



SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

AGENDA

Ordinary Council Meeting

To be held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday 16 January 2018
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 16 January 2018 in the Council Chambers, Corner King & Barrack Streets, Merredin. The format of the day will be:

12.30pm	Citizenship Ceremony
1.00pm	Briefing Session
3.00pm	Council Meeting

GREG POWELL
CHIEF EXECUTIVE OFFICER

12 January 2018

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.

It should be noted that the Attachment hyperlinks will not be functional from this document when sourced from the Shire of Merredin's website. Attachment copies can be obtained by contacting Vanessa Green on 08 9041 1611 or ea@merredin.wa.gov.au.

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
SRP	Strategic Resource Plan
CBP	Corporate Business Plan
CSP	Community Strategic Plan
MRCLC	Merredin Regional Community and Leisure Centre
CWVC	Central Wheatbelt Visitors Centre
MoU	Memorandum of Understanding

Shire of Merredin
Ordinary Council Meeting
3:00pm Tuesday 16 January 2018



1. Official Opening

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr KA Hooper	President
Cr BJ Anderson	
Cr LN Boehme	
Cr RM Crees	
Cr MA Crisafio	
Cr JR Flockart	
Cr AR Butler	
Cr PR Patroni	

Staff

G Powell	CEO
R McCall	Deputy CEO
V Green	EA to CEO
M Wallace	Media & Communications Officer

Members of the Public:

Apologies:

Approved Leave of Absence: Cr MD Willis (CMRef 82088)

3. Public Question Time

4. Disclosure of Interest

5. Applications for Leave of Absence

5. Petitions and Presentations

7. Confirmation of Minutes of the Previous Meetings

7.1 [Ordinary Council Meeting held on 19 December 2017](#)

8. Announcements by the Person Presiding without discussion

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

10. Receipt of Minutes of Committee Meetings

Nil

11. Recommendations from Committee Meetings for Council consideration

Nil

12. Officer's Reports – Development Services

12.1 [Lot 37, HN 15 Harling Street, Merredin – Application for Building Permit – Variation of Residential Building Codes of WA](#)

12.2 [Location 27070, HN 2195 Knungajin-Merredin \(Old Nukarni\) Road, Nokanning – Application for Development Approval – Proposed Data Centre for Internet Network](#)

13. Officer's Reports – Engineering Services

Nil

14. Officer's Reports – Corporate and Community Services

14.1 [List of Accounts Paid](#)

14.2 [Statement of Financial Activity](#)

14.3 [Merredin Dog Park Development Proposal](#)

15. Officer's Reports – Administration

15.1 [Reserve 17767 and Lot 1443 – Expressions of Interest to Lease](#)

15.2 [Policy Manual Review - Policy 3.16 – Donations, Loans and Sponsorships – Central Wheatbelt Visitor Centre](#)

15.3 [Policy Manual Review - Policy 6.4 – Camping on Merredin Recreation Grounds](#)

- 15.4 [Policy Manual Review - Policy 5.7 – Conditions of Usage – Recreational Reserves](#)
- 15.5 [Policy Manual Review - Policy 5.14 – Recreational Vehicle Camping Policy](#)
- 15.6 [Policy Manual Review - Policy 8.23 – Heritage Plaques](#)
- 15.7 [Policy Manual Review - Policy 5.15 – Merredin Regional Library – Internet Use and Access](#)

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

20. Closure

7. Confirmation of Minutes of the Previous Meetings

7.1 Ordinary Council Meeting held on 19 December 2017

Attachment 7.1A

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That the Minutes of the Ordinary Council Meeting held on 19 December 2017 be confirmed as a true and accurate record of proceedings.

12. Officer's Reports - Development Services

12.1 Lot 37, HN 15 Harling Street, Merredin – Application for Building Permit – Variation of Residential Building Codes of WA

Development Services



Responsible Officer:	Peter Zenni, EMDS
Author:	Vanessa Green, EA to CEO
Legislation:	<i>Building Act 2011</i> ; Local Planning Scheme No. 6; Residential Design Codes of Western Australia
File Reference:	A1949
Disclosure of Interest:	Nil
Attachments:	Attachment 12.1A - Plans

Purpose of Report



Executive Decision



Legislative Requirement

Background

An application has been received to construct a patio measuring 8.905m x 4.430m on Lot 37, HN 15 Harling Street, Merredin. As the setback on the eastern boundary of the patio is outside the delegated authority provided to staff to approve building permits the matter has been referred to Council for consideration.

