cr H Billing	
Cr M McKenzie	
Cr L O'Neill	
Cr M Simmonds	
Cr P Van Der Merwe	

**Staff:**

C Watts	CEO
L Boehme	EMCS
L Carr	A/EMES
C Brindley-Mullen	EMS&C
P Zenni	EMDS
M Wyatt	EO
A Bruyys	GO

**Members of the Public:**

**Apologies:**

**Approved Leave of Absence:**

**3. Public Question Time**

Members of the public may submit questions up to 2pm on the day of the meeting by emailing [ea@merredin.wa.gov.au](mailto:ea@merredin.wa.gov.au).

The following question was submitted prior to the commencement of the Ordinary Council Meeting. A response will be provided during the meeting and in the minutes.

**Mr Gregory Spark of Merredin**

*Q: I wonder if council is aware of any initiatives, by government, commercial or community entities, to explore the possibility of a large scale residential aged care facility in Merredin?*

The below answers were provided in writing to J Eastwick, relating to her questions taken on notice at the December Ordinary Council Meeting held 17 December 2024.

*Q: Since the room in the Merredin Recreation Centre, previously used for the Peak Play and Cafe Centre, caters for our needs as a sporting group by providing our needs for child safety, emergency exits, toilets, additional needs access, size both in floor space a ceiling height, as well as supporting the community with another sporting opportunity for our community - could we please use the room in the Merredin Recreation Centre, previously used for the Peak Play and Cafe Centre?*

**Response sent to J Eastwick:** *The CEO advised that the planning of this space is currently underway, and a Growing Regions Grant application has been submitted to fund multipurpose flooring to allow the space to be made available for multiple users, which may include gymnastics. Council see this as a versatile space for all users, with limited storage options for the gymnastics equipment. There are also liability concerns associated with storing the equipment in this area.*

*Q: As we would only need to have some equipment left out, would it be possible for the Shire to install a fence, like the one between the viewing area and courts to create a space for the equipment permanently while others are using the area so it shows they are not allowed past the fence.*

**Response sent to J Eastwick:** *This request could be considered once the room has been renovated with the Growing Regions Funding, or Shire funds if the grant application is unsuccessful. Before committing to any request, the Shire would need to understand the area being taken up by the equipment, insurance and liability issues, together with who is funding the installation and maintenance of such fencing/curtaining. Unfortunately, the Shire cannot commit to the request at this point in time.*

#### 4. Disclosure of Interest

#### 5. Applications of Leave of Absence

#### 6. Petitions and Presentations

Nil

## 7. Confirmation of Minutes of Previous Meetings

- 7.1 Ordinary Council Meeting held on 17 December 2024  
Attachment 7.1A

### Voting Requirements

- Simple Majority  Absolute Majority

### Officer's Recommendation

**That the Minutes of the Ordinary Council Meeting held 17 December 2024 be confirmed as a true and accurate record of proceedings.**

## 8. Announcements by the Person Presiding without Discussion

## 9. Matters for which the Meeting may be Closed to the Public

- 19.1 Sale of Land for Unpaid Rates

## 10. Receipt of Minutes of Meetings

- 10.1 Minutes of the Shire of Merredin Local Emergency Management Committee Meeting held on 3 October 2024.  
Attachment 10.1A
- 10.2 Minutes of the Shire of Merredin Bush Fire Advisory Committee Pre-Season Meeting held on 17 October 2024.  
Attachment 10.2A
- 10.3 Minutes of the Great Eastern Country Zone Meeting held on 14 November 2024.  
Attachment 10.3A

### Voting Requirements

- Simple Majority  Absolute Majority

### Officer's Recommendation


**That Council:**

- 1. RECEIVE the minutes of the Shire of Merredin Local Emergency Management Committee Meeting held on 3 October 2024;**
- 2. RECEIVE the minutes of the Shire of Merredin Bush Fire Advisory Committee Pre-Season Meeting held on 17 October 2024; and**
- 3. RECEIVE the minutes of the Great Eastern Country Zone Meeting held on 14 November 2024.**

