

SHIRE OF  
**MERREDIN**  
INNOVATING THE WHEATBELT

# AGENDA

## Ordinary Council Meeting

To be held in Council Chambers  
Corner King & Barrack Street's, Merredin  
Tuesday 18 October 2016  
Commencing 3.00pm



# Notice of Meeting



Dear President and Councillors,

The next Ordinary Meeting of the Council of the Shire of Merredin will be held on Tuesday 18 October 2016 in the Council Chambers, Corner King & Barrack Streets, Merredin. The format of the day will be:

1.00pm	Briefing Session
3.00pm	Council Meeting

GREG POWELL  
CHIEF EXECUTIVE OFFICER

14 October 2016

## 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

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

**Shire of Merredin**  
**Ordinary Council Meeting**  
**3:00pm Tuesday 18 October 2016**



**1. Official Opening**

**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
P Zenni	EMDS
V Green	EA to CEO

**Members of the Public:**

**Apologies:**

**Approved Leave of Absence:** Nil

**3. Public Question Time**

Members of the public are invited to present questions to the President about matter affecting the Shire of Merredin and its residents.

**4. Disclosure of Interest**

**5. Applications for Leave of Absence**

Councillor Anderson has requested Leave of Absence for the November Council meeting.

## Councillor's Recommendation

That Councillor Anderson be granted Leave of Absence for the November Council meeting.

### 6. Petitions and Presentations

### 7. Confirmation of Minutes of the Previous Meeting

7.1 [Ordinary Council Meeting held on 20 September 2016](#)

### 8. Announcements by the Person Presiding without discussion

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

19.1 Staff – Appointment of Executive Manager of Development Services

### 10. Receipt of Minutes of Committee Meetings

10.1 [Local Emergency Management Committee Meeting](#)

10.2 [Bush Fire Brigades Preseason Meeting](#)

### 11. Recommendations from Committee Meetings for Council consideration

Refer to [Item 12.5](#) for consideration of these recommendations.

### 12. Officer's Reports – Development Services

12.1 [Merredin District Lawn Tennis Club – Storage Room](#)

12.2 [Lot 252 \(No 32\) Duff Street, Merredin - Dangerous Building](#)

12.3 [Lot 1285 \(No 160\) Mitchell Street, Merredin – Application for Planning Approval - Transportable Office Building](#)

12.4 [Lot 21 Barrack Street, Merredin – Application for Planning Approval - Telstra Corporation Limited](#)

12.5 [Bush Fire Brigades Preseason Meeting](#)

12.6 [Shire of Merredin Town Planning Scheme No. 6 - Planning Policy Review](#)

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

13.1 [Interface Agreement - Public Road and Rail Crossings](#)

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

14.1 [List of Accounts Paid](#)

14.2 [Statement of Financial Activity](#)

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

15.1 [Councillors and Staff Christmas Function](#)

15.2 [Regional Christmas Trading Extension](#)

15.3 [CEACA Inc – Council Membership and Review of Constitution](#)

**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**

**19. Matters Behind Closed Doors**

19.1 Staff – Appointment of Executive Manager of Development Services

**20. Closure**

## **7. Confirmation of Minutes of the Previous Meeting**

- 7.1 Ordinary Council Meeting held on 20 September 2016  
[Attachment 7.1A](#)

### **Officer's Recommendation**

**That the Minutes of the Ordinary Council Meeting held on 20 September 2016 be confirmed as a true and accurate record of proceedings.**

## **10. Receipt of Minutes of Committee Meetings**

- 10.1 Local Emergency Management Committee Meeting held on 10 August 2016  
[Attachment 10.1A](#)
- 10.2 Bush Fire Brigades Preseason Meeting held on 22 September 2016  
[Attachment 10.2A](#)

### **Officer's Recommendation**

**That the Minutes of the Local Emergency Management Meeting held on 10 August 2016 and the Bush Fire Brigades Preseason Meeting held on 22 September 2016 be received.**

## **11. Recommendations from Committee Meetings for Council consideration**

- 11.1 Bush Fire Brigades Preseason Meeting held 22 September 2016  
Refer to [Item 12.5](#) for consideration of these recommendations.

## 12. Officer's Reports - Development Services

### 12.1 Merredin District Lawn Tennis Club – Storage Room

## Development Services



<b>Responsible Officer:</b>	Peter Zenni, EMDS
<b>Author:</b>	As above
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>File Reference:</b>	MRC/4/01
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 12.1A</a> - Correspondence and plans
<b>Maps / Diagrams:</b>	Nil

### Purpose of Report



Executive Decision



Legislative Requirement

### Background

The Shire of Merredin has received correspondence from the Merredin District Lawn Tennis Club (MDLTC) seeking approval for the construction of a storage room at the Merredin Regional Community Leisure Centre tennis/hockey pavilion.

### Comment

The EMDS met with MDLTC representatives, Mr Cam Gethin and Ms Tennille Hooper, on Tuesday 11 October 2016 to discuss the proposed storage room.

The MDLTC has obtained written agreement from all user groups including a financial contribution of \$1,000 from each Club towards the costs of the construction of the storage room facility.

Mr Gethin advised the EMDS that he has previously discussed the proposed storage room facility with Mr Ben Jardine from the Sports Council who advised that the proposed storage room would be supported if all user groups agreed to the proposal.

The proposed storage room will be constructed of cool room insulation panels. As there are no structural/load bearing elements associated with the proposed construction there will be no need to apply for a building permit.

