



Western Australia

Minutes for the Ordinary Meeting of the Murchison Shire Council,
Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On Friday **17 February 2012**, commencing at 10.16 am.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President welcomed everyone and opened the meeting at 10.16 am

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 JN (Neil) Warne, Acting Chief Executive Officer

Apologies:

Nil.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

No members of the public were in attendance

Standing Orders

Moved: Councillor Mc Taggart

Seconded: Councillor Foulkes-Taylor

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

5. NEXT MEETING

The scheduled date for the next ordinary meeting is 16th March 2012. Note change of date.
Change of meeting date 15th March 2012.

COUNCIL DECISION:

Moved: Councillor Halleen

Seconded: Councillor Seaman

That the next meeting of Council be changed to Thursday 15th March, 2012 and the necessary change of meeting date be advertised as required.

CARRIED 6-0

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

One item was identified for discussion behind closed doors.

8. CONFIRMATION OF MINUTES

8.1 Ordinary Council Meeting – 12th December, 2011

8.2 Special Meeting of Council – 25th January, 2012

Background:

Minutes of both the Ordinary Meeting of Council 12th December, 2011 and the Special Meeting of Council 25th January, 2012 have previously been circulated to all Councillors.

Voting Requirements:

Simple majority

COUNCIL DECISION/OFFICER'S RECOMMENDATION:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Halleen

That the Minutes of the Ordinary Council meeting of 12th December 2011 be confirmed as an accurate record of proceedings. *subject to the following alterations:*

In item 12.1 dot point 2 the term 'initiated and assessment' should read 'initiated an assessment'

In item 12.2 dot point 1 'Kymberley's' should read 'Kimberley'

In item 12.2 dot point 3 'RBA Group' should read 'RBG Group'

In item 12.2 line 3 of dot point 3 the term 'and was accepted' should read 'and was not accepted'

CARRIED 6-0

Moved: Councillor Seaman

Seconded: Councillor Foulkes-Taylor

That the minutes of the Special Meeting of Council held 25th January, 2012 as printed and circulated to Councillors be confirmed as an accurate record of proceedings.

CARRIED 6-0

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

The President did not make any announcements.

10. ACTION LIST- Acting CEO

The Acting CEO did not report on any items of the previous CEO's Action list as at 12th December, 2012 re-produced as under.

Item No	Originator	Action	Officer/Councillor	Schedule	Status
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Previous CEO Comments

1.	MSC Nov 2010 Council meeting	Prepare report on implications of changing road hierarchy from Mt Wittenoom/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	

List Resulting From 25th January, 2012 Special Meeting of Council:

No.	Item	Action
1	CEO's Residence	Interior painting work completed by John Daniels and Lloyd. Other work around the residence progressing. Work under the direct supervision of the Works Supervisor. Quotes called for the replacement evaporative air-con unit for CEO's Residence. On today's agenda.
2	Airstrip	Letter to appropriate authority re the NBD installation
3	Tenders – 7kms Carnarvon-Mullewa Road	Greenfield Technical Services asked to prepare fresh documents and call new tenders for road works and bitumen for this job. Tenders called.
4	Contract Grading	All tenderers advised no tender accepted. Council will re-visit this prior to formulation of the 2012/13 budget
5	Fuel Tanks	Reliance Fuel advised Council will hire for one year at \$135/week (as advised by 'phone Mr McAlpine has advised it should be \$175/week.) The previously lost letter has been found which does say \$175/week.
6	Generators	Letter written to JMG. Reply received. Consider this agenda.
7	Bridge 837	File re-activated. See Activity Report at end of agenda.
8	RLCIL \$30,000 Grant.	Alternative Project: Shelter over Road House fuel bowser submitted. This is 95% approved. We already have received this \$30,000 in addition to the \$30,000 we have to give back (move in to settlement the shearers quarters).

MORNING TEA

Council adjourned for morning tea 10.45 am

Rex and Jeanette Hook, Proprietors of the Murchison Oasis Road House joined Council for morning tea.

Council resumed at 11.05 am with all Councillors present.

Mr and Mrs Hook were invited into the Council Chambers.

The Shire President welcomed Mr and Mrs Hook and said he understood they wished to advise Council of the problems they had experienced in recent times with the Council (contract D Grey Freight Service) freight service to Murchison.

Mr and Mrs Hook addressed Council mentioning a number of deficiencies in the service.

The Acting CEO took note of these matters.

The freight service was discussed generally.

The Shire President thanked Mr and Mrs Hook for their attendance and said the matter of the freight service would be considered later in the meeting today.

Mr and Mrs Hook left the meeting 11.38 am

10. ACTION LIST - Acting CEO - Resumed

OFFICER'S RECOMMENDATION/COUNCIL DECISION:

Moved: Cr Squires

That the CEO Action List be accepted.

