



Western Australia

Minutes for the Ordinary Meeting of the Murchison Shire Council,
held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
on Friday **19 August 2016**, commencing at 10.05 am.

TABLE OF CONTENTS

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	3
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	3
	Councillors.....	3
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	3
4.	PUBLIC QUESTION TIME	3
4.1	Standing Orders	3
5.	NEXT MEETING.....	3
6.	APPLICATIONS FOR LEAVE OF ABSENCE.....	3
7.	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS	3
8.	CONFIRMATION OF MINUTES	4
8.1	Ordinary Council Meeting – 15 July 2016	4
9.	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION.....	4
10.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	4
11.	ACTION LIST	4
12.	DISCLOSURE OF INTERESTS.....	6
13.	REPORTS OF OFFICERS.....	6
13.1	Monthly Plant Report – Works Supervisor	6
13.2	Works Report – Works Supervisor 10/07/2016 – 13/08/2016.....	7
21.2	Urgent Business - Call for Public Tenders for 2016/17 Bitumising Works.....	9
14.	ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED	12
14.1	Shire President.....	12
14.2	Councillors.....	14
15.	REPORTS OF COMMITTEES	16
	Bridge Opening Committee Meeting 11 August 2016 – refer attached minutes	16
16.	FINANCE.....	16
16.1	Financial Activity Statements June 2016	16
16.2	Accounts Paid during the period since the last list was adopted/endorsed by Council	18
16.3	Financial Activity Statements July 2016.....	19
16.4	Corporate Business Plan 2016 - 2020	20
16.5	Budget 2016 - 2017	21
17.	DEVELOPMENT	25
17.1	Rainstar Holdings Pty Ltd Trading as Wooleen Station - Licensing of Caravan Park Facilities	25
18.	ADMINISTRATION.....	27
18.1	Ward Review	27
18.2	Policy Manual Amendments – Planning and Building Controls	30
19.	NOTICE OF MOTION	32
20.	CEO ACTIVITY REPORT	33
21.	URGENT BUSINESS	34
22.	ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS.....	34
22.1	RFT 1.2016-17 Shire of Murchison Freight Service.....	34
23.	MEETING CLOSURE.....	35

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 10:05 am.

The President welcomed the attendance of Paul Squires, and mentioned that there was a CSIRO hosted lunch and talk at 1.00 pm at the Sportsman's Club to update the community on the Murchison Radio-Astronomy Observatory project.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors

President Mark Halleen
Deputy President Rossco Foulkes-Taylor
Cr Simon Broad
Cr Miles Williams
Cr Andrew Whitmarsh
Cr Emma Foulkes-Taylor

Staff

Dianne Daniels – Chief Executive Officer
Brian Wundenberg – Works Supervisor
Linda Gray – Deputy Chief Executive Officer (Minute Taker)

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

Nil.

4.1 Standing Orders

Council Decision:

Moved: Councillor Broad

Seconded: Councillor Williams

That the following Local Law-Standing Orders 2001 be stood down:

- 8.2 Limitation on the number of speeches
- 8.3 Duration of speeches

Carried:

For: 6

Against: 0

5. NEXT MEETING

16 September 2016.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Council Decision:

Moved: Councillor Broad

Seconded: Councillor Whitmarsh

That Cr Miles Williams be granted Leave of Absence for the meeting of 16 September 2016.

Carried

For: 6

Against: 0

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Request for Tender 1.2016-17 Shire of Murchison Freight Service pursuant to 5.23 (2) c & e of the Local Government Act 1995 –

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;

8. CONFIRMATION OF MINUTES

8.1 Ordinary Council Meeting – 15 July 2016

Background:

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

Recommendation:

That the minutes of the Ordinary Council meeting held on 15 July 2016 be confirmed as an accurate record of proceedings

Cr Broad spoke briefly regarding the wording of Item 14.2 in regard to the State Council meeting in Perth on 5 July, that; "The President and Tony Brown have historically chaired the Policy Forums, but chairs will now be elected from within". He wanted to clarify that they do not "chair" the Forums but have historically appointed chairs to the Forum.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor R Foulkes-Taylor

Seconded: Councillor E Foulkes-Taylor

That the Minutes of the Ordinary Council meeting of 15 July 2016 be confirmed as an accurate record of proceedings, subject to amending the wording at Item 14.2 from 'The President & Tony Brown have historically chaired the Policy forums, but chairs will now be elected from within.' to 'The President & Tony Brown have historically appointed chairs to the Policy Forums, but chairs will now be elected from within.'

Carried:

For: 6

Against: 0

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

CSIRO 1:00 pm

Mid West Development Commission 2:00 pm

11. ACTION LIST

No	Item	Action	Status
1	Community Project Officer	Still sitting on the table. Meeting held 11 th March 2016 and recommendations presented to Council at the April OCM – the item was left to lay on the table while Council explored other options.	Ongoing

2	Ballinyoo Bridge Tender	Complete – Certificate of Practical Completion Issued. Waiting on final invoices. Final Variations agreed – final cost will be available by the end of June.	A late variation claim has been made by Bocol which has been disputed by the Shire and is sitting with the Adjudicator.
3	Cemetery and Remembrance Walk (walk)	Completion of the cemetery and names for the remembrance walk. Community to be contacted to suggest names for inclusion. Community Advisory Group to advise Council on these projects. Invitation sent to CAG to meet on Friday 3 June. A surveyor will be at the Murchison Settlement shortly to survey the tip, so will plan to have the Cemetery done as well. <i>Action:</i> The work to be completed by surveyor to include Cemetery as well. Meeting held 3 June 2016.	Ongoing.
4	Review of Road Network	Council to conduct a whole of shire road review. Establish roads to be closed/position of roads etc. and work with Landgate and surrounding shires. Full road pick-up has been undertaken by Greenfields and has been finalised – this was mainly to establish correct infrastructure values but will form a good basis from which to start. As an adjunct to this, the CEO was hoping to do a review of the Internal Hierarchy for this meeting, but it has turned out to be more complicated than first thought. The status (ie a road defined by description; a dedicated road; a gazetted road; a closed road) of roads no longer maintained needs to be identified before the Shire can progress with this. Undesignated unsurveyed roads were bought up as a discussion point at the May zone meeting. Paul Rosair did a presentation to the March OCM, which was dis-cussed at the April OCM.	Ongoing.
5	Development of Draft Drug & Alcohol Policy	CEO to develop a draft Drug & Alcohol Policy to present to council for consideration. The intention once the present workload is divided more equitably, to undertake a full review of the Policy Manual and develop a Drug & Alcohol Policy as part of this process. The CEO has asked LGIS if they have a pro-forma policy that can be adapted to suit our circumstances. They are currently working in conjunction with WALGA to develop one and it will be available in the short term. The President has forwarded a policy which is a WALGA template. If it is suitable, it refers to a Discipline Policy and a Grievance, Investigations and Resolutions Policy, which we will also need to develop.	Met with Katherine Kempin Senior OSH Consultant, LGIS Workforce Risk Services and Stuart McMahon during LG Convention week to discuss Drug & Alcohol Policy. Referred to Scott Roffey who would be able to provide a proforma policy that could be tailored to suit the Shire's requirements.
6	Write to Dr Douglas Bock, Acting Director CASS	At the OCM on July 19 2016, Antony Schinckel and Carol Wilson joined the meeting by teleconference to discuss the Radio Quiet Zone. Questions were asked regarding the future of the Boolardy lease	Letter emailed to Dr Bock Friday 12 August 2016. Councillor's cc'd.

P.27 Volvo Loader	2006	MU 65	7942	7942	7971	29	29	154.46	870.82
P.28 Isuzu Dmax	2009	MU 300	209207	209207	210812	1605	1605	0.00	158.05
P.32 Construction Gen			22437	22437	22572	135	135	12.89	384.77
P.33 Maintenance Gen			9098	9098	9146	48	48	577.08	82.64
P.34 Generator Perkins		Mechanic	151	151	151	151	0	0.00	0.00
P.35 Generator 1-110kva	2011		24201	24201	24649	448	448	6881.22	7133.00
P.35 Generator 2-110kva	2011		16826	16826	17211	385	385		
P.37 Forklift			12443	12443	12468	25	25	0.00	56.82
P.40A Toyota Hilux	2014	MU 01	61055	61055	64800	3745	3745	466.20	551.62
P.41 Cat 938G Loader	2004	MU 193	5315	5315	5365	50	50	0.00	219.00
P.43 Bomag Roller	2012	MU1027	1496	1496	2988	1492	1492	69.19	196.28
P.48 Dog Fuel Trailer	1979	MU 2026	0		0	0	0	0.00	n/a
P.49 Dog Fuel Trailer	1972	MU 2005	0		0	0	0	0.00	n/a
P.54 Isuzu T/Top	2005	MU 1002	171821	171821	173127	1306	1306	326.92	222.10
P.55 Toyota Prado	2012	MU 0	71388	71388	73803	2415	2415	0.00	213.83
P.57 Great Wall	2012	MU 167	54225	54225	54910	685	685	137.40	69.21
P.59 45ft Flat Top	1978	MU2044	0		0	0	0	360.68	n/a
P.60 Mercedes PTV	2004	MU 1009	102020	102020	102103	83	83	81.68	0.00
P.61 Kenworth P/Mover	2004	MU 000	76906	76906	79012	2106	2106	6258.98	2136.24
P.63 RAV4	2013	MU 1011	35031	35031	35800	769	769	0.00	29.58
P.64 Isuzu Construction	2013	MU 140	95645	95645	99481	3836	3836	12.99	1164.19
P.65 Generator 9KVA	2013	H/ Maint	5440	5440	5532	92	92	0.00	305.77
P.66 Kubota 6kva Gen	2012		9948	9948	10343	395	395	8.49	476.21
P.67 Roadwest S/Tipper	2013	MU2042	58719	58719	59454	735	735	3726.00	n/a
P.68 Bomag Padfoot	2013	MU1071	1595	1595	1606	11	11	536.87	100.20
P.72 Isuzu Fire Truck	2013	MU1068	1353	1353	1353	0	0	0.00	0.00
P.73 Toyota Fast Attack	2014	MU1069	8900	8900	8900	0	0	0.00	0.00
Caravans				n/a	n/a	n/a	n/a	280.59	n/a
P11076 JD Ride on mower			795	795	800	5	5	-18.95	249.82
P15006 Isuzu Maint	2015	MU1018	15842	15842	18195	2353	2353	921.04	559.88

13.2 Works Report – Works Supervisor 10/07/2016 – 13/08/2016

Construction Crew

Crew commenced scheduled works at the Ballinyoo Bridge which included setting up a car parking area at the old bridge and constructing a footpath from the old bridge to the caravan parking area at the new bridge. Work was stopped due to rain and all equipment and plant was then moved up to the Yarra Yarra crossing on the Carnarvon/Mullewa road approx. 3km south of Byro.

