

Minutes for the Ordinary Meeting of the Murchison Shire Council

Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,

on Saturday **14 December 2019**, commencing at 12 Noon.

**TABLE OF CONTENTS**

[1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS 3](#_Toc27296670)

[2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE 3](#_Toc27296671)

[3 CONFIRMATION OF MINUTES 3](#_Toc27296672)

[3.1 Ordinary Council Meeting – 28 November 2019 3](#_Toc27296673)

[4 DISCLOSURE OF INTERESTS 3](#_Toc27296674)

[5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE 3](#_Toc27296675)

[6 STANDING ORDERS 4](#_Toc27296676)

[7 PUBLIC QUESTION TIME 4](#_Toc27296677)

[8 NEXT MEETING 4](#_Toc27296678)

[9 APPLICATIONS FOR LEAVE OF ABSENCE 4](#_Toc27296679)

[10 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS 4](#_Toc27296680)

[11 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION 4](#_Toc27296681)

[12 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS 4](#_Toc27296682)

[13 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED 5](#_Toc27296683)

[13.1 Shire President 5](#_Toc27296684)

[13.2 Councillors 5](#_Toc27296685)

[14 REPORTS OF COMMITTEES 7](#_Toc27296686)

[15 WORKS 7](#_Toc27296687)

[15.1 Works Report 7](#_Toc27296688)

[15.2 Beringarra-Pindar Road at Mixy 8](#_Toc27296689)

[16 FINANCE 9](#_Toc27296690)

[16.1 Accounts Paid since the last list was adopted/endorsed by Council 9](#_Toc27296691)

[17 DEVELOPMENT 10](#_Toc27296692)

[17.1 Settlement Power Supply 10](#_Toc27296693)

[18 ADMINISTRATION 12](#_Toc27296694)

[18.1 2020 Meeting Dates 12](#_Toc27296695)

[18.2 Committee Working Groups & Outside Organisations Operation 14](#_Toc27296696)

[19 NOTICE OF MOTION 15](#_Toc27296697)

[20 CEO ACTIVITY REPORT 15](#_Toc27296698)

[21 URGENT BUSINESS 17](#_Toc27296699)

[21.1 Financial Activity Statements 31 October 2019 17](#_Toc27296700)

[21.2 Financial Activity Statements 30 November 2019 18](#_Toc27296701)

[22 ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS 19](#_Toc27296702)

[22.1 Supply of Grader 20](#_Toc27296703)

[22.2 Coolcalalaya West Road Repairs 20](#_Toc27296704)

[23 MEETING CLOSURE 20](#_Toc27296705)

ATTACHMENTS

# DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Shire President declared the meeting open at 12.03pm.

# RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

##### Councillors

R Foulkes – Taylor – President

A Whitmarsh – Deputy President

Cr E Foulkes-Taylor

Cr G Mead

Cr Q Fowler

Cr P Squires

##### Staff

Bill Boehm – CEO

Tatjana Erak – Acting DCEO

William Herold – Works Supervisor

# CONFIRMATION OF MINUTES

## Ordinary Council Meeting – 28 November 2019

##### 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 28 November 2019 be confirmed as an accurate record of proceedings.

##### Voting Requirements:

Simple majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | Q Fowler | **Seconded: Cr** | | | G Mead | | |
| That the minutes of the Ordinary Council meeting held on 28 November 2019 be confirmed as an accurate record of proceedings. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# DISCLOSURE OF INTERESTS

Nil

# RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

# STANDING ORDERS

##### Matter for Consideration

It has been customary practice in the interests of a productive meeting in relation to the Conduct of Members during debates for the Council suspend Standing Orders 8.2 (Limitation on Number of speeches) and 8.3 (Duration of Speeches) under Local Law 2001. To facilitate this the following recommended resolution is required.

