



Western Australia

Minutes of the Ordinary Meeting of the Murchison Shire Council,
Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On **Thursday 18th December 2014**, commencing at 9:30 am.

TABLE OF CONTENTS

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	3
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	3
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	3
4.	PUBLIC QUESTION TIME	4
4.1	Standing Orders	5
5.	NEXT MEETING.....	5
6.	APPLICATIONS FOR LEAVE OF ABSENCE.....	5
7.	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS	5
8.	CONFIRMATION OF MINUTES	5
8.1	Ordinary Council Meeting – 21 st November 2014	5
9.	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION.....	5
10.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	5
11.	ACTION LIST	6
12.	DISCLOSURE OF INTERESTS.....	6
13.	REPORTS OF OFFICERS.....	6
13.1	Monthly Plant Report – Works Supervisor	6
13.2	Works Report – Works Supervisor.....	8
14.	ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED	10
14.1	Shire President.....	10
14.2	Councillors.....	10
15.	REPORTS OF COMMITTEES & WORKING GROUPS	11
15.1	Audit Committee – Risk Management Report by CEO	11
16.	FINANCE.....	12
16.1	Financial Activity Statements to 30 th November 2014.....	12
16.2	Accounts Paid during November 2014.....	12
17.	DEVELOPMENT	12
17.1	Regional Tourism Strategy.....	12
17.2	Request to Build a Patio – 12A Kurara Way	14
18.	ADMINISTRATION.....	15
18.1	Local Government Master Lending Agreement	15
16.	FINANCE.....	17
16.1	Financial Activity Statements to 30 th November 2014.....	17
16.2	Accounts Paid during November 2014.....	18
17.	DEVELOPMENT	20
17.1	Regional Tourism Strategy.....	20
17.2	Request to Build a Patio – 12A Kurara Way	20
18.	ADMINISTRATION.....	20
18.1	Local Government Master Lending Agreement	20
19.	NOTICE OF MOTION	20
20.	CEO ACTIVITY REPORT	20
21.	URGENT BUSINESS	21
21.1	Confidentiality of Closed Meetings.....	21
21.2	Grading of the Beringarra-Pindar Road	21
21.3	Komatsu Bulldozer Repairs.....	22
22.	ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS.....	22
23.	MEETING CLOSURE.....	22

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 9:32am

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Elected Members:

Councillor M Halleen, Shire President
Councillor RE Foulkes-Taylor, Deputy Shire President
Councillor SA Broad
Councillor P Squires
Councillor A Whitmarsh
Councillor M Williams

Staff:

Jenny Goodbourn – Chief Executive Officer
Brian Wundenberg – Works Supervisor
Candice Smith – Senior Finance Officer

Apologies:

Nil

Leave of Absence:

Nil

Public Gallery:

Mrs Bridget Seaman

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Response to Mrs Bridget Seaman to her question taken on notice at the November meeting:

Shire of Murchison

“The Shire with no Town”



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10th December 2014

Mrs Bridget Seaman
Murgoo Station
Yalgoo WA 6535

Dear Bridget

Questions – Public Question Time – November Ordinary Council Meeting

Thank you for taking the time to come the meeting in November and ask some questions of council. Three of the questions were answered on the day but one was taken on notice.

Q4 – How does council feel having a handbook given to Employees and Contractors, that is signed off by employees and Contractors where instructions are given in the name of the “Shire of Murchison council”; when this document has not been passed by council, and this document also contains policies that have not been passed by council?

I have been unable to find that this document was ever taken to council and agree that it is not tailored specifically to the Shire of Murchison’s organisational structure – having been a generic document developed to assist shires that did not have any OSH policies in place. The best thing we can do is to correct this situation by developing and adopting policies and procedures relevant to the shire of Murchison.

At the Murchison Executive Meeting on the 24th November we had a discussion with representatives from LGIS (Local Government Insurance Services) and Katherine Kempin - Senior OSH Consultant LGIS Workforce Risk Services - is going to assist me to develop a practical and useable policy for the shire. She has been out on site for the past couple of weeks and will be back in Perth next week so will be able to commence work on it then. Once the policies and procedures have been developed they will be presented to council for their consideration and adoption.

Yours sincerely



Jennifer A Goodbourn
Chief Executive Officer

4. PUBLIC QUESTION TIME

Mrs Bridget Seaman, Murgoo Station, Murchison

Q1. I have received a response from an email I sent to the shire president requesting to attend the forum before the ordinary council meeting saying that I could not as it is a concept forum and not an agenda forum. Can I please have some clarification on a concept forum as opposed to an agenda forum and the procedures council follow.

The Shire President advised that a concept forum was just between the councillors and the CEO.

The purpose was to sit and discuss ideas in an informal manner behind closed doors. As we are such a remote shire it is understandable that the forum is held prior to the council meeting as we can usually only get together once a month due to travel time.

An agenda forum is to discuss agenda items in depth to enable a decision to be made in the meeting. We do not discuss any upcoming agenda items or make any decisions in our forums.

Q2. Has the local government operation guidelines on council forums been provided to all councillors so that they are aware of the procedures and specifications of a concept forum?

The shire president advised that they hadn’t been but they would be provided.

4.1 Standing Orders***Council Decision:*****Moved: Councillor Broad****Seconded: Councillor 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**The next meeting is scheduled for Friday 20th February 2015.**6. APPLICATIONS FOR LEAVE OF ABSENCE*****Council Decision:*****Moved: Councillor Squires****Seconded: Councillor Foulkes-Taylor**

That Councillor Squires be granted Leave of Absence from the February 2015 meeting.