## 11. Recommendations from Committee Meetings for Council Consideration

## 12. Officer’s Reports – Development Services

### 12.1 Proposed Dogs Amendment Local Law

<h2 style="margin: 0;">Development Services</h2> 	
<b>Responsible Officer:</b>	Peter Zenni, EMDS
<b>Author:</b>	Chris Liversage – Conway Highbury
<b>Legislation:</b>	<i>Local Government Act 1995</i> <i>Dog Act 1976</i>
<b>File Reference:</b>	LE/08/09
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Attachment 12.1A - Draft Shire of Merredin Dogs Amendment Local Law Attachment 12.1B - Proposed list of areas where dogs are prohibited from being and off leash exercise areas

#### Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider adopting a draft Shire of Merredin (the Shire) Dogs Amendment Local Law to reflect changes to other legislation, advertise the draft local law for public comment, send a copy to the Minister for Local Government as required by the *Local Government Act 1995*, and give local public notice of areas where dogs are prohibited from being and where they may be exercised off leash.

#### Background

The Shire of Merredin Dogs Local Law 2002 was published in the *Government Gazette* on 7 October 2002 and has not been amended since. In itself, it was an adoption by reference of the Shire of Moora Dogs Local Law 1999, with modifications to suit Merredin. A review of the local law has identified clauses which are no longer relevant and should be deleted.

#### Comment

The review of current local law has identified that this still contains obsolete clauses which are required to be deleted. The *Dog Act 1976* and the *Dogs Regulations 2013* were previously amended to enable Council to approve both areas where dogs are prohibited, and off leash dog exercise areas. Due to these changes, these should be established by Council resolution and the giving of local public notice in accordance with s31(2B) and s31(3A) of the *Dog Act 1976*, not set in a local law.



An amendment to Part 5 of the Shire’s Dogs Local Law to reflect changes to legislation is recommended, with the following clauses being deleted

*5.1 Places where dogs are prohibited absolutely*

*(1) Dogs are prohibited absolutely from entering or being in any of the following places*

–

- (a) a public building, unless permitted by a sign;*
- (b) a theatre or picture gardens;*
- (c) all premises or vehicles classified as food premises or food vehicles under the Health (Food Hygiene) Regulations 1993;*
- (d) a public swimming pool; and*
- (e) the following beaches, reserves and freehold land -
  - (i) Apex Park.**

*(2) If a dog enters or is in a place specified in subclause (1), every person liable for the control of the dog at that time commits an offence.*

*Penalty: Where the dog is a dangerous dog, \$2,000; otherwise \$1,000*

*5.2 Places which are dog exercise areas*

*(1) Subject to clause 5.1 and subclause (2) of this clause, for the purposes of sections 31 and 32 of the Act, the following are dog exercise areas –*

*(a) Merredin Peak Reserve.*

*(2) Subclause (1) does not apply to –*

- (a) land which has been set apart as a children's playground;*
- (b) an area being used for sporting or other activities, as permitted by the local government, during the times of such use; or*
- (c) a car park.*

These clauses should be deleted from the local law as they are unnecessary. Areas where dogs are prohibited and where dogs may be exercised off leash are now set by Council resolution, with an absolute majority vote and the giving of local public notice in accordance with s31(2B) and s31(3A) of the *Dog Act 1976*.

The Shire will still need to follow the process as set out in the *Local Government Act 1995* to delete these clauses, by adopting an “Amendment Local Law”. This process includes public advertising, informing the relevant Government Department CEOs, considering any feedback, and then resolving to adopt the Amendment Local Law.

**Policy Implications**

Nil

**Statutory Implications**

Section 51 of the *Dog Act 1976* provides that a local government may make a local law about dogs using the process set out in section 3.12 of the *Local Government Act 1995*. The process to amend a local law is the same as making one.

Amongst other things this requires a local government to give local public notice stating that it proposes to make a local law, the purpose and effect of which is summarised in the notice for a period of 6 weeks after it first appears. A copy is also to be sent to the CEO of the Department of Local Government.

The purpose and effect of the proposed Shire of Merredin Dogs Amendment Local Law is:

**Purpose**

To amend the Shire of Merredin Dogs Local Law 2002 to reflect current provisions contained in the *Dog Act 1976* and its associated regulations regarding the designation of areas where dogs are prohibited from being, and areas where dogs may be exercised off lead.