Costs of the construction and ongoing maintenance will be borne by the Clubs involved. The construction of the storage room will be supervised by the Shire's Building Project Manager.



### Policy Implications

Nil

### Statutory Implications

Nil

### Strategic Implications

#### ➤ Strategic Community Plan

Vision Element: Developing  
Strategic Goal: The population and economic base is expanding sustainably  
Key Priority: Economic Development

#### ➤ Corporate Business Plan

Strategy: SP.D1.3 – Promote new commercial and industrial development through appropriate zoning of land, provision of suitable infrastructure and efficient and effective business approval processes.  
Action #: 1  
Action: Regular review of Merredin Town Planning Scheme No. 6  
Directorate: Development 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

Nil

### Financial Implications

Costs associated with the construction and ongoing maintenance of the MDLTC storage room are to be borne by the MDLTC.

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation

That approval in principle be given to the Merredin District Lawn Tennis Club to construct a storage room at the Merredin Regional Community and Leisure Centre tennis/hockey pavilion subject to all costs associated with the construction as well as the ongoing maintenance of the storage room being borne by the Merredin District Lawn Tennis Club.

## 12.2 Lot 252 (No 32) Duff Street, Merredin - Dangerous Building

### Development Services



<b>Responsible Officer:</b>	Peter Zenni, EMDS
<b>Author:</b>	As above
<b>Legislation:</b>	<i>Health Act 1911; Building Act 2011</i>
<b>File Reference:</b>	A1106
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 12.2A</a> - Correspondence
<b>Maps / Diagrams:</b>	Nil

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Background

During storms in early October 2015 the roof of the dwelling situated on Lot 252 (No 32) Duff Street, Merredin collapsed rendering the building unsafe.

A drive-by inspection by the then-EMDS on 11 October 2015 revealed the extent of the damage.

The walls on the west and east side are collapsing and daylight can be seen through the eaves and into the roof space from the front verandah.

#### Comment

Subsequently a letter was sent to the owner seeking information on the direction they were intending to take to remediate the building.

In early December 2015 the owner submitted rough sketches of the proposed works to be undertaken which the then-EMDS returned advising that a specification of works was required and that a structural engineer needed to provide a statement of structural stability for the works and that the plans must be of reasonable quality.

Due to cost the owner has declined to use a draftsman or obtain an engineering clearance for the works.

Subsequently the then-EMDS met with the owner on site in late December 2015 in an attempt to persuade the owner to fence the property and to commence some remedial works to address the deteriorating condition.

The owner approached a draftsman and has declined to accept the quotation offered to complete the required plans.

Taking into consideration that the matter had not been addressed since October 2015 and still posed a real risk to persons, at its February 2016 meeting Council resolved (CMRef 81727):

- 1. "That Council resolves to declare the timber framed, timber floored, tiled rooved, weatherboard clad green rooved and white walled building on Lot 252 Duff Street, Merredin unfit for human habitation effective from 20 February 2016;**
- 2. That the owner of Lot 252 Duff Street, Merredin be required to provide to Council plans of the proposed upgrade of the dwelling situated on Lot 252 Duff Street, Merredin pursuant to Clause 139 of the Health Act 2016 or advise Council of the proposed demolition date of the balance of the building within 30 days of the date of that correspondence; and**
- 3. If the owner declines to comply with the required legal process for the repairs that the Administration issue a Section 137 Health Act 1911 – 1979 (as amended) notice requiring that the dwelling be demolished and removed to the landfill site within 30 days of that written notice."**

On 19 February 2016, in accordance with the Council resolution, an Unfit for Human Habitation Notice was placed on the building located at Lot 252 (No 32) Duff Street, Merredin in accordance with Section 135 of the *Health Act 1911*.

On 22 February 2016, the then-EMDS wrote to the owner stating that, taking into consideration their intention to liaise with a civil engineer aimed at addressing the required works, a Section 137 or 139 Notice under provisions of the *Health Act 1911* would not be issued at the time. With the untimely passing of Mr John Mitchell, this matter did not progress any further.

On 29 August 2016, the current EMDS wrote to the owner highlighting the Shire's concerns with the lack of progress in resolving the matter.

On 6 October 2016, the EMDS met on site at Lot 252 (No 32) Duff Street, Merredin with the civil engineer and the owner's representative. The EMDS received a verbal assurance that steps would be taken, to the satisfaction of the civil engineer, to shore up and secure the building, and remove the immediate danger posed by the building thus allowing time for the lodgement of a building application with the Shire for repairs to the building, to bring it into compliance with the Building Code of Australia and associated structural standards.

The above verbal assurance has since been confirmed in writing, stating that the deteriorated roof tiles will be removed from the roof of the building and the walls made safe by the end of October 2016. The civil engineer also confirms that given an approval in principle from the Shire to undertake the required corrective works the owner will lodge an application for a Building Permit with the Shire of Merredin to undertake repairs to the building.

The EMDS has received advice from the civil engineer that he is in the process of preparing the required information to form part of the Building Permit application for lodgement with the Shire of Merredin.

Council needs to consider whether it wishes to proceed with a Notice requiring the demolition of the premises at Lot 252 (No 32) Duff Street, Merredin or whether it wishes to give the owner an opportunity to bring the premises into compliance with structural requirements through the process of issuing a Building Permit.

It should be noted that if the building is made structurally secure in accordance with structural engineer requirements it removes the immediate danger posed by the substandard nature of the building and allows time for the required remedial work to be undertaken as part of the Building Permit process.

