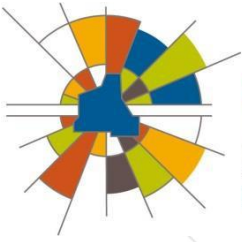


Unconfirmed copy of Minutes from Ordinary
Council Meeting held on
20 August 2024 subject
to confirmation at the Ordinary Council
Meeting to be held
17 September 2024



SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

MINUTES

Ordinary Council Meeting

Held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday, 20 August 2024
Commencing 4.00pm



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



August Ordinary Council Meeting

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Shire of Merredin
Ordinary Council Meeting
4:00pm Tuesday, 20 August 2024



1. Official Opening

The President acknowledged the Traditional Owners of the land on which we meet today, and paid his respects to Elders past, present and emerging. The President then welcomed those in attendance and declared the meeting open at 4:03pm.

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr M McKenzie	President
Cr B Anderson	
Cr H Billing	
Cr D Crook	
Cr L O'Neill	

Staff:

C Watts	CEO
L Boehme	EMCS
A Tawfik	EMES
C Brindley-Mullen	EMS&C
P Zenni	EMDS
M Wyatt	EO

Members of the Public:

Apologies:	Cr R Manning - Deputy President, Cr P Van Der Merwe
Approved Leave of Absence:	Cr M Simmonds

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Applications of Leave of Absence

Nil

6. Petitions and Presentations

Nil

7. Confirmation of Minutes of Previous Meetings

- 7.1 Ordinary Council Meeting held on 30 July 2024
Attachment 7.1A
- 7.2 Special Council Meeting held on 6 August 2024
Attachment 7.2A

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Billing

Seconded: Cr Crook

That the following Minutes be confirmed as true and accurate records of proceedings:

83436

1. Ordinary Council Meeting held on 30 July 2024; and
2. Special Council Meeting held on 6 August 2024.

CARRIED 5/0

For: Cr McKenzie, Cr Anderson, Cr Billing, Cr Crook, Cr O'Neill

Against: Nil

8. Announcements by the Person Presiding without Discussion

The Shire President read the following address into the record:

Recently I have become increasingly concerned with the tone of a number of conversations within the Merredin Community and throughout a number of areas in the wheatbelt, when discussing the dual aboriginal name for the Apex Park.

I was regularly approached by people I knew and some I didn't, making disparaging remarks about having a dual name that was to be indigenous. They questioned why we needed it before continuing, highlighting their ignorance and at times making racist comments.

Of course, this is not the behaviour of the majority but enough for me to be concerned about how we view, refer to and treat our first nations people in Merredin and within the Wheatbelt generally.

Having lived and worked in Regional WA, including Merredin, Port Hedland, Geraldton, Carnarvon, Albany and Newman and in the Metropolitan area as a police officer for over 30 years, I met and worked with a number of aboriginal people and when I finished policing I was hoping people were learning to grow, become more informed and understanding of the many indigenous families and cultures throughout the state.

I am saddened that I have encountered a number of people in Merredin who I believe need to consider their views and become more informed. I have seen this ignorance with comments made by friends and people known to me in community settings and clubs, at the local hotels

and even in Chambers. I have had occasion to call out their choice of words and demeaning generalisations.

Merredin as a community is much better than this and I hope we can all become more inclusive and allow all people in the wider Merredin community to live in harmony and work together for the good of the wheatbelt.

Merredin is an outstanding town, a great place to live and rightly the hub of the wheatbelt, so let us all work hard to lead in this space, as we do in so many other areas.

This is my last 'Presiding Officer' talk as the Merredin Shire President. I have advised the CEO that I will be stepping down as President as of today. The decision has not been taken lightly but 12 months ago the board of the WA Division of the Australian Funeral Directors Association elected me as their new President. After careful consideration and due to the monumental task in front of us with the Apex Park, CBD development, Water Tank Refurbishment, I asked for my commencement date to start a year later which the board agreed to. Thankfully the CEO of Bowra and O'Dea agreed to continue her role as President for another year.

So, as of the 13th September I become President of the AFDA. I know I wouldn't do either position justice if I was to try to juggle both roles and I needed to make a very hard decision. So, I am stepping down as Shire President.

I wish to remain as a Councillor as it is something I enjoy doing and I know WE are doing some amazing things for the greater Merredin community.

I wish to thank the Merredin Community for their trust as well as the three CEO's I have worked with and the many Councillors I have worked along side, all of whom have provided fantastic guidance to me in the last three years. It has been an absolute honour.

I would also like to pay my huge thanks and respect to Meg. Some may say I don't know much, but what I can say with confidence is...thanks for all the work you do for me and of course the CEO and know that if you want to I am sure you can go very far in local government. You are a star.

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

19.1 Award of Contract – RFQ02 2024-25 Sealing Works

19.2 Award of Contract – RFQ03 2024-25 Pavement Stabilisation Works

10. Receipt of Minutes of Meetings

Minutes of the Wheatbelt East Regional Organisation of Councils (WEROC) Inc

10.1 Meeting held on 31 July 2024.

Attachment 10.1A

Voting Requirements

Simple Majority

Absolute Majority

Resolution

Moved: Cr Crook

Seconded: Cr O'Neill

83437

That Council RECEIVE the minutes of the Wheatbelt East Regional Organisation of Councils (WEROC) Inc Meeting held on 31 July 2024.

CARRIED 5/0

For: Cr McKenzie, Cr Anderson, Cr Billing, Cr Crook, Cr O'Neill

Against: Nil

11. Recommendations from Committee Meetings for Council Consideration

Nil



WEROC Inc. Board Meeting MINUTES

Wednesday 31 July 2024

Shire of Yilgarn Council Chambers

WEROC Inc. | Incorporating the Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn

A PO Box 5, MECKERING WA 6405

E rebekah@150square.com.au

M 0428 871 202

W www.weroc.com.au

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WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia, Yilgarn

MINUTES

Minutes of the Board Meeting held in Southern Cross on Wednesday 31 July 2024.

1. OPENING AND ANNOUNCEMENTS

Ms. Renee Manning as Chair of WEROC Inc., welcomed members of the Board and opened the meeting at 1.36pm.

Ms. Manning advised prior to the meeting, her intent to resign as Chair of WEROC Inc. This matter will be dealt with at the end of the meeting under Agenda item 12.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Ms. Emily Ryan

Mr. Mark Crees

Mr. Wayne Della Bosca

Mr. Raymond Griffiths

Ms. Renee Manning

Mr. Bill Price

Mr. Ramesh Rajagopalan

Ms. Joanne Soderlund

Ms. Charmaine Thomson

Mr. Nic Warren

Mr. Craig Watts

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Nil

2.3 Guests

Mr. John Merrick, Acting Chief Executive Officer, Shire of Bruce Rock

Mr. Oscar Slattery, Sales Consultant, Government Frameworks (joined via videoconference at 1.48pm and left at 2.15pm)

Ms. Cheriece Johnson, Chief Operating Officer, Government Frameworks (joined via videoconference at 1.48pm and left at 2.15pm)

Kylie Helgesen General Manager, Regional Early Education Development Inc. (joined via videoconference at 2.17pm and left at 2.46pm)

Steven Sizer, Operations Manager, Regional Early Education Development Inc. (joined via videoconference at 2.17pm and left at 2.46pm).

Ms. Wendy Newman, Chair, Regional Early Education Development Inc. (joined via videoconference at 2.17pm and left at 2.46pm).

Ms. Renata Paliskis, Interim Chief Executive Officer, Wheatbelt NRM (joined via videoconference at 2.50pm and left at 3.10pm)

3. DECLARATIONS OF INTEREST

Nil

4. PRESENTATIONS

4.1 Cheriece Johnson Chief Operating Officer & Oscar Slattery, Sales Consultant, Government Frameworks, 1.40pm (videoconference)

Attachment 1: Government Frameworks overview

Attachment 2: FARMER overview

On 24 May 2024, Mr. John Merrick, Acting CEO Shire of Merredin, sent an email to WEROC CEO's advising of a presentation from Government Frameworks demonstrating a form-based system for records management and asking if there was interest in having a similar presentation. Mr. Oscar Slattery contacted the Executive Officer in late June as a follow-up and requested an opportunity to present to the WEROC Councils. Mr. Slattery and Ms. Cheriece Johnson, Chief Operating Officer of Government Frameworks, will join the meeting via videoconference to provide an overview of their product offering.

Comments from the meeting:

- Ms. Johnson provided the following overview of the FARMER software:
 - FARMER is a smart digital form that can validate the information entered into it, escalate it through the proper workflow and generate an automated response.
 - All records associated with the workflow are combined into a single record.
 - The program eliminates errors and removes re-work.
 - Residents' expectations are growing in terms of response times (i.e. how quickly they expect Local Governments to respond to queries). They estimate that their automated system can save 15,000 – 100,000 hours per annum.
 - It is a software and service subscription offering.
 - For the duration of the subscription, they will update forms and provide ongoing training and development for staff.

Mr. Slattery and Ms. Johnson left the meeting at 2.15pm and did not return.

4.2 Wendy Newman, Chair, REED, 2.15pm (videoconference)

At the WEROC Inc. Board Meeting held on 9 May 2024, under agenda item 7.1 WEROC Futures Discussion, the lack of childcare places and the limitations on days/hours of operation were identified as barriers to accessing workers. It was suggested that a representative from Regional Early Education Development Inc. (REED) be invited to present to the Board. Ms. Wendy Newman is the current Chair of REED and will join the meeting via videoconference to provide an update on REED's future plans and constraints to growth.

Comments from the meeting:

- Ms. Newman provided the following overview of the REED service:

- REED operates under a cluster model. They have a centralized management function which allows them to meet national standards for early childhood education and care and to provide a consistent service on the ground.
- Local Governments assist REED in various ways including through long term leases on premises, provision of financial and in-kind support (e.g., accommodation) and the inclusion of REED local services on Shire websites.
- REED is the largest provider of childcare in regional WA. Workforce attraction and retention has been a major challenge for them, which impacts on service continuity. The lack of housing and accommodation continues to be a barrier to workforce attraction.
- Behind the scenes REED do a lot of advocacy work to push an understanding of the needs of rural and remote early childhood care and education.
- Ms. Renee Manning queried how REED was performing in the Eastern Wheatbelt.
- It was advised that Merredin is well-staffed and has recently increased its licensed places by 8 but they are now at capacity and cannot accommodate any further increases within the building they currently occupy. Bruce Rock has just employed a team leader, so they expect to see more consistency in that service.
- Mr. Nic Warren questioned the ability for REED to have a “flying squad” of staff who could move about the region to fill extra days in a Centre (e.g., in Southern Cross) to get a 5 day a week service.
- Mr. Steven Sizer responded that the service in Southern Cross has fluctuated in terms of enrolment numbers and days over the years and whilst they would like to open five days a week, they would need to employ an additional person to make this possible and to commit to this they would need evidence of community need.
- Mr. Raymond Griffiths asked what the tipping point is to get a REED service established in a town.
- Ms. Newman advised that utilization is a key indicator for the Board and while there might be community demand, they need to be certain the numbers are there to justify the additional staff and cost to run a service.
- Ms. Kylie Helgesen, General Manager of REED, advised that they are not able to establish services in towns where there currently is no service because there is no funding to support this. The sector operates on an activity-based funding model which means that they need enrolments to get funds. In order to establish a new service, the current model would need to change.

Ms. Newman, Ms. Helgesen and Mr. Sizer left the meeting at 2.46pm and did not return.

