



Western Australia

Confirmed Minutes for the Ordinary Meeting of the Murchison Shire Council,
Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On Monday 12 December **2011**, commencing at 10.45 am.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President welcomed everyone and opened the meeting at 10.45am.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Elected Members:

Councillor S A Broad, Shire President
Councillor R E Foulkes-Taylor, Deputy Shire President
Councillor M W Halleen,
Councillor B M Seaman
Councillor D A McTaggart
Councillor P R Squires

Staff:

Mr M C Sully, Chief Executive Officer
Mrs J Sully, Admin Officer (Minutes)
Mr B Wundenberg (Works Supervisor) (10:45am to 11:44am)

Apologies:

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

Standing Orders

Moved: Councillor Halleen

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 6/0

15. REPORTS OF OFFICERS

15.1 Monthly Plant Report

HEAVY PLANT			Start	End		MTD	Total
Plant Item	Year	REGO	Hours	Hours	Total	Service	Ownership
Cat Grader 12H	2005	MU 141	7484	7544	60		
Cat Grader 12M	2008	MU 51	3615	3727	112		
Volvo L110 Loader	2006	MU 65	3660	3840	180		
Komatsu Dozer	1997		7401	7458	57		
Cat Vibrating Roller	2005	MU 177	205.9	315	109.1		
John Deere Grader	2011	MU 121	640	701	61		

TRUCKS

Iveco Prime Mover	2003	MU000	230612	234331	3719		
Nissan UD	2009	000 MU	94089	97251	3162		
Iveco Tipper	2004	MU 00	146627	147249	622		

GENERATORS

Generator 2-100KVA	2005				xxxxxxxxx		
Generator 1-83KVA	2005						
Generator 13KVA (Const)	2005						
Maintenance Genset			15892	16030	138		
Construction Genset			4274	4274			

Mitsubishi Canter	2011	01 MU	26532	31434	4902		
Mitsubishi Canter	2004	MU 140	108671	112803	4132		
Toyota Prado	2010	MU0					
Holden Rodeo	2008	MU 167	143850	144409	559		
Isuzu DMAX	2009	MU 300	107338	109520	2182		
Toyota Hilux	2011	MU 1018	10670	19684	9014		
Toyota PTV	1986	MU 1017					

TRAILERS & TIPPERS

Side Tipper	2001	MU 2010	189263.6	189753	489.4		
Side Tipper – Evertran	2009	MU 662	36966.68	37753	786.32		
Tri-Axle Low Loader	2008	MU 663	27122				
No. 2 float	2001		4410	In Geraldton			
30lt Water Tank	2005	MU 2024	5701	7271	1570		
Dog Fuel Trailer	1993	MU 658					
Dog Fuel Trailer	1972	MU 2005					
Dolly 1-Red	2001	MU 2003	3964	4466	502		
Dolly 2-Black	2000	MU 2009					

New Holland	2006	MU 380		1318			
Forklift			1159.7				
Caravans				11604			
Various small plant							
Cobra Multi Tyre Roller			Not used				
Ford Tractor			1304.5				
Ride on Mower - JD				25	25		
Patient Transfer Vehicle			20939	20940	1		

15.2 Works Supervisor Report - November 2011

Construction Crew

Construction crew have completed spreading and rolling the section 25km north of the settlement. All that is required on this section is for it to be rubber tyre rolled. We will be picking up a hire roller from Coates on the 13th of December to finish off.

Whilst we have the hire roller will also roll the airstrip and the sections of the roads 25km north and 4 km north of the settlement. The road in front of the road house to the front of the office and from the road house to the workshop where the gravel was spread after winter will also be rolled.

Before roller returns to Geraldton we will do a second roll of the airstrip.

The construction crew have finished the grid at Pine Grove which involved formation and sealing. Two new grid wings have been replaced along with 30m of new fence.

Due to numerous bush fires there was a bit of an interruption to the work program for this month.