The approaches on both side of the Yarra Yarra crossing were cut down approx. 450mm and .200mm of new gravel was placed back in and butted up to the new concrete crossing. From here crew moved plant, caravans and equipment over to Beringarra and then started on a 1.3km section of reforming and calcrete sheeting on the western end of the Nookawarra/Mileura road. This section was very slippery and held up services (Mail, fuel etc) to Stations in the area.

With the completion of the 1.3km section crew then moved over to the Beringarra-Pindar road and started on the next job of placing in new contour banks and bunds and the sheeting of some low flood-way sections (boxed out then replaced with calcrete) north of Nookawarra.

At the boundary grid of Beringarra/Nookawarra (picked up in this year's road inspection) water contouring at this grid is required. (Water was directed to flow through a 12ft culvert flow through type grid) A new floodway is required on the north side of this grid to take all water across and not through the grid culvert.

A contour bank was also built to direct water from the new floodway away from the boundary fence.

While in the area crew will also grade the Nookawarra air-strip which is approx. 7km north of Nookawarra.

With the completion of the above, the crew will then start the next works program of rocking the down side of a small creek and river crossings on the Beringarra-Byro and Beringarra-Mt Gould roads. (The Flood Damage road repair crew sheeted the crossings but the placing of rocks was not in the flood repair works).

Maintenance Crew

The maintenance crew are now grading the Carnarvon-Mullewa road north of the Settlement. As of today's date (11/08/2016) they are at the Byro-Innouendy boundary grid.

Crew had graded as far as the Beringarra/Byro intersection on the Carnarvon-Mullewa road then moved over to Byro-Woodleigh road but due to some heavy rain they returned back to the Carnarvon-Mullewa road. They will now complete a full grade to the boundary and then move back to the Byro-Woodleigh road.

From here crew will move down to the southern/middle area of the shire and start grading the Meeberrie-Wooleen road (some sections of this road have received heavy rain). From here they will work their way over to Boolardy grading all roads (Wooleen-Twin-Peaks, Wooleen-Mt Wittenoom, Wooleen-Boolardy) and then start a full grade on the Beringarra-Pindar road from Boolardy-Kalli road heading south (Flood Damage crew are doing a full grade from Beringarra to the Boolardy-Kalli road intersection and as of 11/08/16 they are approx. 10km north of the Nookawarra/Boolardy grid.

ROADS GRADED 10/07/2016 – 11/08/2016

Name	Length of Road	SLK's Graded this month	Heavy Maintenance	Comments
Beringarra /Pindar	319.80km			
Beringarra /Pindar				
Erong	63.12km			
Beringarra/Byro	90.89km			
Twin-Peaks/Wooleen	47.65km			
Boolardy/Kalli	57.30km			
Byro/Woodleigh	71.00km			
New Forrest/Yallalong	36.18km			
McNabb/Twin Peaks	49.75km			
Yallalong-West	34.46km			
Mileura/Nookawarra	49.08km			
Muggon	38.75km			
Manfred	34.55km			
Beringarra/Mt Gould	34.80km			
Tardie/Yuin	13.20km			
'Inouendy	9.30km			
Boolardy Homestead	2.00km			
Yunda Homestead	32.80km			
Meeberrie Wooleen	25.22km			
Mt Wittenoom	37.55km			
Wooleen/Mt Whitnoom	33.85km			
Beringarra Cue	109.82km			
Boolardy Wooleen	19.08km			
Kalli Cue East	21.87km			
Coodardy Noondie	19.92km			
Butchers Track	64.54km			
Butchers Muggon	23.80km			

Murchison Settlement	2.00km			
Coolcalalaya road	36km			
Carnarvon-Mullewa	278.63km	130km		Some sections graded over again due to rain damage.
Mt Narryer	3km	3km		
Woolgorong-South	15.00km	12km		
Errabiddy Bluff	12km			
Air strip Graded				

Total this month graded 145km

Recommendation:

That the Work's Supervisor's report be accepted.

The Works Supervisor mentioned a couple of errors in the machinery hours tabled, and also gave a further analysis to the meeting. There was a question in regard to the side tipper and the pin, and was advised that he was still waiting on feedback. A Report had been done.

The President queried the straightening of the corner near the Nookawarra Homestead, and the meeting discussed the need for signage. Improved signage for the Museum at the Settlement was also mentioned.

There was a discussion on the access to gravel pits and the negotiation with the Department of Parks and Wildlife. It was clear that permission would not be given to access new areas on the Departmental leases for gravel pits unless potential alternative sources were investigated, likely impacts assessed and a pit management plan provided. The President had just attended the Regional Road Group and the same issue was everywhere.

Council Decision:

Moved: Councillor Whitmarsh

Seconded: Councillor R Foulkes-Taylor

That the Work's Supervisor's report be accepted.

Carried:

For: 6

Against: 0

The meeting adjourned for Morning Tea at 10.30 am.

The meeting reconvened at 11.05 a.m.

The order of business was changed to bring 21.2 Bitumising Works forward whilst the Works Supervisor was present.

Council Decision:

Moved: Councillor Broad

Seconded: Councillor R Foulkes-Taylor

That the order of business be changed to bring 21.2 Urgent Business – Call for Public Tenders for 2016/17 Bitumising Works forward.

Carried:

For: 6

Against: 0

21.2 Urgent Business - Call for Public Tenders for 2016/17 Bitumising Works

File:	4.53
Author:	Dianne Daniels
Interest Declared:	No interest to disclose
Date:	19/08/2016
Attachments:	Consultants Report

Matters for Consideration:

1. That Council call for public tenders for 2016-17 bitumising works as per the 2016-17 Capital Works Program;

2. That Council delegates the determination of the selection criteria for tenders to the CEO;
3. That Council establish an evaluation panel for evaluating tender responses.

Background:

The Shire of Murchison Purchasing Policy states, at 5.4.1.1 that:

In the event that the Shire of Murchison elects to call a public Tender:

- Before Tenders are publicly invited, the Local Government must record the decision to invite Tenders (which is to be recorded in the Tender Register) and must determine in writing the criteria for deciding which Tender should be accepted.
- The Evaluation Panel must be established prior to the advertising of the Tender and include a mix of skills and experience relevant to the nature of the purchase. For Tenders with a total estimated value (ex GST) of between \$40,000 and \$149,999, the Evaluation Panel must contain a minimum of two (2) members. For Tenders with a total estimated value (ex GST) of \$150,000 and above, the Evaluation Panel must contain a minimum of three (3) members.
- The Evaluation Panel must assess each Tender response that has not been rejected for non-compliance by means of a written evaluation to determine which response is most advantageous.

Comment:

The Shire of Murchison has budgeted for the following bitumising works for the 2016-17 financial year:

Project Name	\$
Infrastructure	
Cap-Ex - Bitumise 4km Carnarvon Mullewa Road through Breakaway SLK 146.535-149.535 2.973km R2R 16/17	\$169,781
Cap-Ex - Bitumise 1km Bullardoo - Dust Suppression SLK 262.420-272.420 1 km R2R 16/17	\$79,831
Cap-Ex - Bitumise 5 km South of Ballinyoo Bridge SLK 236.65-241.675 5km (this - R4R MWIP	\$1,651,639
Cap-Ex - Reseal 20 km South of Settlement - R2R 16/17	\$373,800
Cap-Ex - Bitumise North of Settlement from 500m to Breakaway SLK 149.535-153.390 3.855km - R2R 16/17	\$126,047
Cap-Ex - Bitumise Roads in Settlement - R2R 16/17	\$92,037

The works south of the Ballinyoo Bridge are dependent on the excess funding from the Ballinyoo Bridge being made available to form, sheet and bitumise the Carnarvon Mullewa Road immediately south of the bridge to expend the funds.

It would be sensible to tender all jobs together to get the best value from money and to avoid duplication of mobilisation/demobilisation costs.

Our works crew are scheduled to prepare the surfaces of those works that have already been formed and sheeted and Council may wish to consider varying the Works Schedule so that our crew form and sheet the road immediately south of the Ballinyoo Bridge, if the funding becomes available, rather than contracting that part of the works.

The reason for this is that much of the major works for the Construction Crew for 2016-17 involves road realignments and the process of getting clearing permits for both the realignments and new sources of material is a lengthy process.

Statutory Environment:

Local Government Act 1995 s.3.57

3.57. Tenders for providing goods or services

(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.

(2) Regulations may make provision about tenders.

Local Government (Functions and General) Regulations 1996 – Part 4- tenders for providing goods and services.

Shire of Murchison Purchasing Policy.

