



Western Australia

Minutes of the Ordinary Meeting of the Murchison Shire Council,
held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On Thursday 28th February 2019, commencing at 12 Noon.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 12.01pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

R Foulkes-Taylor – President
 A Whitmarsh – Deputy President
 Cr E Foulkes-Taylor
 Cr G Mead
 Cr Q Fowler
 Cr P Squires

P Dittrich – CEO
 Rose Jones - DCEO
 W Herold – Acting Works Supervisor
 V Crispe – Technical Officer / Project Officer

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME**4.1 Standing Orders*****Council Decision:***

Moved: Councillor A Whitmarsh

Seconded: Councillor P Squires

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

28 March 2019

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Discuss four items pursuant to LGA s. 5.23 (2) (c) and (e) – 1. Supply of Fuel, 2. Purchase of loader, 3. Roadhouse Lease and 4. Appointment of Works Supervisor.

8. CONFIRMATION OF MINUTES**8.1 Ordinary Council Meeting – 15 December 2018****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 December 2018 be confirmed as an accurate record of proceedings

Voting Requirements:

Simple majority

Council Decision:**Moved: Councillor E Foulkes-Taylor****Seconded: Councillor A Whitmarsh**

That the Minutes of the Ordinary Council meeting of 15 December 2018 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

Nil

11. ACTION LIST

No	Item	Action	Status
1	Community Project Officer	Working Group held a telephone conference to discuss funding.	Awaiting release of grant funding. If delayed a budget amendment will be proposed. Grant applications close Sept 2019.
2	Cemetery and Remembrance Walk	Community Advisory Group inspected niche wall area and marked layout.	Quote to be sought for 7.5m x 1m x 0.3m wall.
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. 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.	Working with Paul Dean of Landgate and Brad Harken of Department of Lands, Planning and Heritage. Partial report received.

Recommendation:

That the Action List be accepted.

*CEO advised that quotations have been sought for the Niche Wall***Voting Requirements:**

Simple majority

Council Decision:**Moved: Councillor G Mead****Seconded: Councillor Q Fowler**

That the Action List be accepted.

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

12. DISCLOSURE OF INTERESTS

Nil

13. REPORTS OF OFFICERS**13.1 Monthly Plant Report – Acting Works Supervisor**

	Plant Description	Year	Rego	Total Costs	Recovery	Plant Hrs YTD	Plant Hrs Dec-Jan
P001	JD 770G Grader	2011	MU1063	34,350.30	65,135.00	930.50	192.00
P004	Ford New Holland Tractor	2006	MU 380	1,315.84	0.00	0.00	0.00
P005	Dolly	2001	MU 2003	1,549.61	0.00	0.00	0.00
P007	UD Nissan Prime Mover Truck	2009	000 MU	26,623.78	20,655.00	459.00	169.50
P008	Dolly	2000	MU 2009	1,635.97	5,450.00	545.00	84.50
P009	Iveco Prime Mover	2003	MU1065	9,940.33	26,640.00	592.00	0.00
P010	Iveco Tipper 2004	2004	MU 00	3,241.11	0.00	0.00	0.00
P011	Komatsu D85A BullDozer	1997	0	45,936.95	21,636.50	198.50	0.00
P013	Low Loader Float	2008	MU 663	8,895.59	7,020.00	117.00	64.00
P014	Low Loader Float	2001	MU 2004	4,104.52	0.00	0.00	0.00
P017	Trailer - Evertrans Side Tipper	2001	MU 662	3,009.44	9,281.50	488.50	75.00
P018	Trailer - Side Tipping Roadwest	2001	MU2010	5,328.84	9,937.00	523.00	74.50
P024	Water Tanker Trailer	2005	MU 2024	12,963.18	17,214.00	906.00	146.00
P027	Volvo L110E Loader	2006	MU 65	30,431.85	17,517.50	269.50	37.00
P028	LV Isuzu D-Max 4x4	2009	MU 300	8,870.10	97.50	6.50	6.50
P032	Genset - Construction	0	0	12,438.15	0.00	0.00	0.00
P033	Genset - Maintenance 13 KVA	0	0	6,055.17	0.00	0.00	0.00
P034	Genset Perkins On Mechanic Truck	0	0	4,002.16	0.00	0.00	0.00
P035	Genset Power House	2011	0	100,150.15	99,085.05	0.00	0.00
P041	Loader CAT 938 GII	2004	MU 193	19,081.40	7,962.50	122.50	25.00
P043	BOMAG Roller (Rubber)	2012	MU1027	11,579.91	9,600.00	240.00	42.00
P048	Howard Porter Flat Trailer - Construction Gen	1979	MU 2026	797.70	0.00	0.00	0.00
P049	Howard Porter Fuel Trailer	1972	MU 2005	503.20	0.00	0.00	0.00
P055	Toyota Prado 3.0l T/D 5 door Wgn	2012	MU1011	5,858.95	5,856.45	10.00	10.00
P057	Great Wall 2012 Gardeners Ute	2012	MU 167	2,914.41	0.00	0.00	0.00
P059	Trailer - 45ft Flat top	1978	MU2044	2,992.64	627.00	33.00	8.00
P060	Patient Transfer- Mercedes Sprinter	2004	MU 1009	2,682.15	2,552.59	0.00	0.00
P061	Kenworth T604 Prime Mover	2004	MU 000	68,838.59	27,832.50	618.50	121.50
P064	Isuzu FRR500 5-Tonne Truck	2013	MU 140	48,947.04	13,455.00	172.50	36.50
P065	Generator 9 KVA Kubota Machine	2013	0	2,603.32	0.00	0.00	0.00
P067	Trailer - Side Tipper Roadwest	2013	MU2042	6,084.26	10,079.50	530.50	84.50
P068	BOMAG Padfoot Roller BW211PD-4 - Yellow	2013	MU1071	20,001.71	17,360.00	434.00	91.50
P072	Isuzu Fire Truck	2013	MU1068	13,991.78	13,991.78	0.00	0.00
P073	Toyota Fire - Fast Attack	2014	MU1069	12,026.17	12,026.17	0.00	0.00
P077	Kubota U25-3 Mini Excavator & Attachments	0	0	7,232.07	3,825.00	76.50	7.50
P080	Fuso Canter	2017	MU120	7,724.50	5,538.00	71.00	17.50
P081	John Deere 670G Motor Grader	2017	MU105	37,386.10	67,830.00	969.00	201.00
P082	Isuzu/Dmax Sx - Works Supervisors Vehicle	2017	01 MU	12,018.07	4,492.50	299.50	97.00
P086	Maxitrans Tandem axle Dolly	2012	1TNW068	308.15	4,245.00	424.50	58.00