Murchison crew were involved in fighting fires in the following areas:

- Billabalong Station - Thursday night on 1st December a fire was reported to have started from lightning 28 km south of settlement (reported via phone call from Peter Jefferies at 7.30 and crew at fire by 8-8.30pm).

People who attended the fire were Peter Jefferies and works crew from the shire consisting of Brian in ute and Ross and Trevor in 2.4 Fire truck.

Crew were sent back to settlement by FESA until morning to reassess then.

- Murgoo, Mt Wittenoom and surrounding areas. Fires were reported Friday morning 2nd December. Attended by Trev and Ross (Fast Attack/Fire Truck). John and Paul also attended with their graders. Crew attended this fire again on Saturday and Sunday.
- North of Curbur Homestead. Monday 5th another fire was reported at approx. 11 am north of Curbur homestead. This was attended by Trevor, Ross Collins (Northcoast grader), Paul Smart (2nd Northcoast grader), One of Northcoast operators Mark (Northcoast loader), Glenn (shire loader) William and Colleen (30000lt water cart), Andrew Whitmarsh and two of his staff and myself Brian in work ute. Mark Halleen attended with his plane and was invaluable with his guidance. Tuesday morning mop up was attended by Sandy who flew over with the assistance of Colleen and Will on the ground.

All plant used at the fires has been brought back to the shire yard and has had a complete service. ie removal of all leaves and sticks to prevent fire. All tyres have been checked for splits and damage.

I would like to acknowledge that the crew have done a wonderful job fighting the fires and the care taken of the shire plant. The only damage sustained was a couple of plastic mudguards on the loader and a couple of auto grease lines on the John Deere grader.

Maintenance Crew – John & Paul

Roads graded this month:

Meeberie Wooleen , Wooleen Mt Wittenoom, Wooleen Boolardy and then moved camp to Manfred road.

Manfred road has been fully graded to the homestead. All that remains to do on that road is the double batters, drains and the two airstrips to be graded at Manfred.

As mentioned above the maintenance crew were then called away to fight the fires.

The camp has now been moved back to the settlement and they will concentrate on doing a grade on the Carnarvon Mullewa road south of the settlement. John Daniels has been recalled to Yalgoo with his grader 07.12.2011 to help fight the bush fires there.

Flood Damage Crew

Northcoast finished Byro-Woodleigh road on the 4th December and demobbed back to Geraldton on Tuesday 5th December.

Note: Councillor Seaman left Chambers at 11.03am and returned at 11.05am.

All pumps and caravans are now back at the shire yard. This is the last swing for this year.

On returning in the new year they will finish the Carnarvon-Mullewa road, Butchers Track and Muggon road south of the Muggon homestead.

The floodways south of the settlement have been completed with 2 coat seal 14/7 mm. At the same time bevelled edge was put on the top end of the floodway to hopefully prevent water going under the seal.

A small section on the low level crossing at the Murchison river has been addressed (sealed). Some minor works will still be required on the seal but will be addressed when the 20km of crack patching and pot holing south of the settlement is scheduled.

Note: Councillor Squires left Chambers at 11.15am and returned at 11.17am.

Plant

Second Hand Loader – Greenline have advised that the Loader is now almost ready. They are waiting on the auto greaser to be supplied so they can fit it. The loader can then be collected.

New Roller – The Bomag roller will not be available until February 2012.

Speaking on plant I am suggesting that the shire consider purchasing a good second hand grader in the vicinity of \$30K-\$40K, in the 2012-2013 financial year. The grader could then be used to fight fires instead of sending a \$400K grader into a bush fire. If the council decide to go ahead, the grader wheels can be kept turning by utilising it around the settlement and to put fire breaks in around homesteads.

Road Works

I have obtained a quote for the crack patching and pot hole repairs on the first 20km south of the settlement for \$53,630 including GST, but speaking to Nigel Goode at Greenfields Technical Services, since obtaining this quote he has informed me that there is an additive that can be put into the tar to help seal cracks when spraying (this is called Sealmac).

