



Western Australia

Unconfirmed Minutes for the Ordinary Meeting of the Murchison Shire
Council,

Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On Friday **21 May 2010**, commencing at 9.30 am.

TABLE OF CONTENTS

| | | |
|-------|---|----|
| 1. | DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS | 4 |
| 2. | RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE | 4 |
| 3. | RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE | 4 |
| 4. | PUBLIC QUESTION TIME | 4 |
| | OC100501 Standing Orders | 4 |
| 5. | NEXT MEETING..... | 4 |
| 6. | APPLICATIONS FOR LEAVE OF ABSENCE..... | 4 |
| 7. | NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS | 5 |
| 8. | CONFIRMATION OF FLYING MINUTES | 5 |
| 9. | CONFIRMATION OF MINUTES | 5 |
| 9.1 | ORDINARY COUNCIL MEETING –16 April 2010 | 5 |
| | OC100502 Confirmation of Minutes 16 April 2010 | 5 |
| 9.3 | CBD COMMITTEE MEETING –12 May 2010 | 6 |
| | OC100503 CBD Minutes are received 12 May 2010 | 6 |
| 10. | ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION..... | 6 |
| 11. | PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS | 6 |
| 12. | ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED | 6 |
| 12.1 | PRESIDENT | 6 |
| 12.2 | COUNCILLORS..... | 7 |
| 13. | DISCLOSURE OF INTERESTS..... | 7 |
| 10.57 | The President adjourned the meeting, to be re opened at 11.30am, for morning tea..... | 7 |
| 21. | ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS..... | 8 |
| | OC100504 Move behind closed doors | 8 |
| | OC100505 Move out from behind closed doors | 8 |
| | OC100506 CEO Annual review..... | 8 |
| 14. | REPORTS OF COMMITTEES | 9 |
| 14.1 | Coffee Machine for Roadhouse..... | 9 |
| | OC100507 Purchase of Coffee Machine..... | 10 |
| 15. | REPORTS OF OFFICERS..... | 11 |
| 15.1 | WORKS..... | 11 |
| | 15.1.1 Monthly Plant & Works Progress Report..... | 11 |
| | OC100508 Plant and monthly works report..... | 14 |
| | 15.2 Works Draft Budget 2010-11..... | 15 |
| | OC100509 Items for Draft Budget 2010-11 | 18 |
| 16. | FINANCE..... | 19 |
| 16.1 | Financial Activity Statements March 2010 | 19 |
| | OC100510 Financial Activity Statements | 20 |
| 16.2 | Accounts Paid during the period March April 2010 | 21 |
| | OC100511 Accounts Paid during April May 2010 | 21 |
| 17. | DEVELOPMENT | 22 |
| 17.1 | Appointment of Building and Health Services | 22 |
| | OC100512 Appointment of Building Surveyor | 23 |
| 18. | ADMINISTRATION..... | 24 |
| 18.1 | Structural Reform | 24 |
| | OC100221 Structural Reform | 24 |
| | OC100513 Structural Reform-proposed meeting | 25 |
| | OC100514 Service Delivery to Indigenous Communities..... | 27 |
| 18.3 | Record Keeping Plan | 28 |
| | OC100515 Record Keeping Plan | 28 |
| 18.4 | Local Government Convention..... | 29 |
| | OC100516 Local government Convention | 29 |
| 19. | CEO ACTIVITY REPORT | 30 |
| 19.1 | CEO Activity Report | 30 |

| | | |
|----------|--|----|
| OC100517 | CEO Activity Report | 30 |
| 20. | URGENT BUSINESS | 31 |
| 21. | ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS..... | 31 |
| OC100518 | Council move to behind closed doors | 31 |
| OC100519 | Council move from behind closed doors | 31 |
| OC100520 | Road Drainage-Beringarra Cue Road..... | 32 |
| 22. | MEETING CLOSURE..... | 32 |

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President welcomed everyone and declared the meeting open at 9.50am

John Phillips, Workplace Solutions

John Lane, WALGA- Emergency Management Services

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS

Cr SA Broad, Shire President
Cr M W Halleen, Deputy Shire President
Cr P M Walsh
Cr R E Foulkes-Taylor
Cr P R Squires
Cr B M Seaman
Cr W McL Mitchell

STAFF

Mr RJ Adams, Chief Executive Officer

Leave of Absence

Cr RE Foulkes-Taylor

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

NIL

Stand Down Local Law Standing Orders

COUNCIL DECISION

OC100501 Standing Orders

Moved Cr M W Halleen, Seconded Cr W McL Mitchell

That the Local Law-Standing Orders 2001 be stood down

Motion put and carried 7/0

5. NEXT MEETING

The scheduled date for the next ordinary meeting is 18 June 2010.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr RE Foulkes-Taylor has received a LOA from April Ordinary Council Meeting

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

21.1 Annual CEO Performance Review

Local Government Act 1995

- s. 5.23 (2) (a) Matter affecting and employee or employees
- (b) the personal affairs of any person

21.2 Road Drainage

Commercial In confidence

8. CONFIRMATION OF FLYING MINUTES

NIL

9. CONFIRMATION OF MINUTES

9.1 ORDINARY COUNCIL MEETING –16 April 2010

BACKGROUND

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100502 Confirmation of Minutes 16 April 2010

Moved Cr M W Halleen, Seconded Cr PR Squires

That the Minutes of the Ordinary Council Meeting of 16 April 2010 be adopted

Motion put and carried by 7/0

9.3 CBD COMMITTEE MEETING –12 May 2010

BACKGROUND

Minutes of the CBD Committee of Council have previously been circulated to all Councillors.

