



Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,
To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On Thursday **16 December 2010**, commencing at 10.00 am.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

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

- 7.1 Use of official titles
- 8.2 Limitation on the number of speeches
- 8.3 Duration of speeches

5. NEXT MEETING

The scheduled date for the next ordinary meeting is Friday 18 February 2011

Murchison roads Inspection to be held on 10 and 11 January 2011, proposed itinerary to be advised.

1.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

Note:

Cr Seaman granted leave of Absence at the November 2010 Ordinary Council Meeting for December 2010.

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

- 1. Lease of the Murchison Roadhouse, Motel and Caravan Park

Note:

Confidential report to be provided at the December 2010 Meeting.

8. CONFIRMATION OF FLYING MINUTES

Nil.

9. CONFIRMATION OF MINUTES

9.1 ORDINARY COUNCIL MEETING –19 November 2010

BACKGROUND

Minutes of the Ordinary Meeting of Council held on 19 November 2010 have previously been circulated to all Councillors.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of 19 November 2010 be confirmed as a true and correct record of proceedings.

10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Shire President, Councillor S A Broad:

Regional visit by Minister for Local Government, Heritage, Citizenship and Multiculturalism, the Hon. John Castrilli, on Monday 10 January 2011.

11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

12. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

12.1 PRESIDENT

12.2 COUNCILLORS

13. DISCLOSURE OF INTERESTS

14. REPORTS OF COMMITTEES

14.1 Acceptance of Minutes of the Shire of Murchison Audit Committee meeting held on 16 December 2010.

14.2 Acceptance of Minutes of the Shire of Murchison Building Management Committee meeting held on 14 December 2010.

The CEO will prepare a report on the required works including estimates of costs for major repairs and replacements to be presented at the February 2011 Ordinary Council meeting.

Minor wear and tear maintenance and replacement will be undertaken as part of ongoing operational maintenance of Council's facilities.

15. REPORTS OF OFFICERS

15.1 WORKS

15.1.1 Monthly Plant & Works Progress Report

File:
 Author: Brian Wundenberg, Works Supervisor
 Interest Declared: No interest to disclose
 Date: 13 December 2010
 Attachments:

MATTER FOR CONSIDERATION

To view the plant operation for the month of July August 2010 and an update on works carried out.

BACKGROUND

HEAVY PLANT			Start	End	MTD		Total
Plant Item	Year	REGO	Hours	Hours	Total	Service	Ownership
Cat Grader 12H	2005	MU 141	6074	6286	211		35429
Cat Grader 12H	2003	MU 121	11634	11875	241		88214
Cat Grader 12M	2008	MU 51	2631	2665	34		6422
Volvo L110 Loader	2006	MU 65	2573	2764	191		16546
Komatsu Dozer	1997		6976	7005	29		227762
Cat Vibrating Roller	2005	MU 177	3090	3251	161		20041
TRUCKS							
Iveco Prime Mover	2003	MU 000	198784	206164	7380		52414
Nissan UD	2009	000 MU	64393	75358	10965		3891
Iveco Tipper	2004	MU 00	125591	130282	4691		60013
GENERATORS							
Generator 2-100KVA	2005		22295	23804	1509		1561
Generator 1-83KVA	2005		40065	40070	5		
Generator 13KVA (Const)	2005			13227.5			
LIGHT VEHICLES							
Toyota Land Cruiser	2005	01 MU	122853	139030	16177		12082
Mitsubishi Canter	2004	MU 140	65420	77394	11974		5856
Toyota Prado	2009	MU 0	80095	81134	1039		6992
Holden Rodeo	2008	MU 167	114112	119229	5117		7499
Isuzu DMAX	2009	MU 300	48577	58775	10198		6019
Toyota PTV	1986	MU 1017	20580	20582	2		3669
TRAILERS & TANKERS							
Side Tipper	2001	MU 2010	170231	175734	5503		16304
Side Tipper- Evertran	2009	MU 662	18572	22425	3853		5028
Tri Axle Low Loader	2008	MU 663					8544
Tri Axle Low Loader	2001	MU 2004					53606
30K Water Tank	2005	MU 2024	61345				10172
Dog Fuel Trailer	1993	MU 658					3785
Dog Fuel Trailer	1972	MU 2005					535
Dolly 1-Red	2001	MU 2003					6240
Dolly 2-Black	2000	MU 2009					11776
Tractors							
New Holland	2006	MU 380	1081	1101	20		3103
Forklift			11445	11469	24		270
Caravans							6821