**Effect**

The designation of areas where dogs are prohibited from being, and areas where dogs may be exercised off lead are removed from the local law.

The results of the community consultation and feedback from the Minister are to be considered by Council before it makes the local law.

Separate to this, to implement dog exercise areas and areas where dogs are prohibited, a local public notice is required to identify these areas in accordance with s31(2B) and s31(3A) of the *Dog Act 1976*. There is no requirement to receive feedback, simply the giving of notice. This is provided in the Officer’s Recommendation to Council.

<b>Strategic Implications</b>
∅ Strategic Community Plan

Theme:	4. Communication and Leadership
Service Area Objective:	4.2.3 The Council is well informed in their decision-making, supported by a skilled administration team who are committed to providing timely, strategic information and advice
Priorities and Strategies for Change:	Nil

∅ Corporate Business Plan
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Theme:	4. Communication and Leadership
Priorities:	Nil
Objectives:	4.4.1 The Shire is continuously working to maintain efficient communication, providing open, transparent and factual information, through a variety of channels

<b>Sustainability Implications</b>
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∅ Strategic Resource Plan
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Nil

<b>Risk Implications</b>
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The proposed Dogs Amendment Local Law will align the mechanism of declaring places where dogs are prohibited absolutely as well as places which are exercise area with contemporary

practices as well as legislative requirements. The proposed Dogs Amendment Local Law will be subject to public advertising as well as receiving further consideration by Council, and the Parliamentary Standing Committee on Legislation. Accordingly, the risks associated with this proposal are considered Low (3) based on the Likelihood (1) and Consequence (3) of an adverse event associated with the proposal taking place.

### Financial Implications

There are costs associated with the drafting of the amendment local law, advertising for comments, and eventual publication in the Government Gazette. An allocation of funds for the completion of the local law review project forms part of the Shire's 2024/25 Annual Budget.

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation

**That Council:**

1. **GIVE local public notice in accordance with sections 3.12(3)(a) and (3A) of the Local Government Act 1995, stating that:**
  - a. **It is proposed to make a Shire of Merredin Dogs Amendment Local Law, and a summary of its purpose and effect;**
  - b. **Copies of the proposed local law may be inspected at the Shire offices during normal opening hours;**
  - c. **Submissions about the proposed local law may be made to the Shire within a period of not less than 6 weeks after the notice is given;**
2. **SENDS a copy of the proposed local law to the Chief Executive Officer of the Department of Local Government in accordance with s3.12(3)(b) of the Local Government Act 1995, as soon as the notice is given;**
3. **SUPPLY a copy of the proposed local law to any person requesting it in accordance with s3.12(3)(c) of the Local Government Act 1995;**
4. **PRESENT the results of the public consultation to Council for consideration of any submissions received at a future meeting; and**
5. **GIVE local public notice in accordance with s31(2B) and s31(3A) of the Dog Act 1976 of areas where dogs are prohibited and where dogs may be exercised off leash as listed below:**

**Places where dogs are prohibited absolutely from entering or being in:**

- a) **a public building, unless permitted by a sign;**
- b) **a theatre or picture gardens;**
- c) **all premises or vehicles registered as food business premises or food vehicles under the Food Act 2008 except for a portion of a food business premises that may be used for alfresco dining providing:**


- i. there is no evidence of a present risk of unsafe or unsuitable food being sold;**
  - ii. the owner or occupier of the premises permits the dog to be present; and**
  - iii. the dog must be on a leash at all times no longer than 2.0m and held by a person capable of controlling it;**
- d) a public swimming pool; and**
- e) Apex Park, Danjoo Waabininy Boodja, Barrack Street, Merredin.**

**Places which are dog exercise areas:**

**Merredin Peak Reserve, except for:**

- a) land which has been set apart as a children's playground;**
- b) an area being used for sporting or other activities, as permitted by the local government, during the times of such use; or**
- c) a car park.**

## 12.2 Temporary Extension of Existing Lease Agreements Between the Shire of Merredin and the Merredin Community Resource Centre

<h3>Development Services</h3> 	
Responsible Officer:	Peter Zenni, EMDS
Author:	As above
Legislation:	Local Government Act 1995
File Reference:	L47 and L63
Disclosure of Interest:	Nil
Attachments:	Attachment 12.2A – Email correspondence from WALGA Governance Team Attachment 12.2B - Property Valuation Report (CONFIDENTIAL) Attachment 12.2C - Policy 8.20 Rental Charges for agreements to occupy Shire of Merredin non-residential property.

### Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider authorising the Chief Executive Officer (CEO) to temporarily extend the existing lease agreements in place between the Shire of Merredin (the Shire) and the Merredin Community Resource Centre (CRC) for the use of the premises located on Lot 200 Barrack Street Merredin until 30 June 2025, in order to allow for Council to consider and approve new lease agreements for the use of the premises.

### Background

At the Ordinary Council Meeting held on Tuesday, 15 September 2020, Council resolved the below (CMRef 82610);

*That Council:*

1. *Agree to vary the following leases to remove the provision for the progressive imposition of full commercial market rents:*

*Lease 47 – Merredin CRC – formerly the Old Council Chambers Building*

*Lease 63 – Merredin CRC – Women’s Rest Centre*

*Lease 47 – Merredin CRC – portion of the Old Council Chambers Building*

2. *Propose to the Merredin CRC that the commercial rent provision be replaced with a clause limiting the lease rental payments for each of the three (3) separate lease to the nominal sum of \$520.00 per annum (total of \$1,560.00 annually) with the*

*Merredin CRC being responsible under the lease for the maintenance of the property including the external grounds. Effective from the 1 October 2020*

3. *Instruct the Chief Executive Officer that, subject to the agreement of the Merredin CRC, a Deed of Variation to the leases be prepared and submitted to the Council for consideration and approval.*

Following further negotiations and advice provided by the Merredin CRC that it accepts the proposed reviewed lease arrangements with the exception of the provision that requires them to meet the cost of external grounds maintenance, Council at the Ordinary Council Meeting held on Tuesday 18 May 2021, resolved the below (CMRef 82733);

*That Council:*

1. *Accept the submission from the Merredin Community Resource Centre (CRC) and agree to amend the provisions of the proposed extension of the lease of Lot 200 Barrack Street, Merredin by removing the requirement that the CRC is to be responsible for the maintenance of the external grounds; and*
2. *Instruct the Chief Executive Officer to proceed with the preparation of the Deed of Variation to the leases to give effect to the Council decisions on the matter and submit same to the Council for approval and execution.*

In accordance with the above resolution Deeds of Variation to the existing lease agreements were prepared and reviewed by the Shire's solicitors. These were presented to Council at the Ordinary Council Meeting held on Tuesday, 20 July 2021, where it resolved the below (CMRef 82768);

*That Council:*

1. *Approves the Deeds of Variation to the Existing Lease agreements in place between the Shire of Merredin and the Merredin Community and Resource Centre with respect to the property located at Lot 200 Barrack Street Merredin, and;*
2. *Authorises the Shire President and Chief Executive Officer to execute the Deeds of Variation on behalf of Council and to attach the Shire Common Seal to them.*

The existing lease agreements incorporating the Deeds of Variation are due to expire on 28 February 2025. The existing lease agreements do not provide for any additional extension periods past the expiry date.

#### **Comment**

Given the imminent expiry of the existing lease agreements in place between the Shire and the Merredin CRC, the Shire Administration have sought and obtained a valuation for the premises in accordance with legislative requirements prior to entering into negotiations for a new lease agreement for the use of the premises by the Merredin CRC.

In November 2024, at a briefing session of Council, the Coordinator of the Merredin CRC provided a presentation outlining the role played by the Merredin CRC and its importance to the local community.

The Coordinator mentioned that in March 2025 all CRC's would be undergoing an assessment with respect to their future funding arrangements which would impact on their viability to maintain a service in regional areas.

Subsequently the Shire's Executive Manager of Development Services (EMDS) has spoken with the Coordinator who advised that the assessment of the Merredin CRC is still scheduled

for March 2025, but that this assessment will not have an impact on existing funding arrangements until 2027.

