



Western Australia

Minutes of the Ordinary Meeting of the Murchison Shire Council,  
Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,  
On Thursday **23<sup>rd</sup> November 2017**, commencing at 10.00 am.

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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The President declared the meeting open at 10:00am

**2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

President R Foulkes-Taylor

Deputy A Whitmarsh

Cr E Foulkes-Taylor

Cr G Mead

Cr Q Fowler

Cr P Squires

Staff

Peter Dittrich – CEO

Brian Wundenberg – Works Supervisor

Ina Edwardson- DCEO

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

**4. PUBLIC QUESTION TIME**

Nil

**4.1 Standing Orders*****Council Decision:***

**Moved: Councillor P Squires**

**Seconded: Councillor A Whitmarsh**

**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 December 2017 at 10:30am

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

Nil

**8. CONFIRMATION OF MINUTES****8.1 Ordinary Council Meeting – 26<sup>th</sup> October 2017****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 26<sup>th</sup> October 2017 be confirmed as an accurate record of proceedings

**Voting Requirements:**

Simple majority

**Council Decision:****Moved: Councillor E Foulkes-Taylor****Seconded: Councillor G Mead**

That the Minutes of the Ordinary Council meeting of 26th October 2017 be confirmed as an accurate record of proceedings.

**Carried****For: 6****Against: 0****9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

Nil

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Presentation by Athena Resources

Address to Council Vince Catania MLA

The President welcomed the following visitors to the Council Meeting at 10:10am:

Athena Resources;

- Liam Kelly – Operations Manager/Senior Geologist
- David Webster – Chairman
- Dennis Kelly – Civil Engineer Consultant

Member for North West Central National party;

- Vince Catania MLA
- Paul Brown – Research Officer

Sandy McTaggart – Murchison Resident

Presentation by Athena Resources – Presented by Liam Kelly

The Athena Resources presentation provided an update on the status of the project and high-lighted future impacts that transportation would have on the Murchison Region.

The meeting adjourned at 10:49am for morning tea and Liam Kelly, David Webster, Dennis Kelly, Sandy McTaggart left the meeting.

The meeting resumed at 11:12am

Address to Council – Vince Catania

The Member for North West Central National Party presented to Council his view on current issues affecting the Shires in the Regions. In particular, Royalties for Regions and educational subsidies.

*The President thanked Vince Catania for his presentation and information.*

*Vince Catania and Paul Brown left the meeting at 11:28am*

**11. ACTION LIST**

No	Item	Action	Status
1	Community Project Officer	Still sitting on the table. Meeting held 11 <sup>th</sup> March 2016 and recommendations presented to Council at the April OCM – the item were left to lay on the table while Council explored other options.	The position and requirement of a Community Project Officer is to be reviewed at the November Council Meeting. See item 18.3 November 2017

2	Cemetery and Remembrance 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.	Following the discussions at the Budget Workshop further work on this project is to be undertaken in 2018/19.
3	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 discussed at the April OCM.	Landgate has been asked to provide a list of gazetted roads Shire of Murchison  Landgate advised that roads were no longer gazetted and have sent through a list of named roads. Further information is being sort on the gazettal of roads.

**Recommendation:**

That the Action List be accepted.

*Discussion:*

The CEO spoke to the Action List. Item No.1 to be covered in Agenda. Item No.3 further actions have been identified and are being followed up.

**Voting Requirements:**

Simple majority

<b>Council Decision:</b>		
<b>Moved: Councillor A Whitmarsh</b>	<b>Seconded: Councillor P Squires</b>	
That the Action List be accepted.		
<b>Carried</b>	<b>For: 6</b>	<b>Against: 0</b>

**12. DISCLOSURE OF INTERESTS**

Nil

**13. REPORTS OF OFFICERS**

**13.1 Monthly Plant Report – Works Supervisor**

October 2017			Hours					YTD	
* No Meter ** New Meter				Start	End	Total		Operating Costs	
Plant Item	Year	Rego	1 July '17	Hrs/kms	Hrs/km	Month	YTD	Plant	Fuel
P.01 JD Grader	2011	MU1063	9242	9682	9801	119	559	12201.09	7534.80
P.02 Cat Grader 12H	2005	MU 141	15732	16021	16021	Traded	289	5519.23	5530.80