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100503 CBD Minutes are received 12 May 2010

Moved Cr M W Halleen, Seconded Cr PR Squires

That the Minutes of the CBD Committee Meeting of 12 May 2010 be received.

Motion put and carried by 7/0

10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

The President requested that when presenters were available then would come back to this item

John Lane, WALGA Emergency Management Services

- Mr Lane tabled a Draft Emergency Management Plan for all in attendance
- Mr Lane presented all the section and requirements this local government is required to complete prior to submission for final approvals

12.20 John Lane left the meeting

Go to Item 21.1 after Item 13

12. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

12.1 PRESIDENT

- State Council on 7 April- was a healthy election for new president and deputy, Cr Troy Pickard is the new President of WALGA and Cr Steve Martin is the new Deputy President
 1. 50% of State Councillors changed
 2. State Council strategic planning workshop in June
 3. Presentation made by Reg Howard Smith from the Chamber of Minerals and Energy
 4. Presentation made by Rob Jeffries on Indigenous Employment
- Attended Cr Mitchells send off at WALGA
- Zone Meeting in Cue-
 1. Was a good meeting but was not attended by President or Deputy from WALGA
 2. Politicians in attendance: Vince Catania, Wendy Duncan, Norman Moore, Grant Woodhams, Ken Baston and Barry Haasse
 3. Wendy Duncan has been put in charge of CLGF
- MWDC- R4R brochure has been released

- Passing of RFB Lefroy- a great contribution made to this community over a number of years

12.2 COUNCILLORS

Cr M W Halleen

- Murchison WALGA Zone Meeting in Cue
 1. Murchison Zone passed not to support the mining super tax

Cr P M Walsh

- 10km of reseal on Cue-Beringarra Road near pontan pool
- Surface is in reasonable condition at the moment
- Still a large kangaroo count

Cr P R Squires

- Carnarvon Mullewa road project is running well and Brian has it well under control

Cr W McL Mitchell

- Tendered resignation form Shire of Murchison
- Has taken the role of Chairperson for NRM
 2. Looking at carbon trading (only on freehold land)
 3. Dec to work on Muggon in undisturbed soils

Cr B M Seaman

- CBD meeting 12 May- good meeting
- City of South Perth Council Meeting- part of training module
- Completed the Strategic Planning and Budgetary Training Block
-

13. DISCLOSURE OF INTERESTS

Nil

10.57 The President adjourned the meeting, to be re opened at 11.30am, for morning tea

11.29 The President re opened this meeting with all those present before adjournment in attendance including John Phillips and John Lane

The President requested Council to move back to Item 11 and continued with the meeting

21. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

21.1 ANNUAL CEO REVIEW

12.20 The President requested that Item 21.1 CEO Annual review be brought forward.

COUNCIL DECISION

OC100504 Move behind closed doors

Moved Cr M W Halleen, Seconded Cr PM Walsh

That Council move behind closed doors as required s. 5.23 (2) (a) Matter affecting and employee or employees

Motion put and carried by 7/0

12.22 The President adjourned the meeting, and is to reopen at 12.40

12.40 The President reopened the meeting and continued behind closed doors with the exception of the CEO

1.30 The President adjourned the meeting at 1.30pm, and is to be reopened at 2.30pm for lunch break

2.20 The President re opened the meeting and continued behind closed doors

COUNCIL DECISION

OC100505 Move out from behind closed doors

Moved Cr W McL Mitchell, Seconded Cr P R Squires

That Council move out from behind closed doors

Motion put and carried by 7/0

2.23 Cr B M Seaman left the meeting

2.25 Cr BM Seaman entered the meeting

COUNCIL DECISION/FACILITATORS RECOMMENDATION.

OC100506 CEO Annual review

Moved Cr W McL Mitchell, Seconded Cr M W Halleen

That Council;

- 1. Adopts the 2010 Annual Performance Review Report**
- 2. Endorses the overall rating of satisfactory**
- 3. Endorses the Key Result Areas and the performance criteria for the 2010/11 review**
- 4. Schedules the next performance appraisal to occur no later than June 2011**

Motion put and carried by 6/0

14. REPORTS OF COMMITTEES

14.1 Coffee Machine for Roadhouse

File:

Author: Ron Adams, Chief Executive Officer

Interest Declared: No interest to disclose

Date: 30 March 2010

Attachments: Nil

MATTER FOR CONSIDERATION

Purchasing option for a coffee machine.

BACKGROUND

The new Roadhouse is now in operation. Part of the operational vision of the roadhouse was to have a coffee machine. This was included in the list of items from the community consultation day held in July 2009.

The attachment shows several machines and in consultation with several coffee experts around the district the Evolution model would best suit our purpose.

The CBD Committee has referred this item to Council for consideration of leasing a machine rather than purchasing it outright.

The cost of the machine is \$

Leasing option is \$

The operator of the roadhouse will be responsible for the supply of consumables for the machine.