Seconded: Cr Halleen

CARRIED 6-0

11. DISCLOSURE OF INTEREST

Cr Seaman disclosed a proximity interest in relation to the matter of the preferred route to the MRO/ASKAP (may become the SKA site) as Murgoo Station is a neighbour of the MRO/ASKAP property and is located on one of the routes to the site.

and

Cr Foulkes-Taylor disclosed a proximity interest in relation to the matter of the preferred route to the MRO/ASKAP (may become the SKA site) as he leases a small building at Yuin to CSIRO (ASKAP project) and Yuin Station is located on one of the routes to the site.

The declaration of a proximity interest does not require a Councillor to leave the Council Chambers or prevent a Councillor from voting.

The Works Supervisor attended the meeting 11.56 am

Cr seaman left the meeting 11.57 am

Cr Seaman returned to the meeting 11.58 am

12. REPORTS OF OFFICERS

12.1 Monthly Plant Report – Work Supervisor

HEAVY PLANT			Start	End	MTD		
Total							
Plant Item	Year	REGO	Hours	Hours	Total	Service	Ownership
Cat Grader 12H	2005	MU 141	7544	7759	215		
Cat Grader 12M	2008	MU 51	3727	3875	148		
Volvo L110 Loader	2006	MU 65	3840	3939	99		
Komatsu Dozer	1997		7458	7571	113		
Cat Vibrating Roller	2005	MU 177	315	347.6	32.6		
John Deere Grader	2011	MU 121	701	847.6	146.6		

TRUCKS

Iveco Prime Mover	2003	MU000	234331	237984	3653		
Nissan UD	2009	000 MU	97251	98970	1719		
Iveco Tipper	2004	MU 00	147249	150471	3222		

GENERATORS

Generator 2-100KVA	2005			937			
Generator 1-83KVA	2005			1144			
Maintenance Genset			16030	16295	265		
Construction Genset			4274	4536	262		

Mitsubishi Canter	2011	01 MU	31434	37043	5609		
Mitsubishi Canter	2004	MU 140	112803	117323	4520		
Toyota Prado	2010	MU0		40385			
Holden Rodeo	2008	MU 167	144409	146240	1831		
Isuzu DMAX	2009	MU 300	109520	113280	3760		
Toyota Hilux	2011	MU 1018	19684	30020	10366		
Toyota P/T Vehicle	1986	MU 1017	20940	21079	139		

TRAILERS & TIPPERS

Side Tipper	2001	MU 2010	189753	190603	850		
Side Tipper – Evertran	2009	MU 662	37753	38986	1233		
Tri-Axle Low Loader	2008	MU 663	27122	32445	5323		
No. 2 float	2001	MU2004	4410	11055	6645		
30000lt Water Tank	2005	MU 2024	7271	8025	754		

Dog Fuel Trailer	1993	MU 658					
Dog Fuel Trailer	1972	MU 2005					
Dolly 1-Red	2001	MU 2003	4466				
Dolly 2-Black	2000	MU 2009					

New Holland Ford Tractor	2006	MU 380	1318	1368	50		
Forklift			1159.7	1164.8	5.10		
Caravans							
Various small plant							
Cobra Multi Tyre Roller			Not used	Not used	Not used		
Ride on Mower - JD			25	72	47		

12.2 Works Report – Works Supervisor

CONSTRUCTION CREW

After the crew returned from Christmas break and the last of the maintenance/plant repairs were completed, we were finally able to commence works of the wreath flowers job on the Pindar Beringarra Road approx. 10km north of Pindar.

The road has now been cleared, gravel has been pushed up and road has been formed up in readiness for gravel sheeting.

Crew are camping on site as we now have our vans back and our construction program is in full swing.

MAINTENANCE CREW

Road maintenance program has started for 2012. Glenn has been working with Paul as John has been completing maintenance works and painting of the CEO house while it is vacant.

While in the area of Murgoo a few loads of gravel were carted on the section between Cockney Bills and Murgoo homestead. This included mending the approaches to the very steep grid just north of Murgoo.

Roads graded this month: Mt Wittenoom-Woolleen road, Mt Wittenoom Road and airstrip at Mt Wittenoom.

Crew have now moved up 35km on the Boolardy Kalli Road and set up camp. They will start maintenance grading on the east end of the Boolardy Kalli Road due to thunderstorms creating washouts and gutters in the road. This is the area requiring the most urgent attention. When this road is finished they will start from top shed turn off and head north and will complete a full maintenance grade (double batter, cleaning of all drains) on all roads.

FLOOD DAMAGE CREW

At this stage the only flood works that were in progress for 2012 was on the Pindar Beringarra Road by Paul Squire's crew. This has now stopped and his crew have returned to the CSIRO works.