	Plant Description	Year	Rego	Total Costs	Recovery	Plant Hrs YTD	Plant Hrs Dec-Jan
P15003	Grader John Deere 672G	2012	MU121	34,801.92	56,595.00	808.50	121.00
P15006	Truck - Isuzu NPR 65/45	2015	MU1018	13,621.65	12,597.00	161.50	37.00
P16063	Toyota Prado	2016	MU 0	7,856.12	0.00	0.00	0.00
P16075	Kubota Tractor B2301 HD with mower deck	2016	0	2,164.18	1,718.50	122.75	35.75

13.2 Works Report – Acting Works Supervisor

Construction Crew

The construction crew returned from their Christmas break and went straight into a CPR refresher course. They then spent several days working on the trench for the optic fibre cable between the Shire office and the Depot. This required several days of shovel work so as not to have any further mishaps as far as pipelines and cables go. The cable is now in place and appears to be working as planned. They then attended an Emotional Intelligence course held for all of the “outside” staff – some appear to have got more benefit from it than others, however I am confident all left having learnt something. On Tuesday February 5th a start was made on preparing a 1km section for sealing 13 km south of the Ballinyoo Bridge on the Carnarvon Mullewa Road. This section should be complete by the time Council receive this report. They will then start on a re-sheet of the Carnarvon Mullewa Road from SLK 118.0 to SLK 122.0. On completion of this job we will be moving over to the Beringarra - Cue Road to tackle the task of returning the sealed section back to an unsealed road. A report on this is due to be presented to Council.

Maintenance Crew

The Maintenance crew attended the same training courses as the construction crew and assisted with the trench between the Shire office and the Depot. On Tuesday February 5th they headed out to the Beringarra - Pindar Road to start their maintenance grading programme. They will begin from the turkeys nest south of the Boolardy homestead and head north doing the Boolardy - Kalli Road on the way past.

Flood Damage Works

A handover of completed work was done on January 22nd and 23rd – all crews are back on deck and appear to be going well, apart from minor irritations such as access to water and turn arounds they have or are currently dealing with.

We look forward to a busy and productive year from the Shire crews and Contractors alike.

Recommendation:

That the Acting Works Supervisor’s report be accepted.

Discussion: It was noted that the reason no hours were recorded for the gardener’s utility is that the vehicle is not booked out on timesheets. The Acting Works Supervisor advised that further remedial works currently being undertaken on the Carnarvon-Mullewa Road around Bullardoo will delay the construction crew’s return to the RRG job.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor G Mead	Seconded: Councillor E Foulkes-Taylor	
That the Acting Works Supervisor's report be accepted.		
Carried	For: 6	Against: 0

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

Cr Rosco Foulkes-Taylor reported that he had attended 2 days of WALGA training.

14.2 Councillors

Cr E Foulkes-Taylor reported that she had undertaken training with the Australian Institute of Company Directors. She had found this to be worthwhile and relevant to local government and intends to provide a report to Councillors for the next meeting.

Cr G Mead attended a meeting of the Northampton Biosecurity Group and reported that they were considering safety in relation to multiple doggers working in one area.

Cr A Whitmarsh attended an NRM meeting on 22nd February 2019.

15. REPORTS OF COMMITTEES

Nil

16. FINANCE

16.1 Financial Activity Statements to 31 December 2018

File:	4.37
Author:	Rose Jones – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	21 February 2019
Attachments:	Financial Activity Statements to 31 December 2018 Statement of Financial Position Operating Statement by Program Operating Statement by Nature & Type Accounts Activity General Ledger Trial Balance

Matter for Consideration:

Council is to consider adopting the Monthly Financial Statements for December 2018.

Background:

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

Comment:

The Current Position at 31 December 2018 is a surplus of \$3,447,213

	Budgeted closing surplus YTD	\$5,152,093
Less	Variance to Opening Funding Surplus	-37,495
Less	Operating revenue down	-3,126,625

Plus	Operating Expenditure down	530,870
Less	Operating activity excluded	-77,505
Plus	Investing activities down	1,005,875
Plus	New Debentures up	0
Less	Transfers from reserve down	0
Less	Repayment of Debentures up	0
Plus	Transfers to reserves down	0
	Total Variances	-1,704,880
	Actual Surplus as at 31 December 2018	\$3,447,213

The following Term Deposits are currently held as at 31 December 2018:

Muni

Term Deposit 531423	\$500,000.00	2.69%	Maturity 29/01/2019
Term Deposit 531431	\$1,000,000.00	1.90%	Maturity 08/01/2019
Term Deposit 529817	\$500,000.00	1.94%	Maturity 06/01/2019
Term Deposit 249753(Closed 7.1.19)	\$500,000.00	2.69%	Maturity 30/12/2018

Trust

Crosslands MCF Term Deposit	\$372,948.23	2.39%	Maturity 25/02/2019
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Reserve

Term Deposit 531458	\$752,419.11	2.09%	Maturity 29/01/2019
Term Deposit 531466	\$1,000,000.00	2.36%	Maturity 29/01/2019
Term Deposit 218770	\$1,006,646.71	2.07%	Maturity 21/01/2019
Beringarra Cue Road Reserve Term Deposit	\$2,467,089.65	2.07%	Maturity 21/01/2019

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 31 December 2018 as attached.

