

# SHIRE OF MERREDIN



*“Heart of the Wheatbelt”*

**MINUTES OF ORDINARY COUNCIL MEETING**

**15 FEBRUARY 2011**

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**Minutes of the Ordinary Meeting of the Shire of Merredin held in the Council Chambers, Corner King and Barrack Streets, Merredin on Tuesday 15 February 2011 commencing at 1.00pm.**

**ATTENDANCE:**

Councillors:	KA Hooper	Shire President
	RM Crees	Deputy Shire President
	A Carr	
	D Crook	
	P Forbes	
	M Morris	
	J Townrow	
	W Wallace	
	M Young	
Staff:	G Powell	Chief Executive Officer
	J Garrett	Executive Manager of Engineering Services
	S Grayston	Acting Executive Manager of Finance and Administration
	V Green	Executive Assistant to Chief Executive Officer
	J Mitchell	Executive Manager of Development Services
	D Morris	Executive Manager of Community Services
Public:	V London	

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**1.0 OFFICIAL OPENING**

The Shire President declared the meeting open at 1.00pm.

Mr London and Mrs Morris, Executive Manager of Community Services, were in attendance.

**2.0 PUBLIC QUESTION TIME**

Mr London addressed Council in relation to questions he previously posed to Barry Haase MP and the Shire of Merredin regarding recycling and rubbish charges.

The Shire President responded advising that Mr London's questions have been answered and should further questions be posed they too would be answered.

The Chief Executive Officer advised he would contact Mr Haase's office to discuss the matter further.

Mr London left the meeting at 1.07pm.

**3.0 APOLOGIES AND LEAVE OF ABSENCE**

Cr Townrow and Cr Young tendered their apologies for the Annual Electors Meeting to be held on 15 February 2011 at 6.30pm.

**4.0 DISCLOSURE OF INTEREST**

Cr Crees declared a Proximity Interest in Agenda Item 11.1.

Cr Crook declared a Proximity Interest in Agenda Item 11.2.

Cr Carr and Cr Wallace declared a Proximity Interest in Agenda Item 11.3.

**5.0 PETITIONS AND PRESENTATIONS**

Nil.

**6.0 CONFIRMATION OF MINUTES****6.1 Ordinary Council Meeting**

Confirmation of the minutes of the Ordinary Council Meeting held on 18 January 2011.

**Officer's Recommendation / Resolution****30540**

Moved Cr Townrow                      Seconded Cr Forbes

***That the minutes of the Ordinary Council Meeting held on 18 January 2011 be confirmed as a true and correct record of proceedings.***

**CARRIED 9/0**

**7.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

The Shire President thanked Cr Morris for undertaking the role of Chairperson at the Hines Hill Community Forum on 9 February 2011.

**8.0 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC****17.1 Chief Executive Officer's Performance Appraisal - 2010**

Refer to Page 41 for information on this Agenda Item.

**9.0 RECEIVAL OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL**

- 9.1 Merredin Local Emergency Management Committee Meeting held on 1 February 2011

**Attachment 9.1A****Officer's Recommendation / Resolution****30541**

Moved Cr Townrow                      Seconded Cr Young

***That Council receive the minutes of Merredin Local Emergency Management Committee Meeting held on 1 February 2011.*****CARRIED 9/0**

Nil Recommendations to Council.

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**10.0 COMMUNITY SERVICES**

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**10.1 WHEATBELT NYOONGAR SPORTS AND RECREATION PROGRAM**

<b>Reporting Department:</b>	Community Services
<b>Reporting Officer:</b>	Debbie Morris – Executive Manager, Community Services
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	RCS/11/Aboriginal Community
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Project Proposal

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**Background**

The Nyoongar Sports Association (NSA) Chief Executive Officer met with Shire staff in January 2011 regarding the Wheatbelt Nyoongar Sports and Recreation Program, which is outlined in **Attachment 10.1A**.

NSA funding has definitely been secured however the funding from Department of Sport and Recreation (DSR) has only been verbally confirmed and following positive discussions with the Chief Executive Officer of the Commission, a submission is being made to the Wheatbelt Development Commission (WDC) for Royalties for Regions funding.

It is proposed that the funding from NSA, DSR and WDC will support the Program for 3-5 years, which will allow the NSA time to secure corporate partners and /or other State or Federal funding to continue the program after that time. It would be expected that as partners, local government would continue to support the program, although depending on other funding sources, this support could possibly be reduced to just the pro bono contributions.

NSA is seeking support from the three local government authorities that the Program will encompass – Merredin, Moora and Northam. The support includes a financial contribution of \$5,000 each along with a pro bono contribution of \$8,000 which includes facility hire, meeting rooms and office accommodation.

**Comment**

The Sports Development Officers (SDOs) will provide a variety of sporting and physical recreation programmes, based around all the traditional sports such as netball, football, basketball and so on, as well as traditional Indigenous games. Most of the activities will be based on lots of physical activity, but others will be focused on enhancing specific sporting skills.

Programs will mostly focus on primary and secondary aged children, but NSA have indicated they are keen to work with adults, particularly women and young mums in partnership with the Merredin Aboriginal organisation.

The SDOs will deliver recreation programs from the Merredin Regional Community and Leisure Centre and would do more consultation and engagement work at the Aboriginal Hall.

NSA are aiming at the SDOs delivering two full days of programs in Merredin every second week, which equates to 52 days in a twelve month period.

NSA is keen for this program to be delivered in Merredin, Moora and Northam and is prepared to secure sufficient funds to ensure the program is successful. They have guaranteed that Shires will not be expected to fully fund this program in the future.