Greenfield now recommend that we use this additive and updated information is included in the agenda.

Staff

Staff will break for the year on Thursday 22nd December.

Note: Councillor Squires left Chambers at 11.25am and returned at 11.35am.

COUNCIL DECISION/OFFICER'S RECOMMENDATION:

Moved: Councillor Squires

Seconded: Councillor Foulkes-Taylor

That the Work's Supervisors report be accepted.

CARRIED 6/0

Note: Brian Wundenberg, Works Supervisor left the meeting at 11.44am.

5. NEXT MEETING

The scheduled date for the next ordinary meeting is 17 February 2011.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil.

8. CONFIRMATION OF MINUTES

8.1 Ordinary Council Meeting – 18 November 2011

Background:

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

Voting Requirements:

Simple majority

COUNCIL DECISION/OFFICER'S RECOMMENDATION:

Moved: Councillor Seaman

Seconded: Councillor Foulkes-Taylor

That the Minutes of the Ordinary Council meeting of 18 November 2011 be confirmed as an accurate record of proceedings.

CARRIED 6/0

COUNCIL DECISION/OFFICER'S RECOMMENDATION:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Halleen

That the Minutes of the Teleconference meeting of 29 November 2011 be confirmed as an accurate record of proceedings.

CARRIED 6/0

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil.

10. ACTION LIST

Item No	Originator	Action	Officer/Councillor	Schedule	Status
1.	MSC Nov 2010 Council meeting	Prepare report on implications of changing road hierarchy from Mt Wittenoorn/Meka Rd to Boolardy - Kalli Rd	CEO	Feb 2012	In Progress. Will be followed up as part of Butchers Track development
2.	MSC June 2011	Review Emergency M/ment plan	CEO	February 2012	Tex Mc Pherson to provide in Feb 2012
3.	MSC October 2011	Update Road Closure Policy	CEO/ELECTED MEMBERS	Agenda item for December 2011	Delayed due to bush fire control duties
4.	MSC May 2011	Bush Fire Brigade – all units to be serviced and operational	CEO/MEMBERS	ASAP	Delayed due to bush fire duties
5.	MSC October 2011	Tender for Pindar Beringarra Road	CEO	ASAP	CSIRO to detail work required at Feb 2012 meeting
6.	MSC September 2011	Engage a locksmith to rekey all Shire premises.	CEO	ASAP	Quote from Locksmith received. Work proceeding.
7.	MSC September 2011	Research parameters for conducting alcohol/drug testing for employees.	CEO	Agenda item for December 2011	Draft policy prepared, Employee meeting Dec 2011 postponed due to bush fire work. Feb 2012
8.	MSC November 2011	Empty and dry out turkey's nest at Cockney Bill during Christmas break.	Cr Squires	Christmas Break	
9.	MSC December 2011	Prepare Agenda Item for Feb 2012 meeting ready for Cue Parliament in May re Flying Minutes.	CEO	Feb 2012 meeting	
10.	MSC	New Generator hours and cost since new added to the plant report.	Administration and Works Supervisor	Reported monthly.	
11.	MSC	Sort out and supply a Community Fund statement.	Finance Officer	Next Ordinary Council meeting	

11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

12. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

12.1 President

- Attended State Council on 7 December 2011. Eight State Councillors have now gone from the Committee.
- State Council has initiated an assessment of the meeting process by one member each month who will feed back to attendees at the conclusion of the meeting for 4 to 5 minutes. I suggest that this might be a worthwhile exercise for Shire of Murchison Council meetings.
- Met with Lydia Highfield, Recruitment Consultant from WALGA on 7 December to catch up on the CEO recruitment. There had been no applications by 2pm that day. Lydia advised that the advertised salary is locked in until the salary review takes place. A temporary replacement is being sought from 29 December, however it is not a good time of year.
- The letter to Steve Douglas, CEO of the Midwest Development Commission has been written and given to Steve at his farewell.

