



Western Australia

Minutes for the Ordinary Meeting of the Murchison Shire Council,
Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On Friday **15th February 2013**, commencing at 10:00 am.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President welcomed everyone and opened the meeting at 10.00am.

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

Staff:

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

Gallery:

Mr Andrew Whitmarsh

Leave of Absence:

Councillor P Squires

Apologies:

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

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

Moved: Councillor Halleen

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

For: 4

Against: 1

5. NEXT MEETING

The scheduled date for the next ordinary meeting is Friday 15th March 2013.

There was some discussion as the next meeting day clashes with the ICPA State Conference which is being held in Perth on the 14th March and which some of our councillors will be attending, making it impossible for them to be back in Murchison on the 15th.

It was resolved that the next meeting date will be changed to Tuesday 26th March 2013.

6. APPLICATIONS FOR LEAVE OF ABSENCE

None

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

None

8. CONFIRMATION OF MINUTES**8.1 Ordinary Council Meeting – 20th December 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 of 20th December 2012 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor McTaggart

Seconded: Councillor Seaman

That the Minutes of the Ordinary Council meeting of 20th December 2012 be confirmed as an accurate record of proceedings.

Carried

For: 5

Against: 0

8.2 Special Council Meeting – 9th January 2013**Background:**

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

Recommendation:

That the minutes of the Special Meeting of Council held on 9th January 2013 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Halleen

Seconded: Councillor Foulkes-Taylor

That the Minutes of the Special Council meeting of 9th January 2013 be confirmed as an accurate record of proceedings.

Carried

For: 5

Against: 0

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

11. ACTION LIST

No.	Item	Action	Action
1.	CEO Residence	Decorative front fence – need input from new CEO	Ongoing – Design pending
2.	Kalli Road roadworks Aboriginal Heritage Act	Retrospective Heritage Inspection carried out.	Completed
3.	Improve shade house south of Road House See Point 20	Per MSDC meeting and September Council meeting. Changed per November 2012 meeting	RLCIP funding changed – further input required

4.	Concrete front of motel units	Council staff to do	Not yet actioned
5.	Beringarra-Pindar Road New Road Agreement	Amended agreement received – item at today's meeting	Item today
6.	Provision for open fires at Caravan Park	Investigate – get quotes	Not yet actioned
7.	Investigate Replacement Patient Transport Vehicle	Two vehicles inspected – Report presented to this meeting	Item today
8.	Murchison Freight Service	Pick up points decided and advised and accepted by Keros. Trying to establish a drop off point within Geraldton	Drop-off point to be established
9.	Kalli Road classification as a road of regional significance	Matter raised at Murchison Regional Road Group Meeting on the 26 th September	Completed
10.	Bitumen and Sealing works Carnarvon-Mullewa Road	Greenfields to call tenders	Item today
11.	Stripping of Road south of settlement	Report received – Greenfields served notice of non-conformance. Bitumen Spraying disputing.	Ongoing - Greenfields in negotiation
12.	MSDC – Variation to grant and plans for laundry	Variation to grant approved. Laundry plans being worked on.	Roller shutters Completed. Quotes for laundry still awaited.
13.	Classification of Pindar Beringarra and Carnarvon Mullewa Road	Pindar – Beringarra ongoing. Carnarvon-Mullewa Road now RAV9 to Wooramel River	Awaiting reply from Main Roads
14.	Nookawarra Airstrip	Letter sent advising of action to rip road reserve – reply received	Item today
15.	Advisory Committee – SKA site access road	Letter sent to minister day – committee to be developed	Liaise with MWDC to define terms of reference etc.

There was discussion on the items on the action list. Cr Foulkes-Taylor queried the fact that we were still using Greenfields for the bitumen tendering. Council had resolved to use Greenfields for this tender, but then call for Expressions of Interest for future provision of engineering services.

