



SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

AGENDA

Ordinary Council Meeting

To be held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday, 24 May 2022
Commencing 4.00pm



Notice of Meeting



Dear President and Councillors,

The next Ordinary Meeting of the Council of the Shire of Merredin will be held on Tuesday, 24 May 2022 in the Council Chambers, corner of King and Barrack Streets, Merredin. The format of the day will be:

2.00pm Briefing Session

4.00pm Council Meeting

LISA CLACK
CHIEF EXECUTIVE OFFICER
20 May 2022

DISCLAIMER

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

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

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

Common Acronyms Used in this Document	
CBP	Corporate Business Plan
CEACA	Central East Accommodation & Care Alliance Inc
CEO	Chief Executive Officer
CSP	Community Strategic Plan
CWVC	Central Wheatbelt Visitors Centre
DCEO	Deputy Chief Executive Officer
EA	Executive Assistant to CEO
EMCS	Executive Manager of Corporate Services
EMDS	Executive Manager of Development Services
EMES	Executive Manager of Engineering Services
ES	Executive Support Officer
GECZ	Great Eastern Country Zone
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



Shire of Merredin April Ordinary Council Meeting

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Shire of Merredin
Ordinary Council Meeting
4:00pm Tuesday, 24 May 2022



1. Official Opening

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr M McKenzie	President
Cr L Boehme	Deputy President
Cr R Billing	
Cr D Crook	
Cr J Flockart	
Cr R Manning	
Cr P Patroni	
Cr M Simmonds	
Cr P Van Der Merwe	

Staff:

L Clack	CEO
A Prnich	DCEO
C Townsend	A/DCEO
L Mellor	A/EMCS
P Zenni	EMDS
D Hay-Hendry	A/EMES
M Wyatt	EA/ES

Members of the Public:

Apologies:

Approved Leave of Absence:

3. Public Question Time

Members of the public may submit questions up to 2pm on the day of the meeting by emailing ea@merredin.wa.gov.au.

4. Disclosure of Interest

5. Applications of Leave of Absence

6. Petitions and Presentations

7. Confirmation of Minutes of Previous Meetings

- 7.1 Ordinary Council Meeting held on 26 April 2022
Attachment 7.1A

Voting Requirements

- Simple Majority Absolute Majority

Officers Recommendation

That the Minutes of the Ordinary Council Meeting held on 26 April 2022 be confirmed as a true and accurate record of proceedings.

8. Announcements by the Person Presiding without Discussion

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

19.1 Request for Tender RFT04-2021/22 Provision of Cleaning Services to the Shire of Merredin

19.2 Recommended write off of Rates and Service Charges

10. Receipt of Minutes of Committee Meetings

- 10.1 Minutes of Eastern Wheatbelt District Health Advisory Council Meeting
Attachment 10.1A
- 10.2 Minutes of Great Eastern Country Zone Meeting
Attachment 10.2A

Voting Requirements

- Simple Majority Absolute Majority

Officer's Recommendation

THAT Council;

- 1. RECEIVE the minutes of the Eastern Wheatbelt District Health Advisory Council Meeting; and**
- 2. RECEIVE the Minutes of the Great Eastern Country Zone Meeting.**

11. Recommendations from Committee Meetings for Council Consideration

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That Council;

- 1. RECEIVE the minutes of the Shire of Merredin Local Emergency Management Committee at Attachment 11.1A;**
- 2. NOTES the resolution of the Committee "That the LEMC adopt the draft Shire of Merredin LEMC Terms of Reference" and,**
- 3. ADOPTS the Shire of Merredin LEMC Terms of Reference, noting this will now become the endorsed Shire of Merredin LEMC Terms of Reference (Final) as per Attachment 11.1B.**

12. Officer's Reports - Development Services

Nil

13. Officer's Reports - Engineering Services

Nil

14. Officers' Reports – Corporate and Community Services

14.1 Statement of Financial Activity (March 2022)

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

Purpose of Report

Executive Decision

Legislative Requirement

Background

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

Comment

Statement of Financial Activity

Regulation 34 of the Local Government (Financial Management) Regulations requires the Shire to prepare a monthly statement of financial activity for consideration by Council within 2 months after the end of the month of the report.