The building plans are included as an Attachment.

Comment

While the Residential Design Codes of WA (R Codes) do not define the structure of a patio as a wall, advice from the Department of Planning regarding the measuring of boundary walls including patios is that, when measuring the length of walls with an attached patio, the patio is to be included in the measurement. Hence, the construction of this patio contributes to the length of the wall on the eastern boundary.

In accordance with Table 2a of the R Codes the eastern wall is to be 1m from of the boundary and, once constructed, will have a total length of 14.11m, being greater than the maximum permitted length of 9m.

As can be seen in the plans, the layout of the rear of the house dictates to a great extent the dimensions of the patio and therefore rather than redesigning the patio to comply, an R Codes Variation is required, justifying the extended length of the wall by addressing the design principles provided for in Clause 5.1.3 “lot boundary setbacks”. This has been provided, with the neighbouring property owner advising of no objections to the construction, and is included in the Attachment.

Council’s contracted Building Certifier has raised concerns around the wind classification of the structure and has requested a revised certificate of structural sufficiency be provided from the structural engineer to read a wind classification of N2 in lieu of the current N1. As the structural engineer is overseas at the time of writing this report, that certificate is yet to be provided and therefore the certificate of design compliance is also yet to be issued. The Officer’s Recommendation takes that into account.

As the adjoining property owner has no objections to the construction and the construction is in keeping with the dimensions and layout of the home it is recommended that the issuing of a building permit in accordance with the plans presented be approved.

Policy Implications

Nil

Statutory Implications

The provisions of the *Building Act 2011*, Local Planning Scheme No. 6 and the R Codes apply.

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: 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

The applicable building permit application fees have been paid.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That, subject to a revised certificate of structural sufficiency being provided and a certificate of design compliance being issued, the Chief Executive Officer be authorised to issue a building permit to construct a patio, as specified in plans Wayne's Design and Drafting Job 16038 dated June 2017 (Attachment 12.1A), on Lot 37, HN 15 Harling Street, Merredin.

12.2 Location 27070, HN 2195 Knungajin-Merredin (Old Nukarni) Road, Nokanning – Application for Development Approval – Proposed Data Centre for Internet Network

Development Services



Responsible Officer:	Peter Zenni, EMDS
Author:	Vanessa Green, EA to CEO
Legislation:	<i>Planning & Development Act 2005; Local Planning Scheme No. 6</i>
File Reference:	A9711
Disclosure of Interest:	Nil
Attachments:	Attachment 12.2A – Site Location

Purpose of Report



Executive Decision



Legislative Requirement

Background

An application for Development Approval (DA) has been received for the development of a data centre for an internet network on Farming Location 27070, HN 2195 Knungajin-Merredin (Old Nukarni) Road, Nokanning.

Comment

The proposed data centre is similar to that approved by Council at its December 2017 meeting (CMRef 82096) and is part of the same project.

While the previous approval consisted of a data centre and tower, this proposal is for a data centre only (being a 6 metre white container), which will utilise the already existing RTK tower on the site.

The land is zoned General Farming with the nearest infrastructure some kilometres away. While the homestead location is 2195 Knungajin-Merredin Road, Nokanning, the actual location of the data centre is in the North East corner of a parcel of land cornering the Old Nukarni Road and Merredin-Chandler Road.

The proposed location of the data centre is shown in the Attachment.

Policy Implications

Nil

Statutory Implications

The provisions of the *Planning and Development Act 2005* and the Local Planning Scheme No. 6 apply.

The LPS6 details Telecommunications Infrastructure as a “D” use in General Farming zones, thus Council discretion is required for the application to proceed.

Regulation 9.4 of the *Town Planning Regulations 1967* states that an application may be advertised should the development impact adjoining owners or be of interest to other parties. Given the location and siting of this proposal, this requirement is not deemed relevant.