<b>P15003 JD 6WD Grader</b>	2012	MU121	1829	2249	2387	138	558	5990.00	8508.00
<b>P081 JD Grader</b>	2017	MU105	0	46	190	144	144	2029.28	0.00
<b>P.04 New/H Ford Tractor</b>	2006	MU 380	2167	2269	2311	42	144	523.01	208.80
<b>P.05 Dolly 1-Red **</b>	2001	MU 2003	0	2436	3736	1300	3736	3059.47	n/a
<b>P.07 Nissan UD</b>	2009	000 MU	217729	219098	219468	370	1739	2029.67	913.20
<b>P.08 Dolly 2-Black</b>	2000	MU 2009	17885	21531	21776	245	3891	4533.22	n/a
<b>P.09 Iveco P/Mover</b>	2003	MU1065	333380	334656	336648	1992	3268	4425.72	1947.60
<b>P.10 Iveco W/Truck (hrs) *</b>	2004	MU 00	11403	11870	11870	0	467	1823.93	4293.60
<b>P.11 Komatsu Dozer</b>	1997		2300	2675	2815	140	515	8727.85	7326.00
<b>P.13 Tri-Axle L/L Float</b>	2008	MU 663	28490	29900	29900	0	1410	1011.83	n/a
<b>P.14 No. 2 Float</b>	2001	MU 2004	10505	11427	11427	0	922	609.52	n/a
<b>P.17 Side Tipper</b>	2001	MU 662	25124	28609	29908	1299	4784	1025.99	n/a
<b>P.18 Side Tipper</b>	2001	MU2010	10314	15736	15985	249	6998	4097.79	n/a
<b>P.24 30K W/Tanker Trailer</b>	2005	MU 2024	7658	11145	13871	2726	16597	2737.67	n/a
<b>P.27 Volvo Loader</b>	2006	MU 65	8787	9020	9134	114	6021	1986.73	3526.80
<b>P.28 Isuzu Dmax</b>	2009	MU 300	225000	228042	229536	1494	4536	524.37	577.20
<b>P.32 Construction Gen</b>			25281	25283	25675	392	394	352.97	0.00
<b>P.33 Maintenance Gen</b>			11798	13125	13458	333	1660	458.12	2188.80
<b>P.34 Generator Perkins *</b>		Mechanic	1744	1744	1744	0	0	677.86	99.60
<b>P.35 Generator 1-110kva</b>	2011		26523	26824	26928	104	405	2868.56	32604.00
<b>P. 17035 New Generator</b>	2016		2446	4337	4934	597	2488		
<b>P.37 Forklift</b>			12634	12663	12667	4	33	2700.87	399.60
<b>P.40A Toyota Hilux</b>	2014	01MU	104000	113038	115716	2678	11716	896.00	1269.60
<b>P.41 Cat 938G Loader</b>	2004	MU 193	5850	6012	6027	15	177	1022.70	2382.00
<b>P.43 Bomag Roller</b>	2012	MU1027	3537	3611	3637	26	100	4336.76	1122.00
<b>P.48 Dog Fuel Trailer *</b>	1979	MU 2026	0	0	0	0	0	69.54	n/a
<b>P.49 Dog Fuel Trailer *</b>	1972	MU 2005	0	0	0	0	0	93.46	n/a
<b>P.54 Isuzu T/Top</b>	2005	MU 1002	181148	182491	182491	Traded	1343	499.24	441.60
<b>P.55 Toyota Prado</b>	2012	MU1011	100507	105405	109896	4491	9389	621.19	657.75
<b>P.57 Great Wall</b>	2012	MU 167	63922	68780	69443	663	5521	2076.04	547.08
<b>P.59 45ft Flat Top *</b>	1978	MU2044	0	0	0	0	0	1168.48	n/a
<b>P.60 Mercedes PTV</b>	2004	MU 1009	103624	103793	103902	109	278	1900.47	54.00
<b>P.61 Kenworth P/Mover</b>	2004	MU 000	104665	110490	111798	1308	7133	4839.81	7263.30
<b>P.64 Isuzu Construction</b>	2013	MU 140	136312	143480	145995	2515	9683	4455.18	2229.60
<b>P.65 Generator 9KVA *</b>	2013	H/ Maint	6391	7777	7777	0	1386	408.48	3340.80
<b>P.67 Roadwest S/Tipper</b>	2013	MU2042	83079	89282	90594	1312	7515	873.43	n/a
<b>P.68 Bomag Padfoot</b>	2013	MU1071	2055	2215	2283	68	228	2573.57	1821.60
<b>P.72 Isuzu Fire Truck</b>	2013	MU1068	2149	2364	2364	0	215	1549.59	14.26
<b>P.73 Toyota Fast Attack</b>	2014	MU1069	8900	8900	8900	0	0	944.39	0.00
<b>P.80 Fuso Canter</b>	2017	MU120	0	868	868	868	868	3311.24	0.00
<b>Caravans</b>				n/a		n/a	n/a	2111.41	n/a
<b>P11076 JD Ride on mower</b>			937	951	957	6	20	126.36	0.00
<b>P15006 Isuzu Maint</b>	2015	MU1018	48269	59321	61676	2355	13407	3218.36	3154.80
<b>P16063 Toyota Prado</b>	2016	MU 0	29327	37993	40152	2159	10825	3132.47	1174.74
<b>P16075 Kubota Mower</b>	2016		175	200	222	22	47	70.94	33.60

## **13.2 Works Report – Works Supervisor**

### **Construction Crew**

Works on the Carnarvon-Mullewa road between SLK 88.700 - 92.915 (approx. 9km north of Curbur) As to date crew have gravel sheeted 3.3km of these works. 700m of sub grade material (material cut off over years of maintenance grading and batter wipe off) still remains to be reformed and then gravel sheeted. A 450mm culvert has been extended out from a 7m to 10m running surface. 2 new 300mm culverts have been put in place with one 300mm left to go in. These culverts take out the blind/sharp approaches to where the original floodway's were.

3 low sections needed to be built up approx. 500mm - 1m to correct where water crossed over the road leaving bad wash-outs. These works will also help give a better line of sight when driving over the crest. This 4km section of road has 4 bad blind crests to drive over.

All crests will be sheeted twice due to no material left on the side of road for sub grade.

### **Maintenance Crew**

After all the traffic from the Landor races the maintenance crew performed a light/patch grade on the Carnarvon-Mullewa road from the north boundary (Murchison/Gascoyne Junction) back to the settlement. Muggon Road was also given a light grade on the way past. With the completion of these works crew then moved onto the section of the Carnarvon-Mullewa road 9km south of the bridge to the southern boundary (Mullewa/Murchison). Crew then returned to the settlement and graded the Butchers Track and the Meeberrie-Wooleen roads. As of the 16<sup>th</sup> of November crew are completing a shoulder grade of the bitumen section on the Carnarvon-Mullewa road from the settlement to the bridge.

### **Contractor Works – Sealing Carnarvon-Mullewa Road**

B&J Catalano will be completed with the works of re-forming, gravel sheeting and sealing a 9km section from the bridge south, 200m short of the boundary grid of Billabalong and Woolgorong by the 22<sup>nd</sup> of November 2017. A final inspection will be completed on the same date/day.

