

SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

MINUTES

Ordinary Council Meeting

Held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday 15 March 2016



Common Acronyms Used in this Document

WEROC	Wheatbelt East Regional Organisation of Councils
GECZ	Great Eastern Country Zone
WALGA	Western Australian Local Government Association
CEACA	Central East Aged Care Alliance
CEO	Chief Executive Officer
DCEO	Deputy CEO
EMDS	Executive Manager of Development Services
EMES	Executive Manager of Engineering Services
EMCS	Executive Manager of Corporate Services
EA	Executive Assistant to CEO
LPS	Local Planning Scheme
LGIS	Local Government Insurance Services
AMP	Asset Management Plan
LTFP	Long Term Financial Plan
CBP	Corporate Business Plan
CSP	Community Strategic Plan
MRCLC	Merredin Regional Community and Leisure Centre
CWVC	Central Wheatbelt Visitors Centre
UCL	Unallocated Crown Land
MoU	Memorandum of Understanding
LHAG	Local Health Advisory Group
NEWROC	North Eastern Wheatbelt Regional Organisation of Councils
LoA	Leave of Absence

Table of Contents



1.	Official Opening
2.	Record of Attendance / Apologies and Leave of Absence
3.	Public Question Time
4.	Disclosure of Interest
5.	Applications for Leave of Absence
6.	Petitions and Presentations
7.	Confirmation of Minutes of the Previous Meeting
7.1	<u>Ordinary Council Meeting held on 16 February 2016</u>
8.	Announcements by the Person Presiding without discussion
	<u>Acknowledgement of the passing of Mr John Mitchell</u>
9.	Matters for which the Meeting may be closed to the public
10.	Receipt of Minutes of Committee Meetings
10.1	<u>WEROC Council Meeting held on 24 February 2016</u>
10.2	<u>GECZ Executive Meeting held on 25 February 2016</u>
10.3	<u>GECZ Meeting held on 25 February 2016</u>
10.4	<u>Audit Committee Meeting held on 15 March 2016</u>
11.	Recommendations from Committee Meetings for Council consideration
11.1	<u>Various Recommendations from the Audit Committee Meeting held on 15 March 2016</u>
12.	Officer's Reports – Development Services
12.1	<u>Lot 11 Korbrelkulling Road, (Korbel) Merredin – Application to Renew Planning Consent – Extractive Industry</u>
13.	Officer's Reports – Engineering Services
	Nil items to report
14.	Officer's Reports – Corporate and Community Services
14.1	<u>List of Accounts Paid</u>
14.2	<u>Statement of Financial Activity</u>

14.3	<u>Community Sporting and Recreation Facilities Fund – Resurfacing of Outdoor Basketball and Netball Courts</u>
15.	Officer’s Reports – Administration
15.1	<u>Community Forums</u>
15.2	<u>Age Friendly Community (AFC) Plan</u>
15.3	<u>Wheatbelt Development Commission (WDC) – Call for Board Nominations</u>
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

Shire of Merredin
Ordinary Council Meeting
Tuesday 15 March 2016



1. Official Opening

The President welcomed all those in attendance and declared the meeting open at 3.01pm.

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr KA Hooper	President
Cr RM Crees	Deputy President
Cr BJ Anderson	
Cr LN Boehme	
Cr CA Blakers	
Cr MA Crisafio	
Cr JP Flockart	
Cr MD Willis	
Cr ML Young	

Staff:

G Powell	CEO
R McCall	Deputy CEO
V Green	EA to CEO

Members of the Public: Nil

Apologies: Nil

Approved Leave of Absence: Nil

3. Public Question Time

Nil

8. Announcements by the Person Presiding without discussion

This item was brought forward.

The President and Councillors acknowledged the passing of Mr John Mitchell with prayers led by Councillors Young and Willis followed by a minute's silence.

John was remembered as one of the longest serving members of staff who had a great knowledge of his profession which he would freely share with others. He will be greatly missed, with all Councillors and staff extending their deepest sympathies to the Mitchell family on their loss.

4. Disclosure of Interest

Councillor Flockart declared an Impartiality Interest in Item 12.1.