NSA is seeking support from the Shires of Merredin, Moora and Northam in order to submit applications for funding to WDC and DSR.

The Shire of Merredin's Strategic Plan 2007-2012 reference –

Community

*Build a Strong Community* – Identify the social and cultural needs of the community and provide adequate facilities and services including youth; aged; disabled; and indigenous.

*Promote and Foster a Healthy and Active Community* – Provide quality recreation and leisure facilities and programs to cater for all sectors of the community.

**Statutory/Policy Implications**

Nil.

**Financial Implications**

There is no allocation for this Program in the 2010/2011 Budget. Proposed \$5,000 allocation in the 2011/2012 Budget and an allocation for in kind support of \$8,000. Estimated facility hire, meeting rooms and office accommodation costs include 26 days use of one court at the MRC&LC for 6 hours ( $\$150 \times 26$ ) = \$3,900, use of meeting room (26 days @ \$160) = \$4,160.



**Officer's Recommendation**

*That Council support the Wheatbelt Nyoongar Sports and Recreation Program as outlined in Attachment 10.1A and allocate \$5,000 in the 2011/2012 Budget and in kind support through facility hire, meeting rooms and office accommodation at the Merredin Regional Community and Leisure Centre up to the value of \$8,000.*

- 30542**                      **Resolution**  
Moved Cr Young                      Seconded Cr Townrow  
***That Council support the Wheatbelt Nyoongar Sports and Recreation Program with in kind support only through facility hire, meeting rooms and office accommodation at the Merredin Regional Community and Leisure Centre up to the value of \$6,000.***

**CARRIED 8/1**

**REASON:**                      Council believed the cash contribution should be seen to be a regional responsibility.

- 30543**                      **Resolution**  
Moved Cr Townrow                      Seconded Cr Young  
***That it be suggested to the Nyoongar Sports Association that they contact local governments surrounding the Shire of Merredin for a cash contribution towards the program in consideration of the regional nature of the program.***

**CARRIED 9/0**

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**10.2 YOUTH EXPLORER VOYAGE PROGRAM**

<b>Reporting Department:</b>	Community Services
<b>Reporting Officer:</b>	Debbie Morris – Executive Manager, Community Services
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	RCS/11/Youth
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Youth Explorer Voyage Program 2011

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**Background**

The Shire of Merredin receives information from the Leeuwin Ocean Adventure Foundation on the Youth Explorer Voyage Program annually. The Foundation advises that many Shires in Western Australia offer scholarships either independently or in collaboration with local businesses which enable students in the area to participate in a voyage on board the Leeuwin II. The Foundation has asked that our Council give consideration to supporting the 2011 Program.

The 2011 Program (**Attachment 10.2A**) provides a summary of departure dates and fares for the voyages from Fremantle.

**Comment**

Contact was made with Wheatbelt Business Network, Regional Development Australia and the Merredin Senior High School in late 2010 in an attempt to source partners for a scholarship arrangement with the Shire.

WBN and the Merredin Senior High School advised they could assist with promoting the program, identifying young people such as an apprentice or trainee or student, but at this stage neither have the capacity to commit to funds.

Regional Development Australia advised they cannot help with individual cases, as they are more regionally focused.

The Youth Explorer Voyage Program offers young people the opportunity to experience a unique, challenging and inspirational ocean adventure that increases self awareness, develops communication, teamwork and leadership skills and creates a strong sense of community.

The Shire of Merredin's Community Safety and Crime Prevention Plan (2007-2010) identified the lack of youth activities. The Plan suggests that a youth group be established to identify activities.

With no dedicated Youth Officer in Merredin, the Shire initiated some preliminary discussions in early 2010 with organisations in the community that had a youth focus. The intention was to form a youth group that could provide a means for young people to identify activities that are of interest to that age group. Unfortunately for varying reasons, this did not come to fruition.

Youth are an important part of our community and whilst the Shire provides a range of sporting facilities for those that participate in mainstream sports there is little to no other venues or activities for youth in the 15-25 age group.

There is a need to identify potential leaders within this age group, so that they can be encouraged to develop their leadership skills and become role models to other young people, which could lead to the establishment of a proactive youth group.

The Youth Explorer Voyage Program could be the catalyst for this to happen.

The Shire of Merredin's Strategic Plan 2007-2012 reference –

Community

*Build a Strong Community* – Identify the social and cultural needs of the community and provide adequate facilities and services including youth; aged; disabled; and indigenous.

*Promote and Foster a Healthy and Active Community* – Provide quality recreation and leisure facilities and programs to cater for all sectors of the community.

There are no specific funds allocated in the 2010/2011 Budget for this Program. There may be opportunities to source some funding towards this Program, however it would be prudent to budget an amount in 2011/2012. This would enable a young person to undertake one of the voyages from September to December 2011.

**Statutory/Policy Implications**

Nil.

**Financial Implications**

\$2,000 allocation proposed for the 2011/2012 Budget.

