



Western Australia

Minutes for the Ordinary Meeting of the Murchison Shire Council,  
Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,  
On Friday 17<sup>th</sup> May **2013**, commencing at 10 am.

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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The President welcomed everyone and opened the meeting at 10.30 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 B M Seaman  
 Councillor P R Squires  
 Councillor A Whitmarsh

Leave of absence granted to Cr Mark Halleen

**Staff:**

Ms Jenny Goodbourn, Chief Executive Officer  
 Ms Dianne Daniels, Deputy Chief Executive Officer  
 Mr Brian Wundenberg, Works Supervisor

**Apologies:**

Nil

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

**4. PUBLIC QUESTION TIME****4.1 Standing Orders*****Council Decision:***

**Moved: Councillor Foulkes-Taylor**

**Seconded: Councillor Squires**

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

- 8.2 Limitation on the number of speeches
- 8.3 Duration of speeches

**Carried**

**For: 4**

**Against: 1**

**5. NEXT MEETING**

The scheduled date for the next ordinary meeting is Friday 21<sup>st</sup> June 2013.

**6. APPLICATIONS FOR LEAVE OF ABSENCE*****Council Decision:***

**Moved: Councillor Foulkes-Taylor**

**Seconded: Councillor Whitmarsh**

That Councillor Squires be granted leave of absence for the June meeting

**Carried**

**For: 5**

**Against: 0**

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

That Councillor Seaman be granted leave of absence for the June meeting

**Carried****For: 5****Against: 0****7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

Nil

**8. CONFIRMATION OF MINUTES****8.1 Ordinary Council Meeting – 19<sup>th</sup> April 2013****Background:**

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

**Recommendation:**That the Minutes of the Ordinary Council meeting held on 19<sup>th</sup> April 2013 be confirmed as an accurate record of proceedings.**Voting Requirements:**

Simple majority

**Council Decision:****Moved: Councillor Seaman****Seconded: Councillor Squires**That the Minutes of the Ordinary Council meeting of 19<sup>th</sup> April 2013 be confirmed as an accurate record of proceedings.**Carried****For: 5****Against: 0****9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

The Shire President advised council that we need to stay focussed on the meeting as we have to have it completed in time for the electors meeting which is scheduled for 3.30pm.

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

At 9.38am prior to the meeting commencing Mr Ant Schinckel of CSIRO met with council for an update on the ASKAP/MRO project.

Basically things are progressing slowly with processes going through the Parliamentary Public Works Committee at a Federal level. At a state level it is still not finally decided whose portfolio will be responsible for the project, it may come directly under the Premier Colin Barnett.

Funding for the project is still being allocated but there have not been too many cut backs in the recent budget relating to this project.

The telescopes are still in the testing stage and next year will see the commencement of phase two with installation of a further 12 receivers by the end of 2014.

The tender for the installation of the power plant has been called by Horizon power but no decisions or tenders have been decided yet.

The SKA project is in initial planning phase. This will take 3½ - 4 years to complete. Construction is not likely to start until 2017 or 2018 at the earliest.

There was discussion on the problems we are having over the classification of the Beringarra-Pindar Road and there was also discussion on recent traffic accidents. All CSIRO vehicles are equipped with a satellite phone, two way radio, EPIRB and Spot Tracking. The spot tracking is especially useful in a serious situation where the driver might be unable to activate any of the other means of communication.

**11. ACTION LIST**

No	Item	Action	Action
1.	CEO Residence	Decorative front fence – need input from new CEO	Ongoing – Design pending
2.	Improve shade house south of Road House	Per MSDC meeting and September Council meeting. Changed per November 2012 meeting	RLCIP funding changed – further input required re shade house
3.	Concrete front of motel units	Budgeted item	Not yet actioned
4.	Provision for open fires at Caravan Park	Investigate – get quotes	Not yet actioned
5.	Replacement Patient Transport Vehicle	Tenders called for disposal of old vehicle.	See item today's meeting
6.	Bitumen and Sealing works Carnarvon-Mullewa Road	Work commenced 3 <sup>rd</sup> April. 17.5kms of new seal completed. Re-seal and repairs completed	Completed
7.	Stripping of Road south of settlement	Repair work carried out at time of seal.	Completed
8.	Classification of Pindar Beringarra Road	Pindar – Beringarra ongoing.	Further letter sent.
9.	Nookawarra Airstrip	Meeting with the Tomkins held 11 <sup>th</sup> March	Legal advice received. Letter sent to Tomkins with proposal
10.	Advisory Committee – SKA site access road	Reply received from Minister's office. Discussion with Dept. of Commerce. Awaiting decision as to which portfolio it will be under in new government.	SOM to be included in DG's group. Separate committee not needed
11.	Community Centre Kitchen	Install Lockable Storage Area	Materials ordered, contractor required
12.	Rates on Boolardy Station now that it is owned by CSIRO	Response received from PLB.	Letter sent to CSIRO regarding ex-gratia payment. Awaiting reply
13.	Review of the committees of council	Establish terms of reference and roles of councils committees.	CEO working on details for presentation to council as soon as completed
14.	Dust Suppression	Costing prepared – submitted to CSIRO	Awaiting CSIRO response
15.	Contact CGG re gravel road in their shire. Carnarvon-Mullewa and Beringarra-Pindar	Letter sent to Neil Arbuthnot, Director Community Infrastructure. He has acknowledged letter	Awaiting response – followed up.

There was discussion on the open fires for the caravan park as Polocrosse is not far away. Mark was to provide details. There was discussion on public liability with open fires and whether or not they should be removable.

Cr Foulkes-Taylor thanked the CEO for contacting James Abbott about the road agreement and this years funding.

**Recommendation:**

That the Action List be accepted.

**Voting Requirements:**

Simple majority

**Council Decision:**

**Moved: Councillor Squires**

**Seconded: Councillor Seaman**

That the action list be accepted.

**Carried**

**For: 5**

**Against: 0**

**12. DISCLOSURE OF INTEREST**

Cr Squires declared an interest in late item 21.2

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

			HOURS					Operating Costs	
			1 July 2012	Start	End	Total		Plant	Fuel
Plant Item	Year	Rego	Hours km	Hours km	Month	YTD			
Cat Grader 12H	2005	MU 141	8405	9599	9706	107	1031	28781.64	20532.04
Cat Grader 12M	2008	MU 51	4488	5522	5588	66	1100	33361.82	17497.57
Volvo Loader	2006	MU 65	4276	5183.8	5274.3	90.5	998.3	25833.20	18141.87
Komatsu Dozer	1997		7820	8034	8075	41	255	34252.24	5613.82
Cat Vibe Roller	2005	MU 177	564	1248	1320	72	756	17011.35	12233.43
JD Grader	2011	MU 121	1390.5	2590	2740.9	150.9	1350.4	11207.66	31030.37
Bomag Roller	2012		324	859.6	1045	185.4	721	5676.98	5353.94
Cat 938G Loader	2004	MU 193	3196	3928	3937	9	741	8246.77	9341.64
Kenworth Prime Mover	2004	MU 000	New	550	2545	1995	2545		1971.87
Iveco P/Mover	2003	1AGW988	248103	265646	266544	898	18441	13654.53	16685.76
Nissan UD	2009	000 MU	113179	136377	138231	1854	25052	29659.59	17080.54
Iveco Tipper	2004	MU 00	157625	157796	157806	10	181	20767.16	8170.96