### **Contractor Works - Flood Damage**

Them Earthmoving have completed repairs to the flood damaged section of Carnarvon-Mullewa road from the Twin Peaks-Wooleen intersection to the shire southern boundary. (small floodway at Bullardoo still to be resealed). Crew at this stage are repairing damage on the Wooleen-Twin-Peaks road.

Robbro are at this point working on the flood damage section near the Mt Wittenoorn intersection on the Beringarra-Pindar road.

### **Heavy Maintenance**

An expression of Interest was sent out for the works of building new bunds, repairing old bunds, finish off the pushing up of contour banks from last year's works and placing in new shorter drains. The contract for these works was awarded to local contractor Squires Resources.

### **Work Supervisor General**

17<sup>th</sup> October - Construction - pegging 8hrs  
 19<sup>th</sup> October - Inspection of Catalano 9km works and Walladar crew grading Beringarra-Pindar road.  
 23<sup>rd</sup> October - Construction - Grader 8hrs  
 25<sup>th</sup> October – Flood damage pre-start meeting on site with Them and Robbro contractors.  
 30<sup>th</sup> October - Construction - 8hrs Grader  
 31<sup>st</sup> October - Flood damage inspection - 8hrs  
 3<sup>rd</sup> November - Bunding of Old Roads inspection (Innouendy area)  
 6<sup>th</sup> November – Construction - Grader 7hrs  
 13<sup>th</sup>14<sup>th</sup> November – Construction – Grader 16hrs + placing in culverts 16hrs  
 15<sup>th</sup> November - Road inspection New Forrest-Yallalong road 5hrs.  
 16<sup>th</sup> November - Construction - grader 7hrs + placing in culverts.

### **ROADS GRADED OCTOBER – NOVEMBER 2017**

Name	Length of Road	SLK's Graded this month	Heavy Maintenance	Comments
Beringarra-Pindar	319.80km	120km		Under contract – Light grade
Muggon	38.75km	38km		
Meeberrie-Woolleen	25.22km	25km		
Butchers Track	64.54km	64km		

Carnarvon-Mullewa	278.63km	80km		Light and patch grade
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Total of roads graded this month 207km by shire crew + 120km contractor

**Recommendation:**

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

*Discussion:*

*Plant Report*

*The Works Supervisor (WS) discussed the plant report noting that the construction grader hours were lower due to an employee being on medical leave.*

*The WS advised that the Construction Crew is still working north of Curbur. There is 1 culvert to complete. The Maintenance Crew has returned to the Settlement and will be working on the Carnarvon-Mullewa road.*

*He also advised that he and the CEO had carried out the practical completion inspection of the Sealing works south of the bridge on the Carnarvon-Mullewa Road.*

*The WS further advised that he would be accompanying Greenfield’s Supervisor, inspecting the Flood Damage repair works on 24 November 2017.*

**Voting Requirements:**

Simple majority

<b>Council Decision:</b>		
<b>Moved: Councillor Q Fowler</b>		<b>Seconded: Councillor P Squires</b>
That the Work’s Supervisor’s report be accepted.		
<b>Carried</b>	<b>For: 6</b>	<b>Against: 0</b>

**14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

Nil

**14.1 Shire President**

Nil

**14.2 Councillors**

Nil

**15. REPORTS OF COMMITTEES**

Nil

**16. FINANCE**

**16.1 Financial Activity Statements October 2017**

File:	
Author:	Ina Edwardson – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	17 November 2017
Attachments:	Financial Activity Statements to 31 October 2017 Statement of Financial Position Operating Statement by Program Operating Statement by Nature & Type Accounts Activity General Ledger Trial Balance

**Matter for Consideration:**

Council to consider adopting the Monthly Financial Statements for October 2017.

**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 31 October 2017 is a surplus of \$4,101,309

**Variances – YTD Budget to YTD****Actual**

Budgeted Closing Funding		
Surplus(Deficit)		<b>1,637,517</b>

Plus Variance to Opening Surplus	100,322	
Plus Operating Revenues down	41,546	
Plus Operating Expenditure down	2,310,541	
Plus Operating Activities Excluded	123,843	
Plus Investing Activities down	822,311	
Less Transfer from reserves down	(1,164,355)	
Plus Transfer to reserves down	229,583	
Total Variances	<u>2,463,791</u>	

Actuals Closing surplus (Deficit)	<u><b>4,101,309</b></u>
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Refer to October 2017 Financials for explanation of variances. Review of the YTD Budgets will be completed by December 2017.

The following Term Deposits are currently held as at 31 October 2017:

Beringarra Cue Road Reserve Term Deposit	\$3,765,113	@ 1.85% Maturity 18/11/2017
Crosslands MCF Term Deposit	\$ 371,864	@ 2.00% Maturity 25/11/2017
Ballinyoo Bridge Term Deposit	\$1,295,467	@ 1.85% Maturity 27/11/2017

**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 (c);
- (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 31 October 2017 as attached.

*Discussion:*

*The DCEO advised that the Shire operations were performing within the year to date budgets. She further advised that the over allocations of overheads and recoveries of costs were still being reviewed.*

*Cr P Squires commented that he had compared current financials to the previous years and appeared to be of similar trends.*

*The CEO advised that the Flood Damage Contractor invoices are paid monthly and are recouped from Main Roads. He further advised that the Council has a \$3m line of credit with Treasury to manage the cash-flows for Flood Damage.*

**Voting Requirements:**

Simple majority

**Council Decision:**

**Moved: Councillor E Foulkes-Taylor**

**Seconded: G Mead**

That Council adopt the financial statements for the period ending 31 October 2017 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:	Ina Edwardson – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	17 November 2017
Attachments:	EFT & Cheque Details for October 2017

**Matter for Consideration:**

Endorsement of accounts paid during the month of October 2017.