Shire of Murchison Buy Local Regional Price Preference Policy

Strategic Implications:

To provide good governance to the Murchison Shire through statutory compliance.

Sustainability Implications

- **Environmental:**
There are no known significant environmental considerations.
- **Economic:**
There are no known significant economic benefits.
- **Social:**
There are no known significant social considerations

Policy Implications:

Refer to:

Shire of Murchison Purchasing Policy, and
Shire of Murchison Buy Local Regional Price Preference Policy

Financial Implications:

Establishment of a Tender Evaluation Panel with skills and experience relevant to the nature of the purchase will ensure good value for money from the contract.

Consultation:

Works Supervisor
WML

Recommendation:

1. That Council call for tenders for the Shire of Murchison 2016-17 Bitumising Program
2. That Council delegates the determination of the selection criteria for tenders to the CEO;
3. That the following people make up the evaluation panel for evaluating the 2016-17 Bitumising Program tender responses:
(TBA)

The CEO advised that the bitumising needed to be completed prior to Christmas due to concerns regarding the summer heat and storms. The Works Supervisor did advise the meeting that he was happy to manage the process once the tender had been allocated, or alternatively, Shire workers could be utilised. This, however, would only happen if there was a delay in the Shire's work programme due to the need to obtain clearing permits. The meeting was keen to see the Shire's work programme stay in place as planned. After consideration, the meeting came to a consensus.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Broad

Seconded: Councillor Whitmarsh

1. That Council call for tenders for the Shire of Murchison 2016-17 Bitumising Program
2. That Council delegates the determination of the selection criteria for tenders to the CEO, in consultation with the engineer preparing the tender documents;
3. That the following people make up the evaluation panel for evaluating the 2016-17 Bitumising Program tender responses:
President Mark Halleen
Deputy President Rossco Foulkes-Taylor
Cr Simon Broad
Cr Miles Williams
Cr Andrew Whitmarsh
Cr Emma Foulkes-Taylor

Carried:

For: 6

Against: 0

The Works Supervisor left the meeting at 11.20 am.

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

The Shire President's report on the recent State Local Government Convention had previously been emailed to the CEO.

The President summarised the report. He spoke to the meeting about the value he receives from attending the convention, especially in regard to issues such as the new policy on Gifts. He also attended the Regional Road Group Breakfast Wednesday morning; one of the main topics discussed was the lack of ability for Local Government to do their work because of red tape and the need for permits in regard to gravel pits and road reserve. He also mentioned the under spending of funding from the Federal Government's Black Spot programme as this funding source is at present under-utilised.

The Shire President thanked the Council for being able to attend and highlighted the value of attendance in regard to meeting people and exchanging good ideas.

The emailed report follows:

Attending the WALGA conference is always a highlight of the year.

Once again Lynne, Ricky and their team put on another fantastic couple of days with great speakers.

My week began on Tuesday with a Mayors and Presidents afternoon and sundowner with Lynne, Ricky and some of her senior WALGA team.

We had a briefing about the gift legislation in which Nick Douglas, from McLeod Barrister's and Solicitors, was involved.

Key points

- 1 There will be no changes to the gift legislation until at least after March next year for obvious reasons*
- 2 Most of what is going on is not new as it is in the LG Act under sections 5.82 and 5.74 and because of what is happening in the city of Perth it is getting enforced harder.*
- 3 You may use your friends and neighbour's equipment or have them give you a hand without declaring*
- 4 Only have to declare gifts from other people even your parent's in-law and cousins, but not your immediate family.*

Tuesday morning, we had a RRG chairs meeting and breakfast.

A lot of discussion on clearing of road reserves both on and off which includes railway line reserves and crossings as a shire may not fix or repair an approach to a railway crossing. There was uncertainty of how to fix this.

DPAW have been given \$1mil a year for road repairs and anything to do with WANDRRA's to cover their trigger point.

Black spot funding once again looks like being under spent by 1.8% in each RRG and over the whole state \$4.1mil under spent. We may get lower road counts through yet.

There is talk of getting a more structured approach to sorting a lot of these problems by having all stake holders in one room to sort all of these problems out (Government, shires, railways, etc)

I then went to the question and answers with the ministers, DGs and CEO's.

I have to apologise for being so vague on this as the page in my note book I wrote everything down on has disappeared, I will commit to memory for this part. (This will teach me to leave things lying around near a telephone)

Most of the DG's thought they knew the Murchison Shire as the whole of the Murchison area and it took some explaining about how we have to function differently due to the fact that we supply all our own services.

First up was Sue Murphy CEO of Water Corp

Question 1 put to her was why we could not get bottled water supplied to us like all the other shires that have undrinkable water. Sue could not get the fact that nobody could drink the water as she kept on saying that baby's and pregnant women couldn't drink the water until it finally sunk in.

Answer; It was not her department but give her a ring and she will put us in touch with the correct department even though Sue said that we will most probably have to supply our own.

Question 2 was about getting funding to help us to establish potable drinking water at the Murchison settlement.

Answer was the same as above.

The second was the DG, Jason Banks, from the DER:

Question 1 was in regards to the maintenance of drains and floodway's on our roads outside of the road reserves.

Answer; That there is a whole of shire maintenance permit which will cover all maintenance on drains, floodway's and bunds outside of the road reserves and extensions on any of the above mentioned in which the shire does not have to have the land holder's permission. This permit lasts for 5 years, all that has to be done is reapply to keep this maintenance permit open before the 5 years is up.

As well, if the shire is building a new road we could get a clearing permit to cover the length and out to 100mts on either side of the new road but we would need the land holder's permission.

Question 2 was regarding access and rehabilitating gravel pits on lease hold country.

Answer: That we do need permission from the land holder and even though there is allowance for mining access the shire does not have the same right as those with miner's licences.

Once a gravel pit has been rehabilitated and we need to reopen we have to apply for another permit. If we don't rehabilitate a gravel pit it is still considered active and there is no need to apply for permits after 5 years.

All clearing permits last for 5 years and take up to 3 months to receive.

The AGM was an experience with all the amendments and debates. One of the amendments to 4.2 Natural disaster was that WALGA fight for our local shires to do WANDRRA's work. This was passed

I won't go through all the speakers but will take out what stood out for me.

Lt Gen David Morrison - retired

Be ready to change at any time as there are time zones in our lives which are: Being in the past, Present and Future.

Reminisce in the past but don't dwell

Be in the present and work with what you have.

Look into the future and be prepared to change if things will work better for you with change.

It does not matter who you are you will leave a legacy behind.

Tanya Dupagne Camp Kulin Manager

Tanya is a young lady who has worked with children in a lot of different parts of the world and has set up a camp in Kulin for children who particularly experienced trauma.

In Australia every 3hrs there is a suicide that is 8 a day, every 13 min a child gets abused and average age for first sexual assault is 9 years' old

Her motto is "Helping 1 person may not change the world but it could change that person"

Rachel Robertson Antarctic Expedition Leader

Antarctic is the driest place in the world as it does not rain and their worst fears is fire because there is no way of putting it out this is why their buildings are so spread out also the buildings are painted in bright colours so that they can be seen in a blizzard.

Rachel asked if there were any Collingwood supporters and no one put their hand up so her comment was What no Collingwood supporters that is why there is no crime.

Her main motto was having "respect" for all and if there was an issue there was to be no triangles just go to that person and sort it out and always be part of the team in the way that everyone gets their hands dirty, just because you're a team leader does not put you above anyone else in doing the hard work.

Last speaker was Michael Crossland who was diagnosed with life threatening cancer at the age of one who spent nearly a quarter of his life in hospital trying new drugs that had only been trialled on animals before. Out of 25 patients, he is the only one that is still alive. He suffered his first heart attack at the age of 12. Michael at the age of 18 ended up in America playing baseball for the big leagues and had to come home because he suffered his second heart attack.

Became involved with banking in which he started out as a greeter at the door.

One day the CEO that covered 4 or 5 banks asked him to come into his office, Michael asked who he was and was told he was the CEO of the bank. Still not understanding he asked what a CEO was, even after it was explained he went into the interview still not knowing.

Last question asked at his interview was what future do you see yourself heading for in this job and Michaels' comment was in 5 years' time I want your job which went down like a lead duck.

Michael lived the high life and nearly had the CEOs job but gave it all up and went travelling around the world to later set up orphanages in Uruguay.

Michael had a doctor's appointment to check on how everything was not long before he came over to the WALGA conference and was discovered to have cancer in his throat, talk about running over a black cat. He was very inspirational for his attitude on life with what he went through and has to face again.

I would like to thank council for the opportunity to go to this convention as I get a lot out of it. Also once again thank you to all for the Eminent Service Award as you don't know how significant it is until you are standing up there on stage with so few.

14.2 Councillors

Both Councillors Emma and Roscco Foulkes-Taylor also reiterated what the Shire President had said about attending the Convention, and had also emailed their reports to the CEO.

Councillor Emma Foulkes-Taylor's report follows:

Report to Council

Local Government Convention August 3-5 2016

I very much enjoyed my first LG Convention as a councillor (rather than a partner) and I thank the Shire for sending me.

Thursday morning kicked off with a bang...literally! There were salsa dancers in feathers and drummers in funny costume and it was all a bit long and over the top to be honest but maybe you had to be male to really appreciate it?

Sir Robin Wales, the Mayor of Newham, London, talked about the importance of engaging your community and keeping decision making local. He highlighted some of the projects his council has been involved in, most significantly the London Olympics and much of the infrastructure around that. After experiencing severe funding cuts Newham is aiming to be as independently financially sustainable with as little reliance on federal funding as possible.