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:	Communication and Leadership
Service Area Objective:	Decision Making
Priorities and Strategies for Change:	The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources

➤ Corporate Business Plan

Key Action:	Deliver long term financial planning for asset replacement and new capital projects
Directorate:	Corporate Services
Timeline:	Continue to provide prudent financial controls and compliance systems

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.

➤ Workforce Plan

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

Risk Implications

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

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

Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$10,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud.

The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the responsibility of the CEO as laid out in the *Local Government (Financial Management Regulations) 1996 Regulation 5*, seek to mitigate the possibility of this occurring.

These controls are set in place to provide daily, weekly, and monthly checks to ensure that the integrity of the data provided is reasonably assured.

Financial Implications

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

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation

That Council in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receive the Statement of Financial Activity and the Investment Report for the period ending 31 March 2022.

14.2 List of Accounts Paid – March 2022

<h3>Corporate Services</h3> 	
Responsible Officer:	Lindon Mellor, A/EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995, Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.2A - Payments Listing March 2022

Purpose of Report

Executive Decision

Legislative Requirement

Background

The attached list of Accounts Paid during the Month of March 2022 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: Communication and Leadership

Service Area Objective: Decision Making

Priorities and Strategies for Change: The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources

➤ Corporate Business Plan

Key Action: Deliver long term financial planning for asset replacement and new capital projects

Directorate: Corporate Services

Timeline: Continue to provide prudent financial controls and compliance systems

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.

➤ Workforce Plan

Directorate: Nil

Activity: Nil

Current Staff: Nil

Focus Area: Nil

Strategy Code: Nil

Strategy: Nil

Implications: Nil

Risk Implications

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

Financial Implications

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

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation

That Council RECEIVE the schedule of accounts paid during March 2022 as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totalling \$1,069,597.04 from Council's Municipal Fund Bank Account and NIL from Council's Trust Account.

14.3 Statement of Financial Activity (April 2022)

<h2>Corporate Services</h2> 	
Responsible Officer:	Lindon Mellor, A/EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995, Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.3A – Statement of Financial Activity Attachment 14.3B – Detailed Statements Attachment 14.3C – Capital Works Progress Attachment 14.3D – Management Report (Confidential)

Purpose of Report

Executive Decision

Legislative Requirement

Background

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

Comment

Statement of Financial Activity

Regulation 34 of the Local Government (Financial Management) Regulations requires the Shire to prepare a monthly statement of financial activity for consideration by Council within 2 months after the end of the month of the report.

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:	Communication and Leadership
Service Area Objective:	Decision Making
Priorities and Strategies for Change:	The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources

➤ Corporate Business Plan

Key Action:	Deliver long term financial planning for asset replacement and new capital projects
Directorate:	Corporate Services
Timeline:	Continue to provide prudent financial controls and compliance systems

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.

➤ Workforce Plan

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

Risk Implications

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

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

Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$10,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud.

The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the responsibility of the CEO as laid out in the *Local Government (Financial Management Regulations) 1996 regulation 5*, seek to mitigate the possibility of this occurring.

These controls are set in place to provide daily, weekly, and monthly checks to ensure that the integrity of the data provided is reasonably assured.

Financial Implications

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

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation

That Council in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996, receive the Statement of Financial Activity and the Investment Report for the period ending 30 April 2022.

14.4 List of Accounts Paid – April 2022

<h1>Corporate Services</h1> 	
Responsible Officer:	Lindon Mellor, A/EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995, Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.4A - Payments Listing April 2022

Purpose of Report

Executive Decision

Legislative Requirement

Background

The attached list of Accounts Paid during the Month of April 2022 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: Communication and Leadership

Service Area Objective: Decision Making

Priorities and Strategies for Change: The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources

➤ Corporate Business Plan

Key Action: Deliver long term financial planning for asset replacement and new capital projects

Directorate: Corporate Services

Timeline: Continue to provide prudent financial controls and compliance systems

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.