Strategic Implications

➤ Strategic Community Plan

Strategy: SP.D1.4 – Pursue opportunities associated with NBN in partnerships with other regional organisations

Action #: 1

Action: Seek regular status of telecommunication plans and inform the community the current status of all telecommunications projects and services

Directorate: Office of the CEO

Timeline: Ongoing

Strategy: SP.D1.4 – Pursue opportunities associated with NBN in partnerships with other regional organisations

Action #: 2

Action: Investigate opportunities associated with NBN

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

The applicable application fees have been paid.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That Development Approval be granted to develop a data centre for an internet network on Farming Location 27070, HN 2195 Knungajin-Merredin (Old Nukarni) Road, Nokanning.

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	

Purpose of Report

Executive Decision

Legislative Requirement

Background

The attached List of Accounts Paid during the month of December 2017 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 \$896,353.11 from Council's Municipal Fund Bank Account and \$3,202.59 from Council's Trust Account be received.

14.2 Statement of Financial Activity

<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 14.2A - Statement of Financial Activity	

Purpose of Report

Executive Decision

Legislative Requirement

Background

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

Comment

Operating Income and Expenditure is mainly consistent with Council's YTD Budget. The mid-year review and subsequent report will be carried out this month with a detailed report to Council in February 2018.

Capital Expenditure

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

Others

Councillors may note the discrepancy with the Trust Bank, Note 4 against the Trust Summary on Note 12.

These currently show a \$2,513.70 variance and this relates to invoices raised for Trust Bonds.

Policy Implications

Nil

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
Timeline: Ongoing

Sustainability Implications

➤ Strategic Resource Plan

Compliance with the *Local Government (Administration) Regulations 1996* and to 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

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

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

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

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud. The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the responsibility of the CEO as laid out in the *Local Government (Financial Management Regulations) 1996* Regulation 5, seek to mitigate the possibility of this occurring. These controls are set in place to provide daily, weekly and monthly checks to ensure that the integrity of the data provided is reasonably assured.

Financial Implications

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

Voting Requirements

Simple Majority

Absolute Majority

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 31 December 2017 be received.

14.3 Merredin Dog Park Development Proposal

Community Services



Responsible Officer:	Rebecca McCall, DCEO
Author:	As Above
Legislation:	<i>Local Government Act 1995</i>
File Reference:	RCS/8
Disclosure of Interest:	Nil
Attachments:	Attachment 14.3A - Park Research Document Attachment 14.3B - Dog Park Survey Report June 2017

Purpose of Report



Executive Decision



Legislative Requirement

Background

At its September 2017 meeting Council considered the proposal however the motion was not Carried by an Absolute Majority (CMRef 82034). Councillors have requested the matter be reconsidered.

In late 2016 residents of the Shire of Merredin raised the potential of having an enclosed off-leash exercise area for dogs in Merredin. This was promoted through social media and a hard copy petition circulated throughout the Shire. In March 2017, a petition with 156 signatures was received by staff.

In June 2017, staff released an online survey in order to gauge the level of support shown by local residents for a fenced, off leash dog exercise area within the Merredin townsite. From the survey results the following points have been noted:

Comment	Number of Respondents
Support the development of a dog park	119
Do not support the development of a dog park	9
Unsure	3
Likely to use a dog park	93
Would not use a dog park	17

Might use a dog park	21
Total of 131 respondents	

Frequency of Use	Number of Respondents
Daily	35
Several times a week	58
Monthly	6
Several times a month	16
Would not use a dog park	16
Total of 115 respondents	

Staff researched the development of a dog park and identified potential sites - refer to Attachment 14.3A. 8 potential locations were assessed for accessibility and functionality. In addition, the development expenditure for each site was costed.

The locations were narrowed to 2 preferable locations based on accessibility and development costs. The locations selected were:

1. Location 6 – Merredin Community Recreation Precinct, Bates Street, Merredin
2. Location 7 – North Merredin Primary School Precinct, Bates Street, Merredin

To determine the community’s preferred location of a dog park the 2 options were provided on the Shire of Merredin’s Facebook page for comment.