12.2 Councillors

Councillor Halleen

- Attended RPG Meeting on 18 November. Passed on information regarding the dogging programme, rabbit problem in the Kymberley's and problems in the Pilbara.
- May be boundary changes with sheep, cattle etc being grouped.
- AGM of RBA Group, held in Carnarvon was not advertised effectively and no paperwork was received in the Murchison meaning that people were denied the opportunity to send in nominations. Councillor McTaggart's nomination was tabled on the day and was accepted owing to it being late. Councillor Foulkes-Taylor resigned. The vote to receive late nominations received a 50/50 vote and the casting vote was a NO. Other than DEC there were only eight attendees.
- Murchison is to run its own baiting programme. The budget is to be set. Someone needs to acquire an S7 retail licence to purchase and onsell required poisons. The next meeting will be held on 13 March 2012.
- Thanks to Councillor Squires for using his private company equipment to assist fight the recent fires in the Shire.

Councillor Foulkes-Taylor

- Will be involved in teleconference with Michelle Storey re radio quiet zone in the Murchison shire. If anyone has questions they want answered please direct to me.
- I believe that the President's suggestion for Councillor feedback at the end of meetings is a good one.

Councillor Squires

Nil.

Councillor McTaggart

Nil.

Councillor Seaman

- Would like to know why the meeting with Penny Griffin didn't happen. CEO responded that it was cancelled because people couldn't attend. Councillor Seaman said she was unhappy to find that the only person who couldn't attend was the CEO as he had advised Mrs Penny Griffin that he was attending a "CEO handover" in Mingenev. Penny then had to cancel the Workshop due to the Shire of Murchison representative not being able to attend. Also that he had advised Penny that he had met with Athena Resources and their planned activities in the Murchison would have an impact on funding requirements, so their attendance at a meeting would be beneficial. Councillor Seaman asked that it be noted that she is disappointed that Council did not receive information

that the workshop was available and that she met with Penny on Tuesday evening December 6th. Discussions suggested that it would be good for the Department of Commerce to attend a Shire of Murchison Council meeting for debriefing and information. The group to work together for funding and someone should be elected to represent the Shire of Murchison with the CEO. Penny assured that she will attend a meeting – probably in February.

- The next WARAG meeting will be held on 20th of December and if any councilors would like any issues raised, she would be pleased to be contacted prior to the meeting.

13. DISCLOSURE OF INTERESTS

Nil.

14. REPORTS OF COMMITTEES

Nil.

16. FINANCE

16.1 Financial Activity Statements November 2011.

File:

Author: Mike Sully, Chief Executive Officer

Interest Declared: No interest to disclose

Date:

Attachments: Financial Activity Statements for November 2011

Balance Sheet

Income Statement Detail

Income Statement by Nature & Type

Income Statement Summary

Matter for Consideration

Council to consider adopting the monthly financial statements for November 2011.

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

Nil.

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

UHY Haines Norton

Comment

Nil.

Voting Requirements

Simple majority.

OFFICER’S RECOMMENDATION:

Moved: Councillor McTaggart

Seconded: Councillor Squires

That Council adopt the financial statements for the period ending 30 November 2011, as attached.

LOST 6/0

Note: The meeting adjourned for lunch at 1.10pm and resumed at 2.05pm with all previous attendees present.

COUNCIL DECISION:

Moved: Councillor McTaggart

Seconded: Councillor Squires

That Council reject the financial statements for the period ending 30 November 2011, as attached and request that the CEO ask for clarification and break down of lump sum amount for road maintenance/construction listed in the reports prepared by UHY Haines Norton.

CARRIED 6/0

16.2 Accounts Paid during the period November 2011.

File:

Author: Mike Sully, Chief Executive Officer

Interest Declared: No interest to disclose

Date:

Attachments: EFT & Cheque Detail for

Matter for Consideration:

Authorisation of accounts paid during the month of November 2011..

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 as per attached schedule.