### Policy Implications

Nil

### Statutory Implications

Compliance with the *Health Act 1911* and the *Building Act 2011*.

### Strategic Implications

#### ➤ Strategic Community Plan

Vision Element: Nil  
Strategic Goal: Nil  
Key Priority: Nil

#### ➤ Corporate Business Plan

Strategy: Nil  
Action #: Nil  
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

If the building is made structurally secure in accordance with structural engineer requirements it removes the immediate danger posed by the substandard nature of the building.

### Financial Implications

If the Shire provides an in principle support for repairs to the existing building through the building application process the financial implications are minimal. If the Shire wishes to continue with the issuing of a demolition notice under provisions of the *Health Act 1911*, it may be liable for costs associated with the demolition and removal of the structure in default of the owner of the property.

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation

That the owner of the property located at Lot 252 (No 32) Duff Street, Merredin be advised as follows:

1. that subject to the roof of the building and the walls being made safe (to the satisfaction of a structural engineer) by the end of October 2016, and an application for a building permit being lodged with the Shire of Merredin for the overall repairs of the building by the end of November 2016, the Shire of Merredin is prepared to rescind its previous motion requiring the demolition of the premises; and
2. that if an application for a building permit is lodged with the Shire of Merredin for repairs to the property and a building permit is granted it will include a condition which requires that a significant portion of the works forming part of the building permit be completed within a 12 month period.

**12.3 Lot 1285 (No 160) Mitchell Street, Merredin – Application for Planning Approval - Transportable Office Building**

## Development Services



<b>Responsible Officer:</b>	Peter Zenni, EMDS
<b>Author:</b>	As above
<b>Legislation:</b>	Town Planning Scheme No. 6
<b>File Reference:</b>	A260
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 12.3A</a> - Application for planning approval, associated plans and specifications
<b>Maps / Diagrams:</b>	Nil

### Purpose of Report

Executive Decision

Legislative Requirement

### Background

An application for planning approval has been received on behalf of Landmark Operations Ltd for the placement of the new transportable office building at Lot 1285 (No 160) Mitchell Street, Merredin.

### Comment

The proposed transportable office building will be located at Lot 1285 (No 160) Mitchell Street, Merredin which is zoned “Light Industry” in accordance with the Shire of Merredin Town Planning Scheme No. 6 (the Scheme).

The proposed transportable building will be used as an office which is a “D” use under the Scheme and as such requires approval from Council.

In addition, Council has a local planning policy which controls movable buildings and requires that an application for planning consent be lodged with Council.

The proposed office building is an ATCO transportable which is skid mounted. This is a completely brand new structure being purpose-built to Landmark’s specifications. Whilst skid mounted structures under Council policy on movable buildings are not permitted in residential areas, they can be permitted by Council in other (non-residential) zoned areas.

In this case the lot is zoned “Light Industrial”, the size of the lot in question and the fact that the proposed transportable will be located behind the existing administration building already on site limits its impact on the visual amenity of the surrounding area.

As part of the proposed development the proponent will construct a hardstand staff parking facility, as well as provide additional landscaping to the lot in question.

### Policy Implications

Compliance with Shire of Merredin local planning policy on movable buildings.

### Statutory Implications

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

### Strategic Implications

#### ➤ Strategic Community Plan

Vision Element: Developing  
Strategic Goal: The population and economic base is expanding sustainably  
Key Priority: Economic Development

#### ➤ Corporate Business Plan

Strategy: SP.D1.3 – Promote new commercial and industrial development through appropriate zoning of land, provision of suitable infrastructure and efficient and effective business approval processes.  
Action #: 1  
Action: Regular review of Merredin Town Planning Scheme No. 6  
Directorate: Development 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

Nil

### Financial Implications

The relevant planning application fees have been paid.



## Voting Requirements



Simple Majority



Absolute Majority

## Officer's Recommendation

1. That planning approval be granted to Landmark Operations Ltd for the placement of a new transportable office building at Lot 1285 (No 160) Mitchell Street, Merredin as per the approved plans forming part of Attachment 12.3A subject to the following conditions:
  - a. provision of hard stand staff parking facilities and landscaping as detailed in the approved plans forming part of Attachment 12.3A; and
  - b. provision for the disposal of stormwater being made to the satisfaction of the Executive Manager of Engineering Services.
  
2. That the applicant be advised of the following:
  - a. the granting of planning approval does not constitute a building permit and that an application for a building permit must be submitted to the Shire of Merredin and be approved before any work can commence on site; and
  - b. the proposed development must not encroach upon any existing on-site effluent disposal facilities.

**12.4 Lot 21 Barrack Street, Merredin – Application for Planning Approval - Telstra Corporation Limited**

## Development Services



<b>Responsible Officer:</b>	Peter Zenni, EMDS
<b>Author:</b>	As above
<b>Legislation:</b>	Town Planning Scheme No. 6
<b>File Reference:</b>	A224
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 12.4A</a> - Application for planning approval, associated plans and specifications
<b>Maps / Diagrams:</b>	Nil

### Purpose of Report

Executive Decision

Legislative Requirement

### Background

An application for development approval has been received on behalf of Telstra Corporation Limited for the construction of a substation transformer compound at Lot 21 (No 106) Barrack Street, Merredin.

### Comment

Lot 21 (No 106) Barrack Street, Merredin is zoned “Town Centre” in accordance with the Town Planning Scheme No. 6 (the Scheme).

The proposed development falls in to the designation of Telecommunications infrastructure which is a “D” use under the Scheme and as such requires approval from Council.