**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 October 2017 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 \$3,257,863.37 which includes \$1,926,685.94 of intra account transfers for the month of October 2017, be endorsed by Council.

*Discussion:*

*Cr E Foulkes-Taylor asked how the destruction of 98 donkeys was verified. Cr G Meads responded that he had verified the number of donkeys destroyed.*

**Voting Requirements:**

Simple majority

**Council Decision:****Moved: Councillor A Whitmarsh****Seconded: Councillor Q Fowler**

That the accounts as per the attached Schedule presented to this meeting totalling \$3,257,863.37 which includes \$1,926,685.94 of intra account transfers for the month of October 2017, be endorsed by Council.

**Carried****For: 6****Against: 0**

**17. DEVELOPMENT****17.1 Bund Wings**

File:	12.9
Author:	Peter Dittrich – Chief Executive Officer
Interest Declared:	Nil
Date:	19 November 2017
Attachments:	Bund Costing

**Matters for Consideration:**

Council to consider amending the Bunds Policy adopted July 2016

**Background:**

At the July 2016 OCM, Council adopted the following Policy on the construction of bunds, to be included in the Policy Manual:

**Bunds Construction**

**Introduction** Bunds are constructed throughout the Shire on the current road network and on old roads.

**Objective** To minimise the impact of road works on the Shire's natural environment by directing water flows and limiting erosion.

**Statutory Context**

**Formal Record** File 4.40

**History** Adopted April 2016  
Amended July 2016

**Policy Statement**

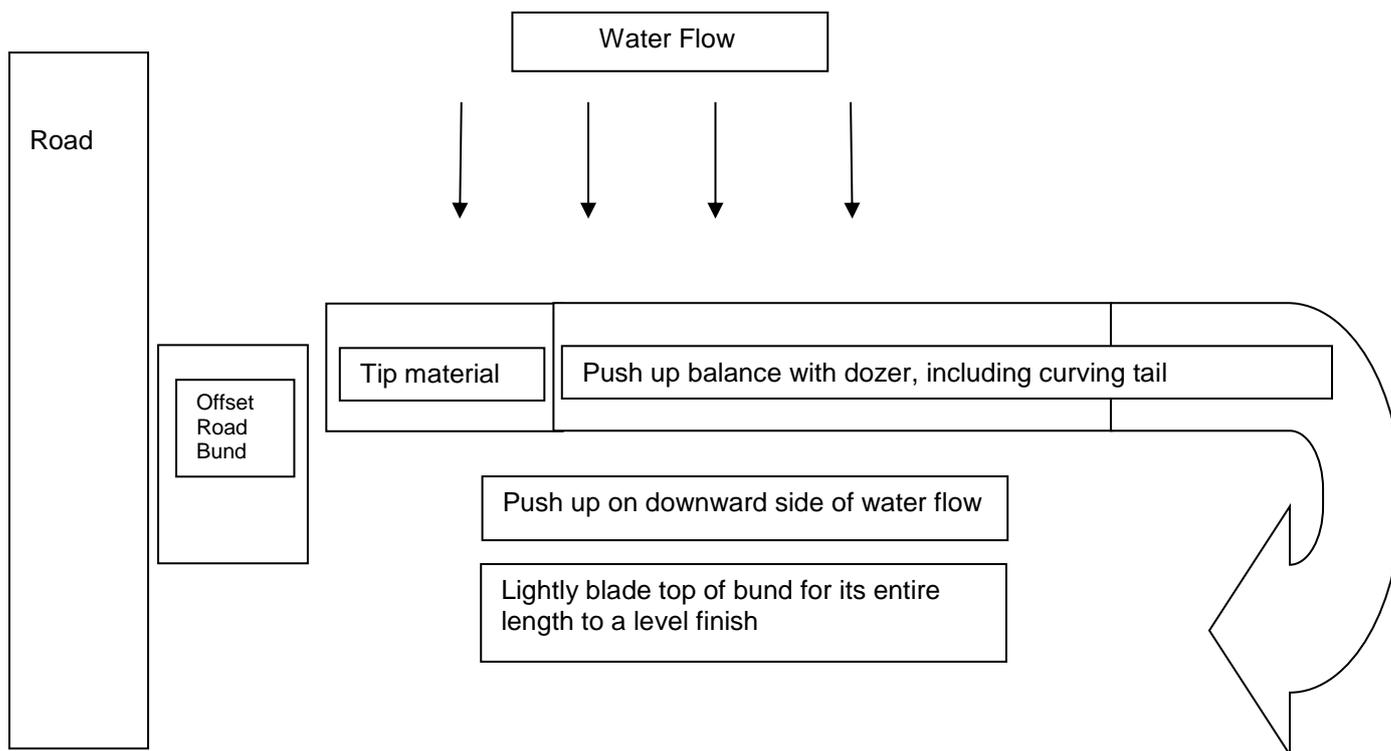
This policy applies to the construction of bunds on Shire of Murchison roads that are currently maintained, not on old roads that have been permanently closed.

Drainage bunds are to be constructed by tipping material of substance to a maximum length of 16m, width to be dependent on water pressure on that particular bund, adjacent to the road and then the remainder of the bund is to be pushed up using a bulldozer. The bund is to be pushed up on the downward side of the water flow and is to include a long curving tail, constructed in such a manner as to sheet the water away from the road. Finally, the entire length of the bank, commencing from the end of the tail, is to be lightly bladed along the top to a level finish.

This method of construction will eliminate the potential traffic hazard created by the bulldozer pushing up adjacent to the road and leaving depressions which may fill up with water, attracting animals to drink.

The road bund is to be offset from the drainage bund, on the downward side of water flow.

The bund angle from the road will be site specific and dependant on water flows – the diagram is an example only.



