

SHIRE OF  
**MERREDIN**  
INNOVATING THE WHEATBELT

# AGENDA

## Ordinary Council Meeting

To be held in Council Chambers  
Corner King & Barrack Street's, Merredin  
Tuesday, 24 January 2023  
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 January 2023 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 January 2023

## 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.

<b>Common Acronyms Used in this Document</b>	
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
GO	Governance Officer
LGIS	Local Government Insurance Services
LPS	Local Planning Scheme
MCO	Media and Communications Officer
MoU	Memorandum of Understanding
MP	Manager of Projects
MRCLC	Merredin Regional Community and Leisure Centre
SRP	Strategic Resource Plan
WALGA	Western Australian Local Government Association
WEROC	Wheatbelt East Regional Organisation of Councils



## January Ordinary Council Meeting

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Shire of Merredin  
Ordinary Council Meeting  
4:00pm Tuesday, 24 January 2023



**1. Official Opening**

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

**Councillors:**

Cr M McKenzie	President
Cr D Crook	Deputy President
Cr R Billing	
Cr J Flockart	
Cr R Manning – Via Zoom	
Cr P Patroni	
Cr M Simmonds	
Cr P Van Der Merwe	

**Staff:**

L Clack	CEO
L Boehme	EMCS
L Mellor	EMES
M Wyatt	EA
O Mellor	GO

**Members of the Public:**

**Apologies:** P Zenni EMDS, C Townsend A/DCEO

**Approved Leave of Absence:**

**Voting Requirements**

Simple Majority

Absolute Majority

**Officer's Recommendation**

**That Council:**

1. **APPROVES** Councillor Manning's attendance at the January 2023 Ordinary Council Meeting via video conference in accordance with Regulation 14A(1) of the *Local Government (Administration) Regulations 1996*; and
2. **APPROVES** 1 Campbell Road, Denmark WA 6333 as a suitable place for Councillor Manning's attendance in accordance with Regulation 14A(4) of the *Local Government (Administration) Regulations 1996*.

**3. Public Question Time**

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

**4. Disclosure of Interest**

**5. Applications for Leave of Absence**

**6. Petitions and Presentations**

**7. Confirmation of Minutes of Previous Meetings**

- 7.1 Ordinary Council Meeting held on 20 December 2022  
Attachment 7.1A

**Voting Requirements**

Simple Majority

Absolute Majority

**Officers Recommendation**

**That the minutes of the Ordinary Council Meeting held on 20 December 2022 be confirmed as true and accurate records of proceedings.**

**8. Announcements by the Person Presiding without Discussion**

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

**10. Receipt of Minutes of Meetings**

- 10.1 Minutes of the Great Eastern Country Zone Meeting held 28 November 2022  
Attachment 10.1A

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation**

**That Council RECEIVE the minutes of the Great Eastern Country Zone Meeting held 28 November 2022.**

**11. Recommendations from Committee Meetings for Council Consideration**

Nil

**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 – December 2022

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

#### Purpose of Report



Executive Decision



Legislative Requirement

For Council to receive the Statements of Financial Activity and Investment Report for the month of December 2022, and be advised of associated financial matters, including consideration of three proposed budget amendments and a proposed change to the schedule of fees and charges.

#### Background

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

Additionally, a proposed amendment to the capital works budget for Cummins Theatre has also been included. Costing for replacement of the flooring of the kitchen has come in a little higher than budgeted and the cost to paint the exterior was higher than anticipated. A proposal is made to paint a portion of the exterior of the building and utilise the remaining funds to cover the extra cost to replace the flooring. The remainder of the painting will be considered for completion in future years.

It is also recommended that Council approve amendments to the capital budget associated with the replacement of the basketball backboards at the recreation centre. These

backboards are in poor condition, showing severe weathering, and require replacement prior to the next financial year.

The final proposed budget amendment relates to the replacement of the heat pump on the hydrotherapy pool at the MRCLC which failed and required immediate replacement for continuation of service.

A review of the fees and charges set for the new Tip Shop has also seen a need to review the charge set for sale of recycled items to ensure financial sustainability of the shop moving forward.

	<b>Comment</b>
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**Statement of Financial Activity**

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* 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. These reports are included at Attachments 14.1A to D inclusive.

**Budget Amendments**

The following capital budget amendments are recommended for Council’s consideration:

GL/Job	Description	Current Budget	Variation Amount	Revised Budget	Reason
4110710/ BC002	OTH CUL - Building (Capital)	\$8,000	\$1,200	\$9,200	Flooring quote received higher than budget allocation
4110710/ BC002	OTH CUL - Building (Capital)	\$21,500	-\$1,200	\$20,300	Quotes for painting of whole exterior much higher than budgeted. Revised painting schedule has been quoted at just under \$20,000.