Various Small Plant							7249
Cobra Multi Tyre Roller			141				90

Training

MC & HR & HC licenses for all staff that requiring them.

15.2 Works Report

Construction Progress Report

Carnarvon Mullewa Road – Community Project

Continued Stage 2 SLK 45 – 65, work going well. Approximately 7 km gravel carted and being mixed with Polcom. Plan to spread approx. 2-3 km of mix by Xmas break.

Maintenance Grading

Carnarvon - Mullewa Road South
 Pindar - Beringarra Rd.
 Tardie Rd 13 km
 New Forrest – Yallalong Rd.

Parks & Gardens

Museum

- Cleanup around building

Caravan park

- Ongoing watering lawn area

Septics

- Leach tanks at staff housing require draining

Sports Club

- General Cleaning in preparation for Murchison Christmas Tree

Staffing

Brian Wundenberg-Works Supervisor

Neil Coombe- Leading Hand
 Fiona Coombe
 Paul Smart
 Stuart Broad
 Glenn Pinnegar
 Danny Hewton
 Vicky Hewton
 Trevor Hipper- PG

STATUTORY ENVIRONMENT
 Nil

STRATEGIC IMPLICATIONS
 None at this stage

POLICY IMPLICATIONS

None at this stage

FINANCIAL IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

Note the Status Report of the Shire owned Plant and receive the Works Supervisors status report.

15.3 Tender Annual Supply of Bitumen and Aggregates

File:
 Author: Ron Adams, Senior Admin Officer
 Interest Declared: No interest to disclose
 Date: 23 November 2010
 Attachments: Tender Documents

MATTER FOR CONSIDERATION

Completion of tender process

BACKGROUND

The Shire of Murchison called tenders for the Annual Supply of bitumen and aggregates.

The Shires of Murchison and Yalgoo did a joint tender with their consulting engineer Greenfields to share the cost of time and advertising costs.

Three tenders for the sealing component were received. Two companies had complying tenders and the third was not accepted as it did not comply with the closing date. However, the third tenderer has been included in the spreadsheet for comparison only;

Tender MU 01-2010 Sealing

Supplier	Tendered Amount
Boral Asphalt	\$ 350,133
RNR Contracting	\$ 370,092
Fulton Hogan	\$ 374,257

Tender MU 02-2010 Aggregates

Supplier	Tendered Amount
Winchester Quarries	\$ 84,860
Holcim	\$ 102,964

The tenders were based on a 10km section of road.

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

None

FINANCIAL IMPLICATIONS

Payment from Council's Municipal Account

CONSULTATION

None

COMMENT

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That Council;

1. Award a contract to Boral for supply of seal for the amount of \$ \$350,133.00.
2. Award a contract to Winchester Quarries for aggregates for the amount of \$84,860.00.

16. FINANCE

16.1 Financial Activity Statements - November 2010

File:

Author: Ron Adams, Chief Executive Officer

Interest Declared: No interest to disclose

Date: 10 December 2010

Attachments: Nil

The Financial Activity statements for November 2010 are with Haines Norton and are unavailable; they will be presented at the February 2011 Ordinary meeting of Council.