##### Recommendation

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

8.2 Limitation on the number of speeches

8.3 Duration of speeches

##### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | A Whitmarsh | **Seconded: Cr** | | | G Mead | | |
| 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/Lost** | | | **For** | 6 | | **Against** | 0 |

# PUBLIC QUESTION TIME

Nil

# NEXT MEETING

Refer 18.1

# APPLICATIONS FOR LEAVE OF ABSENCE

Nil

# NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

22.1 Supply of Grader

22.2 Coolcalalaya West Road Repairs

# ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

# PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

# ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

## Shire President

Attended SKA Regional Stakeholders Meeting 3 December 2019. Private meeting with Murchison stakeholders to be conducted for follow up.

## Councillors

*Cr Emma-Foulkes Taylor*

*SKA Regional Stakeholders meeting December 3rd, 2019 Geraldton Universities Centre*

##### David Luchetti

* Election - same minister therefore continuity – very useful for David’s team
* Project - Signed up are: Australia, South Africa, UK, South Africa, Italy, Sweden, Netherland, China, Canada and India. France, Germany and Spain have joined as special or associate members - not too much difference. May become full members. NZ have made a noble exit (continue until end of 2020 when organisation becomes ‘SKA Observatory.’ They don’t have the critical mass of astronomers to get the value for the project) Not too big an impact. (2%)

Project still working through reconstruction. Elements going through critical design reviews. Being finalised at the moment. Systems CDR (testing) is critical element- identify issues. End March next year.

* Convention signing in Rome -7 signatories so far. Australia is still to ratify – won’t be ready until first sitting day next year. Report on February 4th take to executive committee then they sign off the ratification.
* In March a new SKA Director of Operations appointed – Dr Lewis Ball. He is familiar with the site.

##### Timeline for 2020:

Review underway

* Systems CDR 1st qtr
* Design baseline – 1st 3-4 months -what we can build with the money we’ve got? Project can build up as $ come in.
* June- 1st council meeting- fundamental policies to get signed off + operational policies. Held in UK (Manchester) Current chair is a French woman renowned astronomer. May continue with new organisation. Voting is 1 country = 1 vote
* July- 2nd meeting. Receive construction proposal. Need unanimous support for member countries to take back to their govts. 1st time we can really, we can tell govts ‘this is what you’re going to get’. Aust needs to provide an engineering centre. Will be based in Geraldton.
* Nov- Council meet again with outcome of construction process. Council will formal make decision.
* Jan 2021- procurement process might start
* Main Rds.- procurement process will take 9-12 months. David has told the SKA Org that we need a good lead in period. Construction period is 5-7. Procurement period – staggered over time
* Operational cost after construction- $ consistent with % put in. eg Aust 14 % construction = 14% operational cost. Proprietary interest is 1 year for members then info is shared to the global community. As a member country we are entitled to 14% of time on the telescope. Only members can lead projects.
* ILUA- made really good progress getting an in-principle agreement. Meeting 4 weeks ago. Useful catchup. Hoping to finalise ILUA by middle (third quarter) of next year. Once registered, benefits (cash and non-cash) will be made public.

##### Leigh Matheison -WA Govt

Coordinating a lease over Boolardy. Needs to change to permit radio astronomy. A few issues to iron out. Won’t be signed off until Observatory Council signs off on project. Draft nearly complete.

##### Bernie Miller

* The SKA Access Road Preliminary upgrade contract was awarded to WBHO – started June 10. Targeted improvements on roads. Mainly crossings, grids. 22nd Nov was practical completion. Contractor whacked a few variations on table. Will be under the $8.2m budget and completed before time. Doing some tidy up of roads not in the contract. Everything should be wrapped up by Christmas. 12 months defects period.
* Budgeted on 5-year construction phase. Have some local contractors interested.
* State govt will take on the load of road upgrade. David said they understand that there needs to be an arrangement with the Shire for the use of the road, including annual payment for upkeep of the road.
* Rossco raised the need to have a point of contact. Kevin said there will be a site entity. A site lead has been appointed, starting in January.