Given this fact, the Shire should proceed with renegotiating and implementing new lease agreements for the use of the premises located at Lot 200 Barrack Street, Merredin by the Merredin CRC.

It is also suggested that the three existing lease agreements (two relating to separate portions of the Old Council Building and one relating to the Women’s Rest Centre) should be consolidated into two lease agreements, one lease for the whole of the Old Council Building and one for the Women’s Rest Centre.

Given the complexity associated with the preparation of the new lease agreements and the need for input from Council with respect to the terms of the new lease agreements rental arrangements, it is unlikely that the new lease agreements will be in place prior to the expiration of the term of the existing lease agreements, set for 28 February 2025.

The Shire Administration has sought and obtained advice from the WALGA Governance Team with respect to the possibility of extending the existing lease agreements on an interim basis to allow Council to formally consider and agree to a new lease agreements for the use of the premises by the Merredin CRC.

The advice provided by WALGA Governance Team is as follows;

*As there are a few things outstanding matters to address before entering the new lease (e.g. outcome of CRC funding application), you need to have something in place in the short term.*

*The most convenient option is for an “exchange of letters”. This would essentially be Merredin’s leaders (the CEO, President, or both, as authorised by a Council decision) typing up a letter saying the Shire intends to carry on the current arrangements with the CRC until new arrangements are finalised – sign it and send it to the CRC. Have the CRC write up a letter saying they received the Shire’s letter and that the CRC also intends to carry on under the current arrangements until the new arrangements are agreed to. You can put a timeframe on this or just leave it open ended.*

Based on the above advice, it is suggested that the existing lease agreements be extended via an exchange of correspondence between the Shire and the Merredin CRC until 30 June 2025, this timeframe should be sufficient for the preparation of a new lease agreements and their consideration and approval by Council.

#### **Policy Implications**

Compliance with Policy 8.20 - Rental Charges for agreements to occupy Shire of Merredin non-residential property

#### **Statutory Implications**

Compliance with the *Local Government Act 1995*.

#### **Strategic Implications**

∅ Strategic Community Plan

Theme:

4. Communication and Leadership

Service Area Objective: 4.1. Community Engagement  
4.1.2. The Council works closely with the community to successfully achieve projects or outcomes that deliver the community’s vision for Merredin

Priorities and Strategies for Change: Nil

∅ Corporate Business Plan

Theme: 4. Communication and Leadership

Priorities: Nil

Objectives: 4.2 Decisions Making  
4.2.2. The Council works closely with the community to successfully achieve projects or outcomes that deliver the community’s vision for Merredin

**Sustainability Implications**

∅ Strategic Resource Plan

Nil

**Risk Implications**

The proposed temporary extension to existing lease agreements will allow Council proper consideration of any new lease agreements with respect to Council’s obligations and community benefits, additionally the proposed extension does not detract from the existing lease agreement arrangements. Accordingly, the risks associated with this proposal are considered Low (3) based on the Likelihood (1) and Consequence (3) of adverse events associated with the proposed development taking place.

The risk will be eliminated if the Officer’s Recommendation is adopted.

**Financial Implications**

Pro rata fees from 28 February to 30 June 2025, based on the current fee structure will be applied and in place until the new lease agreements have been finalised. It is intended that any new fee structure will be applied on a financial year basis, as detailed in the new lease agreement.



### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation

**That Council;**


- 1. AUTHORISES the Chief Executive Officer to extend the existing lease agreements in place between the Shire of Merredin and the Merredin Community Resource Centre for the use of the premises located on Lot 200 Barrack Street Merredin from their nominal expiry date of 28 February 2025 until 30 June 2025, applying a pro rata lease fee based on the current lease arrangements; and**
- 2. INSTRUCTS the Chief Executive Officer to prepare new lease agreements for the use of the premises located at Lot 200 Barrack Street, Merredin by the Merredin Community Resource Centre, for consideration and Council approval.**

### **13. Officer's Reports – Engineering Services**

Nil

## 14. Officer’s Reports – Corporate and Community Services

### 14.1 Statement of Financial Activity – December 2024

<h2>Corporate Services</h2> 	
<b>Responsible Officer:</b>	Leah Boehme, EMCS
<b>Author:</b>	As above
<b>Legislation:</b>	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
<b>File Reference:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Attachment 14.1A – Statement of Financial Activity Attachment 14.1B – Detailed Statements Attachment 14.1C – Capital Works Progress Attachment 14.1D – Investment Report

#### Purpose of Report



Executive Decision



Legislative Requirement

For Council to receive the Statements of Financial Activity and Investment Report for the month of December 2024, be advised of associated financial matters, and consider proposed changes to the Shire of Merredin Fees and Charges (F&C).