Carried**For: 6****Against: 0****7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

Nil

8. CONFIRMATION OF MINUTES**8.1 Ordinary Council Meeting – 21st November 2014****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 21st November 2014 be confirmed as an accurate record of proceedings**Voting Requirements:**

Simple majority

Council Decision:**Moved: Councillor Whitmarsh****Seconded: Councillor Foulkes-Taylor**That the minutes of the Ordinary Council meeting held on 21st November 2014 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.	Establishment of Working Group for Accident Prevention	Inaugural meeting held on 24 th September. Group established	Ongoing
2.	Community Project Officer	Inaugural meeting held on 24 th September. Group established	Ongoing
3.	New Staff House	Concrete works for verandah and carport completed. Blinds fitted. Flooring completed. Quotes for fencing being called.	Progressing
4.	ULP Tank at Roadhouse	Petro Industrial on site 5 th November. Works completed. Fencing being installed around new tanks as per specifications.	Completed
5.	Lawn Bowls	Evergreen have been advised of their successful tender and are formalising project. Advised they will be on site 15 th March 2015. Unable to do any earlier – will give time for us to prepare site	Progressing
6.	Laundry & Accommodation Units	Fleetwood contacted and design amended to reflect better bathroom layout. Awaiting confirmation of timeline so we can ensure site preparation, plumbing & power works to suit. Drawings and site plans being finalised.	Progressing
8.	Power supply issues	EMC attended site and carried out remedial works on the 29 th & 30 th November. Also replaced down lights at CEO's house.	Awaiting full report back and wiring diagram for settlement.

Recommendation:

That the Action List be accepted.

The CEO gave an update on the items in the list and said that Fleetwood have advised the date for the laundry and accommodation units to be on site would be mid to late March.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Williams

Seconded: Councillor Whitmarsh

That the Action List be accepted.

Carried

For: 6

Against: 0

12. DISCLOSURE OF INTERESTS

Cr Broad declared an impartiality interest in item 17.2

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

November 2014			Hours					YTD	
			Start	End	Total		Operating Costs		
Plant Item	Year	Rego	1 July '14	Hrs/kms	Hrs/km	Month	YTD	Plant	Fuel
Cat Grader 12H P.02	2005	MU 141	11288	11904	12076	172	788	8900.90	14803.44

Cat Grader 12M P.03	2008	MU 51	7398	8028	8052	24	654	20444.52	15308.34
Volvo Loader P.27	2006	MU 65	6386	6710	6803	93	417	11535.89	81110.00
Komatsu Dozer P.11	1997		0	0	13	13	13	1848.60	0.00
Bomag Padfoot P.68	2013	1EIG124	345	535	564	29	219	2107.70	4786.85
JD Grader P.01	2011	MU 121	4650	5270	5392	122	742	8686.95	18771.59
Bomag Roller P.43	2012	1DVH736	1757	2147	2239	92	482	6160.35	6087.02
Cat 938G Loader P.41	2004	MU 193	4389	4550	5484	934	1095	2221.33	3462.74
Kenworth P/Mover P.61	2004	MU 000	31510	35775	38563	2788	7053	4662.83	11016.63
Iveco P/Mover P.09	2003	1AGW988	283980	288743	294326	5583	10346	6113.35	11834.13
Nissan UD P.07	2009	000 MU	167522	172236	175616	3380	8094	3311.25	7520.79
Iveco Tipper Conv P.10	2004	MU 00	168987	172230	172523	293	3536	14286.59	7855.36
Generator 1-110kva	2011		13642	14087	14779	692	1137	35496.35	48936.43
Generator 2-110kva	2011		9340	11821	11898	77	2558		
Maintenance Gen P.33			3460	4558	4639	81	1179	998.32	2981.97
Construction Gen P.32			17605	20358	20518	160	2913	478.49	6338.20
Kubota 6kva Gen P.66	2012		4567	4981	5351	370	784	3080.31	6575.82
Mitsubishi Canter P.06	2010	01 MU	111110	123133	124658	1525	13548	9138.10	3103.14
Isuzu Construction P.64	2013	MU 140	30477	42824	49120	6296	18643	1190.13	6270.81
Toyota Prado P.55	2012	MU 0	22827	28767	33531	4764	10704	1100.39	752.37
RAV4 P.63	2013	MU 1011	19904	24591	26259	1668	6355	631.85	572.08
Great Wall P.57	2012	MU 167	26939	35269	35777	508	8838	374.73	1333.88
Isuzu Dmax P.28	2009	MU 300	174896	180474	181,812	1338	6916	2603.52	1299.63
Toyota Hilux P.40	2011	MU 1018	134119	148780	150,522	1742	16403	2593.49	2317.57
Isuzu T/Top P.54	2005	MU 1002	140946	148150	150,342	2192	9396	705.98	2103.24
Mercedes PTV P.60	2004	MU 1009	98834	99755	99839	84	1005	0.00	181.02
Side Tipper P.18	2001	MU2010	45770	51825	53376	1551	7606	684.30	n/a
Side Tipper P.17	2001	MU 662	79971	84075	new clock	1	1	1391.30	n/a
Roadwest S/Tipper P.67	2013	1T0Q427	14745	20325	21890	1565	2625	554.87	n/a
Tri-Axle L/L Float P.13	2008	MU 663	13502	25053	25102	49	11600	643.50	n/a
45ft Flat Top P.59	1978	1THH060	0	0	0	0	0	405.00	n/a
No. 2 Float P.14	2001	MU 2004	46143	52053	55170	3117	9027	921.30	n/a
30000L W/Tanker P.24	2005	MU 2024	37646	40889	41176	287	3530	2286.12	n/a
Dog Fuel Trailer P.48	1979	MU 2026					n/a	23.87	n/a
Dog Fuel Trailer P. 49	1972	MU 2005					n/a	252.00	n/a
Dolly 1-Red P.05	2001	MU 2003	30526	32491	clock	broken	1965	124.50	n/a
Dolly 2-Black P.08	2000	MU 2009	18377	23814	25354	1540	6977	1534.51	n/a
New/H Ford Tractor P.04	2006	MU 380	1719	1761	1769	8	50	162.75	131.38
Forklift P.37			12037	12114	12132	18	95	0.00	159.72
Caravans							n/a	4323.66	n/a
JD Ride on Mower			460.3	507	519	12	58.7	small plant	small plant
Generator Perkins P.34		H/Maint	0				no clock	1847.95	small plant
Generator 9KVA P.65	2013	Mechanic	1423	2098	2419	321	996	0.00	573.71
Heavy Maint Trailer P.62		MU 446			n/a		n/a	1379.27	n/a
Isuzu Fire Truck P.72	2013	1EOK554	0	695	695	0	695		154.48
Toyota Fast Attack P.73	2014	1EOM596	Milly Milly						72.55

The Works Supervisor advised that the 12M grader is now at Pemco in Geraldton for repairs.