The proposed substation transformer compound will comprise of a brick wall to match the existing structure on site. Most of the existing buildings in Barrack Street are located directly on the front boundary of each lot. The proposed substation transformer compound will be located approximately 2 metres from the front boundary of the lot in question. It will be screened with additional landscaping and should have minimum impact on the visual amenity of the surrounding area.

### Policy Implications

Nil

### Statutory Implications

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

### Strategic Implications

#### ➤ Strategic Community Plan

Vision Element: Developing  
Strategic Goal: The population and economic base is expanding sustainably  
Key Priority: Economic Development

#### ➤ Corporate Business Plan

Strategy: SP.D1.3 – Promote new commercial and industrial development through appropriate zoning of land, provision of suitable infrastructure and efficient and effective business approval processes.  
Action #: 1  
Action: Regular review of Merredin Town Planning Scheme No. 6  
Directorate: Development 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

Nil

### Financial Implications

The relevant planning application fees have been paid.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation

1. That development approval be granted to Telstra Corporation Limited for the construction of a substation transformer compound at Lot 21 (No 106) Barrack Street, Merredin as per plans and specifications forming part of Attachment 12.4A.

**2. That the applicant be advised of the following:**

- a. the granting of planning approval does not constitute a building permit and that an application for a building permit must be submitted to the Shire of Merredin and be approved before any work can commence on site.**

## 12.5 Bush Fire Brigades Preseason Meeting

### Development Services



<b>Responsible Officer:</b>	Peter Zenni, EMDS
<b>Author:</b>	As above
<b>Legislation:</b>	<i>Bush Fires Act 1954</i>
<b>File Reference:</b>	ES/22/1
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 12.5A</a> - AQF Recognition of Prior Learning Explanation Note
<b>Maps / Diagrams:</b>	Nil

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Background

The Bush Fire Brigades preseason meeting was held in Merredin on 22 September 2016. Minutes of the meeting are presented at [Item 10.2](#). The Bush Fire Brigades preseason meeting resulted in the following resolutions which require Council consideration.

Motion 1

Moved: B Gray    Seconded: G Crees

**That Michael (Mick) Caughey be appointed as a Fire Control Officer for the Nokanning/Nukarni brigade and recommend that he be gazetted onto the Shire FCO list.**

**Carried**

Motion 2

Moved: J Flockart    Seconded: B Hooper

**That a third point be added to the previous resolution from the March 2016 AGM which states:**

**“That the Merredin Shire Council recognise prior learning for bush fire-fighting purposes as:**

**(a) five years of active farming; or**

**(b) two years acting in a farm managerial role.”**

**Carried**

## Comment

With respect to the following:

**“That Michael (Mick) Caughey be appointed as a Fire Control Officer for the Nokanning/Nukarni brigade and recommend that he be gazetted onto the Shire FCO list.”**

the current Fire Control Officer (FCO) for the Nokanning/Nukarni brigade, Mr Bob Gray, is retiring shortly. The proposed appointment of Mr Caughey as a FCO for the Nokanning/Nukarni brigade will maintain the availability of FCOs within the Shire.

With respect to the following:

**“That a third point be added to the previous resolution from the March 2016 AGM which states:**

**“That the Merredin Shire Council recognise prior learning for bush fire-fighting purposes as:**

**(a) Five years of active farming; or**

**(b) Two years acting in a farm managerial role.””**

the EMDS wishes to bring to Council’s attention previous discussions relating to this matter.

Following a recommendation from the Bush Fire Brigades Annual General Meeting held on 16 March 2016, at its April 2016 meeting Council resolved (CMRef 81762):

**“That:**

**1. Standard Operating Procedures be developed for the Volunteer Bushfire Brigades, to be implemented over a two year period to achieve full compliance for insurance and bushfire fighting purposes; and**

**2. the required basic training of volunteers, to include the two types of training and to a standard acceptable to the Shire of Merredin, be undertaken within two years.”**

Since that time there has been resistance from the local FCOs and the Bush Fire Fighting community with respect to introducing specific mandatory training requirements for volunteers. The CEO and senior staff, being mindful of the Council resolution, have been liaising with the FCO’s, Brigade Captains and Chief FCO to try and bring in minimum acceptable standards of training, which would cover the Shire in respect to its duty of care obligations and the common sense approach that a person is required to have skills and knowledge commensurate with activities, so that they are not a liability to themselves and others when placed in a dangerous situation.

Staff were hopeful of receiving guidance from DFES with respect to minimum acceptable training standards for volunteers, but DFES have stated that this is a matter for individual local governments. This is disappointing when taking into consideration there are 140 different local governments approaching basically the same issue in various ways without any guidance from a central agency that oversees fire related emergencies.

In the hope of achieving some clarity the EMDS has sought guidance from the Shire insurers, LGIS, querying whether there are currently any limitations with respect to the insurance cover for bush fire volunteers, and whether there are any requirements that LGIS believes local authorities should implement with respect to minimum training standards for volunteer bush firefighters.

The proposed amendment to the previous resolution from the Bush Fire Brigades March 2016 AGM and subsequently the original Council resolution is an attempt to bring some certainty for volunteer bush firefighters through a blanket process of recognition of prior learning (RPL) which would cover people who have been active farmers or have been in a farm management role.

Unfortunately recognition of prior learning is a formalised process which is undertaken on an individual case by case basis by professional assessors who assess an individual's skills and knowledge against a formal skills and knowledge/training matrix.