We are not looking at recommencing the remaining flood damage works until around the middle of March.

While we are on the subject of flood damage, I have received a quote from Gavin Egan (Wadjers Alliance) for supply of plant and equipment. This will be taken into consideration along with existing contractors before recommencing works.

PLANT

The 938G Cat loader recently purchased is going along very well. The decision to purchase the quick release attachment including bucket and forks has been very useful and a great time saver.

The new Bomag Roller ex BT equipment is scheduled on last report to be in the settlement on the 16th February (day before council meeting) so should be available for inspection by council.

On the 21st February (Tuesday) on return of the crew back from break, Jon Willett will be here to run through operations of the roller and also to run through the mechanical and service requirements with Ross.

At last council meeting it was put to council to look at purchasing a caravan from Trevor for the purpose of extra accommodation for camping when required.

Two new hoses with swinging reels have been purchased to go on the back of the 30,000lt semi water tanker. This will be useful for washing down plant in the construction crew and also assist with fires.

Plant Maintenance Repair: Ross has done a very good job in servicing and getting our plant ready for return of the crew after the Christmas break.

The two 600lt fire fighter units have also been serviced and are ready to go back on vehicles when required.

Ross has also taken on the job of servicing of the two new power house generators

ROAD WORKS

Beringarra Cue Road: On Wednesday 8th February I completed a joint road inspection with Michael Keane, Nigel Goode (Greenfields Technical Services) and James Pitman (Works Supervisor from Cue). This inspection was completed due to a request from Peter Money (CEO Cue) as he was concerned about the poor condition of the road.

Michael Keane will be drafting up a report on the Murchison section of this road and he will hopefully have it in readiness for the council meeting on the 17th February.

Whilst Michael Keane was here we also did an inspection of the second detour on the Carnarvon- Mullewa road at Curbur. He will now complete a report under the normal process to claim the repairs to this road under flood damage.

GRIDS

I have commenced an inspection of various roads for grid safety and repairs – Boolardy-Kalli Road, south section of Pindar Beringarra and the south section of the Carnarvon-Mullewa road from the settlement. On inspection I found that some grids need urgent attention. These are listed as:

1. Boolardy Kalli Road
2. Beringarra-Byro road - grid near Beringarra homestead
3. Pindar Beringarra Road - north of Yuin homestead

On inspection of the wider grids (24ft) on the Carnarvon-Mullewa Road I have found that the grid inserts are in excellent condition and so is the concrete. The only problem we have as per photos are the approaches to the grids as highlighted.

Suggestion: Place a section of 8 x 6in x 8 to 10ml thick angle iron (dyno bolted onto existing concrete) over the approach to protect the concrete edge.

The new grid mould has been completed in readiness to replace old grids as required.

I am still in the process of doing a grid safety run on the remainder of our roads.

STAFF

Construction Crew: At present Jeremy Clayton (Grader Op) continues as our relieving leading hand until Neil returns. Jeremy is doing an excellent job at running the crew and decision making in my absence. William and Colleen support him in operating various machines as required.

Maintenance Crew: Consist of at present Glenn & Paul. Glen will be returning to construction crew and John will return as Maintenance Grader operator once work on CEO house is completed (Sunday 12th Feb).

Sandy and Lloyd (casual, as some of these jobs require 2 people) are removing old grids that are no longer required and completing pothole repairs on the first 20km south of the settlement in readiness for sealing.

OFFICER'S RECOMMENDATION:

That the Work's Supervisor's Plant and Works Reports be received and adopted.

Council decided to add a direction to the recommendation

COUNCIL DECISION:

Moved: Councillor Foulkes-Taylor**Seconded: Councillor Squires**

That the Works Supervisor's Plant and Works Reports be received and adopted and that three small construction jobs in the southern end of the Beringarra-Pindar Road be undertaken while the plant is still in that location utilising unspent funds from the Wildflower Corner Job.

CARRIED 6-0**FINAL FLOOD DAMAGE WORK - PROPOSED FOR MARCH 2012**

Hourly machine rates - Information from an interested contractor.

Cr Squires declared an interest in this matter and left the meeting 12.32 pm

The Works Supervisor discussed these hourly plant rates with Council.

Cr Squires returned to the meeting 12.50 pm.

LUNCHEON ADJOURNMENT

Council adjourned for lunch 1.00pm

Council resumed with all members present at 2.00pm

ITEMS CONSIDERED WHILE WORK'S SUPERVISOR WAS IN ATTENDANCE**12.3 JMG Air Conditioning & Electrical****Background:**

Reply from JMG in relation to generator problems and their account for attendance on 24th January 2012 of \$6,492.62. Copy e-mailed with agenda.

Further negotiations with this company may be necessary.

Interests Declared:

Nil

Statutory Environment:

Council can provide and maintain a power supply.