Voting Requirements:

Simple majority.

Council Decision:**Moved: Councillor P Squires****Seconded: Councillor R Foulkes-Taylor**

That Council adopt the financial statements for the period ending 31 December 2018 as attached.

Carried**For: 6****Against: 0****16.2 Financial Activity Statements to 31 January 2019**

File:	4.37
Author:	Rose Jones – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	21 February 2019
Attachments:	Financial Activity Statements to 31 January 2019 Statement of Financial Position Operating Statement by Program Operating Statement by Nature & Type Accounts Activity General Ledger Trial Balance

Matter for Consideration:

Council is to consider adopting the Monthly Financial Statements for January 2019.

Background:

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

Comment:

The Current Position at 31 January 2019 is a surplus of \$2,242,654

	Budgeted closing surplus YTD	\$2,089,089
Less	Variance to Opening Funding Surplus	-37,495
Less	Operating revenue down	-2,616,477
Plus	Operating Expenditure down	343,265
Less	Operating activity excluded	-87,855
Plus	Investing activities down	1,357,982
Plus	New Debentures up	1,194,145
Less	Transfers from reserve down	0
Less	Repayment of Debentures up	0
Plus	Transfers to reserves down	0
	Total Variances	-153,565

Actual Surplus as at 31 January 2019 \$2,242,654

The following Term Deposits are currently held as at 31 January 2019:

Muni

Term Deposit 531423	\$500,000.00	2.07%	Maturity 28/02/2019
Term Deposit 531431	\$1,000,000.00	2.51%	Maturity 08/04/2019
Term Deposit 529817	\$500,000.00	2.06%	Maturity 08/02/2019

Trust

Crosslands MCF Term Deposit	\$372,948.23	2.39%	Maturity 25/02/2019
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Reserve

Term Deposit 531458	\$750,000.00	2.07%	Maturity 28/02/2019
Term Deposit 531466	\$1,000,000.00	2.52%	Maturity 29/04/2019
Beringarra Cue Road Reserve Term Deposit	\$3,479,523.50	2.52%	Maturity 21/04/2019

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 31 January 2019 as attached.

Discussion: Cr Squires sought further information regarding progress of Capital and Maintenance road programs. This information is to be found in the schedules attached to the financials on pp10-11. Both Council (GL12101) and Main Roads (GL12102) Capital programs are behind schedule. General Road Maintenance (GL12203) is marginally behind schedule.

Voting Requirements:

Simple majority.

Council Decision:

Moved: Councillor Q Fowler

Seconded: Councillor G Mead

That Council adopt the financial statements for the period ending 31 January 2019 as attached.

Carried

For: 6

Against: 0

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

File:	4.37.1
Author:	Rose Jones – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	21 February 2019
Attachments:	EFT & Cheque Details for December 2018 EFT & Cheque Details for January 2019

Matter for Consideration:

Endorsement of accounts paid during the months of December 2018 and January 2019.

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:

A list of payments made during the months of December 2018 and January 2019 is 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) enough 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 for the Months of December 2018 and January 2019, as per the attached Schedules presented to this meeting including \$5,745,825.03 from Municipal Account (which includes \$1,777,459.78 to WA Treasury in respect of the short term advance), \$64.00 from Oasis Roadhouse and \$17.70 from Trust totalling \$5,745,906.73 be endorsed by Council.

Voting Requirements:

Simple majority

Council Decision:			
Moved: Councillor Q Fowler		Seconded: Councillor G Mead	
That the accounts for the Months of December 2018 and January 2019, as per the attached Schedules presented to this meeting including \$5,745,825.03 from Municipal Account (which includes \$1,777,459.78 to WA Treasury in respect of the short term advance), \$64.00 from Oasis Roadhouse and \$17.70 from Trust totalling \$5,745,906.73 be endorsed by Council.			
Carried	For:	6	Against: 0

16.4 Financial Report 2017-18

File:	2.2
Author:	Peter Dittrich – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2019
Attachments:	Financial Report 2017-18 including Independent Auditors Report

Matter for Consideration:

Council to consider the adoption of the Financial Report for 2017-18.

Background:

A local government is to prepare a Financial Report for the preceding financial year and such other financial reports as are prescribed.

Comment:

The 2017-18 Financial Report was prepared and sent to the Auditor by the 30th September as prescribed.

At its meeting on the 15th December 2018, the Audit Committee reviewed the Financial Report, discussing the Audit Findings and draft Management Letter with the Auditor. Following the meeting a final audit report was issued by the Auditor on 17th December 2018.

The Audit Committee reported on its meeting at Item 15.2 on 15th December 2018.

Statutory Environment:

Division 3 — Reporting on activities and finance

6.4. Financial report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.
- (2) The financial report is to —
- (a) be prepared and presented in the manner and form prescribed; and
- (b) contain the prescribed information.
- (3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —
- (a) the accounts of the local government, balanced up to the last day of the preceding financial year; and
- (b) the annual financial report of the local government for the preceding financial year.

Strategic Implications:

Nil.

Policy Implications:

Nil.

Budget/Financial Implications:

The cost of the annual audit is included in the 2018-19 Budget

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
RSM
Rose Jones

Recommendation of Audit Committee:

- 1) That Council adopt the Financial Report for 201-18

Voting Requirements:

Simple majority

Council Decision:			
Moved: Councillor A Whitmarsh	Seconded: Councillor E Foulkes-Taylor		
That Council adopt the Financial Report for 2017-18.			
Carried	For:	6	Against: 0

16.5 2018-19 Budget Variation – Provision of Vehicle for Technical/Project Officer

File:	2.4
Author:	Rose Jones – Deputy Chief Executive Officer
Interest Declared:	Nil
Date:	13 February 2019
Attachments:	Nil

Matter for Consideration:

Council is to consider a budget amendment to provide for the purchase of a vehicle for use by the Technical / Project Officer.