5. Applications for Leave of Absence

Nil

6. Petitions and Presentations

Nil

7. Confirmation of Minutes of the Previous Meeting

7.1 Ordinary Council Meeting held on 16 February 2016

[Attachment 7.1A](#)

Officer's Recommendation / Resolution

Moved: Cr Anderson

Seconded: Cr Boehme

81747 That the Minutes of the Ordinary Council Meeting held on 16 February 2016 be confirmed as a true and accurate record of proceedings.

CARRIED 9/0

8. Announcements by the Person Presiding without discussion

Refer to [Page 5](#).

9. Matters for which the Meeting may be closed to the public

Nil

10. Receipt of Minutes of Committee Meetings

10.1 WEROC Council Meeting held on 24 February 2016

[Attachment 10.1A](#)

10.2 GECZ Executive Meeting held on 25 February 2016

[Attachment 10.2A](#)

10.3 GECZ Meeting held on 25 February 2016

[Attachment 10.3A](#)

10.4 Audit Committee Meeting held on 15 March 2016

Tabled at the Council Meeting

Officer's Recommendation / Resolution

Moved: Cr Young

Seconded: Cr Blakers

81748 That the minutes of the WEROC Council Meeting held on 24 February 2016, the GECZ Executive Meeting held on 25 February 2016, the GECZ Meeting held on 25 February 2016 and the Audit Committee Meeting held on 15 March 2016 be received.

CARRIED 9/0

11. Recommendations from Committee Meetings for Council consideration

11.1 Audit Committee Meeting held on 15 March 2016

6.1 Compliance Audit Return 2015

Voting Requirements



Simple Majority



Absolute Majority

Committee's Resolution

Moved: Cr Young

Seconded: Cr Anderson

That the Audit Committee:

1. receives the Compliance Audit Report completed by BHW Consulting, and the Compliance Audit Return 2015; and
2. recommends to Council that:
 1. the Compliance Audit Return 2015 be endorsed and submitted to the Department of Local Government and Communities; and
 2. Delegation 5.2 be amended to comply with the requirements of Section 17(10) of the *Bush Fires Act 1956*.

CARRIED BY ABSOLUTE MAJORITY 4/0

Council Resolution

Moved: Cr Young

Seconded: Cr Flockart

81749 That:

1. the Compliance Audit Return 2015 be endorsed and submitted to the Department of Local Government and Communities; and
2. Delegation 5.2 be amended to comply with the requirements of Section 17(10) of the *Bush Fires Act 1956*.

CARRIED BY ABSOLUTE MAJORITY 9/0

6.2 2014/15 Auditor's Management Letter

Voting Requirements



Simple Majority



Absolute Majority

Committee's Resolution

Moved: Cr Anderson

Seconded: Cr Flockart

That the Audit Committee:

1. receives the 2014/15 Auditor's Management Letter;
2. notes the actions taken to address the matters raised in the Letter; and
3. recommends to Council that it be endorsed.

CARRIED

Council Resolution

Moved: Cr Young

Seconded: Cr Anderson

81750 That the 2014/15 Auditor's Management Letter be endorsed and the actions taken to address the matters raised in the Letter noted.

CARRIED 9/0

6.3 2015 Financial Management Review

Voting Requirements



Simple Majority



Absolute Majority

Committee's Resolution

Moved: Cr Young

Seconded: Cr Anderson

That the Audit Committee:

1. receives the 2015 Financial Management Review;
2. notes the actions taken to address the matters raised in the Letter;
3. requests this Management Review be presented to the next Audit Committee with updates; and
4. recommends to Council that it be endorsed.

CARRIED

Council Resolution

Moved: Cr Young

Seconded: Cr Willis

81751 That the 2015 Financial Management Review be endorsed and the actions taken to address the matters raised in the Letter be noted.

CARRIED 9/0

12. Officer's Reports - Development Services

Councillor Flockart declared an Impartiality Interest in this Item 12.1.