Council have an amount of \$1000 in its budget to supply free driver coffee as part of its transport safety obligations. This \$1000 could be use to offset the purchase of the machine and still have free driver coffee available.

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Lease payments would be included in the 2010-11 budgets

CONSULTATION

None

COMMENT

None

VOTING REQUIREMENTS

Absolute majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100507 Purchase of Coffee Machine

Moved Cr M W Halleen, Seconded Cr PM Walsh

- 1. Council purchase a Evolution Coffee Machine**
- 2. Lease the machine and include payments in the 20010-11 annual budget, subject to a suitable finance arrangement be in place**

Motion put and carried by 7/0

15. REPORTS OF OFFICERS

15.1 WORKS

15.1.1 Monthly Plant & Works Progress Report

File:
 Author: Ron Adams, Chief Executive Officer
 Interest Declared: No interest to disclose
 Date: 14 April 2010
 Attachments:

MATTER FOR CONSIDERATION

To view the plant operation for the month of March April 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 | 5500 | 5620 | 120 | 315 | 34394 |
| Cat Grader 12H | 2003 | MU 121 | 10972 | 11128 | 156 | 1124 | 87000 |
| Cat Grader 12M | 2008 | MU 51 | 1789 | | | 753 | 5639 |
| Volvo L110 Loader | 2006 | MU 65 | 2044 | 2161 | 4205 | | 14431 |
| Komatsu Dozer | 1997 | | 6811 | 6880 | 69 | 930 | 226562 |
| Cat Vibrating Roller | 2005 | MU 177 | 2838 | 2900 | 62 | 836 | 18665 |
| TRUCKS | | | | | | | |
| Iveco Prime Mover | 2003 | MU 000 | 186234 | 189353 | 3119 | 4936 | 47478 |
| Nissan UD | 2009 | 000 MU | 47249 | 50232 | 2983 | 154 | 2612 |
| Iveco Tipper | 2004 | MU 00 | 112848 | 114443 | 1595 | | 56593 |
| GENERATORS | | | | | | | |
| Generator 2-100KVA | 2005 | | 18865 | | | | 1561 |
| Generator 1-83KVA | 2005 | | 39122 | | | | |
| Generator 13KVA (Const) | 2005 | | 12575 | | | | |
| LIGHT VEHICLES | | | | | | | |
| Toyota Land Cruiser | 2005 | 01 MU | 118800 | 121661 | 2861 | | 11722 |
| Mitsubishi Canter | 2004 | MU 140 | 41583 | 41583 | 43596 | 2013 | 3843 |
| Toyota Prado | 2009 | MU 0 | 44220 | | | 360 | 5417 |
| Holden Rodeo | 2008 | MU 167 | 103717 | | | 828 | 6671 |
| Isuzu DMAX | 2009 | MU 300 | 20643 | 24103 | 3460 | 450 | 3523 |
| Toyota PTV | 1986 | MU 1017 | 19826 | | | | 2544 |
| TRAILERS & TANKERS | | | | | | | |
| Side Tipper | 2001 | MU 2010 | 161464 | 163044 | 1580 | | 16304 |
| Side Tipper- Evertran | 2009 | MU 662 | 10146 | 11637 | 1491 | | 5028 |
| Tri Axle Low Loader | 2008 | MU 663 | 16455 | 17122 | 667 | | 8544 |
| Tri Axle Low Loader | 2001 | MU 2004 | | | | | 53336 |
| 30K Water Tank | 2005 | MU 2024 | 53122 | 55967 | 2845 | | 10082 |
| Dog Fuel Trailer | 1993 | MU 658 | 161464 | | | | 3785 |
| Dog Fuel Trailer | 1972 | MU 2005 | 10146 | | | | 535 |
| Dolly 1-Red | 2001 | MU 2003 | 16455 | | | | 6240 |
| Dolly 2-Black | 2000 | MU 2009 | | | | | 11776 |
| Tractors | | | | | | | |
| New Holland | 2006 | MU 380 | 950 | | | 495 | 2653 |
| Forklift | | | 11364 | | | | |
| Caravans | | | 0 | | | | 6821 |
| Various Small Plant | | | 0 | | | 1047 | 6349 |

Vehicles and Equipment

MU140 Canter Truck- 40000km Service carried out

New Holland Tractor- Repair and straiten Hydraulic lines on boom

Dozer- Adjustment to foot brakes

MU0 Prado- 45000k Service

MU51 12 Grader- Service

MU300 D Max- Service

Generators & Small Plant- Various Services

MU141 12H Grader- Treddle Valve, replace flashing light

MU167 Rodeo- Service

MU000 Iveco PM- Install Red Dot air conditioner, repair electric windows, fit out cab for water cart use