4.3 Renata Paliskis, Chief Executive Officer, Wheatbelt NRM, 2.45pm (videoconference)

Attachment 3: Corella Q4 2023-24 Final Report

At the WEROC Inc. Board meeting held on 9 May 2024 the Corella Management Project being led by Wheatbelt NRM and co-invested in by WEROC, AROC and CBH was discussed and the general view of the Board at that time was that if Wheatbelt NRM could not provide a convincing reason to remain with the project, WEROC would withdraw. It was agreed that the WEROC Chair, Executive Officer and any other available Members would attend the planned face to face stakeholder meeting on Wednesday 15 May 2024 to hear from the other project stakeholders.

An email was sent to Board Members on 29 May providing a brief overview of what came from the stakeholder meeting and asking that consideration be given to the top three things we would want Wheatbelt NRM to do in order to keep WEROC involved in the project. Mr. Nic Warren suggested the following be submitted as WEROC’s priorities:

1. *Compile and submit an application to DBCA for a “Licence to Take Fauna Causing Damage” and implement/coordinate a cull in impacted towns to reduce numbers and provide some immediate relief.*
2. *Provide a costed ongoing control program for consideration.*

3. Lobby State Government to address this issue, as it is a State Government responsibility.

This recommendation was supported by the Board and the priorities were sent to Ms. Jacquie Lucas for consideration on 4 June 2024.

At the WEROC CEO Committee meeting held on 11 June, the Corella Management Project was discussed further and the CEO's resolved that WEROC should withdraw from the Corella Management project due to a lack of progress. WEROC's potential withdrawal was relayed to Ms. Lucas, and it was advised that a final decision would be made by the Board at our meeting on 31 July.

WEROC have pre-paid for the first quarter of the second year of the project (July – October 2024). The agreed scope of works for this period is a completed monitoring framework, a monitoring program, initiation of a three-year project plan and Ministerial lobbying.

Ms. Renata Paliskis, interim CEO of Wheatbelt NRM has been invited to present to the Board and provide an update on how the project is progressing and what WEROC can expect for their investment until the end of the current quarter.

Comments from the meeting:

- Ms. Paliskis advised that she has been with Wheatbelt NRM for the last 7 weeks and in that time has been briefed on the project and has been involved in re-scoping it.
- Wheatbelt NRM are in the process of formalizing a letter of agreement with AROC and would like to do the same with WEROC.
- Ms. Paliskis believes that forming a steering committee to drive the project forward will be fundamental to its success.
- The Department of Primary Industries and Regional Development have formed a working group with the Department of Biodiversity, Conservation and Attractions, to work out how to deploy alphachloralose.
- Mr. Nic Warren commented that for its investment WEROC expected some kind of action not just a plan. Mr. Raymond Griffiths reaffirmed this and noted that the Shire of Kellerberrin, who have invested funds in addition to WEROC, made it clear to Wheatbelt NRM that they wanted eradication on the ground not just a plan.
- Ms. Paliskis responded to say that the approach they are taking is the approach that was recommended in an earlier research report completed for the AROC area.
- Ms. Renee Manning noted WEROC's dissatisfaction with the process and how long it has taken to get to where we are. This is the primary reason for WEROC's decision to withdraw from the project.
- Ms. Paliskis requested that WEROC provide feedback in writing to Wheatbelt NRM so that she can identify points for improvement.

Ms. Paliskis left the meeting at 3.10pm and did not return.

5. MINUTES OF MEETINGS

5.1 Minutes of the WEROC Inc. Board Meeting held on Thursday 9 May 2024

Minutes of the WEROC Inc. Board Meeting held in Kellerberrin on Thursday 9 May 2024 have previously been circulated.

Recommendation:

That the Minutes of the WEROC Inc. Meeting held in Kellerberrin on Thursday 9 May 2024 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Wayne Della Bosca

Seconded: Ms. Renee Manning

That the Minutes of the WEROC Inc. Meeting held in Kellerberrin on Thursday 9 May 2024 be confirmed as a true and correct record.

CARRIED

5.2 Minutes of the WEROC Inc. CEO Committee Meeting held on Tuesday 11 June 2024

Attachment 4. Minutes of the WEROC Inc. CEO Committee Meeting 11062024

Minutes of the WEROC Inc. CEO Committee Meeting held in Merredin on Tuesday 11 June 2024 are provided as Attachment 4.

Recommendation:

That the Minutes of the WEROC Inc. CEO Committee Meeting held in Merredin on Tuesday 11 June 2024 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Raymond Griffiths

Seconded: Mr. Bill Price

That the Minutes of the WEROC Inc. CEO Committee Meeting held in Merredin on Tuesday 11 June 2024 be confirmed as a true and correct record.

CARRIED

5.3 Business Arising – Status Reports

5.3.1 Actions Arising from the WEROC Inc. Board Meeting held on 9 May 2024

Attachment 5: WEROC Inc. Submission to the inquiry into Local Government sustainability

Agenda Item	Action(s)	Status
7.1 WEROC Futures Discussion	1) Organise a WEROC Inc. CEO Committee Meeting to discuss the following matters in more detail: <ul style="list-style-type: none"> • ERP Software replacement • A shared governance resource • Social benefit planning policy • Housing 2) Invite a representative from REED to present to the WEROC Board. 3) Source a quote from a graphic designer to assist with the development of a branding guide for the Eastern Wheatbelt self-drive trail. 4) Develop a Marketing Plan for the Eastern Wheatbelt self-drive trail.	The WEROC Inc. CEO Committee met on 11 June 2024. The actions arising from this meeting are detailed in agenda item 5.3.2. Ms. Wendy Newman, Chair of REED has been invited to present to the Board on the future direction of REED and constraints to growth. A quote for a logo update and brand guidelines has been sourced from Aesthete Create. A draft Marketing Plan has been developed. Please refer to Agenda item 7.1 for further information.
7.3 McCusker Centre Internship	Prepare and submit role descriptions for the following agreed priority projects for the McCusker Centre Internship Project <ol style="list-style-type: none"> 1) Public Health Planning. 2) Social Impact Assessment. 	Role descriptions for the McCusker Centre Internship projects were submitted and both were matched with students. The interns were hosted by the Shire of Merredin over two weeks commencing 24 June 2024. Refer to Agenda item 7.3 for further information.

7.4 Eastern Wheatbelt Self-Drive Trail Promotional Opportunities	Engage Taylormadefortravel to promote the Eastern Wheatbelt Self-Drive trail through social media channels.	Ms. Carol Taylor was advised that WEROC would like to engage her services to promote the Eastern Wheatbelt Self-Drive Trail. Please refer to Agenda item 7.1 for further information.
8.2 Town Team Builder	That the WEROC Town Team builder be asked to: 1) Focus on the deliverables around supporting existing and establishing new town teams and on educating the community about the placemaking philosophy. This includes working with Shires to deliver community information sessions. 2) Report back to the Board on how the engagement goes and work forward from there.	Ms. Vanessa King was advised of the Boards directive and has organised the community information sessions as requested. Please refer to Agenda item 8.2 for further information.
8.4 Local Government Sustainability Inquiry	WEROC make a submission to the inquiry into Local Government Sustainability.	A submission was made on behalf of WEROC and is provided as Attachment 5.

5.3.1 Actions Arising from the WEROC Inc. CEO Committee Meeting held on 11 June 2024

Agenda Item	Action(s)	Status
5.1 ERP System Requirements	1) Write to NEWROC, RoerOC and the Shire of Cunderdin to invite them to be involved in an ERP software review. 2) ERP software requirements spreadsheet to be completed by all Shires. 3) Seek quotes to provide the software requirements assessment and procurement process.	Quotes were sourced to assist with the assessment and procurement process. The price for this assistance ranged between \$10,000 - \$17,000 per Shire. It was therefore decided that a different approach would be taken whereby the initial assessment of requirements would be skipped and an expression of interest process would be conducted to get an understanding of cost and what the different systems offer. EOI's close on 31 July and a software demonstration is scheduled for 6 August. NEWROC and ROEROC Shires have been invited to attend the demonstrations.
5.2. Shared Governance Officer	Prepare a scope of works for an IR/HR consultant to assist WEROC Shires.	A consultant brief was prepared and sent out for quote. Please refer to Agenda item 7.2 for further information.
5.3 Planning Policy	Social impact/social enhancement policy for WEROC to be presented to the WEROC Board at a future meeting.	The Executive Officer, Mr. Nic Warren and Mr. Craig Watts met with the McCusker Centre intern working on a social impact

That the decision made by the WEROC Inc. Board out of session, to make a submission to the inquiry into the Export Control Amendment (Ending Live Sheep Exports by Sea) Bill 2024, be endorsed.

RESOLUTION:

Moved: Ms. Emily Ryan

Seconded: Mr. Craig Watts

That the decision made by the WEROC Inc. Board out of session, to make a submission to the inquiry into the Export Control Amendment (Ending Live Sheep Exports by Sea) Bill 2024, be endorsed.

CARRIED

6. WEROC INC. FINANCE

6.1 WEROC Inc. Financial Report as of 30 June 2024

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 1 July 2024

Attachments: Nil

Voting Requirement: Simple Majority

At the WEROC Inc. Board Meeting held on 26 April 2023 the budget for the financial year commencing 1 July 2023 and ending 30 June 2024 was adopted. The approved Budget 2023-24 is used as the basis for the financial report.

An explanation for each of the notations on the financial report is provided below.

Note 1	Annual Financial contributions paid by Member Local Governments.
Note 2	GST received
Note 3	GST refund for Q4 BAS 2022-23, Q2 BAS 2023-24, and Q3 BAS 2023-24
Note 4	Executive Officer services
Note 5	Executive Officer travel to Board and other meetings
Note 6	Monthly subscription fee for Xero accounting software
Note 7	Payment to Audit Partners Australia for completing the audit of WEROC finances for the 2022-23 financial year
Note 8	Payments to the Shire of Merredin for the Central Wheatbelt Visitor Centre mail out service, Flat Earth Mapping for the design of the WEROC Drive Trail map, Strike Point Graphic design for the WEROC drive trail informational sign, Seed Studio for the graphic design of the WEROC drive trail marker sign, Australia's Golden Outback for co-operative marketing activities in 2023-24, Vanguard Publishing for advertisement in the AGO 2024 Holiday Planner and Vanessa King for Town Team Builder services.
Note 9	Payments to PWD for the 12-month website hosting fee and SSL certificate for website
Note 10	Payments to Local Community Insurance Services for insurances for WEROC Inc. including workers compensation, Cyber insurance, Public and Products Liability, Associations and Officials Liability and Personal Accident – Volunteer Workers.
Note 11	Transfer to Term Deposit.
Note 12	GST paid
Note 13	GST paid for Q1 BAS 2023-24

Note 14	Actual expenditure exceeds total budgeted expenditure for the financial year because of the unbudgeted transfer of funds to a Term Deposit.
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WEROC Inc.
ABN 28 416 957 824
1 July 2023 to 30 June 2024

		Budget 2023/2024	Actual to 30/06/2024	Notes
INCOME				
0501	General Subscriptions	\$72,000.00	\$72,000.00	1
504.01	Consultancy & Project Reserve	\$0.00	\$0.00	
0575	Interest received	\$0.00	\$0.00	
584	Other Income	\$0.00	\$0.00	
	GST Output Tax	\$7,200.00	\$7,200.00	2
	GST Refunds	\$5,083.15	\$5,156.00	3
Total Receipts		\$84,283.15	\$84,356.00	
EXPENSES				
1545	Bank Fees & Charges	\$0.00	\$0.00	
1661.01	WEROC Inc. Executive Services	\$34,500.00	\$33,296.80	4
1661.02	Executive Officer Travel and Accommodation	\$1,000.00	\$1,711.70	5
1661.03	WEROC Executive Officer Recruitment	\$1,000.00	\$0.00	
1687	WEROC Financial Services Accounting	\$1,000.00	\$886.34	6
1687.03	WEROC Financial Services Audit	\$1,050.00	\$982.00	7
1585	WEROC Consultant Expenses	\$60,000.00	\$38,204.73	8
1850	WEROC Management of WEROC App & Website	\$420.00	\$685.00	9
1801	WEROC Meeting Expenses	\$500.00	\$340.91	
1851	WEROC Insurance	\$6,300.00	\$5,953.61	10
1852	WEROC Legal Expenses	\$2,000.00	\$0.00	
1853	WEROC Incorporation Expenses	\$0.00	\$0.00	
1854	Transfer to Term Deposit	\$0.00	\$100,000.00	11
1930	WEROC Sundry	\$300.00	\$0.00	
3384	GST Input Tax	\$10,807.00	\$7,686.07	12
	ATO Payments	\$2,393.33	\$5,908.00	13
Total Payments		\$121,270.33	\$195,655.16	14
Net Position		-\$36,987.18	-\$111,299.16	
OPENING CASH 1 July		\$181,216.58	\$181,083.80	
CASH BALANCE		\$144,229.39	\$69,784.64	

Recommendation:

That the WEROC Inc. financial report for the period 1 July 2023 to 30 June 2024, be received.