16.2 Accounts Paid during the period November & December 2010

File:

Author: Mike Sully, Chief Executive Officer

Interest Declared: No interest to disclose

Date: 13 December 2010

Attachments: EFT & Cheque Detail for November-December 2010

MATTER FOR CONSIDERATION

Authorisation of accounts paid during the month of November-December 2010.

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.

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

None

FINANCIAL IMPLICATIONS

Payment from Council’s Municipal Account

CONSULTATION

None

COMMENT

Payments made during the month of November-December 2010 as per attached schedule.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

1. Accounts Paid between November-December 2010:

TYPE	Voucher	PAYMENT	STATUS	AMOUNT

2. Accounts to be Paid

TYPE	Voucher	PAYMENT	STATUS	AMOUNT

3. Salaries and Wages paid between March and April of \$ is received.

17. DEVELOPMENT

17.1 Development- Application for Building at Mileura Road Camp

File:

Author: Ron Adams, Senior Admin Officer

Interest Declared: No interest to disclose

Date: 23 November 2010

Attachments:

MATTER FOR CONSIDERATION

Notation of construction of extra accommodation at Roadtech Camp at Mileura

BACKGROUND

Application to construct three donga type accommodation facilities at the Mileura Camp.

The Council’s Building Surveyor has completed the necessary permits and raised charged to Roadtech.

STATUTORY ENVIRONMENT

Interim Development Order

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

2.1 Building Control

Building Control

Introduction	Until such time as a new Building Act is proclaimed, the administration of buildings matters are dealt with
Objective	To enable the timely approval or actions in relation to building applications, approvals and orders.
Statutory context	Local Government (Miscellaneous Provisions) Act 1960 – <ul style="list-style-type: none"> - s.2 – this Act to be considered as part of the LG Act 1995 - Part XV - Buildings
Formal record	Officer’s report to Council
Delegation by CEO	To Environmental Health Officer
History	

Delegation Statement

1. The EHO is authorised to exercise and discharge the following powers and functions of the local authority with regard to the Local Government (Miscellaneous Provisions) Act 1960:
 - a) Part XV Section 374 (1a) – Extension of time to complete building works
 - b) Part XV Section 374 (1b) – Issue of Building Licences
 - o subject to Delegation Schedule 2.6 Building Licences
 - c) Part XV Section 374A – Issue of Demolition Licences
 - d) Part XV Section 377 – Licence to deposit materials on or excavate adjacent to a street
 - e) Part XV Section 401 – Issue of Notices and related matters (Uncompleted building works)

2. The following matters are to be referred to Council for decision –
 - a) Part XV Section 401A – Issue of Notice unlawful works
 - b) Part XV Section 403 – Dangerous Buildings
 - c) Part XV Section 408 – Removal of Neglected Building

Delegation Schedule 2.6 – Issue of Building Licences

1. The EHO is authorised to issue building licences for –
 - all Class 1A, 1B and 2 buildings where permitted in accordance with the Town Planning Scheme; and
 - all Class 10A and 10B buildings where permitted in accordance with the Town Planning Scheme, provided that the proposed building does not:
 - Residential Zone – exceed 60 m² in area or have a wall height greater than 3 m; or
 - Special Rural Zone – exceeds 150 m² in area or has a wall height greater than 3.6 m.

2. A building licence is not to be issued unless –
 - a) the application complies with –

- the Building Code of Australia
 - the Building Regulations 1989
 - Builder's Registration Board requirements
 - Town Planning Scheme
 - Town Planning Policies
- b) where necessary, planning consent has been granted in accordance with the Town Planning Scheme
- c) payment has been received for –
- The assessed building licence fees
 - Building and Construction Industry Training Fund levy, or production of evidence of payment or exemption.
- d) if for an outbuilding, there is existing development on or of the property, and the aggregate area of outbuildings does not –
- in the Residential Zone – exceed 60 m² in area or have a wall height greater than 3 m; or
 - in the Special Rural Zone – exceed 150 m² in area or have a wall Height greater than 3.6 m.
- e) The applicant has signed the building licence accepting the conditions contained therein.
3. Where suppliers of steel fabricated outbuildings have supplied structural computations to cover such buildings, and the drawings submitted comply with the structural requirements, an engineer's computations or certification for the building is not required.
4. Any other outbuildings will require engineer's computations or certification to be submitted with the building licence application.
5. Any application not complying is to be refused, unless there is a discretion, in which case it is to be referred to Council for decision.
6. Buildings in Classes 3 to 9 are to be referred to Council for decision.