Background:

The 2018-19 Annual Budget includes provision for wage or contractor expense to employ a Project Officer. In December 2018 a decision was made to appoint an employee to a combined role of Technical and Project Officer. In order to effectively undertake their duties it is necessary to provide a suitable vehicle.

Comment:

A quotation from Geraldton Toyota has been obtained that is sourced from the State Government pricing for a Hilux 4WD complete with bull bar, spotlights, LED beacons and a UHF Radio of \$44,163 plus GST.

The account affected is Capital Expenditure GL12302 Cap-Ex – Purchase Major Plant – Roads.

Statutory Environment:

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution*; or

(c) is authorised in advance by the mayor or president in an emergency.

* *Absolute majority required.*

Policy Implications:

Nil

Budget/ Financial Implications:

As part of Council's 2018-19 Budget Review process additional income has been identified in an amount of \$77,642 from Main Roads in respect to the Direct Grant. Funds for the vehicle will be drawn from this unbudgeted cash.

Sustainability Implications:

- **Environmental**
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:

CEO & Acting Works Supervisor

Recommendation:

That council endorse the purchase of a Toyota Hilux 4WD as an amendment to the 2018-19 Annual Budget in the amount of \$44,163 funded from general revenue savings identified as the result of an increase in Main Roads contribution in relation to its Direct Grant for 2018-19.

Discussion: The plant working group's preference was for an ARB Commercial Bull-bar in lieu of the Toyota one quoted. There is currently no ARB Commercial bull-bar available for this model Hilux. The requirement for a DFES radio would be considered by the Works Manager.

Voting Requirements:

Absolute Majority

Council Decision:**Moved: Councillor A Whitmarsh****Seconded: Councillor E Foulkes-Taylor**

That council endorse the purchase of a Toyota Hilux 4WD as an amendment to the 2018-19 Annual Budget in the amount of \$44,163 funded from general revenue savings identified as the result of an increase in Main Roads contribution in relation to its Direct Grant for 2018-19.

Carried**For:****6****Against: 0****17. DEVELOPMENT****17.1 Beringarra-Cue Road Proposed Works**

File:	12.8
Author:	Vanessa Crispe – Technical/Project Officer
Interest Declared:	No interest to disclose
Date:	14 February 2019
Attachments:	Assessment report

Matter for Consideration:**Background:**

At the Ordinary Meeting of Council on 19th August 2016 the decision was made to invite Public Tenders for various bitumen seal, reseal and repair works. At the Ordinary Meeting of Council on the 16th December 2016, Council declined to accept any tender for RFT 4.2016-18 Repairs to Bitumen Surface Defects because the tendered prices far exceeded the budget.

During the discussion relating to the CEO's Report at the March 2017 Ordinary Council Meeting a request was made that a whole of life costing be presented to Council. The whole of life costing was tabled at the Ordinary Meeting of Council held on 27th April 2017 and a decision made to return the Beringarra-Cue Road to gravel.

The decision to invite Public Tenders for the Supply of Plant & Operators for the Conversion of the Sealed Section of the Beringarra Cue Road to Gravel was made by Council at the OCM 27 July 2017. The tender was advertised in the West Australian 21 July 2018 with the advertised closing date being 2:00 pm 21 August 2018.

The scope of works was to supply Plant & Operators for the Conversion of the Sealed Section of the Beringarra-Cue Road to Gravel. Council rejected all tenders due to the total project cost being beyond available budget at the Council meeting 25 September 2018.

Comment:

Council has considered the whole of life costing in relation to the Beringarra-Cue Road. The works will be undertaken internally and added to the works program.

As the road owner the Shire is required to undertake the primary assessment of the road and indicate the following conditions have been met:

1. The road width meets the guideline requirements.
2. There are no evident steep grades.
3. All sight distances meet guideline requirements.

Summary

A site visit was undertaken on 6th February 2019 to assess areas of priority and implement a works schedule process. We were able to point out various drainage issues in the different sections, in particular the sections where the road is causing the downstream side of the road to be starved of upstream runoff. The drainage issues seemed to be more prevalent in the section south of Mileura Station (approximately SLK 0-55). The drainage issues in the section north of the station (SLK 55-85) were generally confined to a couple of specific locations as well as the large crossing at Whela Creek / Poonthoon Pool (SLK 83.8).

The scope of works is simply limited to priority repairs to the existing cement stabilised floodways, then undertaking priority assessments for ripping the seal followed by shaping and grading the gravel/recycled seal surface. The materials that are currently affecting the performance of the sealed road will be retained and used in the future unsealed road. To alleviate some of the materials affecting the performance of the sealed road, work needs to be completed around the drainage issues and assessing the flow of water.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil

Budget/ Financial Implications:

This project will be funded by the reserve set aside for the conversion of the sealed section of the road to gravel.

Sustainability Implications:

- **Environmental:**
There may be significant noise and dust issues which need to be considered.
- **Economic:**
There could be significant economic impact on road maintenance costs.
- **Social:**
There may be some impact on residents along the route and some impact on other road users.

Consultation:

William Herold – Acting Works Supervisor

Recommendation:

That Council:

Endorse the strategy suggested for the works comprising of two stages; Stage 1 Priority Works and Stage 2 scheduled work.

Stage 1. Comprises saving sections of the road/floodways constituting:

- Repairs to existing cement stabilised floodways, including concrete works,
- Construction of drains, drain lines, offshoot drains and drainage bunds, and
- Resealing works for sections of retained seal.

Stage 2. comprises the bulk of the civil works constituting:

- Recycle of the sections of the seal as per scheduled maintenance works program
- Preparation of subgrade,
- Construction and reconstruction of gravel/seal sheeting for heavy reshape,
- Construction of drains, drain lines, offshoot drains and drainage bunds, and
- Construction of unsealed floodways.