The Australian of the Year, Lt General David Morrison (ret'd) AO, spoke passionately about gender equality and the importance of diversity on boards and councils. He referenced this to the army and how he has worked hard to change the culture of it to be more accepting and respectful of difference. His memorable quote was, "The standard you walk is the standard you accept."

Tanya Dupagne is the founder and manager of 'Camp Kulin', a camp program aimed at helping children aged 8-12 that have experienced dysfunction and/or trauma in their lives. Tanya said she always wondered

why somebody didn't do something and then she realized that she is somebody. Still relatively young, Tanya has achieved extraordinary things in the field of youth work here, and in the US and South Africa. Even though I felt a bit inadequate while listening to Tanya's story she was truly inspirational.

I chose to attend the breakout session titled 'Transparency and Empowerment'. The first half by David Letts, Head of Advisory Services, WA Treasury Corp was mostly over my head to be frank. One of the main messages I picked up was that councils shouldn't be afraid of borrowing money when they need to. The second half, presented by David Hammond from an NZ consultancy company, was slightly more interesting. He also talked about the importance of getting the community involved in council projects. I learnt that NZ has only 2 levels of government but their LGs operate community boards of elected members.

The last speaker on the Thursday was former Antarctic expedition team leader Rachel Robertson. Rachel responded to a newspaper advertisement calling primarily for people with certain personal attributes rather than any particular skills. Her address focused on leadership skills as she shared her story on leading the team for a year in Antarctica. Her messages were; 'Turn moments in to momentum' - Big leaders focus on small moments; 'No Triangles' - Don't talk to me about him/her...if you have a problem with someone speak to them directly and; Respect Trumps Harmony - you won't like all the people all the time but you can treat everyone with respect. She also talked about what she terms 'Bacon Wars' and why it's critical to major in the minor things in order to discover what the real issues are.

We had a very enjoyable council dinner at 'The Chop House' on Thursday night.

The first session on the second day (Friday) was facilitated with aplomb and humour by journalist Liam Bartlett. Panelists were: the CEO of St John Ambulance, Tony Ahearn; the Ass. Director General, Public Health Div, Dept of Health, Prof Tarun Weeramanthri and; the CEO of Harvey Shire, Michael Parker.

All speakers were interesting and a couple of take away messages were:

- *Local Govt is an important part of the new Public Health Act*
- *In a crisis or emergency communicate to people the following:*
 - *What you know*
 - *What you don't know*
 - *What you are doing*
 - *What you want them to do*
 -

As Liam Bartlett said, 'It sounds refreshingly like honesty'.

- *The secret of getting ahead is getting started.*
- *Don't downplay your local knowledge.*
- *Don't interrupt self-organisation*
- *Adaptive, not heroic leadership- we don't need heroes in an emergency, we need individuals working well within the recovery process.*
- *Don't set up your emergency station on the local oval- it costs a fortune to repair and takes out an important community facility for a long time!*

*Submitted by
Cr. Emma Foulkes-Taylor
Aug 16th 2016*

Councillor Rosco Foulkes-Taylor's report follows:

***Report to Council
Western Australian local Government Convention 2016***

The Shire of Murchison supported me in attending this year's WALGA convention. I found it worthwhile and I thank them for affording me this opportunity.

As I have found at most previous conventions, the most constructive aspect is the interaction with my fellow Councillors, Mayors and Presidents from throughout Western Australia, as well as catching up with the WALGA and Local Government Department staff that guide and assist us.

I attended the WALGA AGM at which the LG Minister Tony Simpson and the opposition spokesman for LG gave presentations. Both presentations were OK, although a bit high on politics and low on substance. If you believe both speeches, following the upcoming state government election the relationship between state and local governments will return to a more mutually respectful position. There was plenty of debate on different topics, the main one being the Development Assessment Panels (DAPS). The motion to abolish DAPS was lost. I am happy to speak further on this if anyone is interested.

I attended sessions on emergency management, leadership, and accountability and organisation culture and found something useful in all of them.

The Murchison Shire President is to be congratulated on receiving a WALGA Eminent Service Award for his many years of commitment to the Murchison Council.

Submitted by:
Cr Roscco Foulkes-Taylor
August 19th 2016

Councillor Broad also thanked the Council for being given the opportunity to attend what was a very worthwhile event. It was worth the effort for the networking opportunity.

Councillor Williams – no meetings attended.

Councillor Whitmarsh – no meetings attended.

15. REPORTS OF COMMITTEES

Bridge Opening Committee Meeting 11 August 2016 – refer attached minutes

The President spoke about the meeting at the Bridge with Peter Bishop, from Reece's Event Hire and that it was a very productive meeting. All arrangements are coming together well. He mentioned that Vincent Catania will be flying in for the Opening and is happy to offer a lift to anybody travelling from Carnarvon. He will be here to officially open the Ballinyoo Bridge.

Car parking should not be an issue.

16. FINANCE

16.1 Financial Activity Statements June 2016

File:	
Author:	Linda Gray – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	16 August 2016
Attachments:	Financial Activity Statements to 30 June 2016 Statement of Financial Position Operating Statement by Nature & Type Operating Statement by Program General Ledger Trial Balance Accounts Activity

Matter for Consideration:

Council to consider adopting the Monthly Financial Statements for June 2016, noting that the Surplus of \$1,551,517 may be subject to final adjustments.

Background:

The Local Government (Financial Management) Regulations 1996 Regulation 34 requires that local government report on a monthly basis and prescribes what is required to be reported.

Comment:

The Current Position at 30 June 2016 is a surplus of \$1,551,517.

Variations – YTD Budget to YTD Actual

Opening Funding Surplus(Deficit)	0
Less Operating Revenues down	(\$7,178,377)
Plus Operating Expenditure down	\$3,701,836
Plus Funding Balance Adjustment	87,406.00
Less Capital Revenue down	(\$400,567)
Plus Capital Expenditure down	\$2,547,876
Plus Reserve Transfers up	\$2,793,343
	\$1,551,517

Note that the June Financial Statements will require adjustment once the three yearly revaluation of Plant and Equipment done in 2016 is complete. These are being prepared now, and any increment or decrease in valuation will be included in the final EOFY Financial Statements.

The delay in receipt of the WANDRRA funding is reflected in the amount shown against creditors at the end of June (\$1,411,853) and will be shown in the Statement of Financial Position in the Shire of Murchison's Annual Report. All invoices were paid within the terms of payment, but the delay in funding had to be managed carefully by the Shire.

The following Term Deposits are currently held as at 30th June 2016:

Beringarra- Cue Road Reserve TD	\$752,513	@ 1.000% Maturity 17/07/2016
Crosslands MCF Term Deposit	\$361,058	@ 2.750% Maturity 25/08/2016
Ballinyoo Bridge	\$1,027,160	@ 2.060% Maturity 27/07/2016

Statutory Environment:

Local Government Act 1995

Section 6.4—Specifies that a local government is to prepare “such other financial reports” as is prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- (b) Budget estimates to the end of month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and
- (e) The net current assets at the end of the month to which the statement relates.

Strategic Implications:

Nil.

Policy Implications:

Nil.

Budget/Financial Implications:

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue and overall results against budget targets.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Consultation:

Moore Stephens

Recommendation:

That Council adopt the financial statements for the period ending 30 June 2016 as attached.

Voting Requirements:

Simple majority.

As the Deputy Chief Executive Officer was taking the Minutes, the Chief Executive Officer gave a brief analysis of the financial statements presented. She reiterated that the June 30 surplus is subject to final adjustments and noted that some recently presented June invoices amounting to \$13,500 would need to be accrued, which will reduce the surplus.

The meeting queried the interest rate of 1% which was for a very short rollover period, and were advised that it was correct and a higher rate was being sourced.

Council Decision:

Moved: Councillor Broad

Seconded: E Foulkes-Taylor

That Council adopt the financial statements for the period ending 30 June 2016 as attached.

Carried:

For: 6

Against: 0

16.2 Accounts Paid during the period since the last list was adopted/endorsed by Council

File:	4.37.1
Author:	Linda Gray – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	16th August 2016
Attachments:	EFT & Cheque Details for July 2016

Matter for Consideration:

Endorsement of accounts paid during the month of July 2016.

Background:

If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, then the CEO is to prepare a list of accounts paid by the CEO during the month to present to Council.

Comment:

Payments made during the month of July 2016 are attached.

Statutory Environment:

Local Government (Financial Management) Regulations 1996

Regulation 13 states:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Strategic Implications:

None

Policy Implications:

None

Budget/Financial Implications:

Payment from the Municipal, Trust and Reserve Bank Accounts.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Consultation:

Moore Stephens

Recommendation:

That the accounts as per the attached Schedule presented to this meeting totalling \$2,626,141.95 which includes \$46,000 of intra account transfers for the month of July 2016, be endorsed by Council.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Williams

Seconded: Councillor Whitmarsh

That the accounts as per the attached Schedule presented to this meeting totalling \$2,626,141.95 which includes \$46,000 of intra account transfers for the month of July 2016, be endorsed by Council.

Carried:

For: 6

Against: 0

16.3 Financial Activity Statements July 2016

File:	2.2
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	16 August 2016
Attachments:	Nil

Matter for Consideration:

Council to note that the Financial Activity Statement for July 2016 will be presented to Council at the Ordinary Meeting of Council on 16 September 2016, along with the August Financial Activity Statement

Background:

The Local Government (Financial Management) Regulations 1996 - Regulation 34(1) requires that local government prepare a report on a monthly basis and prescribes what is required to be reported.

FM Regulation 34 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:
 - (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - (b) Budget estimates to the end of month to which the statement relates;
 - (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
 - (d) Material variances between the comparable amounts referred to in paragraphs (b) and
 - (e) The net current assets at the end of the month to which the statement relates

Regulation 34(4) allows for the statement of financial activity and accompanying documents to be (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and (b) recorded in the minutes of the meeting at which it is presented.

