

SHIRE OF  
**MERREDIN**  
INNOVATING THE WHEATBELT

# AGENDA

## Ordinary Council Meeting

To be held in Council Chambers  
Corner King & Barrack Street's, Merredin  
Tuesday 21 May 2019  
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 21 May 2019 in the Council Chambers, Corner King and Barrack Streets, Merredin. The format of the day will be:

1.00pm	Briefing Session (including Merredin Police presentation)
3.00pm	Council Meeting

GREG POWELL  
CHIEF EXECUTIVE OFFICER

17 May 2019

## 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](mailto:ea@merredin.wa.gov.au).

<b>Common Acronyms Used in this Document</b>	
CBP	Corporate Business Plan
CEACA	Central East Aged Care Alliance
CEO	Chief Executive Officer
CSP	Community Strategic Plan
CWVC	Central Wheatbelt Visitors Centre
DCEO	Deputy CEO
EA	Executive Assistant to CEO
EMCS	Executive Manager of Corporate Services
EMDS	Executive Manager of Development Services
EMES	Executive Manager of Engineering Services
GECZ	Great Eastern Country Zone
LGIS	Local Government Insurance Services
LPS	Local Planning Scheme
MCO	Media & Communications Officer
MoU	Memorandum of Understanding
MRCLC	Merredin Regional Community and Leisure Centre
SRP	Strategic Resource Plan
WALGA	Western Australian Local Government Association
WEROC	Wheatbelt East Regional Organisation of Councils

Shire of Merredin  
Ordinary Council Meeting  
3.00pm Tuesday 21 May 2019



**1. Official Opening**

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

**Councillors:**

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

**Staff**

G Powell	CEO
K Bartley	DCEO
P Zenni	EMDS
M Ivanetz	EA to CEO

**Members of the Public:**

**Apologies:**

**Approved Leave of Absence:**

**3. Public Question Time**

**4. Disclosure of Interest**

**5. Applications for Leave of Absence**

**6. Petitions and Presentations**

Senior Sergeant Mark Tobiassen, Officer in Charge of Merredin Police, will attend the Council Meeting at 3.00pm.

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

7.1 [Ordinary Council Meeting held on 16 April 2019](#)

**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**

10.1 [Merredin Museum & Historical Society Inc Meeting held on 3 April 2019](#)

10.2 [Wheatbelt Eastern District Health Advisory Committee Meeting held on 9 April 2019](#)

10.3 [WEROC Council Meeting held on 1 May 2019](#)

10.4 [Wheatbelt Communities Inc Meeting held on 1 May 2019](#)

10.5 [WALGA State Council Meeting held on 8 May 2019](#)

10.6 [Great Eastern Country Zone Executive Committee Meeting held on the 11 April 2019](#)

10.7 [Great East Aged Care Alliance Inc Special Committee Meeting held on 12 April 2019](#)

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

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

12.1 [12 Craddock Road – Application for an over height shed](#)

12.2 [Lot 503 Gabo Avenue Merredin – Application to Extend Existing Temporary Development Approval Relating to Proposed Upgrades to CBH Grain Handling Facilities](#)

12.3 [Requesting for Tender E-Quotes RFQ Number VP141163 Provision of Waste and Recycling Collection Services to the Shire of Merredin](#)

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

13.1 [Award of Tender T2019181 – 2019 Footpath Program](#)

13.2 [Tender T2019177 – Miscellaneous Building, Plant & Mechanical Services](#)

**14. Officers Reports – Corporate and Community Services**

14.1 [List of Accounts Paid](#)

14.2 [Statement of Financial Activity](#)

14.3 [Differential Rates 2019/20](#)

14.4 [Budget Variations – Apex Park Redevelopment CCTV Footage](#)

14.5 [Workforce Plan 2019 - 2023](#)

14.6 [Bush Fire Notice 2019/20](#)

14.7 [Adoption of Youth Strategy 2019 - 2023](#)

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

15.1 [Wheatbelt Secondary Freight Route Project – Request for Funding Allocation](#)

**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 16 April 2019

[Attachment 7.1A](#)

### Voting Requirements

Simple Majority  Absolute Majority

### Officer's Recommendation

**That the Minutes of the Ordinary Council Meeting held on 16 April 2019 be confirmed as a true and accurate record of proceedings.**

## 10. Receipt of Minutes of Committee Meetings

10.1 Merredin Museum & Historical Society Inc Meeting held on 3 April 2019

[Attachment 10.1A](#)

10.2 Wheatbelt Eastern District Health Advisory Committee Meeting held on 9 April 2019

[Attachment 10.2A](#)

10.3 WEROC Council Meeting held on 1 May 2019

[Attachment 10.3A](#)

10.4 Wheatbelt Communities Inc Meeting held on 1 May 2019

[Attachment 10.4A](#)

10.5 WALGA State Council Meeting held on 8 May 2019

[Attachment 10.5A](#)

10.6 Great Eastern Country Zone Executive Committee Meeting held on the 11 April 2019

[Attachment 10.6A](#)

10.7 Great East Aged Care Alliance Inc Special Committee Meeting held on 12 April 2019

[Attachment 10.7A](#)

### Voting Requirements

Simple Majority  Absolute Majority

### Officer's Recommendation

**That the Minutes of the Merredin Museum & Historical Society Inc, Wheatbelt Eastern District Health Advisory Committee, WEROC Council, Wheatbelt Communities Inc, WALGA State Council, Great Eastern Country Zone Executive Committee & Great East Aged Care Alliance Inc be received.**

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

**12. Officer's Reports - Development Services**

**12.1 12 Craddock Road – Application for an over height shed**

<h2>Development Services</h2>		 SHIRE OF <b>MERREDIN</b> INNOVATING THE WHEATBELT
<b>Responsible Officer:</b>	Peter Zenni, EMDS	
<b>Author:</b>	Peter Zenni, EMDS	
<b>Legislation:</b>	<i>Shire of Merredin Policy Manual, Policy 8.22 – Outbuildings in Residential Areas, Building Act 2011.</i>	
<b>File Reference:</b>	A809	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#">Attachment 12.1A</a> - Photos and Correspondence	

**Purpose of Report**

Executive Decision  Legislative Requirement

**Background**

The Shire of Merredin has received an application for building approval for the construction of an over height shed at Lot 426 (No 12) Craddock Road, Merredin.

**Comment**

The owners of lot 426 (No 12) Craddock Road, Merredin wish to construct a 32m2 over height shed on the premises to house their caravan.

The proposed shed will be located at the rear of the property and there should be no significant impact on the visual amenity of the surrounding area.

The owner of the adjoining property has confirmed in writing that she has no objection to the proposed construction of an over height shed at 12 Craddock Road, Merredin.



### Policy Implications

The Shire of Merredin Policy Manual, Policy 8.22 – Outbuildings in Residential Areas permits the Shires Executive Manager of Development Services to approve outbuildings in residential areas as long as their height and size complies with Policy Table 8.22.

In this case the policy stipulates a maximum height of no more than 3.6m (4.470m actual height).

As such the Executive Manager of Development Services does not possess delegated authority to approve this application and therefore the matter has been referred to Council for its consideration.

Council has previously approved the construction of both over height and oversize sheds in residential areas within Merredin.

### Statutory Implications

Compliance with the *Building Act 2011*

### Strategic Implications

#### ➤ Strategic Community Plan

Zone: Communication & Leadership  
Zone Statement: Merredin Council engages with its Community and leads by example  
Key Priority: Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements

#### ➤ Corporate Business Plan

Key Action: 4.1.1 Continue to update the Integrated Planning Framework, meet statutory requirements of the Local Government Act and regulations and regulatory obligations required under other regulations  
Directorate: 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**

Building application fees will have to been paid before a building permit can be issued

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation**

**That Council authorise the Executive Manager Development Services to issue a building permit for the construction of the proposed over height shed at 12 Craddock Road, Merredin, as outlined in attachment 12.1A, subject to compliance with the relevant provisions of the Building Act 2011 and the Building Code of Australia.**

**12.2 Lot 503 Gabo Avenue Merredin – Application to Extend Existing Temporary Development Approval Relating to Proposed Upgrades to CBH Grain Handling Facilities**

<h2>Development Services</h2>		
<b>Responsible Officer:</b>	Peter Zenni, EMDS	
<b>Author:</b>	Peter Zenni, EMDS	
<b>Legislation:</b>	<i>Planning and Development Act 2005</i> <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <i>Shire of Merredin Local Planning Scheme No.6</i>	
<b>File Reference:</b>	A9247	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<b><u>Attachment 12.2A</u></b> – Development Application and Supporting Documentation	

**Purpose of Report**

- Executive Decision                       Legislative Requirement

**Background**

The Shire of Merredin has received an application from Co-operative Bulk Handling (CBH) for an extension to the approved timeframe relating to an existing Temporary Development Approval for proposed development at the CBH grain handling facility located at Lot 503 Gabo Avenue Merredin. The proposed development is aimed at upgrading the existing CBH receival and storage facilities in Merredin. The original Temporary Development Approval expires on 17 July 2019 with the applicant seeking an extension of the original approval timeframe to 18 July 2020.