Comment

Off-leash dog parks are not only good for dogs and their owners but benefit the whole community by:

1. encouraging people to exercise and stimulate social interaction;
2. accommodating senior citizens and the disabled, who cannot always walk their dogs on leash, or who perhaps are no longer able to own a dog but like to have the company of dogs; and
3. build a community of people committed to parks, community involvement and the environment.

The dog park could also benefit visitors with dogs travelling through Merredin as the facility will provide an enclosed space for their pet to have a run.

Location 7 on the North Merredin Primary School precinct (corner of Bates and Coronation Streets) was the preference of those who responded to the survey - refer to Attachment 14.6B.

External funding options will be explored:

1. Collgar Wind Farm Community Grants;
2. Lotterywest; and
3. Healthways.

Community partnerships are also a viable option with the Merredin Men's Shed expressing interest to manufacture the agility equipment for the dog park.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

➤ Strategic Community Plan

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: Town Enhancement

➤ Corporate Business Plan

Strategy: SP.L4.1

Action #: Progressively renew public open spaces to include public amenities, parks and gardens within Merredin

Action: 5

Directorate: Community & Engineering Services

Timeline: Ongoing

Sustainability Implications

➤ Strategic Resource Plan

The Strategic Resource Plan (SRP) includes an allocation to progressively renew the public amenities within Merredin. The lifecycle operational costs of the proposed dog park will be to be factored into the SRP.

➤ Workforce Plan

Directorate: Nil

Activity: Nil

Current Staff: Nil

Focus Area: Nil

Strategy Code: Nil

Strategy: Nil

Implications: Nil

Risk Implications

Currently Merredin Peak is the sole designated public off-leash exercise area for dogs in Merredin. This location is not accessible or suitable to all dog owners.

A further risk with the preferred site is that if a dog park is established, it may prevent any expansion of the CEACA housing development. However, as an alternative any additional housing could be constructed on the recreation ground site opposite Merrittville.

Financial Implications

The 2017/18 Budget includes an allocation of \$40,621 for the development of the proposed dog park. The Dog Park Research document outlined a cost of \$28,000 to develop the preferred site, Location 7. The project is dependent on unconfirmed external funding of \$18,500. Council's total resources towards the development will be \$9,500. It is not known when the external funding will be obtained and therefore the project may not commence until the next financial year.

Ongoing operational costs to maintain the dog park will be approximately \$9,500 per annum. Should the cost of funding the park be by way of a levy or additional charge to the dog registration fee rather than any other source of funding (rates) this will require further investigation. It may be of interest to note that there are approximately 400 dogs currently registered.

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That:

- 1. Council develop a dog park on the North Merredin Primary School site subject to securing external funding of \$18,500 towards the total development cost estimated at \$28,000; and**
- 2. Funding of the annual maintenance costs be referred to staff for further consideration.**

15. Officer's Reports – Administration

15.1 Reserve 17767 and Lot 1443 – Expressions of Interest to Lease

Administration



Responsible Officer:	Greg Powell, CEO
Author:	Vanessa Green, EA to CEO
Legislation:	<i>Local Government Act 1995</i>
File Reference:	R17767; A9702
Disclosure of Interest:	Nil
Attachments:	Attachment 15.1A – Submission

Purpose of Report

Executive Decision

Legislative Requirement

Background

At its April 2012 meeting Council resolved (CMRef 30856):

“That the Reserve 44697 and 17767 be advertised for lease for a period of three years expiring at the end of February 2015 and that the Chief Executive Officer be granted authority to award the tender.”

Subsequently the Reserves were leased to the Merredin Men’s Shed (MMS) at an annual fee of \$200. The MMS were also responsible for the costs of preparing and maintaining the firebreaks to the Reserves.