**Comment:**

Since then, the works crew and contractors have been instructed to build bunds using the method outlined in the Policy.

The Works Supervisor, in consultation with local contractors, has suggested that the policy be revised to allow the bunds to be constructed in a manner which would minimise the impact on the country. This would imply that the nature of the bund would be decided on a case by case basis.

Advice previously presented to Council at the April 2016 meeting was as follows:

*The following advice came back from Mark Bondiotti, Policy Manager Transport and Roads:*

- *Bund formation should be site specific and fit for purpose, based on associated factors such as efficiency and effectiveness, longevity, cost and road traffic safety.*
- *Having established road traffic safety as a significant determining factor in developing the alternate style of bund formation, there is risk associated with Council seeking to develop an instructing policy that would contradict the road traffic safety element and this may ultimately leave Council open to future action in the event of a road incident resulting in injury or property damage.*

**Statutory Environment:**

**Local Government Act 1995**

s.2.7. Role of council

(1) The council —

- (a) governs the local government's affairs; and
- (b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to —

- (a) oversee the allocation of the local government's finances and resources; and
- (b) determine the local government's policies.

s5.41 Functions of the CEO

- (d) managing day to day operations of the Local Government

**Policy Implications:**

A revised Policy prescribing the method for constructing bunds.

**Budget/Financial Implications:**

Nil

**Sustainability Implications:**

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

**Consultation:**

Cr P Squires  
Works Supervisor

**Recommendation:**

That the Shire of Murchison amend the Bunds Policy to read:

2.6 Bund Construction

## Policy Statement

This policy applies to the construction of bunds on Shire of Murchison roads that are currently maintained, not on old roads that have been permanently closed.

The construction method used for drainage bunds is to be determined on a case by case basis after giving due consideration to efficiency and effectiveness, longevity, cost, and road traffic safety.

Road grade gravel is not to be used in the construction of bund wings. Where a drainage bund is constructed by tipping sufficient material of substance, a tail is not required to be constructed.

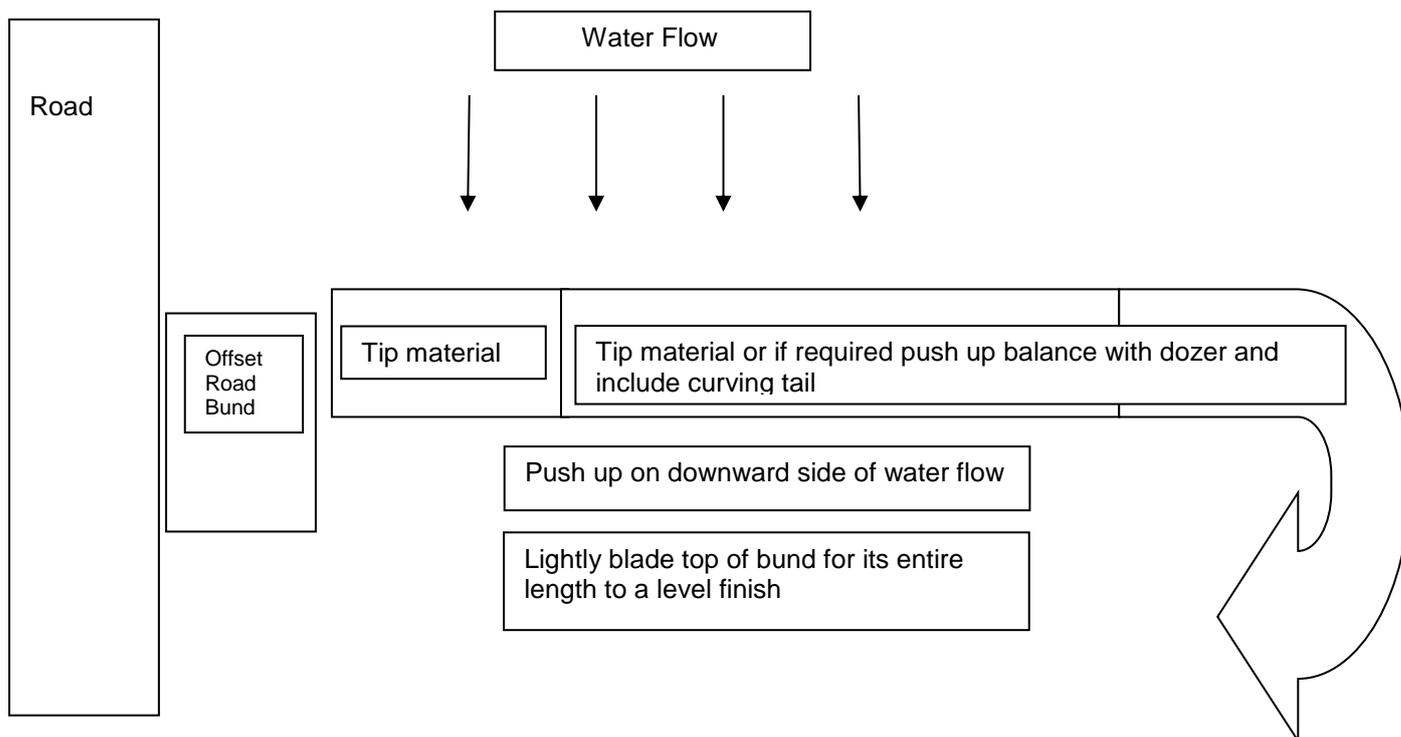
Where drainage bunds are to be constructed by tipping material of substance and the remainder of the bund is pushed up using a bulldozer. The bund is to be pushed up on the downward side of the water flow and is to include a long curving tail, constructed in such a manner as to sheet the water away from the road.

In any case the width and height of the bund is to be dependent on water pressure on that particular bund. Finally, the entire length of the bank is to be lightly bladed along the top to a level finish.