Generator 2-110kva	2011		2328.8	6366.8	6372	5.2	4043.2	1011.70	120008
Generator 1-110kva	2011		3096.1	5680.0	6371	691	3274.9		
Maintenance Gen			New	83	250	167	250	1503.08	**
Construction Gen			6351.1	9529	10450	921	4098.9	1026.39	**
Kubota 6kva Gen	2012		New	1320.2	1548	227.8	1548		**

Mitsubishi Canter	2011	01 MU	50905	72400	75379	2979	24474	3079.34	7604.21
Mitsubishi Canter	2004	MU 140	131890	151797	154948	3151	23058	5141.77	5696.30
Toyota Prado	2012	MU 0	New	3552	4429	877	4429	632.73	352.87
Great Wall	2012	MU167	New	6831	9407	2576	9407	568.20	1075.48
Isuzu DMAX	2009	MU 300	124013	142408	146190	3782	22177	3747.80	3993.98
Toyota Hilux	2011	MU 1018	49735	83037	84974	1937	35239	5328.96	5353.23
Isuzu T/Top	2005	MU1002	94910	105997	110548	4551	15638	8631.67	4047.62
Toyota Patient trf	1986	MU 1017	21100	21188	21188	88	88	1275.60	72
Side Tipper	2001	MU 2010	New mtr	21471	22258	787	22258	3020.31	-
Side Tipper – Evertran	2009	MU 662	46913	63311	63682	371	16769	9490.27	-
Tri-Axle Low Loader	2008	MU 663	New mtr	1074	3203	2129	3203	28336.83	-
No. 2 float	2001	MU 2004	15227	-	24582		9355	2384.37	-
30000lt Water Tank	2005	MU 2024	12582	23981	26029	2048	13447	3749.52	
Dog Fuel Trailer	1993	MU 658		No meter				2176.29	-
Dog Fuel Trailer	1972	MU 2005		No meter					-
Dolly 1-Red	2001	MU 2003	12511	23700	24567	867	12056	1478.19	-
Dolly 2-Black	2000	MU 2009		New meter				1721.73	-
New Holland Ford Tractor	2006	MU 380	1452	1571.8	1581	9.2	129	511.77	453.13
Forklift			11700.1	11803.5	11810	6.5	109.9	183.12	256.87
Caravans								7463.74	-
Various small plant									4942.29
JD Ride on Mower			136	264.6	280	15.4	144		**
Mercedes Patient Transfer	2004		95805	96459	96461	2	656	20.00	

\*\* Fuel costings to various small plant total.

*Cr Seaman left the meeting at 10.58am  
Cr Seaman returned to the meeting at 11.00am*

### **13.2 Works Report – Works Supervisor**

Sharon and I had a great time in Tasmania and it is good to return home to the settlement and back to work refreshed after our holiday.

#### **Construction Crew**

While on holidays in April the construction crew with the assistance of the maintenance crew worked on the prime seal/resealing on the Carnarvon/Mullewa road.

To save on some costing we (the shire crew) ran the traffic control and traffic management. RNR hired from the shire (with shire operators) 2 loaders, a rubber tyre roller and prime mover. The two sealing jobs were completed on the 18th April 2013. Our crew then finished off the drains and tidied up with guide posts and signs.

Construction crew then went back onto the Meeberrie/Wooleen road gravel sheeting. With the hold up of the clearing permit I have stopped work on this section and they are now moving on up to the next job on the works program – Beringarra/Pindar road, realignment and gravel sheeting. We will be starting at the boundary grid of Beringarra-Nookawarra and heading north for 3km this will straighten up approaches to the grid from the north plus the approach to the small creek crossing.

The Crew will camp at the work site. Water for road works is located 5km north of work area at Sharp's Mill where a new bore was put in by Rosasco on the 17<sup>th</sup> April 2013.

I would like to thank Simon Broad for giving me a hand on Wednesday 8<sup>th</sup> May pegging and realigning this section for road works (it helps a lot to have local knowledge).

On the 13<sup>th</sup> May the crew will move plant and camp up to work site (Beringarra) and then return back home to Settlement for Work Force Planning meeting on the 14<sup>th</sup>.

The Work Force Planning meeting will be from 10am to 12 noon and then crew will travel up to Beringarra where they will be camping. I will be going up for 3 days to get the job started with clearing of new alignment and road works, pits and water source.

#### **Maintenance crew**

With the sealing program on John and Glen gave a hand with traffic management and road works.

Once the sealing of the Carnarvon/Mullewa road finished the crew moved onto the Beringarra-Pindar road.

With the changeover of fuel tanks the crew started maintenance grading from Cockney Bill and headed south travelling home (back to the Settlement ) at night and filling up fuel from depot for the day's work (no fuel to run gen set or plant as old tank taken off and new tank yet to be put on trailer).

13<sup>th</sup> May with new tanks on John and Glen are off down to Yuin to set up camp and will start from south boundary and head north to meet up where they finished then head up and camp at Boolardy. From here they will continue with a full grade of the Beringarra/Pindar road.

#### **Fuel tanks**

The new fuel tanks arrived at the depot on Friday 1<sup>st</sup> May.

The 62,000ltr tank is set up next to Depot shed on the west side and only required a 3 pin power cord to operate pump. At a later date we will set up a water tap to wash hands (this is so we can keep the fuel sheets a bit cleaner when filling out for the girls in the office).

The new 9,000ltr tank for maintenance crew had to be put on the construction crew old trailer as it was too big for 1 trailer with all their gear (Genset, water tank, spare tyres, oils, blades etc). See attachment.

New 12,000ltr construction tank is on the 45ft semi-trailer. This trailer will carry all of their equipment – 13kva gen set, oils, blades, sub, 6kva gen set, spare tyres. I have ordered a 6,800ltr water tank for water supply to camp. This will go on the front of the trailer. See attachment.

#### **Contractor**

A contract maintenance grader and operator supplied by THEM (Transport-Haulage-Earthworks-Mechanical) has been put onto the Carnarvon/Mullewa road from the Settlement heading north. This is to catch up on road maintenance as our maintenance team were held up assisting with sealing and the lost time with changing of the fuel tanker plus we have a bit of wet ground around.

#### **Power House**

The earthworks around the power house to help reduce the noise has now been completed and only remains now for Trevor and Leanne to plant a few shrubs etc.