Financial Implications:

An account of \$6,492.62 was not expected for this 'after sales' service.

The Works Supervisor provided additional information as to the unsatisfactory automatic start of 'the other' generator when one turns itself off.

COUNCIL DECISION:

Moved: Councillor Foulkes-Taylor**Seconded: Councillor Squires**

That Council write to JMG Air Conditioning and Electrical commenting on their letter paragraph by paragraph where appropriate also commenting on their claim of having given the Shire 'top service' and drawing to the company's attention the lack of guarantee documentation or a hard copy instruction book.

CARRIED 6-0

12.4 Yamatji Marlpa Aboriginal Corporation

Background:

Letter received 22nd December, 2011 – Summary as under:

The letter refers to the recent realignment of the intersection of the Boolardy-Kalli and Kalli Roads away from Kalli Homestead.

The roads are within the area of a current native claim and this query was raised by a member of the claim group.

The query raised with YMAC is what procedures were followed for identifying Wajarri Yamatji cultural issues and complying with obligations of the Aboriginal Heritage Act in the realigned road corridor.

An additional query; When completing YMAC's investigations relating to the query it appears that the realigned section of road is not currently dedicated as a road. Has there been any formal request for dedication of the realigned portion of the road?

Lawyer Cameron Trees, on behalf of the YMAC is seeking a response.

Interest Declared:

Nil

Statutory Environment:

Aboriginal heritage Act

Financial implications:

Unknown

Voting Requirements:

Simple majority

COUNCIL DECISION:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Seaman

That Council is of the opinion that the road deviation referred to was a continuation of a mill road which, to overcome safety issues, became a 'domestic' road and that WALGA to be asked to provide advice as to how this matter can be resolved in a manner satisfactory to all parties.

CARRIED 6-0

12.5 Annual Road Inspection

Council may wish to consider whether an 'annual road inspection' should be carried out in the near future.

There is a lot that can be inspected, in particular flood damage repairs, Council funded projects and the work on the Beringarra-Pindar Road to service traffic to the MRO.

One thought was, Council might want to delay this until a CEO is appointed. The road inspection is an excellent way to show a new CEO around a large part of the Shire.

If, however, it is thought desirable to conduct this soon, Council may wish to discuss the date and arrangements.

COUNCIL DECISION:

Moved: Councillor McTaggart

Seconded: Councillor Squires

That the 2012 annual road inspection be carried out in May and the arrangements be considered as part of the April, (2012) Council agenda.

CARRIED 6-0

12.6 Preferred Route for SKA Construction Traffic**Background:**

Letter from Penny Griffin, Manager Communications, Radio Astronomy
Resume` of letter as under. Full letter attached to agenda.

The shire has previously stipulated a preferred route along the Carnarvon-Mullewa Road for traffic linked to the development of pathfinder instruments and associated infrastructure at Boolardy Station and the Murchison Radio-astronomy Observatory (MRO). The Shire has further negotiated short term funding arrangements with CSIRO for maintenance of an alternate access route along the Beringarra Pindar Road

To ensure that the Department's broader planning, coordination and engagement activities in relation to the road route align with the Shire's position, I am writing to request that Council formally endorse its preferred route for SKA traffic, either via the Carnarvon-Mullewa Road as outlined in the SKA bid, or an alternative option, at its 17th February 2012 meeting.

Interest Declared:

See Item 11 on page 7 these minutes.

Statutory Environment:

The Local Government Act allows Council to deal with roads

Financial Implications:

Considerable and ongoing \$\$\$ in upgrading and maintaining the approved route. There would also be an expectation that more funds would be made available by Government Departments.

Voting Requirements:

Simple majority

COUNCIL DECISION**Moved: Councillor Mc Taggart****Seconded: Councillor Halleen**

That the Manager Communications, Radio Astronomy, Department of Commerce be advised that Council prefers the Carnarvon-Mullewa Road, then the Meeberrie-Wooleen Road, then Boolardy-Wooleen Road, then portion of the Beringarra-Pindar Road to be the road route to the MRO/ASKAP (may become the SKA) site.

CARRIED 6-0

The Works supervisor left the meeting 3.01 pm.

13. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**14.1 Shire President**

The Shire President addressed the meeting and brought Council up to date with the effort to secure funding for the Ballinyoo Bridge project. A fair amount of work had gone into this to date with the Acting CEO having had two visits to the MidWest Development Commission and in between preparing a draft Business Plan/Submission for Royalties for Regions funding towards the project.

COUNCIL DECISION:**Moved: Councillor McTaggart****Seconded: Councillor Halleen**

That the actions of the Shire President and Acting CEO in re-activating the file on the Ballinyoo Bridge project being based on a single lane replacement bridge (higher than the existing) on the current alignment with wider and high approaches and proceeding with a draft (now close to finality) Business Plan/Submission for Royalties for Regions funding towards this project and submitting this to the Midwest Development Commission.