13.2 Works Report – Works Supervisor

Construction Crew

The construction crew have completed the lifting up and gravel sheeting where water lays on the Carnarvon Mullewa road just north of Mt Narryer and also gravel sheeted the bad stony corner 700m south. In the final stages of these works the John Deere grader was over-heating and Neil from the maintenance crew filled in with his grader to complete.

The next works program was to be the 12km south of Mt Narryer - pulling in material from both sides of the road and gravel sheeting. With the construction grader breaking down this program was put on hold.

Crew moved plant and vans into the settlement and then worked on setting up water supply equipment for works on the final shaving of the 4km section on the Carnarvon/Mullewa road and the 3 x 1km sections on Beringarra/Pindar road. These works have now been completed, roads sealed and guide post replaced.

Crew then went on to working on the bitumen section repairing pot holes on the Carnarvon/Mullewa road and also repairing damaged wings on the Beringarra Pindar road and various other roads in the shire.

With the completion of these repairs crew will work on cleaning all plant and equipment in readiness for the mechanic to proceed with his annual service and repairs.

Whilst in the settlement crew have erected a new fence around the fuel tanks at the roadhouse.

Our Komatsu bulldozer is now back after many months in town being re-built and has been put to work rehabbing the old refuse site.

Maintenance Crew

The maintenance crew have completed a light grade from MRO back to Cockney Bills on the Beringarra Road. From there they moved their camp from Boolardy to Yuin and have proceeded with a light grade from Pindar back to Cockney Bills. A contract grader and op were called in to lend a hand to ensure these works were completed before end of year break up. Glen and Neil will proceed with a patch grade on the Boolardy Kalli Road and the Manfred road. The contractor will do the New Forrest Yallalong road and the Coolcalalaya road.

I also engaged John Mahoney and his grader to do some works in the northern end of the shire on the Beringarra Byro road (between Byro woolshed and Milly Milly) and Pindar Beringarra road (from Boolardy north boundary to Beringarra) to repair creek crossings damaged by recent thunderstorms.

Flood Damage Repairs

Flood damage repairs in the north have been completed and contractors are now having a well-earned rest before some of them return to commence works on the second flood claim in the southern end of the shire on January 12th.

Grid Repairs

Several grids on the Beringarra road between Pindar and Murgoo have been damaged by a wide vehicle travelling north from Pindar. I am hoping to get these repaired/patched before the Christmas break. The actual grids are OK but the grid wings have been destroyed.

Staff Leave

Trevor Barndon – 27 days - returned 1st December

Trevor Hipper – 3 days

Brian – 3 days annual leave, 1 RDO

All works crew will be on leave from the 19th December with the majority returning on January 28th.

Dale will be returning early and will assist Trevor Barndon in repair/maintenance of plant.

I will be back on the 5th January assisting THEM contractors with the setting up of pumps etc. in readiness for flood repairs commencing on the 12th.

General – Work Supervisor

27th Nov – 29th Nov. 25 hours grader - final shaving for sealing works on the Carnarvon Mullewa road.

29th Nov – road inspection due to local thunder storms in the north of the shire – 2 hrs

30th Nov – road inspection of flood damage repairs plus thunderstorm damage on the Beringarra Pindar road.

1st Dec – 4th Dec. 27 hours grader work on the Carnarvon Mullewa road for sealing works

5th Dec – 9th Dec. Overseeing sealing works on the Carnarvon Mullewa road plus the 3 dust suppression works on the Beringarra Pindar road.

ROADS GRADED

Name	Length of Road	SLK's Graded this month	Heavy-Road Maintenance/Repairs Loader-truck	Comments
Beringarra /Pindar	319.80km	10km 180km some patch graded		Contractor patch grading storm damage
Erong	63.12km			
Beringarra/Byro	90.89km	10km		Contractor patching storm damage
Twin-Peaks/Wooleen	47.65km			
Boolarly/Kalli	57.30km	5km		Patch graded
Byro/Woodleigh	71.00km			
New Forrest/Yallalong	36.18km	10km		Contractor patch grading
M ^c Nabb/Twin-peaks	49.75km	5km		Contractor
Yallalong-West	34.46km	10km		Contractor patch grading
Mileura/Nookawarra	49.08km			
Muggon	38.75km			
Manfred	34.55km			
Beringarra/Mt Gould	34.80km			
Tardie/Yuin	13.20km	13km		
Innouendy	9.30km			
Boolarly Homestead	2.00km			
Yunda Homestead	32.80km			
Meeberrie Woolleen	25.22km	1km		Patch graded
Mt Wittenoom	37.55km	1km		Patch graded
Woolleen/Mt Wittenoom	33.85km	5km		Patch graded
Beringarra Cue	109.82km			
Boolarly Wooleen	19.08km			
Kalli Cue East	21.87km	2km		
Coodardy Noonie	19.92km			
Butchers Track	64.54km			
Butchers Muggon	23.80km			
Murchison Settlement	2.00km			
Pinegrove Yallalong	-----			
Carnarvon-Mullewa	278.63km			
Woolgorong-South	15.00km			
Errabiddy-Bluff	12km	12km		
Air strip Graded				

Total this month graded/patch graded by shire crew 219km plus **contractors 45km**

The Works supervisor advised that the job 12Kms south of Mt Narryer had been delayed – there had been problems with the John Deere grader and there had not been enough time to complete the works before moving to the sealing works so it was postponed until the New Year.