##### Kevin Ferguson

* Projects – Boolardy water plant upgrade- now have reliable supply of potable water
* Fencing upgrade- Boolardy -Milly Milly boundary completed
* Boolardy services contract- don’t know when completed. Still in tender evaluation. Currently PSGH. (they service a number of CSIRO facilities) Only WY in the tender. MWAC have signed a 50-50 agreement with PSGH.
* Heritage surveys 60-70% complete
* Wajarri artists- recently commissioned

##### Pete Wheeler-ICRAR

* 256 Christmas tree antennas- designed by Italians. Installation happening now. Clipped onto mesh. Very aesthetic.
* Pete showed a couple of videos they have produced of their project.

##### Darryl Smith MWAC

* Preferred PBC by working group. Now representing 1800 WY people
* More expertise into the corp. 2 new independent directors. 1 lawyer and an ex MD
* Put on 3 trainees. 1 WY trainee at all times. 100,000 square km of native title. More than $2m to administer the PBC so they need to get some benefit.
* Business arm – JV with PSGH. Over time will take over. Looking for other ops to fund the org.

##### Gavin Treasure MWDC

* Milestone yesterday -Received funding to develop business case for 6 key projects:
* Midwest space economy plan and vision
* Tourism interpretation- interpretive centre at the Settlement including optic fibre to the site. – created some discussion.
* 67km sealed road from Ballinyoo Bridge to Tallering peak turnoff
* Mingenew space precinct
* Building smart science and technical capability
* SKA engineering centre

##### Other

* Annabel Young is very keen to get something happening with the Interpretative Centre. The Midwest Development Commission should be encouraged to get on board to get this moving.

*Cr A Whitmarsh*

*Carnarvon Rangelands Biosecurity Association meeting*

* 565 donkeys culled. Possible 5% increase to rates in next round.

# REPORTS OF COMMITTEES

Nil

# WORKS

## Works Report

|  |  |
| --- | --- |
| File: |  |
| Author: | William Herold – Works Supervisor |
| Interest Declared: | No interest to disclose |
| Attachments: | 15.1.1 Monthly Plant Report |

##### Monthly Plant Report

As Attached

##### Construction Crew

The construction crew are back to full strength and progressing steadily. By the time Council meets on the 14th of December I estimate they should have laid about 4 km from the Wooramel River crossing heading North on the Carnarvon Mullewa Rd. They have had some minor mechanical issues that have caused some delays. They will start to bring plant back to the Settlement on Tuesday 17th December for maintenance and repairs over the Christmas break.

##### Maintenance Crew

The maintenance crew have completed the wet grade on the Carnarvon-Mullewa Rd with watercarts and a multi tyre roller hired from Squires Resources. MRWA will be picking up the bill for the hire of the plant. They have started grading from the boundary grid at the South end of the Beringarra Pindar Rd .and will continue heading North until the Christmas break. I would like to take this opportunity to thank Greg Barr for his service to the Shire of Murchison and wish him well in his retirement.

##### Dozer Contractor

Thurkle’s Dozing have completed gravel / material stockpiling work and demobilised on Tuesday 3rd December.

##### New Grader

The e-quotes are in for the new grader and have been forwarded to the Plant Working group for perusal and discussion. Item addressed under 22.1.

##### Additional Comment

Bunding of the Mileura Road is underway.

##### Festive Season Wishes

I would like to take the opportunity to wish all elected Members Shire staff and the broader Murchison Community a safe and happy Christmas.

##### Recommendation

The Works Supervisors report be received and accepted

##### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | Q Fowler | **Seconded: Cr** | | | E Foulkes-Taylor | | |
| That the Works Supervisor’s report be received and accepted. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

## Beringarra-Pindar Road at Mixy

|  |  |
| --- | --- |
| File: |  |
| Author: | William Herold – Works Supervisor |
| Interest Declared: | No interest to disclose |
| Attachments: | 15.2.1 Plans Proposed realignment of Beringarra-Pindar Road around Proposed Mixy Mine |

##### Matter for Consideration

Consideration of Adaman Resources request to realign the Beringarra-Pindar Road around the proposed Mixy Mine.