Therefore whilst the intent of the proposed amendment is laudable, the net outcome may not be the desired one. Again, this matter should be referred to Councils insurance providers, LGIS, for comment.

### Policy Implications

Nil

### Statutory Implications

Compliance with the *Bush Fires Act 1954*.

### Strategic Implications

#### ➤ Strategic Community Plan

Vision Element: Inclusive

Strategic Goal: Merredin (and the region) is an area that is welcoming of diversity

Key Priority: Community Spirit

#### ➤ Corporate Business Plan

Strategy: SP.I1.2 – Provide services and processes to enhance public safety

Action #: 1

Action: Support provision of emergency services

Directorate: Development 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

There may exist potential liability implications associated with minimum training requirements for bush fire volunteers. The matter needs to be addressed through consultation with the Shire of Merredin Insurers (LGIS).

### Financial Implications

Nil

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation

That:

1. the Shire of Merredin appoints Mr Michael (Mick) Caughey as a Fire Control Officer for the Nokanning/Nukarni brigade;
2. the appointment of Mr Michael (Mick) Caughey as a Fire Control Officer for the Nokanning/Nukarni brigade be advertised in a newspaper circulating in the district; and
3. consideration of the resolution made at the Bush Fires Brigades preseason meeting held on 22 September 2016 relating to Recognised Prior Learning recognition for farmers, be deferred until such time as the Shire of Merredin has sought and received advice from its insurers (LGIS) on the matter.



**12.6 Shire of Merredin Town Planning Scheme No. 6 - Planning Policy Review**

## Development Services



<b>Responsible Officer:</b>	Peter Zenni, EMDS
<b>Author:</b>	As above
<b>Legislation:</b>	Town Planning Scheme No. 6
<b>File Reference:</b>	LUP/5/1
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 12.6A</a> - Policies (existing) and proposed amendments
<b>Maps / Diagrams:</b>	Nil

### Purpose of Report



Executive Decision



Legislative Requirement

### Background

The Shire of Merredin Town Planning Scheme No.6 (the Scheme) was gazetted on 24 June 2011. The Scheme incorporates several local planning policies, these being:

- LPP 1 Moveable Buildings
- LPP 2 Subdivision for Homestead Lots
- LPP 3 Carparking
- LPP 4 Landscaping
- LPP 5 Planning Approvals for Single Houses
- LPP 6 Rural Residential Development
- LPP 7 Cash in Lieu

There have been a number of changes in associated legislation which are captured or called upon in the local planning policies. This, in conjunction with the fact that the local planning policies have been in place for 5 years and that the Shire of Merredin should review its planning policies on a regular basis, provides an opportunity for the local planning policies to now be reviewed and updated.

## Comment

**Local Planning Policy 1 – Moveable Buildings** provides Council with the opportunity to control development through planning processes with respect to moveable buildings (transportable buildings both site built and relocated, donga type structures, sea containers). The Policy in question refers to the need to obtain a building licence. With the replacement of the *Local Government (Miscellaneous Provisions) Act 1960* with the *Building Act 2011*, building licences have now been replaced with building permits. The Policy should reflect this and be amended accordingly.

The Policy as advertised incorporates the old logo. This needs to be amended.

The Policy contains a number of paragraph consequential numbering errors which need to be addressed.

The Policy refers to the Building Surveyor rather than the EMDS. This needs to be amended.

**Local Planning Policy 2 – Subdivision for Homestead Lots** provides a clear picture of Council's position on the creation of homestead lots. The Policy in question refers the Fire Emergency Services Authority (FESA) which has now been replaced with the Department of Fire and Emergency Services (DFES). The Policy should reflect this and be amended accordingly.

The Policy as advertised incorporates the old logo. This needs to be amended.

The Policy contains a minor paragraph consequential numbering error which needs to be addressed.

**Local Planning Policy 3 – Carparking** provides Council with the ability to determine parking layout requirements via the development application process.

The Policy as advertised incorporates the old logo. This needs to be amended.

**Local Planning Policy 4 – Landscaping** provides Council with the ability to set minimum requirements for the provision of landscaping as part of the development application process. The Policy incorporates a typing mistake with a missing letter in the fifth paragraph. This needs to be amended.

The Policy as advertised incorporates the old logo. This needs to be amended.

**Local Planning Policy 5 – Planning Approval for Single Houses** this policy is intended to give Council the ability to control the standard of development with respect to single houses and associated outbuildings. The Policy is poorly worded and does not take in to account the fact there currently is no requirement for development consent to be obtained from the local planning authority for the erection of a single house or associated outbuildings on land that is subject to the provisions of the Residential Design Codes.

The Policy is in conflict with the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* and should be rescinded.

Council's Local Planning Policy 1 – Moveable Buildings, already provides Council with development controls with respect to moveable buildings – including dwelling houses.

If Council wishes to incorporate comprehensive development controls with respect to individual dwellings it should do so through an amendment to the Town Planning Scheme and the creation of special control areas which would require development approval for single dwellings.

**Local Planning Policy 6 – Rural Residential Development** designates areas considered adequate for rural residential development.

The Policy as advertised incorporates the old logo. This needs to be amended.

**Local Planning Policy 7 – Cash in Lieu** provides for alternative solutions to parking requirements of the local planning scheme including payments for parking spaces.

The Policy as advertised incorporates the old logo. This needs to be amended.

**Draft Local Planning Policy 8 – Signage on Reserves** provides guidance on the placement of advertising signage on reserves vested with the Shire of Merredin.