Cr Broad pointed out a spelling mistake in the agenda – showing as Cottony Bills – should be Cockney Bills. This has been corrected in the Minutes.

Cr Broad asked whether in view of the days taken to prep the roads for sealing, if had been a good idea to do the earthworks so far in advance. The Works Supervisor advised that it was better to do the formwork 12 months in advance so that any problems with the road construction would be apparent before being sealed and could be corrected.

Cr Foulkes-Taylor had recently sent an email to the shire regarding the dust suppression works which is included below:-

Dear Jenny,

We would like to express our family's gratitude and appreciation to the Shire of Murchison for carrying out the dust suppression work near the Yuin Homestead.

Consistent flows of traffic to and from the MRO over the past several years, and prevailing easterly winds have led to quite a bit of dust around the place at different times.

Thanks to you and your staff for following the job through to completion, and not just allowing it to remain as a future works item.

Kind Regards

Emma and Rosco Foulkes-Taylor

Cr Foulkes-Taylor asked whether the works had been rolled enough as feedback is saying that it is very noisy. The Works Supervisor said that it was given 12 passes in the rubber tyre roller which is per the specifications. Due to our low traffic volume it is better to give more rolling if possible but will become better the more it is driven on.

Cr Squires asked whether we had checked the amount of aggregate delivered as we had been short. The CEO confirmed the correct amount had been supplied by Holcim but some of it had been small and the application rate may have been heavier to compensate for this.

Cr Squires suggested that Winchester might supply a more consistent quality of stone and this was something to bear in mind next time. The CEO reminded council that the only aggregate supplier to tender for these works had been Holcim. Next time will ensure we order more so we don't run out.

Recommendation:

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

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor Williams		Seconded: Councillor Squires
That the Work's Supervisor's report be accepted.		
Carried	For: 6	Against: 0

The Works Supervisor left the meeting at 9:55am

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

Nil – The Shire President has been on leave. He will be attending the next Country Reform Policy Forum on the 16th February 2015.

The Shire President would like to note the sad passing of Mrs Cathy Carpenter, wife of Ian Carpenter, Mayor of Geraldton and pass on the shire's condolences to the family on their loss.

14.2 Councillors

Cr Williams – Nil

Cr Foulkes-Taylor- Attended the LCDC meeting, concessional loan information session and PGA meeting held on the 11th December at the Murchison Sports club. These meetings were not being attended in his capacity as a councillor but as a pastoralist of the shire.

Cr Squires – Had attended the same meetings as Cr Foulkes-Taylor. Cr Squires also wanted to record the fact that we now have bitumen from the settlement to Ballinyoo Bridge and have completed the first three dust suppression seals. This has been in the plans for some years and it was good to see it done.

Cr Whitmarsh – Attended the LCDC meeting, concessional loan information session and PGA meeting held on the 11th December at the Murchison Sports club.

LCDC- meeting confirmed that a previous discrepancy with the banks accounts has been sorted and the meeting saw the election of the office bearers.

Cr Foulkes-Taylor asked about funds (\$45K) in the account that was for WONS (Weeds of Natural Significance) and whether some of it could be used for road works to improve erosion by water shadow on the down-stream side. This could be done in conjunction with council to work together on the issue. Andrew said that spraying under WONS is currently being done on Billabalong and he had checked and the money could not be used for roads only for WONS.

Cr Broad said he thought it would be a good idea to send out another reminder to stations re bunding of old roads. The CEO said this would be done.

President Halleen thanked Andrew for arranging for the concessional loan information session to be held at Murchison. Cr Foulkes-Taylor also thanked Andrew for organising the day.

Cr Squires said that the concessional loans were frustrating. Not many people taking it up as too hard to qualify.

Cr Williams said that he read the 5 eligibility criteria and failed on three: - first you have to have debt on the property, then you cannot have off farm assets over \$600k and you have to be in a BOM drought declared area. The loans sound good but are almost impossible to obtain.

Cr Broad – attended WALGA zone meeting (Cue Parliament) on the 28th November. The usual politicians were there and also Mr Troy Pickard now WALGA/ALGA President. First ALGA presidential report at Cue parliament.

Vince Catania stood with Minister Baston and said that we're all in this together and when country reform comes we will cross the floor to vote with the opposition against it.

Murray Criddle spoke on the Mid-West Blue Print and the vermin fence cell. He is convinced the vermin cell will go ahead as it has been one of the flagship projects of the MWDC.

Sandstone had proposed that the May meeting be held at their new administration centre in Sandstone but the vote was defeated. Jenny Hayley who has been the executive officer for the past few years is leaving and the President, Deputy President and CEO will be organising a replacement.

Cr Broad has also attended the WALGA state council meeting on the 3rd December. The meeting had started with a strategic planning meeting which had been very good. One of the emerging issues was the fact that Mayor Pickard was now mayor of Joondalup, President of WALGA and President of ALGA. There was pressure being put on him to stand down from WALGA. This led to a long discussion on the motion lasting some 1 ¾ hours. In the end there was a division called after the motion, the first section congratulating him on being appointed ALGA president was passed but the second part – asking him to stand down as WALGA president was defeated, with those voting in favour being on record as such. The motion was never going to get up and Cr Broad is sure that Mayor Pickard is more than capable of handling all 3 jobs. The meeting was followed by the end of year dinner which incorporated the send-off for Nick Wood.

Cr Foulkes-Taylor said that he was staggered the motion had taken so long. He also asked why the request to hold the WALGA zone meeting (Cue Parliament) at Sandstone had failed.