**Officer's Recommendation / Resolution**

Moved Cr Morris

Seconded Cr Carr

***That Council support the Youth Explorer Voyage Program 2011 and refer an allocation of \$2,000 to the 2011/2012 Draft Budget to cover the cost of one participant from Merredin.***

**LOST 1/8**

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**10.3 MERREDIN COMMUNITY AWARDS EVENT POLICY AND INFORMATION BOOKLET**

<b>Reporting Department:</b>	Community Services
<b>Reporting Officer:</b>	Debbie Morris – Executive Manager, Community Services
<b>Legislation:</b>	Nil
<b>File Reference:</b>	RCS/3/2
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Policy and Information Booklet

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**Background**

The Merredin Community Awards is a non-profit event which was initiated in 1996 by the community group Merredin on the Move. The inaugural organising Committee had representation from each Award Category – Business, Sport, Seniors, Arts, Tourism and Volunteers and was coordinated by the Mainstreet Coordinator. When the Mainstreet program ceased and the Shire employed a Community Development Coordinator in 1998, this event was coordinated by the Shire in partnership with interested community members.

Over the years the Award categories have been amended to encompass different areas within the community that the Committee felt deserving of recognition.

The event was held annually until 2006, where it moved to a biannual event. The Awards has traditionally been a formal event with dignitaries, politicians, a three course meal, entertainment and presentation of awards in the following categories.

Voluntary Service to the Community - Group  
Voluntary Service to the Community - Individual  
Arts & Culture Award  
Business Award  
Small Business Award  
Employee Award  
Tourism Award  
Service to Natural Resource Management Award  
Long Term Paid Community Service Award  
Long Term Voluntary Community Service Award  
Indigenous Award  
Service to Health Award

Senior Sports Award  
Junior Sports Award  
Team Achievement Award (Sport)  
Service to Sport Award  
Special Achievement Award (Sport)

In 2008 the Shire of Merredin Eric Hind Music Scholarship was incorporated into the Awards event.

The format of the Awards event over the years has varied and with different community members taking on positions on the Committee and changes in personnel in the Community Development role (Project Officer) at the Shire. There is a need to outline the Shire's commitment and to provide some formal direction and guidelines for the event.

In 2010 with the Project Officer position being vacant, Erica Carlson was employed on a casual basis to undertake the role of coordinating the Merredin Community Awards. At the completion of the event Erica submitted a report in December to Council on the event, which stated -

*“For the Awards to continue beyond 2010 some responsibility needs to be given back to the relevant community groups, known to be responsible of the awards categories. Unless these groups take responsibility the awards are not going to be held in the ‘high regard’ we all want or hope they already are. The event needs to remain formal in all aspects – the event itself, as well as the organisation.*

*With some confusion on the Committee of the roles, responsibilities and whether it is a Shire event, a community event or a joint Shire/Community event, Council needs to determine their level of commitment and involvement with the Merredin Community Awards.*

*A draft Merredin Community Awards proposal outlining the event format, committee structure and Award guidelines/information will be presented to the December 2010 Council meeting for consideration. This will provide the community and Shire staff with some direction for future Awards events.”*

**Comment**

Staff developed a Policy and Information Booklet (**Attachment 10.3A**) relevant to the Merredin Community Awards which was based on Erica Carlson's report of the 2010 event. The Policy and Booklet were circulated to the 2010 Awards Committee for feedback prior to submitting it to Council for adoption.

The Policy and Information Booklet will provide the Merredin Community Awards Committee with the direction and guidelines required to present a professional, quality event. It also portrays Council's support and commitment to the event.

The Shire of Merredin's Strategic Plan 2007-2012 reference –

Community

*Build a strong community* – Support and participate in significant community events (Provide assistance or organise the following events – Merredin Community Awards).

*Increase and strengthen the volunteer base within the community* – Develop and implement a process to recognise volunteers

**Statutory/Policy Implications**

Proposed new Policy.

**Financial Implications**

Financial commitment for an allocation in the budget to enable the Merredin Community Awards event to be hosted biannually as from October 2012. No additional financial contributions will be required as the event will be part of the Project Officer's position.

**Officer's Recommendation / Resolution**

Moved Cr Townrow                      Seconded Cr Crook

***That Council adopt the Merredin Community Awards Event Policy and Information Booklet as presented in Attachment 10.3A.***

LOST 4/5

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**10.4 TOWN ENTRANCE STATEMENTS**

<b>Reporting Department:</b>	Community Services
<b>Reporting Officer:</b>	Debbie Morris – Executive Manager, Community Services
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	CP/6/Entrance Statements
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Town Entrance Designs

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**Background**

In 2002 the Shire of Merredin engaged Michael Tooby and Associates to prepare a Townscape Plan. The purpose of the Plan was to incorporate a Concept Plan or Vision for the Merredin townsite that built upon the Statement of Character and the Character Study and identified priorities for the staged implementation program of works. The consultant undertook extensive community consultations to ensure that the Plan would be representative of the whole community and would therefore create a partnership between the Shire and the community.

The Plan addressed a number of initiatives including Identity; Colour Selection; Approaches and Entries to Merredin; Arrival Points; Main Entries to Town Centre; Barrack Street; Bates and Mitchell Street Intersection; Vehicle Circulation; Pedestrian Spaces and Routes, Proposed Commercial Subdivision; Cohn Creek; Roy Little Park; Rose Planting; Signage; Trees Generally; Suggested Tree Species and Heritage Buildings and Building Stock.

Over the years a number of recommendations relating to these initiatives have been implemented, however with the Townscape Committee being removed from Council list of committees in 2005/06, the progress came to a standstill.

Some items have been raised in an ad hoc manner through different committees, including the Business and Community Development Committee (BCDC) and Tourism Advisory Group, but have not come to fruition. An item that has been up for consideration numerous times is Town Entrance Statements.

The Townscape Plan had identified the need for the installation of strong announcement and welcome entry features to Merredin. This was linked closely with the Identity initiative that referred to the need to link to the natural and cultural heritage elements of the Merredin township.