Cr Seaman asked if two items could be added to the list – 1) Lockable area in the community centre kitchen and 2) Sound suppression at settlement generators. Both of these are budgeted items and in this year's program but she feels they need to be prioritised. Items on the list are usually added following items in council meetings that need to be actioned but it was agreed that these two items could be included.

Cr Halleen referred to item # 8 Freight drop off point. He said he has been speaking to Keros and he is happy with how the freight contract is going and does not feel a drop off point is necessary. It was pointed out that the shire is incurring additional freight costs with pick up from suppliers not included on the list and sometimes it can be a small part worth \$20 that incurs a \$15 pick up fee.

Cr Broad said that he thinks it is good for the courier as it is helping to grow his business and that the additional charges are not that high. The companies selected have been those mainly used by the shire.

Cr Foulkes-Taylor said that setting up a drop off point could be difficult and expensive as we have to take into account a secure location and our insurance liability if goods are stolen or damaged. This could be a much higher cost than the additional pick up fees.

Cr Halleen said that some companies would still charge a drop off fee to deliver to a drop off point.

It was requested that the Deputy CEO do up a costing to show what additional fees have been incurred so far so that council can make a decision on how to proceed.

Recommendation:

That the Action List be accepted.

Voting Requirements:

Simple majority.

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

That the Action List be accepted.

Carried**For: 5****Against: 0****12. DISCLOSURE OF INTEREST**

Cr Halleen declared an interest in item 16.3

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

HEAVY PLANT			Start	End	Total		
Plant Item	Year	Rego	Hours	Hours/km	Total	Service	Ownership
Cat Grader 12H	2005	MU 141	9110	9280	170		
Cat Grader 12M	2008	MU 51	5153	5256	103		
Volvo L110 Loader	2006	MU 65	4880.3	4939.6	59.3		
Komatsu Dozer	1997			In town for repairs			
Cat Vibrating Roller	2005	MU 177	1055.1	1120.5	65.4		
John Deere Grader	2011	MU 121	2153.7	2315.5	161.8		
Bomag M/Tyre Roller			679	760.4	81.4		
Cat 938G Loader	2004		3616.8	3656.8	40		

Iveco Prime Mover	2003	MU 000	260713	263169	2456		
Nissan UD	2009	000 MU	127382	127723.7	341.7		
Iveco Tipper	2004	MU 00	157725		Not used		

Generator 2-110kva	2011		4609	5579.6	970.6		
Generator 1-110kva	2011		4580	5007.4	427.4		
Maintenance Genset			18577.5				
Construction Genset			9116.6	9529.8	413.2		
Kubota 6kva Genset	2012		new	690.6	690.6		

Mitsubishi Canter	2011	01 MU	62895	66576	3681		
Mitsubishi Canter	2004	MU 140	142846	146032	3186		
Toyota Prado	2010	MU 0	57561	58487	926	Traded	
Toyota Prado	2012	MU 0	New	1536	1536	New	
Holden Rodeo	2008	MU 167	158956	Traded	-	Traded	
Great Wall	2012	MU167	New	2438	2438	New	
Isuzu DMAX	2009	MU 300	134759	137046	2287		
Toyota Hilux	2011	MU 1018	70845	76923	6078		
Isuzu T/Top	2005	MU1002	21054	21054	-		
Toyota P/T Vehicle	1986	MU 1017	21162	21188	26		

Side Tipper	2001	MU 2010	14983	16434	1451		
Side Tipper – Evertran	2009	MU 662	57718	58970	1252		
Tri-Axle Low Loader	2008	MU 663			Not used		
No. 2 float	2001	MU 2004	20581	23037	2456		
30000lt Water Tank	2005	MU 2024	20153	20153	-		
Dog Fuel Trailer	1993	MU 658					
Dog Fuel Trailer	1972	MU 2005					
Dolly 1-Red	2001	MU 2003	23700	23700	-		
Dolly 2-Black	2000	MU 2009					
New Holland Ford Tractor	2006	MU 380	1518	1551	33		
Forklift			11767	11785	18		
Caravans							
Various small plant							
Ride on Mower - JD			188.6	228.9	40.30		

The Works Supervisor went through the plant report as presented to Council. He reported that the new Great Wall ute had overheated on its way to Geraldton yesterday and that Trevor Hipper had taken it back to Auto Elite for them to investigate the cause. Apart from that it has been going OK.