➤ Workforce Plan

Directorate: Nil

Activity: Nil

Current Staff: Nil

Focus Area: Nil

Strategy Code: Nil

Strategy: Nil

Implications: Nil

Risk Implications

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

Financial Implications

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

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation

That Council RECEIVE the schedule of accounts paid during April 2022 as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totalling \$626,270.22 from Council's Municipal Fund Bank Account and NIL from Council's Trust Account.

14.5 Budget Review

<h1>Corporate Services</h1> 	
Responsible Officer:	Lindon Mellor, A/EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995, Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.5A – Budget Review

Purpose of Report

Executive Decision

Legislative Requirement

Background

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

Comment

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

This report presents the statutory Budget Review of the 2021-2022 Budget.

A number of budget variations are proposed as part of this review.

The proposed changes are identified in Attachment 14.5A. It should be noted that actual costs presented in this document are only up until 30 March 2022.

Issues and options considered.

The budget review has comprised:

- a review of the adopted budget and an assessment of actual results to date against that budget;
- an assessment and projection of likely results over the remainder of the financial year against the adopted budget; and

- Consideration of any issues not provided for in the adopted budget that may need to be addressed.

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

The focus in this review has been on ensuring that there is sufficient operational capacity to deliver the services and budget programs as set out in the adopted 2021-22 Budget and to accommodate events and issues that have arisen since budget adoption.

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

Surplus Brought Forward

The actual surplus brought forward from 2020-21 is now estimated to be higher than the budget estimate by \$1,058,691 owing to budgeted reserve transfers of \$1,015,000 not having taken place as at 30 June 2021. These transfers have been incorporated into the current budget review. The brought forward figure, however, will not be confirmed until the Annual Financial Statements are finalised and signed off by our auditors.

Operating Income and Expenditure

Operating changes are minimal and are shown on the summary page in the document.

Capital Income and Expenditure

The receipt of the annual 2021/22 Roads to Recovery funding income is contingent on the acceptance and audit of the 2020/21 Annual Financial Statements for the Shire by the Office of the Auditor General for Western Australia. Delays to the Shire's audit mean it is unlikely to be completed prior to the end of the financial year, and the funding will therefore not be received. The budget review reflects this assumption, and capital expenditure has been amended to reflect this change.

The anticipated \$6 million CBD project expenditure for the Town Square, and Pioneer and Apex parks have been reduced, as construction and the associated expenditure will not all be completed in the current financial year and will instead continue into the 2022/23 financial year.

Reserve transfers, grant income and new loan income related to the CBD projects have been reduced to match expenditure and change to project phasing.

The same overall funding will be required to complete the projects. As a result, the CBD project components still to be completed will be raised as capital items in the draft budget for the 2022/23 financial year. This will include the associated WATC loan.

To continue to deliver on these projects, a further item will be brought to Council next month, outlining the capital amounts that have been amended during budget review for these specific priority projects. Council's endorsement will be sought for appropriate funding for these to be included within the drafting of the 2022/2023 Annual Budget, and for works to continue in the interim.

Policy Implications

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

Statutory Implications

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

6.11. Reserve accounts

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.
- (2) Subject to subsection (3), before a local government —
 - (a) changes* the purpose of a reserve account; or
 - (b) uses* the money in a reserve account for another purpose,it must give one month's local public notice of the proposed change of purpose or proposed use.
** Absolute majority required.*
- (3) A local government is not required to give local public notice under subsection (2) —
 - (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or
 - (b) in such other circumstances as are prescribed.
- (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

Strategic Implications

➤ Strategic Community Plan

Theme:	Communication and Leadership
Service Area Objective:	Decision Making
Priorities and Strategies for Change:	The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources

➤ Corporate Business Plan

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

Timeline: Ongoing

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

Directorate: Nil

Activity: Nil

Current Staff: Nil

Focus Area: Nil

Strategy Code: Nil

Strategy: Nil

Implications: Nil

Risk Implications

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

Financial Implications

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

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation

That Council;