**Comment**

The proposed development consists of a new marshalling area, sampling point, weighing facility and ancillary works to rationalise the handling of the current annual receipt of grain and will incorporate:

The proposed development consists of a new marshalling area, sampling point, weighing facility and ancillary works to rationalise the handling of the current annual receipt of grain and will incorporate:

- Access to the site from Goldfields Road;
- Truck marshalling area;
- Grain sampling platform/hut and two spears;
- Staff lunchroom, toilets, septic system and carpark;
- Weighbridge and hut;
- Internal roads and stormwater drainage.

The Shire of Merredin previously considered an application for Development Approval for the proposed works at its ordinary meeting held on 17 July 2018, where it resolved as follows;

**“That:**

- 1. Temporary Development Approval, valid for a period of 12 months from the date of the determination, be granted to Co-operative Bulk Handling (CBH) for proposed works at Lot 503 Gabo Avenue, Merredin as outlined in attachment 12.1A, incorporating;**
  - a. access to the site from Goldfields Road;**
  - b. truck marshalling area;**
  - c. grain sampling platform/hut and two spears;**
  - d. staff lunchroom, toilets, septic system and carpark;**
  - e. weighbridge and hut; and**
  - f. internal roads and stormwater drainage.**

**This Temporary Development Approval is subject to the following conditions:**

- a. the provision of an asphalt seal to the turning zones along Goldfields Road used to access Lot 503 Gabo Avenue, Merredin, to the satisfaction of the local government: and**
  - b. that the ‘User Guide Estimating the Incremental Cost Impact on Sealed Local Roads from Additional Freight Tasks’ be applied to all local roads with CBH meeting the additional cost of road maintenance as calculated.**
- 2. The applicant be advised of the following advice notes;**
    - a. That the granting of this Temporary Development 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;**
    - b. Tie downs for relocatable structures are to be provided in accordance with engineer specifications and relevant Australian Standards;**
    - c. The buildings must not be used or occupied until the applicable occupancy permits have been obtained from the Shire of Merredin;**
    - d. An application for the installation of a system for the bacteriolytic treatment of sewage must be lodged with the Shire of Merredin and be**
-

**approved before any work on the construction of an effluent disposal system can be commenced on site; and**

**e. In order that the development approval remains valid, a fresh Temporary Development Approval application will be required on an annual basis. When Council determines the next Temporary Development Approval it will need to determine, amongst other items, whether the road system used by the facility is in need of additional works resulting from CBH activities, in which case the Council may consider imposing a condition to address the issue.”**

Works relating to the original Temporary Development Approval have for the most part not been undertaken to date. The original Temporary Development Approval will expire on 17 July 2019.

The Planning and Development (Local Planning Schemes) Regulations 2015, state as follows;

77 Amending or cancelling development approval

(1) An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all of the following –

(a) To amend the approval so as to extend the period within which any development must be substantially commenced;

(b) To amend or delete any condition to which the approval is subject;

(c) To amend an aspect of the development approval which, if amended, would substantially change the development approved;

(d) To cancel the approval.

#### **Policy Implications**

Compliance with Local Planning Policy LPP1 – Moveable Buildings

#### **Statutory Implications**

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

Compliance with the Building Act 2011

#### **Strategic Implications**

##### ➤ **Strategic Community Plan**

Zone: Communication & Leadership

Zone Statement: Merredin Council engages with its Community and leads by example

Key Priority: Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements

##### ➤ **Corporate Business Plan**

Key Action: 4.1.1 Continue to update the Integrated Planning Framework, meet statutory requirements of the Local Government Act

and regulations and regulatory obligations required under other regulations  
Directorate: 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 application fees have been paid

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation**

**That Council:**

- 1. Grant an extension to the term of the current Temporary Development Approval granted on 17 July 2018 (CM Ref 82214) to Co-operative Bulk Handling (CBH) for proposed works at Lot 503 Gabo Avenue, Merredin as outlined in attachment 12.2A, incorporating;**
  - a. access to the site from Goldfields Road;**
  - b. truck marshalling area;**
  - c. grain sampling platform/hut and two spears;**
  - d. staff lunchroom, toilets, septic system and carpark;**
  - e. weighbridge and hut; and**
  - f. internal roads and stormwater drainage.**

**be approved until 18 July 2020, subject to the following conditions:**

- 
- a. **the provision of an asphalt seal to the turning zones along Goldfields Road used to access Lot 503 Gabo Avenue, Merredin, to the satisfaction of the local government: and**
  - b. **that the ‘User Guide Estimating the Incremental Cost Impact on Sealed Local Roads from Additional Freight Tasks’ be applied to all local roads with CBH meeting the additional cost of road maintenance as calculated.**
2. **The applicant be advised of the following advice notes;**
    - a. **That the granting of this Temporary Development 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;**
    - b. **Tie downs for relocatable structures are to be provided in accordance with engineer specifications and relevant Australian Standards;**
    - c. **The buildings must not be used or occupied until the applicable occupancy permits have been obtained from the Shire of Merredin;**
    - d. **An application for the installation of a system for the bacteriolytic treatment of sewage must be lodged with the Shire of Merredin and be approved before any work on the construction of an effluent disposal system can be commenced on site; and**
    - e. **In order that the development approval remains valid, a fresh Temporary Development Approval application will be required on an annual basis. When Council determines the next Temporary Development Approval it will need to determine, amongst other items, whether the road system used by the facility is in need of additional works resulting from CBH activities, in which case the Council may consider imposing a condition to address the issue.**

**12.3 Request for Tender E-Quotes RFQ Number VP141163 Provision of Waste and Recycling Collection Services to the Shire of Merredin**

## Development Services



<b>Responsible Officer:</b>	Peter Zenni, EMDS
<b>Author:</b>	Peter Zenni, EMDS
<b>Legislation:</b>	Local Government Act 1995 Local Government (Functions and General) Regulations 1996
<b>File Reference:</b>	E-Quotes Tender VP141163
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 12.3A</a> - Tender Documentation

### Purpose of Report



Executive Decision



Legislative Requirement

### Background

The Local Government (Functions and General) Regulations 1996 requires the local government to call tenders for goods and services where the value exceeds \$150,000. The Regulations also provide penalties for breaking the tender down to avoid a public tender process.

Tenders were called via E-Quotes for the provision of waste and recycling collection services to the Shire of Merredin for a five year period, commencing 1 July 2019. Tenders were called as the existing waste and recycling collection service contract currently held by Avon Waste expires on the 30<sup>th</sup> June 2019. The Chief Executive Officer has delegated authority to call tenders on behalf of Council.

### Comment

The request for Tender was disseminated via the E-Quotes to 8 waste and recycling collection service providers. At the close of the E-Quotes tender submission period one tender was received from Avon Waste.

Avon Waste has been providing waste and recycling collection services to the Shire of Merredin since July 1997 and there have been no major complaints in relation to the service provision. The occasional complaint received relate to missed services and generally are not the fault of the service provider. Occasionally when new



drivers are appointed there are occasions of missed services however Avon Waste immediately return and perform the service at no additional cost to Council.

Avon Waste have a proven track record and capacity to deliver a reliable waste and recycling collection service. Avon waste utilises modern plant and equipment with the waste collection vehicles being fitted with GPS locators and a route management system in place allowing for confirmation of routes taken and premises serviced.

#### Policy Implications

The provisions of the Purchasing policy have been followed. As the proposed contract for the provision of Waste and Recycling Collection Services exceeds \$150,000 over the term of the contract, the matter is being referred to Council for its consideration. The tender documentation has been reviewed by the Executive Manager Development Services, Executive Manager Corporate Services and the Executive Manager Engineering Services.