RESOLUTION:

Moved: Mr. Bill Price

Seconded: Mr. Ram Rajagopalan

That the WEROC Inc. financial report for the period 1 July 2023 to 30 June 2024, be received.

CARRIED

6.2 Income, Expenditure & Balance Sheet

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 1 July 2024

Attachments: Nil

Voting Requirement: Simple Majority

A summary of income and expenditure for the period 1 May to 30 June 2024 is provided below.

Date	Description	Credit	Debit	Running Balance
Opening Balance		85,837.21		
08 May 2024	Payment: 150 Square Pty Ltd		3,314.50	82,522.71
10 Jun 2024	JV King Family Trust		1,507.77	81,014.94
10 Jun 2024	Wheatbelt NRM		6,875.00	74,139.94
11 Jun 2024	150 Square Pty Ltd		3,980.30	70,159.64
27 Jun 2024	Payment: Kellerberrin & District Club		375.00	69,784.64
Total			16,052.57	
Closing Balance		69,784.64		

Balance Sheet

Wheatbelt East Regional Organisation of Councils Inc
As at 30 June 2024

	30 JUNE 2024
Assets	
Bank	
Term Deposit	100,000.00
Westpac Community Solution One	69,784.64
Total Bank	169,784.64
Total Assets	169,784.64
Liabilities	
Current Liabilities	
GST	(2,225.08)
Total Current Liabilities	(2,225.08)
Non-current Liabilities	
GST Clearing	61.00
Total Non-current Liabilities	61.00
Total Liabilities	(2,164.08)
Net Assets	171,948.72
Equity	
Current Year Earnings	(10,061.09)
Retained Earnings	182,009.81
Total Equity	171,948.72

Recommendation:

That the WEROC Inc. summary of income and expenditure for the period 1 May to 30 June 2024 be received.
That the Accounts Paid by WEROC Inc. for the period 1 May to 30 June 2024 totalling \$16,052.57 be approved.
That the Balance Sheet as of 30 June 2024 be noted.

RESOLUTION:

Moved: Mr. Nic Warren

Seconded: Ms. Renee Manning

That the WEROC Inc. summary of income and expenditure for the period 1 May to 30 June 2024 be received.
That the Accounts Paid by WEROC Inc. for the period 1 May to 30 June 2024 totalling \$16,052.57 be approved.
That the Balance Sheet as of 30 June 2024 be noted.

CARRIED

7. MATTERS FOR DECISION

7.1 Appointment of Signatories to the WEROC Inc. Bank Account

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2023

Attachments: Nil

Consultation: Nil

Financial Implications: Nil

Voting Requirement: Simple Majority

Background:

WEROC Inc. holds a Community Solutions One account with Westpac Bank, into which all funds are deposited and from which all accounts are paid. Two signatories are required for any outgoing payment to be processed.

WEROC Inc. also hold a Term Deposit account with Westpac Bank.

The current signatories to the Westpac accounts are Rebekah Burges (administrator, approver), Mr. Raymond Griffiths (approver) and Ms. Renee Manning (approver).

Executive Officer Comment:

The Executive Officer in their capacity as Secretary/Treasurer remains a consistent signatory to the WEROC Inc. bank accounts. The other signatories have mirrored the incumbent Chair and CEO and as such, change every two years as these responsibilities rotate between the Member Councils. At the time of the November 2023 meeting when the signatories for the 2023/24 financial year were endorsed, Ms. Lisa Clack who was the incoming WEROC CEO had advised of her intention to resign from the Shire of Merredin. It was therefore decided that Mr. Raymond Griffiths would remain a signatory and Ms. Renee Manning as incoming Chair would be added as a signatory.

Considering the resignation of the WEROC Chair and the Shire of Merredin having now appointed a new CEO, it may be prudent to review signatories to the WEROC accounts.

Recommendation:

That:

- 1) The outgoing Chair be removed as signatory to the accounts and the interim Chair added.
- 2) One other Member of the WEROC Inc. Board be appointed as approver of the account to ensure that there are always two signatories available to process payments.

RESOLUTION:

Moved: Ms. Renee Manning

Seconded: Mr. Ram Rajagopalan

That:

- 1) Ms. Manning having notified her intent to resign as Chair of WEROC Inc., be removed as a signatory to the accounts and the interim Chair, to be decided at Agenda item 12, be added to the accounts.
- 2) No other changes will be made until the next Annual General Meeting.

CARRIED

7.2 Eastern Wheatbelt Self-Drive Trail

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2024

Attachments: **Attachment 7:** Cost Estimate Aesthete Creative

Attachment 8: Draft Eastern Wheatbelt Self-Drive Trail Marketing Plan

Consultation: Lauren Clarke, Founder Aesthete Creative

Financial Implications: \$299 for brand refresh and guidelines

\$1,500 plus travel and accommodation to engage Taylormadefortravel

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board meeting held on 9 May 2024 during the futures discussion, it was suggested that a branding guide and marketing plan be developed to assist in the promotion of the Eastern Wheatbelt Self-Drive trail. At the same meeting a proposal forwarded by the Central Wheatbelt Visitors Centre from social media travel influencer, Ms. Carol Taylor of Taylormadefortravel was considered as a marketing option.

In relation to these matters the Board resolved to engage the services of Ms. Taylor at a cost of \$1,000 plus travel and accommodation and to source quotes for a branding guide.

Executive Officer Comment:

A quote to assist WEROC with a branding guide and logo's/letterheads in revised formats has been provided by Wheatbelt based graphic designer Lauren Clarke, of Aesthete Creative. The brand guide is intended to guide all WEROC's brand touchpoints including the self-drive trail.

The Executive Officer has prepared a marketing plan for the self-drive trail, which is presented for consideration.

The board approved expending \$1,000 plus travel and accommodation for the services of social media travel influencer Ms. Carol Taylor. The Executive officer contacted Ms. Taylor to advise that WEROC would like to engage her services as per the quote that was supplied to the Central Wheatbelt Visitors Centre. Ms. Taylor responded to say that she was happy to work with WEROC, but the price would be different because the quote for the Visitors Centre accounted for her re-using already acquired images. Ms. Taylor provided a revised quote of \$1,500 plus travel and accommodation.

If the Board are still happy to proceed with Ms. Taylor's services at the increased price, she will conduct her visit during the Spring (likely September) to capture the wildflowers. To assist with her visit Ms. Taylor has requested that each Shire advise of one or two areas along the trail that they want her to focus on in her

coverage. Ms. Taylor will look at accommodation options in each Shire and advise her preferences and see if there is something that can be worked out to reduce the costs.

Recommendation:

That:

- 1) The quote from Aesthete Creative for a branding guide and refresh at a cost of \$299 be accepted,
- 2) The revised quote from Taylormadefortravel for social media coverage of the Eastern Wheatbelt Self-Drive Trail at a cost of \$1,500 plus travel and accommodation be accepted,
- 3) The Draft Eastern Wheatbelt Self-Drive Trail Marketing Plan be adopted.

RESOLUTION:

Moved: Mr. Ram Rajagopalan

Seconded: Mr. Bill Price

That:

- 1) The quote from Aesthete Creative for a branding guide and refresh at a cost of \$299 be accepted,
- 2) The revised quote from Taylormadefortravel for social media coverage of the Eastern Wheatbelt Self-Drive Trail at a cost of \$1,500 plus travel and accommodation be accepted,
- 3) The Draft Eastern Wheatbelt Self-Drive Trail Marketing Plan be adopted.

CARRIED

7.3 WEROC Inc. HR/IR Consultant

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2024

Attachments: **Attachment 9:** WEROC IR/HR Consultant Brief
Attachment 10: Proposal Caris Consulting
Attachment 11: Caris Solutions & Services
Attachment 12: WEROC Proposal HR Cornerstone

Consultation: WEROC CEO's

Financial Implications: As per quotes.

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. CEO Committee Meeting held on 11 June, discussion was had around the onerous compliance requirements for Local Governments and the limited expertise of staff to deal with these requirements. The possibility of a shared governance officer was discussed but it was decided that there was a more immediate need for IR/HR support to assist in the transition from the Federal to State Award. It was resolved that a scope of work for an IR/HR consultant would be developed to assist WEROC Shires.

Executive officer comment:

An IR/HR Consultant brief was prepared by the Executive Officer and circulated to WEROC CEOs for comment on 21 June. A final version, with feedback from CEO's included, was sent to a small number of Perth based IR/HR Consulting firms with a request to quote on:

- 1) An initial audit of all existing policies, procedures, workplace practices and contracts to identify specific actions for each of the six WEROC Shires to ensure compliance with relevant legislation and the new Award.
- 2) An hourly rate for ongoing support services to Shires on an as needs basis.

Caris Consulting and HR Cornerstone have provided quotes, which are provided as attachments.

Recommendation:

That:

- 1) The quotes from Caris Consulting and HR Cornerstone be considered and discussed; and
- 2) WEROC utilise funds from the Consultancy budget to cover the initial review of policies and contracts.

Comments from the meeting:

- Mr. Raymond Griffiths advised that come January all Local Governments have to align with the State Award. The intent behind this initiative is to get a professional in the IR/HR space to have a look at each Shire's existing documents and make the necessary changes to help make the transition smoother. A consultant is required because the Shire's do not have the expertise in-house.

RESOLUTION:

Moved: Mr. Ram Rajagopalan

Seconded: Ms. Emily Ryan

That:

- 1) The quote from HR Cornerstone be accepted; and
- 2) Funds from the WEROC consultancy budget will be used to cover the cost of the initial review/update of policies and procedures.

CARRIED

7.4 McCusker Centre Internship

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 15 July 2024

Attachments: **Attachment 13:** Social Impact Assessment Intern Final Report

Consultation: NA

Financial Implications: Nil

Voting Requirement: Simple Majority

Background:

Two interns from UWA's McCusker Center were matched with WEROC's priority projects – Public Health Planning and Social Impact Assessment. The interns completed a two week stay in Merredin from 24 June to 5 July 2024. The remaining hours of the internships were completed remotely and officially concluded on 19 July.