Cr Squires left the meeting at 10:20am

Cr Squires returned to the meeting at 10:21am

Cr Broad said that whilst they could understand Sandstone wanting to showcase their new facilities they didn't want to set a precedent as tradition has always seen the meetings held in Cue.

President Halleen also said there were concerns that there might not be enough accommodation and the additional travel could put off some of the Geraldton people who attend.

Cr Broad then moved onto roadworks and commented that the works from Nookawarra south – Boolardy and around Milly Milly and touch ups at creeks done by Mahony grading had been well done and finished off the year well.

15. REPORTS OF COMMITTEES & WORKING GROUPS

15.1 Audit Committee – Risk Management Report by CEO

The audit committee met earlier today to discuss the audit management letter and to receive a risk management report as required under regulation 17 of the Local Government (Audit) Regulations 1996. As part of that process the audit committee is to report to the council the results of that review and give a copy of the CEO's report to council.

Committee Resolution:

Committee Decision:**Moved: Councillor Whitmarsh****Seconded: Councillor Foulkes-Taylor**

That the audit committee accept the Risk Dashboard report as presented and present the report to council.
That the audit committee recommend to council that the Risk Management Policy as outlined within the Risk Management Framework be adopted by council

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

That Council accept the report from the audit committee.
That Council adopt the Risk Management Policy as outlined within the Risk Management Framework document.

Voting Requirements:

Simple majority.

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

That Council accept the report from the audit committee.
That Council adopt the Risk Management Policy as outlined within the Risk Management Framework document.

Carried**For: 6****Against: 0***Council broke for morning tea at 10:25am**Council returned from morning tea at 10:40am**Cr Squires did not return at 10:40am.*

In view of the fact that Cr Squires was not available the president suggested a change to the order of the items to allow Cr Squires to be here for the finance items. There was general consensus on this and council moved to item 17.1

16. FINANCE**16.1 Financial Activity Statements to 30th November 2014**

Please see page 17

16.2 Accounts Paid during November 2014

Please see page 18

17. DEVELOPMENT**17.1 Regional Tourism Strategy**

File:	13.10
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	18 th December 2014
Attachments:	Shire of Murchison Tourism Development Plan Murchison MOU

Matter for Consideration:

To adopt the Upper Gascoyne Murchison Regional Tourism Plan.

Background:

In 2013 the Mid West Development Commission and Regional Development Australia in collaboration with the eighteen Shires across the Mid West commissioned a tourism development strategy for the Mid West. The Upper Gascoyne Murchison sub-region further required a collaborative approach to regional tourism development whilst also identifying actions to improve each Shire's tourism offering, capacity and appeal. Through desktop study, consultation, fieldwork and analysis a series of action plans were developed at a regional and shire level for the Upper Gascoyne Murchison (UGM). The UGM is a vast area of over 423,000km² and is host to a significant mining-pastoral sector. Tourism has been prevalent in the region for decades, however, the potential value of tourism as a 'supplementary' economic driver for the region has only recently been acknowledged. Similarly, the eight shires in the UGM have traditionally operated 'shire-centric' approaches to tourism, often competing with neighbouring shires, and tourism has evolved with a focus on local towns. To grow tourism visitation, stay and expenditure across the UGM it is necessary to address the gaps in capacity, service standards and marketing. This action plan outlines a series of initiatives to be implemented by the eight Shires overseen by the 'Murchison Executive Group' (MEG), coordinated at Shire level by staff and executives, with potential assistance of a regional tourism sub-committee and sub-contracted services where necessary. The action plans adopt a five year time frame (2015 to 2019).

Comment:

The UGM is a vital tool in the tourism armoury; it is about coordinating a regional response to tourism development with sufficient room for individual local governments to implement their own strategies.

This strategy is underpinned by the Mid West Development Blue Print, Tourism 2020 (Australia's National Tourism Strategy), 2020 Tourism Strategy (WA Governments Tourism Strategy) and the Mid West Tourism Development Strategy.

From discussions with a variety of people it is concluded that collectively the Upper Gascoyne Murchison area has exceptional potential to develop a range of tourism products; however, individually we will struggle to have sufficient products to entice tourists away from the coastal strip. This document provides a pathway for regional co-operation, how well we work together is being examined as a future model for other Local Governments that may wish to cooperate collectively.

At the last MEG Meeting it was decided that 'Tourism' would be added to the agenda in order to maintain a strategic focus and ensure delivery of the action items contained within the strategy.

A draft MOU has been developed to cover the commitment of the eight shires involved in the collaboration and this is also presented to council for their consideration.

Cr Broad queried the number of accommodation facilities within the area which is stated as 37 on page one of the tourism strategy. The CEO advised this was the total for all eight shires. Cr Broad was surprised there were so many.

Statutory Environment:

Nil

Sustainability Implications

- **Environmental**
There are no known significant environmental implications associated with this decision
- **Economic**
SCP – Focus Area One – Economic Development - **Tourism Development**
To promote and support a sustainable tourism industry in the Shire of Murchison
- **Social**
There are no known significant social considerations associated with this decision

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Consultation:

Mid West Development Commission
 Peter Backshall
 Mid West Tourism Alliance
 Murchison Executive Group

Recommendation:

That Council adopt the Upper Gascoyne Murchison Tourism Development Strategy 2015-2019 and authorise the CEO to sign the MOU.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Williams	
That Council adopt the Upper Gascoyne Murchison Tourism Development Strategy 2015-2019 and authorise the CEO to sign the MOU.		
Carried	For: 5	Against: 0

Cr Broad had declared an impartiality interest in this item and left the meeting at 10:47am

17.2 Request to Build a Patio – 12A Kurara Way

File:	9.1
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	Cr Broad
Date:	18 th December 2014
Attachments:	Patio

Matter for Consideration:

Addition of a patio to 12B Kurara Way.

Background:

The verandah at 12B Kurara Way is very small and there is not much undercover area for entertaining.