12.1 Avon Location 11 Korbrelkulling Road, (Korbel) Merredin – Application to Renew Planning Consent – Extractive Industry

Development Services	
Reporting Officer:	John Mitchell, EMDS
Author:	As above
Legislation:	Extractive Industry Local Law
File Reference:	A7162
Disclosure of Interest:	Nil
Attachments:	Attachment 12.1A – Surveyors Plan
Maps / Diagrams:	Nil



Development Services

Purpose of Report

Executive Decision

Legislative Requirement

Background

At its December 2005 meeting, Council resolved to permit the establishment of an Extractive Industry on Avon Location 11 Korbrelkulling Road, (Korbel) Merredin (CMRef 28253):

- 1. "That the Merredin Shire Council grant approval in principal to ME & TE Teasdale in relation to application for planning consent PA18/05 and their application for extractive industry license to undertake extractive industry operations at Avon Locations 13340 and 13349 Korbrelkulling Road (Korbel), Merredin.*
- 2. That the Merredin Shire Council delegate authority to the Chief Executive Officer to determine application for planning consent PA18/05 and the application for extractive industry license submitted by ME & TE Teasdale to undertake extractive industry operations at Avon Locations 13340 and 13349 Korbrelkulling Road (Korbel), Merredin upon the expiry of the statutory advertising period, subject to the submission of any valid objection on town planning grounds incorporating the following conditions –*
 - a. Planning consent being valid for a period of five (5) years from the date of approval;*

- b. Extractive industry license being valid for a period of one (1) year from the date of approval;*
- c. An annual extractive industry license fee of \$300.00 inc GST to be paid;*
- d. Prior to the commencement of sand and gravel extraction operations a bond or bank guarantee for the sum of \$1,000 being lodged with the Shire of Merredin as security for applicant/operator compliance with rehabilitation commitments;*
- e. Hours of operation of extractive industry operations are restricted to 7:00am to 6:00pm Monday to Friday and 8:00am to 5:00pm Saturday and Sunday and not at all on Public Holidays;*
- f. All vehicles involved in extractive industry operations to access the property from the Hines Hill Road;*
- g. All vehicles involved in extractive industry operations not permitted on Korbrelkulling Road during school bus hours;*
- h. The operator shall, at the direction of the Manager of Works, undertake certain measures so as to minimise the impact of vehicles involved in extractive industry operations on Korbrelkulling Road;*
- i. The requirements of clause 6.1 (a) of Shire of Merredin Local Law No.10 - Extractive Industries not be imposed;*
- j. Dust control and suppression measures to the satisfaction of the CEO;*
- k. Extraction of material not to occur below RL259.0 as per surveyors plan – Drawing No. 1 dated December 2005 submitted on behalf of the applicant by Paul Kraft and Associates; and*
- l. Rehabilitation to involve the planting and nurturing of minimum 2000 oil mallees and to be completed within 12 months of the conclusion of operations*
- m. All other relevant approvals be obtained from the required agencies.”*

The site has been used as a sand extraction industry since that time. There are no records indicating that the operation has been contrary to the requirements of the Local Law and no reported damage to roads or vehicles as a result of the operation. Inspections undertaken by the EMDS has shown that the site is well maintained.

Comment

The owners seek to extend the planning consent for a further five year period. The RL259.0 has not been achieved and the site is still an integral component of dwelling and building construction within the area. There are no proposed changes to the licence or conditions of operation.

Policy Implications

Nil

Statutory Implications

The Local Law – Extractive Industries requires that an application be advertised for comment prior to approval. Council previously extended the approval to operate in 2010 with the same conditions as the original approval. As the site has operated for ten years without any known breach of the local law it is proposed to seek Council support to advertise the application pursuant to the Local Law and if no objections are received, provide delegation to the CEO to issue the permit to operate.

Strategic Implications

Service Area: Town Planning
Activities: Extractive Industries
Link to Vision: Liveable
Link to Strategic Priorities:
Service Level: As determined by legislation
Service Level Change: No service level change

Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ [Long Term Financial Plan](#)

Nil

➤ [Workforce Plan](#)

Nil

Risk Implications

There are no risk implications to the Shire of Merredin

Financial Implications

Application fees of \$739 have been paid.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Blakers