- 1. APPROVES the Budget Review of the 2021 - 2022 budget as at 31 March 2022, and AUTHORISES the amendments as detailed in Attachment 14.5A and;**
- 2. In accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996 PROVIDE a copy of the 2021 - 22 annual budget review and determination to the Department of Local Government, Sport and Cultural Industries.**

14.6 Differential Rates 2022/23

<h1>Corporate Services</h1> 	
Responsible Officer:	Lindon Mellor, A/EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995, Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.6A - Differential Rating Objects and Reasons

Purpose of Report

Executive Decision

Legislative Requirement

Background

Local governments are empowered to impose differential general rates subject to compliance with Section 6.33 of the Local Government Act 1995.

Differential rating provides Council with flexibility in the level of rates being raised from specifically identified properties or groups of properties within the community. It is common for Councils to base differential rating for properties on Town Planning Scheme zonings however other criteria such as land use may be used.

Once a budget deficiency has been determined, and after taking into consideration the objectives of the Strategic Community Plan and Corporate Business Plan, a rating strategy and proposed differential general rates in the dollar can be determined. Rates should not be increased by a fixed amount without due consideration of the deficiency.

Unless Ministerial approval is given, the amount expected to be raised through all types of local government rates must be within 90% to 110% of the deficiency of the budget (s6.34). This acts to limit the amount that may be raised by rates, but only in proportion to the expenditure requirement determined by the local government, and not in the manner of a set cap on the maximum level of income which can be raised through rates.

Council is required to give local public notice prior to imposing any differential general rates, or any minimum payment applying to a differential rate category, for a minimum of 21 days. Council does, however, have the discretion to vary the rate in the dollar and minimum rate during its budget deliberations without having to re-advertise the changes.

Before local public notice is given, proposed rates should be determined by Council, along with the objects and reasons providing justification for each differential general rate or minimum payment. It is important that these provide sufficient supporting information to electors and ratepayers or local governments may be asked to re-advertise by the Minister for Local Government (the Minister).

Currently, Differential Rating does not apply to properties utilising Gross Rental Valuations.

	Comment
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Rateable properties in the Shire of Merredin are rated on either Gross Rental Value (GRV) or Unimproved Value (UV). Values are determined by the Valuer General’s Office (VGO).

Typically, properties within the town boundary are rated using GRV, which is based on an estimate of what the improved property will generate in rent in a year. GRV properties are revalued every three years.

Other properties in the Shire are rated using unimproved values, based on the capital value of the unimproved (bare) land. UV properties are revalued every year by the VGO. Whilst unimproved values are based on the capital value of the land, land prices are still linked to the land’s capacity to generate annual revenue.

The Shire generates rate revenue by charging a rate-in-the-dollar (rates) against the valuations. The Shire’s UV properties are rated as Rural, Urban Rural, Mining, Power Generation and Airstrips. The rates modelling is completed against the rates revenue.

To maintain the level of revenue required to meet levels of service, support the Shires loan for the CBD development project and to meet rising costs, the Shire will need to increase total rate revenue by 4% on 2022-23 actuals. It is proposed that rates-in-the-dollar and minimum rates increase to match this.

The table of Rates (Unimproved Valuations) proposed for the 2022/23 financial year is set out below:

Unimproved Value	Minimum Rate	Rate in \$
UV1 – Rural	\$1,130.00	0.02047
UV2 – Urban Rural	\$1,130.00	0.03328
UV3 – Mining	\$200.00	0.03893
UV4 - Special Zone Wind Farm & Power Generation	\$1,130.00	0.03893
UV5 – Special Use Airstrip	\$1,130.00	0.03893