Generally the settled bund wings should be no higher than the raised road section. The method of construction is to minimise the disturbance of the country, consider the efficiency and effectiveness, longevity, cost, and road traffic safety.

The road bund is to be offset from the drainage bund, on the downward side of water flow.

The bund angle from the road will be site specific and dependant on water flows – the diagram is an example only.



**Discussion:**

The CEO advised that he had consulted with Cr P Squires and the Works Supervisor in the development of the recommendation put forward to Council to amend the Bund Policy.

Cr P Squires advised that he had researched the previous policy and recognised the intent and standards set. The amendment to the policy, allows for flexibility.

Council agreed to the amended policy with the following changes;

1. Road grade gravel is not to be used in the construction of bund wings
2. Generally settled bund wings should be no higher than the raised road section

**Voting Requirements:**

Absolute Majority

**Council Decision:**

**Moved: Councillor P Squires**

**Seconded: Councillor E Foulkes-Taylor**

That the Shire of Murchison amend the Bunds Policy to read:

2.6 Bund Construction

**Policy Statement**

This policy applies to the construction of bunds on Shire of Murchison roads that are currently maintained, not on old roads that have been permanently closed.

The construction method used for drainage bunds is to be determined on a case by case basis after giving due consideration to efficiency and effectiveness, longevity, cost, and road traffic safety.

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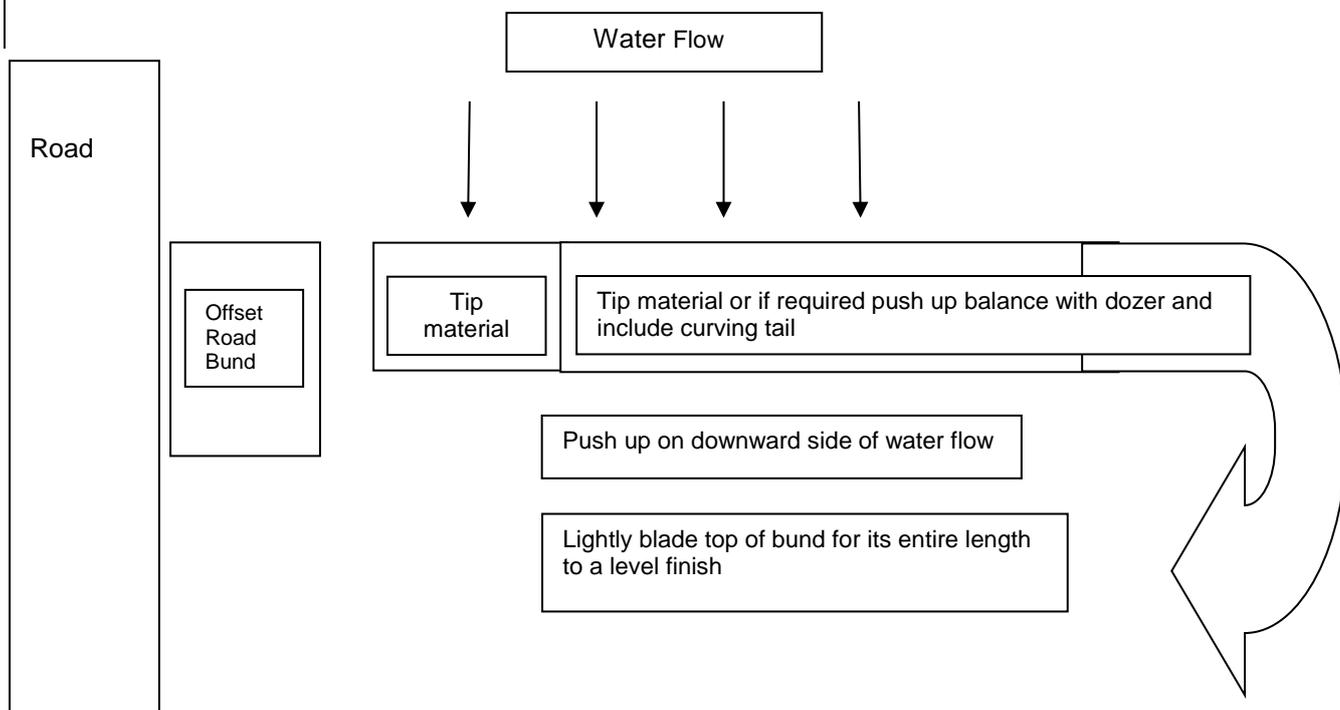
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The bund angle from the road will be site specific and dependant on water flows – the diagram is an example only.



**Carried**

**For: 6**

**Against: 0**

**18. ADMINISTRATION**

**18.1 2018 Meeting Dates**

File:	4.16
Author:	Peter Dittrich - Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 November 2017
Attachments:	Nil

**Matter for Consideration:**

Council to consider the meeting dates for Ordinary Council Meetings for 2018.

**Background:**

The precedent is that Ordinary Council meetings are held on the fourth Thursday in each month, with the exceptions of January when a recess is traditionally observed and December which is to be held on the third Thursday to allow for Christmas break.

**Comment:**

This would give the following proposed dates for meetings to be held in 2018:-

January – no meeting  
 February 22<sup>nd</sup> 2018 - Thursday  
 March 22<sup>nd</sup> 2018 - Thursday  
 April 26<sup>th</sup> 2018 - Thursday  
 May 24<sup>th</sup> 2018 - Thursday  
 June 28<sup>th</sup> 2018 - Thursday  
 July 26<sup>th</sup> 2018 - Thursday  
 August 23<sup>rd</sup> 2018 - Thursday  
 September 27<sup>th</sup> 2018 - Thursday  
 October 25<sup>th</sup> 2018 - Thursday  
 November 22<sup>nd</sup> 2018 - Thursday  
 December 20<sup>th</sup> 2018 - Thursday

**Statutory Environment:**

Regulation 12(1) of the Local Government (Administration) Regulations 1996 requires that:

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

(a) the ordinary council meetings; and

(b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Consultation:**

Nil

**Recommendation:**

That Council gives local public notice of its scheduled meetings for 2018 as follows:-

**Shire of Murchison  
 2018 Ordinary Council Meeting Dates**

The following ordinary Council meetings are open to the public commencing at 10am on the dates as shown below. All meetings are held in Council Chambers, Murchison Settlement, WA.