Cr McTaggart queried the UD hours which are shown as 341 – he feels there have been a lot more hours during December and January. The works supervisor agreed that this seemed too low and will check. The bulldozer will be another two weeks.

Cr Halleen advised that the mechanical works on the Kenworth truck are completed and we are just waiting for the painting to be finished. The wheels have been changed from aluminium to steel as agreed.

Cr Seaman queried why Cr Halleen was negotiating with Mr Kempton. It was advised that Cr Halleen had only been liaising with Mr Kempton to implement the decision of council and that he was doing this as chair of the plant committee and because he knew Mr Kempton.

Council broke for refreshments at 10.30am
Council resumed at 10.45am.

13.2 Works Report – Works Supervisor

21st December 2012 was the last working day for both the maintenance and construction crews. All shire plant was returned to the depot for maintenance/servicing over the Christmas/New Year break by our mechanic - Trevor Bandon.

Construction Crew

The 24mm of rain received on the Carnarvon Mullewa road just before the crew shut down for Christmas held us back from finishing off the floodway's on this section. We had a quick laying out of gravel and placed cones and signs to cover until return of works crew in the new year.

All shire crew back on deck on the 29th January, all plant and caravans re-located back to Billabalong and set up for works to recommence. Floodway's north of Billabalong turn off (5 in total) will have to be re-ripped, re-mixed and placed down with 1% fall to the east (river). Floodway's south of Billabalong (9 in total) are to be boxed out to 10m wide with a depth .200mm, replaced with new gravel with 3% cement, wet spread and rolled with 3% fall to the east (river).

Crew have started work on the floodway's today (06/02/2013)

Work yet to be completed on this 17km of construction before sealing:

- Floodway's - 9 newly constructed ones plus 5 to re-do.
- Shoulders - about 300m of construction with the remaining only requiring a tidy up.
- Signage - approximately $\frac{3}{4}$ way through putting up signs.
- Drains - we are about $\frac{1}{2}$ way through completion.

All base course gravel has been carted in mixed, spread and rolled. I am hoping to have construction works (as above) completed by the 6/3/2013. Once tenders have been assessed we will then find out date for sealing, from there we will need about 10 days to do final shave and roll before bitumen seal. (shaving and rolling can be done while bitumen crew are sealing).

Maintenance Crew

John Daniels (leading hand of maintenance) and Barry Panting (leading hand of construction) returned from Christmas leave on the 21st January. On the 22nd they commenced full maintenance grading of the New Forrest/Yallalong road. (3 cuts over, 4-5 cuts back plus drains)

More work will be required in stony areas (batter over vegetation, cut in off batter and pull in onto road both sides. This work is required west of Yallalong homestead.

Glen returned back from break on the 29-1-2013 and commenced maintenance grading with John on New Forrest/Yallalong road. Barry then started moving the construction plant and equipment down to Billabalong.

While the maintenance crew are in the New Forrest /Yallalong area they will do repairs to the creek crossing and bog hole. These repairs will go under heavy maintenance.

Glen worked 2 days with John then went up to Beringarra-Byro and cleaned out the creek crossings from Byro intersection to Milly-Milly wool shed turn off plus some gutters just north of Byro. From there he went back down south to turn off onto Muggon road repairing some small crossing and gutters then onto Butchers Track to re-dress the wash out section just short of our western boundary. (We looked at this on the road inspection)

Schedule of road work for heavy/light maintenance crew when finished New Forrest/Yallalong:

- Twin-Peaks/Wooleen
- Patch grade Meeberrie/Wooleen (just gutters as construction crew will go onto this road when finish sealing of Carnarvon/Mullewa road)
- Mt Wittenoom/Wooleen
- Boolardy/Wooleen
- Mt Wittenoom
- Tardie (will inspect first)
- Pindar /Beringarra (from Cockney Bills north)
- Boolardy/Kalli - Full maintenance, batters, drains, more gravel required on the approaches to the new grid.
- Manfred road
- Mileura/Nookawarra
- Then work on up to Beringarra.