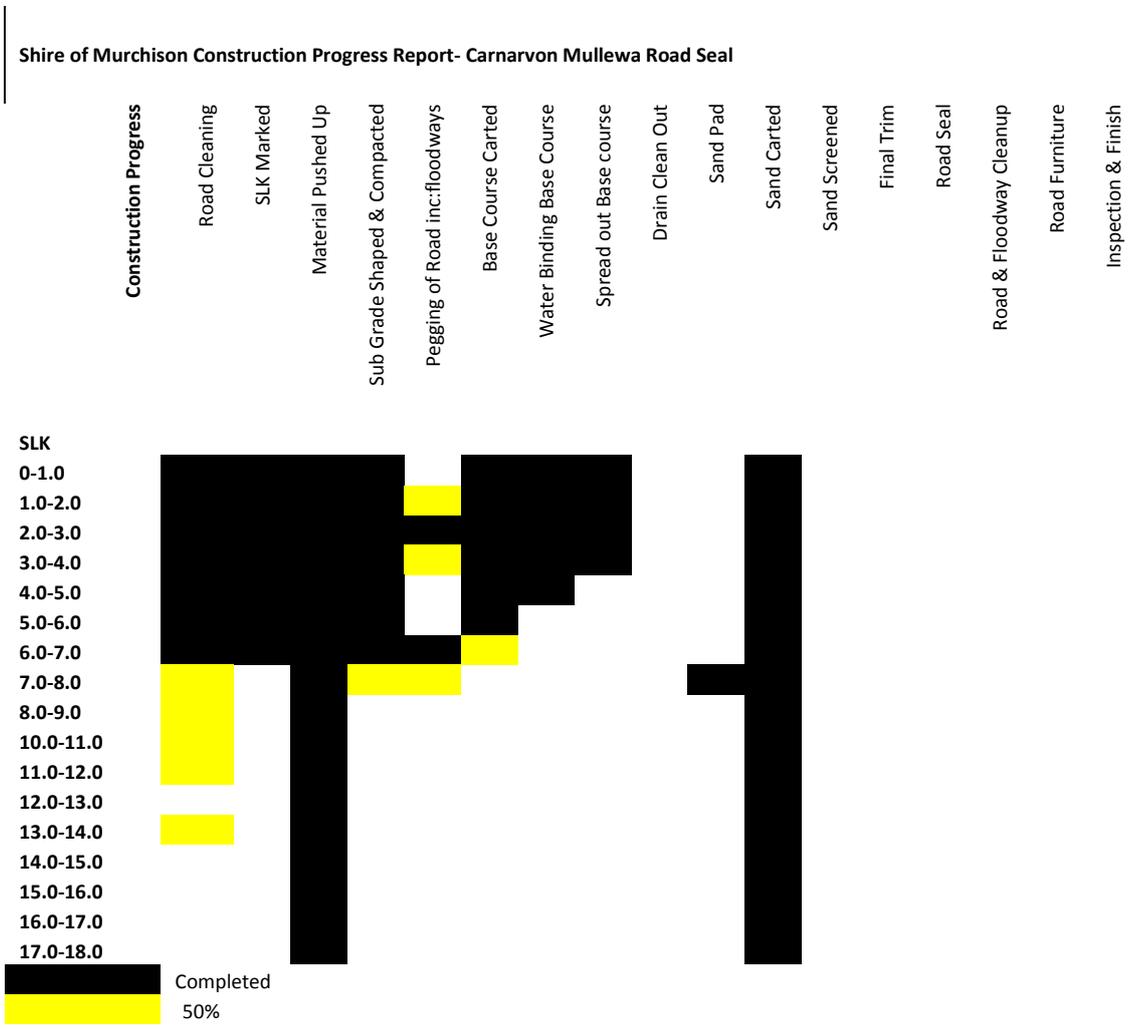
MU177 Cat Roller- Replace air con pipe

000MU UD Pm- diagnose leaking air compressor

MU121 12H Grader- replace flashing light

15.1.2 Works Report

Construction Progress Report as at 11 May 2010



Maintenance Grading

Carnarvon Mullewa Road south of Jiggernoo to boundary

Staffing

- Neil Coombe- Acting Supervisor
- Paul Smart
- Stuart Broad
- Brian Wundenberg
- Glenn Pinnegar
- Neville Hobbs

STATUTORY ENVIRONMENT

Nil

Road Issues- Councillor Observations

Cr M W Halleen

- Grid South of Murgoo
- 7km south of Tallering- remove old grid

Cr PM Walsh

- Road blowouts between Manfred turnoff and Boolardy turnoff

Cr B M Seaman

- Cockney Bill towards Settlement some washout require attention

STRATEGIC IMPLICATIONS

None at this stage

POLICY IMPLICATIONS

None at this stage

FINANCIAL IMPLICATIONS

CONSULTATION

COMMENT

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100508 Plant and monthly works report

Moved Cr W McL Mitchell, Seconded Cr PM Walsh

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

Motion put and carried by 7/0

15.2 Works Draft Budget 2010-11

File:
 Author: Ron Adams, Chief Executive Officer
 Interest Declared: No interest to disclose
 Date: 30 March 2010
 Attachments: Nil