Seconded: Cr Young

81752

1. That approval in principal be granted in relation to application for extension of planning consent PA18/05 and the application for extractive industry license to undertake extractive industry operations at Avon Location 11 Korbrelkulling Road, (Korbel) Merredin.
2. That Council delegate authority to the Chief Executive Officer to determine the application for planning consent PA18/05 and the application for extractive industry license submitted to undertake extractive industry operations at Avon Location 11 Korbrelkulling Road, (Korbel) Merredin upon the expiry of the statutory advertising period, subject to the submission of any valid objection on town planning grounds incorporating the following conditions:
 - a. planning consent being valid for a period of five (5) years from the date of approval;
 - b. extractive industry license being valid for a period of one (1) year from the date of approval;

- c. an annual extractive industry license fee of \$300 inc GST to be paid;
- d. prior to the commencement of sand and gravel extraction operations a bond or bank guarantee for the sum of \$1,000 being lodged with the Shire of Merredin as security for applicant/operator compliance with rehabilitation commitments;
- e. hours of operation of extractive industry operations are restricted to 7:00am to 6:00pm Monday to Friday and 8:00am to 5:00pm Saturday and Sunday and not at all on Public Holidays;
- f. all vehicles involved in extractive industry operations to access the property from the Hines Hill Road;
- g. all vehicles involved in extractive industry operations not permitted on Korbrelkulling Road during school bus hours;
- h. the operator shall, at the direction of the Executive Manager of Engineering Services, undertake certain measures so as to minimise the impact of vehicles involved in extractive industry operations on Korbrelkulling Road;
- i. the requirements of clause 6.1(a) of Shire of Merredin Local Law No. 10 - Extractive Industries not be imposed;
- j. dust control and suppression measures to the satisfaction of the Chief Executive Officer shall be maintained over the site;
- k. extraction of material not to occur below RL259.0 as per surveyors plan – Drawing No. 1 dated December 2005 submitted on behalf of the applicant by Paul Kraft and Associates;
- l. rehabilitation to involve the planting and nurturing of minimum 2,000 oil mallees and to be completed within 12 months of the conclusion of operations as per the rehabilitation program submitted; and
- m. all other relevant statutory consents or approvals be obtained from the statutory authority prior to commencing works.

CARRIED BY ABSOLUTE MAJORITY 9/0

13.	Officer's Reports - Engineering Services
------------	---

Nil items to report

14. Officer's Reports – Corporate and Community Services

14.1 List of Accounts Paid

<h2>Corporate Services</h2>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Responsible Officer:	Charlie Brown, 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 - List of Accounts Paid	
Maps / Diagrams:	Nil	

Purpose of Report

Executive Decision

Legislative Requirement

Background

The attached List of Accounts Paid during the month of February 2016 under Delegated Authority is provided for Council's information.

Comment

Nil

Policy Implications

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

Statutory Implications

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

Strategic Implications

Service Area: 5.3 Finance and Asset Management

Activities: Financial Management

Link to Vision: Developing and Liveable

Link to Strategic Priorities: Civic Leadership

Service Level: Financial management meets all legislated requirements

Sustainability Implications

➤ Asset Management Plan

Nil

➤ Long Term Financial Plan

Nil

➤ Workforce Plan

Nil

Risk Implications

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

Financial Implications

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

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Willis

Seconded: Cr Young

81753 That the schedule of accounts paid as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totalling \$712,777.10 from Council's Municipal Fund Bank Account and \$9,454.13 from Council's Trust Account be received.

CARRIED 9/0

14.2 Statement of Financial Activity

<h1>Corporate Services</h1>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Responsible Officer:	Charlie Brown, 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 – Statement of Financial Activity	
Maps / Diagrams:	Nil	

Purpose of Report



Executive Decision



Legislative Requirement

Background

The Statement of Financial Activity, which includes the Detailed Schedules, Statement of Financial Position and Investment Register, is attached for Council's information.

Comment

Revenue and Expenditure to 29 February 2016 is consistent with Council's amended 2015/16 Budget.

Variation actuals to YTD Budgets.

Operating Expenditure

As can be seen from the statements expenditure is down slightly (2.8% overall) but most programs are within the approved variation levels.

Operating Income

With the exception of Governance all other programs appear to be tracking better than expected. Further comments regarding the Material Variations can be found on Note 2 of the attached statements.