Voting Requirements:

Simple majority

COUNCIL DECISION/OFFICER'S RECOMMENDATION:

Moved: Councillor Seaman

Seconded: Councillor McTaggart

That the accounts as per the attached Schedule be passed by Council.

CARRIED 6/0

17. DEVELOPMENT

Nil.

18. ADMINISTRATION

18.1.39.12.11 Ordinary Council Meeting Dates - 2012

File:

Author: Mike Sully, Chief Executive Officer

Interest Declared: Nil.

Date: 7 December 2011

Attachments:

Matter for Consideration:

A formal resolution of Council is required to set the ordinary Council meeting dates for 2012.

Background:

The general principle is that ordinary Council meetings are held on the third Friday in each month. This is with the exception of January when a recess is traditionally observed.

Statutory Environment:

Regulation 12(1) of the Local Government (Administration) Regulations 1996 requires that:

At least once each year a local government is to give local public notice of the dates on which and the time and place at which -

- (a) the ordinary council meetings; and
- (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next twelve months.

Section 5.23 of the Local Government Act states:

Subject to subsection (2), the following are to be open to members of the public:

- a) All Council meetings; and
- b) All meetings of any committee to which a local government power or duty has been delegated.

Strategic Implications:

Nil.

Voting Requirements:

Simple Majority.

COUNCIL DECISION/OFFICER’S RECOMMENDATION:

Moved: Councillor Halleen

Seconded: Councillor Foulkes-Taylor

That Council gives local public notice of its scheduled meetings for 2012 as follows:

**Shire of Murchison
2012 Ordinary Council Meeting Dates**

The following ordinary Council meetings are open to the public commencing at 10am on the dates as shown below. All meetings are held in Council Chambers, Murchison Settlement, WA.

Ordinary Council Meeting Dates 2012 – 10am Friday

January – No meeting	21 July
17 February	17 August
16 March	21 September
20 April	19 October
18 May	16 November
15 June	21 December

CARRIED 6/0

19. NOTICE OF MOTION

Nil.

20. CEO ACTIVITY REPORT

- 23.11.11 Met with Ed Edwards, Managing Director, Athena Resources
- 23.11.11 Conducted road inspection with Works Supervisor – Beringarra Pindar Road
- 30.11/01.12.11 MEG meeting at Wooleen

COUNCIL DECISION/OFFICER'S RECOMMENDATION:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor McTaggart

That the CEO Activity Report be accepted.

CARRIED 6/0

21. URGENT BUSINESS

Note: Councillor Squires left the meeting at 2.49pm as he has a financial interest in the matter to be discussed.

COMMENT: COUNCILLOR SEAMAN

Councillor Seaman asked the CEO if there was a solution to the lost agenda item for the Grader Tender ex discussion November meeting.

COUNCIL DECISION:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Halleen

That Squires Resources be paid \$250,000 from the Shire of Murchison Municipal Account pending receipt of payment of monies by CSIRO.

CARRIED BY ABSOLUTE MAJORITY 5/0

Note: Councillor Squires returned to the meeting at 3.02pm.

COUNCIL DECISION:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor McTaggart

That the Municipal account overdraft facility of \$100,000 be increased temporarily by \$200,000.

CARRIED 6/0

22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

COUNCIL DECISION:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Seaman

That the meeting move behind closed doors at 3.06pm.

CARRIED 6/0

COUNCIL DECISION:

Moved: Councillor Squires

Seconded: Councillor Foulkes-Taylor

That the confidential outcome of the CEO's Performance Review be distributed to Elected Members.

CARRIED 6/0

Note: Due to the confidential nature of the outcome report it will be provided to Elected Members in printed form at the next Ordinary Council Meeting.

COUNCIL DECISION:

Moved: Councillor Squires

Seconded: Councillor Halleen

That the meeting move from behind closed doors at 3.15pm.

CARRIED 6/0

23. MEETING CLOSURE

The meeting closed at 3.20pm.