ROADS GRADED 8<sup>th</sup> APRIL – 13<sup>th</sup> MAY 2013

Name	Length of Road	SLK Graded this month	Heavy-Road Maintenance Repairs Loader--truck	Comments
Beringarra /Pindar	319.80km	65km		From Cockney Bill south
Erong	63.12km			
Beringarra/Byro	90.89km	1km		Patch grade
Twin-Peaks/Wooleen	47.65km			
Boolardy/Kalli	57.30km			
Byro/Woodleigh	71.00km			
New Forrest/ Yallalong	36.18km			
M <sup>c</sup> Nabb/Twin-peaks	49.75km			
Yallalong-West	34.46km			
Mileura/Nookawarra	49.08km			
Muggon	38.75km			
Manfred	34.55km			
Beringarra/Mt Gould	34.80km			
Tardie/Yuin	13.20km			
Innouendy	9.30km			
Boolardy Homestead	2.00km			
Yunda Homestead	32.80km			
Meeberrie Woolleen	25.22km	2km		Patch grade
Mt Wittenoom	37.55km			
Woolleen/Mt Wittenoom	33.85km			
Beringarra Cue	109.82km			
Boolardy Wooleen	19.08km			
Kalli Cue East	21.87km			
Coodardy Noondie	19.92km			
Butchers Track	64.54km			
Butchers Muggon	23.80km			
Murchison Settlement	2.00km	3km		
Pinegrove Yallalong	-----			
Carnarvon-Mullewa	278.63km	53km	Gravel sheeting 1km	Drains, Batters
Woolgorong-South	15.00km			
Errabiddy-Bluff	12km			
Air strip Graded				

Total roads graded this month – 124km

There was discussion on the new plant table which shows the fuel separately to repairs and maintenance. Cr Foulkes-Taylor queried the repairs to the bulldozer and how it was going. The works supervisor said that the repairs were all good.

There was discussion on the new reporting format – whether it should be whole of life costs or year by year progress etc. and it was decided to show figures by the financial year as this was the most relevant.

The works supervisor advised the crew will be doing additional work to the Nookawarra creek crossing whilst they are in the area.

There was discussion on the new mobile fuel tankers and the trailer combinations. It was felt it would be better to have the tankers on the first trailers due to the weight and to ensure that a proper ring feeder hitch system was installed. Also to ensure that brakes on the trailers were fully operational.

Cr Foulkes-Taylor enquired how long 9,000 litres of fuel would last the maintenance crew – it should be good for four weeks.

There was general discussion on the amount of grading that was being done as there have been complaints of corrugations on the roads. Council wanted to emphasise that road maintenance was a major priority and wants to ensure that employees are out on the roads as much as possible to prevent the programme falling behind.

Cr Squires noted that it is difficult to get some of the drains opened up because of trees growing in/over them which makes it very hard on the grader.

Cr Seaman wanted to note her thanks to Brian and Sharon Wundenberg and to Jenny & Steve Goodbourn for their assistance and help given to Brendan when he had his rollover. Both she and Reg were very grateful.



**Recommendation:**

That the Works Supervisor's reports be accepted.

**Voting Requirements:**

Simple majority

<b>Council Decision:</b>		
<b>Moved: Councillor Foulkes-Taylor</b>	<b>Seconded: Councillor Whitmarsh</b>	
That the Work's Supervisor's reports be accepted.		
<b>Carried</b>	<b>For: 5</b>	<b>Against: 0</b>

**13.3 EHO Report – Environmental Health Officer****Shire of Murchison****ACTION SHEET**

Council's Environmental Health Officer – Philip Swain

**Date: 29 April – 1 May 2013**

**Next visit proposed 17-19 September 2013**

<b>Date</b>	<b>Subject</b>	<b>Action Taken</b>
29/4/2013	Building Compliance issues	Reviewed existing delegations and previous Act Report submitted to Council. The Building Act 2011 and Regulations contain references in the schedules relating to permits with mean that permits for construction and demolition are not required in the Shire. I have queried this with the Building Commission and they have confirmed the same. I recommend that consideration be given to amendment of the existing delegations to reflect this. There are other matters under the Building legislation that may require Shire intervention and some delegations for these are relevant <b>Action : EHO to provide further information on appropriate delegations to CEO</b>
29/4/2013	Site Visit Proposed Refuse Site	Discussed on site with Jenny & Brian the proposal to relocate the settlement refuse site on Reserve 34206 to the north east corner of the reserve. I am of the view that a new reserve should be surveyed and created for this purpose as the reserve purposes do not identify "waste disposal" or "municipal purposes" as approved land uses. The historical site should also be surveyed and identified within the existing Reserve 34206 as there are likely to be long term implications for this land such as potential contamination. The site can be licensed in accordance with EP Regulations but I have been unable to confirm all the application requirements at this stage. <b>Action: Brian to map existing and proposed sites and forward to EHO to commence application process with DEC for site approval.</b>
29/4/2013	RV Dump Point Proposal	I have queried the disposal requirements with the Department of Health and these units can not be approved on septic installation due to the chemical additives in the sullage. The point will need to be installed with a holding tank and alarm system to enable pump out and disposal at the landfill site. <b>Action: EHO to confirm installation requirements and</b>

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		<b>application procedure for dump point.</b>
29/4/2013	Settlement Swimming Pool	I have clarified that by definition the pool is not a public pool and therefore does not require full compliance with the Health (Aquatic Facilities) Regulations 2007. That said the fences must be compliant and with various families using the pool I would recommend that Council consider the installation of a continuous monitoring and chlorination system such as a Chemigem or similar.
30/4/2013	Sportsmans Club Inspection	I have inspected this facility and have provided an attached report with maintenance and other items for your information. <b>Action: CEO to determine maintenance and alterations as appropriate.</b>
30/4/2013	Caravan Park Inspection	I have inspected this facility and have provided an attached report with maintenance and other items for your information. The fire hose reel issue should be given priority pending the start of the tourism season. I also recommend the installation of another fire extinguisher at the far end of the Park and possibly moving the existing units to the houses, as discussed, and installing larger dry chemical units at the Park. The far end of the park (last 4 bays) exceed the distance requirement to shower/toilets of 90m however I don't think this is a major issue, as many new vans have individual ablutions. The other key noncompliance is the laundry facility, which Council is in the process of resolving. Please note that a slop-hopper should be available as part of the existing ablutions and if not present included in the laundry project. I have attached the laundry requirements to this report for your information. <b>Action: CEO to determine maintenance and alterations as appropriate. EHO to arrange issue of Caravan Park Licence</b>
30/4/2013	Water Supply	I have examined the results of the water sample taken in November 2012. I believe it is appropriate that signage be posted in locations around the settlement recommending that the water not be used for baby formula etc due to nitrates. <b>Action: EHO to draft appropriate signage wording, CEO to arrange signage &amp; information for residents and travellers.</b>
30/4/2013 & 1/5/2013	Food Business Inspection -	I have asked the proprietors to submit their notification under the Food Act, the document for which, I have supplied and they have completed. I have inspected this facility and