Vu'Rusha Dormasy a final year biomedical science student took on the Public Health Planning project and Cheyanne Love a second year psychology student took on the social impact assessment project. The original scope for the latter project was changed from conducting a social impact assessment in the region, to undertaking desktop research to identify examples of impact assessments that have been completed in other areas to understand the process, if there is any commonality amongst the impacts and mitigation methods identified and what we can learn from this for the eastern Wheatbelt. The intern was also tasked with identifying examples of social benefit funds that have been established in other areas and summarising how these were negotiated, the terms and conditions of funding, amounts being offered, etc.

Executive officer comment:

The final report produced by the social impact assessment intern is provided as an attachment. The Public Health Planning report has not yet been submitted.

To further the work done by the social impact assessment intern, and instead of developing a “policy”, Ms. Renee Manning suggested via email, that consideration should be given to a guide or framework being developed which will make it easier for businesses to invest/partner with the community. The framework would ensure that all WEROC Local Governments have a process to follow, and that any investment hits the mark on community needs and does not just result in token gestures from the companies.

Recommendation:

That:

- 1) The Board reflect on the internship process and value and consider if WEROC would like to take on interns for future rounds.
- 2) Consider the suggestion made by Ms. Renee Manning regarding a framework for investment and the way forward if it is agreed that this is the best approach.

Comments from the meeting:

- Mr. Craig Watts suggested that if WEROC take on interns in a future round, planning for their arrival should be more comprehensive. For example, at least a month in advance of their arrival there should be a clear plan for the students, we should establish contacts for the project they will work on and have some data ready for them rather than having them start with nothing. Mr. Watts also suggested that at least a couple of days should be spent showing them the region.
- Mr. Nic Warren advised that he is still working through the piece of work on the social benefit/social responsibility policy or framework.

RESOLUTION:

Moved: Mr. Ram Rajagopalan

Seconded: Mr. Nic Warren

That WEROC will engage with the McCusker Centre for future internship rounds.

CARRIED

7.5 Housing

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 15 July 2024

Attachments: Nil

Consultation: NA

Financial Implications: Nil

Voting Requirement: Simple Majority

Background:

A proposal from the Wheatbelt Development Commission (WDC) to undertake a workforce housing investigation was received on the morning of the WEROC Board Meeting held on 9 May 2024. Given the lateness of receiving this proposal, discussion was deferred to the CEO Committee.

At the WEROC Inc. CEO Committee Meeting held on 11 June 2024 the housing proposal was discussed and it was suggested that rather than asking Shires to pay for a workforce housing investigation, the Commission should be lobbying State Government to fund it. It was resolved that the Executive Officer should write to the Commission to request that they take a proposal to State Government to fund the housing investigation work and to support Local Governments to develop appropriate housing.

Executive officer comment:

On 21 June, Mr. Alex Mackenzie contacted the Executive Officer requesting an update on WEROC's deliberations on the housing investigation proposal and suggesting that consideration be given to applying to the State Infrastructure Development Fund (IDF), even if only to demonstrate the housing need/demand to Government. Mr. Mackenzie advised that he had been liaising with Whitney Consulting on applications for the 4WDL Shires and AROC Shires. The Executive Officer responded by providing an overview of the discussion held at the CEO Committee meeting and asking for information on what the IDF application involved. At the time of preparing this Agenda no response has been received.

Recommendation:

That an in-person meeting with the Wheatbelt Development Commission be arranged to discuss the process they propose and what it is achieving in other sub-regions, and to allow WEROC Shires to express their thoughts and concerns.

Comments from the meeting:

- Ms. Renee Manning recommended meeting with Mr. Alex Mackenzie in-person so that he can explain the process he is facilitating for other ROC's.
- Mr. Raymond Griffiths commented that we do not want to get in the way of what WDC are doing but believe that the State should be funding the Commission to do the work to get housing on the ground rather than wasting money on more analysis.
- Ms. Joanne Soderlund noted that there is no funding at present to build houses regardless of what planning is done. There is, however, a need to understand what land is available and what needs to be done to get it ready for development if funding opportunities arise.
- It was suggested that rather than a group meeting, Mr. Alex Mackenzie be asked to visit each Shire to discuss individual requirements and then present back to WEROC on common requirements and challenges.

RESOLUTION:

Moved: Mr. Raymond Griffiths

Seconded: Mr. Ram Rajagopalan

That Mr. Alex Mackenzie be requested to conduct a road tour of the WEROC region, to discuss individual housing requirements with each Shire and then present back to the Board with his findings and recommendations.

CARRIED

7.6 Discussion & Decisions Arising from the Presentation by Mr. Oscar Slattery

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2024

Executive Officer Comment:

Following the presentation from Mr. Oscar Slattery it may be appropriate for the WEROC Inc. Board to consider what, if any, further action is required on this matter.

Recommendation:

That the information as presented by Mr. Oscar Slattery be considered, and the matter discussed.

Comments from the meeting:

- Mr. Bill Price suggested, that in light of the ERP software demonstrations taking place on 6 August, any decisions on engaging with this product be deferred.
- Mr. Craig Watts commented that it would be good to query with the providers what the setup requirements and cost are and to ask for examples of similarly sized Local Governments that are currently using their system.

- Mr. Wayne Della Bosca suggested that it would also be worthwhile asking what protection mechanisms they have in place. Technology is vulnerable and we need to understand what fail safes they have to prevent theft of data or loss of data.

There was no resolution on this item. The information is noted.

7.7 Discussion & Decisions Arising from the Presentation by Ms. Wendy Newman

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2024

Executive Officer Comment:

Following the presentation from Ms. Wendy Newman it may be appropriate for the WEROC Inc. Board to consider what, if any, further action is required on this matter.

Recommendation:

That the information as presented by Ms. Wendy Newman be considered, and the matter discussed.

Comments from the meeting:

- Mr. Raymond Griffiths commented that what he had hoped to get out of this presentation was a clear understanding of what is required to get a childcare service in a town that doesn't already have one. It was suggested that for future presentations, more specific questions be prepared in advance and provided to the guest speakers so that we get more value out of presentations.

There was no resolution on this item. The information is noted.

7.8 Discussion & Decisions Arising from the Presentation by Ms. Renata Paliskis

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose.

Date: 22 July 2024

Executive Officer Comment:

Following the presentation from Ms. Renata Paliskis it may be appropriate for the WEROC Inc. Board to consider what, if any, further action is required on this matter.

Recommendation:

That the information as presented by Ms. Renata Paliskis be considered, and the matter discussed.

RESOLUTION:

Moved: Mr. Wanye Della Bosca

Seconded: Mr. Mark Crees

That:

- 1) The recommendation made by the WEROC Inc. CEO Committee to formally withdraw from the Corella Management Project is endorsed; and
- 2) A letter be sent to Wheatbelt NRM advising of WEROC's decision to withdraw and detailing the reasons for this decision.

CARRIED

8. PROJECT UPDATES

8.1 Collaborative Marketing Initiatives

Attachment 14: Wheatbelt Co-Op Autumn Campaign Report.

WEROC Inc. as a partner organisation to the Wheatbelt Co-operative Marketing Group, committed \$3,000 + GST in the 2023-24 financial year to cooperative marketing initiatives in conjunction with Roe Tourism, NEW Travel, Pioneers Pathway and Australia's Golden Outback. An Autumn/Winter Campaign was conducted between mid-February and May 2024. Details of the activity undertaken, and the audience engagement is provided as an attachment.

8.2 Town Team Movement

The following update has been provided by Ms. Vanessa King:

- **Streets Alive Funding**
 - Bruce Rock Shire & Merredin CRC successful for Stream 1 of Streets Alive Funding
 - Stream 2 offers grants of up to \$100,000 to eligible community groups and local governments in all towns and neighbourhoods in WA (released in August 2024)
 - More info <https://streetsalive.org.au/>
- **Town Team Movement Conference in Northam**
 - Town Team Movement Placemaking Conference is coming to the Wheatbelt this September Fri, 13th September in Northam
 - The 2024 People, Places and Planet Conference theme is Take a Chance and the event will focus on creating successful places with the community
 - WEROC board and staff members are encouraged to attend, each Shire will receive one complimentary ticket
 - More info <https://www.townteammovement.com/town-team-conference-2024/>
- **Town Team Info Sessions**
 - Info sessions delivered in Bruce Rock and Yilgarn, responses have been positive
 - Info session in Merredin scheduled for Mid-August
 - Kellerberrin Town Team confirming date for AGM
 - Tammin TBC
 - Westonia NA
- **FRRR Funding**
 - Bruce Rock Supermarket Community Mural supported with \$3000 via FRRR funding

8.3 Wheatbelt Medical Student Immersion Program 2024

Attachment 15: WMSIP Debrief Notes 2024

The Wheatbelt Medical Student Immersion Program for 2024 took place during the week of 12 to 15 March 2024. Dr. Paul Noakes (University of Notre Dame) has provided final debrief notes from this year's visit, which are provided as an attachment.

9. EMERGING ISSUES

Nil

10. OTHER MATTERS (FOR NOTING)

10.1 SEGRA 2024

Attachment 16: SEGRA Program at a glance

The 2024 National Regional and Economic Development Summit is taking place in Busselton from Wednesday 30 October to Friday 1 November. A copy of the program is provided as an attachment. A pre-summit energy

session is also being offered on Tuesday 29 October from 1.00 – 5.00pm. Members may like to consider attending.

11. FUTURE MEETINGS

The schedule of meeting dates and locations for 2024 is as follows:

Date	Time	Host Council
Thursday 22 February 2024 – CEO's only	1.30pm	Merredin
Wednesday 6 March 2024	1.30pm	Westonia
Wednesday 8 May 2024	9.30am	Kellerberrin
Wednesday 31 July 2024	9.30am	Yilgarn
Wednesday 11 September 2024	9.30am	Bruce Rock
Wednesday 28 November 2024	9.30am	Tammin

The next meeting will be held in Bruce Rock on 11 September 2024.

12. RESIGNATION OF CHAIR

Ms. Renee Manning has, by notice in writing, resigned as Chair of WEROC Inc.

As per Rule 11.3 of the WEROC Inc. Constitution, in the event of the resignation of the Chair, the Deputy Chair shall become the interim Chair until the next Annual General Meeting. If the Deputy Chair is not prepared to act, then any Member of the Board may be elected as interim Chair.

Rule 6.4 of the WEROC Inc. Constitution states that “representatives of Local Governments must be sitting Councillors or the Chief Executive Officer and must be approved by the WEROC Inc. Board”. Rule 6.5 of the Constitution states that if a nominated representative is withdrawn “written notice of the revocation of power as Representative must be given by the Local Government Member to the Executive Officer of WEROC along with the name of the succeeding representative”.

The Shire of Merredin notified the Executive Officer prior to the meeting of their intention to:

- 1) Revoke their nominated representatives being Ms. Renee Manning and Ms. Lisa Clack, and
- 2) Name Mr. Craig Watts and an Elected Member to be decided at the Shire of Merredin Ordinary Council Meeting on 30 July, as the succeeding representatives for the Shire of Merredin for a term commencing 31 July 2024 and concluding 30 October 2025.

Comments from the meeting:

- Ms. Renee Manning advised that the Shire of Merredin have nominated Cr. Lisa O’Neil and Shire CEO Mr. Craig Watts as their succeeding representatives.

Recommendation:

That:

- 1) The representatives as nominated by the Shire of Merredin be accepted,
- 2) Ms. Charmaine Thomson as Deputy Chair of WEROC Inc. be invited to act in the position of interim Chair of WEROC Inc. until the next AGM,
- 3) If Ms. Thomson declines to act as interim Chair, nominations for interim Chair be called for from the floor.