*Cr R Foulkes-Taylor and Cr E Foulkes-Taylor declared a financial interest and left the room at 12.25pm.*

*Cr A Whitmarsh assumed the chair.*

##### Comment

Adaman Resources have requested Council approval to realign a short section of the Beringarra-Pindar Road around the proposed Mixy Mine in order to facilitate the mines expansion. Some clearing of native vegetation (approximately 100m) will be required. A copy of the proposed plans at attached. Whilst Council have been requested to undertake the necessary administrative requirements all of the costs should met by Adaman Resources.

I have contacted the local station owner abutting the mine that is potentially affected. They have no objections to the proposed clearing nor, as road users, the proposed the alignment to allow for normal traffic speeds.

I have viewed the proposed realignment. There are two curve realignment options provided (80km/hr and 90km/hr). I consider the 90km/hr option as the preferable course of action.

##### Statutory Environment

*Local Government Act 1995*

##### 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

##### Strategic Implications

Nil

##### Policy Implications

Nil

##### Financial Implications

Nil. All costs are to be will be met by Adaman Resources

##### Recommendation

That Council agree to Adaman Resources request to realign a short section of the Beringarra-Pindar Road around the proposed Mixy Mine subject to all works and the designs associated with the realignment being completed to the Chief Executive Officer’s satisfaction and at no cost to Council.

##### Council Comments

Preference was for the 90km/hr option.

##### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | G Mead | **Seconded: Cr** | | | Q Fowler | | |
| That Council agree to Adaman Resources request to realign a short section of the Beringarra-Pindar Road around the proposed Mixy Mine subject to all works and the designs associated with the realignment being completed to the Chief Executive Officer’s satisfaction and at no cost to Council. | | | | | | | |
| **Carried/Lost** | | | **For** | 4 | | **Against** | 0 |

*Cr G Mead left the room at 12.30pm to invite Cr R Foulkes-Taylor and Cr E Foulkes-Taylor back to the meeting room. Shire President resumed the chair.*

# FINANCE

## Accounts Paid since the last list was adopted/endorsed by Council

|  |  |
| --- | --- |
| File: | 4.37.1 |
| Author: | Tatjana Erak - Acting Deputy Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Attachments: | 16.1.1 EFT & Cheque Details since the last report to Council |

##### Matter for Consideration

The *Local Government (Financial Management) Regulations 1996 Regulation 13* requires that 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 for each month and present this to the next ordinary meeting of the Council after the list has been prepared and have this recorded in the minutes of the meeting.

A list of payments presented in accordance with *Regulation 13* of the *Local Government (Financial Management) Regulations 1996* made since the last report to Council is attached.

##### Strategic Implications

None

##### Policy Implications

None

##### Budget/Financial Implications

Payment from the Municipal, Trust and Reserve Bank Accounts.

##### Consultation

Moore Stephens

##### Recommendation

That the accounts since the last report to Council, as per the attached Schedule be recorded in the minutes as being presented to Council.

##### Council Comments

Query raised concerning the CRBA donation and whether it was GST free? This aspect to be followed up.

*The November payment listing was provided shortly after the deadline to send out December’s agenda and is therefore considered and accepted an addendum to the attachment for this item.*

##### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | A Whitmarsh | **Seconded: Cr** | | | Q Fowler | | |
| That the accounts since the last report to Council, as per the attached Schedule be recorded in the minutes as being presented to Council. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# DEVELOPMENT

## Settlement Power Supply

|  |  |
| --- | --- |
| File: |  |
| Author: | Bill Boehm – Chief Executive Officer  William Herold – Works Supervisor |
| Interest Declared: | No interest to disclose |
| Date | 5 December 2019 |
| Attachments: | Nil |

##### Matter for Consideration:

The following update is provided in advancing improvements to the Murchison Settlements Power Supply.