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	Roadhouse	<p>have provided an attached report with maintenance and other items for your information. The operation is generally good with a few minor matters needing attention. I have issued a Food Business Registration to Debra Stewart for the business.</p> <p>The main items of structural noncompliance are the broken tiling and brickwork chasing behind the deep fryers and under both hand basins. These require filling and retiling. There is no full height tiling in the kitchen, which should have been a requirement when the plans were approved. I don't believe a failure to remediate this jeopardises food safety but if there is an opportunity to continue the tiling up to the ceiling in the kitchen at anytime in the future it should be done.</p> <p>Other matters need to be addressed by the proprietors and responsibility for the pest control of the food areas needs to be clarified.</p>
30/4/2013 & 1/5/2013	Mosquito breeding within Settlement	<p>As discussed the main source of mosquito breeding I believe are the septic systems throughout the community. I have inspected the tanks and drains and vent pipes at several houses and there are a number with exposed inspection openings and there are vent pipes on a number of buildings with no flywire in the vent. As discussed, plugging the inspection openings and replacing mosquito proof cowls on vent pipes through out the community would go some way to reducing local breeding and adult mosquito numbers. If any other breeding sites are identified it would always be best to treat these at the larval stage. If you find these please contact me and I will liaise with Brian to purchase some suitable larvicide for treating stagnant water areas etc</p> <p><b>Action: Brian to reseal tanks and drains where exposed and ensure vent pipe cowls throughout the community are mosquito proof.</b></p>
1/5/2013	DoCEP Reporting	<p>I have advised DoCEP that there should be no requirement for the Shire to report permit activity monthly and will advise in relation to any feedback</p> <p><b>Action – Nil at this stage</b></p>

There was discussion on the mosquito problem with them breeding in the septic tanks and Cr Squires said that there used to be a chemical we could put down the toilets to prevent this. CEO will investigate. Cr Foulkes-Taylor was pleased to see the good report on the roadhouse.

**Recommendation:**

That the Environmental Health Officer's report be accepted.

**Voting Requirements:**

Simple majority

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

That the Environmental Health Officer's report be accepted.

**Carried****For: 5****Against: 0****14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED****14.1 Shire President**

President Broad was unable to make it to the State Council meeting in Karratha due to personal reasons but did do a report for the Cue Parliament which he went through with council.

The state council meeting had supported a submission by WALGA on the Metropolitan Review. WALGA was not in support of the changes recommended by the review; including such things as compulsory voting, elections to be conducted by Election Commission and election of presidents and mayors by voters.

The president also advised that the federal government had announced that there will be a referendum at the next election in September on the constitutional recognition of local government. He feels it is a shame that politics and egos are getting in the way of something that would secure ongoing federal funding and feels that given the choice we should all vote Yes.

WALGA's submission to the SAT has been endorsed and SAT will publish findings. This has reviewed elected members fees and allowances, which are much lower in WA than in other states. This could have an impact on the 2013/14 budget.

The President had attended the Murchison Country Zone of WALGA meeting (Cue Parliament) on Friday the 10<sup>th</sup> May. There was the usual array of politicians and representatives and it is quite amazing how many always attend these Cue meetings. It is always a good turn out and much better than other state meetings. The new local government minister, Tony Simpson, was there. He gave a presentation which was like a breath of fresh air - he is young, vibrant and not a supporter of amalgamations. He will be at the next meeting in November.

There is a lot of unrest in the metro region following the Metro Review.

Gavin Treasure was also at the meeting – his first one since becoming CEO of the Mid West Development Commission.

The President said he had congratulated Vince Catania on his re-election. Vince was concerned that the Nationals did not get support from WALGA and now we could be looking at losing Country Local Government Fund and Royalties for Regions funding.

**14.2 Councillors**

Cr Foulkes-Taylor - No meetings attended

Cr Squires – No meetings attended but wanted to say thank you to the staff who attend accidents, often out of work hours or on weekends. Brian has been to all of them. It is good that staff often choose to spend their weekends in Murchison and are available when needed. It is appreciated by all

Cr Whitmarsh – had attended the last Carnarvon RBA meeting. At the meeting Cr Halleen had stood down as secretary/treasurer and Cr Whitmarsh had taken over. Woody Robinson has resigned. Things are moving and a tax audit has been undertaken. They are setting budget and things look grim but maybe not as bad as first thought as there is some R4R money which has not been claimed that is available.

Cr Foulkes-Taylor asked if a deputy had been appointed. Cr Whitmarsh advised that no-one has been appointed yet.

Cr Seaman asked about the plans to have one of the meetings here rather than Carnarvon. Cr Whitmarsh said it would be unlikely that it would be the next one, unless there is another meeting before the AGM. The AGM will be held in Carnarvon but the following meeting may be held at a different venue.

Cr Seaman – Extended her apologies for not being able to attend the Cue Parliament due to personal circumstances.

**15. REPORTS OF COMMITTEES**

Nil

**16. FINANCE****16.1 Financial Activity Statements 30 April 2013**

File:	
Author:	Dianne Daniels – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 May 2013
Attachments:	Financial Activity Statements for 10 months to 30 April 2013 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 the period ending 30 April 2013.

**Background:**

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

**Comment:**

Summary of Financial Results to April 30 2013:

The Current Position at 30 April 2013 is a surplus of \$1,771,054 which is up on YTD Budget by \$394,500 as summarised below:

Opening Funding Surplus	0
Less Operating Revenues down	-60,710
Add Operating Expenditure down	398,454
Add Funding Balance Adjustment	36,659
Less Capital Revenue down	-1,322,726
Add Capital Expenditure down	1,274,598
Add Rate Revenue up	68,225

As mentioned in March, the 2012-13 Budget Review adopted at the March 2013 Council Meeting is included in the April financials.

Refer to Notes 9, 12 and 14 in the Financial Report for comments and explanations on variances.

Referring to the graphs at Note 2 (pages 9 and 10/42), Operating Expenditure and Revenue are both slightly under budget, with Capital Expenditure well under budget as final costs for the seal program were being reviewed to ensure their accuracy. The final costs will appear in the May Financial Statement with the cost over-run sitting at \$175,620, plus the Engineer's fee. The prediction in March was that the cost over-run would sit at around 5%, but it will be between 8-10% due to operational decisions taken during sealing, such as increasing the application rate of the bitumen, widening the flood ways and lengthening tapers. Once we receive the final invoice relating to this project, we will be able to recommend several areas in which we can cut costs for this financial year to maintain the balanced budget.

Capital Revenue is well down as the CLGF 12-13 Individual Funding has been varied from Caravan Park Laundry/Dump Point/Mini Interpretive Centre/Ballynoo Bridge Scale Model to Caravan Park Laundry/Dump Point/Extra Park Accommodation/Bowling Green Rinks and the Business Case for the CLGF 12-13 Regional funding for the replacement of the Ballynoo Bridge is still being reviewed.