A further expression of interest (EOI) was called via an advertisement which appeared in the Merredin-Wheatbelt Mercury on 14 January 2015 with submissions closing on 30 January 2015. One submission was received from MMS and Council considered this at its February 2015 (CMRef 81521) and March 2015 (CMRef 81538) meetings and resolved (respectively):

“That Reserves 44697 and 17767 be leased to the Merredin Men’s Shed Inc. for a period of three years expiring at the end of February 2018 at a cost of \$600 per year for the purposes of cropping and/or grazing with the costs of preparing and maintaining firebreaks during fire season to be borne by the Merredin Men’s Shed Inc.”

“That Council acknowledge and endorse the reduced lease fee of \$200 per annum (being \$600 for 3 years 2015-2018 expiring at the end of February) on the lease to the Merredin Men’s Shed Inc of Reserves 44697 and 17767 for the purposes of cropping and/or grazing with the costs of preparing and maintaining firebreaks during fire season to be borne by the Merredin Men’s Shed Inc.”

As the lease expires in February 2018 expressions of interest were sought from community organisations for the lease of Reserve 17767 and Lot 1443 (formally Reserve 44697), being the area bounded by Golf Road, Telfer Avenue, Old Goldfields Road and McDonald Street for the purposes of cropping and/or grazing.

As is previous years, EOIs were to acknowledge that lease fees of at least \$200 per annum or better are applicable, the costs of preparing and maintaining firebreaks during fire season shall be borne by the Lessee and the term of the lease will be for 1 year.

The EOI was advertised in the Phoenix on Friday 8 December 2017 and closed at 4pm on Wednesday 3 January 2018. 1 submission was received and is included in the Attachment.

Comment

As highlighted in the MMS’s submission, the funds made from the sale of the grain from the land has enhanced the facilities provided by the MMS and had many benefits for the MMS members.

During the time the MMS has leased the land, staff are not aware of any complaints being received in relation to their conduct on the land, nor in relation to the management of fencing and firebreaks.

It is therefore recommended that the MMS be allowed to continue with the lease of the land.

Policy Implications

Nil

Statutory Implications

Section 3.58 of the *Local Government Act 1995* is applicable.

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.I1.1 – Maintain a community that is well informed, creating opportunities for community involvement and supporting a caring and health community

Action #: 5
Action: Support (directly and indirectly) events and activities that encourage and enhance community pride and cohesion
Directorate: Community Development
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

Annual lease fees of \$400 per annum would be received.

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That Reserve 17767 and Lot 1443, Merredin be leased to the Merredin Men's Shed Inc. for a period of one year expiring at the end of February 2019 at a cost of \$400 per year for the purposes of cropping and/or grazing with the costs of preparing and maintaining firebreaks during fire season to be borne by the Merredin Men's Shed Inc.

15.2 Policy Manual Review - Policy 3.16 – Donations, Loans and Sponsorships – Central Wheatbelt Visitor Centre

Administration



Responsible Officer:	Greg Powell, CEO
Author:	Rebecca McCall, DCEO
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Policy Manual
Disclosure of Interest:	Nil
Attachments:	Attachment 15.2A – Policy 3.16

Purpose of Report



Executive Decision



Legislative Requirement

Background

Policy 3.16 relating to donations, loans and sponsorships – Central Wheatbelt Visitor Centre (CWVC) has been reviewed.

Comment

The amendments provide updated definitions and guidelines for both the CWVC and potential donors, lenders and sponsors in relation to donations, loans or sponsorships.

The CWVC has not received any sponsorships since 2012. It is suggested that 'sponsorships' are no longer relevant, and therefore be removed from the policy.

The outlined aims and objectives are also irrelevant, therefore recommended to be removed from the policy.

Policy Implications

An update of the Policy and Policy Manual is required as indicated in the Attachment.

Statutory Implications

Local Government Act 1995

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.D4.1 – Implement accountable and good governance
Action #: 2
Action: Ensure policies, procedures and practices are effective, transparent and aligned with program delivery
Directorate: Corporate Services
Timeline: Ongoing

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

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

Risk Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That Policy 3.16 – Donations and Loans– Central Wheatbelt Visitor Centre, as presented (and amended) in Attachment 15.2A, be adopted.