Plant

Services/ Repairs completed by Shire mechanic - Trevor Barndon:

- John Deere grader 2,250 hrs.
- 12 H grader
- 12 M grader
- Volvo Loader
- Cat Loader
- Iveco prime mover
- Vibe roller
- Bomag rubber tyre roller
- Dolly - P.05
- Dolly - P.08
- Side tipper - P.17
- Side tipper - P.18
- Float – P.13
- Float - P.14
- 30,000lt water tanker
- Iveco 6 wheeler
- Maintenance canter
- Construction canter
- Maintenance fuel tanker
- Plus all small trailers and cement mixer
- Nissan UD Prime Mover (sent into Geraldton on the 6/2/2013 for new air-con red dot on roof).

See attachments for break-down of work carried out on shire plant over Christmas/New Year.

The 6 Wheeler was taken to Dongara body builders on the 25/1/2013 to be converted to a prime mover, this then will go under the 30,000lt water tanker. The Iveco prime mover now under the water tanker will then pull the 2 x 21m side tippers. When the new Kenworth arrives this will go under the side tippers and the Iveco prime mover (450hp) will then go up for tender.

Semi side tipper required for heavy Maintenance work:

I have been in contact with Greydon Meads from Bullardoo station and can hire his side tipper for \$200 p/day (see attachment email from Greydon).

Staff

All outside staff (including gardeners – casual workers and contract labourers) completed a Traffic Control and Traffic Management course on the 4/5 of February 2013. Theory was held on the 4th in class at the sporting club and then out onto the road on the 5th for setting up of signs and traffic control. (very hot 43°) This course was also attended by local contractor Mr Paul Squires and his wife Mrs Jo Squires.

Flood Damage

Low Level Crossing Flood Repairs Report

On the 14-12-2012 I met with Paul Squires and Rossco and Tom Foulkes-Taylor at the low level crossing for a meeting on methodology on how to repair the crossing. (see sketch attachment)

On the 28h December 2012 I received a quote via email from Paul Squires on flood damage repair work on the Murchison River Ballinyoo low level crossing.

I sent an email to Paul saying I was happy with quote and to proceed with repairs to crossing as soon as Rossco Foulkes-Taylor was able.

I was on Christmas break when repairs to the crossing were started but Paul kept me informed on the progress of works by Rossco and Tom. (see attachment of before and after photo's)

All works have now been completed.

Work Supervisor

Action by Work Supervisor since December Meeting:

Road inspection 8/9th January 2013. (see attachments – Road Report, Beringarra Pindar CSIRO Report)

Attended walkover on Boolardy/Kalli road. (see attachment - report)

Put traffic counters back out onto Pindar/Beringarra SKA road and one on Boolardy/Kalli road.

Attended Traffic Control/Traffic Management Course 4/5th February 2013.

6 wheeler truck to Dongara body builders to be converted to prime mover.

Inspected low level crossing works at Murchison Bridge. (see attachment – photo's)

Meeting with Matt Bateman Geraldton Fuel Company

Meeting with Jumbo BP Fuel Company

Freeman's Waste - Cleaned out sewerage tank at Sport Club toilet, Road House toilet block and 14 Mulga Way. (see attachment – sport club septic)

Long Service Leave - Work Supervisor

On the 8/3/2013 I will be due for my second Long Service Leave. (first was at Shire of Chapman Valley)

I would like to propose with council's agreement, to take my leave in 2 week blocks to be taken over a 2 year period. I think that breaking my leave up like this will be beneficial to both the shire and myself. I prefer to take my leave when Sharon is on break and will only be away from my work supervisor duties for 2 weeks at a time. This should be easier for all concerned as the Shire would not then need to find someone to relieve me for the 3 months.