Comment:

The current tenant of 12B Kurara Way, Stuart Broad, has approached the shire to ask if he can build a patio behind the existing car port. He is happy to provide the material and labour himself if the application is approved. The materials used would match in with the current house and it would be built to a good standard. A proposed plan forms an attachment to this item.

In May 2013 council approved a similar request for the tenants at 12A and the resulting patio has greatly improved the entertaining area of the building and fitted into the aesthetics of the property well. This patio could be approved in the same way – subject to inspection and sign off by the CEO.

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:

Nil

Consultation:

Nil

Recommendation:

That the shire approves the application for a patio to be built at 12B Kurara Way subject to satisfactory inspection and sign off by the CEO.

Voting Requirements:

Simple Majority

Council Decision:**Moved: Councillor Williams****Seconded: Councillor Whitmarsh**

That the shire approves the application for a patio to be built at 12B Kurara Way subject to satisfactory inspection and sign off by the CEO.

Carried**For: 4****Against: 0**

Cr Broad returned to the meeting at 10.48am

18. ADMINISTRATION**18.1 Local Government Master Lending Agreement**

File:	2.3
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	18 th December 2014
Attachments:	Nil – Agreement will be tabled at the meeting

Matter for Consideration:

Execution of the Local Government Master Lending Agreement.

Background:

The WA Treasury Corporation is implementing a Master Lending Agreement for local governments. The new LGMLA has been developed to incorporate the recently introduced Commonwealth Government's personal Property Security Act 2009 (PPSA) and to improve the efficiency of the lending processes to local governments. The LGMLA has been reviewed by the State Solicitor's Office and the Department of Local Government.

Comment:

The Shire of Murchison currently has no outstanding loans with WATC. However, WATC's preference is for the shire to have executed the LGMLA to reduce any possible delays should we need to approach WATC for funding in the future.

The LGMLA will incorporate all future borrowings under the one agreement therefore removing the need for individual loan agreements to be executed under seal each time loan funds are advanced by WATC.

In October a draft LGMLA was sent to the CEO and we were asked to supply wording for the sealing clause and to provide details of any charge, mortgage, pledge or lien that we had.

A final copy has now been received. For the LGMLA to be effective it needs to be executed under the Common Seal as authorised by a resolution of council.

Cr Foulkes-Taylor said that financial details would need to be updated annually to remain current. The CEO advised that should council want to utilise the lending agreement they would be asked to send current financials at that time.

Statutory Environment:

Local Government Act 1995 s 6.20 – power to borrow; s6.21 – restrictions on borrowings.

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:

The Shire of Murchison resolves:

1. That the Shire of Murchison enters into a Master Lending Agreement with Western Australian Treasury Corporation as per the document tabled at this meeting.
2. To approve the affixation of the Common Seal of the Shire of Murchison to the said Master Lending Agreement in the presence of the President and the Chief Executive Officer of the Shire of Murchison, each of whom shall sign the document to attest the affixation of the Common Seal thereto; and
3. That the Chief Executive Officer of the Shire of Murchison from time to time is authorised to sign schedule documents under the Master Lending Agreement and or to give instructions thereunder on behalf of the Shire of Murchison.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Whitmarsh

The Shire of Murchison resolves:

1. That the Shire of Murchison enters into a Master lending Agreement with the Western Australian Treasury Corporation as per the document tabled at this meeting.
2. To approve the affixation of the Common Seal of the Shire of Murchison to the said Master Lending Agreement in the presence of the President and the Chief Executive Officer of the Shire of Murchison, each of whom shall sign the document to attest the affixation of the Common Seal thereto; and
3. That the Chief executive Officer of the Shire of Murchison from time to time is authorised to sign schedule documents under the Master Lending Agreement and or to give instructions thereunder on behalf of the Shire of Murchison.

Carried

For: 5

Against: 0

*The meeting was adjourned at 10:50am to allow Cr Squires to return
President Halleen left the meeting at 10:50am
President Halleen returned to the meeting at 10:52am
Cr Squires returned to the meeting at 10:55am
The meeting resumed at 10:55am*

President Halleen advised Cr Squires that the order of business had been altered and we were now going back to the finance items.

16. FINANCE

16.1 Financial Activity Statements to 30th November 2014

File:	2.2
Author:	Candice Smith – Senior Finance Officer
Interest Declared:	No interest to disclose
Date:	12 th December 2014
Attachments:	Financial Activity Statements for 1 month to 30th November 2014 Balance Sheet Income Statement by Program Summary Income Statement by Nature & Type Income Statement by Program Detailed

Matter for Consideration:

Council to consider adopting the Monthly Financial Statements for November 2014.

Background:

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

Comment:

The Current Position at 30 November 2014 is a deficit of **(\$536.00)**

Add Operating Revenues down	(2,923,362)
Add Operating Expenditure down	2,156,361
Less Funding Balance Adjustment	(50,748)
Less Capital Revenue down	253,500
Add Capital Expenditure down	608,502
Less Rate Revenue down	5,558
Opening Funding Surplus (Deficit)	(50,347)
	<u>(536)</u>

In accordance with Council Policy 5.2.1, authorising the CEO to invest funds surplus to immediate operating needs and Regulation 19c of the Local Government (Financial Management) Regulations, 2 Term Deposits matured in November and have been renewed for another 3 months. This interest rate for the Beringarra-Cue Road has been amended to reflect the correct rate:

Beringarra- Cue Road Reserve TD	\$3,531,406.03	@ 3.49%	Maturity 27/12/2014
Crosslands MCF Term Deposit	\$ 300,000.00	@ 3.40%	Maturity 27/02/2015
Ballinyoo Bridge	\$3,500,000.00	@ 3.40%	Maturity 27/02/2015

Candice Smith, SFO, clarified the term deposit interest rates and what had happened at the bank with the last roll over. She confirmed the rate had been backdated to the date of the start of the term deposit.