MATTER FOR CONSIDERATION

Make additions to capital works program for road construction

BACKGROUND

2009 Road Inspection Southern part of the Shire

| | | |
|------------|-----------|---|
| SLK | 0 | Settlement to Mount Wittenoom Rd |
| | 27.6 | Settlement |
| | 31.4 | Water running down road |
| | 31.8 | Bunds required |
| | 38.2 | Pipe required under corner |
| | 40.2 | Bund to stop road washing out at Wooleen creek |
| | 44.1 | Wooleen shed corner (water gathering) |
| | 60.9 | Wooleen shed, creek needs Caution/ slow sign |
| | 73.4 | Dangerous S bend (couple of corners need straightening) |
| | | Grid needs cleaning out (1st grid east of C Bill) |
| | 0 | Beringarra-Pindar Road (South of Mt Wittenoom Rd) |
| | 11.1 | Sandford crossing - water |
| | 16 | Murgoo driveway - gravel when crew is on Pindar rd |
| | 20.3 | South of Murgoo turn off - Bund angle needs changing to allow water to cross |
| | 22.3 | Area where crew are grading - number of bunds required - Close to south end if possible |
| | 27 | Water crossing and re crossing road |
| | 30.4 | Road down to coffee rock |
| | 43 | Corner has incorrect camber |
| | 46.7 | Water washing across road - exposing cap rock |
| | | McNabbs creek needs DIP sign |
| | | Very rough dip - needs stabilising |
| | 49.3-50 | Approx 3 Bunds required |
| | 51.9 | Corner needs to be slightly straightened |
| | 64.6 | Bunds (2) washed out |
| | 96.6 | Grid base needs removing |
| | 122 | Rubble in washout required - couple of culverts would be good |
| | 122.4 | Cement stabilising required on corner to stop rutting |
| | | McNabbs Twin Peaks Rd |
| | 0 | At McNabbs turn off |
| | 2.6 | Wash needs work |
| | 4.9 - 6. | Bunds required |
| | 11.1 | Sharp Dip |
| | 11.6 | North side of grid rough wash out |
| | 12.4 | Rough wash outs |
| | 12.4 - 13 | Bunds required |

- 14.2 bad wash out on roadside
- 15.5 Mulga wash out
- 17 Wash out on each side of wanderrie slope
- 18.2 Water rushing down edge
- 18.6 Sharp Dip
- 40 Sharpest Dip
- 43.6 Sandford south crossing
- 44.2 Sandford north crossing

Carnarvon-Mullewa Road (South of Settlement)

- 0 At Settlement
- 46.4 Water rushing down west side of the road and scouring out when it comes across
- 55.6 Sand bank needs grading off the road
- 57.3-57.8 Cap rock coming through
- 58.1 Sign- slow down required
- 60.5 Road quite deep- below surrounds
- 61 Corner and slow down sign required on dangerous grid on corner
- 66.7 Deep creek needs a slow down sign or 50km or something

New Forrest-Yallalong Road

- 23.3 Couple of Sharpish dips
- 27.6 Several sharp dips on grid approach
- 27.8 Sandy Creek-looks ok
- 30.7 Grid needs welding
- 32.6 Grid wing broken off
- 36.8 Bridge- new depth gauge required

Most grid approaches on road were a bit rough.

2010 Northern Road Inspection

Boolardy Wooleen Road

- 5.0 Peg a couple of bunds needs completing
- 13.2 Push couple of banks on small road leading into gravesites (to the south east)
- 17.7 Two bunds new (old ones need completing)
- 20.4 Water across road issues
- 22.3 (Just north of Pia) couple of bunds required

General water issues on PIA nor west access road

Beringarra Pindar Road- north of Boolardy Wooleen Road

- 20.0 Dangerous corner north of Boolardy homestead turnoff-signage & bunds upstream
- 24.4 Remove bunds on corner
- 27.2 Remove bunds on corner

Kalli Road

- 20.6 Bund old gravel pit & fix old road
- 23.5 Cap rock poking through
- 34.6 Bad corners on rocky ridge
- 37.4 Granite country sharp corner, speed advisory signs
- 44.6 rocks on s bend need blowing up, and straight required

Boolardy-Kalli boundary grid needs replacing

- Top Shed Turnoff needs T sign and T sectioned
- 57.5 Bad corner wrong camber

73.7 Grid needs removing

Mileura Nookawarra road

33.9 Water rushing from the north- couple of bunds

Mt Hale Road

10-14 bunds required

Cue Beringarra Road

4.9 Single lane crossing, no signage-concrete breaking up
21.5 (1.5km east of Beringarra Homestead) new grid required

Beringarra Pindar Road- North of Nookawarra

Nil

Mt Gould Road

Nil

Innouendy Rd

Nil

Wooramel River

Nil

104km north of settlement- rough wash out

95km North of settlement bad corrugations- needs gravel

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Included in the 2010-11 budgets

CONSULTATION

None

COMMENT

None

VOTING REQUIREMENTS

Absolute majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100509 Items for Draft Budget 2010-11

Moved Cr M W Halleen, Seconded Cr PM Walsh

| Road | Project |
|---------------------------------|--|
| Carnarvon Mullewa Road | Seal 20km south of Jiggernoo |
| | Beringarra Byro Turnoff- resheet 3km south |
| | |
| Beringarra Pindar Road | Near Parkers Hill- form and sheet 5km |
| | Near Tallering Homestead- form a sheet 3km |
| | Crossing near Yuin- re shape bend at crossing |
| Boolarady Kalli Road | Completed Flood Damage Repairs |
| | |
| Installation of new Grid | Wooleen x 2 |
| Installation of new Grid | Murgoo |
| Installation of new Grid | South of Yuin Boundary |
| Installation of new Grid | Settlement both ends |
| Installation of new Grid | Beringarra Grid |
| Carnarvon Mullewa Road | Repairs to sealed section south of settlement |
| Airstrip | Nookawarra and Mt Wittencoom |
| Crossings | Sanford river |
| Crossings | South of Murgoo |
| | |
| | |
| | |
| | |

Motion put and carried by 7/0

- 2.48 John Phillips left the meeting
- 2.50 John Phillips entered the meeting

16. FINANCE

16.1 Financial Activity Statements March 2010

File:
Author: Ron Adams, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 30 March 2010
Attachments: Nil

MATTER FOR CONSIDERATION

Council to consider adopting the monthly financial statements for March 2010.