At its September 2014 meeting Council resolved (CMRef 81434):

***“That the draft Policy as included in Attachment 12.6A be refined with any reasonable additions/modifications supplied to the Executive Manager of Development Services before 30 September 2014, and then advertised in accordance with the provisions of Clause 2.4 of the Shire of Merredin Local Planning Scheme No. 6 and that the submissions and draft policy be brought back to Council for further consideration.”***

It appears the policy was advertised for comment in accordance with Council's resolution but was never brought back to Council for final adoption.

The draft local planning policy contains a number of paragraph consequential numbering errors which need to be addressed.

### Policy Implications

There have been a number of changes in associated legislation which are captured or called upon in the local planning policies. This in conjunction with the fact that the local planning policies have been in place for 5 years and that the Shire of Merredin should review its planning policies on a regular basis provides an opportunity for the local planning policies to be now reviewed and updated.

### Statutory Implications

Compliance with the *Planning and Development Act 2005* and the Shire of Merredin Town Planning Scheme No. 6.

### Strategic Implications

#### ➤ Strategic Community Plan

Vision Element: Developing  
Strategic Goal: The population and economic base is expanding sustainably  
Key Priority: Economic Development

➤ **Corporate Business Plan**

Strategy: SP.D1.3 – Promote new commercial and industrial development through appropriate zoning of land, provision of suitable infrastructure and efficient and effective business approval processes.

Action #: 1

Action: Regular review of Merredin Town Planning Scheme No. 6

Directorate: Development 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**

Nil

**Financial Implications**

The proposed changes to the Local Planning Policies will need to be advertised widely. Accordingly an advert will be placed in the West Australian newspaper. The Shire has a budgetary allocation for advertising purposes.

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation**

**1. That the proposed changes to the following Local Planning Policies:**

- LPP 1 Moveable Buildings**
- LPP 2 Subdivision for Homestead Lots**
- LPP 3 Carparking**
- LPP 4 Landscaping**
- LPP 6 Rural Residential Development**
- LPP 7 Cash in Lieu**

be adopted and the revised Planning Policies be advertised in accordance with Clause 2.4 of the Shire of Merredin Town Planning Scheme No. 6 and at the completion of the advertising period the matter be brought back to Council for determination and submission to the Western Australian Planning Commission.

- 2. That the draft Local Planning Policy 8 – Signage on Reserves be adopted and advertised in accordance with Clause 2.4 of the Shire of Merredin Town Planning Scheme No. 6 and at the completion of the advertising period the matter be brought back to Council for determination and submission to the Western Australian Planning Commission.**
- 3. That Local Planning Policy 5 - Planning Approvals for Single Houses, be rescinded.**

## 13. Officer's Reports - Engineering Services

### 13.1 Interface Agreement - Public Road and Rail Crossings

<h2>Engineering Services</h2>		 SHIRE OF <b>MERREDIN</b> INNOVATING THE WHEATBELT
<b>Responsible Officer:</b>	Mike Hudson, EMES	
<b>Author:</b>	As above	
<b>Legislation:</b>	<i>Rail Safety National Law (WA) Act 2015; Public Works ACT 1902 (WA); Local Government Act 1995; Main Roads Act 1930; Road Traffic Act 1974</i>	
<b>File Reference:</b>	TT/6/5	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#">Attachment 13.1A</a> – Interface Agreement Public Road and Rail Crossings (Template) <a href="#">Attachment 13.1B</a> - Rail Safety National Law (WA) Act 2015 Clause 107	
<b>Maps / Diagrams:</b>	Nil	

#### Purpose of Report

Executive Decision

Legislative Requirement

#### Background

This report requests Council to consider entering into an Interface Agreement (at grade) with Brookfield Rail Pty Ltd for public roads and railway crossings. This agreement relates to public roads only.

An interface agreement clearly delineates the areas of responsibility and risk management around a road/rail crossing, the agreement sets out a co-operative framework with all parties to ensure there is a commitment to the highest standards of safety. Railway Crossing Protection in Western Australia – Policy and Guidelines; prepared by Main Roads, outlines the level of control required at all railway level crossings in Western Australia.

#### Comment

The Rail Safety National Law requires that rail infrastructure managers and road managers seek to enter into interface agreements for the purpose of managing risks to safety at road/rail interfaces. The existence or use of any rail or road crossings that is part of the road infrastructure of a public road requires an interface agreement.

The work required by the agreement is already undertaken by the Shire of Merredin in order to comply with the requirements of the section 103 of the *Public Works Act 1902 (WA)*.

### Policy Implications

Nil

### Statutory Implications

*Rail Safety National Law (WA) Act 2015, Public Works ACT 1902 (WA), Local Government Act 1995, Main Roads Act 1930, Road Traffic Act 1974*

### Strategic Implications

#### ➤ Strategic Community Plan

Vision Element: Nil  
Strategic Goal: Nil  
Key Priority: Nil

#### ➤ Corporate Business Plan

Strategy: Nil  
Action #: Nil  
Action: Nil  
Directorate: Nil  
Timeline: Nil

### Sustainability Implications

#### ➤ Strategic Resource Plan

Any impact on the Strategic Resource Plan would be incorporated in the annual road maintenance budget.

#### ➤ 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


### Officer's Recommendation

That Council enter into the Interface Agreement, as presented in Attachment 13.1A, between Brookfield Rail Pty Ltd, the Shire of Merredin and the Commissioner of Main Roads.