ROADS GRADED 16/12/2012—8/2/2013

Name	Length of Road	SLK Graded this month	Heavy-Road Maintenance Repairs Loader--truck	Comments
Beringarra /Pindar	319.80km			
Erong	63.12km			
Beringarra/Byro	90.89km	1-2km		Opening up of creek crossing Byro to Milly Milly Wool shed
Twin-Peaks/Wooleen	47.65km			
Boolardy/Kalli	57.30km			
Byro/Woodleigh	71.00km			
New Forrest/Yallalong	36.18km	36.180km		Full grade
M ⁿ Nabb/Twin-peaks	49.75km			
Yallalong-West	34.46km	34.460km		Full grade
Mileura/Nookawarra	49.08km			
Muggon	38.75km	1km		Opening up crossing
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			
Mt Wittenoorn	37.55km			
Woolleen/Mt Wittenoorn	33.85km			
Beringarra Cue	109.82km			
Boolardy Wooleen	19.08km			
Kalli Cue East	21.87km			
Coodardy Noondie	19.92km			
Butchers Track	64.54km	3km		Patch grading storm damage
Butchers Muggon	23.80			
Murchison Settlement	2.00km	2km		

Pinegrove Yallalong	-----			
Carnarvon-Mullewa	278.63km		15km	From bridge south
Woolgorong-South	15.00km			
Ebabbidy-Bluff	12km		12km	Light grade
Air strip Graded			Yallalong	

Total graded this month: 105.640km

There was a discussion on the work to be done on construction job and the change to drains.

The 6 wheeler is in Dongara being altered and Trevor, the shire mechanic, has gone over to fit headlight and do final check so that the transfer of licence can be completed.

There have been a couple of Patience side tippers available as second hand but they may be in a poor state of repair and will need to be fully assessed.

The outside crew had recently undergone some training – and it reinforced the necessity of Traffic Management Plans and Worksite Traffic Management. These plans have to be in place for all works undertaken and we could be open to problems if something happens and the plans were found to be inadequate.

The tool box meeting had further discussed signs and road works and the need to have 2 employees involved at all times for OS&H reasons.

The Works Supervisor wanted to note the very good job that has been completed on the low level crossing at Ballinyoo by Rosasco Foulkes-Taylor and the improvements that have been incorporated.

Cr Halleen asked the Works Supervisor if he had been able to inspect the south end of the Carnarvon-Mullewa Road around Tallering and the drain issues. Also around Pindar and on the Murgoo/Twin Peaks road following the recent rain. The Works Supervisor has not yet been able to get out to inspect these areas. Cr Seaman said there was also an area half way between Murgoo and the boundary with Yuin where there had been a significant amount of fast flowing water. The water flow is evident and it is a great opportunity to see where the water flows and where to best position bunds etc.

There was a query as to who hooks up fence lines when grids have been worked on. This has been discussed and had been decided that the contractor is to leave the fences as found.

Cr Seaman asked about the graffiti damage to the new cement works at the crossover. Cr Foulkes-Taylor advised that details had been provided to the shire – the work had luckily been found whilst still wet and had been cleaned up. Materials to repair had been provided by the contractor and the additional couple of hours not charged to the shire. The identity of the people that had done it was known and they had been spoken too but it was felt that something further needed to be done.

Motion moved by Cr Seaman:

Council Decision:

Moved: Councillor Seaman

Seconded: Councillor McTaggart

That council issue a formal letter to the perpetrators concerning the graffiti and the seriousness of the incident.

Carried

For: 5

Against: 0

Recommendation:

That the Work's Supervisor's report be accepted.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Halleen

That the Work's Supervisor's report be accepted.