Discussion: CEO explained that retention of sealed sections of road would occur where it would be desirable to meet either safety or maintenance objectives. Technical/Project Officer outlined the priority to maintain the integrity of 36 floodways by works to end walls and drainage to prevent further deterioration. Those in the southern section were in worse condition as a result of rains last year. The president commended the practical, common sense approach of the works team to addressing these issues.

Voting Requirements:

Simple Majority

Council Decision:**Moved: Councillor E Foulkes-Taylor****Seconded: Councillor P Squires**

That Council:

Endorse the strategy suggested for the works comprising of two stages; Stage 1 Priority Works and Stage 2 scheduled work.

Stage 1. Comprises saving sections of the road/floodways constituting:

- Repairs to existing cement stabilised floodways, including concrete works,
- Construction of drains, drain lines, offshoot drains and drainage bunds, and
- Resealing works for sections of retained seal.

Stage 2. Comprises the bulk of the civil works constituting:

- Recycle of the sections of the seal as per scheduled maintenance works program
- Preparation of subgrade,
- Construction and reconstruction of gravel/seal sheeting for heavy reshape,
- Construction of drains, drain lines, offshoot drains and drainage bunds, and
- Construction of unsealed floodways.

Carried**For: 6****Against: 0****18. ADMINISTRATION****18.1 Anzac Day – Call for Volunteer of the Year**

File:	TBA
Author:	Peter Dittrich - Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2019
Attachments:	Nil

Matter for Consideration:

Consideration of the concept and form of a “Volunteer of the Year” award to be presented at the Shire’s ANZAC Day function.

Background:

The ANZAC Day function is generally well attended by members of the Shire community. This award would enable the Shire to recognise the outstanding contribution by an individual undertaking volunteer work within the Shire.

Comment:

The award will be made to a person, whom in the opinion of the Council, has made an outstanding contribution to as a volunteer to the community of the Shire of Murchison in the past 12 months. In the inaugural year of the award nominations will be called for from members of the Shire community to be received by the Shire no later than the 21st of March 2019. This would allow Council to consider the nominations at its March meeting.

The award would take the form of a framed certificate, signed by the Shire President, which will be presented at the ANZAC Day function.

The form of the nomination will be:

Name of Nominated Volunteer	
Date of Nomination	
Reason for Nomination: (Please include details of the nature of volunteer work undertaken, the period the work was undertaken, and the reason for the nomination. Please attach any supporting documentation)	
Name & signature of Proponent	
Proponent Contact Details	

Statutory Environment:

Nil

Sustainability Implications

- **Environmental**
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

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

The cost of the award will be part of the Civic Functions.

Consultation:

Nil

Recommendation:

That the Shire of Murchison establish a “Volunteer of the Year” award and call for nominations.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor P Squires		Seconded: Councillor A Whitmarsh
That the Shire of Murchison establish a “Volunteer of the Year” award and call for nominations.		
Carried	For: 6	Against: 0

The meeting was adjourned for lunch at 12.58pm

The meeting reconvened at 1.54pm

18.2 Acceptance of the 2017-18 Annual Report

File:	1.2
Author:	Peter Dittrich - CEO
Interest Declared:	No interest to disclose
Date:	13 February 2019
Attachments:	2017-18 Annual Report

Matter for Consideration:

The Annual Report for the 2017-18 financial year is presented for consideration by the Council. In accordance with s5.55 of the Local Government Act the Annual Report will be made available to the public after it is accepted by Council.

Background:

Local Government is to prepare an Annual Report for each financial year containing:

- (a) a report from the mayor or president
- (b) a report from the CEO
- (c) an overview of the plan for the future
- (d) the financial report for the financial year
- (e) information as may be prescribed in relation to payments to employees
- (f) the auditor's report for the financial year
- (g) information regarding Disability access and inclusion
- (h) details in the register of complaints

The Annual Report is to be the first item considered at the Annual General Meeting of Electors.

Comment:

The 2017-18 Annual Report has been prepared according to section 5.53 of the Local Government Act. The Financial Statement for the Year Ending 30 June 2018, which is included in the Annual Report has been audited by RSM Bird Cameron and in their opinion, gives a true and fair view of the financial position of the Shire of Murchison as at 30 June 2018. The Independent Auditors Report is included in the Annual Financial Report.

An Electors general meeting will be convened within 56 days of Council accepting this annual report. The suggested date and time being 4 pm Friday 29th March 2019.

Statutory Environment:**5.53. Annual reports**

- (1) The local government is to prepare an annual report for each financial year.
- (2) The annual report is to contain —
 - (a) a report from the mayor or president; and
 - (b) a report from the CEO; and
 - [(c), (d) deleted]
 - (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and
 - (f) the financial report for the financial year; and
 - (g) such information as may be prescribed in relation to the payments made to employees; and
 - (h) the auditor's report for the financial year; and
 - (ha) a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and
 - (hb) details of entries made under section 5.121 during the financial year in the register of complaints, including —
 - (i) the number of complaints recorded in the register of complaints; and
 - (ii) how the recorded complaints were dealt with; and
 - (iii) any other details that the regulations may require; and
 - (i) such other information as may be prescribed

5.54. Acceptance of annual reports

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.

* Absolute majority required.

(2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

5.55. Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

5.27. Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.

5.29. Convening electors' meetings

- (1) The CEO is to convene an electors' meeting by giving —
 - (a) at least 14 days' local public notice; and
 - (b) each council member at least 14 days' notice, of the date, time, place and purpose of the meeting.

Sustainability Implications

- **Environmental**
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

Strategic Implications:

This is a statutory function.

Policy Implications:

Nil

Financial Implications:

Nil

Consultation:

Moore Stephens
RSM Bird Cameron

Recommendation:

- 1) That Council accepts the Annual Report for 2017-18
- 2) That the Electors Annual General meeting be held at 4pm on the 29th March 2019 at the Murchison Community Centre, Murchison Settlement.