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

### 14.1 List of Accounts Paid

<h2>Corporate Services</h2>		 SHIRE OF <b>MERREDIN</b> INNOVATING THE WHEATBELT
<b>Responsible Officer:</b>	Charlie Brown, EMCS	
<b>Author:</b>	Leticia Richards, Senior Finance Officer	
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>File Reference:</b>	Nil	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#">Attachment 14.1A</a> - List of Accounts Paid	
<b>Maps / Diagrams:</b>	Nil	

#### Purpose of Report

Executive Decision

Legislative Requirement

#### Background

The attached List of Accounts Paid during the month of September 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

### ➤ Strategic Community Plan

Vision Element: Developing  
Strategic Goal: The population and economic base is expanding sustainably  
Key Priority: Governance

### ➤ Corporate Business Plan

Strategy: SP.D4.3 – Practice prudent management of financial resources  
Action #: 1  
Action: Deliver long term financial planning for asset replacement and new capital projects  
Action #: 2  
Action: Continue to provide prudent financial controls and compliance systems  
Directorate: Corporate Services

## 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

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

That the schedule of accounts paid as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totalling \$618,417.08 from Council's Municipal Fund Bank Account and \$3,300 from Council's Trust Account be received.

## 14.2 Statement of Financial Activity

<h1>Corporate Services</h1>		 SHIRE OF <b>MERREDIN</b> INNOVATING THE WHEATBELT
<b>Responsible Officer:</b>	Charlie Brown, EMCS	
<b>Author:</b>	Leticia Richards, Senior Finance Officer	
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>File Reference:</b>	Nil	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#">Attachment 14.2A</a> - Statement of Financial Activity, Detailed Schedules & Investment Report	
<b>Maps / Diagrams:</b>	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 to 30 September 2016 is consistent with Council's 2016/17 Budget, however the expenditure level is just below what was expected.

#### Variation Actuals to YTD Budgets:

##### Operating Expenditure

Overall expenditure is down 5.22%. The only program currently showing over expenditure being Transport and this will flatten out with the construction program coming into full swing.

##### Operating Income

All programs are with allowed variation.

##### Capital Expenditure

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

#### ➤ Strategic Community Plan

Vision Element: Developing  
Strategic Goal: The population and economics base is expanding sustainably  
Key Priority: Governance

#### ➤ Corporate Business Plan

Strategy: SP.D4.3 – Practice prudent management of financial resources  
Action #: 1  
Action: Deliver long term financial planning for asset replacement and new capital projects  
Action #: 2  
Action: Continue to provide prudent financial controls and compliance systems  
Directorate: Corporate Services

### Sustainability Implications

#### ➤ Strategic Resource 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

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

As outlined in Attachment 14.2A.

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation

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 30 September 2016 be received.

## 15. Officer's Reports – Administration

### 15.1 Councillors and Staff Christmas Function

## Administration



<b>Responsible Officer:</b>	Greg Powell, CEO
<b>Author:</b>	Vanessa Green, EA to CEO
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>File Reference:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Nil
<b>Maps / Diagrams:</b>	Nil

### Purpose of Report



Executive Decision



Legislative Requirement

### Background

Each year Council provides a Christmas function for Councillors and staff to celebrate the season and acknowledge the work achieved throughout the year.

Council Policy 1.12 - Annual Christmas Function states that an agenda item be presented to Council by no later than November each year requesting Council confirm the date and venue of the function.

### Comment

For the previous 3 years the Christmas functions have been held at the Northside Tavern. While these events have run smoothly and been well attended it is proposed to change the venue of this year's function for some variety.

It is therefore proposed that the 2016 event be held at the Cummins Theatre on Friday 16 December 2016. The Theatre is available on that date and to avoid a possible clash in bookings a reservation of this date has been made.

While it is anticipated staff would be involved in the set up for the event, to avoid staff needing to be involved in the service during, and clean-up after, the event quotes were obtained from local businesses/groups to provide those services and the food. Quotes were accepted on the basis of best price and value for money, with the Repertory Club being selected to provide the bar and food service and clean-up, and the Northside Tavern to provide the food.

## Policy Implications

Policy 1.12 Annual Christmas Function states:

*“That Council provide a joint Christmas Function for Councillors, employees and their partners/spouses. The Chief Executive Officer is to place an item on the Council agenda no later than November of each year requesting Council to confirm a date and location for the function.”*

It should be noted that children are not able to attend the event.

## Statutory Implications

Council’s Code of Conduct applies.

## Strategic Implications

### ➤ Strategic Community Plan

Vision Element: Nil  
Strategic Goal: Nil  
Key Priority: Nil

### ➤ Corporate Business Plan

Strategy: Nil  
Action #: Nil  
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

An allocation of \$3,245 is included in the 2016/17 Budget at E041110.

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation

**That the Shire of Merredin 2016 Christmas function for Councillors, staff and their partners be held at Cummins Theatre on Friday 16 December 2016.**



## 15.2 Regional Christmas Trading Extension

### Administration



<b>Responsible Officer:</b>	Greg Powell, CEO
<b>Author:</b>	Vanessa Green, EA to CEO
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>File Reference:</b>	GR/17/61
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 15.2A</a> - Correspondence
<b>Maps / Diagrams:</b>	Nil

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Background

Correspondence has been received from Department of Commerce extending the opportunity for the Shire of Merredin to adopt a standard package of trading hours for local businesses over the Christmas period.