Capital Expenditure

Generally capital expenditure is below the anticipated level for this period. It is anticipated that all budgeted roadworks will be completed by 30 June, perhaps with the exception of Totadgin Hall Road which is a carryover of State Black Spot Funding, which has recently been able to be progressed as land acquisition has been concluded.

A detailed look at capital expenditure can be found in Note 13.

Policy Implications

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

Statutory Implications

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

Strategic Implications

Service Area: 5.3 Governance and Corporate Services

Activities: Finance and Asset Management

Link to Vision: Developing

Link to Strategic Priorities: Civic Leadership

Service Level: Financial management meets all legislated requirements

Service Level Change: No service level change

Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ [Long Term Financial Plan](#)

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

➤ [Workforce Plan](#)

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

As outlined in Attachment 14.2A.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Blakers

Seconded: Cr Boehme

81754 That in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Statement of Financial Activity and the Investment Report for the period ending 29 February 2016 be received.

CARRIED BY ABSOLUTE MAJORITY 9/0

14.3 Community Sporting and Recreation Facilities Fund – Resurfacing of Outdoor Basketball and Netball Courts

Community Services



Responsible Officer:	Rebecca McCall, DCEO
Author:	As above
Legislation:	<i>Local Government Act 1995</i>
File Reference:	GS/2/9
Disclosure of Interest:	Nil
Attachments:	Nil
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

The Community Sporting and Recreation Facilities Fund (CSRFF) exemplifies the Western Australian Government's commitment to the development of sustainable infrastructure for sport and recreation across the State.

The purpose of the program is to provide Government financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well-designed and well-utilised facilities.

The CSRFF is administered by the Department of Sport and Recreation (DSR). Priority is given to projects that lead to facility sharing and rationalisation. Multi-purpose facilities reduce infrastructure required to meet similar needs and increase sustainability.

Local authorities are required to assess and prioritise support for applications prior to submission to the DSR.

It is proposed that the Shire of Merredin submit an application to enable the resurfacing of the outdoor basketball and netball courts located within the MRCLC precinct.

Comment

The Shire of Merredin's AMP identifies the outdoor basketball and netball courts for renewal in 2015/16. This project includes the resurfacing of the courts and the renewal of the posts and mechanisms. An allocation of \$175,000 was included in the 2015/16 Budget for the resurfacing project however the allocation was removed during the budget review and placed in the LTFP for 2016/17.

In August 2015, consultation with the Merredin Basketball Association (MBA) and Merredin Netball Association (MNA) commenced to determine:

1. the resurfacing requirements and specifications;
2. line marking of courts to ensure compliance;
3. poles, backboards and rings to ensure compliance;
4. funding contributions; and
5. timeline.

It is proposed to apply for financial assistance through the CRSFF Small Grants to undertake the renewal project at a cost of \$92,614. The project breakdown includes:

Description	Cost
Resurfacing of 4 courts	\$80,614
Replacement of pole mechanisms x 8	\$12,000
TOTAL	\$92,614

The financial commitment includes:

Financial Contributor	Contribution
CRSFF Small Grants	\$30,872
Shire of Merredin	\$30,872
MBA	\$15,435
MNA	\$15,435
TOTAL	\$92,614

If the application is successful it is proposed to implement the project in August 2016 in readiness for the 2016/17 basketball playing season.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Service Area: 1.2 Merredin Regional Community and Leisure Centre

Activities: Provision of a variety of recreational services and facilities

Link to Vision: Liveable, Community and Spirit

Link to Strategic Priorities: Key Assets – recreational and sporting facilities

Service Level: Available 7 days a week

Service Level Change: No service level change

Sustainability Implications

➤ Asset Management Plan

The project is identified in the AMP for 2015/16.

➤ Long Term Financial Plan

The project is identified in the LTFP for 2015/16. During the budget review the project was deferred to 2016/17.

➤ Workforce Plan

The works for the resurfacing project will be undertaken by contractors. The project will be managed by the Shire of Merredin.

Risk Implications

If the application for CSRFF is unsuccessful there will be a need to re-evaluate the timeline to implement the project. The funding gap of \$30,872 will need to be funded by the MBA and MNA should the works be undertaken within the proposed timeframe.