There was general discussion on the available rates and the fact that short terms – 3 months – are offering better rates than longer term.

Cr Squires asked questions regarding the under expenditure in governance and transport income and expenditure. The governance expenditure is mainly to do with timing for the new accounting software, audit fees, and building maintenance which have not yet been expended.

The transport is being affected by the flood damage works with \$1.3m pay to sub-contractors for works undertaken but no recoups received during July-November. The first three claims have been authorised and money received from WANDDRA during December.

Cr Foulkes-Taylor queried the balance in oils & gasses of \$17,873. There had been some bulk purchases in November to ensure we have sufficient on hand for the mechanic over the Christmas/New year when he will be servicing all plant and machinery.

The CEO ran through changes to the reserve report on page 16 of the financial report. UHY have made a mistake with note 8 – including reserve transfers to and from the Ballinyoo Bridge (\$400,000 in and \$378,000 out). This is incorrect as these figures are part of the plant reserve transfers and should be included in that line. Transfers to plant reserves should be \$516,855 and out of plant reserve \$513,500 per the budget.

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:

UHY Haines Norton

Recommendation:

That Council adopt the financial statements for the period ending 30th November 2014 as attached.

Voting Requirements:

Simple majority.

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Squires	
That Council adopt the financial statements for the period ending 30th November 2014 as attached		
Carried	For: 6	Against: 0

16.2 Accounts Paid during November 2014

File:	
Author:	Candice Smith – Senior Finance Officer
Interest Declared:	No interest to disclose
Date:	12 th December 2014
Attachments:	EFT & Cheque Details for November 2014

Matter for Consideration:

Authorisation of accounts paid during the month of November 2014.

Background:

Accounts paid are required to be submitted each month.

Statutory Environment:

Local Government (Financial Management) Regulations 1996

Reg 13(1)–Requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

Comment:

Payments made during the month of November as per attached schedule

Cr Squires queried the payment to RJ Collins showing as 120 hours and 12.5 days Ute hire. This has been checked and it is for 220 hours – not 120 hours.

Cr Williams queried the bill for The Cott Family Trust of \$117,873.63. This was a larger amount than usual but covered two invoices which included 37,562 litres of diesel for the depot, 25,350 litres of diesel for the roadhouse, 8,800 litres of ULP for the roadhouse and \$2,500 freight for transportation of the new tanks. The amounts for the roadhouse were higher as they were to fill the new tanks that had been installed.

Other queries included the \$5,006.50 to the roadhouse for meals and accommodation. This covered several contractors including the Petro industrial guys, excavator driver, Crowe Electrical, ML Communications and 2VNet – all of whom had been working on shire projects during November.

Cr Foulkes-Taylor queried the payment to Milly Milly Pastoral of \$7,524.00. This was part of the flood damage works – originally the fuel tanker was on the ground but it needed to be on a trailer so it could be moved around. Michael Thurkle was approached but did not have a float and prime mover available so Simon was asked.

Cr Squires queried the \$10,408 to 2VNet. This was completion of the server and covered the travel to and from the shire and the installation and configuration of the server on site. This was per their quote and the project has come in within budget.

Cr Foulkes-Taylor queried the payment to BG&E as the Ballinyoo Bridge money is in a separate account. The CEO confirmed the money is being held separately for ease of acquittal – any time an invoice is paid the money is transferred from the bridge account to the municipal account. As is shown with this payment of \$6,409.98 (net of GST) being transferred in the list of intra account transfers.

Candice Smith, SFO, had come to the meeting with copies of some of the larger payments that she thought might be queried and Cr Squires thanked her for preparing this so that questions could be answered.

Strategic Implications:

None

Policy Implications:

None

Budget/Financial Implications:

Payment from the Municipal and Trust 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:

Haines Norton

Recommendation:

That the accounts as per the attached Schedule presented to this meeting totalling \$1,874,723.76 which includes \$759,909.50 of intra account transfers, be passed for payment/endorsed by Council.

Voting Requirements:

Simple majority

Council Decision:**Moved: Councillor Broad****Seconded: Councillor Squires**

That the accounts as per the attached Schedule presented to this meeting totalling \$1,874,723.76 which includes \$759,909.50 of intra account transfers, be passed for payment/endorsed by Council

Carried**For: 6****Against: 0****17. DEVELOPMENT****17.1 Regional Tourism Strategy**

Item already dealt with – please see page 12

17.2 Request to Build a Patio – 12A Kurara Way

Item already dealt with – please see page 13

18. ADMINISTRATION**18.1 Local Government Master Lending Agreement**

Item already dealt with – please see page 14

19. NOTICE OF MOTION

Nil

20. CEO ACTIVITY REPORT

Date	Activity
24 th November	MEG Meeting at Wooleen
27 th November	Discussion with Michael Britton regarding visit from Minister Redman on the 3 rd December. Visit subsequently cancelled due to Minister's brother passing away.
1 st December	Discussion with works supervisor regarding staffing issues
1 st December	Meeting with John & Steve – EMC – went over works carried out at settlement.
1 st December	Discussion with Fleetwood Homes and Phil Swain regarding need for a Feature Survey with levels as well as a Geotechnical report for the new accommodation and laundry buildings
3 rd December	Discussion with Ian Hudson regarding tender preparation for Ballinyoo Bridge
4 th December	CEO in Geraldton for follow-up specialist appointment after knee operation
5 th December	Discussion with Robyn Duncan regarding flood damage claim and inclusion of bores
8 th December	Spoke with Sarah of IT Vision regarding software implementation project
9 th December	BG&E preparing tender documents for bridge and have been engaged to carry out the assessment of tenders received.
10 th December	Discussion with Gavin Treasure MWDC re Ballinyoo Bridge and Murchison Vermin Cell
11 th December	LCDC, Concessional Loan Info Session & PGA meeting at settlement. CEO unable to attend due to time constraints.
12 th December	CEO in Geraldton – dentist
16 th December	Staff annual reviews in conjunction with Works Supervisor
16 th December	Murchison Synergy Software Implementation Project Meeting via teleconference
17 th December	Staff review – Sharon Wundenberg

The CEO went over work with BG& E – tender documents to be here by Friday for advertising next week – closing around the end of January for presentation to council at the February or March meeting for decision. CEO also gave an update to changes to WANDDRA funding – test case re bores being claimable as they were last time.