RESOLUTION:

Moved: Mr. Craig Watts

Seconded: Ms. Charmaine Thomson

That:

- 1) The representatives as nominated by the Shire of Merredin, being Cr. Lisa O’Neil and Mr. Craig Watts be accepted,
- 2) It be noted that Ms. Charmaine has declined to act as interim Chair,
- 3) The Board nominate Cr. Lisa O’Neil as interim Chair until next AGM.

CARRIED

13. CLOSURE

Ms. Renee Manning noted that this was the last meeting for Ms. Joanne Soderlund. Ms. Manning thanked Ms. Soderlund for her contribution to WEROC and wished her well in her new job.

There being no further business the Chair closed the meeting at 4.45pm.

12. Officer's Reports – Development Services

12.1 Application for Development Approval Proposed Office Building, Toilet Room and Associated Infrastructure – Lot 141 (No 38) Railway Avenue Merredin

<h2>Development Services</h2>		
Responsible Officer:	Peter Zenni, EMDS	
Author:	As above	
Legislation:	<i>Planning and Development Act 2005</i> Shire of Merredin Local Planning Scheme No.6	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Attachment 12.1A – Development Application and Supporting Documentation (CONFIDENTIAL)	

Purpose of Report

Executive Decision

Legislative Requirement

For Council to consider granting development (planning) approval for a proposed office building (14.42m x 4.22m), proposed toilet room, proposed improvements to the Fire Resistance Level to the existing workshop, proposed concrete ramp, proposed new septic system, proposed carparking, landscaping and fencing to be situated on Lot 141 (No 38) Railway Avenue, Merredin.

Background

Lot 141 (No 38) Railway Avenue, Merredin is owned by the applicant who operates his business from an existing workshop located on the property.

At some time in early 2021 the Shire of Merredin (the Shire) Executive Manager of Development Services (EMDS) became aware that a transportable office building had been placed on site at Lot 140 (No 38) Railway Avenue, Merredin, without valid development or building approvals.

On 15 February 2021 a meeting was held on site and attended by the Shire's EMDS and Asset Management Officer (AMO), the previous property owner, and the applicant.

The meeting was aimed at clarifying the status of the unauthorised works, associated remedial and retrospective approval measures and commitments from all parties relating to timeframes for the submission of required documentation to commence the retrospective approval process.

A subsequent email dated 7 April 2021 was sent by the EMDS to the applicant as a reminder of the commitments made during the 15 February 2021 site meeting and highlighted the need for retrospective approvals from the Shire with a focus on the following matters;

- *Lodgement of an application for development approval including confirmation as to the presence or lack thereof of any asbestos materials in the transportable office building as per Councils Policy on Moveable Buildings;*
- *Information relating to the provision of suitable landscaping to the frontage of the Lot to act as a screen, buffer to minimise any visual impact;*
- *Lodgement of a Certificate of Building Compliance and an application for an Occupancy Permit together with supporting documentation that would allow the Shire to issue a Building Approval Certificate; and*
- *Information addressing issues associated with the existing onsite effluent disposal system crossing property boundaries.*

Subsequently, the Shire considered an application for development approval for a proposed office building (14.45m x 4.22m), proposed verandah with decking, concrete ramp, proposed patio (9m x 6m), proposed new septic system, proposed carparking, landscaping and fencing to be situated on Lot 141 (No 38) Railway Avenue, Merredin, at its meeting held on 26 April 2022, when it resolved as follows (CMRef 82892);

That Council:

1. *Grant development (planning) approval for a proposed office building (14.45m x 4.22m), proposed verandah with decking, concrete ramp, proposed patio (9m x 6m), proposed new septic system, proposed carparking, landscaping and fencing to be situated on Lot 141 (No 38) Railway Avenue, Merredin, as outlined in attachment 12.1A, subject to;*
 - a) *Provision of suitable landscaping to the satisfaction of the Shire of Merredin, along the frontage adjacent to Railway Avenue, as well as along the Southern boundary of the Lot, as identified in Wayne's Design and Drafting, Drawing No 2 of Job 21012, dated March 2022.*
 - b) *Provision of hardstand carparking bays including a dedicated car parking bay for persons with a disability as identified in Wayne's Design and Drafting, Drawing, No 2 of Job 21012, dated March 2022.*
 - c) *The applicant being responsible for all costs associated with the ongoing maintenance of crossovers used to access Lot 140 (No 38) Railway Avenue, Merredin.*
2. *Advise the applicant of the following;*
 - *This development approval does not constitute a building permit. An application for a building permit must be lodged with the Shire of Merredin and be approved before any building work can commence on site.*
 - *Compliance is required with provisions of the National Construction Code (BCA) and relevant standards including disability access requirements and associated provision of suitable toilet facilities.*
 - *The new office building must not be occupied until such time as the Shire of Merredin has issued an Occupancy Permit for use of the building.*

- *The existing workshop plumbing and drainage services must be disconnected from the leaching component located on the adjacent Lot and the Workshop provided with a suitable effluent disposal system wholly located on Lot 140 (No 38) Railway Avenue, Merredin.*
- *An application for an onsite effluent disposal system will need to be submitted to the Shire of Merredin and be approved before any work on the installation of an onsite effluent disposal system can commence on site.*
- *All new fencing on the property must comply with requirements specified by the Shire of Merredin Local Laws Relating to Fencing;*

Comment

The development approval issued by the Shire has now expired without the completion of the relevant works. The applicant has now lodged a new application for development approval for the office building (14.42m x 4.22m) albeit relocated to a slightly different location on site, proposed concrete ramp, proposed portable accessible unisex toilet room, proposed new septic system, proposed carparking, proposed improvements of the Fire Resistance Level to the existing workshop, landscaping and fencing to be situated on Lot 141 (No 38) Railway Avenue, Merredin.

Statutory Requirements

Shire of Merredin Local Planning Scheme No.6

Lot 141 (No 38) Railway Avenue, Merredin is zoned ‘Light Industrial’ under the Shire of Merredin Local Planning Scheme No. 6 (LPS). An ‘Office’ is a “D” use under the LPS. This means that the proposed office development is not permitted unless the local government has exercised its discretion by granting development approval.

Shire of Merredin Local Planning Policy No. 1 – Moveable Buildings.

The proposed office and toilet room are a skid mounted, moveable buildings.

The Shire of Merredin Local Planning Policy No. 1 – Moveable Buildings, in part states as follows;

The Council will only permit donga type structures for uses other than residential uses where it considers the use or establishment of the structure will not be in conflict with the objectives of this policy”

The objectives of the policy being;

- a) To maintain high amenity standards of buildings, especially within the residential areas in the Townsites of the Shire.*
- b) To ensure that the visual aesthetics of residential areas are not compromised by the introduction of moveable buildings that are generally out of character with the predominant housing style in the locality.*
- c) To ensure that the moveable buildings, established within the Shire, do not use materials considered by the Council to be unacceptable (E.G asbestos).*
- d) To avoid the erection and use of extensive areas of moveable structures for accommodating temporary workforces, or other business or company activities, in inappropriate areas.*

- e) *To prevent the introduction of housing, or other structures, that are designed to be used on a temporary or short stay basis and that may detract from the standards already established in the residential areas of the Townsites.*
- f) *To protect the visual amenity of the urban environment by not permitting the establishment, storage or use of 'containers' within the non-industrial areas of the townsite.*

It should be noted that the proposed development will not contravene the abovementioned objectives, will be in a light industrial zoned area and will have minimal impact on the visual amenity of the surrounding locality. This will be further reduced using appropriate landscaping. The proposed development will not be out of character when compared to existing development on adjacent properties on Railway Avenue and will complement the operation of the existing workshop.

Building Act 2011

The skid mounted, moveable office building has been placed on site without valid building approvals. Ordinarily this would be resolved via an externally provided Certificate of Building Compliance (CBC) which would then allow the Shire to issue an Occupancy Permit, thus formalising the approval process and giving certainty to all parties involved.

In this case, the moveable office building will have to be relocated on site and placed in a new position to achieve a minimum separation from the side boundary of at least 3.0 meters. This removes the need to undertake additional work on the external cladding associated with National Construction Code (BCA) Fire Resistance Level (FRL) requirements.

The existing workshop has been identified as being located within the 3.0m meter setback required by the NCC from the adjacent side boundary and as such will require additional work to achieve the required FRL.

The moveable buildings which will house the proposed office and toilet room will require appropriate tie downs following relocation on site as well as provision of access and services in accordance with AS 1428.1 – mobility and access standards relating to persons with a disability.

Due to the need for additional works (relocation of office building on site) as well as placement onsite of new toilet room, construction of access ramp etc, the proposed building works are best addressed via an externally certified building application (BA2) being submitted to the Shire. The BA2 application must be accompanied by a Certificate of Design Compliance (CDC) which will reference all relevant documentation specifying the scope of proposed works to bring the buildings into compliance with the NCC-BCA.

Once the required building works have been completed the certifying Building Surveyor will submit a Certificate of Construction Compliance (CCC) to the Shire, thus allowing for an Occupancy Permit to be issued formally permitting the occupancy and use of the building.

Health (Miscellaneous Provisions) Act 1911

The septic system servicing the ablution facility forming part of the existing workshop crosses the boundary on to the adjacent Lot. This is in contravention of statutory requirements where the services and onsite effluent disposal facilities must be located on the one Lot.

The existing workshop plumbing, and drainage services will need to be disconnected from the leaching component located on the adjacent Lot and the workshop and proposed toilet room

will require connection to a suitable effluent disposal system wholly located on Lot 140 (No 38) Railway Avenue, Merredin.

Impacts

Environmental (Noise)

The proposed office building will be located on a light industrial zoned site and will be incidental to the existing workshop facility. There is an existing noise sensitive premises (residential dwelling at 40 Railway Avenue) which enjoys non-conforming use rights under the LPS, but given the existing zoning, limited number of workers on site and nature of office related activities there should be no unreasonable noise emissions associated with the proposed development activity. This is exemplified by the fact that the activities associated with the existing workshop operations have been in place for several years but have not resulted in any complaints lodged with the Shire.

Environmental (Waste/Nuisance)

The Shire of Merredin Local Planning Scheme Policy No. 1 precludes the movement into the Shire of any relocatable buildings containing unacceptable materials (asbestos). The Shire has received confirmation that the relocatable office building does not contain asbestos materials.

Road Infrastructure

The Shire's Executive Manager Engineering Services (EMES) has confirmed that vehicular traffic associated with the use of the premises will not pose a hazard to other road users. There are only a couple of employees engaged on the site and any heavy vehicles accessing the property will be limited in nature. There is also sufficient turning space on the Lot for heavy vehicles thus ensuring that they will not be forced to reverse back on to Railway Avenue. The costs associated with the ongoing maintenance of crossovers in adjacent to the property in question will be borne by the applicant.

Conclusion

Given that the proposed development does not differentiate markedly from previous development approvals granted by the Shire in light industrial zoned areas, the limited potential for any impact on the amenity of the surrounding locality and compliance with the Shire's Local Planning Policy on Moveable Buildings, it is the view of the EMDS that the development application should be granted development approval.

If the officers recommendation is adopted by Council, this will require the lodgement of relevant applications for a building permit for the proposed building works. If these are not forthcoming prior to the nominal expiry of the development approval the Shire will have the option of issuing Building Orders requiring the removal of any unauthorised buildings from the site.