Carried

For: 5

Against: 0

Cr Seaman left the meeting at 11.33am

Cr Seaman returned to the meeting at 11.37am

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

The Shire President advised that the only meeting he had attended had been the Community Consultation Day on the 13th February. It was encouraging to note that some 31 people had attended. He felt that it had been a healthy discussion day and had given a good basis to work on. One thing to consider is that any future community consultation days might be better held on a weekend to allow shire employees to attend. The president also wanted to note the death of John Gardiner, most recently president of the Shire of Dardanup, who passed away on the 2nd February. John was also the Chair of the South West Zone of the WA Local Government Association (WALGA) and represented the Zone on the State Council and had been a champion of local government over many years.

The Shire President will be attending the WALGA state council meeting on the 6th March and then the regional meeting to be held in Karratha in May.

14.2 Councillors

Cr Seaman reported she had also attended the Community Consultation Day. She felt it was a good turnout and liked the group sessions which lead to positive achievable outcomes. Came away with positive feedback as a councillor.

Cr McTaggart – Nothing to report

Cr Foulkes-Taylor reported he had also attended the Wednesday Community meeting. He felt one of the main issues was to action the establishment of a bowling green as it had support from lots of people and that we should look at removing the western tennis court to accommodate two rinks. Cr Seaman suggested that it could be an idea for the sports club to submit a proposal to the Community Fund Committee to see if funding was available.

Cr Halleen had also attended the Community meeting and said that the CEO had made some good comments when pointing out what things had been achieved over the past few years which focused the positive aspects. Cr Halleen felt that the other priority was to recruit a project person to deal with grant applications and they could also look at LCDC, museum projects etc.

It was resolved to wait until we receive the report from RSM Bird Cameron collating all the data so we could analyse the results and make appropriate plans and budget allocations.

15. REPORTS OF COMMITTEES**15.1 Plant Committee meeting held 9th January 2013**

Minutes of the meeting have been emailed to councillors. All plant was inspected prior to the meeting and there were two recommendations that need to be put to council for decision.

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

That the Minutes of the Plant Committee meeting of 9th January 2013, be received.

Carried**For: 5****Against: 0*****Council Decision:*****Moved: Councillor McTaggart****Seconded: Councillor Foulkes-Taylor**

That council adopt the recommendation that:-

- 1) The conversion of the Iveco truck be actioned
- 2) That the shire hires a side tipper as and when required until a suitable 2nd hand one can be purchased.

Carried**For: 5****Against: 0**

Brian Wundenberg left the meeting at 11.42am

Brian Wundenberg returned to the meeting at 11.44am

16. FINANCE**16.1 Financial Activity Statements December 2012**

File:	
Author:	Dianne Daniels – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	December 2012
Attachments:	Financial Activity Statements for 6 months to 31 st December 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 six months to December 2012.

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.

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

Comment:**Summary of Financial Results December 2012**

The Current Position at 1 December 2012 is a surplus of \$2,432,331 which is up on YTD Budget by \$1,608,920 as summarised below:

Opening Funding Surplus up by \$169,196K
Less Operating Revenues down by \$855,948
Add Operating Expenditure down by \$1,010,542K

Less Funding Balance Adjustment down by \$81,550K
 Less Capital Revenue down by \$75,182K
 Add Capital Expenditure down by \$1,225,402K
 Add Rate Revenue up by \$216,460

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

Rates collection is progressing well at the half way mark, with 67.7% of rates collected and the expectation is that this will be increase to 75% by the end of January, which is the deadline for the second rates instalment.

Creditors payments are now well in hand and being made within payment terms, thanks to the diligent work of our Admin Officer. Sharon is the 'succession plan' in the finance arena and is rising to the new challenges with her usual good cheer.

Capital Expenditure has been continuing on the Mullewa Carnarvon Road between SLK 199-206 and SLK 206-213 and is progressing well with \$.789 million of the \$1.93 million budget left in kitty. Please note that the R2R funding of \$.323 million will be pooled with this to complete the new seal and the re-seal from the Settlement to 10 km South. We still have some formwork to complete in January, so not all this funding will be available for seal.