RATE CATEGORY & TYPE	2021-22 Year (actuals)			2022-23 Year (proposed)			Net increase on Prior Year			% on prior year	
	Rate in \$ (cents)	Min \$	Rates Raised	Rate in \$ (cents)	Min \$	Rates Raised	Rate in \$ (cents)	Min \$	Rates Raised	Rate in \$	Min \$
Gross Rental Value											
Gross Rental Value	0.10796	910	2,225,472	0.11260	910	\$ 2,309,702	0.00464	0	\$ 84,230	4.30%	0
Unimproved Value											
UV1 Rural	0.01963	1,130	2,043,448	0.02047	1,130	\$ 2,126,982	0.00084	0	\$ 83,534	4.30%	0
UV2 Urban Rural	0.03163	1,130	162,814	0.03328	1,130	\$ 169,156	0.00165	0	\$ 6,342	5.20%	0
UV3 Mining	0.03743	205	7,573	0.03893	200	\$ 8,341	0.00150	-5	\$ 768	4.00%	0
UV4 Special Zone Wind Far	0.03743	1,130	161,010	0.03893	1,130	\$ 167,369	0.00150	0	\$ 6,359	4.00%	0
UV5 Special Use Airstrip	0.03743	1,130	6,288	0.03893	1,130	\$ 6,540	0.00150	0	\$ 252	4.00%	0
			4,606,605			\$ 4,788,090			\$ 181,485		

These calculations have been made using the valuations supplied by Landgate Valuation Services for 2022/2023. It is not expected that any changes will be made before the adoption of the 2022/2023 Budget.

Policy Implications

Nil

Statutory Implications

Section 6.33 of the *Local Government Act 1995* allows for local governments to differentially rate properties.

Section 6.35 of the *Local Government Act 1995*:

6.35. Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —*
 - (a) *50% of the total number of separately rated properties in the district; or*
 - (b) *50% of the number of properties in each category referred to in subsection (6),**on which a minimum payment is imposed.*
- (4) *A minimum payment is not to be imposed on more than the prescribed percentage of —*
 - (a) *the number of separately rated properties in the district; or*
 - (b) *the number of properties in each category referred to in subsection (6),**unless the general minimum does not exceed the prescribed amount.*
- (5) *If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*

(6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories –

- (a) to land rated on gross rental value; and
- (b) to land rated on unimproved value; and
- (c) to each differential rating category where a differential general rate is imposed.

[Section 6.35 amended by No. 49 of 2004 s. 61.]

Section 53 of the *Local Government (Financial Management) Regulations 1996* sets the Prescribed amount in Relation to Minimums.

53. Amount prescribed for minimum payment (Acts. 6.35(4))

The amount prescribed for the purposes of section 6.35(4) is \$200.

Strategic Implications

➤ Strategic Community Plan

Theme:	Communication and Leadership
Service Area Objective:	Decision Making
Priorities and Strategies for Change:	The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources

➤ Corporate Business Plan

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

Sustainability Implications

➤ Strategic Resource Plan

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

➤ Workforce Plan

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

Implications: Nil

Risk Implications

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

Financial Implications

Adopting the differential model as detailed below will result in the associated modelled rates revenue in accordance with Council's adopted Long Term Financial Plan.

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation

That Council:

- ADOPT for draft budget purposes the following differential rate in the dollar and minimum payments for Unimproved Value rated properties, subject to finalisation of the draft 2022/23 Budget and the establishment of the funding shortfall required from imposition of rates on Gross Rental Value rated properties:**

Unimproved Value	Minimum Rate	Rate in \$
UV1 – Rural	\$1,130.00	0.02047
UV2 – Urban Rural	\$1,130.00	0.03328
UV3 – Mining	\$200.00	0.03893
UV4 - Special Zone Wind Farm & Power Generation	\$1,130.00	0.03893
UV5 – Special Use Airstrip	\$1,130.00	0.03893

- In accordance with Section 6.36 of the Local Government Act 1995, ADVERTISE its intention to levy differential rates on Unimproved Value properties for the 2022/23 Budget on Council's website the availability of the Shire of Merredin's 2022/23 Differential Rating Objects and Reasons.**

14.7 Council Attendance Fees 2022/23

<h1>Corporate Services</h1> 	
Responsible Officer:	Lindon Mellor, A/EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995, Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.7A – Salaries and Allowances Determination 2022

Purpose of Report

Executive Decision

Legislative Requirement

Background

The Local Government Act 1995 (the Act) 2.98(1)(b) provides for the payment to Members of fees for attending Council Meetings on either a per meeting, or an annual basis.