Financial Implications

The financial implications regarding the resurfacing project include a total cost of \$92,614. The breakdown includes:

Financial Contributor	Contribution
CRSFF Small Grants	\$30,872
Shire of Merredin	\$30,872
MBA	\$15,435
MNA	\$15,435
TOTAL	\$92,614

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Anderson

Seconded: Cr Crees

81755


That Council:

1. supports an application to the Community Sporting and Recreation Facilities Fund seeking financial support of \$30,872 for the resurfacing of the outdoor basketball and netball courts located within the Merredin Regional Community and Leisure Centre; and
2. allocates \$30,872 in the 2016/17 Budget towards the resurfacing of the outdoor basketball and netball courts located within the Merredin Regional Community and Leisure Centre.

CARRIED BY ABSOLUTE MAJORITY 9/0

15. Officer's Reports – Administration

15.1 Community Forums

<h2>Administration</h2>		 SHIRE OF MERREDIN INNOVATING THE WHEATBELT
Reporting Officer:	Greg Powell, CEO	
Author:	Vanessa Green, EA to CEO	
Legislation:	Local Government Act 1995	
File Reference:	CR/17/26	
Disclosure of Interest:	Nil	
Attachments:	Attachment 15.1A – Returned Surveys	
Maps / Diagrams:	Nil	

Purpose of Report



Executive Decision



Legislative Requirement

Background

At its October 2015 meeting Council received the notes from the 2015 community forums and considered whether to conduct the forums in Burracoppin, Hines Hill and Muntadgin again in 2016, resolving (CMRef 81677):

“That:

- 1. Council receive the notes from the Burracoppin, Hines Hill and Muntadgin community forums; and***
- 2. feedback be sought from the communities on the value of the forums and should there be a lack of interest Council will consider postponing holding community forums in Burracoppin, Hines Hill and Muntadgin.”***

Subsequently, a survey was posted to approximately 130 residents in those communities on 2 November 2015 seeking their feedback on the value of the forums and whether they could be improved. The survey was also posted on the Shire's website, Facebook page, included in the November newsletter which appeared in the Merredin-Wheatbelt Mercury and was posted/emailed to those on the distribution list. At that time 5 surveys were returned and no comments from the Facebook post were received.

The matter was again considered by Council at its December 2015 meeting where it was resolved to lay the item on the table pending investigations into the mailing process as a number of Councillors mentioned they had not received the survey (CMRef 81706).

The ensuing investigations showed that a number of localities (i.e. Nokanning, Nukarni, Goomarin etc) within the Shire were omitted from the mailing list. Consequently the mailing list was updated to include every locality within the Shire. Given the time of year, with school holidays and harvest, the matter was put on hold until the first week in February 2016 when the survey was posted out again, this time to over 350 residents. It was also mentioned on Facebook and the Shire's website again.

Following the February mail out, another 5 surveys were returned, bringing the total surveys returned from both consultation periods to 10. The different handwriting style of each survey suggests they were completed by different people. No Facebook comments have been received and no other contact (i.e. via phone, email or website) has been made.

Comment

The 10 surveys returned indicate the forums are informative, well structured and worthwhile. However, from the number of surveys distributed and the other opportunities the community had to show sufficient support for the forums, the quantity of responses received can be considered very poor (approx. 1/48th of the total number of hard copy surveys distributed).

It could be argued that if the majority of residents were passionate about maintaining the forums a greater response to the surveys would have been received. Therefore, as there are a number of other mediums for the Shire to communicate with the community and for the community to approach Council, the recommendation is to cease conducting the forums for the time being.

Should ceasing the forums attract a greater response from the community the matter can be raised again at that time.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Service Area: 4.1 Community Development

Activities: Events

Link to Vision: Community Spirit; Inclusive; Liveable

Link to Strategic Priorities: Community involvement/support

Service Level: Nil

Service Level Change: Nil

Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ Long Term Financial Plan

Nil

➤ Workforce Plan

Nil

Risk Implications

Nil

Financial Implications

If the forums are ceased there are no financial implications.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Blakers

Seconded: Cr Young

81756 That until such time as there is sufficient interest from the community Council cease conducting community forums in Burracoppin, Hines Hill and Muntadgin.