Comment:

As the Budget is presented for adoption at this meeting, we have been unable to enter it into Synergy as yet and July reports generated would not comply with FM Reg 34 as there is no budget comparative. Once the Budget is adopted, we will enter the figures into Synergy and be back on track to present reports the following month.

Statutory Environment:

Local Government Act 1995

Section 6.4—Specifies that a local government is to prepare “such other financial reports” as is prescribed.

Local Government (Financial Management) Regulations 1996 Regulation 34 (refer background information above)

Strategic Implications:

Nil.

Policy Implications:

Nil.

Financial Implications:

Nil

Consultation:

Nil

Voting Requirements:

N/A – The item is for Council’s information and for the record.

16.4 Corporate Business Plan 2016 - 2020

File:	4.39
Author:	Dianne Daniels - Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	16 August 2016
Attachments:	Draft Corporate Business Plan 2016 – 2020

Matter for Consideration:

Consideration of the Draft Corporate Business Plan 2016 – 2020 for adoption by Council.

Background:

The Shire of Murchison’s Strategic Community Plan 2012 – 2023 was prepared following a period of community engagement to determine and document the community’s vision, aspirations, and values to cover the 10 years of the plan. Within the Strategic Community Plan, four community well-being priorities were identified, being Economic, Environmental, Social and Civic Leadership. Desired outcomes were developed for each strategic goal and strategies established to achieve each desired outcome. The Strategic Community Plan underwent a desktop review in June 2015 and will be due for a full review by May 2017.

Achieving the community’s vision and Shire’s strategic goals requires development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required due to limited resources. The planning process is formalised as a Corporate Business Plan.

Comment:

The Corporate Business Plan has been prepared to achieve compliance with the Local Government (Administration) Regulations 1996. The plan is informed by the Strategic Resourcing Plan and the Workforce Plan and forms part of the required Integrated Planning and Reporting Framework introduced by the Department of Local Government.

The Plan prioritises the actions to be undertaken for each strategy from the Strategic Community Plan on pages 11 – 15. Planned capital projects are shown at Appendix A on pages 16 and 17 and completed capital projects are shown at appendix B on pages 18 and 19.

The Plan aims to develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

Statutory Environment:

Section 5.56(1) and (2) of the Act requires that each local government is ‘to plan for the future of the district’, by developing plans in accordance with the regulations.

The regulations specify what a ‘plan for the future’ should involve. In particular, local governments are formally required to develop and adopt two planning instruments:

A Strategic Community Plan, and

A Corporate Business Plan.

The development of these two plans are informed by the Strategic Resourcing Plan and the Workforce Plan.

Strategic Implications:

Achieving the community’s vision and Shire’s strategic goals requires development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required due to limited resources. The planning process is formalised as a Corporate Business Plan.

Policy Implications:

Nil

Financial Implications:

The Corporate Business Plan informs the 2016 - 2017 Budget.

Consultation:

Moore Stephens

Recommendation:

That the Shire adopts the Corporate Business Plan 2016 - 2020.

The CEO spoke about the strategic requirements, and the regulations, and went through the document with the Council. There was a general discussion about measuring outcomes, and the meeting was advised that both the Museum and the Roadhouse had been asked to record visitors.

A question was asked as to where issues such as access to health checks sat within the Corporate Business Plan, and that social development should be considered in regard to maintaining services that had occurred in the past, such as a doctor’s visit twice a year when they used to fly in from Mount Magnet.

The meeting thanked the CEO for the compilation of the Corporate Business Plan 2016 – 2020 and congratulated her on it.

Voting Requirements:

Absolute Majority

Council Decision:

Moved: Councillor E Foulkes-Taylor

Seconded: Councillor R Foulkes-Taylor

That the Shire adopts the Corporate Business Plan 2016-2020

Carried:

For: 6

Against: 0

16.5 Budget 2016 - 2017

File:	2.4
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 August 2016
Attachments:	Attachment A - Budget Meeting Adjustments Attachment B - Budget 2016 - 2017

Matter for Consideration:

Council to consider the adoption of the 2016 - 2017 Budget.

Background:

As part of the function of local government and its operations, under Section 6.2 of the Local Government Act 1995, during the period 1 June in a financial year to 31 August in the next financial year, each local government is to prepare and adopt its Annual budget in the prescribed format.

The 2016-2017 draft detailed Budget was considered by council at a special Meeting held on the 27th of July 2016. The Statutory Budget presented today reflects the decisions that came from that meeting. Changes made at the meeting have been included in the Statutory Budget, along with the reduction to the Proceeds on Disposal/Transfer to Bridge Reserve of \$19,269 that came to light after the meeting – the Budget Meeting Adjustments are shown as Attachment A. Since then, a discrepancy in the Budget spreadsheet failed to deliver the \$300,000 works program for the Beringarra Cue Road to the Funding Statement, even though it appeared on the 'Budgeting Modifications' tab in the Detailed Budget. In order to address this and after discussions with the President, I have reduced the expenditure on the office extensions from \$500,000 to \$250,000 and reduced the transfer to the Flood Reserve by \$50,000. We will aim to commence the office extensions in May/June 2017 and budget for the other \$250,000 in the 2017/18 financial year – this plan can be reviewed at Budget Review time in March 2017.

The Corporate Business Plan, which draws on information provided in the Shire's Strategic Community Plan, has informed this Budget.

Comment:

Below is a summary of items previously considered and adopted for inclusion in the Budget 2016-2017:

Plant Replacement Program

The Plant Replacement Program formulated by the Works Supervisor and CEO was considered by the Plant Working Group at a teleconference on the 16th June 2016. The Plant Replacement Program, with a changeover of \$710,712, was adopted by Council on the 17th June 2016 – Refer Agenda Item 21.1 of the minutes of the June meeting. It was decided at the Special Meeting on the 27th July that the trade-in of the CEO's Prado would be delayed for a year as the trade-in of the RAV4 on a Prado had fallen into the current year due to problems with delivery and so there is now a net changeover of \$681,809.

Fees and Charges

All fees and charges have been revised considering the cost to Council and by comparing the proposed Fee or Charge to that charged by alternative suppliers in a similar situation. These were adopted by Council at the 17 June 2016 meeting – refer Agenda Item 16.3 of the minutes of the June meeting.

Differential Rates

In accordance with the requirements of section 6.36 of the *Local Government Act 1995*, a statement of intended differential rates and minimum payments was published in the Geraldton Guardian newspaper on 24th May 2016. The advertisement contained details of each differential general rate and minimum payment endorsed by Council and invited submissions from electors or ratepayers in respect of the proposed differential general rate or minimum payment and any related matters within 21 days. One submission was received and before adopting the differential general rates and associated Minimum Rates, Council was required to seek Ministerial Approval under s6.33 (3) of the Local Government Act as the UV Mining Rate is more than twice the lowest differential general rate.

This approval was sought immediately following the June 2016 meeting and approval was granted on 14 July 2016. Council adopted Differential Rates at the meeting of 15 July 2016 – refer Agenda item 21.1 of the minutes of the July meeting.

Members Remuneration

As required, the allowances for the President and Councillors for 2016-2017 were based on WA Salary and Allowances Tribunal reviewed Elected Members Remuneration scales. They were increased by a modest 1.3% and adopted by Council at the 20 May 2016 meeting - refer Agenda Item 16.4 of the minutes of the May meeting.

Capital Works Program

The Draft Budget 2016-2017 provides for Capital Expenditure of \$5.8M, which will be funded from carried forward funding, general revenue and new funding provided by State and Federal agencies. This figure

includes projects which were drawn from the Strategic Community Plan and from Council's prioritisation of Roadworks at the June 2016 meeting – refer Agenda Item 17.1 of the minutes of the 15 June 2016 meeting.

Borrowings

There are no borrowings in the 2016-2017 budget.

Budget Result

The net result of the 2016-2017 Budget is a zero balance, based on a 2015-2016 carried forward figure of \$1,572,750. The June Financials presented at this meeting show an adjusted brought forward figure of \$1,551,517, a difference of \$21,233 due to accruals processed since the Detailed Budget was reviewed on the 27th July. The final carried forward figure may still be subject to final adjustments at audit.

The Budget includes provision for Capital Expenditure of \$5,835,171 as listed below:

CAPITAL EXPENDITURE 2016-17

Project Name	\$
Infrastructure	
Cap-Ex - Cemetery Beautification - Own Source Funds	\$15,000
Cap-Ex - Construction as Per Agreed Works Program	\$1,147,617
Cap-Ex - Bitumise 4km Carnarvon Mullewa Road through Breakaway SLK 146.535-149.535 2.973km R2R 16/17	\$169,781
Cap-Ex - Bitumise 1km Bullardoo - Dust Suppression SLK 262.420-272.420 1 km R2R 16/17	\$79,831
Cap-Ex - Safety Signage including electronic sign - Own Source Funds	\$43,471
Cap-Ex - 6 x 24' Grids - R2R 16/17	\$160,969
Cap-Ex - Bitumise 5 km South of Ballinyoo Bridge SLK 236.65-241.675 5km - R4R MWIP	\$1,651,639
Cap-Ex - Reseal 20 km South of Settlement - R2R 16/17	\$373,800
Cap-Ex - Bitumise North of Settlement from 500m to Breakaway SLK 149.535-153.390 3.855km - R2R 16/17	\$126,047
Cap-Ex - Bitumise Roads in Settlement - R2R 16/17	\$92,037
Cap-Ex - Realignment Away From Flood Prone Zone C-M Rd SLK 132.83 - 135.50 - RPG 16/17	\$141,386
Cap-Ex - Realignment Away From Flood Prone Zone C-M Rd SLK 132.83 - 135.50 - Own Source Funds	\$70,402
Cap-Ex - Bitumen Repairs Beringarra Cue Road - Own Source Funds	\$300,000
Cap-Ex - Storage Bunkers for Road Building Materials - Own Source Funds	\$21,157
Cap-Ex - Airport Lighting Upgrade - Own Source Funds	\$38,012
Cap-Ex - Historic Ballinyoo Bridge Span - Own Source Funds	\$73,000
Cap-Ex - New Loading Ramp - Own Source Funds	\$16,500
Cap-Ex - Improvements to Drinking Water Reticulation - Own Source Funds	\$20,000
Sub-Total Infrastructure	\$4,540,649
Property, Plant & Equipment	
Cap-Ex - Extend Administration Office - Own Source Funds	\$250,000
Cap-Ex - Admin Office Carports - Own Source Funds	\$30,000
Cap-Ex - Sheds for Houses - Own Source Funds	\$62,000
Cap-Ex - Museum Cottage Bedroom Addition - Own Source Funds	\$10,000
Cap-Ex - Development Plans for Interpretive Centre - Own Source Funds	\$50,000
Cap-Ex - Large Flat Screen TV for Community Meeting Room - Own source Funds	\$3,500
Cap-Ex - Racking & Chemical Cabinets for Gardeners Shed - Own Source funds	\$8,350
Cap-Ex - 3 Door Freezer for Roadhouse - Own source Funds	\$10,000
Grader	\$400,000

Quad Float	\$145,000
2 Tank Conversion	\$20,000
Isuzu - Mechanics	\$75,000
Dolly - second hand	\$12,500
Cap-Ex - Card Reader for Roadhouse - Own Source funds	\$45,000
Cap-Ex - Chlorinator for Drinking Water - Own Source Funds	\$30,000
CEO Prado	\$48,172
Plumbers Drain Cleaner	\$6,000
Fogger	\$4,000
Diesel Ride-on Mower	\$23,000
Truck Tyre Change Machine	\$15,000
Construction Camp Genset	\$20,000
Auger (to fit loader)	\$15,000
Works Supervisors Canopy	\$10,000
Dashcam	\$2,000
Sub-Total Property, Plant & Equipment	\$1,294,522

Statutory Environment:

Section 6.2 of the Local Government Act 1995 refers.

Section 6.2(2) of the Act requires that in preparing its annual budget the Council is to have regard to the contents of its plan for the future prepared in accordance with section 5.56. Under the Integrated Planning Framework for Local Government, that is the Community Strategic Plan. This section requires that Council must prepare detailed estimates of:

- (a) Expenditure;
- (b) Revenue and income, independent of general rates
- (c) The amount required to make up the 'deficiency' if any shown by comparing the estimated expenditure with the estimated revenue and income.

Section 6.2(3) requires that all expenditure, revenue and income must be taken in account unless otherwise prescribed. Local Government (Financial Management) Regulation 32 prescribes amounts that may be excluded in calculating the 'budget deficiency'

Section 6.2(4) requires the annual budget to incorporate:

- (a) Particulars of estimated expenditure proposed;
- (b) Detailed information relating to the rates and service charges which will apply, including:
 - (a) Amount estimated to be yielded by the general rate
 - (b) Rate of interest to be charged on unpaid rates and service charges;
 - (c) Fees and charges;
 - (d) Borrowings and other financial accommodations proposed;
 - (e) Reserve account allocations and uses;
 - (f) Any proposed land transactions or trading undertakings per section 3.59

Sustainability Implications

- **Environmental**
The budget has been developed in conjunction with the shires integrated planning documents with particular reference to the Corporate Business Plan and Strategic Community Plan.
- **Economic**
The budget has been developed in conjunction with the shires integrated planning documents with particular reference to the Corporate Business Plan and Strategic Community Plan.
- **Social**
The budget has been developed in conjunction with the shires integrated planning documents with particular reference to the Corporate Business Plan and Strategic Community Plan.

Strategic Implications:

The Budget has been informed by the Shire's Strategic Community Plan and Corporate Business Plan with the view to achieving the community's vision and Shire's strategic goals.

Policy Implications:

Nil.

Financial Implications:

The setting of the 2016 -2017 Budget will guide the financial operations of the Shire over the coming year.

Consultation:

Works Supervisor
Plant Working Group
Moore Stephens

Recommendation:

That Council adopt the 2016 -2017 Budget as presented.

Voting Requirements:

Absolute Majority.

The Chief Executive Officer spoke about the finalisation process of the Budget into its statutory format, which had been undertaken since the Special Meeting to consider the detailed Budget on 27 July 2016. She also highlighted that a spreadsheet error had been discovered since the Detailed Budget had been adopted by Council, which had resulted in the shortfall of \$300,000. To correct this and after consultation with the President, the Statutory Budget now presented has been amended to reduce expenditure on the office building extension from \$500,000 to \$250,000 and the transfer to flood reserve funds had been reduced by \$50,000. The shortfall of \$250,000 would be addressed at Budget Review time, with consideration being given to a loan for \$250,000 or the amount being allowed for in the 2017-18 Budget.

The impact on the Long Term Financial Plan was discussed, and this will be reviewed in March. A question was asked in regard to the funds put aside for flood damage, and the answer was that the Shire would still be transferring \$27,998, bringing the Reserve up to \$152,859, enough to cover the WANDRRA trigger point in the event of a flood.

Council Decision:

Moved: Councillor Broad

Seconded: Councillor R Foulkes-Taylor

That Council adopt the 2016-17 Budget as presented.

Carried:

For: 6

Against: 0

17. DEVELOPMENT

17.1 Rainstar Holdings Pty Ltd Trading as Wooleen Station - Licensing of Caravan Park Facilities

12:23 Councillor Emma Foulkes-Taylor left the room.

File:	7.1
Author:	Philip Swain – Health/Building Officer
Interest Declared:	No interest to disclose
Date:	15 August 2016
Attachments:	Attachment A - Caravan and Camping Ground Delegations

Matter for Consideration:

Council is requested to approve the licence for Wooleen Station to operate caravan and “nature-based park” locations on the pastoral lease in accordance with the Caravan Parks and Camping Grounds Act 1995 and the Caravan Parks and Camping Grounds Regulations 1997.

Background:

On the 20 May 2016 Council resolved the following;

That Council approve the caravan and camping facilities being five (5) unpowered caravan bays and three (3) “nature based park” locations on Wooleen Station subject to:

1. The development of ‘nature based park’ facilities at the three (3) locations on Wooleen Station complying with the Management Plan and the following:

- (a) A compliant fire extinguisher provided in accordance with the requirements of AS 2444-1995 “Portable fire extinguishers — Selection and location”, and being available at each site whenever the same is in use;
 - (b) The operators providing shower facilities for ‘nature based park customers’ at the homestead with the overall number of facilities for the total sites (8) being in accordance with Schedule 7 of the Caravan and Camping Ground Regulations 1997 for caravan parks;
2. The applicants obtaining a licence for the provision of campsites at the Wooleen Station Homestead and the nature-based park locations in accordance with the requirements of the Caravan and Camping Ground Act 1995 and the Caravan and Camping Ground Regulations 1997;
 3. The Shire permitting the alternative arrangements for the provision of potable water subject to the exemption being agreed to by the Executive Director Public Health in accordance with Clause 42 of Schedule 7 of the Caravan and Camping Ground Regulations 1997;
 4. The applicants demonstrating that the proposed uses are in conformity with the requirements of the current pastoral lease prior to the issue of the licence for the facility;
 5. No chemical toilet or sullage water from self-contained vehicle ablution facilities associated with patrons utilising the “nature based park” sites is to be disposed of on site.

The station is located approximately 35 kilometres from the Murchison Caravan Park, a Shire owned facility, which is operated in conjunction with the Murchison Roadhouse and has ten (10) short-term bays.

Comment

The overall proposal is for five (5) unpowered caravan parking sites located at the homestead and for three (3) nature based park locations elsewhere on the station.

The five (5) unpowered bays located adjacent to the Wooleen Homestead must comply with the requirements of the Caravan and Camping Ground Regulations 1997. Furthermore, the Department of Lands has now amended the lease document for Wooleen Station to enable pastoral based tourism including the Caravan Park operation and the Nature Based Park locations to operate on the land.

The conditions imposed on the development can be, or have been, satisfied with the exception of the exemption relating to potable water. The Administration has written to the Department of Health seeking exemption now that the pastoral based tourism lease arrangements have been finalised. It is recommended that subject to a satisfactory response from the Executive Director, Public Health the licence for the park be issued.

There will also be subsequent annual need to reissue the licence for the facility and consequently it is also recommended that the Delegations be amended to enable the CEO to manage this administrative task. As a component of this delegation Regulation 11 of the Caravan Parks and Camping Grounds Regulations 1997 enables a local government to issue temporary approval for people to camp on land which they have permission to utilise, for up to 3 months. Whilst this permission is seldom likely to be needed in the Shire of Murchison, it is a common component of Caravan Parks and Camping Grounds Act delegations, due to the short term and administrative nature of such permission. Consequently, it is proposed that the delegation outlined in Attachment A be approved to enable the CEO to complete such tasks.

Statutory Environment:

The following legislation impacts upon this decision;
Caravan and Camping Ground Act 1995;
Caravan and Camping Ground Regulations 1997;
Health Act 1911; and,
Health (Temporary Sanitary Conveniences) Regulations 1997.

Strategic Implications:

The Shire of Murchison Strategic Community Plan 2012/13 – 2022/23 includes Tourism Strategies To promote and support a sustainable tourism industry in the Shire of Murchison.