Cr Broad queried whether we had to spend the MWDC bridge money straight away. The CEO advised that she did not think so. The contracts have been signed and we have received the money and have two years from date of signing to complete the project. Gavin Treasure had been happy with the update last week and very excited that tenders were about to go out.

Recommendation:

That the CEO's Activity Report be accepted.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Whitmarsh	Seconded: Councillor Williams	
That the CEO's Activity Report be accepted		
Carried	For: 6	Against: 0

21. URGENT BUSINESS

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Whitmarsh	
That the Shire of Murchison deals with three items of urgent business		
Carried:	For: 6	Against: 0

21.1 Confidentiality of Closed Meetings

Cr Foulkes-Taylor asked council to address the matter that Bridget, as a member of the public, mentioned when she came to the meeting that she could hear council's discussion from outside when she had been waiting in the atrium.

It is necessary that council have a private area for closed meetings – do we need to close the atrium whilst meetings are closed? There was some general discussion and Mrs Bridget Seaman asked to be able to clarify what she had been able to hear. The shire president allowed this and Mrs Seaman said that she had only heard a couple of words as one of the councillors has a deep voice. Had she been able to hear more she would have moved away.

The general consensus was that if it was only the odd word then that would be OK. The CEO advised that if we do close the atrium then we will need to provide an alternative area for members of the public to sit and this could be in the library.

11:40am SFO, Candice Smith left the meeting to ask the works supervisor to re-join the meeting.

11:43pm SFO, Candice Smith returned to the meeting

11:43pm Works Supervisor, Brian Wundenberg returned to the meeting.

21.2 Grading of the Beringarra-Pindar Road

Cr Squires wanted to raise the issue of regular grading of the Beringarra-Pindar road. He felt it should be done every four months to keep it in a good condition. Under the arrangement the shire has with CSIRO the shire undertakes to do two full grades a year and additional grades are paid for by CSIRO if required. Cr Squires felt that it had been nearer to eight months since the Yuin to Pindar section had been graded and this was too long.

Cr Broad said he absolutely understood this but every other road is in the same position. The only way to cover this would be to have a bigger road works budget. We only have three graders and if we take them off to this road then somewhere else is missing out.

Cr Foulkes-Taylor said that this road was one of our major roads – similar to the Carnarvon-Mullewa Road and needs 3 x grades a year as a priority. The use of contractors was discussed but the CEO pointed out that if we use contractors then this still has to come out of our maintenance budget and we want to ensure there is sufficient to cover our direct employees.

Cr Squires said it needs to be managed better and our two grades need to be full ones and not rely on the CSIRO grade to be the full one with ours just quick touch up grades.

The CEO said that the full grade started in April was not finished until July – some four months which would mean we would have to be continually grading the road. There was discussion on how long a grade should take – based on 6 Kms a day it should take around 38 days.

After some further general discussion there was a consensus that the CEO and Works Supervisor would discuss the road programme and grading of the Beringarra-Pindar road and report back to council.

21.3 Komatsu Bulldozer Repairs

The CEO went over the background of the repairs to the Bulldozer.

A special plant working group had been established back in June to meet on site with Komatsu to go through the bulldozer. The group consisted of Brian Wundenberg, works supervisor and Cr's Squires and Williams. Following from this an estimate was received and works authorised. As the works progressed various issues were found and changes to the works authorised. The work was initially proposed to take three months but has taken nearer six.

The original estimate was \$305,707.91 + GST. The final invoice came in at \$501,254.41 + GST. The major difference is the number of hours the works have taken. Originally quoted at 721 it has actually taken 1,780. We were kept abreast of how the works were progressing but it was not actually pointed out how much additional time was being taken in comparison to the original estimate.

The CEO has been in contact with Komatsu since receiving the bulldozer back on site and they have reduced the bill to \$452,454.67 + GST by reducing the hourly rate and discounting parts and some other works but this is still considerably higher than anticipated.

Cr Broad queried the reduction in hourly rate and how can parts and outsourced works be discounted.

Cr Williams said the works needed to be fully quoted. It was made absolutely clear at the initial meeting that the shire did not have an open cheque book and need to work within budgets. There were to be no variances other than those additional works authorised. The additional hours have never been raised or discussed. Need to do a forensic check to go through and break up everything into component parts and ensure all additions and parts taken off have been correctly recorded.

Cr Squires said that Komatsu had done a fantastic job and we virtually have a new dozer but the hours have caught us out.

Cr Whitmarsh queried the amount of hours allocated against some of the jobs.

Cr Foulkes-Taylor suggested that the working group members and the CEO need to have a meeting with Komatsu to discuss the issues.

There was some further general discussion around the works and the general consensus of the council was that with the additional works authorised we had expected the final bill to be around \$400,000. At the end of the discussion it was decided to pay \$300,000 in good faith whilst negotiations continued and that the CEO would go through all the accounts presented and summarise the break-ups and then organise a meeting with Komatsu and Cr Squires and Cr Williams.

Council Decision:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Whitmarsh

That the shire pay \$300,000 in good faith whilst negotiations continue and that the CEO will go through all the accounts presented and summarise the break-ups and then organise a meeting with Komatsu and Cr Squires and Cr Williams.

Carried:

For: 6

Against: 0

22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

23. MEETING CLOSURE

There being no further business the Shire President declared the meeting closed at 12:35pm.

These minutes were confirmed at the council meeting held on

Signed Presiding Officer