#### Statutory Implications

The Tender process undertaken complies with the provisions of the Local Government (Functions and General) Regulations 1996.

#### Strategic Implications

##### ➤ Strategic Community Plan

Zone: Communication & Leadership  
Zone Statement: Merredin Council engages with its Community and leads by example  
Key Priority: Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements

##### ➤ Corporate Business Plan

Key Action: 4.1.1 Continue to update the Integrated Planning Framework, meet statutory requirements of the Local Government Act and regulations and regulatory obligations required under other regulations  
Directorate: 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

Given Avon Waste's track record and position with respect to the provision of waste and recycling collection services in the Wheat belt area of WA the risks are considered to be very low.

### Financial Implications

The tender document called for a rate (\$) per lift. The rate (\$) per lift forming part of the submitted tender from Avon Waste is the same as the charges forming part of the existing contract with Avon Waste with the exception of the lift rate for the 43 public bins where the lift rate has risen from \$1.90 to \$2.50 per lift, an additional cost of \$1341.60 (inc GST) per year

### Additional Bin Services

The tender specification allows for the provision of replacement bins as well as new bin services.

### Rise and Fall Mechanism

The tender submitted by Avon Waste incorporates a rise and fall mechanism which provides the Shire of Merredin with transparency in the cost of variable elements within the service provision contract. This rise and fall mechanisms is currently incorporated in to the existing contract with Avon Waste

The Shire of Merredin will need to incorporate an allocation as part of its 2019/20 draft budget for the provision of Waste and Recycling Collection Services.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation

#### That Council:

1. Accept the E-Quotes Tender VP141163 from Avon Waste for the provision of Waste and Recycling Collection services to the Shire of Merredin;
2. Authorise the Shire CEO to sign the contractual agreement on behalf of the Shire of Merredin;
3. Incorporate the required allocation of funds for the provision of Waste and Recycling Collection Service as part of the 2019/20 draft budget.

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

**13.1 Award of Tender T2019181 -2019 Footpath Program**

<h2>Engineering Services</h2>		
<b>Responsible Officer:</b>	Mike Hudson, EMES	
<b>Author:</b>	Mike Hudson, EMES	
<b>Legislation:</b>	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996</i>	
<b>File Reference:</b>	PR/4/1	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<b><u>Attachment 13.1A</u></b> – Evaluation Matrix, Appendix 1 – Footpath Construction Details, Gearing Construction Contractors submission	

**Purpose of Report**

- Executive Decision
  Legislative Requirement

**Background**

This item seeks Council approval to engage a supplier determined as best value for money through a Public Tender process to deliver the 2019 Footpath Program. The program to deliver the new concrete footpaths extends over two budgetary periods 2018/19 and 2019/20. The contract incorporates two parts, Stages 1 and 2. The intention of the contract is to deliver Stage 1 works under the current budget and Stage 2 works following the adoption of the 2019/20 budget. The Local Government (Functions and General) Regulations 1996 requires the local government to call tenders for goods and services where the value exceeds \$150,000. The Regulations also provide penalties for breaking the tender down to avoid a public tender process. The Chief Executive Officer has delegated authority to call tenders on behalf of Council.

**Comment**

The request for Tender was advertised in the West Australian on 17th April 2019. At the close of the tender submission period, five tenders were received of which three were determined as conforming.

The subsequent evaluation of the conforming tenders was conducted in accordance with the purchasing policy and incorporated the “value for money assessment accounting for the whole of life cost, technical requirements and service delivery”.

The evaluation of the submissions was undertaken by Mike Hudson (EMES) and Jamie Holmes (Engineering & Development Services Support Officer)

The evaluation matrix is enclosed in the attachments.

During the evaluation, the following was noted:

- Following consultation within in the industry, the conforming suppliers were determined as capable of delivering a satisfactory result.
- The price received from Supplier 2 is within the estimated value for the works.
- Supplier 2 has previously undertaken footpath works within the Shire of Merredin.
- Supplier 2 has previously demonstrated the ability to provide a quality product.

#### **Policy Implications**

Council Policy 3.12 – Purchasing Policy. This Policy outlines how the Shire of Merredin will deliver best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance whereby establishing efficient, effective, economical and sustainable procedures in all purchasing activities. The provisions of the tender policy have been adhered to. As the proposed contract for the provision of the 2019 Footpath Program exceeds \$150,000 the matter is being referred to Council for its deliberation. The Delegation - DL4.1 has been followed in the purchasing process and as such requires a Council decision to accept a tender above \$ 150 000.

#### **Statutory Implications**

This procurement process has been completed in accordance with section 3.75 of the *Local Government Act 1995* and the Regulation 11 (2)(f) of the *Local Government (Functions and General) Regulations 1996*.

#### **Strategic Implications**

##### ➤ **Strategic Community Plan**

Zone: Zone 6 – Transport and networks  
Zone Statement: Merredin provides transport networks that connect it locally, nationally and internationally.  
Key Priority: 6.1 – Developing and maintaining a road hierarchy and providing an appropriate level of service for the road network.

##### ➤ **Corporate Business Plan**

Key Action: 6.1.2 – Advocate for improved road infrastructure networks across the region.  
Directorate: Engineering Services  
Timeline: 2018/2019

### 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

Adoption of this item has been evaluated against the Shire of Merredin’s Risk Management Policy 3.24 - Risk Matrix. The perceived level of risk is considered to be low risk and can be managed by the routine procedures.

### Financial Implications

Council has set aside funds in the 2018/2019 annual budget process and this is identified in the Capital Expenditure Program. The expense code for Stage 1 of the works is COA E121500 – Footpath Construction and, in the amount of \$ 200,000.00.

Stage 2 works will be funded from the 2019/20 budget in the amount of \$ 200,000.00.

Reference - Strategic Resource Plan – Shire of Merredin 2016 – 2013, Appendix 4 – New Asset Expenditure; “\$ 200,000 per year is to be allocated to footpath renewal within the Plan and should these funds not be required for renewals in any given year, they will be used for an extension of the footpath network.”

### Voting Requirements


Simple Majority

Absolute Majority

### Officer’s Recommendation

**That Council awards T2019181-2019 Footpath Program for the sum of \$ 388,304 (ex GST) which is inclusive of a provisional sum to complete the tie-ins for both Duff and Coronation Streets to Gering Constructions Contractors.**

**13.2 Tender T2019177 – Miscellaneous Building, Plant & Mechanical Services**

<h2>Engineering Services</h2>		 SHIRE OF <b>MERREDIN</b> INNOVATING THE WHEATBELT
<b>Responsible Officer:</b>	Mike Hudson, EMES	
<b>Author:</b>	Mike Hudson, EMES	
<b>Legislation:</b>	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996</i>	
<b>File Reference:</b>	T2019177	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<b>Attachment 13.2A</b> – Evaluation Matrix, Service Expenditure Report, Current Maintenance Expenditure Report	

**Purpose of Report**

- Executive Decision                       Legislative Requirement

**Background**

This item seeks Council approval to engage a Panel of pre-qualified Suppliers to perform services commonly used by the Shire of Merredin.

Purchases that exceed \$150,000 in total value (excluding GST) will be put to public tender unless a regulatory tender exemption as described in Section 11(2) of the Local Government (Functions and General) Regulations 1996 is utilised by the Shire.

Section 11(2) (k) requires the goods or services to be supplied by a pre-qualified supplier under Division 3

**Comment**

The request for Tender was advertised in the West Australian on 9th March 2019. At the close of the tender period, twenty nine tenders were received and one late tender which after seeking clarification from WALGA was determined as nonconforming.

The subsequent evaluation of the conforming tenders was in accordance with the Purchasing Policy and the Local Government (Functions and General) Regulations 1996 and incorporated the “value for money assessment accounting for the whole of life cost, technical requirements and service delivery”.

The evaluation of the tenders was undertaken by Mike Hudson (EMES) and Jamie Holmes (Engineering & Development Services Support Officer)

Evaluation of the tenders has determined that five Panels of prequalified suppliers can be formed.

All tenders received under the services listed below are Merredin based with the exception of one tenderer from Kellerberrin.

- Auto Electrical Services
- Auto Air conditioning services
- Mechanical Services
- Plumbing Services
- Electrical Services

The evaluation matrix can be found at Attachment 13.2A.