Sustainability Implications:

- **Environmental**
Environmental impacts will exist but will be managed within the development area by the proponents. Wooleen has been a model for sustainable rangeland development.

- **Economic**
The proposal will support local tourism and business within the Shire
- **Social**
There are no known significant social considerations that need to be addressed as a result of this decision.

Policy Implications:

This report seeks to amend existing delegations to the CEO to assist with the timely issue of licenses and approvals. New proposals for caravan parks or camp grounds will still be the subject of reports to Council.

Financial Implications:

The Shire can licence the facilities and fees are established pursuant to the Regulations. The minimum fee is \$200.

Consultation:

Nil

12:25 Cr Emma Foulkes-Taylor returned to the room.

Recommendation:

1. That, subject to the potable water exemption being agreed to by the Executive Director Public Health in accordance with Clause 42 of Schedule 7 of the Caravan and Camping Ground Regulations 1997, Council approve the Caravan Park Licence for Wooleen Station being five (5) unpowered caravan bays and three (3) "nature based park" locations to be operated by Rainstar Pty Ltd in accordance with the Caravan Parks and Camping Grounds Act 1995 and the Caravan Parks and Camping Grounds Regulations 1997;
2. That Council amend the Council Delegation Register to include delegation 59. Caravan Parks and Camping Grounds Act 1995 & Caravan Parks and Camping Grounds Regulations 1997 – Licenses and Approvals, as outlined in Attachment A.

Voting Requirements:

Absolute majority

Council Decision:

Moved: Councillor Broad

Seconded: Councillor R Foulkes-Taylor

1. That, subject to the potable water exemption being agreed to by the Executive Director Public Health in accordance with Clause 42 of Schedule 7 of the Caravan and Camping Ground Regulations 1997, Council approve the Caravan Park Licence for Wooleen Station being five (5) unpowered caravan bays and three (3) "nature based park" locations to be operated by Rainstar Pty Ltd in accordance with the Caravan Parks and Camping Grounds Act 1995 and the Caravan Parks and Camping Grounds Regulations 1997;

2. That Council amend the Council Delegation Register to include delegation 59. Caravan Parks and Camping Grounds Act 1995 & Caravan Parks and Camping Grounds Regulations 1997 – Licenses and Approvals, as outlined in Attachment A.

Carried:

For: 6

Against: 0

18. ADMINISTRATION

18.1 Ward Review

File:	4.9
Author:	Dianne Daniels
Interest Declared:	Nil
Date:	15 August 2016
Attachments:	Discussion Paper for Distribution to Community

Matter for Consideration:

Council to consider undertaking a ward and representation review to address current imbalances

Background:

Schedule 2.2 of the Local Government Act 1995 requires local governments with wards to carry out reviews of the ward boundaries and the number of councillors for each ward from time to time so that no more than eight years elapse between successive reviews.

The purpose of the review is to assess the current arrangements and evaluate a range of options to find a system of representation that best suits the characteristics of the district and its people. Any of the following may be considered:

- Creating new wards in a district already divided into wards;
- Changing the boundaries of a ward;
- Abolishing any or all of the wards into which a district is divided;
- Changing the name of a district or ward;
- Changing the number of Offices of Councillor on a council; and
- Specifying or changing the number of Offices of Councillor for a ward.

Comment:

The last review of wards was carried out in the Shire of Murchison in 2009 and the ward boundaries were amended. In 2011 the number of Offices of Councillor was reduced from seven to six as a minor matter. The Shire's councillor to elector ratio at the time of the October 2011, the October 2013 and the October 2015 elections were as follows:

2011

Ward	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Ballinyoo	3	44	1:14.67	+3.10%
Darlot	4	62	1:15.5	-2.40%
Total	7	106	1:15.14	

2013

Ward	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Ballinyoo	3	38	1:12.67	+30.9%
Darlot	3	72	1:24.00	-30.9%
Total	6	110	1:18.33	

2015

Ward	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Ballinyoo	3	39	1:13	+26.4%
Darlot	3	67	1:22.33	-26.4%
Total	6	106	1:17.67	

In May 2014 the Local Government Advisory Board (LGAB) directed the Shire of Murchison to undertake a review of its wards and representations to address the imbalances. A rapid turn-over of senior staff impacted on the Shire's ability to undertake this review and at the Ordinary Meeting of Council in April 2015, Council resolved to write to the LGAB to advise that the Shire was not in a position to undertake the review until 2016. The letter was written on the 1st May 2015.

The LGAB wrote to the CEO on the 12th May 2015, noting the Shire's intention to conduct the review in 2016.

The review process involves a number of steps:

- The council resolves to undertake the review;
- Once resolved by Council and before conducting the review, a local government is to give local public notice that a review is to be carried out. The purpose of the public notice is to inform the community that a review is to be carried out, not to try and 'sell' a particular option;
- The notice must advise that submissions may be made to the local government six weeks from the date of the first notice (not including the day of the notice);
- It is advised that a discussion paper be developed to explain the various options and the five factors against which they will be assessed;
- The options must be assessed against the following factors:

- Community interest;
- Physical and topographical features;
- Demographic trends;
- Economic factors;
- The ratio of councilors to electors in the various wards.
- The five factors should be considered in terms of the whole district prior to assessing the options;
- The benchmark for councilor/elector ratios could be seen to be plus or minus 10%, unless exceptional circumstances apply;

Once the review is completed, the local government must provide the LGAB with a written report.

Statutory Environment:

Local Government Act 1995
S2.2(1), s2.3(3) and/or s2.18(3)

Strategic Implications:

Civic Leadership - to provide Good Governance to the Murchison Shire through:

- compliance with statutory requirements;
- openness and transparency and enhanced consultation and public participation;

Policy Implications:

Nil

Budget/ Financial Implications:

There are no financial implications apart from the cost of advertising.

Sustainability Implications:

- There are no known significant environmental implications associated with this decision
- **Economic**
There are no known significant economic implications associated with this decision
- **Social**
There are no known significant social considerations associated with this decision

Consultation:

Local Government Advisory Board Guidelines

Recommendation:

That Council undertakes a ward and representation review to address current imbalances, endorsing the attached discussion paper for distribution to the community.

The Chief Executive Officer presented the information in regard to the 2016 Ward Review. The meeting advised that the northern boundary for the Darlot Ward stopped at Erong Springs and the maps would need to be changed to reflect that. The meeting considered all three options available and were satisfied with them, and that the next stage in the correct procedure for a Ward Review could commence with the public advertisement for submissions.

Voting Requirements:

Absolute Majority

Council Decision:

Moved: Councillor R Foulkes-Taylor

Seconded: Councillor Broad

That Council undertakes a ward and representation review to address current imbalances, endorsing the attached discussion paper for distribution to the community.

Carried:

For: 6

Against: 0

18.2 Policy Manual Amendments – Planning and Building Controls

File:	4.40
Author:	Philip Swain – Health/Building Officer
Interest Declared:	No interest to disclose
Date:	19 August 2016
Attachments:	Draft Policy 3.1 – Building Controls

Matter for Consideration:

The Council is requested to replace existing policy 3.1 Building Controls, in relation to development and building regulation within the Shire of Murchison.

Background:

On 21st October 2015 the Shire of Murchison Local Planning Scheme 1 was adopted. The Scheme establishes, for the first time, planning requirements within the Shire, including the Murchison Settlement, Pia Wadjari Settlement and the Pastoral Zone. Special consideration exists within the Scheme for the Australian Radio Quiet Zone. As a result, many future activities within the settlement and any activities on pastoral leases, (other than pastoral activities, mining and ancillary uses and radio astronomy and ancillary uses) will require the issue of a Development Approval by the Shire. The scheme also imposes bushfire management provisions on future development within areas covered by the scheme.

The Building Act 2011 became the basis for building control in Western Australia in 2012 with the adoption of the Building Regulations 2012. The Act and Regulations control all aspects of building control including building permits (formerly licences), demolition permits and the management and control of illegal building work and unsafe buildings.

Most of the former exemptions for the issuing of Building Permits have been retained under the new legislation. These are generally in relation to non-habitable buildings (Class 10a) in areas outside town-sites, which apply in many Shire's throughout the state. Under the Act exemptions, for issuing building permits, the Shire of Murchison has no current obligation to issue the same for any building work undertaken within the Shire.

Comment:

With the adoption of the local planning scheme the Shire is now obligated to issue development approvals for various activities on land throughout the Shire. The Shire can also adopt planning policy where appropriate to further clarify conditions and acceptable development activity. The process for developing planning policy is outlined in the scheme text. It is proposed that any policy developed in the future be included in the policy manual.

The Building Act and Regulations exemption means that that the Shire is under no obligation to issue Building Permits pursuant to the Act and Regulations. Additionally, it does not have to issue Occupancy Permits for those buildings that would normally require them (Class 2-9 under the National Construction Code (NCC) but is required to issue demolition permits where these are required. As most regional local governments issue building permits only within town-sites, this is not unusual in that the Shire owns all buildings within Murchison Settlement. The Shire could seek to have the Regulations amended to require permits in some circumstances, such as buildings within Murchison Settlement and buildings requiring development approval, such as tourist facilities within the Pastoral Zone. Requiring permits would also enable the Shire to collect fees for building permits to offset some costs associated with the preparation of the same. However, in line with recent Administration discussions the Shire can continue with the current framework of not requiring building permits. In doing so, the Shire does need to be cognisant of minimum construction standards, generally regarded as compliance with the National Construction Code (NCC), formerly the Building Code (BCA), Australia wide. The Shire also needs to be aware of its own potential liability if substandard construction were to take place within the Shire and safety of persons are put at risk, or civil matters are raised, in the future.