CARRIED 6-0

The President said he would be attending the MidWest Development Commission Meeting in Geraldton on 24th February, 2012.

14.2 Councillors

Councillor Seaman reported having attended a WARSAG (Stakeholders Group) meeting Chaired by Penny Griffin Manager Communications, Radio Astronomy, Department of Commerce Steve Douglas on 20th December, 2011.

No other councillors had reports.

15. DISCLOSURE OF INTERESTS N/A – See Item 11 Page 5 these minutes.

16. REPORTS OF COMMITTEES

None.

17. FINANCE

The Senior Finance Officer attended the meeting 3.19 pm

17.1 Financial Activity Statements to 31st January, 2012.

File:

Author: Dianne Daniels, Senior Finance Officer

Interest Declared: No interest to disclose

Date: 14 February 2012

Attachments: Please note that as of close of business on Tuesday 14 February, the Financial Activity Statement for January 2012 had not been received from Haines Norton. However, they have stated that they should be completed by Thursday afternoon at the latest and the attachments listed below will be forwarded as soon as available. The reason for the delay is detailed in 'Comment' below

Financial Activity Statements for period to 31st January, 2012

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 period to 31st January, 2012

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

There will be some verbal information to impart. The Senior Finance Officer has spent a lot of time and research on Council's financial position. It is now possible to report fairly accurately where Council 'is at'. Council should expect to spend a little time on this item of the agenda.

Listed below are some of the tasks completed in the last two months:

The latest information available, advised by Haines Norton on the morning of 17th February, was that the current position at the commencement of the financial year (1st July, 2011) was a deficiency of \$16,639

The adopted Budget discloses an estimated deficit carried forward at 1 July 2011 of \$31,558.

A number of adjustments have been found necessary in the accounts since that date.

SFO Investigated historical debt for \$217,041 due to Crosslands Resources Ltd, at the request of their Production and Logistics Manager, for the drainage component of Cyclone Dominic Flood Relief work they had completed back in 2010.

The outcome of the investigation showed up shortcomings on both sides of the ledger as at 30 June 2011.

Debtors Ledger

Two invoices for this one debt were raised to Main Roads in 2010 – original invoice 321 for \$202,048 dated 25/08/2010 and then corrected invoice 338 for \$217,041 dated 07/12/2010. The correct version of the invoice, 338, was paid by Main Roads on the 15/02/2011 and the other for \$202,048 was sitting on the Debtors Ledger at 30 June 2011 as unpaid. This invoice 321 should have been credited at the time of raising replacement invoice 338.

The reason two invoices were raised is that the submission to Main Roads was changed from the original amount of \$202,048 to \$217,041.

Creditors Ledger

On the other side of the ledger, the debt of \$217,041 due to Crosslands hadn't been captured in the 2010–2011 Financials. Crosslands hadn't invoiced the Shire of Murchison as they had been waiting to hear from SOM to find out how much Main Roads had approved. Further to this, the expense hadn't been accrued.

At the request of Haines Norton, SFO contacted the Auditor to seek advice on how best to handle the misrepresentation of the 2010-2011 Financial Position and his advice was to raise the adjustment note for \$202,048 and to accrue the expense of \$217,041 at 30 June 2011 as the accounts have not yet been audited.

This has meant that Haines Norton will need to re-issue the 2010-2011 Financial Statements and then adjust the Net Current Position July 1 2011 B/Fwd on both the December and January Statement of Financial Activity, which has caused the current delay.

At the Council Meeting on Friday 17 February, we expect to be able to inform Council of the corrected Current Position at 30 June 2011 and this will be reflected in the January 2012 Statement of Financial Activity.

1. Collated and summarised the current Grant Funding Status and prioritised Submissions, Progress Reports and Acquittals.
2. Updated Employee Annual and Sick Leave Accruals – manual Annual Leave accruals not completed since 30 June 2011; no indication that Sick Leave accruals had ever been maintained; QuickBooks was not reflecting correct figure, nor QuickBooks Items set up to automatically reflect changes to leave as they were entered, so employees had no idea of the Annual and Sick Leave they had available;
3. Creditors Reconciliations – no evidence that these have been completed in the last three years and so worked through all creditors due for payment at the end of January and reconciled back to Creditors Statements. This was a very time consuming task and many double payments were uncovered for which credits or refunds have been requested;
4. In late 2011, CSIRO stopped payment on the Shire of Murchison November invoice to them for \$220,000 on which hinged a large payment to a subcontractor. The reason they stopped payment was because the Shire hadn't adhered to its covenant to provide auditable reports with every invoice. The SFO and Works supervisor spent many days dissecting the sub-contractor's day works sheets to provide a report acceptable to CSIRO for past invoices and in an acceptable format going forward.