#### Background

The Statement of Financial Activity, Detailed Statements, Capital Works Progress and Investment Report are attached for Council’s information.

#### Comment

#### Statement of Financial Activity

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires the Shire of Merredin (the Shire) to prepare a monthly statement of financial activity for consideration by Council within 2 months after the end of the month of the report. These reports are included at Attachments 14.1A to D inclusive.

It should be noted that fixed asset reconciliations are delayed annually until the sign off of the Annual Financial Statement by the Office of the Auditor General. It is hoped that asset reconciliation will be completed by the end of February 2025.

### Fees and Charges (F&C) Amendment

It has been discovered that a number of fee and charge options relating to the hydrotherapy pool at the Merredin Regional Community and Leisure Centre (MRCLC) were omitted when the 2024/25 F&Cs were adopted as part of the Annual Budget adoption in August 2024. A full review of the hydrotherapy F&Cs has been completed and it is proposed that all the F&Cs are updated as per the below table (current fees are in the grey highlighted rows, with the proposed change being in the white row directly below):

GL	Description	Unit	GST	Total Inc GST	GST	Comments
3110335	Hire - Community (Maximum 6 Adults or 8 Children: Under 12 Years)	Per hour	\$5.05	\$55.60	Y	
3110335	Hire - Community (Maximum 6 Adults or 8 Children: Under 12 Years)	Per hour	\$5.11	\$56.20	Y	
3110335	Hire - Commercial (Maximum 6 Adults or 8 Children: Under 12 Years)	Per hour	\$7.57	\$83.30	Y	
3110335	Hire - Commercial (Maximum 6 Adults or 8 Children: Under 12 Years)	Per hour	\$6.90	\$75.90	Y	
3110335	20 Use Pass – Adult (Half Hour Sessions) (Shared Use - Maximum of 4 People)	Per half hour	\$17.67	\$194.40	Y	
3110335	20 Use Pass – Adult (18+) (Half Hour Sessions) (Shared Use - Maximum of 4 People)	Per half hour	\$8.84	\$97.20	Y	
3110335	20 Use Pass – Senior (Half Hour Sessions) (Shared Use - Maximum of 4 People)	Per half hour	\$10.45	\$114.90	Y	
3110335	20 Use Pass – Senior/Concession/ Child 6-17 (Half Hour Sessions) (Shared Use - Maximum of 4 People)	Per half hour	\$5.11	\$56.20	Y	
No Current Fee						
3110335	20 Use Pass – Adult (18+) (Hour Sessions) (Shared Use - Maximum of 4 People)	Per hour	\$17.68	\$194.50	Y	
No Current Fee						
3110335	20 Use Pass – Senior/Concession/ Child 6-17 (Hour Sessions) (Shared Use - Maximum of 4 People)	Per hour	\$10.21	\$112.30	Y	
3110335	Single User Fee Adult - (Shared Use - Maximum of 4 People)	Per half hour	\$1.26	\$13.90	Y	
3110335	Single User Fee Adult (18+) - (Shared Use - Maximum of 4 People)	Per half hour	\$0.71	\$7.80	Y	