Through further consultation with the community, “rocks” were determined as the representative element for Merredin, as if it were not for Merredin Peak Merredin would not be here. The Aboriginals used Merredin Peak as a water source, as did the prospectors and the railways.

Rocks were therefore featured in the roundabout and the town centre entrance statements.

Following on with the rock theme, entrance signage for the five town entrances had been discussed through Townscape and BCDC with **Attachment 10.4A** being considered by the Townscape Committee in 2004 and **Attachment 10.4B** by the BCDC in 2009.

### **Comment**

There are a number of considerations that need to be taken into account before making a final decision on the entrance signage including:

1. the number of entrances;
  2. locations of the signage;
  3. wording on the signage and
  4. the proposed No 1 Rabbit Proof Fence sculpture on the eastern gateway, which has been endorsed in principle at Council’s December 2010 meeting (**CMRef 30488**).
- 
1. Five main entrance roads to Merredin were identified in the Townscape Plan – Great Eastern Highway east and west, Bruce Rock Road, Narembeen Road and Nungarin Road.
  2. The Townscape Plan proposed that the “strong announcement and welcome entry features” should be within a close proximity to the town, rather than on Shire boundaries.
  3. With the location of the entrance statements being referred to as Town entrances in the Townscape Plan rather than Shire entrances, it would seem reasonable the wording on the signage should read “Merredin”, rather than Shire of Merredin. This would also allow consideration for future entrance statements for the towns of Burracoppin, Hines Hill and Muntadgin.
  4. Entrance statements within close proximity to the Merredin townsite would therefore not have any effect on the proposed No 1 Rabbit Proof Fence sculpture on the eastern gateway east of Burracoppin.

Following with the “rock” theme and the 2009 preferred entrance statement by the BCDC, Danthonia Designs were contacted for a quotation on the “Stanthorpe” design (**Attachment 10.4B**). The price for the sign panel alone is \$5,415. Quotations for the stone work have been sourced for the rock structure that the panel is attached to. Stone faced on one side and rendered on the other is \$6,200 and double faced walls \$9,800. To complete all five entrance statements the total cost would be \$58,075 for one sided and \$76,075 for double faced.

To be uniform with current rock town entrance statements preference should be given to double faced.

Council consideration for an allocation in the 2011/2012 Budget is requested.

#### **Statutory/Policy Implications**

Main Roads Department approval will be required.

#### **Financial Implications**

An allocation of \$77,000 in the 2011/2012 Draft Budget is proposed.

Mr Mitchell, Executive Manager of Development Services, entered the meeting at 1.48pm.

#### **Officer’s Recommendation**

Moved Cr Townrow                      Seconded Cr Morris

***That Council consider an allocation of \$77,000 in the 2011/2012 Draft Budget for five double faced Merredin town entrance statements based on the design as presented in Attachment 10.4B.***

#### **AMENDMENT**

**30544**                      Moved Cr Carr                      Seconded Cr Wallace  
***That the words “double faced” and “based on the design as presented in Attachment 10.4B” be deleted.***

**CARRIED 7/2**

#### **THE AMENDMENT BECAME THE MOTION**

**30545**                      **Resolution**  
Moved Cr Carr                      Seconded Cr Wallace  
***That Council consider an allocation of \$77,000 in the 2011/2012 Draft Budget for five Merredin town entrance statements.***

**CARRIED 8/1**

**REASON:** Council believed other alternatives and community input into the design should be sought.

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Mrs Morris, Executive Manager of Community Services, left the meeting at 2.05pm.

### **11.0 DEVELOPMENT SERVICES**

Cr Crees declared a Proximity Interest in this Agenda Item and left the meeting at 2.06pm.

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#### **11.1 PA15-08 WINDFARM – LOCATION OF VIEWING PLATFORM**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	John Mitchell – Executive Manager, Development Services
<b>Legislation:</b>	Planning & Development Act 2005, Land Administration Act 1997
<b>File Reference:</b>	A8124
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Photographs

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#### **Background**

In accordance with **CMRef 29866** the design of the viewing platform is currently being prepared and costed. Collgar Windfarms are keen to commence construction.

Recent earthworks for turbines 54 and 56 have shown that a more appropriate location for the platform is Location 24029 owned by Mr S Crees. Photographs have been taken to show the view provided.

#### **Comment**

**CMRef 29866** states that the platform shall be constructed in Location 20218 owned by Mr George Giraudo. The resolution reads:

- 1. “That Council formally proceed with accepting Mr George Giraudo’s gift of the land comprising approximately 2 hectares within Location 20218 to the Shire of Merredin as Road Reserve for the purposes of a public information and viewing area of the Collgar Windfarm.*
- 2. That the viewing area for the Collgar Windfarm be located within Location 20218 Bullshead Norpa Road opposite the Telstra Microwave Tower and comprise a bituminised area for discharging passengers from large vehicle transport, with the remaining land to be graded compacted gravel for an area of parking reducing to road width for access to the site and provided with appropriate signage as determined by the Executive Manager of Engineering Services.*

3. *That Collgar Windfarms prepare a design overlay of the area for approval by the Chief Executive Officer of the Shire of Merredin in keeping with this report.*
4. *That the information display area comprise the design of Emu Downs as shown in Attachment 11.3B with the following displays: -*
  - a. *Site location map, Windfarm area and relationship to the town of Merredin;*
  - b. *Standard Windfarm information as suggested by Collgar – espousing the benefits of wind generation and general facts;*
  - c. *Local tourism display;*
  - d. *Native flora and fauna information.*
5. *That the information display area be provided by 30 June 2010 or within six months of the commencement of construction and installation of the wind-towers and turbines, whichever is the sooner.”*

Mr Giraudo has no objections to the optional site (Location 24029) and has stated that the best site should always be selected.