Voting Requirements:

Simple majority.

During consideration of the financial statement Council considered the current work programme and whether it could be modified to deliver an improved result.

COUNCIL DECISION:

Moved: Councillor Foulkes-Taylor

That the current Works programme be modified as under-

Seconded: Councillor Squires

Delete the following jobs

Byro-Woodley	\$ 20,000
Meeberrie-Wooleen	\$100,000
Twin Peaks Re-Alignment	\$ 80,000
Byro-Berringarra Junction	\$ 65,000

And include the following

Sandford River Crossing	
On Beringarra-Pindar	\$ 63,000
'Murgoo' sheeting.	\$ 65,000

with the resultant unallocated amount of \$137,000 applied to unbudgeted or overspent works or plant and the Acting CEO report on this for the March meeting of Council.

CARRIED 6-0

COUNCIL DECISION/OFFICER'S RECOMMENDATION

That Council adopt the financial statements for the period ending 31st January 2012, as attached and the staff be asked to investigate the matters in the accounts raised by Councillors.

CARRIED 6-0

17.2 Accounts Paid during the period since the last list was adopted/endorsed by Council

File:
Author: Dianne Daniels, Senior Finance Officer
Interest Declared: No interest to disclose
Date: 14 February 2012
Attachments: EFT & Cheque Detail for

Matter for Consideration:

Authorisation of accounts paid during the months of December 2011 and January, 2012.

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 Fund Account and Trust Account

Consultation:

None

Comment:

All payments have been properly authorised as required by the Financial Management Regulations.

Voting Requirements:

Simple majority

COUNCIL DECISION/OFFICER'S RECOMMENDATION:

Moved: Councillor McTaggart

Seconded: Councillor Foulkes-Taylor

That the accounts as per the attached Schedule presented to this meeting totalling \$1,094,021.35 (December 2011) and \$1,653,682.72 (January 2012), be passed by Council.

CARRIED 6-0

The Senior Finance Officer left the meeting 4.41 pm.

18. DEVELOPMENT

Nil

19. ADMINISTRATION & GENERAL

19.1 Murchison Freight Service:**Background:**

Council accepted the quote from Grey's Freight Service for a weekly freight service to Murchison at the August 2011 meeting of Council at \$1150/week.

In recent times there have been some problems with this freight service. A letter has been received drawing Council's attention to some of these deficiencies. For the freight run on Thursday 9th February, 2012 Mr Grey advised the Shire and others that the delivery would be on Friday 10th. Mr Grey had some truck problems earlier that week. For some people this could have been a problem.

Mr Grey has advised he is purchasing a new truck with proper refrigeration on board. This is expected to be in operation from Thursday 16th February, 2012.

Interest Declared:

Nil

Statutory Environment:

Council can contract a freight run.

Financial Implications:

Council needs to know it's getting 'value for money'

Voting Requirements:

Simple majority

OFFICER'S RECOMMENDATION:

That Mr D. Grey of Grey's Freight Service be reminded of the expectation of the delivery arrangements of the freight service to Murchison and the letter received in connection with the service be responded to indicating that the service is expected to improve in the very near future.

Council decided to expand on the Officer's Recommendation.

COUNCIL DECISION:**Moved: Councillor Foulkes-Taylor****Seconded: Councillor Squires**

That Mr D Grey of Grey's Freight Service be written to, outlining the recent problems and deficiencies in the freight service which had been drawn to Council's attention, requesting that these problems be addressed and acknowledging the purchase by Mr Grey of a new refrigerated freight transport truck, and expressing the view that this should contribute to an expected improvement in the freight service and Council make the suggestion of a cut off time for the receipt of requests for 'pick-ups' for delivery to Murchison thus making it possible to arrive in Murchison before sundown (approx 5.00pm in winter and 7.00pm in summer).

CARRIED 6-0

Councillor Squires left the meeting 5.08 pm

19.2 Meeting of the RCG Board**Background:**

The RCG last met on 13th December, 2010. A meeting is urgently required. Funds are available of about \$357,000 between the Shire of Upper Gascoyne and Murchison for

Strategic Planning	60,000
Asset Management	147,500
Financial Planning	60,000
Regional Business Planning	90,000

A meeting is planned for Wednesday 7th March, 2012 at Gascoyne Junction.