3110335	Single User Fee Senior - (Shared Use - Maximum of 4 People)	Per half hour	\$0.69	\$7.60	Y	
3110335	Single User Fee Senior/ Concession/ Chid 6-17 - (Shared Use - Maximum of 4 People)	Per half hour	\$0.37	\$4.10	Y	
No Current Fee						
3110335	Single User Fee Adult (18+) - (Shared Use - Maximum of 4 People)	Per hour	\$1.33	\$14.60	Y	
No Current Fee						
3110335	Single User Fee Senior/ Concession/ Chid 6-17 - (Shared Use - Maximum of 4 People)	Per hour	\$1.65	\$7.20	Y	
No Current Fee						
3110335	Single User Fee Child (5 and under) - (Shared Use - Maximum of 4 People)	Per hour		FREE	Y	
No Current Fee						
3110335	Single User Fee Child (5 and under) - (Shared Use - Maximum of 4 People)	Per half hour		FREE	Y	
No Current Fee						
3110335	10 Use Pass – Adult (18+) (Shared Use - Maximum of 4 People)	Per half hour	\$4.42	\$48.60	Y	
No Current Fee						
3110335	10 Use Pass – Senior/ Concession/ Chid 6-17 (Shared Use - Maximum of 4 People)	Per half hour	\$2.55	\$28.10	Y	
No Current Fee						
3110335	10 Use Pass – Adult (18+) (Shared Use - Maximum of 4 People)	Per hour	\$8.75	\$96.20	Y	
No Current Fee						
3110335	10 Use Pass – Senior/ Concession/ Chid 6-17 (Shared Use - Maximum of 4 People)	Per hour	\$5.02	\$55.20	Y	
Cancellation Fee = 1 hour hire charge (listed at various rates) throughout hydrotherapy pool section						
3110335	Cancellation Fee	One hour at each listed charge	Various	Various	Y	Cancellation fees are charged where less than 48 hours notice is given.

**Policy Implications**

Nil

**Statutory Implications**

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

Authorisation of expenditure - the *Local Government Act 1995* Part 6 Division 4 s6.8 (1) requires the local government not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure:

(b) Is authorised in advance by resolution\*

“Additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget.

\*requires an absolute majority of Council.

	<b>Strategic Implications</b>
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∅	Strategic Community Plan
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Theme:	4. Communication and Leadership
Service Area Objective:	4.2.2 The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources
Priorities and Strategies for Change:	Nil

∅	Corporate Business Plan
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Theme:	4. Communication and Leadership
Priorities:	Nil
Objectives:	4.2 Decision Making

	<b>Sustainability Implications</b>
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∅	Strategic Resource Plan
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Compliance with the *Local Government (Administration) Regulations 1996* and to also give Council some direction regarding its management of finance over an extended period of time.

	<b>Risk Implications</b>
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The Statement of Financial Activity 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.

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

Materiality reporting thresholds have been established at 10% or \$10,000 whichever is greater, for operating and capital, 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.

There is a compliance risk associated with this Item as the Shire would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this Item was not presented to Council. The risk rating is considered to be Low (4), which is determined by a likelihood of Unlikely (2) and a consequence of Minor (2). This risk will be eliminated by the adoption of the Officer’s Recommendation.

**Financial Implications**

The adoption of the Statements of Financial Activity is retrospective. Accordingly, the financial implications associated with adopting this are nil.

**Voting Requirements**

- Simple Majority                       Absolute Majority

**Officer’s Recommendation**

**That Council:**

- 1. RECEIVE the Statements of Financial Activity and Investment Report for the period ending 31 December 2024 in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996;**
- 2. AMENDS the Shire of Merredin 2024/25 Schedule of Fees and Charges as per the table below:**


GL	Description	Unit	GST	Total inc	GST	Comments
3110335	Hire - Community (Maximum 6 Adults or 8 Children: Under 12 Years)	Per hour	\$5.11	\$56.20	Y	
3110335	Hire - Commercial (Maximum 6 Adults or 8 Children: Under 12 Years)	Per hour	\$6.90	\$75.90	Y	
3110335	20 Use Pass – Adult (18+) (Half Hour Sessions) (Shared Use - Maximum of 4 People)	Per half hour	\$8.84	\$97.20	Y	
3110335	20 Use Pass – Senior/Concession/ Child 6-17 (Half Hour Sessions) (Shared Use - Maximum of 4 People)	Per half hour	\$5.11	\$56.20	Y	
3110335	20 Use Pass – Adult (18+) (Hour Sessions) (Shared Use - Maximum of 4 People)	Per hour	\$17.68	\$194.50	Y	
3110335	20 Use Pass – Senior/Concession/ Child 6-17 (Hour Sessions) (Shared Use - Maximum of 4 People)	Per hour	\$10.21	\$112.30	Y	
3110335	Single User Fee Adult (18+) - (Shared Use - Maximum of 4 People)	Per half hour	\$0.71	\$7.80	Y	