Rates collection is sitting at 79% collected as against 72% at 30 June 2012, so a reasonable improvement with still two months to go to improve the arrears situation even further. Several Debt Management Services have been contacted to establish cost of service and historical success rates and a decision will be made regarding which company to use once all the information is on hand.

*Brain Wundenberg left the meeting at 12.00pm*

*Brian Wundenberg returned to the meeting at 12.03pm*

Plant & Equipment Assets purchased in April were materials for the lock-up store in the Community Centre kitchen, a tool box for the Mechanic's Isuzu and the three fuel storage tanks, details of which have been highlighted by the Works Supervisor in his report. The three 'seaside shelters' purchased in March have been erected and final concreting of posts will be undertaken this week.

Dianne Daniels, Deputy CEO, ran through the financial reports. She explained that the sealing job on the Carnarvon-Mullewa Road had gone over budget but that we had sufficient funds to cover the job but would need to do a budget adjustment with maybe some of the funds currently allocated to heavy maintenance, Gravel pit re-hab or bunding. Full details will be available for council's consideration next meeting.

The Shire President queried the amounts budgeted to set up Vast TV service for the maintenance and construction crew. The quote has come in at about \$11,000 but this includes the TV's, all equipment and two people to travel out to install them.

Cr Foulkes-Taylor thinks this amount is reasonable considering the amount includes supply and installation and is for seven TV sets.

Cr Seaman agreed with Cr Foulkes-Taylor and suggested we let the community know when Geraldton TV and Radio are coming out to do the work in case anyone else has any other jobs they could do at the same time.

The works supervisor advised that he has been in touch with Jock Campbell and he is trying to source a side tipper and caravan for us. The mechanics truck has been fitted out with a large tool box and he has suggested he uses the existing 13 KVA generator we have rather than a new one. It is not being used at the moment and if he gets a couple of years use out of it that will be fine.

Cr Seaman asked how the new patient transfer vehicle was going. The sirens and lights have been removed and it is ready to be re-licenced. We have sourced a stretcher from St John's in Northampton and will collect it when we take the vehicle to town for licencing. There was discussion on buying some additional items to fit it out and as we have realised a decent figure for the old vehicle this will enable it to be done.

There was discussion on the heavy maintenance programme – it has not worked as hoped. We need to be able to access gravel and have a side tipper, dozer and water cart on site. Cr Squires said that we should not write off heavy maintenance but organise it better, utilising the available plant of local contractors.

There was discussion on the cemetery enhancements and this will be raised at the annual electors meeting later today.

There was discussion on the proposed bunding of old shire roads no longer used. CEO will contact local stations to get details of roads to be addressed.

There was discussion on the plant repair and maintenance budget and the housing maintenance budget which is underspent. However the repairs to the swimming pool at the CEO's house still have to come through plus various other building repairs so it will be close to budget by the end of the year.

### **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.

### **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

**Recommendation:**

That Council adopt the financial statements for the period ending 30 April 2013, as attached.

**Voting Requirements:**

Simple majority.

**Council Decision:**

**Moved: Councillor Seaman**

**Seconded: Councillor Whitmarsh**

That Council adopt the financial statements for the period ending 30<sup>th</sup> April 2013, as attached.

**Carried**

**For: 5**

**Against: 0**

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

File:

Author: Dianne Daniels Deputy Chief Executive Officer

Interest Declared: No interest to disclose

Date: 14th April 2013

Attachments: EFT & Cheque Details for April 2013

**Matter for Consideration:**

Authorisation of accounts paid during the month of April 2013.

**Background:**

Accounts paid are required to be submitted each month.

**Statutory Environment:**

Local Government (Financial Management) Regulations 1996

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

**Comment:**

Payments made during the month of April as per attached schedule.

There was discussion on the payments, specifically the payment to Pemco for the repairs to the bulldozer, AVP for the revaluation of all Council's assets, Dongara body Builders for the tool box for the mechanics truck and Irvin Bullbars for the new bulbar for the UD truck which is covered by insurance.

**Strategic Implications:**

None

**Policy Implications:**

None

**Financial Implications:**

Payment from Council's Municipal Account

**Consultation:**

None

**Recommendation:**

That the accounts as per the attached Schedule presented to this meeting totalling \$1,006,659.12 be passed for payment/endorsed by Council.

**Voting Requirements:**

Simple majority

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

That the accounts as per the attached Schedule presented to this meeting totalling \$1,006,659.12 be passed for payment/endorsed by Council.

**Carried****For: 5****Against: 0***Cr Seaman left the meeting at 12.38pm**Cr Seaman returned to the meeting at 12.40pm**Brian Wundenberg left the meeting at 12.40pm**Brian Wundenberg returned to the meeting at 12.42pm***16.3 Differential Rates**

File:	2.4 Budget
Author:	Dianne Daniels
Interest Declared:	No interest to disclose
Date:	09/05/2013
Attachments:	N/A

**Matter for Consideration:**

Council to consider the imposition of differential rates for the 2013-14 Budget.

**Background:**

Historically, the Shire of Murchison has imposed differential rates on the basis of whether the land is used for pastoral purposes, mineral exploration or mining and a minimum rate is set separately on each differential rating category. Council believes that this is more equitable than a flat general rate, drawing more revenue from those enterprises that may cause de-generation of infrastructure through higher usage.

**Comment:**

In the preparation of the 2013-14 Budget, we have seen no cause to move away from differential rating, as it returns a reasonable financial contribution to Council on an equitable basis. We consider that it is reasonable to increase the rate in the dollar for each category and the minimum rate based on the 6401.0 Consumer Price Index increase of 2.5% for the year from March Quarter 2012 to March Quarter 2013.

If Council decides to rate on a differential basis in 2013-14, local public notice is required to be given of its intention to do so, giving details of each rate or minimum payment and inviting submissions within 21 days of the notice.

Any submissions received will be considered at the June 2013 Ordinary Council Meeting, before making the final decision regarding the imposition of the rate or minimum payment, with or without modification.

This year, as last year, the differential rate for mining will be more than twice the lowest differential rate and Ministerial approval will be required before the rates can be imposed.

**Statutory Environment:**

Section 6.33 of the Local Government Act 1995 allows a local government to impose differential general rates according to the purpose for which the land is zoned, the purpose for which the land is held or used, whether or not the land is vacant or any other characteristic as prescribed by the Regulations.

In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential rate which is more than twice the lowest differential rate imposed by it.

Section 6.35 (6) of the Local Government Act allows a local government to impose a minimum rate separately to each differential rating category where a differential general rate is imposed.



**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Differential rating allows council to improve the rate base and offers all rate payers the opportunity to make an equitable contribution to the maintenance of infrastructure assets.