FINANCIAL IMPLICATIONS

Various charges have been paid in accordance with regulations

CONSULTATION

None

COMMENT

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That Council;

Note the building application received from Roadtech.

ADMINISTRATION

18.1 Extraordinary Election for Elected Member Vacancy

Author: Mike Sully, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 15 December 2010
Attachments: Nil

MATTER FOR CONSIDERATION

This report recommends that Council conduct an extraordinary election on Saturday 26 February 2011 to fill an Elected Member vacancy.

BACKGROUND

The Electoral Commissioner has advised that Council must hold an Extraordinary Election on Saturday 26 February 2011 to fill the vacancy created by the resignation of Councillor Patrick Walsh which was effective from 24 September 2010.

COMMENT

In October 2010 Council requested approval from the Minister for Local Government to reduce the number of Elected Members from seven to six and avoid the requirement to conduct an extraordinary election.

The Department of Local Government has advised that due to requirements of the Local Government Act 1995 and Regulations the position cannot be terminated at this time. However, the Department has also advised that it would consider a request to reduce the number of Elected Members as part of the bi-annual election process to be held in October 2011.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 4.9 (3) requires that Council conduct an extraordinary election to fill an Elected Member vacancy.

STRATEGIC IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

There are financial costs to conduct an extraordinary election however; the expense can be costed to funding reserved for administration costs in the 2010/2011 budget.

CONSULTATION

UHY Haines Norton

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That Council conduct an extraordinary election on Saturday 26 February 2011 to fill an Elected Member vacancy.

18.2 Five Year Forward Capital Works Plan – Draft

Note:

An E-copy of the plan has been distributed to all Elected Members and a paper copy will be provided at the meeting.

File:

Author: Mike Sully, Chief Executive Officer

Interest Declared: No interest to disclose

Date: 15 December 2010

Attachments: Nil

MATTER FOR CONSIDERATION

Council is requested to review and endorse the Draft Five Year Forward Capital Works Plan for the Shire of Murchison.

BACKGROUND

The Department for Regional Development and Lands (RDL) provided Council with funding to develop a Five Year Forward Capital Works Plan. The plan will provide Council with a guide for the next five years to develop and maintain its capital infrastructure.

The draft plan, a copy of which is attached to the agenda, has been prepared by UHY Haines Norton with information provided by Council.

COMMENT

RDL has advised that for Local Governments to be eligible to receive their 2010/2011 component of Royalties for Regions funding they are required to submit a copy of their five year Forward Capital Works Plan to RDL, that has been reviewed and endorsed by the relevant Council, prior to 31 December 2010.

STATUTORY ENVIRONMENT

Nil.

STRATEGIC IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Receipt of 2010/2011 Royalties for Regions funds is conditional on submission of a Council endorsed Five Year Forward Capital Works Plan before 31 December 2010.

CONSULTATION

UHY Haines Norton

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That Council:

Endorse the Draft Five Year Forward Capital Works Plan for the Shire of Murchison;

Authorise the Shire President and Chief Executive Officer to sign the report, and

Forward the signed report to the Department of Regional Development and Lands prior to 31 December 2010.

18.3 Shire of Murchison Annual Report for the year ending 30 June 2010.

Note:

An electronic copy of the above report has been emailed to Elected Members. Paper copies will be available at the meeting.