Voting Requirements:

Absolute Majority

Council Decision:

Moved: Councillor A Whitmarsh

Seconded: Councillor P Squires

- 1) That Council accepts the Annual Report for 2017-18
- 2) That the Electors Annual General meeting be held at 4pm on the 29th March 2019 at the Murchison Community Centre, Murchison Settlement.

Carried

For: 6

Against: 0

18.3 Amendment to Delegations

File:	4.16
Author:	Peter Dittrich
Interest Declared:	No interest to disclose
Date:	18 January 2019
Attachments:	Extract of Delegated Authority Register - 16. Signing of Requisitions and Purchase Orders

Matter for Consideration:

Council to consider adopting the revised Register of Delegations - 16. Signing of Requisitions and Purchase Orders.

Background:

Local government can delegate certain authorities to the CEO pursuant to s.5.42 and s. 5.43 of the Local Government Act. The delegations must be in writing and a register of delegations must be kept and reviewed at least once every financial year. The Delegations were last reviewed at the Ordinary Meeting of Council on the 28th June 2018.

If a person is exercising a power or duty which they have been delegated, the Act requires them to keep records relating to the exercise of the power or discharge of the duty. The records are to include:

- (a) how the person exercised the power or discharged the duty; and
- (b) when the person exercised the power or discharged the duty; and
- (c) the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

Comment:

The amendment to the Delegated Authority Register - 16. Signing of Requisitions and Purchase Orders that Council is requested to consider is:

- Increase - Deputy Chief Executive Officer \$60,000 maximum
- Increase - Works Supervisor \$60,000 maximum
- Addition - Technical/Project Officer \$20,000 maximum
- Increase – Finance/Customer Service Officer \$ 2,000 maximum

Statutory Environment:

The Delegations of Authority are made to the Chief Executive Officer pursuant to section 5.42 and 5.43 of the *Local Government Act 1995* (the Act) and to Committees pursuant to section 5.16, 5.17 and 5.18. Where listed, some of these functions are delegated by the Chief Executive Officer to Shire of Murchison employees pursuant to section 5.44 of the Act.

**Absolute Majority*

Strategic Implications:

Objective 4 of the Community Strategic Plan calls for high levels of accountability, compliance with statutory requirements, openness and transparency. Reviewing the Delegations Register on an annual basis ensures that relevant parties are aware of their obligations.

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

Policy Implications:

Some Delegations work in accord with the Policy Manual.

Financial Implications:

Nil

Consultation:

Nil

Recommendation:

That Council reviews the Register of Delegations - 16. Signing of Requisitions and Purchase Orders and adopts it as presented and attached.

Discussion: The CEO outlined the improvement in control over delegations that is now possible through the Synergysoft Purchasing module.

Voting Requirements:

Absolute Majority

Council Decision:**Moved: Councillor Q Fowler****Seconded: Councillor E Foulkes-Taylor**

That Council reviews the Register of Delegations - 16. Signing of Requisitions and Purchase Orders and adopts it as presented and attached.

Carried**For:****6****Against: 0****18.4 Bush Fire Control Officers**

File:	5.1
Author:	Peter Dittrich – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	17 th January 2019
Attachments:	Nil

Matter for Consideration:

Council to appoint such persons as it thinks necessary to be Bush Fire Control Officers for the Shire of Murchison under and for the purposes of the Bush Fires Act 1954 Section 38.

Background:

The Murchison Bush Fire Brigade met on 15 December 2018. At the meeting 7 positions were filled, namely:

- Chief Bushfire Control Officer – Peter Dittrich
- Deputy Bush Fire Control Officer North – Quentin Fowler
- Deputy Bush Fire Control Officer South – Tom Foulkes-Taylor
- Brigade Captain – Stuart Broad
- Brigade Lieutenant- William Herold
- Brigade Secretary- DCEO
- Bush Fire Committee chair – Tom Foulkes-Taylor

Three people were elected as bush fire control officers for the purposes of the Act. The Act enables Bush Fire Control Officers to issue Permits to Burn ie section 18 subsection (6) provides:

Subject to this Act a person shall not set fire to the bush on land within a zone of the State during the restricted burning times for that zone of the State unless —

(a) he has obtained a permit in writing to burn the bush from a bush fire control officer of the local government in whose district the land upon which the bush proposed to be burnt is situated, or from the chief executive officer of the local government if a bush fire control officer is not available; and

(b) the conditions prescribed for the purposes of this section are complied with in relation to the burning of the bush.

Comment:

The Bush Fire Brigade is considered to be the preferred organisation to recommend such appointments are made as prescribed in the Act in regards to fire control. However, under the Bush Fires Act and the Local Government Act, Council has a responsibility to appoint the officers.

The following brigade members were appointed to the position of Bush Fire Control Officers for the Shire of Murchison:

Chief Fire Control Officer: Peter Dittrich
 Deputy Bush Fire Control Officer North – Quentin Fowler
 Deputy Bush Fire Control Officer South – Tom Foulkes-Taylor
 Community Emergency Services Manager: Richard Ryan

Statutory Environment:

Bush Fires Act 1954 Sections 38 and 67.