Mr S Crees has advised he has no objection to the resumption of less than 1Ha of land for the viewing area. A site visit on 8 February 2011 suggests that approximately 7,000m<sup>2</sup> of land is required.

Site views for traffic flow are considered sufficient.

Signage for the area will include “viewing area” directional signs, slow down signs and a blue sign from the Highway indicating the location of the windfarm. Plans of the design are complete and costings for the display area have been received.

#### **Statutory/Policy Implications**

To permit the change of site an absolute majority of Council is required to delete reference to the location of the viewing platform in **CMRef 29866**.

The attached photographs (**Attachment 11.1**) show the proposed site and the views of the area. Approximately 30 turbines can be seen from this location as can the substations and a panoramic view of the valley and surrounding bush.

Council’s planning approval states the platform must be complete by August 2010 or six months after commencement. This time has been exceeded.

The proponent has been advised of the design parameters and the initial site. Budget provision for the Emu Downs design has been made by the proponent.

**Financial Implications**

Nil.

**Officer's Recommendation / Resolution****30546**

Moved Cr Wallace                      Seconded Cr Forbes

- 1. That CMRef 29866 be amended by deleting paragraphs one and two of the resolution.**
- 2. That the Administration formally approach the landowner to acquire land within Location 24029 for the purposes of the Windfarm display and viewing platform. The land required is adjacent to the east of the old dwelling adjacent to wind turbines 54 and 56.**

**CARRIED 8/0  
ABSOLUTE MAJORITY – ITEM 1**

Cr Townrow left the meeting at 2.10pm.

Cr Townrow entered the meeting at 2.13pm.

Cr Carr left the meeting at 2.21pm.

Cr Carr entered the meeting at 2.23pm.

**Resolution****30547**

Moved Cr Morris                      Seconded Cr Crook

***That the design for the Windfarm display and viewing platform be reviewed in consultation with Collgar Windfarm and the project include signage to and from the site from Great Eastern Highway.***

**CARRIED 7/1**

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Cr Crook declared a Proximity Interest in this Agenda Item 11.2 and left the meeting at 2.34pm.

Cr Crees entered the meeting at 2.34pm.

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**11.2 APPLICATION FOR SUBDIVISION – LOT 20002 OLD NUKARNI ROAD, MERREDIN**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	John Mitchell – Executive Manager, Development Services
<b>Legislation:</b>	Planning and Development Act 2005
<b>File Reference:</b>	A5161
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Application

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**Background**

An application for subdivision of general farming land has been received from the Western Australian Planning Commission from Mr Paul Kraft representing the landowner. The application (**Attachment 11.2A**) is a boundary realignment.

**Comment**

The subdivision is a boundary realignment to take into account Bignell Road as Lot 20002 has an area of approximately 20ha on the north east side of Bignell Road. The balance of Location 20002 (226ha) is located on the west side of the road.

**Statutory/Policy Implications**

Nil.

**Financial Implications**

Nil.

**Officer's Recommendation / Resolution**

**30548**

Moved Cr Young                      Seconded Cr Forbes

***That the Western Australian Planning Commission be advised that the Shire of Merredin has no objection to the subdivision of Lot 20002 Old Nukarni Road, Merredin which represents a boundary realignment due to Bignell Road.***

**CARRIED 8/0**

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Cr Young left the meeting at 2.35pm.

Cr Crook entered the meeting at 2.35pm.

Cr Carr and Cr Wallace declared a Proximity Interest in this Agenda Item 11.3 and left the meeting at 2.36pm.

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### 11.3 **OUTLINE DEVELOPMENT PLAN - FRENCH AVENUE, MERREDIN**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	John Mitchell – Executive Manager, Development Services
<b>Legislation:</b>	Local Planning Scheme No. 6
<b>File Reference:</b>	LUP/13/8 – New File – Reserves 20460; 20461 French Avenue
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Outline Development Plan

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#### **Background**

Council has previously requested an outline development plan for Reserve 20461. A preliminary sketch has been prepared for the site and is presented in **Attachment 11.3A**.

#### **Comment**

Reserve 20461 contains a variety of trees in-situ whereas Reserve 20460 contains very few.

The parking within the road reserve adjacent to the lots 1 and 10 created in Reserve 20461 services IGA in French Avenue and should be retained. This may cause development issues.

A further suggestion is to place the same development on Reserve 20460, which is the Reserve off Jellicoe Road. The location map delineates both Reserves.

The overlays would be similar. Reserve 20460 may be a better option for development considering the environmental, natural management, noise and public issues.

Senior management group comments include removal of Lots 5 and 6 as they have double street frontages.

Please note that development is premised at R30 and the Local Planning Scheme No. 6 Amendment 1 approval. Existing R20 zoning would see the majority of the development as dual frontage lots and unviable.

Council has advised that development of the Cohn Street area is the priority.

**Statutory/Policy Implications**

Development of the land is subject to the provisions of the Local Government Act Section 3.59, Shire of Merredin Local Planning Scheme No. 6 and the Planning and Development Act 2005.

The outline development plan, once acceptable to Council, should be adopted as the outline for development and the document submitted to the Western Australian Planning Commission for approval.

**Financial Implications**

Development of land in 2009 suggests a cost of \$250,000 to develop the eight lots with single frontage excluding engineering and purchase costs.