**Consultation:**

Chief Executive Officer

**Recommendation:**

That Council introduces differential rates and sets minimum rates in the 2013-14 year as per the following table:

RATE TYPE	RATE IN \$ 2012-13	Increase \$ (2.5%)	Rate in \$ 2013- 14	No of Props	Budget Rate Revenue \$
<b>Differential Rate UV</b>					
Pastoral	0.024802	0.000620	0.025422	28	54,500
Mining	0.265600	0.006640	0.272240	5	139,487
Exploration/Prospecting	0.089481	0.002237	0.091718	91	92,966
<b>Minimum Rates</b>					
Pastoral	243	6	249	5	1,245
Mining	366	9	375	0	0
Exploration/Prospecting	366	9	375	33	12,380
<b>Totals</b>					<b>300,577</b>

*(The Total is based on information at hand when preparing the report and the number of properties and their values may vary slightly if a new schedule is received from Landgate prior to preparing the Budget.)*

Payment of rates charges may be made in a single payment or by four instalments at dates to be set once the budget has been adopted.

An administration fee of \$15 will apply to the instalment option and an 8% penalty interest will apply to late payments.

The ESL Levy and interest will be charged in accordance with instructions from DFES.

**Voting Requirements:**

Absolute Majority

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

That Council introduces differential rates and sets minimum rates in the 2013-14 year as per the following table:

RATE TYPE	RATE IN \$ 2012-13	Increase \$ (2.5%)	Rate in \$ 2013- 14	No of Props	Budget Rate Revenue \$
<b>Differential Rate UV</b>					
Pastoral	0.024802	0.000620	0.025422	28	54,500
Mining	0.265600	0.006640	0.272240	5	139,487
Exploration/Prospecting	0.089481	0.002237	0.091718	91	92,966
<b>Minimum Rates</b>					
Pastoral	243	6	249	5	1,245
Mining	366	9	375	0	0
Exploration/Prospecting	366	9	375	33	12,380
<b>Totals</b>					<b>300,577</b>

*(The Total is based on information at hand when preparing the report and the number of properties and their values may vary slightly if a new schedule is received from Landgate prior to preparing the Budget.)*

Payment of rates charges may be made in a single payment or by four instalments at dates to be set once the budget has been adopted.

An administration fee of \$15 will apply to the instalment option and an 8% penalty interest will apply to late payments.

The ESL Levy and interest will be charged in accordance with instructions from DFES

**Carried by Absolute Majority**

**For: 5**

**Against: 0**

#### **14.1a Shire Presidents Report Continued**

*The Shire President advised that there was another matter he wished to discuss that he had forgotten in his previous report.*

At Cue Parliament WALGA had reported on how much councils had used WALGA's preferred suppliers during 2011/2012. Across all local governments there had been a total expenditure of \$165,209,413 with resultant savings of \$42,155,013, subscriptions for the same period were \$1.8 million.

One of the councillors at a metropolitan council has recently gone onto a radio talk back show saying that WALGA are not supporting them as the council is against voting for constitutional recognition and WALGA is in support of it. He is saying that the council is considering pulling out of WALGA as they get nothing from them. That council spent \$1.3 million through the preferred suppliers list with savings of over \$370k during 2011/2012. Their membership subscription charge was only \$16k so it would appear they are getting a considerable amount of support from WALGA.

### **17. DEVELOPMENT**

#### **17.1 Tender for disposal of Surplus Equipment – Old Patient Transfer Vehicle**

File:	4.53
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	17 <sup>th</sup> May 2013
Attachments:	Nil

#### **Matter for Consideration:**

Tenders received in connection with disposal of surplus equipment – old patient transfer vehicle.

#### **Background:**

Following the acquisition of a new patient transfer vehicle in March council decided to call for tenders to dispose of the previous vehicle.

#### **Comment:**

The tender was advertised on 5<sup>th</sup> April 2013 in the Geraldton Guardian and locally around the community. Tenders closed on 3<sup>rd</sup> May 2013. During the tender period several people travelled to inspect and test drive the vehicle.

At the close of advertising seven tenders had been received, details are as follows:-

<b>Name</b>	<b>Amount</b>
Elissa Baillie	\$4,200
Gregory Stubbs	\$2,371
Daryl Baillie	\$5,555
Dai Thomas	\$2,000
Keith Evans	\$4,250
Trevor Barndon	\$1,800
Jeffrey Ahern	\$2,000

**Statutory Environment:**

S3.58 Local Government Act 1995

**Strategic Implications:**

Nil.

**Policy Implications:**

Nil

**Financial Implications:**

Income from disposal of the old vehicle was part of councils' consideration when budgeting for the replacement.

**Consultation:**

Nil

**Recommendation:**

That the tender from Daryl Baillie for an amount of \$5,555 be accepted.

**Voting Requirements:**

Simple Majority

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

That the tender from Daryl Baillie for an amount of \$5,555 be accepted

**Carried****For: 5****Against: 0****17.2 Request to Demolish old Asbestos Buildings at Boolardy**

File:	14.11
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	17 <sup>th</sup> May 2013
Attachments:	Property Details

**Matter for Consideration:**

Request for shire support of application to demolish two old asbestos houses on Boolardy.

**Background:**

Boolardy Station and outbuildings are Heritage listed and included in the State Heritage Register.

**Comment:**

CSIRO have contacted the shire regarding their intention to demolish two old asbestos cottages at Boolardy:-

*We are in the preliminary planning stages of removing two asbestos buildings at Boolardy Station. They are the Roo Shooters Cottage and the Cooks House.*

*Both buildings are heritage listed and to assist in the request to the WA State Heritage Office for their safe demolition, CSIRO is seeking a memo of support from the Shire of Murchison.*

*Both buildings are considered to have significant amounts of medium and low risk asbestos throughout and the Cooks House is considered structurally unsafe. Attached are copies of the CSIRO Asbestos Registers for these buildings highlighting the extent of the asbestos affected areas.*

Please let me know if you would like me to present this information in an Agenda Item format for the next council meeting or if you require any further information.

Many thanks,  
**Jeff Arbon**

Both of the houses appear to be in a very poor state of repair and whilst old, are not part of the original stone buildings of the station homestead.

**Statutory Environment:**

Nil

**Strategic Implications:**

Nil.

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Consultation:**

Nil

**Recommendation:**

That council issues a letter to CSIRO saying that it has no objection to the application to demolish the old Roo Shooters Cottage and Cook's Cottage at Boolardy.

**Voting Requirements:**

Simple Majority

**Council Decision:**

**Moved: Councillor Whitmarsh**

**Seconded: Councillor Squires**

That council issues a letter to CSIRO saying that it has no objection to the application to demolish the old Roo Shooters Cottage and Cook's Cottage at Boolardy.

**Carried**

**For: 5**

**Against: 0**

*Council broke for lunch at 12.55pm*

*Prior to lunch the Councillors inspected the pool at the CEO's house.*

*The meeting resumed at 2.05pm*

**17.3 Request to Build a Patio – 12A Kurara Way**

File:	9.1
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	17 <sup>th</sup> May 2013
Attachments:	Patio

**Matter for Consideration:**

Addition of a patio to 12A Kurara Way.