It was determined during the consultation process that all suppliers proposed to be nominated as Prequalified Suppliers to the Shire of Merredin are sufficiently resourced and have the required trade capacity to satisfactorily supply the services required.

The consultation of this process was undertaken with the Executive Manager Engineering Services, Project Manager Building Services, Construction Supervisor and the Chief Executive Officer.

#### **Policy Implications**

Shire of Merredin Policy 3.12 - Purchasing Policy, enables the Shire to establish Panels for one supply requirement, or a number of similar supply requirements. The policy also states, "Where a Panel is to be established, the Shire will endeavour to appoint at least three (3) suppliers to each category, on the basis that best value for money is demonstrated.

Where less than three (3) suppliers are appointed to each category within the Panel, the category is not to be established".

When accessing a tender exempt panel of pre-qualified suppliers, such as a WALGA PSP or a prequalified supplier under a Panel established by the Shire, the Shire will utilise a Request for Quotation process through eQuotes or in writing direct with the Preferred Suppliers.

As miscellaneous Building, Plant and Mechanical Services may exceed \$150,000 the matter is being referred to Council for its deliberation. (Refer to the service expenditure attachment)

Delegation - DL4.1 has been followed in the purchasing process and as such requires a Council decision to accept a tender.

The Chief Executive Officer has delegated authority to call tenders on behalf of Council.

## Statutory Implications

*This procurement process has been completed in accordance with section 3.75 of the Local Government Act 1995 and the Regulation 11 (2)(f) of the Local Government (Functions and General) Regulations 1996.*

*The following sections from the Local Government (Functions and General) Regulations 1996 are applicable to local government panels*

### **Part 4 – provision of goods and services, Division 3 Panels of pre-qualified suppliers**

#### **Terms used within**

**panel of pre-qualified suppliers means** a panel of pre-qualified suppliers of goods or services established in accordance with this Division;

**pre-qualified supplier, of particular goods or services,** means a person who is part of a panel of pre-qualified suppliers for the supply of those goods or services.

#### **24AB. Local government may establish panels of pre-qualified suppliers.**

*A local government may establish a panel of pre-qualified suppliers to supply particular goods or services to the local government in accordance with this Division.*

#### **24AC Requirements before establishing panels of pre-qualified suppliers**

*(1) A local government must not establish a panel of pre-qualified suppliers unless*

*(a) it has a written policy that makes provision in respect of the matters set out in sub regulation (2); and*

*(b) the local government is satisfied that there is, or will be, a continuing need for the particular goods or services to be supplied by pre-qualified suppliers.*

*(2) The matters referred to in sub regulation (1)(a) are —*

*(a) how the local government will procure goods or services from pre-qualified suppliers, including any process for obtaining quotations from them; and*

*(b) how the local government will ensure that each pre-qualified supplier on a panel of pre-qualified suppliers will be invited to quote for the supply of the goods or services that the pre-qualified suppliers will be expected to supply; and*

*(c) how the local government will ensure clear, consistent and regular communication between the local government and pre-qualified suppliers; and*



(d) any factors that the local government will take into account when distributing work among pre-qualified suppliers; and

(e) the recording and retention of written information, or documents, in respect of —

(i) all quotations received from pre-qualified suppliers; and

(ii) all purchases made from pre-qualified suppliers.

#### **24AJ. Contracts with pre-qualified suppliers**

(1) The local government may enter into a contract, or contracts, for the supply of goods or services with a pre-qualified supplier who is part of a panel of pre-qualified suppliers for the supply of those particular goods or services.

(2) A contract referred to in sub regulation (1) must not —

(a) be for a term exceeding 12 months; or

(b) contain an option to renew or extend its term.

#### **Strategic Implications**

##### ➤ Strategic Community Plan

Zone: Zone 6 – Transport and networks  
Zone Statement: Merredin provides transport networks that connect it locally, nationally and internationally  
Key Priority: 6.1 – Developing and maintaining a road hierarchy and providing an appropriate level of service for the road network.

##### ➤ Corporate Business Plan

Key Action: 6.1.2 – Advocate for improved road infrastructure networks across the region  
Directorate: Engineering Services  
Timeline: 2018/19

#### **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

Adoption of this item has been evaluated against the Shire of Merredin's Risk Management Policy 3.24 - Risk Matrix. The perceived level of risk is considered to be low risk and can be managed by the routine procedures.

### Financial Implications

Council sets aside funds in Operating Expenditure Accounts within the annual budget for plant operation, building maintenance and parks and gardens.

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation

**1. That Council endorse the following suppliers to the Shire of Merredin Pre-qualified Suppliers Panel.**

#### **Auto Electrical**

- Mal Willis
- Merredin Auto Electrics
- Ross's Diesel
- Hutton & Northey Sales

#### **Auto Air Conditioning**

- Mal Willis
- Merredin Auto Electrics
- Ross's Diesel
- Hutton & Northey Sales

#### **Mechanical Services**

- D Sayers Mechanical
- Ross's Diesel
- Hutton & Northey Sales

#### **Plumbing Services**

- Doncon Plumbing
- Merredin Plumbing
- Auswest Plumbing & Civil

**Electrical Services**

- Walker Electrical Contractors
- Ancor Electrical
- MDN Electrical Contractors
- Merredin Electrics

**2. That Council delegates authority to the CEO to prepare and execute contracts for the ‘Provision of Minor Works and Services’ for a period not exceeding 12 months to each of the Pre-qualified Suppliers.**

**14. Officers Reports – Corporate and Community Services**

**14.1 List of Accounts Paid**

<h2>Corporate Services</h2>		 <p><b>SHIRE OF MERREDIN</b>  <small>INNOVATING THE WHEATBELT</small></p>
<b>Responsible Officer:</b>	Charlie Brown, EMCS	
<b>Author:</b>	Charlie Brown, EMCS	
<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="#"><b>Attachment 14.1A</b></a> - List of Accounts Paid	

**Purpose of Report**

- Executive Decision
  Legislative Requirement

**Background**

The attached List of Accounts Paid during the month of April 2019 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

Zone: Developing  
Zone Statement: 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  
Directorate: 2  
Timeline: Continue to provide prudent financial controls and compliance systems

### Sustainability Implications

#### Strategic Resource Plan

Nil

#### Workforce Plan

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

### Risk Implications

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 \$1,938,072.58 from Council's Municipal Fund Bank Account and \$796.60 from Council's Trust Account be endorsed by Council.

**14.2 Statement of Financial Activity**

<h2>Corporate Services</h2>		 <b>SHIRE OF MERREDIN</b> INNOVATING THE WHEATBELT
<b>Responsible Officer:</b>	Charlie Brown, EMCS	
<b>Author:</b>	Charlie Brown, EMCS	
<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>	<p><b><u>Attachment 14.2A</u></b> - Statement of Financial Interest</p> <p><b><u>Attachment 14.2B</u></b> – Detailed Statements</p> <p><b><u>Attachment 14.2C</u></b> – Investment Statement</p> <p><b><u>Attachment 14.2D</u></b> – Financial Ratios</p>	

**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 consistent with Council's YTD Budget with Operating Income 3% down up budget estimates and Expenditure showing a 6% variance. Main reasoning behind income is grant incoming not being received as anticipated, however, this will even out the remainder of the year.

As can be seen on page 3 the Adjusted Net Current asset position is slightly better than with the same period last year.

Explanations at Program level, where possible, is held at Note 2, however a detailed listing can be seen in the Attachment.

### Capital Expenditure

A detailed look at capital expenditure can be found in Note 8.

#### 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  
Directorate: 2  
Timeline: Continue to provide prudent financial controls and compliance systems

#### Sustainability Implications

##### Strategic Resource Plan

Compliance with the *Local Government (Administration) Regulations 1996* and to 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 Chief Executive Officer has implemented internal control measures such as regular Council and management reporting and a quarterly process to monitor financial performance against budget estimates. Materiality reporting thresholds have been established at half the adopted Council levels, which equate to \$10,000 for operating budget line items and \$10,000 for capital items, to alert management prior to there being irreversible impacts.