It is possible at this meeting Gascoyne Junction will assume the secretarial duties and Murchison the financial responsibilities (the reverse of the currently existing situation)

Interest Declared:

Nil

Statutory Environment:

This has been set up by the Local Government Department

Financial Implications:

Minimal expenditure to receive maximum assistance in the areas quoted

Voting Requirements:

Simple Majority

COUNCIL DECISION/OFFICER'S RECOMMENDATION
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Moved: Councillor McTaggart

Seconded: Councillor Halleen

That Council participate in the meeting of the RCG to be held in Gascoyne Junction on 7th March, 2012 and that Councillors Foulkes-Taylor and Seaman along with the Acting CEO be Council's delegates and that Murchison accept the financial responsibilities of the Group if this is deemed prudent and helpful.

CARRIED 5-0

19.3 Local Government Contribution – Ballinyoo Bridge 2012/13 Year

Background :

Council's 'Official Expression of Interest' for Royalties for Regions funding towards the Ballinyoo Bridge project is in the hands of the MidWest Development Commission. The mix of funding (for the purpose of the formal application) between the MRWA and R for R funding is being negotiated by the Development Commission. The sum to be contributed by Local Government is at least \$M1. This \$M1 is possible if the Shire of Murchison can be the recipient of the 'Regional' component of R for R funds of all three Shire's in our region. An arrangement currently exists where Upper Gascoyne, Meekatharra and Murchison pool their regional component, each receiving all three regional components for 1 of three consecutive years. This would mean the 3 x the regional component of each would equal at least \$M1.

In 2011/12 it was Upper Gascoyne's 'turn' for these funds. Council must do all it can to ensure that it's Murchison's turn in 2012/13.

Interest Declared:

Nil

Statutory Environment:

These funds are rigidly controlled by Government.

Financial Implications:

A contribution of at least \$M1 from the 3 Councils (the contribution of the three Councils to total at least \$1M) in our R4R group is essential as part of the mix of funds necessary to reach \$M4.5 to fund the bridge project.

Voting Requirements:

Simple Majority

COUNCIL DECISION/OFFICER'S RECOMMENDATION:

Moved Councillor Foulkes-Taylor

Seconded: Councillor Halleen

That the CEO write to both the Shires of Meekatharra and Upper Gascoyne explaining Council's thrust to fund the project of a replacement bridge across the Murchison River on the Carnarvon-Mullewa road at Ballinyoo Springs and that Council requests that the Shire of Murchison be the recipient of the regional component of those two Council's regional component (R4R funds) for the 2012/13 financial year thus enabling an acceptable Local Government component towards the total of \$M4.5 to fund the project.

CARRIED 5-0

Councillor Squires returned to the meeting 5.16 pm

19.4 Quotes for Air Conditioner in CEO Residence

An invitation was sent out to local businesses in January to quote for replacement of the evaporative air conditioner in the CEO house.

The following two quotes have been received:

Ocean Air

Supply and install a CHANGE OVER of 1 x COOLBREEZE D255 17kw Evaporative air conditioner, including new dropper & flashing.

The job can be done in two weeks from ordering.

\$6 645.45
\$ 664.55 GST
Total \$7 310.00

Please Note

- We have photos of the CEO's house & ceiling space from our last visit that will ensure an accurate installation
- We can service any of the other Evaporative's if needed while we are in town. Ocean Air (formerly Dines Hearth House) has previously installed 8 Coolbreeze evaporative's for the Shire.
- For a referral on our Company please speak to Ian Deputy CEO of Shire of Carnamah.
- **If quote is acceptable, we require measurement of four takeoffs from dropper manifold**
- Prices are valid for 60 Days
- A work order is an acceptance of this quotation
- Five Year Domestic Warranty

Cramer & Neil

Option 1:

Our price, fully installed: Braemar LCB 550 \$7460.00 + GST

Option 2:

Our price, fully installed: Breezair EXH215 \$7994.00 + GST

Accommodation & Meals to be supplied by the Client. (2men X 1 Night)

Standard Features of installation include:

- 3yr parts and labour warranty from the manufacturer.
- 12mths warranty on the installation.
- Digital LCD wall control
- Icon direct drive motor and fan assembly on Breezair
- Automatic water management system
- All electrical and plumbing connections to the appropriate standards by licensed tradesmen.

Notes:

- Dropper for this system is a UV resistant PVC dropper.
- Current lead time on installation is 10-15 working days from receipt of order.
- Balance of quoted price to be paid on the day of completion of works.
- Pricing is valid for 60 days from the date of this quote
- Warranty on the evaporative unit is 5 years parts and labour from the date of commissioning
- Warranty on the installation is 12 months from date of commissioning
- Warranty does NOT cover after hours calls or travel and mileage costs

COUNCIL DECISION:**Moved: Councillor Foulkes-Taylor****Seconded: Councillor Seaman**

That the quote from Ocean Air Air-Con Solutions of Geraldton for the supply and installation of one x Coolbreeze D255 17Kw evaporative air conditioner unit at the CEO's Residence, Murchison Settlement, at a cost of \$7,310.00 be accepted and negotiations with Ocean Air for the service, while in Murchison for this installation, of other 'Shire' air-con units in the settlement be undertaken.