**Background:**

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

**Comment:**

The current tenants of 12A Kurara Way, Barry & Peta Panting, have approached the shire to ask if they can build a patio next to the existing car port. There are sufficient second hand and offcuts of colorbond at the shire depot to provide the materials and they are happy to build the patio themselves if the application is

approved. The colorbond would be painted to ensure it looks new and doesn't detract from the overall appearance of the property.

Council discussed the request. Cr Squires supported the idea but would rather engage a qualified builder and use all new materials. Cr Foulkes-Taylor said it would be nice but would have to be of a good enough standard so that it enhanced the building. Was the applicant a good handyman or would it be better to engage someone such as Chris Graham who had built the patio at the CEO's house?

The works supervisor advised that the applicant is good at carpentry. Cr Seaman was in favour of the request and of the applicant doing it.

President Broad wanted it to be signed off by the CEO, whilst the CEO is not a building inspector, she is capable of determining the satisfactory standard or not of a patio.

After some further general discussion the council decided to approve the request subject to inspection and sign off by the CEO.

**Statutory Environment:**

Nil

**Strategic Implications:**

Nil.

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Consultation:**

Nil

**Recommendation:**

That the shire approves the application for a patio to be built at 12A Kurara Way.

**Voting Requirements:**

Simple Majority

**Council Decision:**

**Moved: Councillor Squires**

**Seconded: Councillor Seaman**

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

**Carried**

**For: 4**

**Against: 1**

**17.4 Consideration of the Strategic Community Plan**

File:	9.1
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	17 <sup>th</sup> May 2013
Attachments:	Strategic Community Plan Draft 2

**Matter for Consideration:**

Consideration of the Strategic Community Plan for adoption by Council.

**Background:**

As part of the Integrated Planning Process council engaged RSM Bird Cameron to prepare our Strategic Community Plan and other required reports. Community consultation was carried out by way of a survey and a community consultation day. Following from this council held a workshop with Travis Bate to collate the responses and develop the basis of the Strategic Community Plan.

**Comment:**

The Draft Strategic Community Plan has been developed and is now presented for council's comments and/or adoption. The plan is being developed in conjunction with the Asset Management Plan, Long Term Financial Plan, Workforce Plan and Corporate Business Plan and forms part of the required Integrated Planning and Reporting Framework introduced by the Department of Local Government.

This framework has to be developed by 30<sup>th</sup> June 2013 as budget preparations and annual reports have to reflect the new criteria with effect from 1<sup>st</sup> July 2013.

The Plan has been developed over the four main categories of Economic, Environmental, Social and Civic Leadership and forms the basis of our long term vision for the shire.

**Statutory Environment:**

Integrated Planning and Reporting Standards as set by the Department of Local Government.

**Strategic Implications:**

The Strategic Community Plan is an integral part of the Integrated Planning Process which has to be developed by all local governments within WA.

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Consultation:**

UHY Haines Norton  
Community members

**Recommendation:**

That the Shire adopts the Strategic Community Plan.

**Voting Requirements:**

Absolute Majority

**Council Decision:**

**Moved: Councillor Whitmarsh**

**Seconded: Councillor Foulkes-Taylor**

That the line Interpretive Centre - Construction of an Interpretive Centre be removed from page 18 of the Strategic Community plan. Following that amendment the Shire adopts the Strategic Community Plan.

**Carried by Absolute Majority**

**For: 5**

**Against: 0**

**18. ADMINISTRATION**

Nil

**19. NOTICE OF MOTION**

Nil

**20. CEO ACTIVITY REPORT**

<b>Date</b>	<b>Activity</b>
16 <sup>th</sup> April	Meeting with Nigel Goode, Greenfields. Conducted road inspection of new seal and repair works with him to discuss results. Watched Geofabric Seal to south of settlement
17 <sup>th</sup> April	Spent morning at conclusion of seal works – approx 4kms north of Ballinyoo Bridge. Checked patching work on low level crossing.
25 <sup>th</sup> April	Attended ANZAC day service at settlement
29 <sup>th</sup> April	Visit from Tanya Henkel – Regional Heritage Advisory Service. Went over Murchison Heritage issues, including Municipal Inventory of Heritage Places. As of July this service is being discontinued and will be up to shire to engage heritage advisors as required.

29 <sup>th</sup> April	First visit from Phil Swain, EHO. Discussed outstanding issue at Murchison including new tip, mosquito control, installation of Ezy Dump etc. EHO report included in Agenda
30 <sup>th</sup> April	Teleconference regarding Town Planning Scheme and Strategy presented by Geraldton Independent Planners and advice received from Department of Planning
1 <sup>st</sup> May	New fuel tanks arrived at 11:30am.
7 <sup>th</sup> May	Attended Roman II mentoring session with Michael Keene and Maurice Sheehan of Greenfields along with Dianne Daniels and Brian Wundenberg. Worked through place of Roman II in integrated asset management plan and reviewed data in Roman I for upload to new system
8 <sup>th</sup> May	Attended LEMC meeting held at Shire of Murchison
9 <sup>th</sup> May	Teleconference with Civic Legal re roadhouse sublease.
13-14 <sup>th</sup> May	Worked with Carpe Diem on Workforce Planning Development

Cr Seaman asked for a report on the LEMC meeting which the CEO provided.

Cr Seaman queried the delays with Civic Legal and the sub lease at the roadhouse. The lady dealing with the matter has been away sick and no-one has been covering her work. The lease should be finalised soon. Not happy with the service we are getting from Civic Legal. Cr Foulkes-Taylor asked if the roadhouse operators were aware of the delays and the CEO advised that she has been keeping them informed of all the delays.

Cr Foulkes-Taylor asked what the Workforce Planning being done by Carpe Diem was. Dianne Daniels, Deputy CEO, said she would forward the scope of works we had received from Carpe Diem out to the councillors so they could see what was being done. This is a further plan required as part of the Integrated Planning Process.

Cr Seaman advised that she has a copy of a previous lease for the roadhouse which we could use if we don't want to stick with the Civic legal one. However as this is being done as a sub lease and has to be approved by the Department of Land it has to be a retail lease and contain the specific points in the lease Civic Legal have been preparing.

#### **Recommendation:**

That the CEO's Activity Report be accepted.

#### **Voting Requirements:**

Simple Majority

<b>Council Decision:</b>		
<b>Moved: Councillor Seaman</b>	<b>Seconded: Councillor Squires</b>	
That the CEO's Activity Report be accepted		
<b>Carried</b>	<b>For: 5</b>	<b>Against: 0</b>

### **21. URGENT BUSINESS**

<b>Council Decision:</b>		
<b>Moved: Councillor Foulkes-Taylor</b>	<b>Seconded: Councillor Whitmarsh</b>	
That Council deal with urgent items 21.1 – 21.3		
<b>Carried</b>	<b>For: 5</b>	<b>Against: 0</b>

#### **21.1 Local Town Planning Scheme and Strategy**

File:	10.3
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	Nil
Date:	17 <sup>th</sup> May 2013
Attachments:	21.1 Scope of works & Correspondence.