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

### Financial Implications

The adoption of the Monthly Financial Report is retrospective. Accordingly, the financial implications associated with adopting the 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 30 April 2019 be received.**

**14.3 Differential Rates 2019/20**

<h2>Corporate Services</h2>		
<b>Responsible Officer:</b>	Charlie Brown, EMCS	
<b>Author:</b>	Charlie Brown, EMCS	
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>File Reference:</b>	RV/07/01	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#">Attachment 14.3A</a> – Objectives and Reasons	

**Purpose of Report**

- Executive Decision                       Legislative Requirement

**Background**

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

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

Once a budget deficiency has been determined, and after taking into consideration the objectives of the Strategic Community Plan and Corporate Business Plan, a rating strategy and proposed differential general rates in the dollar can be determined. Rates should not be increased by a fixed amount without due consideration of the deficiency. Unless Ministerial approval is given, the amount expected to be raised through all types of local government rates must be within 90% to 110% of the deficiency of the budget (s6.34). This acts to limit the amount that may be raised by rates, but only in proportion to the expenditure requirement determined by the local government, and not in the manner of a set cap on the maximum level of income which can be raised through rates.

Council is required to give local public notice prior to imposing any differential general rates, or any minimum payment applying to a differential rate category for a minimum of 21 days. Council does, however, have the discretion to vary



the rate in the dollar and minimum rate during its budget deliberations without having to re-advertise the changes

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

Utilising the above scenario, Rates Modelling indicates a 3.0% overall increase in rate revenue compared to the 2018/19 budgeted rate income.

Currently, differential rating does not apply to properties utilising Gross Rental Valuations.

The table of Rates (Unimproved Valuations) proposed for the 2019/20 financial year is set out below:

Unimproved Value	Minimum Rate	Rate in \$
UV1 – Rural	\$1,110.00	0.01930
UV2 – Urban Rural	\$1,110.00	0.031100
UV3 – Mining	\$200.00	0.036800
UV4 - Special Zone Power	\$1,110.00	0.036800
UV5 – Special Use Airstrip	\$1,110.00	0.036800

Category	Rate in the \$		Minimum Rate		Rateable Valuations	Rates Revenue (Inc Mins)	Estimated Revenue (Inc Mins) Minimums
	18/19	19/20	18/19	19/20	19/20	18/19	19/20
UV1 Rural	1.8700	1.93	1,071	1,110	88,924,900	1,741,629	1,797,605
UV2 Urban Rural	3.0179	3.11	1,071	1,110	4,470,900	155,333	160,319
UV3 Mining	3.5700	3.68	200	200	44,239	2,392	2,628
UV4 Special Zone	3.5700	3.68	1,071	1,110	4,267,500	152,350	158,154
UV5 Special Use	3.5700	3.68	1,071	1,110	164,000	5,855	6035
<b>Total</b>					97,871,539	2,057,559	2,124,742

**Comment**

These calculations have been made using the valuations supplied by Landgate Valuation Services for 2019/2020 it is not expected that any changes will be made before the adoption of the 2019/2020 Budget.

## Policy Implications

Nil

## Statutory Implications

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

*Section 6.35 of the Local Government Act 1995:*

### **6.35. Minimum payment**

(1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*

(2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*

(3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —*

(a) *50% of the total number of separately rated properties in the district;*  
*or*

(b) *50% of the number of properties in each category referred to in subsection (6),*  
*on which a minimum payment is imposed.*

(4) *A minimum payment is not to be imposed on more than the prescribed percentage of —*

(a) *the number of separately rated properties in the district; or*

(b) *the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.*

(5) *If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*

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

(a) *to land rated on gross rental value; and*

(b) *to land rated on unimproved value; and*

(c) *to each differential rating category where a differential general rate is imposed.*

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

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

53. Amount prescribed for minimum payment (Act s. 6.35(4))

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

### 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#: 2  
Action: Continue to provide prudent financial controls and compliance systems

Action#: Corporate Services

Action: Ongoing

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

### 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

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

### Voting Requirements

Simple Majority

Absolute Majority

## Officer's Recommendation

That Council:

1. adopt for advertising purposes the following differential rate in the dollar and minimum payments for Unimproved Value rated properties, subject to finalisation of the draft 2019/20 Budget and the establishment of the funding shortfall required from imposition of rates on Gross Rental Value rated properties:

Unimproved Value	Minimum Rate	Rate in \$
UV1 – Rural	\$1,110.00	0.019300
UV2 – Urban Rural	\$1,110.00	0.03110
UV3 – Mining	\$200.00	0.036800
UV4 - Special Zone Wind Farm	\$1,110.00	0.036800
UV5 – Special Use Airstrip	\$1,110.00	0.036800
UV6 – Merredin Power	\$1,110.00	0.036800

2. in accordance with Section 6.36 of the *Local Government Act 1995*, advertise its intention to levy differential rates on Unimproved Value properties for the 2019/20 Budget, and advise the public of the availability of the Shire of Merredin's 2019/20 Differential Rating Objects and Reasons.

**14.4 Budget Variations – Apex Park Redevelopment & CCTV**

<h2>Community Services</h2>		
<b>Responsible Officer:</b>	Charlie Brown, EMCS	
<b>Author:</b>	Charlie Brown, EMCS Kellie Bartley, DCEO	
<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>	<p><a href="#">Attachment 14.4A</a> – Community Engagement Comments &amp; Responses – Apex Park Redevelopment</p> <p><a href="#">Attachment 14.4B</a> – CEFT Document – Apex Park Redevelopment</p> <p><a href="#">Attachment 14.4C</a> – Loan Amortise Schedule</p>	

**Purpose of Report**

- Executive Decision                       Legislative Requirement

**Background**

The proposed redevelopment of Apex Park was presented at the Ordinary Council meeting held on 19 March 2019, Council resolution’s (CMRef 82331) requested to undertake public consultation for a period of three weeks and for the matter to be referred back to Council following the consultation period.

Costs associated with the redevelopment was also presented and consideration was resolved to Council to utilise their own resources of 50% and to seek grant funding for the 50% of the project costs.

Consideration is to be sought for the CCTV network budget variations that were identified in the 2018/2019 annual budget.

**Comment**

**Community Engagement**  
**Apex Park Redevelopment**

The concept plan for Apex Park Redevelopment advertising commenced on the 29<sup>th</sup> March 2019. Social Media (Facebook) was used to commence community

engagement. With Councillors and staff attending Merredin Show (30<sup>th</sup> March 2019) and Youthfest (13<sup>th</sup> April 2019).

A total number of 186 responses were received over this public comment period. With over 107 comments at the Merredin Show and Youthfest. The balance of responses were driven by social media comments. As Council is unable to monitor “sharing” of the posts or other comments and posts that may have been on individual social media pages, it is noted that the public consultation for social media may have had a larger number of responses that the Shire is not able to view.

The community engagement was a positive response from ratepayers and the community. With most people in support of the playground redevelopment. The benefits that were identified by the community were:

- Options for disabled children;
- Flying fox and big playground were most popular;
- Noted that more shade to be included;
- More drinking fountains; and
- Toilets to be improved.

On review of the community engagement undertaken, the responses have all been in support of the Council to continue with the Apex Park Redevelopment.

### **CCTV Network**

In late 2018, Council submitted an application for funding to upgrade the CCTV network within the town site of Merredin. This application was in the vicinity of \$126,000.00 and was fully funded by grant funding. Unfortunately, this application was unsuccessful, and the following proposal is placed before council for consideration.

### **Financial Consideration**

Councils adopted budget shows expenditure of \$150,000.00 for the upgrade of Play equipment in Apex Park Redevelopment, and the recent Budget review presented to Council in February 2019 shows an excess of \$94,705.00

As the community engagement was in support of this redevelopment, it is recommended that this item will recommended the creation of a new reserve account called “Apex Park Redevelopment Reserve” and the transfer of this year’s allocation of \$150,000.00 to that reserve. It is further proposed that council commit to a transfer to this reserve of \$75,000.00 for the next two years to allow proposed works to be completed. Council at the Ordinary Council Meeting on the 19<sup>th</sup> March 2019 recommended (CMRef 82331), that grant funding be actively sought with the reserve fund providing the matching requirements associated

with the grant. Should grant funding not be forthcoming then alternative funding sources will be sourced.

An alternative funding arrangement is;

Council Funding	\$150,000.00	
Loan Funding	\$150,000.00	
Grant Funding	\$300,000.00	(based on the original proposal of \$500K - \$600K)

A loan over 5 Years @ 3% Interest, requires Principal & Interest repayments of \$16,265.13 x two payments over five years as opposed to 2 transfers of \$75,000.00 as with the other option.