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Recommendation:

1. That Council note the following brigade members elected by the Murchison Bush Fire Brigade as detailed below:-
 - Chief Bushfire Control Officer – Peter Dittrich
 - Deputy Bush Fire Control Officer North – Quentin Fowler
 - Deputy Bush Fire Control Officer South – Tom Foulkes-Taylor
 - Brigade Captain – Stuart Broad
 - Brigade Lieutenant- William Herold
 - Brigade Secretary- DCEO
 - Bush Fire Committee chair – Tom Foulkes-Taylor
 - Community Emergency Services Manager Richard Ryan

2. That Council confirm the following brigade members be appointed Bush Fire Control Officers and Permit Issuing Officers for the Shire of Murchison:
 - Chief Fire Control Officer: Peter Dittrich
 - Deputy Bush Fire Control Officer North – Quentin Fowler
 - Deputy Bush Fire Control Officer South – Tom Foulkes-Taylor
 - Community Emergency Service Manager Richard Ryan

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor G Mead

Seconded: Councillor A Whitmarsh

1. That Council note the following brigade members elected by the Murchison Bush Fire Brigade as detailed below:-

Chief Bushfire Control Officer – Peter Dittrich
 Deputy Bush Fire Control Officer North – Quentin Fowler
 Deputy Bush Fire Control Officer South – Tom Foulkes-Taylor
 Brigade Captain – Stuart Broad
 Brigade Lieutenant - William Herold
 Brigade Secretary - DCEO
 Bush Fire Committee chair – Tom Foulkes-Taylor
 Community Emergency Services Manager - Richard Ryan

2. That Council confirm the following brigade members be appointed Bush Fire Control Officers and Permit Issuing Officers for the Shire of Murchison:
 Chief Fire Control Officer - Peter Dittrich
 Deputy Bush Fire Control Officer North – Quentin Fowler
 Deputy Bush Fire Control Officer South – Tom Foulkes-Taylor
 Community Emergency Service Manager - Richard Ryan

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

18.5 Local Law – Standing Orders Local Law 2001

File:	4.28
Author:	Peter Dittrich – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February 2019
Attachments:	Nil

Matter for Consideration:

Council to review the local law - Standing Orders Local Law 2001.

Background:

The Shire of Murchison is required to undertake a review of its local law every eight years. The Shire currently has a single local law - Standing Orders Local Law 2001 which was gazetted on 22nd August 2002. The Shires records indicate that this law was reviewed in March 2009.

State wide public notice of the review was given in The West on 5th November 2018. Submissions about the proposed review were invited from the public. The closing date for submissions was 1st February 2019. As at the close of the submission period no submissions had been received.

Comment:

The intended purpose and effect of this local law is as follows:

Purpose: - Is to provide the rules for the conduct of meetings of the Council, Committees and Electors.

Effect: - To result in:

- a) the orderly and effective conduct of meetings;
- b) greater community understanding of the meeting process;
- c) better decision making by the Shire; and
- d) better outcomes from decisions made.

S3.16 of the Act outlines the process to be followed in reviewing a local law.

Division 2 — Legislative functions of local governments

Subdivision 1 — Local laws made under this Act

3.16. Periodic review of local laws

- (1) *Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.*
- (2) *The local government is to give State wide public notice stating that —*
 - (a) *the local government proposes to review the local law; and*
 - (b) *a copy of the local law may be inspected or obtained at any place specified in the notice; and*

(c) *submissions about the local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given.*

(2a) *A notice under subsection (2) is also to be published and exhibited as if it were a local public notice.*

(3) *After the last day for submissions, the local government is to consider any submissions made and cause a report of the review to be prepared and submitted to its council.*

(4) *When its council has considered the report, the local government may determine* whether or not it considers that the local law should be repealed or amended.*

** Absolute majority required.*

[Section 3.16 amended by No. 64 of 1998 s. 7; No. 49 of 2004 s. 24.]

At the end of the notice period the CEO is required to prepare a report to Council for its consideration in accordance with S 3.16 (3) and S 3.16 (4) as above.

Statutory Environment:

Local Government Act 1995 S 3.16

Sustainability Implications:

- **Environmental**
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

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Consultation:

Nil

Recommendation:

That Council having undertaken a review of Standing Orders Local Law 2001, resolves to make no amendments and thus retains without modification the following current local law: Standing Orders Local Law 2001.

Voting Requirements:

Absolute majority

Council Decision:			
Moved: Councillor P Squires		Seconded: Councillor A Whitmarsh	
That Council, having undertaken a review of Standing Orders Local Law 2001, resolves to make no amendments and thus retains without modification the following current local law: Standing Orders Local Law 2001.			
Carried	For:	6	Against: 0

19. NOTICE OF MOTION

Nil

20. CEO ACTIVITY REPORT

Date	Activity
11.12.2018	SKA Stakeholders Meeting
18.12.2018	Meeting with G Egan re heritage matters
19.12.2018	Discussions J Kirk re heritage matters
19.12.2018	Discussions Stuart House of House Legal re heritage matters
07.01.2019	Mark Harris of LGIS – Discuss Risk Management per Reg 17
08.01.2019	Peter Simms – Rivett Mining – Beringarra Pindar Road Review
10.01.2019	John King – Talis – Resolve floodworks supervisor invoicing
17.01.2019	LGIS – Members travel insurance
30.01.2019	Carol Wilson - CSIRO – Pilot Activated lights
30.01.2019	R Ariti – Telephone call re vermin control
05.02.2019	Auditor General – RSM appointed as auditor
07.02.2019	Meeting with Gary Sivall – Local procurement options and assistance for business'
08.02.2019	Discussions re Roadhouse Lease
12.02.2019	Discussions re extension of roadhouse lease
13.02.2019	LGIS insurance renewal meeting

Recommendation:

That the CEO's Activity Report be accepted.

Discussion: Carol Wilson has, to date, not provided any further information regarding the use of pilot activated lighting for the airstrip. This will be raised at the next CSIRO/stakeholder meeting.

Voting Requirements:

Simple Majority

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

That the CEO's Activity Report be accepted.

Carried**For: 6****Against: 0****21. URGENT BUSINESS**

Nil

22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Discuss four items pursuant to LGA s. 5.23 (2) (c) and (e) – 1. Supply of Fuel, 2. Purchase of a loader, 3. Roadhouse Lease and 4. Appointment of Works Supervisor.

Motion to close the meeting to the Public**Recommendation:**

That the meeting move behind closed doors to discuss four items pursuant to LGA s. 5.23 (2) (c) and (e) – 1. Supply of Fuel, 2. Purchase of loader, 3. Roadhouse Lease, and 4. Appointment of Works Supervisor.