BACKGROUND

Amendments to the Local Government (Financial Management) Regulations 1996 that were gazetted on 20 June 2008 and became effective from 1 July 2008 have resulted in regulations 34 and 35 relating to monthly financial reports and quarterly/triennial financial reports being repealed and substituted with a new regulation 34. The new regulation 34 requires that local government report on a monthly basis and prescribes what is required to be reported with the intention of establishing a minimum standard across the industry.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.4–Specifies that a local government is to prepare such other financial reports as is prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d) for that month in the following detail:

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
- (b) Budget estimates to the end of month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c);
- (e) The net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5 and 6 prescribe further details of information to be included in the monthly statement of financial activity.

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

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

CONSULTATION

None

COMMENT

None

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100510 Financial Activity Statements

Moved Cr PM Walsh, Seconded Cr M W Halleen

That Council adopt the financial statements for the period ending March 2010, as attached

Motion put and carried by 7/0

3.04 John Phillips left the meeting

16.2 Accounts Paid during the period March April 2010

File:
 Author: Ron Adams, Chief Executive Officer
 Interest Declared: No interest to disclose
 Date: 14 April 2010
 Attachments: EFT & Cheque Detail for March- April

MATTER FOR CONSIDERATION

Authorisation of accounts paid during the month of March April 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 March/April 2010 as per attached schedule.

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100511 Accounts Paid during April May 2010

Moved Cr B M Seaman, Seconded Cr W McL Mitchell

1. Accounts Paid between March April 2010:

| TYPE | Voucher | PAYMENT | STATUS | AMOUNT |
|--------|-----------|----------|--------|-------------|
| EFT | 1, 3-12 | Creditor | Paid | \$ 28390.03 |
| Cheque | 8968-8976 | Payroll | Paid | \$ 2384.36 |
| | | | | |
| | | | | |

2. Accounts to be Paid

| TYPE | Voucher | PAYMENT | STATUS | AMOUNT |
|------|---------|---------|--------|--------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

3. Salaries and Wages paid between March and April of \$ 24,616.10 is received.

Motion put and carried by 7/0

17. DEVELOPMENT

17.1 Appointment of Building and Health Services

File:
Author: Ron Adams, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 14 April 2010
Attachments:

MATTER FOR CONSIDERATION

Appointment of Building Health servicers

BACKGROUND

Trevor Brandy has resigned from the City of Geraldton Greenough and has taken up a similar position with the Shires of Mingenew-Three Springs.

Mr Brandy has offered to continue his services to the Shire of Murchison. The following arrangements are offered

Health/Building and Planning Service to the Shire of Murchison for an annual fee of \$9,000.00 per year to be paid in November of each year.

The fee will cover all costs involving Vehicle, application processing and administration, all Health/Building and Planning fees to be retained by Council.

The Service fee covers at least 2 visits per year (as per Health Department requirements) at around 4 days per year, unless extra visits are required by Council.

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

None

FINANCIAL IMPLICATIONS

Inclusion in Annual Budget

CONSULTATION

None

COMMENT

The opportunity for continuity of this area of our business.

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100512 Appointment of Building Surveyor

Moved Cr W McL Mitchell, Seconded Cr PM Walsh

- 1 That Mr Trevor Brandy provides Health/Building and Planning Service to the Shire of Murchison for an annual fee of \$9,000.00 per year to be paid in November of each year. The fee will cover all costs involving Vehicle, application processing and administration, all Health/Building and Planning fees to be retained by Council.**
- 2 The Service fee covers at least 2 visits per year (as per Health Department requirements) at around 4 days per year, unless extra visits are required by Council.**
- 3 The Contract is reviewed each year around April by Council and the Mr Brandy.**

Motion put and carried by 7/0

18. ADMINISTRATION

18.1 Structural Reform

File:
Author: Ron Adams, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 19 April 2010
Attachments: Nil

MATTER FOR CONSIDERATION

Formation of a Regional Collaborative Group with Shire of Upper Gascoyne.

BACKGROUND

The Minister for Local Government offered the Shire of Murchison an opportunity to form a Regional Transition Group. Council considered the offer and resolved a course of action.

OC100221 Structural Reform

Moved Cr RE Foulkes-Taylor, Seconded Cr MW Halleen

That Council;

- 1. Inform the Minister that the Shire of Murchison is willing to form a Regional Collaborative Group with the Shire of Upper Gascoyne;**
- 2. If the Minister accepts the Shires offer then it will arrange and negotiate with the Shire of Upper Gascoyne to the formation of such a group.**

Motion put and carried 6/0

The Minister has responded and agreed to accept the Shire of Murchison's proposal of forming a Regional Collaborative Group with the Shire of Upper Gascoyne.

The Shire of Upper Gascoyne has resolved to discuss with the Shire of Murchison the formation of a Regional Collaborative Group.