There are currently no funds allocated for the project.

**Officer's Recommendation / Resolution**

30549

Moved Cr Crees

Seconded Cr Crook

- 1. That residential development occur on Reserve 20460.**
- 2. That the Administration prepares the outline development plan for Reserve 20460.**
- 3. That the Administration seek a valuation of Reserve 20460 for the purposes of residential development infill and the development of Reserve 20460 including costings be brought back to Council for consideration.**

**CARRIED 6/0**

Cr Carr and Cr Wallace entered the meeting at 2.44pm.



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**11.4 HOMESTEAD SUBDIVISION – LOT 9076 HUGHES ROAD, MERREDIN**

<b>Reporting Department:</b>	Development Services
<b>Reporting Officer:</b>	John Mitchell – Executive Manager, Development Services
<b>Legislation:</b>	Planning Policy – Homestead Subdivisions, Planning and Development Act 2005
<b>File Reference:</b>	A7204
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Application

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**Background**

An application to subdivide Lot 9076 Hughes Road, Merredin to provide homestead block has been received from the Western Australian Planning Commission (WAPC 143615) (**Attachment 11.4A**).

**Comment**

The application is in conformity with the requirements of the Town Planning Policy relating to subdivision of homesteads.

The application is the first subdivision for the lot. Pursuant to the policy no further subdivision of the land for a homestead will be considered by the Shire of Merredin.

The standard conditions for approval are:

1. no refuse to be deposited on the land – the owner shall engage the Shire’s waste contractor to provide a 240l refuse service weekly to the property;
2. power and a potable water supply are to be provided to the dwelling; and
3. boundary clearances are 15m front back and side of dwelling.

**Statutory/Policy Implications**

The Homestead Policy was first considered by Council on 28 November 2007 and was adopted on 15 January 2008 (**CMRef 29317**).

**Financial Implications**

Nil.

**Officer's Recommendation / Resolution****30550**

Moved Cr Townrow

Seconded Cr Crook

***That the Western Australian Planning Commission be advised that the Shire of Merredin supports the subdivision of the homestead lot from Lot 9076 Hughes Road, Merredin subject to the following conditions:***

- 1. no refuse to be deposited on the land – the owner shall engage the Shire's waste contractor to provide a 240l refuse service weekly to the property;***
- 2. power and a potable water supply are to be provided to the dwelling; and***
- 3. boundary clearances are 15m front back and side of dwelling.***

**CARRIED 8/0**



**16.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

This Late Agenda Item 16.1 was brought forward due to the attendance of Mr Mitchell, Executive Manager of Development Services.

**16.1 Electrified Fence – 31 Jackson Way, Merredin**

Correspondence has been received (**Attachment 16.1A**) requesting approval for an electric fence at 31 Jackson Way, Merredin.

**Resolution****30552**

Moved Cr Townrow

Seconded Cr Crook

***That the Chief Executive Officer be authorised to approve the application for an electrified fence at 31 Jackson Way, Merredin, on the condition that the proposed fence meets legislative requirements.***

**CARRIED 7/0**

Cr Forbes and Cr Young entered the meeting at 2.53pm.

Mr Mitchell, Executive Manager of Development Services, left the meeting at 2.54pm.

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**12.0 ENGINEERING SERVICES**

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**12.1 REGIONAL AND LOCAL COMMUNITY INFRASTRUCTURE PROGRAM FOR UPGRADE OF CENTRAL WHEATBELT VISITOR CENTRE**

<b>Reporting Department:</b>	Engineering Services
<b>Reporting Officer:</b>	Jim Garrett – Executive Manager, Engineering Services
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	GS/2/29
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Plans

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**Background**

Application for funds from the round three of the Regional and Local Community Infrastructure Program (RLCIP) were called for by the Federal government in July 2010. The Shire of Merredin was allocated \$30,000 of these funds. At its July 2010 meeting Council endorsed an application being submitted to upgrade the front of the Central Wheatbelt Visitor Centre (CWVC) (**CMRef 30385**).

Correspondence was received from RLCIP in January 2011 advising the application was successful and work could proceed on the upgrade of the front of the CWVC.

Two plans have been developed after consultation with the Manager and staff of the CWVC and also being mindful that the upgrade fitted in with the Shire of Merredin CBD Plan. As the concept plan shows that the CWVC is to be moved to the western side of the public toilets, plans for the upgrade concentrated on the lawn area.

**Plan 1 (Attachment 12.1A):**

1. has a paved footpath across the lawn area to the public toilets and a brick paved pathway around the outside; and
2. two areas for turf, the area to the east is to be artificial turf and the area near and under the pepper corn tree to be re-laid with new turf. This is so staff can compare the maintenance costs of artificial lawn to real turf.

**Plan 2 (Attachment 12.1B):**

1. paved footpath around the lawn area; and
2. renovate lawn area and lay new turf.

**Comment**

Costings for Plan 1 and 2 are estimated to be \$30,000. If Plan 2 was to have artificial turf in place of real turf the price would increase by an estimated \$10,000.

No provisions have been allowed to build any structures on or near the CWVC as they may need to be removed if or when the CWVC is relocated as per the CBD Plan.

**Statutory/Policy Implications**

Nil.

**Financial Implications**

Funds for project will come from the Regional and Local Community Infrastructure Program (RLCIP) grant money of \$30,000.