### **Grant Funding**

Lotterywest has advised on the 10<sup>th</sup> May 2019 that the original funding presented to Council in late 2018, has now been revised. The following information will now be required to be provided in support for any grant funding for community spaces and places projects:

- Feasibility Study;
- Business Case assessing the options considered and substantiating the preferred option;
- Facility management plan and other related policies;
- What other options have been explored (e.g. upgrading the existing facility)
- How will the space support the community into the future and be adapted as community needs change;
- Is there relevant stakeholder support; and
- What is the maximum impact and use in the community?

Lotterywest expect strong planning from the local government including relevant community and stakeholder support, showing how the proposal represents the most effective solution to addressing the identified need. As there is now no cut off limits or categories, the project may be staged and needs to be identified in the proposal.

Federal funding opportunities are an unknown source until the full outcome of the current election results are declared.

### **CCTV**

A revised quote for CCTV has been obtained utilising some of the existing infrastructure currently in place for \$107,930.00.

It is proposed that the current budget excess of \$94,705 be placed in the ITC reserve and the balance require to fund this project be sourced from the 2019/2020 draft budget.

Allowances be included in the Long Term Financial Plan to accommodate this.

### 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

Zone: Zone 4 – Community & Leadership  
Zone Statement: Merredin Council engages with its Community and leads by example  
Key Priority: 4.1 – Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements.

Zone: Zone 5 – Places and Spaces  
Zone Statement: Merredin is an attractive regional town that creates opportunities for residents and visitors to enjoy its many attractions  
Key Priority: 5.1 – Designing and maintaining attractive parks, open spaces the town centre and streetscapes that creates opportunities for people to come together, socialise and enjoy a range of activities.

#### ➤ Corporate Business Plan

Key Action: 4.1.1 – Continue to update the Integrated Planning Framework, meet statutory requirements of the Local Government Act and Regulations and regulatory obligations required under other regulations.  
Directorate: Community Services  
Timeline: 2018/19 & 2019/20  
Key Action: 5.1.3 – progressively renew and upgrade infrastructure at Apex Park and Roy Little Park  
Directorate: Engineering Services  
Timeline: 2018/19 & 2019/20

### Sustainability Implications

#### ➤ Strategic Resource Plan

Nil

#### ➤ Workforce Plan

Nil



### Risk Implications

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

### Financial Implications

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

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation

That Council;

1. Creates the "Apex Park Redevelopment Reserve Account" and the transfer of \$150,000, being unused municipal funds included in the 2018/19 Shire of Merredin Budget;
2. The purpose of the reserve to be "used to fund the redevelopment works at the Apex Park";
3. The Chief Executive Officer be authorised to actively seek grant funding for the redevelopment of Apex Park;
4. A transfer of \$75,000.00 be included in the 2019/2020 Draft Budget to the Apex Park Redevelopment Reserve Account; and
5. The transfer of \$94,705.00 to the ITC Reserve account to fund the renewal of the CCTV network within the town site of Merredin from the current budget surplus.

**14.5 Workforce Plan 2019-2023**

<h2>Community Services</h2>		 SHIRE OF <b>MERREDIN</b> INNOVATING THE WHEATBELT
<b>Responsible Officer:</b>	Greg Powell, CEO	
<b>Author:</b>	Kellie Bartley, DCEO Charlie Brown, EMCS	
<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="#"><b>Attachment 14.5A</b></a> – Draft Workforce Plan 2019-2023	

**Purpose of Report**



Executive Decision



Legislative Requirement

**Background**

All local governments were required to have their first suite of IPR documents in place by 1 July 2013.

The Department of Local Government, Sporting and Culture requires all local governments to prepare a Workforce Plan to support the Corporate Business Plan. This plan will show the local government will meet the objectives of the Strategic Community Plan in terms of its workforce requirements.

This Workforce Plan is an internal planning tool that enables the Shire to determine the workforce requirements in relation to its operational priorities. The plan details the workforce requirements to support the services, operations and projects the local government will deliver within the next 4 years.

On 19<sup>th</sup> April, 2016 (CMRef 81772) Council adopted the Workforce Plan 2016-2019 along with the Suite of IPR Plans.

The Workforce Plan 2019-2023 has been prepared in house and also incorporates comments and outcomes from the Wheatbelt Labour Market Review completed in April 2019 which supports outcomes and challenges that face the Wheatbelt Region.

## Comment

Workforce planning is one of the key components of the IPR now in place across the local government sector in Western Australia.

Workforce planning is a term used to describe the planning process undertaken to ensure an organisation has the right people, with the right skills, at the right time. It is a process that documents the directions in which a work area is heading and provides a tool for making human resources now and into the future.

The Workforce Plan takes into account the community aspirations, priorities and objectives identified in the Strategic Community Plan. It is an essential component of the Corporate Business Plan where it will identify workforce requirements for current and future operations.

Planning human resource requirements is a significant challenge and takes into account not only the human resource factors, but ties it into overall strategic plans, environmental issues and legislative and governance obligations. Ultimately undertaking a workforce planning activity is a snapshot of what human resources are in place at a particular time, and what staffing requirements are required into the future.

The Workforce Plan 2019-2023 has been developed to support the Corporate Business Plan and outlines the Shires requirements for staffing levels over the next four years.

The four year Workforce Plan has been created to help support leadership, inclusion, safety and learning for the current and future workforce at the Shire. The four main objectives are:

- Attract and retain outstanding people;
- Create a sustainable workplace with well-developed succession planning;
- Enhance the workplace safety culture; and
- Change management.

Without planning human resource needs and skills required in the future, it is impossible to plan effectively to meet Council's objectives. At its simplest, workforce planning is about trying to predict the future demand for different types of staff.

Workforce planning can assist with anticipated staff and skill requirements for the future and ensure the needs of the organisation and the community are achieved.

With a declining population and stagnated rates base, it is anticipated that there will be no requirement nor capacity to increase staffing levels. However, there is an opportunity to increase the service standards with the current staff levels fulfilling identified technical and management training needs with grant funding opportunities if they are available.

### Policy Implications

Nil

### Statutory Implications

Section 5.56 (2) of the *Local Government Act 1995* requires local governments produce a plan for the future. Whilst there is no specific legislation applicable to this item as it relates to the various informing strategies applicable under the integrated planning and reporting framework, the Strategic Community Plan and Corporate Business Plan are subject to section 5.56 of the *Local Government Act 1995* and Division 3 of the *Local Government (Administration) Regulations 1996*.

### Strategic Implications

#### ➤ Strategic Community Plan

Zone: Zone 4 – Community & Leadership  
Zone Statement: Merredin Council engages with its Community and leads by example  
Key Priority: 4.1 – Ensuring all planning, reporting and resourcing is in accordance with best practice, compliance and statutory requirements.

#### ➤ Corporate Business Plan

Key Action: 4.1.2 Continue to support a respectful, strong and supportive organisation cultural.  
Directorate: All Directorates  
Timeline: Ongoing

### Sustainability Implications

#### ➤ Strategic Resource Plan

The Workforce Plan 2019-2023 is considered in the Suite of IPR documents and any resourcing is identified via the Long Term Financial Plan and the Annual Budget considerations each year

#### ➤ Workforce Plan

The Draft Workforce Plan 2019-2023 outlines the Shire of Merredin's strategic direction to attract and retain the required workforce to implement the IPR Suite of Plans

### Risk Implications

The risk is relative low however should service deliveries be required to be increased, then consideration will be required through the Annual Budget process

### Financial Implications

The Workforce Plan is used in the preparation of the budget in relation to staff requirements to meet service delivery and project objectives.

### Voting Requirements

Simple Majority  Absolute Majority

### Officer's Recommendation

That Council endorse and adopt the Shire of Merredin's Workforce Plan 2019-2023 as contained in attachment 14.5A.

### 14.6 Bush Fire Notice 2019/20

Community Services		
<b>Responsible Officer:</b>	Kellie Bartley, DCEO	
<b>Author:</b>	Kellie Bartley, DCEO	
<b>Legislation:</b>	<i>Bush Fires Act 1954</i>	
<b>File Reference:</b>	ES/1/1	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#">Attachment 14.6A</a> – Draft Fire Break Notice 2019/20	

### Purpose of Report

Executive Decision  Legislative Requirement

### Background

Council has responsibilities under the *Bush Fires Act 1954* to ensure that landowners have cleared firebreaks and removed flammable materials from their land according to the instructions outlined in the Shire's Annual Fire Break Notice. The Firebreak Order is reviewed each year for relevance and adherence to the *Bush Fires Act 1954* and best practice for fire prevention.