The CEO of Upper Gascoyne has prepared a discussion paper for consideration, and request the Shire of Murchison attend a meeting on 28 May in Gascoyne Junction.

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

POLICY IMPLICATIONS

FINANCIAL IMPLICATIONS

CONSULTATION

Paul Rawlings, CEO Shire of Upper Gascoyne

COMMENT

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100513 Structural Reform-proposed meeting

Moved Cr W McL Mitchell, Seconded Cr PM Walsh

The Shire of Murchison attend the first meeting for structural reform process' at the Shire of Upper Gascoyne on 28 May 2010 to discuss forming a Regional Collaborative Group

Motion put and carried by 7/0

18.2 Business Plan- Service to Indigeonous Communities

File:
 Author: Ron Adams, Chief Executive Officer
 Interest Declared: No interest to disclose
 Date: 21 April 2010
 Attachments: Nil

MATTER FOR CONSIDERATION

Development of a Business Plan for service delivery to indigenous communities

BACKGROUND

OFFER – FINANCIAL ASSISTANCE TO UNDERTAKE BUSINESS PLANNING FOR DELIVERY OF LOCAL GOVERNMENT SERVICES INTO INDIGENOUS COMMUNITIES

As part of the Local Government Reform process, the State Government is keen to assist the local government sector to deliver normal local government services into Indigenous communities. You will be aware that this was an important element of the *Bilateral Agreement on Indigenous Affairs 2006-2010* entered into by the State Government of Western Australia and the Australian Government. Local governments should be ready to deliver services to Indigenous communities from 1 July 2012.

In response to the *Bilateral Agreement*, the Local Government Advisory Board (LGAB) conducted an Inquiry into Local Government Service Delivery to Indigenous Communities and reported its findings and recommendations to Government in August 2008. A key recommendation of the LGAB was:

“That Business Plans detailing costs and service standards for the delivery of services to Indigenous communities be developed by each of the affected local governments with funding provided by the State Government.”

The State Government has committed funding, through the Country Local Government Fund, for the development of these Business Plans for each of the 22 affected local governments. The attached Financial Assistance Agreement contains an offer of \$15,000 to assist Shire of Murchison to prepare its Business Plan.

In connection with this task, the Department of Local Government has developed a Business Plan Template. This will greatly assist the consultants who will work on Shire of Murchison’s plan, as well as promote consistency between the 22 Business Plans. The template will be made available by late-June 2010.

The Department is also assembling an Approved Consultants Panel from which local governments can select and hire appropriate professional services to develop the Business Plan. The list of consultants on the panel will also be provided in June 2010.

If you have any concerns or queries with the Agreement, please call Gary Angel on 9217 1565 or Tony Dean on 9217 1464 to discuss.

I am pleased to make this offer to Shire of Murchison. It would be appreciated if the attached Agreement could be executed and returned to the Department of Local Government by 28 May 2010 so that the release of funds can be expedited.

Yours faithfully



Jennifer Mathews
 DIRECTOR GENERAL

12 May 2010

The Bilateral Agreement was signed by then Prime Minister Howard and then Premiere Carpenter a number of years ago. Local Government was not involved in any of this negotiation. This agreement then required the Local Government Advisory Board to commission a report into service delivery in remote indigeonous communities.

The Shire of Murchison needs to develop a business plan and the financial assistance to do this is being offered by the state government.

The DLG has determined that to complete this plan that an amount of \$15000 has been allocated to the Shire for this purpose. The Shire of Upper Gascoyne has been offered \$20000.

The DLG has been rushed to get this program out there as they believe that the funding for theses business plans will not be available in the new budget.

As the Shires of Murchison and Upper Gascoyne are about to explore the prospects of forming a RCG this requirement could be a project that we could do jointly.

Several of the bigger shires such as Broome and Kalgoorlie are requesting WALGA to arrange and facilitate a forum on this issue.

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

POLICY IMPLICATIONS

FINANCIAL IMPLICATIONS

The \$15000 will be paid in this financial year and will presented at the next budget as restricted funds carried forward

CONSULTATION

Paul Rawlings, CEO Shire of Upper Gascoyne

COMMENT

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100514 Service Delivery to Indigenous Communities

Moved Cr W McL Mitchell, Seconded Cr MW Halleen

- 1. Authorise the President and CEO to affix the common seal to the financial assistance grant**
- 2. Collaborate with the Shire of Upper Gascoyne on developing the business plan.**
- 3. Participate in any forum as arranged by WALGA as required.**

Motion put and carried by 7/0

18.3 Record Keeping Plan

File:
Author: Grace French, Senior Administration Officer
Interest Declared: No interest to disclose
Date: 18 May 2010
Attachments: Record Keeping Plan

MATTER FOR CONSIDERATION
Council to review and adopt the Record Keeping Plan

BACKGROUND

The State Records Act 2000 provides for every government organization must have a record keeping plan that has been approved by the Commission.

As is generally the case, departments continually change the requirements and reporting methodology, which makes it nearly impossible to use the previous plan. Council staff has reviewed the Record Keeping Plan in consultation with the Commission’s staff and have produced the attached document that will be sent to the Commission.

STATUTORY ENVIRONMENT
State Records Act 200 –

- s.19 – Every government organization must have a record keeping plan that has been approved by the Commission.
- s.23 (1) - The Commission may approve or refuse to approve a government’s draft record keeping plan.