Policy Implications

Compliance with Shire of Merredin Local Planning Scheme Policy No.1 – Moveable Buildings.

Statutory Implications

Compliance with the *Planning and Development Act 2005*.

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

Strategic Implications

Ø Strategic Community Plan

Theme: 5. Places and Spaces

Service Area Objective: 5.4 Town Planning & Building Control
5.4.2 The Shire has current local planning scheme and associated strategy which is flexible and able to suitably guide future residential and industrial growth

Priorities and Strategies for Change: Nil

Ø Corporate Business Plan

Theme: 5. Places and Spaces

Priorities: Nil

Objectives: 5.4 Town Planning & Building Control
The Shire has a current local planning scheme and associated strategy which is flexible and able to suitably guide future residential and industrial growth.

Sustainability Implications

Ø Strategic Resource Plan

Nil

Risk Implications

Development approval and building related compliance are statute-based requirements. In this case the Shire has previously granted development approval for essentially the same development on the site in question and the approved work has not been completed within the 2-year timeframe. Risks associated with the Shire issuing a further development approval are considered low (3) based on the likelihood (1) and consequence (3) of adverse events associated with the proposed development. This risk will be eliminated by adopting the Officer's Recommendation.

Financial Implications

Development application fees have been paid.

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr O'Neill

Seconded: Cr Anderson

That Council:

1. **GRANTS development (planning) approval for a proposed office building (14.42m x 4.22m), proposed toilet room, proposed improvements to the Fire Resistance Level to the existing workshop, proposed concrete ramp, proposed new septic system, proposed carparking, landscaping and fencing to be situated on Lot 141 (No 38) Railway Avenue, Merredin, as outlined in Attachment 12.1A, subject to;**
 - a. **The development (planning) approval being valid for a period of twelve (12) months from the date of it being issued;**
 - b. **Provision of suitable landscaping to the satisfaction of the Shire of Merredin, along the frontage adjacent to Railway Avenue, as well as along the Southern boundary of the Lot, as identified in Wayne's Design and Drafting, Drawing No 23039, dated July 2024;**
 - c. **Provision of carparking bays including a dedicated hardstand car parking bay for persons with a disability as identified in Wayne's Design and Drafting, Drawing, No Drawing No 23039, dated July 2024;**
 - d. **The applicant being responsible for all costs associated with the ongoing maintenance of crossovers used to access Lot 141 (No 38) Railway Avenue, Merredin;**
2. **ADVISES the applicant of the following;**
 - a. **This development approval does not constitute a building permit. An application for a building permit must be lodged with the Shire of Merredin and be approved before any building work can commence on site;**
 - b. **Compliance is required with provisions of the National Construction Code (BCA) and relevant standards including disability access requirements and associated provision of suitable toilet facilities;**
 - c. **The new office building must not be occupied until such time as the Shire of Merredin has issued an Occupancy Permit for use of the building;**
 - d. **The existing workshop plumbing and drainage services must be disconnected from the leaching component located on the adjacent Lot and the workshop and toilet room connected to a**

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suitable effluent disposal system wholly located on Lot 141 (No 38) Railway Avenue, Merredin;

- e. An application for an onsite effluent disposal system will need to be submitted to the Shire of Merredin and be approved before any work on the installation of an onsite effluent disposal system can commence on site; and**
- f. All new fencing on the property must comply with requirements specified by the Shire of Merredin Local Laws Relating to Fencing.**

CARRIED 5/0

For: Cr McKenzie, Cr Anderson, Cr Billing, Cr Crook, Cr O'Neill

Against: Nil

13. Officer's Reports – Engineering Services

Nil

14. Officer’s Reports – Corporate and Community Services

14.1 Proposed Budget Amendment

<h2>Corporate Services</h2> 	
Responsible Officer:	Leah Boehme, EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

Executive Decision

Legislative Requirement

For Council to consider a proposed budget amendment, as detailed in this report.

Background

The 2024/24 Annual Budget for the Shire of Merredin was adopted at a Special Council Meeting on 6 August 2024.

A change in the staffing requirements of the Merredin Regional Community and Leisure Centre (MRCLC) to a sports club volunteer basis requires that funds be moved from the ‘REC – Employee Costs’ account to a new expenditure account that clubs will be paid from for their volunteer’s time.

Comment

Budget Amendments

The following budget amendments are recommended:

GL/Job	Description	Current Budget	Variation Amount	Revised Budget
2110300	REC – Employee Costs	\$616,300	(\$20,000)	\$596,300

2110351	REC – Sporting & Community Group Contributions	\$0	\$20,000	\$20,000
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The above-mentioned amendment is recommended to allow the payment of sporting clubs who provide volunteers to work in the bar, restaurant and canteen at the MRCLC. A rate of \$30 per volunteer, per hour, has been agreed.

Policy Implications

Nil

Statutory Implications

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.

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* 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

As funds have been budgeted for the payment of casuals working in the MRCLC Bar and Restaurant, and these funds are being redirected to allow for the payment of clubs, there will be no financial impact on the Organisation.

Voting Requirements

Simple Majority

Absolute Majority

Resolution

Moved: Cr O'Neill

Seconded: Cr Billing

That Council APPROVE the proposed budget amendment, as detailed below:

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GL/Job	Description	Current Budget	Variation Amount	Revised Budget
2110300	REC – Employee Costs	\$616,300	(\$20,000)	\$596,300
2110351	REC – Sporting & Community Group Contributions	\$0	\$20,000	\$20,000

CARRIED 5/0

For: Cr McKenzie, Cr Anderson, Cr Billing, Cr Crook, Cr O'Neill

Against: Nil

14.2 List of Accounts Paid – July 2024

<h3>Corporate Services</h3> 	
Responsible Officer:	Leah Boehme, EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.2A - Payments Listing July 2024

Purpose of Report

Executive Decision

Legislative Requirement

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

Background

The attached list of accounts paid during the month of July 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

Resolution

Moved: Cr McKenzie **Seconded:** Cr Crook

83440 That Council RECEIVE the schedule of accounts paid during July 2024 as listed, covering cheques, EFT's, directly debited payments and wages, as numbered and totaling \$2,743,004.37 from the Merredin Shire Council Municipal bank account and \$0 from the Merredin Shire Council Trust bank account.

CARRIED 5/0

For: Cr McKenzie, Cr Anderson, Cr Billing, Cr Crook, Cr O'Neill

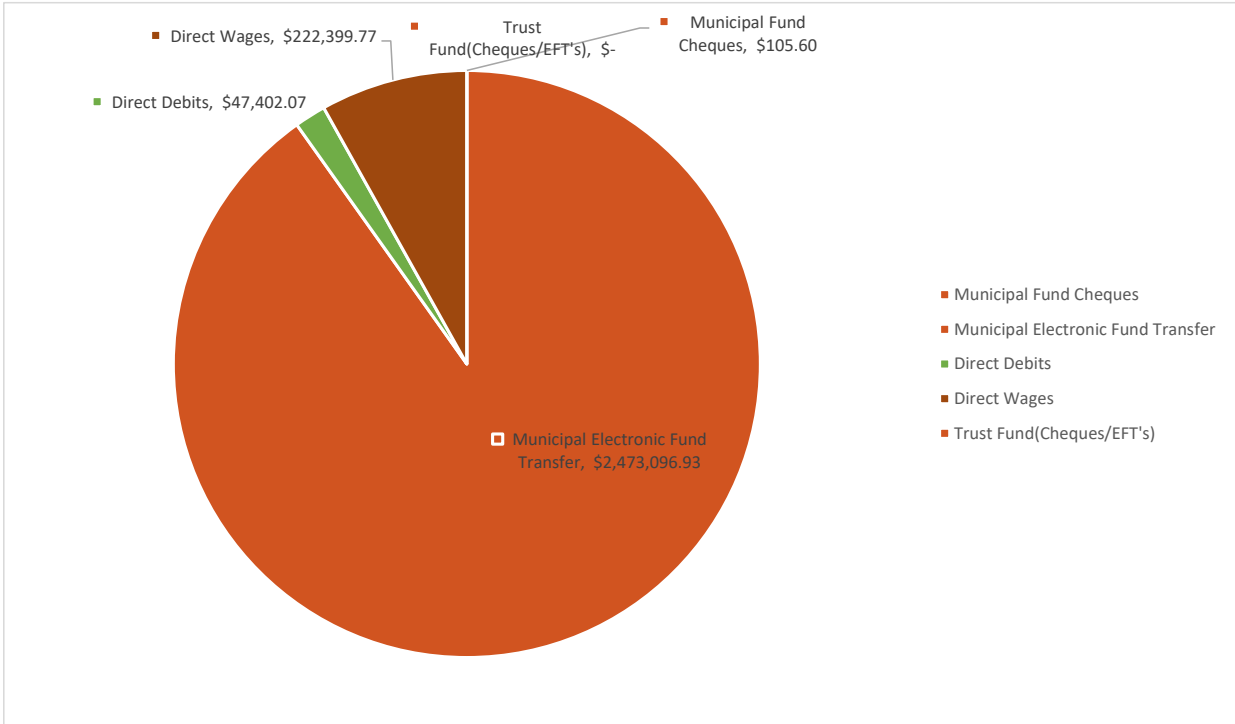
Against: Nil



SUMMARY OF PAYMENTS FOR THE PERIOD

1/07/2024 - 31/07/2024

Account	Cheque No's	Total
Municipal Fund Cheques	25529	-\$ 105.60
Municipal Electronic Fund Transfer	EFT27589 - EFT27705	-\$ 2,473,096.93
Direct Debits	DD13496.1 - DD13500.1	-\$ 47,402.07
Direct Wages	PPE 09/07/2024 - PPE 23/07/2024	-\$ 222,399.77
Trust Fund(Cheques/EFT's)	NIL	\$ -
TOTAL		-\$ 2,743,004.37