The requirements of the notice are considered the minimum standard for fire prevention, not only to protect individual properties but the district in general.

The requirements of the notice are in addition to and do not detract from any other requirement under any other written law or legislation.

#### Comment

The Shire of Merredin produces the annual Bush Fire Notice for the community each year. The notice is sent out with the rates notices at the end of July to remind landowners and occupiers to have firebreaks ready and in place for the coming fire season.

Officers have consulted with the Chief Bush Fire Control Officer in regards to this draft Fire Break Notice and the dates for the 2019/20 season.

The Notice outlines the requirements that are to be adhered to under the Bush Fires Act 1954, for owners and occupiers to prevent the outbreak or spread of a bush fire within the district and for each owner and occupier to be fire preparedness and assist in maintaining prevention matters.

The definitions are detailed with the duties of the owner and/or occupier.

Council is requested to endorse the attached Draft Bush Fire Notice 2019/20 and request the Chief Executive Officer to distribute to the community accordingly.

#### Policy Implications

Nil

#### Statutory Implications

This is report and process is required under the *Bush Fires Act 1954*.

#### Strategic Implications

##### ➤ Strategic Community Plan

Zone: Zone 1 – Community & Culture  
Zone Statement: Merredin is rich in cultural diversity, performing and fine arts and a variety of sports available for both residents and visitors  
Key Priority: 1.5 – Building resilience and the capacity to manage natural and man-made emergency events

##### ➤ Corporate Business Plan

Key Action: 1.5.2 – Support local emergency services  
Directorate: Community 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

The risk to Council for this item not to be endorsed may be detrimental to the community and the region should Council not inform the community in the appropriate manner set out under the *Bush Fires Act 1954*.

#### Financial Implications

The financial cost for this process has been incorporated into the annual budget.

#### Voting Requirements



Simple Majority



Absolute Majority

#### Officer's Recommendation

**That Council:**

- 1. adopts the 2019/20 Draft Bush Fire Notice as contained in attachment 14.6A; and**
- 2. endorse the publication of the 2019/20 Bush Fire Notice to be distributed with the 2019/20 Rates Notices.**

**14.7 Adoption of Youth Strategy 2019 – 2023**

## Community Services



<b>Responsible Officer:</b>	Kellie Bartley, DCEO
<b>Author:</b>	Kellie Bartley, DCEO
<b>Legislation:</b>	Nil
<b>File Reference:</b>	CS/16/11
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 14.7A</a> – Draft Youth Strategy and Engagement Plan 2019-2023 <a href="#">Attachment 14.8A</a> – Draft Four Year Youth Strategy Plan

### Purpose of Report

Executive Decision  Legislative Requirement

### Background

During the review of the Strategic Community Plan in 2017, Council identified the need for a Youth Strategy and Engagement Plan through its engagement with the community. This Strategy will help provided a more strategic approach and assist with opportunities for grant funding and help to address complex social issues impacting on young people in Merredin.

### Comment

The Shire of Merredin's Youth Strategy 2019-2023 aims to address a number of social issues that require a whole community approach to be successfully addressed.

Rather than a broad approach, Council has identified 4 major priorities impacting on young people on which to focus its efforts:

- Youth Engagement & Inclusion;
- Health and Wellbeing;
- Youth Spaces and Places; and
- Education, training and employment.

The Strategy proposes a collaborative approach, with Council facilitating and supporting the development of networks, stakeholders and partnerships to



identify and provides a service across Merredin to help address these issues, events, priorities and supporting outcomes.

The consultation period was held over the months of March/April 2019, with 88 respondents involved in the process. 43 youth surveys, 26 parent surveys and 19 stakeholders engaged in this with helping to identify the key actions and outcomes for this plan

The strategy builds on the work Council has commenced in 2019 which is reflected within the strategy with the key priorities to be achieved over the next four years.

While the strategy proposes an action plan over 4 years, some of these key actions will require being grant funded. The collaboration with key stakeholders over this period may bring about positive change.

### Policy Implications

The Youth Strategy builds on the Shire's Strategic Community Plan.

### Statutory Implications

There is no legislative requirements impacting on the development of the Youth Strategy and Engagement Plan however it supports the key actions and priorities identified in the Strategic Community Plan and the Corporate Business Plan.

### Strategic Implications

#### ➤ Strategic Community Plan

Zone: Zone 1 – Community & Cultural  
Zone Statement: Merredin is rich in cultural diversity, performing and fine arts and a variety of sports available for both residents and visitors.  
Key Priority: 1.7 – Providing support to local organisations which seek to enhance engagement and opportunities available to early years and youth in the Merredin region.

#### ➤ Corporate Business Plan

Key Action: 1.7.1 – Develop a Youth Strategy and Engagement Plan to deliver a range of youth programs.  
1.7.2 – Support agencies and community organisations to implement early years initiatives.  
Directorate: Community 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**

The level of risk is considered to be low to the Shire, however Officers will need to clearly articulate the commitment made by the Shire to implement to relevant action items. The Shire will not be accountable for the commitment and responsibilities of other stakeholders and will continue to play a collaborative, facilitating role for the youth services sector to ensure organisations have every opportunity to contribute where possible.

**Financial Implications**

It is intended that the current 2019 Youth Grants program approved and supported by Lotterywest and Collgar will underpin the Youth Strategy and Engagement Plan. There are elements that will require future funding to support the key actions and outcomes along with Officers time to collaborate with relevant agencies in Merredin.

**Voting Requirements**

Simple Majority  Absolute Majority

**Officer's Recommendation**

**That Council adopts the draft Youth Strategy 2019-2023 as in attachment 14.8A, noting that key actions will be subject to budget allocation and external funding.**

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

**15.1 Wheatbelt Secondary Freight Route Project – Request for Funding Allocation**

<h2>Administration</h2>		
<b>Reporting Officer:</b>	Greg Powell, CEO	
<b>Author:</b>	Melissa Ivanetz, EA to CEO	
<b>Legislation:</b>	<i>Local Government Act 1995; Main Roads Act 1930</i>	
<b>File Reference:</b>	TT/17/3	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	Nil	

**Purpose of Report**

- Executive Decision                       Legislative Requirement

**Background**

The Wheatbelt Secondary Freight Network (WSFN) network comprises 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost effective access to business.

The project is being driven by local government authorities with a Working Group established consisting of representatives from the following organisations:

- Wheatbelt North Regional Road Group (WN RRG)
- Wheatbelt South Regional Road Group (WS RRG)
- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA-Wheatbelt Region (MRWA-WR)
- Wheatbelt Development Commission (WDC)

Over the last 2 years, 42 Local Government authorities across the region have collaborated to identify priority routes and have also participated in a technical

data collection process, preparation of a pre-feasibility business case and a cost benefit analysis of the planning process. The in-kind investment by local government to date is estimated to be in excess of \$750,000. The process has been an excellent example of a large number of local governments working together on a common strategic regional priority. The key undertakings of the project so far are:

1. Identification of nominated WSNF roads based upon a simple criteria developed by RRG.
2. Determination of basic project framework and minimum design standards.
3. Road condition assessment against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local of governments is:

	<b>Route Length (km)</b>	<b>Proposed Works (km)</b>	<b>Proposed Length (%)</b>	<b>Indicative Costs (\$)</b>
<b>TOTAL</b>	4,337	2,851	66	\$ 493,000,000

This initial approach was to assist the Working Group to work towards an Infrastructure Australia Stage 3/4 submission for inclusion of the WSNF project on the Infrastructure Australia Infrastructure Priority List (IPL). The long term goal is to obtain funding support for a broadly estimated, \$500 million capital works program over 10 - 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs. The group is working towards submitting an IA Stage 4 Business Case submission for the WSNF. The project development costs associated with the business case submission are estimated to be \$5M, which is in the order of 1% of the estimated capital investment.

The following provides an outline of the proposed budget and funding applications that were submitted to assist with the development and planning stages the WSNF project.