STRATEGIC IMPLICATIONS
None

POLICY IMPLICATIONS
None

FINANCIAL IMPLICATIONS
Nil

CONSULTATION
None

COMMENT

VOTING REQUIREMENTS
Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100515 Record Keeping Plan

Moved Cr W McL Mitchell, Seconded Cr PM Walsh

Council adopt the Record Keeping Plan 2010 as presented

Motion put and carried by 7/0

18.4 Local Government Convention

File:
Author: Ron Adams, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 18 May 2010
Attachments: Convention Program

MATTER FOR CONSIDERATION

Endorse participation in the Local Government Convention

BACKGROUND

The Shire of Murchison has participated in the Local Government Convention.

This year's program has been sent to all elected members. Due to restrictions on accommodation and partners programs, I have requested early registration so we don't miss out on particular activities.

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS
None

POLICY IMPLICATIONS
None

FINANCIAL IMPLICATIONS
Expenses are to occur in the new financial year and will form part of the annual budget for 2010-11

CONSULTATION
None

COMMENT

VOTING REQUIREMENTS
Absolute majority

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100516 Local government Convention

Moved Cr MW Halleen, Seconded Cr PM Walsh

Council endorses the following registrations, Cr Broad, Cr Halleen, Cr Seaman, Cr Walsh, Cr Foulkes-Taylor and CEO to attend the 2010 Local government Convention.

Motion put and carried by 7/0

3.40 Cr Squires left the meeting
3.45 Cr Squires entered the meeting

19. CEO ACTIVITY REPORT

19.1 CEO Activity Report

File:
Author: Ron Adams, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 10 April 2010
Attachments: Nil

MATTER FOR CONSIDERATION

CEO's activity report

4 May

Midwest Branch of LGMA

Attendees:

Brian Jones, CEO Shire of Irwin
Chris Jackson, Manager Corporate Services Shire of Mingenew-Three Springs
Ian Fitzgerald, CEO Shire of Mingenew-Three Springs
Bill Atkinson, CEO Shire of Carnamah
James Trail, CEO Shire of Kalamunda
Stuart Billingham- DCEO Shire of Coorow
Lyn O'reilly, CEO Shire of Moora
Ian Walsh, DCEO Shire of Carnamah
Leanne Priola, DCEO Shire of Moora
Harry Hawkins, CEO Shire of Victoria Plains
Stan Scott, CEO Shire of Perenjori

Asset Management

Federal Government has provided \$2 million to be matched by the state government to bring in Asset Management to local government by 2011, this will include business planning.

LGMA

Professional Development

LGMA has a committee looking at this issue for its members; there will be Strategic Planning in the regions very soon. The LGMA is refocussing on this issue

CEO Contracts- LGMA with Niel Douglas looking at the basic CEO contracts for some key changes.

CEO Vacancies around the state- 23 applicants at Irwin and 46 applicants for Busselton

Stan Scott and Ian Fitzgerald gave a brief update on how the structural reform process is proceeding with the four shires. Comment included that there will be act changes and there will be wholesale changes as soon as either party has a majority in government.

James Trail that there were three proposals before the LGAB for amalgamation.

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100517 CEO Activity Report

Moved Cr P R Squires, Seconded Cr MW Halleen

CEO activity report is received

Motion put and carried by 7/0

20. URGENT BUSINESS

20.1 Letter tabled by Cr W McL Mitchell

Cr Mitchell has resigned from council

21. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

21.1 ANNUAL CEO REVIEW

21.2 ROAD DRAINAGE

COUNCIL DECISION

OC100518 Council move to behind closed doors

Moved Cr BM Seaman, Seconded Cr MW Halleen

Council move behind closed doors

Motion put and carried by 7/0

COUNCIL DECISION

OC100519 Council move from behind closed doors

Moved Cr W McL Mitchell, Seconded Cr P R Squires

Council move from behind closed doors

Motion put and carried by 7/0

COUNCIL DECISION/OFFICER RECOMMENDATION

OC100520 Road Drainage-Beringarra Cue Road

Moved Cr PM Walsh, Seconded Cr W McL Mitchell

- 1. That the shire advises Crossland Resources Ltd that it is to devise and implement a drainage plan that will cater for storm events greater than ARI of 5 for the Beringarra Road.**
- 2. That to achieve this outcome the following actions be implemented:**
 - The Shire invites CRL to submit a comprehensive drainage plan no later than 30 May**
 - The Shire and MRWA review the proposals for completeness and compliance by 30th June 2010**
 - The Shire processes DEC approvals on behalf of CRL by 31st July 2010**
 - CRL undertakes the agreed scope of works 31st Aug 2010**
- 3. That the Shire and Main Roads WA inspect the finished works by 31st Oct 2010**
- 4. That the shire approves as satisfactory the drainage works on the proviso that Main Roads WA agrees that future flood damage claims will not be adversely affected due to inadequate drainage**

Motion put and carried by 7/0

22. MEETING CLOSURE

The President vacated the Chair and in the usual Murchison tradition requested Cr W McL Mitchell close the meeting.

Cr W McL Mitchell took the chair, thanked everyone for their attendance and declared the meeting closed at 4.00pm

The minutes of the meeting held on 21 May 2010 were confirmed at a meeting held on as a true and correct record

Cr SA Broad
Shire President