**Officer's Recommendation**

*That Council endorse Plan Number \_\_\_\_\_ as presented in Attachment \_\_\_\_\_ for the upgrade of the front of the Central Wheatbelt Visitor Centre.*

Mrs Grayston, Acting Executive Manager of Finance and Administration, entered the meeting at 2.58pm.

**Resolution**

Moved Cr Crees

Seconded Cr Carr

***That Council endorse Plan Number 1 as presented in Attachment 12.1A for the upgrade of the front of the Central Wheatbelt Visitor Centre.***

**AMENDMENT**

Moved Cr Forbes

Seconded Cr Carr

***That the plan in Attachment 12.1A include all artificial turf in both sections.***

**LOST 4/5**

**THE ORIGINAL MOTION WAS PUT**

Moved Cr Crees

Seconded Cr Carr

***That Council endorse Plan Number 1 as presented in Attachment 12.1A for the upgrade of the front of the Central Wheatbelt Visitor Centre.***

**LOST 6/3**

Mrs Grayston, Acting Executive Manager of Finance and Administration, left the meeting at 3.24pm.

Mrs Grayston, Acting Executive Manager of Finance and Administration, entered the meeting at 3.27pm.

- 30553**                    **Resolution**  
Moved Cr Townrow                    Seconded Cr Young  
***That Council reallocate the Regional and Local Community Infrastructure Program \$30,000 funding to playground equipment at the Merredin Regional Community and Leisure Centre.***

**CARRIED 7/2**

**REASON:**            As the funds were required to be expended by 30 June 2011 and the Plans presented in the Agenda Item were not consistent with the CBD Plan, Council resolved to allocate the funds to a different project which could be undertaken within the required timeframe.

Mr Garrett, Executive Manager of Engineering Services, left the meeting at 3.31pm.

- 30554**                    **Resolution**  
Moved Cr Townrow                    Seconded Cr Young  
***That Council adjourn the meeting at 3.30pm.***

**CARRIED 9/0**

- 30555**                    **Resolution**  
Moved Cr Crees                        Seconded Cr Morris  
***That Council reconvene the meeting at 3.48pm.***

**CARRIED 9/0**

**13.0 FINANCE AND ADMINISTRATION**

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**13.1 MONTHLY FINANCE REPORT**

<b>Reporting Department:</b>	Finance and Administration
<b>Reporting Officer:</b>	Sharon Grayston – Acting Executive Manager, Finance and Administration
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Monthly Finance Report

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**Background**

The Monthly Finance Report is attached for Council's information. (Attachment 13.1A).

**Statutory/Policy Implications**

Local Government Act 1995 and Financial Management Regulations.

**Financial Implications**

As outlined in Attachment 13.1A.

**Officer's Recommendation / Resolution**

**30556** Moved Cr Young                      Seconded Cr Forbes

***That Council receive the Monthly Finance Report for January 2011.***

**CARRIED 9/0**





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**13.3 2010/2011 BUDGET REVIEW**

<b>Reporting Department:</b>	Finance and Administration
<b>Reporting Officer:</b>	Sharon Grayston – Acting Executive Manager, Finance and Administration
<b>Legislation:</b>	Local Government Act 1995, Local Government (Financial Management) Regulations 1996
<b>File Reference:</b>	2010/2011 Budget
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Budget Review

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**Background**

Local Governments are required to conduct a Budget Review in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996. These Regulations state:

1. *“Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*
2. *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
3. *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*  
*\*Absolute majority required.*
4. *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.”*

A Budget Review for the period ending 31 December 2010 has been completed and is presented for Council’s consideration as **Attachment 13.3A**.

**Comment**

In adopting the 2010/2011 Budget, Council, as required, adopted a level of material variances for reporting purposes (**CMRef 30376**). The level of material variance reporting set by Council is \$5,000 for income (-) and expenditure (+). Staff have used this variance in their analysis.

The nature of the review is to predict estimates of material variations likely to occur as at 30 June 2011. Variances of less than \$5,000 between budgeted and predicted figures (whether expenditure or income) are not considered as part of the overall Budget Review. Variations where the income and expenditure directly offset each other have not been included as there is no net effect on the Budget position. A variance analysis for figures greater than \$5,000 are provided in the Attachment.

Review

Staff have reviewed the 2010/2011 Budget document and made the following points:

1. Transfers to/from Reserves will occur in June 2011;
2. Detailed review of Rates Outstanding Debtors is ongoing. Several significant debtors have been recouped due to the properties being on-sold. Several others are in various stages of legal recourse. A strict debt collection policy has been applied in order to minimise the potential for further debt to accrue;
3. Insurance considered in aggregate is as per budgeted figures;
4. Depreciation figures were best estimate during the budget preparation period. Some variances occur due to the purchase/development of assets later in the year where depreciation was budgeted for the full year; and
5. A detailed variance analysis against each Schedule and Account is provided in the Attachment which highlights the End of Year Predicted Budget, suggested Budget Amendments and Recommended Budget.

Overall Budget Effect

The overall effect of the above variances upon the 2010/2011 Annual Budget is provided in **Attachment 13.3A**.

**Statutory/Policy Implications**

Financial Management Regulations.

**Financial Implications**

Nil.

**Officer's Recommendation / Resolution****30558**

Moved Cr Young

Seconded Cr Forbes

***That Council receive the 2010/2011 Budget Review and adopt the recommended Budget figures as presented in Attachment 13.3A.***

**CARRIED 9/0**

Mrs Grayston, Acting Executive Manager of Finance and Administration, left the meeting at 4.10pm.