The above-mentioned amendments are recommended due to quotes received for replacement of the kitchen flooring being higher than anticipated when the budget was set.

Further to the above, a second budget amendment is recommended to allow for the replacement of the basketball backboards and rings at the MRCLC. There are adequate funds available in account 2110389 (MRCLC – Other Rec Facilities Building Maintenance) to complete the project, however, as the total cost is over \$5,000, it is considered a capital expense and therefore funds need to be transferred to a capital account.

GL/Job	Description	Current Budget	Variation Amount	Revised Budget	Reason
2110389	REC – Other Rec Facilities	\$50,000	-\$9,000	\$41,000*	Funds moved to capital due to

	Building Maintenance				replacement of backboards costing over \$5,000.
4110370/ Job PC101	REC – Infrastructure Parks & Gardens (Capital)	\$0,000	\$9,000	\$9,000	Funds moved to capital due to replacement of backboards costing over \$5,000.

During January, the Building Maintenance Officer (BMO) was advised that the heat pump which services the Hydrotherapy pool at the MRCLC had failed and required immediate replacement. Without the heat pump in operation the pool could not meet minimum health requirements for temperature and consequently had to be closed until the heat pump could be replaced.

Additionally in November and December 2022, water samples of the Hydrotherapy pool showed concerning bacteria in the water, which was believed to be due to the existing heat pump. Due to the health issues noted and the reputational risk of closing the pool for both the Shire and Belgravia who manage the MRCLC, this was seen as an urgent item to be rectified.

The BMO sought two quotes for the replacement, which met Council purchasing policy requirements. Due to the urgency the purchase was charged to the Maintenance budget for the MRCLC (2110389 - REC – Other Rec Facilities Building Maintenance) which had suitable funds for this purchase and was allocated for emergency repairs.

Due to the value of the item, it has been identified that the purchase should have been allocated to a capital account (given cost and purchase type) rather than a maintenance account.

There are adequate funds available in account 2110389 (MRCLC – Other Rec Facilities Building Maintenance) to complete the project, however, as the total cost is over \$5,000, it is considered a capital expense and therefore funds need to be transferred to a capital account.

GL/Job	Description	Current Budget	Variation Amount	Revised Budget	Reason
2110389	REC – Other Rec Facilities Building Maintenance	\$50,000	-\$12,028.50	\$37,971.50*	Funds moved to capital due to replacement of pump being over the \$5000 capital threshold.
4110330	REC – Plant & Equipment (Capital)	\$0,000	\$12,028.50	\$12,028.50	Funds moved to capital due to replacement of pump being over

					the \$5000 capital threshold.
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\*revised budget amounts are not reflective of both amendments listed

### Fees and Charges Amendment

As the Administration progresses towards the opening of the Merredin Tip Shop, it has been identified that the current fees and charges do not allow the suitable pricing of selected items. The existing fees and charges for Tip Shop sales allows items to be priced up to \$5.00 inclusive of GST. The intent of the Tip Shop is to improve waste management practices in Merredin, promoting recycling and reuse of disposed items of value, however, to ensure the sustainability of this service, the fees and charges should allow pricing to be reflective of an items value, as well to be priced with the intent of recovering the cost of providing the service. It is therefore the Administrations recommendation that the charge on the current fees and charges schedule titled Tip Shop sale – Recyclable Items be amended from a charge of up to \$5.00 incl GST, to a new charge of up to \$150.00 incl GST. Although the intention is for most pricing to be at the very low end of the range, this allows a greater range in pricing where it may be appropriate. The proposed range is represented in the table below:

Account	Description	Unit	Charge	GST	Total (incl GST)	GST	Notes
<b>Existing Fee/Charge</b>							
3100135	Tip Shop sale – Recyclable Items	Per Item	\$4.55	\$0.45	\$5.00	Y	As marked. Maximum amount \$5 per tip shop item. Prices negotiable.
<b>Proposed Fee/Charge</b>							
3100135	Tip Shop sale – Recyclable Items	Per Item	Range of \$0 to \$136.36	Range of \$0 to \$13.64	Range of \$0 to \$150.00	Y	As marked. Maximum amount \$150 per tip shop item. Prices negotiable, based on fair price value.