As previously advised Hybrid Systems Australia have been engaged to assist Council in what is effectively a two-stage process.

##### Stage 1

Review of the existing electrical network and performance and recommend actions with a view to ensuring it will be sufficient going forward. Initial review indicates the following:

* The existing powers supply mains are considered sufficient for the current and future demand
* Work has been undertaken to provide for remote monitoring of the existing units
* Both the existing (150kVA) and backup unit (80kVA) are undersized. The recommended configuration is to have two identical units each of around 200kVA capacity which can be switched over automatically. The actual size and specifications of the units are being determined by Hybrid. At all times one will be capable of operating the settlement. Rather than refurbishing and retaining the existing units each will be disposed of as an operating unit.
* Each new unit will be rotated approximately 90 degrees to improve efficiency.

Stage 1 is the urgent bit and has commenced with the Works Supervisor close to being in a position to seek quotations through WALGA’s eQuotes based on the above. Already we have had a few small power outages and will need to have the new units in and commissioned by the end of January 2019.

Given the urgency and with Council not scheduled to meet till late February it is considered that the CEO be authorised to proceed with and select the appropriate supplier subject to consultation with the Plant Working Group.

##### Stage 2

Hybrid Systems have lodged an application through the Department of Industry, Innovation and Science that applications are open for that Regional and Remote Communities Reliability Fund for Microgrids. We await the outcome.

##### Statutory Environment

*Local Government Act 1995*

##### 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

##### Strategic Implications

Shire of Murchison Council Community Strategic Plan - Economic Objective 1 -

*To develop the region’s economic potential to encourage families and businesses to stay in the area.*

Green Power Upgrade for the Settlement

*Update the Settlement electricity supply network to renewable sources.*

##### Policy Implications

Nil

##### Financial Implications

Council has made allowance in the budget to purchase a new KVA Generator. There is no cost to Council for Hybrid Systems to submit a Microgrid application.

##### Recommendation

That the Officer’s Update Report relating the Murchison Settlement Power Supply be accepted and that the CEO be authorised to proceed with and select the appropriate supplier of new Electrical Generators subject to consultation with the Plant Working Group.

##### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | P Squires | **Seconded: Cr** | | | G Mead | | |
| That the Officer’s Update Report relating the Murchison Settlement Power Supply be accepted and that the CEO be authorised to proceed with and select the appropriate supplier of new Electrical Generators subject to consultation with the Plant Working Group. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# ADMINISTRATION

## 2020 Meeting Dates

|  |  |
| --- | --- |
| File: | 4.16 |
| Author: | Bill Boehm – Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Date | 2 December 2019 |
| Attachments: | Nil |

##### 

##### Matter for Consideration:

Council to consider the meeting dates for Ordinary Council Meetings for 2020.

##### Background

The precedent is that Ordinary Council meetings are held on the fourth Thursday in each month commencing at 12noon, with the exceptions of January, when a recess is traditionally observed and December which is to be held on the same day as the Shire Community Christmas Tree so as to also allow for the Christmas break.

##### Comment

Next Year Christmas Day falls on a Friday so that following the 2019 pattern the December 2020 Meeting would be on Saturday 12 December and like this year some 16 days after the November Council Meeting.

The following proposed dates for meetings to be held in 2020

|  |  |
| --- | --- |
| January 2020 (No meeting) | Thursday 23 July 2020 |
| Thursday 27 February 2020 | Thursday 27 August 2020 |
| Thursday 26 March 2020 | Thursday 24 September 2020 |
| Thursday 23 April 2020 | Thursday 22 October 2020 |
| Thursday 28 May 2020 | Thursday 26 November 2020 |
| Thursday 25 June 2020 | Saturday 12 December 2020 |

##### 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 Ordinary Meetings of Council for 2020 as follows:

*Shire of Murchison*

*2020 Ordinary Council Meetings*

The following ordinary Council meetings are open to the public commencing at 12 noon on the dates as shown below. All meetings are held in Council Chambers, Murchison Settlement, WA.