CARRIED 7/2

15.2 Age Friendly Community (AFC) Plan

Administration



Reporting Officer:	Greg Powell, CEO
Author:	Vanessa Green, EA to CEO
Legislation:	<i>Local Government Act 1995</i>
File Reference:	CS/10/2
Disclosure of Interest:	Nil
Attachments:	Attachment 15.2A – Draft AFC Plan
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

The 2014/15 Age-Friendly Communities Regional Local Government Strategic Planning Grants Program, run by the Department of Local Government and Communities (DLGC), is designed to “optimise opportunities for health, participation, and security by establishing policies, services and structures that improve the quality of life of community members as they age.” The grant funding itself was to assist regional local governments to collect and analyse given findings in respect of the AFC Framework, and collaborative arrangements were considered favourably.

As the Shires of Merredin and Bruce Rock are part of CEACA, it was agreed to collaborate on completing the AFC Plans, in order to take advantage of the regional perspective and economies of scale. Funding from the DLGC program was awarded from a joint application of \$10,000 split 50/50 between the 2 Shires.

Following the WDC’s AFC Planning Guide the Shires undertook an AFC Planning Audit in February 2015 and then again in November 2015. The audit was designed to capture information for the purposes of identifying whether the community is an AFC across eight World Health Organisation (WHO) “domains” that are particularly relevant to the wellbeing of seniors. Each domain contains a number of components, sometimes divided into sub-domains. This information enables the Shire and the community to assess where improvements are needed and assist in informing the wider AFC planning that will guide future activities and investments. The Audit Report was prepared using the WDC’s AFC Planning Audit Tool.

A reference group was established which guided and supported the project, liaised with the DLGC and reviewed the draft reports.

Focus groups and a survey were conducted in order to consult with community members. The focus groups were aimed at both seniors and service providers with participants involved in assessing the domain features in their own communities. A survey was also developed which posed a standard set of questions structured around the eight WHO domains. It was promoted in both electronic and hardcopy forms.

In addition to this, Council was consulted through an issues and options workshop in November 2015 where the results of the Engagement Report were provided and community member concerns were prioritised, which were then used to inform the creation of the AFC Plan.

Comment

The Plan identifies the priorities and actions discovered in the resulting process. It identifies the age-friendly barriers and suggestions for improvements that have been acknowledged by the survey respondents, focus group participants and Council as being important areas of note. In addition, the Plan contains the key findings of the plan itself, as well as individual results of the Audit and Engagement reports.

The critical issues, as identified by the community are:

1. there is no public and/or community transport services to Perth and other Regional Centres;
2. a lack of aged care accommodation and the need to plan for diverse housing options; and
3. the need for health and medical services, particularly a high quality and consistent GP service.

The Plan identifies a number of actions in response to the findings of the community engagement. The high priority actions identified include:

1. a proactive approach to increase the quality and availability of medical services across the Shire;
2. advocacy on regional transport issues; and
3. working toward increasing the provision of aged care accommodation across the Shire.

The AFC Plan sits under the Strategic Community Plan and the Corporate Business Plan and will be used as an informing strategy, providing direction and a framework for assessing expenditure proposals in future strategic and corporate planning. The Plan is not intended to directly reallocate resources in a significant manner.

The following key indicators will be used to monitor the success of the Plan:

Indicators
Health and Community Services
<ul style="list-style-type: none"> ▪ Community satisfaction with availability and access to health and medical services
Outdoor Spaces and Buildings
<ul style="list-style-type: none"> ▪ Community satisfaction with Shire owned buildings
Transport and Movement
<ul style="list-style-type: none"> ▪ Community satisfaction with footpaths and roads
Housing
<ul style="list-style-type: none"> ▪ Increase in the aged housing available ▪ Communication strategy implemented around housing options in the Shire
Sport and Recreation
<ul style="list-style-type: none"> ▪ Community satisfaction with the provision of sport and recreation activities ▪ Community satisfaction with access to the swimming pool and hydro pool
Social Participation/Respect and Social Inclusion
<ul style="list-style-type: none"> ▪ Number of intergenerational events and activities conducted ▪ Number of senior-specific events conducted
Communication and Information
<ul style="list-style-type: none"> ▪ Community satisfaction with the provision of Shire information

It is anticipated that implementing the actions from the AFC Plan will become part of the Shire’s daily operations with limited, if any, additional resources required.