LIST OF ACCOUNTS PAID & SUBMITTED TO COMMITTEE JULY 2024

Municipal Cheque Payments				
Chq/EFT	Date	Name	Description	Amount
25529	04/07/2024	ELGAS LTD	Gas cylinders	-105.60
Cheque Payments Total				-\$ 105.60
Municipal Electronic Funds Transfer				
EFT27589	04/07/2024	AVON WASTE	Refuse collection 2 week period	-\$ 20,063.56
EFT27590	04/07/2024	AUSTRALIAN FIRE SYSTEMS MAINTENA	Fire safety checks	-8112.50
EFT27591	04/07/2024	BOC LIMITED	Gas cylinders for MRCLC	-146.99
EFT27593	04/07/2024	COATES HIRE SERVICE	4x Toilet Portable 1x Disabled Toilet Transport (Delivery & Collection) Pump out Service Env Charge	-2837.59
EFT27594	04/07/2024	CHADSON ENGINEERING	Merredin Swimming Pool - PVC pipe and bends, flanges, rubber seals.	-805.70
EFT27595	04/07/2024	CENTRAL WHEATBELT EARTHMOVING	Wet hire of suitable landfill compaction equipment at Merredin Waste Management Facility.	-8866.00
EFT27596	04/07/2024	COMPRESSED AIR INSTALLATIONS WA	Depot Building Operations - Compressor service parts	-3788.95
EFT27597	04/07/2024	CATERLINK	Grandstand kitchen supplies	-27637.71
EFT27598	04/07/2024	WORLDWIDE EAST PERTH	Business Cards - CEO	-162.00
EFT27599	04/07/2024	COCKIES AG	Brass Gate Valve - Water truck	-230.00
EFT27600	04/07/2024	DUNNING'S DIRECT NORTHAM	fuel card fee	-3.85
EFT27601	04/07/2024	DKT RURAL AGENCIES	Dry hire plate compactor - 3 days	-180.00
EFT27602	04/07/2024	DIMENSIONS CAFE	Catering for aprox. 50 people for CWVC Morning tea Grand Opening 24/06/2024	-550.00
EFT27603	04/07/2024	ELITE POOL COVERS HOLDINGS PTY LT	Thermal Royal Blue 5mm, Elegance Roller, and Delivery to Merredin.	-2931.00
EFT27604	04/07/2024	EM LOUISE PHOTOGRAPHY	Drone Photography - Weekly progress shots of CBD Redevelopment	-840.00
EFT27605	04/07/2024	GREAT EASTERN FREIGHTLINES	Freight To MRCLC from PERTH	-403.41
EFT27606	04/07/2024	HIT PRODUCTIONS PTY LTD	Production Emma Donovan July 2024 25% Production fee	-2062.50
EFT27607	04/07/2024	IT VISION IT VISION T/as READYTECH	Readytech (IT Vision) annual subscription cost	-77427.25
EFT27608	04/07/2024	JH COMPUTER SERVICES WA PTY LTD	Annual contract cost for JH Computer Services	-10230.84
EFT27609	04/07/2024	KINGS PARK MOTEL	GO & EMCS Acomodation Booking Kings Park Motel Anke 16-17 June - 2 Night	-360.00
EFT27610	04/07/2024	LOCAL GOVERNMENT PROFESSIONALS	Executive Leadership Program - September 2024 - CEO	-3000.00
EFT27611	04/07/2024	MERREDIN ELECTRICS	Cbd Redevelopment	-4147.00
EFT27612	04/07/2024	MERREDIN RURAL SUPPLIES	NEVE SPRING WATER REFILL 15L	-170.00
EFT27613	04/07/2024	MOORE AUSTRALIA (WA) PTY LTD	2024 Managementl Reporting Workshop for SFO Friday 7th June 2024	-1320.00
EFT27614	04/07/2024	MAARLI SERVICES PTY LTD	Site Establishment	-49280.00
EFT27615	04/07/2024	NIKS PLUMBING AND GAS	Disconnect old kitchen appliances and install new ones, as	-1001.00
EFT27616	04/07/2024	PFD FOODS NORTHAM	Ingredients for Kitchen - MRCLC	-5026.25
EFT27617	04/07/2024	PHASE 3 LANDSCAPE CONSTRUCTION F	Apex Park	-1544770.44
EFT27618	04/07/2024	PROMPT SAFETY SOLUTIONS	Quarterly WHS Toolbox Meetings	-1210.00
EFT27619	04/07/2024	CODE RESEARCH PTY LTD T/AS PWD	Annual SSL certificate for www.wheatbelttourism.com	-71.50
EFT27620	04/07/2024	POOLSHOP ONLINE PTY LTD	Merredin Swimming Pool – Granular chlorine 120kg.	-825.00
EFT27621	04/07/2024	TWO DOGS HOME HARDWARE	Cabinet Garage Type 2 Door Metal 183H, SHELF UNIT 5	-1149.02
EFT27622	04/07/2024	ROSS'S DIESEL SERVICE	WATER TANK REPAIRS	-9864.39
EFT27623	04/07/2024	STANLEE	Stanlee Quote Q-121010 - Kitchen Items	-3110.65
EFT27624	04/07/2024	SHENTON ENTERPRISES PTY LTD	Manual Vac Trolley with pump/ filter/ vacuum head pole hose and associated fittings	-3630.00
EFT27625	04/07/2024	PUBLIC TRANSPORT AUTHORITY	TransWA Bookings	-355.48
EFT27626	04/07/2024	TOPLINE EARTHMOVING	Maiolo Way - Clean and grade drains from the culvert at	-13035.00
EFT27627	04/07/2024	VANGUARD PRINT	monthly storage + distribution of EWVG for June	-214.62
EFT27628	04/07/2024	WATER CORPORATION	Water Charges	-886.80
EFT27629	04/07/2024	WHEATBELT BUSINESS NETWORK	WBN Annual Membership Fee	-360.00
EFT27630	04/07/2024	WA CONTRACT RANGER SERVICES PTY	Ranger Services Including Travel 24/6/24-30/6/24	-2873.75
EFT27631	10/07/2024	THE AUSTRALIAN WORKERS UNION	Payroll Deductions/Contributions	-84.00
EFT27632	10/07/2024	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions	-79.50
EFT27633	10/07/2024	FARRALEE ANNE CLARKE	Rates refund for assessment A1986 17 HART STREET	-96.30
EFT27634	10/07/2024	GEARING CONSTRUCTION CONTRACTO	Haig Rd (French Ave - South Ave) - Replace Kerb on Northern Side + 2 Pram Crossing	-129096.00
EFT27635	10/07/2024	GEARING WHEATBELT SERVICES	Barrack Street Public amenities Cleaning	-4062.50
EFT27636	10/07/2024	PHASE 3 LANDSCAPE CONSTRUCTION F	Separable Portion B+C - Apex Park	-121171.63

EFT27637	10/07/2024	SALARY PACKAGING AUSTRALIA	Salary sacrifice for employees	-1089.42
EFT27638	11/07/2024	BCITF - BUILDING AND CONSTRUCTION	BCITF JUNE 2024	-314.75
EFT27639	11/07/2024	BUILDING AND ENERGY, DEPARTMENT	BSL JUNE 2024	-833.61
EFT27640	11/07/2024	BORA HEALTH PTY LTD	SureSafeGO 4GX Lone Worker Duress Alarm 35 Telstra 12 Month Emergency Sim	-976.78
EFT27641	11/07/2024	MERREDIN FREIGHTLINES	Delivery of Chlorine	-573.98
EFT27642	11/07/2024	MERREDIN SUPA IGA	Groceries for meal service - MRCLC	-333.93
EFT27643	11/07/2024	MERREDIN HARVEST FRESH FOOD MAR	Vegetables for kitchen/Canteen w.e 02/06/2024	-112.18
EFT27644	11/07/2024	POOLSHOP ONLINE PTY LTD	Pool Supplies	-524.59
EFT27645	11/07/2024	BRADY AUSTRALIA PTY LTD T/AS SETO	Spill Kits	-699.01
EFT27646	18/07/2024	ASK WASTE MANAGEMENT	Landfill Closure Management Plan and Operational	-10010.00
EFT27647	18/07/2024	AUSTRALIA POST	Postage charges for the month of June	-614.63
EFT27648	18/07/2024	AUSRECORD	100 x F2D standard 2D file folders for record keeping	-86.90
EFT27649	18/07/2024	RON BATEMAN & CO	CAT 10 ELBOWS 45DEG 25MM PFATCF250 RED PRIMING FLUID 250ML PFTS250 SOLVENT CEMENT GREEN 250ML	-152.74
EFT27650	18/07/2024	CRISP WIRELESS PTY LTD	Internet charges FY 24/25 Admin Building	-21255.78
EFT27651	18/07/2024	CENTRAL WHEATBELT EARTHMOVING	Wet hire - Compaction Equipment as per - RFQ20	-7436.00
EFT27652	18/07/2024	CORSIGN WA	Road signs	-917.40
EFT27653	18/07/2024	CENTRAL EAST AGED CARE ALLIANCE I	Annual Member Contribution Levy 2024/25	-16500.00
EFT27654	18/07/2024	SHIRE OF DOWERIN	Patching works on Caughey Rd between Neening Rd and	-2616.00
EFT27655	18/07/2024	DUNNING'S DIRECT NORTHAM	UNLEADED - SERVICE STN	-214.97
EFT27656	18/07/2024	DANI'S DOMESTIC CLEANING SERVICE	Kitchener Street cleaning after Space Music	-306.25
EFT27657	18/07/2024	EASTWAY FOOD SUPPLY	Eastways - supplies for kitchen.	-621.17
EFT27658	18/07/2024	EM LOUISE PHOTOGRAPHY	Drone Photography - Weekly progress shots of CBD	-840.00
EFT27659	18/07/2024	GOODFIELD GLAZING SERVICE	SERVICE CALL TO ADJUST GLASS AND REFIT LOOSE OR MISSING WEDGES ON WINDOWS IN GRANDSTAND BAR	-165.00
EFT27660	45491	GREAT SOUTHERN FUEL SUPPLIES	Fuel charges for the month of June 2024	-400.2
<i>Fuel Card Purchases EMES</i>				
3/06/2024 \$ 69.47				
10/06/2024 \$ 114.08				
25/06/2024 \$ 101.26				
30/06/2024 \$ 115.39				
Total \$ 400.20				
<i>Fuel Card Purchases EMDS</i>				-715.8
1/06/2024 \$ 96.55				
2/06/2024 \$ 70.13				
6/06/2024 \$ 116.47				
8/08/2024 \$ 65.43				
15/06/2024 \$ 75.02				
20/06/2024 \$ 102.07				
26/06/2024 \$ 80.05				
28/06/2024 \$ 110.08				
Total \$ 715.80				
<i>Fuel Card Purchases MP</i>				-1242.16
1/06/2024 \$155.27				
1/06/2024 \$ 64.28				
1/06/2024 \$ 124.82				
3/06/2024 \$ 109.41				
3/06/2024 \$74.21				
5/06/2024 \$ 114.67				
6/06/2024 \$ 106.60				
6/06/2024 \$ 93.84				
10/06/2024 \$ 66.89				
23/06/2024 \$ 125.13				
26/06/2024 \$ 141.77				
30/06/2024 \$ 65.27				
Total \$1,242.16				