### Policy Implications

Nil

### Statutory Implications

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

6.8. (1) A local government is not to incur expenditure from its municipal fund which is not included in its annual budget except where the expenditure (b) is authorized in advance by resolution\*; \*Absolute majority required

Approval of the level of materiality required under the *Local Government (Financial Management) Regulations 1996* 34(5), for financial reporting in respect of variances between actual and the original adopted budget is set by the Local Government. For the Shire of Merredin, this equates to \$10,000 for operating budget line items and \$10,000 for capital items.

### Strategic Implications

#### ➤ Strategic Community Plan

Theme: Nil  
Service Area Objective: Nil  
Priorities and Strategies for Change: Nil

#### ➤ Corporate Business Plan

Key Action: Deliver long term financial planning for asset replacement and new capital projects  
Directorate: 2  
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.

### Risk Implications

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

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

Materiality reporting thresholds have been established at 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 Statement of Financial Activity is retrospective. Accordingly, the financial implications associated with adopting this are nil.

**Voting Requirements**

- Simple Majority  Absolute Majority

**Officers Recommendation**

That Council;

1. RECEIVE the Statement of Financial Activity and Investment Report for the period ending 31 December 2022 in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*; and
2. APPROVES amendments to the Shire’s 2022-2023 Annual Budget as per the table below, pursuant to section 6.8(1(b)) of the *Local Government Act 1995*.

GL/Job	Description	Current Budget	Variation Amount	Revised Budget	Reason
4110710/ BC002	OTH CUL - Building (Capital)	\$8,000	\$1,200	\$9,200	Flooring quote received higher than budget allocation
4110710/ BC002	OTH CUL - Building (Capital)	\$21,500	-\$1,200	\$20,300	Quotes for painting of whole exterior much higher than budgeted. Revised painting schedule has been quoted at just under \$20,000.
2110389	REC – Other Rec Facilities Building Maintenance	\$50,000	-\$9,000	\$41,000	Funds moved to capital due to replacement of backboards costing over \$5,000.
4110370/ Job PC101	REC – Infrastructure	\$0,000	\$9,000	\$9,000	Funds moved to capital due


	<b>Parks &amp; Gardens (Capital)</b>					to replacement of backboards costing over \$5,000.
<b>2110389</b>	<b>REC – Other Rec Facilities Building Maintenance</b>	<b>\$50,000</b>	<b>-\$12,028.50</b>	<b>\$37,971.50*</b>		Funds moved to capital due to replacement of pump being over the \$5000 capital threshold.
<b>4110330</b>	<b>REC – Plant &amp; Equipment (Capital)</b>	<b>\$0,000</b>	<b>\$12,028.50</b>	<b>\$12,028.50</b>		Funds moved to capital due to replacement of pump being over the \$5000 capital threshold.

3. **AMENDS** the 2022/2023 Fees and Charges for Tip Shop sale – Recyclable Items as per the table below:

Account	Description	Unit	Charge	GST	Total (incl GST)	GST	Notes
<b>Existing Fee/Charge</b>							
<b>3100135</b>	<b>Tip Shop sale – Recyclable Items</b>	<b>Per Item</b>	<b>\$4.55</b>	<b>\$0.45</b>	<b>\$5.00</b>	<b>Y</b>	<b>As marked. Maximum amount \$5 per tip shop item. Prices negotiable.</b>
<b>Proposed Fee/Charge</b>							
<b>3100135</b>	<b>Tip Shop sale – Recyclable Items</b>	<b>Per Item</b>	<b>Range of \$0 to \$136.36</b>	<b>Range of \$0 to \$13.64</b>	<b>Range of \$0 to \$150.00</b>	<b>Y</b>	<b>As marked. Maximum amount \$150 per tip shop item. Prices negotiable, based on fair price value.</b>

4. **NOTES** the change will be incorporated into the Schedule of Fees and Charges 2022/2023 for the Shire of Merredin;
5. **APPROVES** advertising the changes to the fees and charges as per Item 3 and 4 above, in accordance with the Local Government Act 1995; and
6. **INITIATES** the changes to the fees and charges as per Item 3, upon completion of Item 5 of the recommendation above.

## 14.2 List of Accounts Paid – December 2022

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

### Purpose of Report

Executive Decision

Legislative Requirement

For Council to receive the schedule of accounts paid for the month of December 2022.

### Background

The attached list of Accounts Paid during the month of December 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: Nil



Service Area Objective: Nil

Priorities and Strategies for Change: Nil

➤ Corporate Business Plan

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

Directorate: 2

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.