CARRIED 6-0**20. NOTICE OF MOTION**

Councillor Foulkes-Taylor had given notice of his intention to move the following motion at this meeting. All Councillors had been advised of this by e mail.

COUNCIL DECISION:**Moved: Councillor Foulkes-Taylor****Seconded: Cr Halleen**

That tenders for the ongoing road maintenance program, that is conducted under the dual supervision of CSIRO and the MSC on the Beringarra Pindar Road, be called.

CARRIED 6-0**21. CEO ACTIVITY REPORT**

Date	Activity
16 th January (Start date)	Meeting with Shire President
17 th January	Buildings Committee Meeting (CEO's Residence)
19 th January	Meeting with Barry Turner and Staff – Beringarra Pindar Road works
20 th January	Meet Trevor Price MWDC in Geraldton. Ballinyoo Bridge R for R funding
25 th January	Special Meeting of Council
2 nd February	Assisted Workplace Solutions to improve CEO Ad & Information Package The job re-advertised 4 th February.
4 th -6 th February	Produce R for R Ballinyoo Bridge Funding Submission
9 th February	Meet Trevor Price MWDC. Handover Official Expression of Interest for funding for Ballinyoo Bridge from Royalties for Regions in the form of an Official Draft Application. This went well. It is expected this will 'go on the table' at the February MWDC Meeting.

COUNCIL DECISION/OFFICER'S RECOMMENDATION:**Moved: Councillor Squires****Seconded: Cr McTaggart**

That the CEO's Activity Report be accepted.

CARRIED 6-0

Councillor Foulkes-Taylor left the meeting 5.32 pm

22. URGENT BUSINESS**MUGGON CARBON SEQUESTRATION PROJECT****COUNCIL DECISION:****Moved: Councillor Squires****Seconded: Councillor Seaman**

That Councillor McTaggart be Council's delegate to the Muggon Carbon Sequestration Project Steering Committee with Councillor Halleen appointed as deputy delegate.

CARRIED 5-0

Councillor Foulkes-Taylor returned to the meeting 5.35 pm

USED CARAVAN EX Mr TREVOR HIPPER

This caravan had previously been considered as a solution to additional accommodation for outside staff camping out.

COUNCIL DECISION:**Moved: Councillor Halleen****Seconded: Councillor Squires**

That Council purchase the used caravan ex Mr Trevor Hipper and on Council acquiring this, arrangements be made as soon as possible to carry out necessary refurbishment, all up at an estimated total cost of \$2,900 as under-

Agreed price for used caravan	750
Refurbishment including fridge etc estimate	2150
Total used caravan plus refurbishment	\$2900

CARRIED 6-0**LAUNCH OF WADJARRI DICTIONARY**

Application has been received from the Irra Wangga Language Programme – Bundiyarra Aboriginal Corporation to use the Murchison Sports Club and associated facilities on Thursday 29th March for the launch of the Wadjarrri Dictionary. 100-150 people are expected at this launch.

COUNCIL DECISION:**Moved Councillor Squires****Seconded: Councillor Foulkes-Taylor**

That Council approve of the Bundiyarra Aboriginal Corporation using the Murchison Sports Club and associated facilities for the launch of the Wadjarrri Dictionary on Thursday 29th March, 2012 as per the following conditions and arrangements-

Free use of the facilities.

A \$200 refundable bond be deposited against breakages and cleaning prior to use.

The Sports Club bar is unavailable on this day (not controlled by Council)

If drinks are provided organiser to be responsible for any license required.

Crowd control is the organiser's responsibility – suggest a security person or crowd controller.

Limited kitchen equipment is available i.e. no electrical kitchen items, cutlery or crockery available – suggest disposable plates and cutlery.

Any breakages to be replaced.

A person from the Organising Committee to be nominated as their 'representative' for 'on the day' contact.

Council's expectation is that the building and surrounds will be 'left as found'

and Council wish the organisers well for a successful launch day.

CARRIED 6-0

EASTERN GASCOYNE RACE CLUB

A letter was received from the Eastern Gascoyne Race Club thanking Council for the condition of the roads leading to the Landor races 2011. This was especially appreciated given the damage caused to roads earlier in the year from adverse weather conditions.

23. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

COUNCIL DECISIONS:

Moved: Councillor Foulkes-Taylor

That Council move behind closed doors-6.08 pm.

Seconded: Councillor Seaman

CARRIED 6-0

Council discussion.

Moved: Councillor Foulkes-Taylor

That Council move from behind closed doors 6.29 pm.

Seconded: Councillor Seaman

CARRIED 6-0

24. MEETING CLOSURE

The Shire President closed the meeting at 6.30 pm.