15.3 Policy Manual Review - Policy 6.4 – Camping on Merredin Recreation Grounds

Administration



Responsible Officer:

Greg Powell, CEO

Author:

Rebecca McCall, DCEO

Legislation:

Local Government Act 1995

File Reference:

Policy Manual

Disclosure of Interest:

Nil

Attachments:

[Attachment 15.3A](#) – Revised Policy 6.4

Purpose of Report



Executive Decision



Legislative Requirement

Background

Policy 6.4 provides the guidelines on when camping on the Merredin Recreation Grounds is appropriate and the conditions of use.

Currently, this policy is managed by Belgravia Leisure as part of the management contract in place.

Comment

In accordance to the Shire of Merredin's Risk Management Framework policies are to be reviewed biennially. The policy relating to camping on Merredin Recreation Grounds has been reviewed.

Policy Implications

An update of the Policy and Policy Manual is required as indicated in the attachment.

Statutory Implications

Local Government Act 1995

Strategic Implications

➤ [Strategic Community Plan](#)

Vision Element: Developing

Strategic Goal: The population and economic base is expanding sustainably

Key Priority: Civic Leadership, Advocacy and Regional Collaboration

➤ **Corporate Business Plan**

Strategy: SP.D4.1 – Implement accountable and good governance
Action #: 2
Action: Ensure policies, procedures and practice are effective, transparent and aligned with program delivery
Directorate: Corporate Services
Timeline: Ongoing

Sustainability Implications

➤ **Strategic Resource Plan**

Nil

➤ **Workforce Plan**

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

Risk Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That the revised Policy 6.4 – Camping on Merredin Recreation Grounds, as presented (and amended) in Attachment 15.3A, be adopted.

15.4 Policy Manual Review - Policy 5.7 – Conditions of Usage – Recreational Reserves

<h2 style="margin: 0;">Administration</h2> 	
Responsible Officer:	Greg Powell, CEO
Author:	Rebecca McCall, DCEO
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Policy Manual
Disclosure of Interest:	Nil
Attachments:	Attachment 15.4A – Revised Policy 5.7

Purpose of Report

- Executive Decision
 Legislative Requirement

Background

Policy 5.7 provides the framework for all user groups of Council’s recreation reserves to agree the terms of usage to assist minimise potential vandalism and monitor user group usage.

Comment

In accordance to the Shire of Merredin’s Risk Management Framework policies are to be reviewed biennially. The policy relating to Conditions of Use – Recreational Reserves has been reviewed.

Policy Implications

An update of the Policy and Policy Manual is required as indicated in the attachment.

Statutory Implications

Local Government Act 1995

Strategic Implications

➤ **Strategic Community Plan**

Vision Element: Developing
 Strategic Goal: The population and economic base is expanding sustainably
 Key Priority: Civic Leadership, Advocacy and Regional Collaboration

➤ **Corporate Business Plan**

Strategy: SP.D4.1 – Implement accountable and good governance
Action #: 2
Action: Ensure policies, procedures and practice are effective, transparent and aligned with program delivery
Directorate: Corporate Services
Timeline: Ongoing

Sustainability Implications

➤ **Strategic Resource Plan**

Nil

➤ **Workforce Plan**

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

Risk Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That the revised Policy 5.7 – Recreation Reserves – Condition of Usage, as presented (and amended) in Attachment 15.4A, be adopted.

15.5 Policy Manual Review - Policy 5.14 – Recreational Vehicle Camping Policy

Administration



Responsible Officer:	Greg Powell, CEO
Author:	Rebecca McCall, DCEO
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Policy Manual
Disclosure of Interest:	Nil
Attachments:	Attachment 15.5A – Revised Policy 5.14

Purpose of Report



Executive Decision



Legislative Requirement

Background

Policy 5.14 provides the framework for short term camping at the Merredin Recreation Grounds for recreational vehicles.

Comment

The policy relating to recreational vehicle camping has been reviewed to provide a framework for the designated RV site located at Merredin Peak under the RV Friendly Town Scheme.

The Merredin Recreation Grounds has been removed from Policy 5.14 as a specified location. Policy 6.4 outlines the guidelines for camping within the MRCLC precinct.

Policy Implications

An update of the Policy and Policy Manual is required as indicated in the attachment.