The amounts are set annually by the Salaries and Allowances Tribunal (SAT). Each Council is placed into a band to determine applicable fees. The Shire of Merredin is categorised as a band three (3) Council.

The Act also allows for the reimbursement of, or an allowance for, covering certain expenses incurred by council members.

Current 2021/22 Fees paid to its elected Members are as follows –

Annual Meeting Fees

Shire President	\$ 8,657
Deputy President	\$ 8,657
Councillors	\$ 8,657

Annual Allowance

Shire President	\$ 14,433
Deputy President	\$ 3,608

	Comment
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The permissible range for attendance fees and allowances are stipulated by Salaries and Allowance Act (SAT) and from 1 July 2022 have been determined as follows:

Table 4: Council meeting per meeting - local governments

For a council member other than the mayor or president			For a council member who holds the office of mayor or president	
Band	Minimum	Maximum	Minimum	Maximum
1	\$630	\$813	\$630	\$1,219
2	\$382	\$597	\$382	\$800
3	\$198	\$420	\$198	\$650
4	\$93	\$244	\$93	\$502

Table 6: Committee meeting and prescribed meeting fees per meeting - local governments

For a Council member (including the mayor or president)		
Band	Minimum	Maximum
1	\$316	\$406
2	\$191	\$298
3	\$99	\$210
4	\$47	\$122

Table 8: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees - local governments

For a council member other than the mayor or president			For a council member who holds the office of mayor or president	
Band	Minimum	Maximum	Minimum	Maximum
1	\$25,219	\$32,470	\$25,219	\$48,704
2	\$15,237	\$23,811	\$15,237	\$31,928
3	\$7,880	\$16,776	\$7,880	\$25,976
4	\$3,679	\$9,742	\$3,679	\$20,022

Table 10: Annual allowance for a mayor or president of a local government

For a mayor or president		
Band	Minimum	Maximum
1	\$52,539	\$91,997
2	\$15,761	\$64,938
3	\$1,051	\$37,881
4	\$526	\$20,565

7.3 Annual Allowance for a Deputy Mayor, Deputy President or Deputy Chair

(1) The percentage determined for the purposes of section 5.698A(1) of the LG Act is 25 percent.

The SAT determination for 2022/23 is a 2.5% increase on the minimum and maximum in each band.

In the 2022/23 the Administration proposes an increase of 4% in Councillor fees based on a comparable percentage increase to the proposed rate yield increases, as outlined in Agenda item 14.6 Differential Rates.

Below outlines the resulting recommended payments, to be paid to Councillors quarterly.

Annual Meeting Fees		Annual Allowance	
For a council member other than the mayor or president	For a council member who holds the office of mayor or president	Annual Allowance Shire President	Annual Allowance Deputy President
\$9,003	\$9,003	\$15,010	\$3,752

Policy Implications

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

Statutory Implications

Local Government Act

Section 5.98 Fees for Council members 5.98A

Allowance for Deputy President 5.99 Annual Fee for Attending Meetings

5.99A Allowances in Lieu of Reimbursements

Administration Regulations

Regulation 30 Meeting Attendance Fees

31 Expenses that are to be reimbursed

32 Expenses that may be reimbursed 33 Annual Allowance for President

33A Annual Allowance for Deputy President

34 Annual Attendance Fees

34A Allowances in Lieu of Reimbursements of Telecommunications Expenses

Salaries and Allowances Tribunal – Local Government Elected Members Review April 2022.