|  |  |
| --- | --- |
| January 2020 (No meeting) | Thursday 23 July 2020 |
| Thursday 27 February 2020 | Thursday 27 August 2020 |
| Thursday 26 March 2020 | Thursday 24 September 2020 |
| Thursday 23 April 2020 | Thursday 22 October 2020 |
| Thursday 28 May 2020 | Thursday 26 November 2020 |
| Thursday 25 June 2020 | Saturday 12 December 2020 |

##### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | A Whitmarsh | **Seconded: Cr** | | | P Squires | | |
| That Council gives local public notice of its Ordinary Meetings of Council for 2020 as follows:  *Shire of Murchison*  *2020 Ordinary Council Meetings*  The following ordinary Council meetings are open to the public commencing at 12 Noon on the dates as shown below. All meetings are held in Council Chambers, Murchison Settlement, WA.   |  |  | | --- | --- | | January 2020 (No meeting) | Thursday 23 July 2020 | | Thursday 27 February 2020 | Thursday 27 August 2020 | | Thursday 26 March 2020 | Thursday 24 September 2020 | | Thursday 23 April 2020 | Thursday 22 October 2020 | | Thursday 28 May 2020 | Thursday 26 November 2020 | | Thursday 25 June 2020 | Saturday 12 December 2020 | |  |  | | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

## Committee Working Groups & Outside Organisations Operation

|  |  |
| --- | --- |
| File: | 14.24 |
| Author: | Bill Boehm – Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Date | 9 December 2019 |
|  | 18.2.1 Updated Terms of Reference for each current Committee and Working Group  18.2.2 Membership for current Committees, Working Groups and Other Organisation Agreed |

##### Background

Over the last two meetings discussion has been undertaken over the configuration of Councils Committee and and Working Groups as well as nominations having been received and accepted by Council. Amongst other things at the November Council Meeting it was resolved to

* Establish a Community Development Working Group (CDWG) that broadly replaces the functions of the former Community Advisory Working Group (CAWG) and Settlement Building Working Group (SBWG)
* Establish an Economic Development Working Group (EDWG), that broadly formalises and expands the role of the previous informally established Branding Marketing Group.
* Discontinue the Accident Prevention Working Group (APWG). This group had not met for several years and has also had no community nominees for the last two years. Some resolutions from previous meetings have been brought to the attention of the works supervisor and CEO and will be considered by Council when planning future budgets. If circumstances change this group could be resurrected.

In addition, the Community Project Officer Working Group is now no required given that rather than employing a project officer per se, we are looking at a combination of a specialist grant identification group, a grant writer, and a local ‘organiser’ to fulfil this role; perhaps during the first part of next year.

##### Matters for Consideration

The creation of a Community Development Working Group (CDWG) and Economic Development Working Group (EDWG) requires terms of Reference to be established. This has been done and is presented for endorsement. Notwithstanding that the Terms of Reference for Working Groups have not altered it would be prudent to formally re-endorse them.

For completeness an updated membership for each is also attached for information.

There is at least one additional community appointment required for the Economic Development Working Group, which I have suggested being left to Cr Emma Foulkes-Taylor and myself to recruit. Depending on circumstances another may be needed at a later date so the Terms of Reference has been left open with this in mind.

##### Statutory Environment

Committees *LGA Subdivision 2 s5.8 to s5.25*

##### Strategic Implications

Nil

##### Policy Implications

Nil

##### Financial Implications

Nil

##### Council Comments

Only one councillor to be required in EDWG with further minor edits also required

Further edits to be made.

##### Recommendation

That

1. The Terms of Reference for the Murchison Community Fund Management Committee and all current Working Groups as attached be endorsed.
2. That the task of recruitment for other Economic Development Working Group members be delegated to Cr Emma Foulkes-Taylor and the CEO.

##### Voting Requirements

Council Committees Absolute Majority.