File:

Author: Mike Sully, Chief Executive Officer

Interest Declared: No interest to disclose

Date: 15 December 2010

Attachments: Nil

MATTER FOR CONSIDERATION

This report recommends that Council endorses the draft Shire of Murchison Annual Report for the year ending 30 June 2010 and authorises the Shire President and Chief Executive Officer to sign the report...

BACKGROUND

The 2009/2010 Shire of Murchison Annual Report, including annual financial reports, has been prepared by UHY Haines Norton and certified as correct by Council's approved auditors Anderson Munro Wylie.

COMMENT

The Annual Report

STATUTORY ENVIRONMENT

Nil.

STRATEGIC IMPLICATIONS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

CONSULTATION

UHY Haines Norton
Anderson Munro Wylie

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That Council endorse the draft Shire of Murchison Annual Report for the year ending 30 June 2010 and authorise the Shire President and Chief Executive Officer to sign the report.

19.1 NOTICE OF MOTION

Cr Halleen has provided a Notice of Motion for the following item:

That Council provide the Carnarvon RBG with a financial contribution of \$10,000, funds to be provided from within the 2010/2011 budget.

20. CEO ACTIVITY REPORT

20.1 CEO Activity Report

Visited Wooleen Station to discuss possible consultants for economic and community development projects with Mr Brett Pollock

Attended Regional Funding Meeting in Meekatharra to determine projects of Regional significance.

Inspection of reinstatement drainage works undertaken by Crosslands on the Cue – Beringarra Rd with representatives from Main Roads, Crosslands, Greenfield Tech. Services and Shire of Cue.

Attended RCG meeting with Reps from Shire of Murchison, Upper Gascoyne and Dept of Local Government.

Inspected all Shire buildings at Murchison Settlement with the Building Management Committee.

20. URGENT BUSINESS

21. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

21.1 Murchison Oasis Roadhouse, Motel and Caravan Park - Lease

*Note:
Confidential report to be provided at the Council meeting*

22. MEETING CLOSURE

The Meeting closed at The next Ordinary Council Meeting will be held on Friday 11 February 2011.

**ACTION LIST
Thursday 16 December 2010**

Item No	Originator	Action	Officer/Councillor	Schedule	Status
1	MSC/CSIRO	CEO liaise with David Luchetti re: funding for roads used by Askar	CEO	ASAP	In Progress
2	MSC/CSIRO	1 Copy of updated road plans to Barry Turner 2 Standard letter to contractors re preferred route	CEO	ASAP	1 Done 2 In Progress
3	MSC/CSIRO	Obtain 3 rd traffic counter from CSIRO and place in location	CEO/Works Supervisor	ASAP	Done
4	MSC Nov 10 Council meeting	Place advert for R/House lease contract	CEO	ASAP	Done 27/11/10 West Aust and Murchison Monologue
5	MSC Nov 10 Council meeting	Prepare report on expenditure on parts and repairs for Dec 2010 meeting	CEO	Dec 2010 Council meeting	In progress
6	MSC Nov 10	Finalise costing on	CEO	ASAP	Awaiting

	Council meeting	CBD development and hold CBD meeting			audit statement
7	MSC Nov 10 Council meeting	Notify Council staff re housing maintenance inspection & arrange inspection	CEO	December 2010	Inspection 14 Dec 2010
8	MSC Nov 10 Council meeting	Prepare report on implications of changing road hierarchy from Mt Wittenoorn/Meka rd to Kalli rd	CEO	Dec 2010	In Progress
9	MSC Nov 10 Council meeting	Develop process to ensure plant ownership financial data is included in Works report each month	CEO/Works Supervisor	December 10 and ongoing	Done
10	MSC/CSIRO	Draft Emergency M/ment Plan to Barry Turner	CEO	ASAP	Done
11	MSC Nov 10 Council meeting	Investigate funding for employing Project Officer to represent Council's interests in regard to CSIRO activities	CEO	ASAP	In Progress