#### Comment

As suggested in the correspondence, the trading hours for general retail shops will be from 8.00am to 9.00pm Monday to Friday, from 8.00am to 5.00pm on Saturdays and from 11.00am to 5.00pm on Sundays and public holidays, other than Christmas Day. The extended trading period will commence on Monday 5 December 2016 and conclude on Sunday 1 January 2017 inclusive.

The decision to open or not during the proposed trading hours is entirely at the discretion of the individual retailer.

The Wheatbelt Business Network, of which the Shire of Merredin is a member, has been promoting its "Think Local First" campaign for the last few years and it is important that the Shire support different mechanisms for local retailers to grow and prosper.

In adopting the Officer's Recommendation it is hoped that by allowing local businesses the option to open during the above times that people will be able and therefore more inclined to shop local rather than travelling to the metropolitan area to access the extended retail trading hours offered there.

#### Policy Implications

Nil

### Statutory Implications

Nil

### Strategic Implications

#### ➤ Strategic Community Plan

Vision Element: Nil  
Strategic Goal: Nil  
Key Priority: Nil

#### ➤ Corporate Business Plan

Strategy: Nil  
Action #: Nil  
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

### Officer's Recommendation

That the Department of Commerce be advised the Shire of Merredin accepts the proposal to adopt a standard package of trading hours for the 2016 Christmas period being from 8.00am to 9.00pm Monday to Friday, from 8.00am to 5.00pm on Saturdays and from 11.00am to 5.00pm on Sundays and public holidays, other than Christmas Day.

## 15.3 CEACA Inc – Council Membership and Review of Constitution

### Administration



<b>Responsible Officer:</b>	Greg Powell, CEO
<b>Author:</b>	Vanessa Green, EA to CEO
<b>Legislation:</b>	<i>Local Government Act 1995; Associations Incorporations Act 2015</i>
<b>File Reference:</b>	GR/09/13
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 15.3A</a> – Report on Review of Constitution
<b>Maps / Diagrams:</b>	Nil

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Background

The Central East Aged Care Alliance Inc. (CEACA) is an independent body incorporated in July 2015 to develop a holistic regional solution to allow ageing residents to remain in the central east Wheatbelt region for as long as possible, within the context of State and Federal Government policy initiatives.

CEACA's membership includes members from 11 Councils, being the Shires of Bruce Rock, Kellerberrin, Koorda, Merredin, Mt Marshall, Mukinbudin, Nungarin, Trayning, Westonia, Wyalkatchem and Yilgarn.

CEACA will be conducting its AGM in November 2016 and it is necessary to (re)appoint the Shire of Merredin's member representatives. Additionally, as a result of the introduction of the *Association Incorporations Act 2015* (the Act) it has been necessary to review CEACA's constitution so it conforms to the requirements of the Act.

#### Comment

At its April 2015 meeting Council appointed Cr Ken Hooper as the Shire's member representative to CEACA's Management Committee and Mr Greg Powell as the deputy (CMRef 81558).

Cr Hooper is also a member of CEACA's Executive Committee and the current Secretary. The Shire of Merredin is the "lead agency" for CEACA and as such holds the Royalties for Regions grant funds received for both Stage 1 and Stage 2 project works. It is therefore recommended that Cr Hooper and Mr Powell remain as the Shire's member representatives.

The Report on Review of CEACA's constitution contains an agenda item authored by CEACA's Executive Officer, Ms Helen Westcott, which details the process followed in reviewing CEACA's constitution and the explanation of the proposed amendments, as well as a tracked-changes copy of the constitution.

### Policy Implications

Nil

### Statutory Implications

*Local Government Act 1995; Associations Incorporations Act 2015*

### Strategic Implications

#### ➤ Strategic Community Plan

Vision Element: Developing

Strategic Goal: The population and economic base is expanding sustainably

Key Priority: Accommodation

Vision Element: Developing

Strategic Goal: The population and economic base is expanding sustainably

Key Priority: Civic Leadership, Advocacy and Regional Collaboration

Vision Element: Liveable

Strategic Goal: Merredin has the services, facilities, characteristics and heritage that continue to make Merredin a great place to live and contribute to a liveable region

Key Priority: Health Facilities and Services

#### ➤ Corporate Business Plan

Strategy: SP.D2.2 – Collaborate and facilitate the development of aged accommodation

Action #: 1

Action: Support CEACA Inc in the implementation of identified outcomes outlined in the Verso Report to construct 50 independent living units within Merredin to accommodate seniors

Directorate: Office of the CEO

Timeline: 2017/18; 2018/19

Strategy: SP.D3.1 – Collaborate with neighbouring Shires (and beyond) for the benefit of the region as a whole

Action #: 1

Action: Continue to progress regional collaboration by participating in WEROC strategies and similar regional partnerships

Directorate: Office of the CEO

Timeline: Ongoing

Strategy: SP.L1.2 – Continue to assist with the facilitation of aged care services

Action #: 1

Action: Through CEACA Inc the Shire will continue to lobby the Federal and State Governments to ensure the necessary services to support aged care are accessible in Merredin

Directorate: Office of the CEO

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

Nil

## Financial Implications

Nil

## Voting Requirements



Simple Majority



Absolute Majority

## Officer's Recommendation

That:

1. Councillor Ken Hooper be appointed as the Shire of Merredin's member representative to Central East Aged Care Alliance Inc (CEACA), with Mr Greg Powell appointed as deputy; and
2. the Shire of Merredin endorse the revised constitution for CEACA as presented in Attachment 15.3A, and advise CEACA's Executive Officer accordingly.

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