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**13.4 REVIEW OF STRUCTURE AND EFFECTIVENESS OF WALGA STATE COUNCIL AND ZONES**

<b>Reporting Department:</b>	Administration
<b>Reporting Officer:</b>	Greg Powell – Chief Executive Officer
<b>Legislation:</b>	Local Government Act 1995
<b>File Reference:</b>	GR/17/11
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Discussion Paper

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**Background**

A working group has been formed to undertake a full review of the Association's governance and representational structures. Conducting a full review is an outcome of the Association's strategic plan 2010-2015 and was an action of the 2010 Zone Roundtable.

A discussion paper has been developed to consider a range of options that could be pursued to improve the effectiveness of the Association's governance and representational structures. The discussion paper is attached as **Attachment 13.4A**.

A number of options are presented that would require amendment to the Association's Constitution or Corporate Governance Charter. There are also other options to improve the effectiveness of the Association's governance and representational structure that would not require structural change.

The Association is seeking submissions on the options presented in the paper as well as any other relevant matter. A list of reform options are presented on the following page to assist with the preparation of submissions.

Submissions on the attached discussion paper are requested by 21 February 2011.

Following the close of submissions, the Working Group will consider submissions and a position paper will be developed for Zone and State Council consideration.

**Comment**

The key issues for consideration commence at Section 7 of the attachment on page 16.

#### Reduction in the size of State Council

The current State Council comprises 25 members being 12 from the rural areas and 12 from the metropolitan area and the State President. This outcome is historical in nature and goes back to the formation of WALGA where it was seen as necessary to have equal representation from rural and urban areas. It could be argued that this number is excessive, unwieldy and not cost effective in terms of administration and support.

A reduction could be achieved by either a reduction in the number of State Councillors or zones and perhaps a reduction in both is worthy of consideration.

It is suggested that Council support the reduction of the number of State Councillors and that all means outlined in the discussion paper, ie numbers per zone and the number of zones be given consideration.

#### Two tier governance structure

A problem that may emerge with a two tier structure is that there could be a disconnect between the tiers leading to a lack of information across the structures and decision making without reference to the entire decision making body.

In the interest of efficiency an executive committee could be supported but with proviso ensuring that communication protocols and appropriate delegations are in place.

#### Election of State President

Options are that the State Council elect the President and Deputy or the position be filled at the AGM by the membership.

No recommendation is made as either alternative provides an outcome although an election at large may be seen as more inclusive of the membership.

#### Zones

Because of the reasons outlined in the discussion paper, zone boundaries should be reviewed.

A review of the rationale for the formation of zones is also supported.

A criticism is that the zones are seen to rubber stamp the State Council decision making process rather than be seen to initiate issues for consideration by State Council.

The role of the zones should be enhanced rather than reduced to that of electing representatives as suggested in the discussion paper. Matters outlined in Section 8 of the discussion paper, including sitting fees etc, should be addressed as part of a review of zones with a view to all zones operating in a similar manner.

**Statutory/Policy Implications**

Nil.

**Financial Implications**

A reduction in subscription fees may result should the review determine that there is a reduction in the number of State Councillors although an increase in costs could eventuate should the State Council and Zones meet with increased frequency.

Cr Carr left the meeting at 4.13pm.

**Officer's Recommendation / Resolution****30559**

Moved Cr Young

Seconded Cr Crook

***That the Western Australian Local Government Association be advised that:***

- 1. Council supports the reduction of the number of State Councillors and that all means outlined in the discussion paper, i.e. numbers per zone and the number of zones be given consideration;***
- 2. an executive committee could be supported but with proviso ensuring that communication protocols and appropriate delegations are in place;***
- 3. no recommendation is made as either alternative provides an outcome although an election at large may be seen as more inclusive of the membership; and***
- 4. the number, size and operation of Zones be reviewed to ensure increased relevance and consistency.***

**CARRIED 6/2**



**14.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**15.0 QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN**

Nil.

**16.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**16.1 Electrified Fence – 31 Jackson Way, Merredin

Refer to Page 28 for information on this Agenda Item.

**17.0 MATTERS BEHIND CLOSED DOORS**

- 30561** Moved Cr Young Seconded Cr Morris  
*That Council proceed behind closed doors to discuss a confidential matter in accordance with Section 5.23(2) of the Local Government Act 1995.*

**CARRIED 9/0**

Council moved behind closed doors at 4.20pm.

Mr Powell, Chief Executive Officer, and Mrs Green, Executive Assistant, left the meeting at 4.22pm.

- 30562** Moved Cr Young Seconded Cr Crook  
*That Council resumes in open session.*

**CARRIED 9/0**

Council moved from behind closed doors at 4.40pm.

Mrs Green, Executive Assistant, entered the meeting at 4.41pm.

Mr Powell, Chief Executive Officer, entered the meeting at 4.44pm.



17.1 Chief Executive Officer's Performance Appraisal - 2010**Resolution**

30563

Moved Cr Morris

Seconded Cr Young

***That Council:***

- 1. receives the Chief Executive Officer's annual Performance Review report for the review period 5 January 2010 to 12 January 2011, and endorses the rating of 'Highly Satisfactory';***
- 2. adopts the draft Key Result Areas and indicators for 2011 as presented in Attachment 17.1A;***
- 3. considers the Remuneration Report as presented in Attachment 17.2A, offers Option 1; and***
- 4. schedules the next review of performance to be commenced by 18 November 2011 and completed by 5 January 2012.***

**CARRIED 9/0****18.0 CLOSURE**

There being no further business the Shire President declared the meeting closed at 4.47pm.