3110335	Single User Fee Senior/Concession/ Chid 6-17 - (Shared Use - Maximum of 4 People)	Per half hour	\$0.37	\$4.10	Y	
3110335	Single User Fee Adult (18+) - (Shared Use - Maximum of 4 People)	Per hour	\$1.33	\$14.60	Y	
3110335	Single User Fee Senior/Concession/ Chid 6-17 - (Shared Use - Maximum of 4 People)	Per hour	\$1.65	\$7.20	Y	
3110335	Single User Fee Child (5 and under) - (Shared Use - Maximum of 4 People)	Per hour		FREE	Y	
3110335	Single User Fee Child (5 and under) - (Shared Use - Maximum of 4 People)	Per half hour		FREE	Y	
3110335	10 Use Pass – Adult (18+) (Shared Use - Maximum of 4 People)	Per half hour	\$4.42	\$48.60	Y	
3110335	10 Use Pass – Senior/Concession/ Chid 6-17 (Shared Use - Maximum of 4 People)	Per half hour	\$2.55	\$28.10	Y	
3110335	10 Use Pass – Adult (18+) (Shared Use - Maximum of 4 People)	Per hour	\$8.75	\$96.20	Y	
3110335	10 Use Pass – Senior/Concession/ Chid 6-17 (Shared Use - Maximum of 4 People)	Per hour	\$5.02	\$55.20	Y	
3110335	Cancellation Fee	One hour at each listed charge	Various	Various	Y	Cancellation fees are charged where less than 48 hours notice is given.

3. **NOTES** the changes will be incorporated into the 2024/25 Schedule of Fees and Charges for the Shire of Merredin;
4. **APPROVES** advertising the changes to the fees and charges as per Item 2 above, in accordance with the Local Government Act 1995; and
5. **INITIATES** the changes to the fees and charges as per Item 2, upon completion of Item 4 of the recommendation above.



**14.2 List of Accounts Paid – December 2024**

<h2 style="margin: 0;">Corporate Services</h2> 	
<b>Responsible Officer:</b>	Leah Boehme, EMCS
<b>Author:</b>	As above
<b>Legislation:</b>	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
<b>File Reference:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Attachment 14.2A - Payments Listing December 2024

**Purpose of Report**

- Executive Decision
  Legislative Requirement

For Council to receive the schedule of accounts paid for the month of December 2024.

**Background**

The attached list of accounts paid during the month of December 2024, under Delegated Authority, is provided for Council’s information and endorsement.

**Comment**

Nil

**Policy Implications**

Nil

**Statutory Implications**

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

**Strategic Implications**

∅ Strategic Community Plan

Theme: 4. Communication and Leadership

Service Area Objective: 4.2.2 The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources

Priorities and Strategies for Change: Nil

∅ Corporate Business Plan

Theme: 4. Communication and Leadership

Priorities: Nil

Objectives: 4.2 Decision Making

#### Sustainability Implications

∅ Strategic Resource Plan

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

#### Risk Implications

There is a compliance risk associated with this Item as the Shire would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this Item was not presented to Council. The risk rating is considered to be Low (4), which is determined by a likelihood of Unlikely (2) and a consequence of Minor (2). This risk will be eliminated by the adoption of the Officer's Recommendation.

#### 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 RECEIVE the schedule of accounts paid during December 2024 as listed, covering cheques, EFT's, directly debited payments and wages, as numbered and totaling \$1,420,029.20 from the Merredin Shire Council Municipal bank account and \$0 from the Merredin Shire Council Trust bank account.**

**15. Officer's Reports – Administration**

Nil

**16. Motions of which Previous Notice has been given**

Nil

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

Nil

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

Nil

**19. Matters Behind Closed Doors**

**19.1 Sale of Land for Unpaid Rates**

**20. Closure**

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