**Ordinary Council Meeting Dates 2018 – 10am**

January – no meeting	July 26 <sup>th</sup> 2018 - Thursday
February 22 <sup>nd</sup> 2018 - Thursday	August 23 <sup>rd</sup> 2018 - Thursday
March 22 <sup>nd</sup> 2018 - Thursday	September 27 <sup>th</sup> 2018 - Thursday
April 26 <sup>th</sup> 2018 - Thursday	October 25 <sup>th</sup> 2018 - Thursday
May 24 <sup>th</sup> 2018 - Thursday	November 22 <sup>nd</sup> 2018 - Thursday
June 28 <sup>th</sup> 2018 – Thursday	December 20 <sup>th</sup> 2018 – Thursday

*Discussion:*

*The CEO to give notice to the public of the 2018 Ordinary Council meeting Dates for 2018.*



An email was sent out to the community on the 3<sup>rd</sup> November 2017 inviting members to nominate for positions on the working groups. Nominations closed at noon on the 14<sup>th</sup> November 2017.

An absolute majority of Council is required to appoint each member to a committee.

**Comment:**

As at the close of nominations, two written and one verbal nomination had been received.

The nominations are:

Wild Dog Control Working Group - Peter Mahony

Community Advisory Group – Vicki Dumbris and Paul Lukitsch

**Statutory Environment:**

Local Government Act 1995 Part 5 Division 2 Subdivision 2

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Recommendation:**

Council accept the following community member nominations:

    Peter Mahony as a community member of the Wild Dog Control Working Group

    Vicki Dumbris and Paul Lukitsch as community members of the Community Advisory Group

*Discussion:*

*Council requested that nominations for community members to the various Working Groups be readvertised.*

**Voting Requirements:**

Absolute majority

<b>Council Decision:</b>		
<b>Moved: Councillor E Foulkes-Taylor</b>	<b>Seconded: Councillor A Whitmarsh</b>	
Council accept the following community member nominations:		
Peter Mahony as a community member of the Wild Dog Control Working Group		
Vicki Dumbris and Paul Lukitsch as community members of the Community Advisory Group		
<b>Carried</b>	<b>For: 6</b>	<b>Against: 0</b>

**18.3 Project Officer**

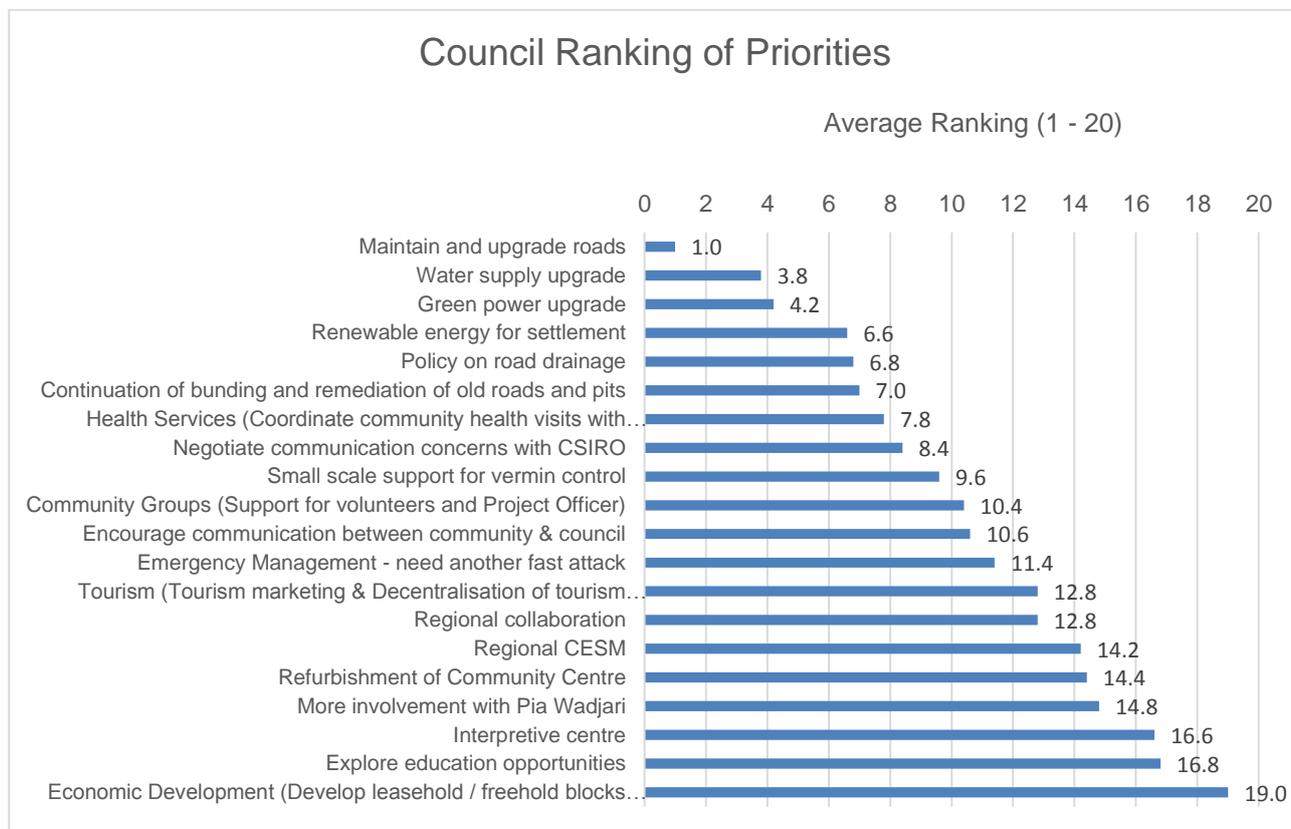
File:	4.20
Author:	Peter Dittrich – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 <sup>th</sup> November 2017
Attachments:	Project Officer

**Matter for Consideration:**

Council to consider the position of a Project Officer and the membership of the Project Officer working Group.