<i>Fuel Card Purchases SCEM</i>				-99.91
10/06/2024 \$ 99.91				
Total \$ 99.91				
<i>Fuel Card Purchases EMCS</i>				-326.77
1/06/2024 \$ 107.63				
15/06/2024 \$ 79.57				
16/06/2024 \$ 68.34				
19/06/2024 \$ 71.23				
Total \$ 326.77				
<i>Fuel Card Purchases EHO</i>				-385.71
1/06/2024 \$ 68.06				
7/06/2024 \$ 121.97				
21/06/2024 \$ 77.48				
27/06/2024 \$ 118.20				
Total \$ 385.71				
<i>Fuel Card Purchases SES</i>				-109.69
4/06/2024 \$ 109.69				
Total \$ 109.69				
EFT27661	18/07/2024	GEARING WHEATBELT SERVICES	Cleaning Services	-750.00
EFT27662	18/07/2024	HERSEY'S SAFETY	1 diesel meter	-520.30
EFT27663	18/07/2024	INDUSTRIAL AUTOMATION GROUP	Remote Access Operational Costs - Standpipe	-2110.90
EFT27664	18/07/2024	KARIS MEDICAL GROUP	Medicals and Drug and Alcohol Test	-539.00
EFT27665	18/07/2024	LIBERTY OIL RURAL PTY LTD	Diesel	-17793.00
EFT27666	18/07/2024	LGIS	Local Government Insurance LGIS Bushfire LGIS Liability LGIS Commercial Crime & Cyber Liability LGIS	-205269.90
EFT27667	18/07/2024	LOCAL GOVERNMENT PROFESSIONALS	2024 - 2025 Full Membership dues - EMCS	-1270.00
EFT27668	18/07/2024	MERREDIN ELECTRICS	Replace faulty light globe in the disabled toilet.	-123.20
EFT27669	18/07/2024	MERREDIN NEWSAGENCY	1 Box 100 A3 Razorline Laminating Pouches	-99.47
EFT27670	18/07/2024	MERREDIN PLUMBING SERVICE	Connection to the temporary toilets at the visitors centre.	-288.99
EFT27671	18/07/2024	MDN PANEL & PAINT	SUPPLY & FIT ECB NUDGEBAR - 2022 TOYOTA KLUGER (EMDS)	-1788.05
EFT27672	18/07/2024	MERREDIN FREIGHTLINES	Materials freight	-1820.50
EFT27673	18/07/2024	WHEATBELT OFFICE & BUSINESS MACH	Recreation Centre: FujiFilm Apeos C3070 - 30 ppm in Black	-7651.60
EFT27674	18/07/2024	MDN REFRIGERATION & GAS	Shire depot lunch room – Installation of 8kW Mitsubishi Electric \$3,399.00 Reverse Cycle Wall Split in Shire Depot	-3399.00
EFT27675	18/07/2024	MERREDIN RURAL SUPPLIES	Winh Copper Sulphate pentahydrate 25kg.	-2595.15
EFT27676	18/07/2024	JLT RISK SOLUTIONS PTY LTD (LGIS)	Salary Continuance 2024-25	-9406.59
EFT27677	18/07/2024	MORLEY CANVAS	Event trailer - canvas top and sides	-2090.00
EFT27678	18/07/2024	MERREDIN TREASURY	Technician Accommodation x 3 shows July 2024 All fired	-990.00
EFT27679	18/07/2024	MERREDIN SUPA IGA	Supplies - Toolbox Meeting	-487.79
EFT27680	18/07/2024	MERREDIN TOYOTA AND ISUZU UTE	40,000 km service for 44MD	-1335.94
EFT27681	18/07/2024	MOVAT PTY LTD ATF MOVAT TRUST	MOVAT software monthly SMS rental and SMS's Merredin	-58.40
EFT27682	18/07/2024	MERREDIN COMMUNITY GARDEN GROU	Catering February Morning Melodies	-400.00
EFT27683	18/07/2024	PFD FOODS NORTHAM	PFD - Catering Ingredients	-472.00
EFT27684	18/07/2024	PROMOTIONAL EXPOSURE	1 x Comedy Gold Balance for show on Friday the 16th of	-1760.00
EFT27685	18/07/2024	QLM LABEL MAKERS PTY LTD	Waste Collection Calendar 24/25 - As per estimate	-1469.80
EFT27686	18/07/2024	TWO DOGS HOME HARDWARE	Supply 3 x 2400 x 1205 smooth cream lattice, 9 x 2400	-2413.88
EFT27687	18/07/2024	ROSS'S DIESEL SERVICE	k1595mb 410 pc conyour 29work station bl k1870 150 pc	-8262.35
EFT27688	18/07/2024	SYNERGY	Streetlights tariff Bill period: 25 May 2024 - 24 Jun 2024	-26622.21
EFT27689	18/07/2024	D SAYERS MECHANICAL	Service and Repairs of MD 15113	-832.48
EFT27690	18/07/2024	TELSTRA	Telstra charges	-1340.27
EFT27691	18/07/2024	PUBLIC TRANSPORT AUTHORITY	TransWA bookings	-431.44
EFT27692	18/07/2024	THE WEST AUSTRALIAN NEWSPAPERS	Subscription to The West Australian - option 2 (12 Weeks)	-84.00
EFT27693	18/07/2024	TEAM GLOBAL EXPRESS PTY LTD (TOLL	Freight charges	-480.61
EFT27694	18/07/2024	TEAM DIGITAL	Replacement theatre light globes	-629.50
EFT27695	18/07/2024	WHEATBELT LIQUID WASTE	Temporary toilet servicing. Includes emptying individual	-1320.00
EFT27696	18/07/2024	WATER CORPORATION	Service charges Water vacant land 1 Jul 2024 - 31 Aug	-52.28
EFT27697	18/07/2024	WHEATBELT AUDIO VISUAL	Technician support Emma Donovan All Fired UP Bogan	-1940.00
EFT27698	18/07/2024	WA CONTRACT RANGER SERVICES PTY	Ranger Services Including Travel RS95 Ranger Services	-5852.00

EFT27699	18/07/2024	WHEATBELT UNIFORMS SIGNS & SAFE	MRCLC Uniform including logo embroidery		-1384.90
EFT27700	18/07/2024	WALKER ELECTRICAL CONTRACTORS	Decommissioning EVSE and Tesla EV Charges/ Commision		-2640.00
EFT27701	18/07/2024	WA DISTRIBUTORS PTY LTD T/A ALLW	BIN LINER 240L H/D FLAT X100		-862.50
EFT27702	18/07/2024	WHEATBELT EAST REGIONAL ORGANIS	Annual WEROC Financial Contribution		-13200.00
EFT27703	24/07/2024	THE AUSTRALIAN WORKERS UNION	Payroll Deductions/Contributions		-84.00
EFT27704	24/07/2024	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		-79.50
EFT27705	24/07/2024	SALARY PACKAGING AUSTRALIA	Salary sacrifice for Employees		-1089.42
Electronic Fund Transfers Total				-\$	2,473,096.93
Direct Debits Payments					
DD13496.1	01/07/2024	NER FINANCE (EQUIPMENT RENTS)	Monthly Rental Charge for Lexmark CX943 Admin Printer	-\$	515.19
DD13497.1	10/07/2024	BEAM SUPERANNUATION CLEARING	Superannuation Payment as per Pay Run	-\$	20,953.86
DD13498.1	23/07/2024	BEAM SUPERANNUATION CLEARING	Superannuation Payment as per Pay Run	-\$	21,406.28
DD13499.1	22/07/2024	VONEX TELECOM	SOM various phone accounts	-\$	601.96
DD13500.1	COMMONWEALTH MASTERCARD				
		CORPORATE CHARGE CARD - CEO		-\$	171.13
	1/07/2024	CBA	Annual Card Fee	2/02/1900	
	22/07/2024	Merredin Rural Supplis	Tape for MRCLC Courts	\$	17.50
	22/07/2024	2 Dogs Hardware	Tape for MRCLC Courts	\$	26.05
	24/07/2024	Jim Kidd Sports	Prizes for Apex Park Re-opening	\$	94.85
			Total	\$	171.73
		CORPORATE CHARGE CARD - EMCS		-\$	238.67
	27/06/2024	MailChimp	Monthly susbscription	\$	68.18
	6/07/2024	Ventraip	CT Website hosting	\$	14.00
	8/07/2024	Adobe Systems	Monthly susbscription	\$	28.99
	10/07/2024	Kmart	Balloons for CWVC Re-opening	\$	11.50
	11/06/2024	Merredin Pizza	Council Catering	\$	116.00
			Total	\$	238.67
		CORPORATE CHARGE CARD - SCEM		-\$	980.73
	3/07/2024	Survey Monkey	Survey Platform	\$	384.00
	4/07/2024	Metro Hotel Perth	Accommodation Meals for SCEM	\$	349.97
	14/07/2024	BITLY	Social Media Links	\$	142.20
	14/07/2024	BITLY	International Transaction Fee	\$	3.56
	19/07/2024	2 Dogs Hardware	MRCLC Locks	\$	101.00
			Total	\$	980.73
		CORPORATE CHARGE CARD - EMDS		-\$	2,534.25
	5/07/2024	MEGATIX	Bringing Dowerin Downtown Table	\$	2,534.25
			Total	\$	2,534.25
Direct Debits Total				-\$	47,402.07
Direct Staff Wages					
	10/07/2024	Staff Wages	PPE 26/06/2024 - 9/07/2024	-\$	110,846.34
	24/07/2024	Staff Wages	PPE 10/07/2024 - 23/07/2024	-\$	111,553.43
Direct Staff Wages Total				-\$	222,399.77
Trust Fund Cheques/EFTs					
NIL				\$	-
Trust Fund Chqs/EFTs Total				\$	-

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

In accordance with section 5.23 (2)(c)(e)(ii)(iii), of the *Local Government Act 1995* Council will go Behind Closed Doors to discuss these matters.

Council Decision

Moved: Cr Crook **Seconded:** Cr Anderson

83441 That Council move Behind Closed Doors and that Standing Orders be suspended at 4:16pm.

CARRIED 5/0

For: Cr McKenzie, Cr Anderson, Cr Billing, Cr Crook, Cr O'Neill

Against: Nil

Reason

That matters related to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting, and a matter that if disclosed, would reveal information that has a commercial value to a person, or information about the business, professional, commercial or financial affairs of a person were to be discussed.

19.1 Award of Contract – RFQ02 2024-25 Sealing Works

Engineering Services



Responsible Officer:	Amer Tawfik, EMES
Author:	As above
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 19.1A – Confidential Recommendation Report RFQ02 2024-25 Sealing Works

Voting Requirements

Simple Majority

Absolute Majority

Resolution

Moved: Cr Billing

Seconded: Cr Anderson

That Council:

83442

1. RECEIVES the Recommendation Report included as Attachment 19.1A – Confidential Recommendation Report RFQ02 2024-25 Shire of Merredin – Bituminous Surfacing;
2. APPROVES the recommendations as contained within Section 7 of the Confidential Report included as Attachment 19.1A;
3. AUTHORISE the Shire President and Chief Executive Officer to sign and apply the Shire of Merredin Common Seal to the Contract between the Shire of Merredin and Fulton Hogan Industries Pty Ltd for RFQ02 2024-25 Sealing Works as per the rates shown in Attachment 19.1A.

CARRIED 5/0

For: Cr McKenzie, Cr Anderson, Cr Billing, Cr Crook, Cr O'Neill

Against: Nil

19.2 Award of Contract – RFQ03 2024-25 Pavement Stabilisation Works

Engineering Services



Responsible Officer:	Amer Tawfik, EMES
Author:	As above
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 19.1A – Confidential Recommendation Report RFQ03 2024-25 Pavement Stabilisation Works

Voting Requirements

Simple Majority

Absolute Majority

Resolution

Moved: Cr Crook

Seconded: Cr McKenzie

That Council:

1. RECEIVES the Recommendation Report included as Attachment 19.2A – Confidential Recommendation Report RFQ03 2024-25 Pavement Stabilisation Works;
2. APPROVES the recommendations as contained within Section 7 of the Confidential Report included as Attachment 19.2A;
3. AUTHORISE the Shire President and Chief Executive Officer to sign and apply the Shire of Merredin Common Seal to the Contract between the Shire of Merredin and Stabilised Pavement Australia Pty Ltd for RFQ02 2024-24 Pavement Stabilisation Works up to a total value as listed in the financial table of this report;
4. In the event, Stabilised Pavement Australia is not available to meet the project timeline, Council authorise the Chief Executive Officer to engage WCP Civil Pty Ltd as an alternative option up to a total value as listed in the financial table of this report; and
5. AUTHORISES the Chief Executive Officer to approve up to 10% Variations to this Contract, within the budget allocated in accounts RC239A, RC239B, RC239C, RC239D, RC239F, RC239H, RC239I, and RC239J.

83443

CARRIED 5/0

For: Cr McKenzie, Cr Anderson, Cr Billing, Cr Crook, Cr O'Neill

Against: Nil

Council Resolution

Moved: Cr McKenzie **Seconded:** Cr O'Neill

83444 That Council return from Behind Closed Doors at 4:20pm, resume Standing Orders and that the resolutions being passed in the confidential session be confirmed in open meeting.

CARRIED 5/0

For: Cr McKenzie, Cr Anderson, Cr Billing, Cr Crook, Cr O'Neill

Against: Nil

20. Closure

There being no further business, the President thanked those in attendance and declared the meeting closed at 4:21pm.

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