In the interest of responsibly managing any building activity within the Shire it is proposed that the Shire obtain Certificates of Design Compliance (CDC's) for all buildings constructed within the Settlement, as a due diligence measure. CDC's are approved by a registered Building Surveyor and are a certification that the relevant building, if constructed in accordance with the approved plans, complies with the NCC and includes any certifications and documentation in relation to a proposed building. A draft policy to replace Policy 3.1 is outlined in **Attachment A**. The policy also proposes that the Shire recommends that proponents also obtain CDC's for any other construction within the Shire and that the Shire offer to retain a copy of any such documents on its records at the discretion of the proponent.

By requiring CDC's for any Shire Buildings the Shire will ensure that insurance for building is obtainable and that the Shire's interests are protected. Similarly, by recommending and offering to retain documents for other building activity within the Shire, the Council will be providing similar protection to proponents without actually issuing building permits.

Other provisions of the Building Code may require the services of a suitably qualified Building Surveyor such as inspections relating to notices and orders if a building was potentially dangerous. It is however possible for most matters to be dealt with, such as issuing demolition permits, with a delegation to the CEO. Any certifications required for future Shire Buildings, such as CDC's can be obtained from a private certifying Building Surveyor.

Statutory Environment:

The following legislation impacts upon this decision;

Shire of Murchison Local Planning Scheme No.1

Building Act 2011

Building Regulations 2012

Local Government Act 1995

Strategic Implications:

The Shire of Murchison Strategic Community Plan 2012/13 – 2022/23 includes the following strategy;

Civic Leadership Objective 4:

To provide Good Governance to the Murchison Shire through:

- Regional collaboration where possible;
- Detailed and professional administration;
- High levels of accountability;
- Compliance with statutory requirements;
- High-quality forward planning, particularly for assets and finances;
- Openness and transparency and enhanced consultation and public participation;
- Provision of quality customer services, good financial management and the pursuit of excellence in professional administration and communication.

The provision of an effective policy framework assists the Shire's objective of good governance

Sustainability Implications

- **Environmental** – Impacts will exist but will be managed within the individual development area.
- **Economic** - The proposal will have no significant economic impacts but will protect the Shire's interests with respect to building compliance in accordance with the Building Code.
- **Social** - There are no known significant social considerations that need to be addressed as a result of this decision.

Policy Implications:

The current Building policy states;

"Policy 3.1- Building Control

The Shire of Murchison has an Interim Development Order in place in the whole of the shire.

A Local Planning Policy is not part of the Interim Development Order and does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the policy and the objectives which the policy is designed to achieve before making its determination.

All building applications to be approved by Council

It is proposed that this policy be repealed and be replaced with the draft policy **Attachment A**.

Financial Implications:

There are no current fees for this purpose and the Shire is not required to issue building permits under current legislation. The issue of Certificates of Design Compliance will add to the overall costs of building projects but will be less than typical building fees paid in other municipalities.

All development is required to comply with the Building & Construction Industry Training Fund legislation but this is undertaken independent of the Shire.

Consultation:

Once adopted the policy will be subject to regular review in accordance with the requirements of the Local Government Act 1995

Recommendation:

That Council repeals the existing Policy 3.1 Building Controls and adopts the draft policy 3.1 Building Controls as per Attachment A to this report;

Voting Requirements

Absolute Majority

The Chief Executive Officer discussed the Agenda item and Attachment A with the meeting, and highlighted that the incentive for such a policy even in a Remote Settlement was due to concerns about insurance. There was a discussion about the need to register with the Shire and the need to get a Certificate of Compliance. It was requested that the wording in Attachment A be changed as the matter relates to the Shire and the following sentence be removed; "The Shire recommends that all construction of buildings within the Shire that would normally require a building permit, be subject to the issue of a CDC."

In addition, it was agreed that the sentence, "Where any owner or occupier wishes to lodge a CDC for any construction undertaken within the Shire" should have an additional few words added to avoid confusion, namely that this would be "within the shire, but outside of the Murchison Settlement".

Council Decision:

Moved: Councillor E Foulkes-Taylor

Seconded: Councillor R Foulkes-Taylor

That Council repeals the existing Policy 3.1 Building Controls and adopts the draft policy 3.1 Building Controls as per Attachment A to this report; with the deletion of the sentence "The shire recommends that all construction of buildings within the Shire that would normally require a building permit, be subject to the issue of a CDC."

In addition, that the words "but outside of the Murchison Settlement" be added to the sentence "Where any owner or occupier wishes to lodge a CDC for any construction undertaken within the Shire, but outside of the Murchison Settlement."

Carried/Lost

For: 6

Against: 0

The meeting adjourned for lunch at 1.00 pm to attend the CSIRO BBQ and presentation on the Murchison Radio-Astronomy Observatory.

The Meeting recommenced at 3.15 pm

The Shire President welcomed Steve Douglas, Assistant Director – Infrastructure and Digital, and Adam Murszewski, Manager – Project Development and Evaluation, from the Mid-West Development Commission. Steve spoke briefly to the meeting about the CSIRO talk, and Adam gave a quick outline of the new Regional Grant Scheme and Community Chest grant that is open currently.

Cr E Foulkes-Taylor spoke about the lack of medical and health programmes in the Murchison Shire and asked if there were any opportunities to get these type of programmes into our district.

Steve was surprised and said he would look in to it

The President asked whether there would be any finance to do a donkey and camel shooting programme with funding from all the southern rangelands Development Commissions.

Steve was going to take it back to the Commission and Cr Whitmarsh is going to talk to Bill Currans CEO CRBA in regards to this same issue.

19. NOTICE OF MOTION

Nil

20. CEO ACTIVITY REPORT

Date	Activity
11/07/2016	Admin Meeting
11/07/2016	Meeting with Works Supervisor
13/07/2016	Discussion with Anthony Quahe, Civic Legal, re Bocol belated variation claim
13/07/2016	Discussion with representative from DPaW re our request for their permission to re-align Butchers Track and open up two new gravel pits on DPaW land
15/07/2016	8:00 am Meeting of the Flood Damage Concrete Works Tender Assessment Panel
15/07/2016	10:00 am Ordinary Council Meeting
18/07/2016	Meeting with Works Supervisor
22/07/2016	Bocol lodged submission for belated variation claim with Adjudicator
25/07/2016	Admin Meeting
25/07/2016	Meeting with Works Supervisor
27/06/2016	Special Meeting of Council to Review 2016/17 Budget
28/07/2016	Regional Local Emergency Management teleconference – Gascoyne, Coorow, Meekatharra
28/07/2016	Quentin Fowler brought fast attack to Settlement service – electric start on pump not working
29/07/2016	Meeting with DCEO
1/08/2016	Meeting with Works Supervisor
1/08/2016	Admin Meeting
2/08/2016	Travel to Perth for Local Government Convention
3/08/2016	Meet with Katherine Kempin, Stuart McMahon, David Wood LGIS re Drug & Alcohol Policy
3/08/2016	WALGA AGM
4/08/2016	Meeting with Jenni Law and several new female CEOs.
4/08/2016	Meeting with Glenn Scott at Civic Legal re the belated Bocol variation claim; President Halleen also attended
4/08/2016	Convention sessions
5/08/2016	Convention sessions
6/08/2016	Workshop with Russell Barnes and Tamara Olsen of Moore Stephens and Works Supervisor to update the Long Term Financial Plan and Corporate Business Plan
9/08/2016	Met with Tony Chisholm re flood damage works – both parcels should be finished shortly after next swing
9/08/2016	RFT 1.206/17 Shire of Murchison Freight Tenders opened in the presence of another Officer
9/08/2016	Met with Peter Bishop, Reece Event Hire, at the Bridge to plan for the placement of Marquees for the opening. Committee Chair, Mark Halleen also attended
11/08/2016	Bridge Opening Committee meeting

Recommendation:

That the CEO's Activity Report be accepted.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Broad

Seconded: Councillor Whitmarsh

That the CEO's Activity Report be accepted.

Carried:

For: 6

Against: 0

21. URGENT BUSINESS

The President spoke to a member of the public, Paul Squires, and asked if he would provide any information in regard to the flood damage. Paul gave a quick outline of work that had been done, and also mentioned the need for Information Bays within the Shire.

22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Motion to close the meeting to the Public

Recommendation:

That the meeting move behind closed doors to discuss one item - Request for Tender 1.2016-17 Shire of Murchison Freight Service pursuant to 5.23 (2) c & e of the Local Government Act 1995.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor E Foulkes-Taylor

Seconded: Councillor Whitmarsh

That the meeting move behind closed doors to discuss one item – Request for Tender 1.2016-17 Shire of Murchison Freight Service, pursuant to 5.23 (2) c & e of the Local Government Act 1995.

Carried:

For: 6

Against: 0

3:25 pm Linda Gray left the Meeting.

22.1 RFT 1.2016-17 Shire of Murchison Freight Service

Council Decision:

Moved: Councillor Whitmarsh

Seconded: Councillor Williams

That the Tender, RFT 1.2016-17 Shire of Murchison Freight Service, be awarded to Midwest Freight as the lowest priced tenderer with a relatively high qualitative score. If the preferred tenderer, on notification of award, cannot accept the tender, then the next preferred tenderer is Geraldton Transport with the second lowest price.

Carried:

For: 6

Against: 0

Motion to open the meeting to the Public

Recommendation:

That the meeting move out from behind closed doors.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Broad

Seconded: Councillor Williams

That the meeting move out from Behind Closed Doors.

Carried:

For: 6

Against: 0

3:45 Linda Gray returned to the meeting.

The President thanked the departing Deputy Chief Executive Officer for her assistance over the short time she had been at the Shire of Murchison.

23. MEETING CLOSURE

The meeting closed at 3:50 pm.

These minutes were confirmed at the council meeting held on

Signed..... Presiding Officer