**Background:**

In the Strategic Community Plan the position of a Project Officer was ranked as priority 4 by the community in the area of Social Priorities. In the overall ranking by Council the position was ranked as Priority 10 in terms of all the projects undertaken by the Shire of Murchison.



The position forms part of the objective “To develop, co-ordinate, provide and support services and facilities which enhance the quality of community life in the Shire”.

In considering the appointment of a Project Officer, Council would need to consider the role that would be undertaken as well as the full employment cost as well as the cost of the provision of housing, office accommodation and vehicle costs.

Membership of the Project Officer Working Group is also required to be revised. A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

Committees and Working Groups are to report to Council and provide appropriate advice and recommendations on matters relevant to their terms of reference in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

At any given time, each Councillor is entitled to be a member of at least one committee and if a Councillor nominates himself or herself to be a member of such a committee or committees, Council is to include that Councillor in the persons appointed to at least one of those committees, as the Council so decides.

If at a meeting of the Council, a local government is to make an appointment to a committee that has or could have a Councillor as a Member and the President informs the local government of his wish to be a member of the committee, the local government is to appoint the President to be a member of the committee.

If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —

- (a) to be a member of the committee; or
- (b) that a representative of the CEO be a member of the committee,

the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

An absolute majority of Council is required to appoint each member to a committee.

Where a Councillor is appointed as a member of a committee, the Councillor's membership of the committee continues until:

- a. the Councillor no longer holds the office of Councillor;
  - b. the Councillor resigns from membership of the committee.
  - c. the committee is disbanded; or
  - d. the next ordinary elections day,
- whichever occurs first.

The members of each committee are to elect a presiding member from among themselves in accordance with the Act. The members of a committee may elect a deputy presiding member among themselves, but any such election is to be in accordance with the Act.

### **Comment:**

The position of a Project Officer remain a priority of Council and the community. The Shire wishes to progress this item and requests that Council consider the revision of the scope and the membership of the Project Officer Working Group. The revision of the scope will enable greater flexibility and direct the group to consider resource sharing. The revision of the membership is to enable the DCEO to become part of the working group.

### **Statutory Environment:**

Local Government Act 1995 Part 5 Division 2 Subdivision 2

### **Strategic Implications:**

Nil

### **Policy Implications:**

Nil

### **Financial Implications:**

Nil

### **Recommendation:**

1. That the membership of the Project officer Working Group be revised to consist of two members of Council (who are nominated by Council) the CEO, the DCEO and two members of the community.
2. That Council elects the following people (TBA) to be members of the Project Officer Working Groups.
3. Community Positions are to be advertised.
4. That the scope of the Project Officer Working Group be amended to include the consideration of resource sharing.

### *Discussion:*

*The CEO advised that the resource sharing option in the amended scope may remove the need to provide housing and office accommodation.*

### **Voting Requirements:**

Absolute majority.

### **Council Decision:**

**Moved: Councillor P Squires**

**Seconded: Councillor G Mead**

1. That the membership of the Project officer Working Group be revised to consist of two members of Council (who are nominated by Council) the CEO, the DCEO and two members of the community.
2. That Council elects the following people (TBA) to be members of the Project Officer Working Groups.
3. Community Positions are to be advertised.
4. That the scope of the Project Officer Working Group be amended to include the consideration of resource sharing.

**Carried**

**For: 6**

**Against: 0**

**19. NOTICE OF MOTION**

Nil

**20. CEO ACTIVITY REPORT**

<b>Date</b>	<b>Activity</b>
24.10.2017	Annual Audit
25.10.2017	Telephone discussion with R Greenaway re permits and water licences
31.10.2017	Discussion with Works Supervisor re surface water usage
01.11.2017	Discussion with Kerry Ardern – CSIRO – re planning approvals
02.11.2017	Meeting with G Egan – Heritage
03.11.2017	Meeting with G Milligan – B&J Catalano re water and pavement
08.11.2017	Meeting with CESM
15.11.2017	Resolve Audit Queries
16.11.2017	Meeting with Talis Consultants – Engineering and Environmental works support. k.

**Recommendation:**

That the CEO’s Activity Report be accepted.

*Discussion:*

*The CEO advised that GPS Spot Finders were used in the maintenance graders. In addition front and rear dash cams were being installed.*

*Cr P Squires enquired as to what surface water usage permits, the Shire held. The CEO advised that GHD had been approached to apply for surface water usage permits on behalf of the Shire.*

**Voting Requirements:**

Simple Majority

<b>Council Decision:</b>		
<b>Moved: Councillor A Whitmarsh</b>	<b>Seconded: Councillor P Squires</b>	
That the CEO’s Activity Report be accepted.		
<b>Carried</b>	<b>For: 6</b>	<b>Against: 0</b>

**21. URGENT BUSINESS**

Nil

**22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

Nil

**23. MEETING CLOSURE**

The meeting closed at 12:52pm

<p>These minutes were confirmed at the council meeting held on .....</p> <p>Signed..... Presiding Officer</p>
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