Strategic Implications

➤ Strategic Community Plan

Theme: 4. Communication and Leadership

Service Area Objective: 4.2 Decision making

Priorities and Strategies for Change: 4.2.2 The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources
N/A

➤ Corporate Business Plan

Strategy: SP.D4.3 – Practice prudent management of financial resources

Directorate: Continue to provide prudent financial controls and compliance systems

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

Directorate: Nil

Activity: Nil

Current Staff: Nil

Focus Area: Nil

Strategy Code: Nil

Strategy: Nil

Implications: Nil

Risk Implications

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

Financial Implications

Based on the proposed increases, this will result in a total expenditure in 22/23 for annual meeting fees and allowances for Councillors to \$99,789.00

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation

That Council;

Endorse the following annual allowances and meeting attendance fees for inclusion in the 2022/23 budget to be paid quarterly in arrears:

Annual Meeting Fees		Annual Allowance	
For a council member other than the mayor or president	For a council member who holds the office of mayor or president	Annual Allowance Shire President	Annual Allowance Deputy President
\$9,003	\$9,003	\$15,010	\$3,752

14.8 Endorsement of Proposed Fees and Charges 2022/23

<h1>Corporate Services</h1> 	
Responsible Officer:	Lindon Mellor, A/EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.8A – Fees and Charges

Purpose of Report

Executive Decision

Legislative Requirement

Background

Section 6.16 of The Local Government Act 1995 (Imposition of fees and charges) enables a local government to apply fees and charges for the goods or services it provides, to recover costs.

The schedule included as Attachment 14.8A – Fees and Charges, proposes fees and charges for in-principal adoption only at this stage, and will assist towards the preparation of the 2022/2023 budget. Formal adoption of the fees and charges occurs as part of the budget adoption process.

Comment

The proposed schedule of fees and charges for 2022/2023 is included as Attachment 14.8A.

Comments are included against any requested increase / decrease, new fees, or those to be removed. A unit column has already been added from previous years, to make it clearer on the applicable costs.

Policy Implications

Nil

Statutory Implications

Part 6 - Financial management (Division 5 - Financing local government activities) (Subdivision 2 - Fees and charges) 6.16. Imposition of fees and charges.

Strategic Implications

➤ Strategic Community Plan

Theme: Communication and Leadership
Service Area Objective: Decision Making
Key Priority: The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources

➤ Corporate Business Plan

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

Sustainability Implications

➤ Strategic Resource Plan

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

➤ Workforce Plan

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

Risk Implications

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

Financial Implications

Adopting the proposed fees and charges as detailed below will result in estimated anticipated revenue for the 2022/23 budget.

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation

That Council:

- 1. PROVIDES its in-principle endorsement of the Schedule of 2022/2023 Fees and Charges, included as Attachment 14.8A to the report;**
- 2. INCLUDES the proposed schedule within the drafting of the Shire's 2022/2023 annual budget for further consideration.**

15. Officers' Reports - Administration

15.1 Status Report – May 2022

<h1>Administration</h1> 	
Responsible Officer:	Lisa Clack, CEO
Author:	Meg Wyatt, EA
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 15.1A – Status Report – May 2022

Purpose of Report



Executive Decision



Legislative Requirement

Background

The Status Report is a register of Council resolutions that are allocated to the Shire staff for actioning. When staff have progressed or completed any action in relation to Council's decision, comments are provided until the process is completed or superseded by more recent Council resolutions.

Comment

In the interest of increased transparency and communication with the community, the status report is provided for information.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

➤ Strategic Community Plan

Theme: 4. Communication and Leadership
Service Area Objective: 4.4 Communications
4.4.1 The Shire is continuously working to maintain efficient communication, providing open, transparent and factual information, through a variety of channels
Priorities and Strategies for Change: Nil

➤ Corporate Business Plan

Key Action: Nil
Directorate: Nil
Timeline: Nil

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

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

Risk Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation

That Council RECEIVES the Status Report on Council Resolutions for May 2022.

16. Motions of which Previous Notice has been given

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

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

19. Matters Behind Closed Doors

In accordance with Section 5.23 (2) (a), (b), (c) and (d) of the Local Government Act 1995 Council will go Behind Closed Doors to discuss these matters.

19.1 Request for Tender RFT04-2021/22 Provision of Cleaning Services to the Shire of Merredin

19.2 Recommended write off of Rates and Service Charges

20. Closure

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