**Risk Implications**

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

**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 December 2022 as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totaling \$1,072,543.36 from Council's Municipal Fund Bank Account and \$384.01 from Council's Trust Account.**

### 14.3 Proposed Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer Honorariums

<h2>Corporate Services</h2>		
Responsible Officer:	Lisa Clack, CEO	
Author:	Sheree Lowe, ESO	
Legislation:	<i>Bush Fires Act 1954</i>	
File Reference:	Nil	
Disclosure of Interest:	Nil	
Attachments:	Nil	

#### Purpose of Report



Executive Decision



Legislative Requirement

For Council to understand and acknowledge the wear and tear sustained by the Chief Bush Fire Control Officer (CBFCO) and the Deputy Chief Bush Fire Control Officer (DCBFCO) to their personal vehicles in the course of completing their volunteer roles on behalf of Council and the community, and to support the provision of funds for the purchase of essential equipment (not covered by the Emergency Services Levy) to support them in carrying out their roles.

#### Background

The Shire of Merredin Bushfire Operating Procedures was adopted by Council at the Ordinary Council Meeting on 26 April 2022 (CMRef#82891). The procedures state:

*The role of the Chief Bush Fire Control Officer is that of a leader, decision maker, planner and manager of the Bush Fire Organisation in the Shire of Merredin and **not as a 'hands on' fire fighter**. The CBFCO is to ensure that the organisation is functioning to a standard commensurate to the risks within the Shire of Merredin and is to ensure that the following tasks are achieved.*

*Duties and responsibilities of the Chief Bush Fire Control Officer include:*

*During wildfire incidents **manage the fire resources** of the Shire and Brigades and when necessary **act as the Incident Controller** in accordance with Westplan Fire. (Section 8.8, pp 22-23)*

*The role of Deputy Chief Bush Fire Control Officer is that of a leader, decision maker, and planner and **assists the CBFCO in managing the Bush Fire Organisation**.*

***The Deputy Chief Bush Fire Control Officer may deputise in the absence of the Chief Bush Fire Control Officer.***

***If more than one FCO or Brigade is in attendance, the Deputy Chief Bush Fire Control Officer may take control of fire operations and be Incident Controller or part of the Incident Manager Team as delegated by the Incident Controller. (Section 8.7, pp 21-22)***

The Chief Bush Fire Control Officer and/or the Deputy Chief Bush Fire Control Officer are generally expected to be present at all bushfires with more than one brigade in attendance in an Incident Controller (IC) capacity. As the IC oversees the management of the incident, they should not be conducting firefighting activities, and therefore should not use a firefighting appliance on the fire ground. Should a firefighting appliance be utilised in this circumstance, it would effectively render one of the few Council firefighting resources out of commission for the duration of the incident.

The CBFCO/DCBFCO are therefore required to take their own private vehicles on to the fire ground to manage the incident. While their private vehicles are covered by insurance for damage sustained on the fire ground in the course of carrying out their IC responsibilities, general wear and tear is not covered. The Emergency Services Levy (ESL) does not permit cleaning, maintenance, repairs or purchases of fuel and essential equipment (for example, first aid kits, tyre inflator/deflator kits, cleaning supplies, etc) for private vehicles, and there are currently no budgeted Council funds allocated for this purpose.

In the 2021/22 financial year, the Shire of Merredin Bush Fire Brigades are officially recorded as having attended 15 fire incidents.

	<b>Comment</b>
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The CBFCO and DCBFCO roles are highly skilled volunteer positions requiring significant time commitments. There is no personal benefit to the volunteers in these roles, and they are typically driven by a desire to keep their communities and fellow volunteers safe. As such, it is inappropriate for them to be out of pocket in the course of carrying out these important volunteer duties.

Council is therefore invited to consider three (3) options to remediate the current situation:

1. Payment of an annual honorarium to the CBFCO and DCBFCO;
2. Allocation of budgeted funds for the purpose of vehicle servicing and cleaning, and the purchase and maintenance of equipment required for the carrying out of CBFCO/DCBFCO responsibilities; or
3. Purchase of a Council Fire Support Vehicle.

**1. Payment of an annual honorarium**

An amount is paid to the CBFCO and DCBFCO annually to contribute to vehicle servicing, cleaning and the purchase of fuel and essential equipment, which they can then spend as they choose, unrestricted by Shire purchasing policies and LG regulations. The honorarium can be increased, decreased or revoked in accordance with changing circumstances in the future.

This is the preferred option, with honorariums of \$1000 for CBFCO and \$500 for DCBFCO annually being recommended.

## **2. Allocation of budgeted funds**

An amount of money is allocated in the budget for the purpose of the CBFCO and DCBFCO to request vehicle servicing, cleaning and the purchase of fuel and essential equipment.