<b>Stages</b>	<b>Budget and Funding Sources</b>
<b>Stage 1 – Strategic Planning</b>	<b>\$1,000,000</b>
<ul style="list-style-type: none"> <li>▪ Design Criteria and Objectives</li> <li>▪ Options Assessment</li> <li>▪ Collated Data Review</li> <li>▪ Multiple Criteria Assessment</li> <li>▪ Staging Plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ BBRF (\$750K)</li> <li>▪ LGA co-contribution (\$250K)</li> </ul>
<b>Stage 2 – Detailed Planning</b>	<b>\$3,600,000</b>
<ul style="list-style-type: none"> <li>▪ Concept Design Investigations</li> <li>▪ Preliminary Design Investigations</li> </ul>	<ul style="list-style-type: none"> <li>▪ Commodity Route (\$1M)</li> <li>▪ LGA in-kind</li> </ul>
<b>Stage 3 – IA Stage 3/4 Submission</b>	<b>\$400,000</b>
<ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ Governance Plan</li> <li>▪ Business Case Development</li> </ul>	<ul style="list-style-type: none"> <li>▪ REDS (\$100K)</li> <li>▪ LGA in-kind</li> </ul>
	<b>\$5,000,000</b>

### Building Better Regions Fund (BBRF) submission

The Building Better Regions Fund (BBRF) submission is only intended to contribute towards funding activities associated with Stage 1 – Strategic Planning at an estimated budget of \$1M.

Funding and the associated BBRF application can be summarised as follows:

- Budget
  - Total Cash \$1M
- Funding
  - BBRF \$750K
  - LGA cash co-contribution \$250K.

This strategic planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, the economically optimal sequence for developing the network and ensure that roads are designed and constructed to an optimal standard from a ‘whole-of-life’ asset management perspective. The detailed planning exercise is expected to achieve a net benefit in the order of \$20 million based solely on the benefits gained from freight route prioritisation.

### Commodity Freight Roads Fund (CFRF)

The Commodity Freight Roads Fund submission is intended to contribute towards funding of activities associated with Stage 2 – Detailed Planning. This will specifically entail \$1M for consultants to undertake Preliminary Design Investigations. The remainder of Stage 2 is intended to be undertaken via in-kind

by local governments and other funding sources currently being investigated, should they become available.

#### Regional Economic Development (RED) Grant

The Regional Economic Development (RED) Grants submission is intended to contribute towards funding activities associated with Stage 3 – IA Stage 3/4 Submission. This will specifically entail \$100K for a Lead Consultant to undertake project management. The remainder of Stage 3 is intended to be undertaken via in-kind by local governments and other funding sources being investigated should they become available.

#### Major Project Business Case Fund (MPBCF) Initiative

The Australian Government is investing \$100 billion over 10 years from 2019–20 through its rolling infrastructure plan to help manage our growing population, meet our national freight challenge and get Australians home sooner and safer. This includes \$250 million allocated to the Major Project Business Case Fund (MPBCF) initiative. Projects with clear strategic merit that has:

- Engagement in the project planning stage
- View of future priorities
- Ready to invest to enable economic activity
- Address nationally significant deficits in the transport system
- Drive economic productivity growth and liveability in cities and regions through transport infrastructure investment

The WSRF Working Group sees the \$5M sought for the Stage 4 IA submission for this regionally significant project as an ideal candidate for the MPBCF.

#### Roads of Strategic Importance (ROSI) Initiative

The Australian Government will invest \$4.5 billion, including \$1 billion of additional funding committed in the 2019-20 Budget, to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities. ROSI has the following principles:

- Key freight corridors that connect primary agricultural areas and mining resource regions to ports and other transport hubs.
- Support communities along the corridors and provide better access for tourists and other road users
- Characterised by narrow sections of road, low capacity bridges and deteriorating pavements,
- Constrains the productivity and efficiency of freight movements.
- Catalyse economic activity and improve access to communities and tourist attractions.

From an estimated total of \$500,000,000 in funding the Working Group sought \$125,000,000 over the next 3 years for the delivery of the first stage of capital works.

The Working Group put in separate funding submissions for each of the abovementioned funding sources for the various stages of the project. The project has been successful in obtaining funding from the following sources:

- ROSI initiative funding ()
  - Stage 1 Priority Works – Wheatbelt Secondary Freight Network.
  - The Australian Government has committed \$70 million towards the project.

“Upgrades will be prioritised based on linkages to state and national roads and highways and the rail network. Consideration will also be given to links to six ports and two livestock centres, as well as regional and metro grain receival sites, accessed by the producers of the Wheatbelt region.

Benefits of the project include:

- improve road safety
- improve freight efficiency, connectivity and travel time
- ensure consistent Restricted Access Vehicles (RAVs) ratings across the network, which will provide improved access for agricultural and mining regions to transport hubs”

- RED Grants (Supported by the WA State Government’s Royalties for Regions Program)
  - Lead Consultant Project Coordinator – Wheatbelt Secondary Freight Network.
  - \$100,000.

“The Lead Consultant will form part of the Project Management Team and work with the member organisation Working Group.

The Lead Consultant - Project Management is an integral key to successful project delivery. The complexity and scale of this project is significant and well beyond the technical and financial capabilities of the Wheatbelt shires on an individual basis. Engaging a Lead Consultant – Project Management with the skills and expertise required to work with all technical consultants and the PMT will ensure a cohesive collaborative environment is established for optimum outputs.

The project is planned to be managed via oversight from the WSFR Steering Committee with a nominated Project Manager and the Project Management Team (PMT) representing the WSFR.

Lead Consultant – Project Management will direct the work of the external technical consultants and will be the main contact for

communication between the Project Management Team and external consultants.

The WSNF Project will require the specialised skills of a range of external technical consultants. Key areas of technical expertise identified for the project are:

- Civil Design
- Surveying
- Environmental
- Economic Assessment”

Previously 42 local governments were asked to financially contribute to the WSNF project via a budget allocation of \$6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the \$6,000 in financial contributions from each of the 42 local governments totalling \$252,000 be allocated to combine with the RED funding of \$100,000 to become project management pool of approximately \$350,000. This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated 3 year delivery timeframe. Funding would contribute towards the following nominal requirements:

- Project Coordinator
  - Nominal \$60,000 per annum (\$180,000 across 3 years)
- Project Administration and Communications Officer.
  - Nominal \$20,000 per annum (\$60,000 across 3 years)
- Technical Consultancy Resources
  - Nominal \$100,000.

#### Comment

This matter was considered at its Ordinary Meeting held on 21 August 2018 where it was resolved:

#### That:

1. the Secondary Freight Routes Project Development Report be noted;
2. the strategic intent of the Secondary Freight Routes project be supported;
3. the Chief Executive Officer prepare and sign a letter(s) of support in favour of funding application(s) to develop the Secondary Freight Route project; and
4. an in principle allocation of \$6,000 be included in the 2019/20 Budget as a co-contribution to the Secondary Freight Route project, subject to a successful application to the Building Better Regions Program.

**CARRIED BY ABSOLUTE MAJORITY 6/o**



With the recent announcement of Commonwealth funding for the project and the need to progress work to secure additional funding from the State the matter has required further reconsideration.

To ensure consistency across all Local Governments involved in this project a standard agenda item has been prepared for consideration by all Councils for the sake of uniformity

### Policy Implications

Nil

### Statutory Implications

The *Main Roads Act* 1930 will be applicable to any works and funding involved in the project application be successful

### Strategic Implications

#### ➤ Strategic Community Plan

Vision Element: Zone 6 – Transport and Networks

Strategic Goal: Merredin provides transport networks that connects it locally, nationally and internationally

Key Priority: 6.1 – Developing and maintaining a road hierarchy and providing an appropriate level of service for the road network

#### ➤ Corporate Business Plan

Key Action: 6.1.2 – Advocate for improved road infrastructure networks across the region

Directorate: Engineering 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

There could be reputation implications to Council should it decide not to contribute to the project.

If the application is successful and Council has not contributed there will be implications on the loss of the resources able to be allocated to the roads applicable.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation

**That Council:**

- 1. Continues to support the strategic intent of the Wheatbelt Secondary Freight Network Project;**
- 2. Authorises the Chief Executive Officer to prepare and sign a letter of support that endorses the allocation of \$6000 in the 2019/2020 budget to co-fund the project management of the Wheatbelt Secondary Freight Network in combination with the WA State Government's \$100,000 of Regional Economic Development Grant funding, as part of the delivery of its Stage 1 Priority Works.**

### 16. Motions of which Previous Notices has been given

Nil

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

### 18. Urgent Business Approved by the Person Presiding of by Decision

### 19. Matters Behind Closed Doors

### 20. Closure

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