Working Groups Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | G Mead | **Seconded: Cr** | | | A Whitmarsh | | |
| That   1. The Terms of Reference for the Murchison Community Fund Management Committee and all current Working Groups as attached with minor edits including only one Councillor being required in Economic Development Working Group be endorsed. 2. That the task of recruitment for other Economic Development Working Group members be delegated to Cr Emma Foulkes-Taylor and the CEO. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# NOTICE OF MOTION

Nil

# CEO ACTIVITY REPORT

|  |  |
| --- | --- |
| File: |  |
| Author: | Bill Boehm – Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Attachments: | Nil |

##### General

Despite the period preceding the December meeting being short as indicated below a significant amount of activity has been undertaken.

Staffing-wise Melissa Fahey has commenced as casual cleaner / gardener. Melissa will reside in the Museum Cottage for the next few months. Advertisements have also been placed for a Grader Driver to replace Greg Barr who will finish at the end of December. We thank Greg for his work and wish him and former Administration Officer Bernie Peirl a successful retirement.

As this is the last Council Meeting for the year, I would like to formally thank all Councillors and staff for welcoming myself and Kaye into both into Shires operation and the Settlement and for working so cooperatively. 2020 looks promising.

##### Activities December Meeting

| **Date** | **Activity** |
| --- | --- |
| 25.11.19 | Work on Agenda. WALGA Roads return. Roads data follow up with Josh Kirk from Greenfields. |
| 26.11.19 | Meeting with Works Supervisor, Technical Officer with WALGA's Procurement Team. Commence Regional Events Scheme Application. |
| 27.11.19 | Assist with Monologue content Prepare Mid-West West Freight Summary. Meeting with Josh Kirk Greenfields over road analysis. |
| 28.11.19 | Telephone Meeting with Shire President & Leo Pezzotta (LGIS) regarding Council LGIS surplus dividend. Attend pre-Council and Council Meeting. |
| 29.11.19 | Follow up Council Meeting Actions including draft preparation of Communications Snapshot (now Rossco’s Rundown) for the Shire President. |
| 1.12.19 | Follow up Council Meeting Actions. Work on Working Groups Terms of Reference. |
| 2.12.19 | Attend Works Toolbox Meeting. Follow up Council Meeting Actions Discussions with and assist Auditors |
| 3.12.19 | Follow up Council Meeting Actions. Discussions with and assist Auditors. |
| 4.12.19 | Take Errabiddy Bluff Pics and assist in preparation of Regional Events Scheme Application. Discussions with and assist Auditors. Finalise Yuck Circus Documents. Develop Common Seal Register |
| 5.12.19 | Telephone discussions with Cr Emma Foulkes-Taylor. Telephone discussion with John Hearn Quality Builders regarding new houses. Meeting with Works Supervisor. Meetings with Kevin Ferguson & Brett Hiscock and later within Will Herold and a South African SKA Contingent. |
| 6.12.19 | Email / briefing to Shire President regarding meeting with Kevin Ferguson & Brett Hiscock. Regional Event (Mountain Bike) Application information gathering. Policy and Procedures Manual consolidation. Work on Agenda. |
| 7.12.19 | Email / briefing to councillors regarding meeting with Kevin Ferguson & Brett Hiscock. Mountain Bike Application Budget. Work on Agenda. |
| 8.12.19 | Regional Event (Mountain Bike) Application Budget. Policy and Procedures Manual consolidation. Work on Agenda. |
| 9.12.19 | Work on Agenda. Attend and host Murchison Economic Group Meeting in Murchison |
| 10.12.19 | Finalise Regional Event (Mountain Bike) Application Budget |

##### Recommendation

That the CEO’s Activity Report be accepted.

##### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | R Foulkes-Taylor | **Seconded: Cr** | | | G Mead | | |
| That the CEO’s Activity Report be accepted. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# URGENT BUSINESS

21.1.1 Financial Activity Statements 31 October 2019

21.1.2 Financial Activity Statements 30 November 2019

## Financial Activity Statements 31 October 2019

|  |  |
| --- | --- |
| File: |  |
| Author: | Tatjana Erak – Acting Deputy Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Attachments: | 22.1.1 Monthly Management Financial Report October 2019 |

##### Matter for Consideration

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

The Monthly Management Financial Report October 2019 is attached.

##### Comments

*Details of current financial position and Term Deposits to be provide prior to the meeting.*

##### Budget/Financial Implications:

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

##### Consultation

Moore Stephens

##### Recommendation

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

##### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | A Whitmarsh | **Seconded: Cr** | | | E Foulkes-Taylor | | |
| That Council adopt the financial statements for the period ending 31 October 2019 as attached. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

## Financial Activity Statements 30 November 2019

|  |  |
| --- | --- |
| File: |  |
| Author: | Tatjana Erak – Acting Deputy Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Attachments: | 22.2.1 Monthly Management Financial Report November 2019 |

##### Matter for Consideration

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

The Monthly Management Financial Report November 2019 is attached.

##### Comments

*Details of current financial position and Term Deposits to be provide prior to the meeting.*

##### Budget/Financial Implications:

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

##### Consultation

Moore Stephens

##### Recommendation

That Council adopt the financial statements for the period ending 30 November 2019 as attached.

##### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | Q Fowler | **Seconded: Cr** | | | R Foulkes-Taylor | | |
| That Council adopt the financial statements for the period ending 30 November 2019 as attached. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Discuss the following items Pursuant to LGA s5.23(2)(c) and s5.23(2)(e) Council is to discuss the following items behind closed doors

22.1 Supply of Grader

22.2 Coolcalalaya West Road

Update of report and progress on actions relating to the cost recovery for the damage to the Coolcalalaya West Road from those Companies / persons responsible.

##### Recommendation

That the meeting moves behind closed doors to discuss an item pursuant to LGA s.5.23(2)(c), and (d) relating to the following items:

22.1 Supply of Grader

22.2 Coolcalalaya West Road Repairs

##### Voting Requirements

Absolute Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | A Whitmarsh | **Seconded: Cr** | | | G Mead | | |
| That the meeting moves behind closed doors to discuss an item pursuant to LGA s.5.23(2)(c), and (d) relating to the following items:  22.1 Supply of Grader  22.2 Coolcalalaya West Road Repairs | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

*Meeting was closed to the public at 12.53pm.*

*Meeting was adjourned for lunch at 12.53pm.*

*Meeting resumed at 1.48pm.*

*Closed Section of Meeting ended at 2.15 pm.*

#### Motion to open the meeting to the public.

##### Recommendation

That the meeting moves out from behind closed doors.

##### Voting Requirements

Absolute Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | E Foulkes-Taylor | **Seconded: Cr** | | | A Whitmarsh | | |
| That the meeting moves out from behind closed doors. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

*Meeting was reopened to the public at 2.15pm.*

#### Decisions Disclosed from Closed Section of Meeting

## **Supply of Grader**

##### Voting Requirements

##### Absolute Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | P Squires | **Seconded: Cr** | | | A Whitmarsh | | |
| That Council accepts the quotation from WesTrac for the supply and delivery of one (1) Cat 150G Grader and makes the necessary adjustments to fund the purchase from Councils Plant Replacement Reserve. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

## Coolcalalaya West Road Repairs

##### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | R Foulkes-Taylor | **Seconded: Cr** | | | A Whitmarsh | | |
| That the Chief Executive Officers Update Report on actions relating to the cost recovery for the damage to the Coolcalalaya West Road from those companies / persons responsible be received and noted. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# MEETING CLOSURE

*The Shire President thanked all Councillors and staff for attending the Council Meeting on a Saturday as a practical way to maximise the use of time and resources and closed the meeting at 2.17pm.*

|  |  |
| --- | --- |
| These minutes were confirmed at the council meeting held on 27 February 2020. | |
|  | |
| Signed………………………………………………. | Presiding Officer |