	Policy Implications
--	----------------------------

Nil

	Statutory Implications
--	-------------------------------

Nil

Strategic Implications

Service Area: 4.1 Community Development

Activities: Events; Heritage and culture; Aged Care and Accommodation

Link to Vision: Community Spirit; Inclusive; Liveable

Link to Strategic Priorities: Community involvement/support; Events and activities; Key assets – land & buildings

Service Level: Calendar of events; Aged Care

Service Level Change: Develop partnerships to better align resources in delivery the community's vision; Aged Care – new independent living units to be constructed across the region with State and Commonwealth funding

Sustainability Implications

➤ Asset Management Plan

Nil

➤ Long Term Financial Plan

Nil

➤ Workforce Plan

Nil

Risk Implications

Nil

Financial Implications

Grant funds of \$5,000 were received from the DLGC program. This is offset by \$11,500 in consultancy fees to assist in the surveys, focus groups, workshops, engagement report and development of the final AFC Plan.

The financial implications related to the implementing the actions from the AFC Plan will be considered when adopting future budgets.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Blakers

Seconded: Cr Young

81757 That the Draft Age Friendly Community Plan be endorsed.

CARRIED 9/0

15.3 Wheatbelt Development Commission (WDC) – Call for Board Nominations

Administration



Reporting Officer:	Greg Powell, CEO
Author:	Vanessa Green, EA to CEO
Legislation:	<i>Local Government Act 1995</i>
File Reference:	GR/17/10
Disclosure of Interest:	Nil
Attachments:	Attachment 15.3A – Correspondence & Nomination Form
Maps / Diagrams:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Background

Vacancies currently exist on the WDC Board. The role of the WDC is to coordinate and promote economic development in the Wheatbelt.

The WDC's strategic intent is to ensure the Wheatbelt is valued as a key contributor to the State's prosperity. The WDC partners, plans, facilitates and promotes development that results in the Wheatbelt being a place of choice to live, work and invest. The WDC's current strategic priorities are outlined in the Wheatbelt Regional Investment Blueprint and include economic and population growth, increased private investment, enhance liveability and effective governance.

Prospective nominees should possess interest and knowledge relevant to the regional communities and live within the region.

Applicants will be considered on proven decision making abilities at an executive level; a demonstrated involvement in either the economic, social or environmental development of the region; and the demonstrated ability to work cooperatively to achieve agreed goals across a wide range of issues.

The Minister for Regional Development will make the appointments to the Board. There are three areas of responsibility that you can be appointed to; ministerial, local government or community. The Board meets bi-monthly in various regional locations.

Nominations are open until close of business on 19 April 2016.

Comment

Representation of the interests of Merredin specifically and the eastern Wheatbelt generally is seen as important particularly in the current climate of short, medium and long term planning becoming increasingly important.

As the areas of responsibility are open, any person with the appropriate skills and experience could be nominated.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Service Area: 4.2 Economic Development

Activities: Regional and local economic development

Link to Vision: Developing

Link to Strategic Priorities: Economic development; Regional collaboration

Service Level: Nil

Service Level Change: Nil

Sustainability Implications

➤ [Asset Management Plan](#)

Nil

➤ [Long Term Financial Plan](#)

Nil

➤ [Workforce Plan](#)

Nil

Risk Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That Council nominates _____ for consideration by the Hon Minister for Regional Development as a Board Member of the Wheatbelt Development Commission.

Resolution

Moved: Cr Young

Seconded: Cr Blakers

81758 That the matter lay on the table while permission is sought from potential nominees and if permission to be nominated is granted, the person be nominated for consideration by the Hon Minister for Regional Development as a Board Member of the Wheatbelt Development Commission, with the nomination(s) to be endorsed by Council at its April 2016 meeting.

CARRIED 9/0

Reason

Council thought it best to first seek permission for nomination as opposed to nominating a person and then advising them of such nomination.

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

Nil

20. Closure

There being no further business the President thanked all those in attendance and declared the meeting closed at 3.49pm.