Statutory Implications

Local Government Act 1995

Strategic Implications

➤ Strategic Community Plan

Vision Element: Developing

Strategic Goal: The population and economic base is expanding sustainably

Key Priority: Civic Leadership, Advocacy and Regional Collaboration

➤ **Corporate Business Plan**

Strategy: SP.D4.1 – Implement accountable and good governance
Action #: 2
Action: Ensure policies, procedures and practice are effective, transparent and aligned with program delivery
Directorate: Corporate Services
Timeline: Ongoing

Sustainability Implications

➤ **Strategic Resource Plan**

Nil

➤ **Workforce Plan**

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

Risk Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That the revised Policy 5.14 – Merredin Peak RV Friendly Town – Recreational Vehicle Camping, as presented (and amended) in Attachment 15.5A, be adopted.

15.6 Policy Manual Review - Policy 8.23 – Heritage Plaques

Administration



Responsible Officer:	Greg Powell, CEO
Author:	Rebecca McCall, DCEO
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Policy Manual
Disclosure of Interest:	Nil
Attachments:	Attachment 15.6A – Policy 8.23

Purpose of Report



Executive Decision



Legislative Requirement

Background

Plaques are important in celebrating the achievements of the Shire of Merredin and its community, as well as providing historical context for current and future generations.

Policy 8.23 provides the framework for the installation of all plaques to be installed in the Shire of Merredin, be this in buildings, on buildings, on the pavement, in parks and gardens, on furniture or other significant locations.

Comment

In accordance to the Shire of Merredin’s Risk Management Framework policies are to be reviewed biennially. The policy relating to Heritage Plaques has been reviewed.

Policy Implications

An update of the Policy and Policy Manual is required as indicated in the attachment.

Statutory Implications

Local Government Act 1995

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.D4.1 – Implement accountable and good governance
Action #: 2
Action: Ensure policies, procedures and practices are effective, transparent and aligned with program delivery
Directorate: Corporate Services
Timeline: Ongoing

Sustainability Implications

➤ **Strategic Resource Plan**

Nil

➤ **Workforce Plan**

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

Risk Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation

That Policy 8.23 – Heritage Plaques, as presented (and amended) in Attachment 15.6A, be adopted.

15.7 Policy Manual Review - Policy 5.15 – Merredin Regional Library – Internet Use and Access

Administration



Responsible Officer:

Greg Powell, CEO

Author:

Rebecca McCall, DCEO

Legislation:

Local Government Act 1995

File Reference:

Policy Manual

Disclosure of Interest:

Nil

Attachments:

[Attachment 15.7A](#) – Proposed Policy 5.15

[Attachment 15.7B](#) – Policy 5.15

Purpose of Report



Executive Decision



Legislative Requirement

Background

The purpose of Policy 5.15 is to outline the obligations and responsibilities of all users of the Merredin Library's public electronic resources.

Comment

In accordance to the Shire of Merredin's Risk Management Framework policies are to be reviewed biennially.

The Policy 5.15 relating to Merredin Regional Library – Internet Use and Access has been reviewed and a replacement policy is included in Attachment 15.7A. The review accommodates new services now provided through the eSmart Library. The original Policy 5.15 is in Attachment 15.7B.

The Shire of Merredin's current Internet Use and Access Policy is outdated. Missing definitions and conditions makes for a policy that does not adequately control new services provided through eSmart Library.

The Shire requires a new and updated policy to ensure that there is a more concise, structured and standardised way of approaching public internet use and access.

Policy Implications

An update of the Policy and Policy Manual is required as indicated in the attachment.

Statutory Implications

Local Government Act 1995

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.D4.1 – Implement accountable and good governance
Action #: 2
Action: Ensure policies, procedures and practices are effective, transparent and aligned with program delivery
Directorate: Corporate Services
Timeline: Ongoing

Sustainability Implications

➤ Strategic Resource Plan

Nil

➤ Workforce Plan

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

Risk Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation

That Policy 5.15 – Merredin Regional Library – Internet Use and Access, be rescinded and replaced as presented (and amended) in Attachment 15.7A, be adopted.

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