Purchasing requests will be subject to Council purchasing policies, LG regulations and auditing and record keeping requirements. As the CBFCO and DCBFCO are not employees of the Shire, they would not be subject to Fringe Benefits Tax (FBT).

If this were to be the preferred option, a policy would need to be written to outline the process and what the entitlement per year would be for each position. It would be recommended that each position is offered one tank of fuel per year (up to the value of \$150), up to \$200 toward the completion of a service on their private vehicle and two vehicle cleans per year, up to \$200. It would then be recommended that a first aid kit (\$155+GST), tyre inflator/ deflator kit (\$115 +GST) and any other resources deemed necessary to effectively carry out the roles be provided to each position, with these items remaining property of the Shire of Merredin, requiring annual servicing and being returned to the Shire should the position be vacated.

## **3. Purchase of a Council funded Fire Support Vehicle**

In some of the larger local governments (including Northam & Toodyay), Councils have invested in the provision of a Fire Support Vehicle (FSV).

This is a vehicle built similarly to DFES manager vehicles, with the provision of a fridge, radios, and any other items that might be required for use in the Incident Management Team (IMT).

Council also has the option of establishing this vehicle as an operational response vehicle. This means the vehicle can be fitted with the same signage as DFES vehicles, as well as lights and sirens subject to an Emergency Vehicle Status (EVS) being applied for and approved by the Department of Transport.

The purchase, fit-out, insurance, maintenance and running costs of this Fire Support Vehicle are all considered Council expenses.

Discussions with the Shire of Toodyay have indicated that costings for a vehicle of this type could total approximately \$80,000 - \$100,000 for a fully equipped vehicle, or approximately \$10,000 + the cost of purchasing the base vehicle for a basic set-up. It was also advised that annual costs of approximately \$6,000 would be required to maintain and run the vehicles and would be necessary for inclusion in the budget. A vehicle of this nature is not eligible to be funded with the ESL funding.

The draft for the new *Consolidated Emergency Services Act* (CES Act) is currently being prepared and is expected to be released in the first half of 2023, however the implementation schedule is unknown.

This legislative change will pave the way for the responsibility of the BFS to be handed to DFES on an “opt in” model, and therefore this option carries the risk of Council being left holding financial responsibility for an asset that will no longer be required. With the current uncertainty surrounding the future of the Bushfire Service, it may not be appropriate to make such a large, long term investment.

### Policy Implications

Nil

### Statutory Implications

Nil

### Strategic Implications

#### ➤ Strategic Community Plan

Theme:	1. Community and Culture
Service Area Objective:	1.3 Community Safety
Priorities and Strategies for Change:	1.3.1 The Shire, Local Emergency Services and wider community working together to prevent bushfires and other emergencies as well as being well placed to respond and recover in such events

#### ➤ Corporate Business Plan

Key Action:	Building resilience and the capacity to manage natural and man-made emergency events
Directorate:	Nil
Timeline:	Nil

### Sustainability Implications

#### ➤ Strategic Resource Plan

Nil

### Risk Implications

Should Council choose not to provide an honorarium or similar to the CBFCO or DCBFCO, there is a risk that filling the position may become increasingly more difficult over time.

### Financial Implications

All 3 options presented will have a financial implication to Council. These costs are outlined in the Comment section of this report.

### Voting Requirements

Simple Majority

Absolute Majority


### Officers Recommendation

#### That Council;

1. **APPROVE** an honorarium of \$1000 be paid to the Chief Bush Fire Control Officer and \$500 be paid to the Deputy Chief Bush Fire Control Officer annually to assist with costs of servicing, cleaning and equipping of private vehicles used in the performance of these roles, not otherwise covered under the ESL; and
2. **NOTE** that GL 2050102 – Honorariums will be created and a budget amendment of \$1500 will be included during Budget Review 2 in March 2023 to allow a payment to be made to the CBFCO and DCBFCO for the current bush fire season.

## 15. Officers' Reports - Administration

### 15.1 Status Report – January 2023

<h2>Administration</h2>		 <b>SHIRE OF MERREDIN</b> INNOVATING THE WHEATBELT
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 – January 2023	

#### Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider the updated Status Report for January 2023.

#### Background

The Status Report is a register of Council Resolutions that are allocated to the Shire's Executive Staff for actioning. When the Executive Staff have progressed or completed any action in relation to the Council Resolution, comments are provided until the process is completed or superseded by a further Council Resolution.

#### Comment

In the interest of increased transparency and communication with the community and Council, 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 January 2023.**



**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**

**20. Closure**

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