Voting Requirements:

Simple Majority

Council Decision:**Moved: Councillor Q Fowler****Seconded: Councillor G Mead**

That the meeting move behind closed doors to discuss four items pursuant to LGA s. 5.23 (2) (c) and (e) – 1. Supply of Fuel, 2. Purchase of loader, 3. Roadhouse Lease, and 4. Appointment of Works Supervisor.

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 A Whitmarsh****Seconded: Councillor E Foulkes-Taylor**

That the meeting move out from behind closed doors.

Carried**For:****6****Against: 0****22.1 Confidential - Supply of Fuel****Council Decision:****Moved: Councillor E Foulkes-Taylor****Seconded: Councillor P Squires**

- 1) That the Shire of Murchison accept the quote from Oiltech for the supply of fuel to the shire for two years from the 25 February 2019.
- 2) That the Shire of Murchison do not accept any of the quotes for the supply of oil & grease to the shire for two years from the 25 February 2019.

Carried**For:****6****Against: 0****22.2 Confidential - Purchase of Loader****Council Decision:****Moved: Councillor A Whitmarsh****Seconded: Councillor G Mead**

That Council authorise the purchase of the Wheel Loader be awarded to Komatsu Australia Pty Ltd for reasons of best price, warranty and the highest number of qualitative criteria met.

Lost:**For:****0****Against: 6**

Alternative Motion – Council made the decision to reject the recommendation based on its assessment that Komatsu had demonstrated a low level of parts availability and delays in providing back-up service as well as a perception that the Komatsu Loader would represent a lower residual value.

Council Decision:**Moved: Councillor Q Fowler****Seconded: Councillor P Squires**

That Council authorise the purchase of a 950GC Caterpillar Wheel Loader be awarded to Westrac Pty Ltd for reasons of best value and relative high number of qualitative criteria met.

Carried:**For:****6****Against: 0****22.3 Confidential - Roadhouse Lease****Council Decision:****Moved: Councillor E Foulkes-Taylor****Seconded: Councillor P Squires**

That Council direct the CEO to offer the lease to Peter and Nicole Mahony and begin lease negotiations and direct the CEO to advertise the intention of the Shire to enter into a lease agreement with Peter and Nicole Mahony in relation to the Murchison Oasis Road House.

Council to note that the CEO has the delegated authority to negotiate Terms and Conditions of leases, with the settled Terms and Conditions to be endorsed by Council as soon as practicable. The lease shall not be entered into until such time as Council has considered any public submissions received following the closure of the advertising of the intention to lease the Murchison Oasis Roadhouse to Peter and Nicole Mahony.

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

DCEO, Acting Works Supervisor and Technical/Projects Officer left the meeting at 2.45pm

22.4 Confidential - Appointment of Works Supervisor**Council Decision:****Moved: Councillor Q Fowler****Seconded: Councillor G Mead**

That Council accepts the CEO's proposal to appoint Charles William Herold in the role of Works Supervisor.

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

Councillors discuss the inclusion of a Late Item

Council Decision:**Moved: Councillor E Foulkes-Taylor****Seconded: Councillor A Whitmarsh**

That Council agrees to consider a late item.

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

22.5 Confidential – Consider process for recruitment of new CEO**Council Decision:****Moved: Councillor P Squires****Seconded: Councillor R Foulkes-Taylor**

That Council receives this report and attachments and:

1. accepts the resignation of Mr Peter Dittrich as CEO, and agrees that his finish date is Friday 31 May 2019; and
2. in accordance with Regulation 18C of the Local Government (Administration) Regulations), approves the following process to be used for the selection and appointment of a new CEO before the position of the CEO is advertised:
 - a) Council appoints recruitment consultant Mike Fitzgerald to assist Council with the recruitment and appointment of a new CEO
 - b) Council undertakes the following sequential process steps with the assistance of the appointed consultant:
 1. Conduct a Councillor workshop facilitated by an external facilitator and attended by the Recruitment Consultant to establish and understand the specific capabilities that are being sought of a new CEO
 2. Conduct a review of the CEO Position Description with Councillor input
 3. Finalise the Selection Criteria for the Position from Position Description review
 4. Develop an application package in conjunction with the Shire HR Unit
 5. Finalise the draft contract of employment
 6. Finalise the salary range that the position will be publicly advertised at (Required under LG Act)
 7. Finalise the term of the contract e.g. 3-5 years
 8. Finalise the advertisement for the position and the range of advertising to be undertaking in newsprint and on-line formats
 9. Advertising of position – The recruitment consultant will coordinate and conduct the advertising of the position including conducting an extensive executive search to identify potential candidates and invite them to apply, answer any enquiries from prospective applicants and receive applications.
 10. Refine a longer list of applicants to be finalised with Councillor participation into a short-list for interview of candidates who meet the selection criteria
 11. Develop an appropriate list of questions and a process for interview in consultation with Council
 12. Coordinate interviews including preliminary interviews if required
 13. Arrangement of final interviews and presentations to the Council
 14. Arranging/conducting psychometric testing if required by Council
 15. Conducting checks on the preferred candidate - Referee and qualification checking, google search, industry feedback, medical and police clearances
 16. Briefing Council on the capabilities of the preferred candidate and facilitate Council's negotiation of remuneration package for successful candidate - Negotiating contract (at Council direction) with the preferred candidate
 17. Following Council selection of the preferred candidate, communicating offer of employment and informing unsuccessful applicants
 18. Finalising contract of employment
 19. Finalise section report to Council
 20. Council Resolution to appoint new CEO
3. Authorises a budget allowance of up to \$30,000 unbudgeted expenditure associated with the recruitment process – budget variation request to be presented to the ordinary meeting of Council in the March 2019.

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

23. MEETING CLOSURE

The meeting was declared closed at 3.08pm.

These minutes were confirmed at the council meeting held on 28th March 2019

Signed..... Presiding Officer