**Matter for Consideration:**

Ongoing development of the Local Planning Scheme and Strategy

**Background:**

Pursuant to the *Planning and Development Act 2005* and the Ministers Request the shire has been trying to produce a Local Planning Strategy and Local Planning Scheme since 2009. Tony Turner of Geraldton Independent Planners was commissioned to develop the reports. At the last meeting he attended to present the draft plans for councils' consideration.

A couple of months ago the CEO had been contacted by the Department of Planning to say that there was funding available for the production of these plans and that the Shire of Murchison would be eligible to apply. However, to receive the funding there had to be a detailed project brief and scope of works. He was concerned that the reports we were developing would not be compliant and might not be accepted by the WA Planning Commission.

Following the presentation of the reports by Mr Turner council was not happy with their content. A teleconference was held on the 30<sup>th</sup> April between the CEO and all available councillors to discuss the situation and councils' option. The Department of Planning was concerned that the draft reports were a long way from being completed and advised that they would not be accepted by the WA Planning Commission without much more work. Council decided to make a funding application and proceed with a different supplier.

**Comment:**

Following the teleconference the CEO liaised with the Department of Planning and produced an acceptable project brief which has been listed on the WALGA Equote site. The request is due to close on the 23<sup>rd</sup> May and so far there has been a lot of interest in the project.

The CEO contacted Mr Turner and advised him of councils' decision. Copies of the correspondence are attached.

Mr Turner acknowledges there have been long delays with the production of the draft reports, some of which is attributable to the changes in CEO's and changes of direction from council but he feels that he has upheld his side of the agreement and is willing to work through all the changes and revisions needed to get the plans correct. However if we go ahead with an alternative provider he is requesting payment of the \$10,000 due on presentation of the draft plans as detailed in the scope of work and schedule of fees accepted in 2011.

Council could continue on with these draft plans but advice from the Department of Planning suggest there will be a lot of revisions/additions required and this could extend on for another long period and result in further payments. If we continue with G.I.P there is a minimum further commitment of \$5,000 and it is highly likely this could be a lot higher before the plans were able to be accepted and finalised by the Planning Commission. None of this money would be recovered by grant funds as this contract is outside of the funding criteria.

In view of the past problems it might be better for council to cut its' losses and pay this instalment but instruct G.I.P to do no more work on this project.

Council could then start with an alternative supplier who would give a detailed project outline and work with the shire to develop an acceptable strategy and scheme with a firm deadline of completion by July 2014.

This project would be fully funded by grant monies.

All maps, plans and documents produced so far should become the property of the shire.

**Statutory Environment:**

*Planning and Development Act 2005*

**Strategic Implications:**

Not only does the shire have to develop a Local Planning Strategy and Scheme under the above Act but it is also forms part of the Integrated Planning process, giving council direction and control over any future development within the shire.

**Policy Implications:**

Nil

**Financial Implications:**

An amount of \$18,000 was included in the 2012/2013 budget for finalisation of this project.

**Consultation:**

Alex Petrovski, Senior Planning Officer, Department of Planning  
Philip Swain, Contract EHO & Building Surveyor



**Recommendation:**

That council advise Mr Tony Turner to cease work on this project. That an alternative supplier be engaged following consideration of quotes received and subject to appropriate funding.

That prior to payment of the final invoice from Tony Turner and Geraldton Independent Planners, all maps, plans and documents produced so far in connection with this project be forwarded to the shire, in electronic and hard copy, for the shires future use.

**Voting Requirements:**

Simple Majority

**Council Decision:**

**Moved: Councillor Squires**

**Seconded: Councillor Whitmarsh**

That council advise Mr Tony Turner to cease work on this project. That an alternative supplier be engaged following consideration of quotes received and subject to appropriate funding.

That prior to payment of the final invoice from Tony Turner and Geraldton Independent Planners, all maps, plans and documents produced so far in connection with this project be forwarded to the shire, in electronic and hard copy, for the shires future use.

**Carried**

**For: 5**

**Against: 0**

*Cr Squires had declared an interest in the following item and left the meeting at 2.35pm*

**21.2 Request to Erect Signs Various Intersections**

File:	12.7
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	Cr Squires
Date:	17 <sup>th</sup> May 2013
Attachments:	21.2 Squires Resources - Signs

**Matter for Consideration:**

A request has been received from Squire's Resources regarding erecting advertising signs at five intersections within Murchison Shire.

**Background:**

As the roads within the shire are all under the control of the local government, any signs erected must be approved by council prior to their erection.

**Comment:**

A request form Squires Resources, a local contractor, has been received to erect advertising signs on five road intersections. The proposed signs will be 1,200mm x 900mm and advertise the business of the contractor. No actual plans of the signs were enclosed with the request.

On looking through the policy manual I could find no specific reference to signs on road verges so council will need to consider any restrictions e.g. colour of signs, setback distance, no obstruction to line of sight or other distraction to road users. Alternatively council may like to approve the application in principal with delegation to the chief executive officer and works supervisor to liaise with the contractor regarding specific design and positioning of the signs to be fully compliant with road signage.

**Statutory Environment:**

S3.53 of the Local Government Act1995 and s.55 (20 of the Land Administration Act 1997. The local government within the district of which a road is situated has the care, control and management of the road.

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Consultation:**

Nil

**Recommendation:**

Council approve the application in principal from Squires Resources to erect five advertising signs and delegate authority to the chief executive officer and works supervisor to liaise with the contractor regarding specific design and positioning of the signs to be fully compliant with road signage.

**Voting Requirements:**

Simple Majority

<b>Council Decision:</b>		
<b>Moved: Councillor Foulkes-Taylor</b>	<b>Seconded:</b>	
<b>Carried/Lost</b>	<b>For:</b>	<b>Against:</b>

*The motion lapsed for want of a seconder*

*Cr Squires returned to the meeting at 2.37pm*

**21.3 WALGA Annual Convention 7<sup>th</sup>, 8<sup>th</sup> & 9<sup>th</sup> August 2013**

**Matter for consideration:**

The Shire President asked council to consider who will be attending Local Government week this year. Whilst the final date for registration is the 2<sup>nd</sup> July we need to book as early as possible to ensure we get the accommodation we want. If councillors could let the CEO know by the end of next week then she can make the reservations required.

There was general discussion on the week and who was able to attend. It was decided that councillors would give a report on their attendance and what was achieved at the convention. This could then be included in the next monologue so that community members could see what councillors were involved in when they went to the annual convention.

**22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

Nil

**23. MEETING CLOSURE**

There being no further business the president declared the meeting closed at 2.51pm.

<p>These Minutes were confirmed at the council meeting held on .....</p>  <p>Signed.....Presiding Officer</p>
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