December was a busy month for asset acquisitions. We took possession of the new Prado for the CEO and the new Great Wall utility for the gardening team. The roller shutters were installed at the Roadhouse, helping to keep it cool inside during these scorching summer days and the computer for public internet access has been set up, complete with 'Site Kiosk' which is an effective software package to restrict public access to suitable sites. The motel units were set up with Vast free to air TV and the gas stove was purchased for 14 Mulga.

One of our challenges over the next couple of months is to turn our hand to the applications for the 12-13 CLGF R4R funding, both Individual and Regional. The individual funding has been split in the budget between the construction of the laundry at the Caravan Park, the scale model of the Ballinyoo Bridge and a 'mini' interpretive centre. The Regional Funding has been budgeted towards construction of the new bridge.

Unfortunately I wasn't able to finalise January financial information in time for this meeting of Council due to taking three weeks Annual Leave. I will present January and February at the March meeting.

Dianne, Deputy CEO, took council through the reports and advised that we will be preparing a budget review to be presented to council at the March meeting.

Dianne advised that she has been looking into the NBN for the internet connections at the properties still to be connected. It could provide substantial savings to the shire compared to the current Bigpond connections but we need to check all details as it appears there are charges for upload as well as download.

A plumber had been to the settlement during December to fix problems with 14 Mulga and other houses and had looked at the proposed site for the dump point. We may need to look at upgrading the septic when this is installed.

Cr Seaman asked whether we have to stick with the three items listed for the R4R grant i.e. laundry, mini interpretive centre and model of bridge. We had needed to get the application in by the 30th December to secure funding and these three items were listed as they had been approved by council. However we still have to fully research the projects and provide full details. If council wishes to change the projects then we would be able to apply for a variation to the funding.

Cr Foulkes- Taylor queried how we were going with the rates. We are now at the point of issuing final reminders and following up with those who haven't paid and are hoping to action this as soon as time allows.

Voting Requirements:

Simple majority.

Council Decision:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Seaman

That Council adopt the financial statements for the period ending 31st December 2012, 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:	8 th February 2012
Attachments:	EFT & Cheque Details for December 2012

Matter for Consideration:

Authorisation of accounts paid during the month of December 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 Account

Consultation:

None

Comment:

Payments made during the month of December, 2012 as per attached schedule.

Dianne advised that the payments presented included \$130,000 of internal transfers between municipal and short term investment account.

Cr Broad noted there were a few of the payments listed without details of the transaction. Dianne, Deputy CEO, advised that the reports had been received whilst she was away and she had not had time to amend them prior to their inclusion in the agenda. All payments queried were explained and details provided.

Cr Seaman asked if we could follow up with NDL re the \$31,000 payment previously queried.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Halleen

Seconded: Councillor Seaman

That the accounts as per the attached Schedule presented to this meeting totalling \$572,264.93 be passed for payment/endorsed by Council.

Carried

For: 5

Against: 0

Cr Halleen declared and interest and left the meeting at 12.16pm

16.3 Rates Write off

File:	3.1
Author:	Dianne Daniels
Interest Declared:	Cr Halleen
Date:	9 February 2013
Attachments:	N/A

Matter for Consideration:

Council is to consider writing off the outstanding rates of \$17,661.96 raised on Location Murchison 226 (Booldardy Station) since transfer of ownership to CSIRO on 15 April 2009 as the Organisation is not subject to taxation.

Background:

Ownership of Booldardy Station transferred to CSIRO on 15 April 2009. Rates were paid up to date on the 1 May 2009 by the previous owners. Rates were raised after the transfer of ownership for the 09-10, 10-11 and 11-12 years and together with interest charges there is an amount outstanding of \$17,661.96. However, Location Murchison 226 became non-rateable on transfer to CSIRO because that Organisation is not subject to taxation.

Statutory Environment:

Local Government Act 1995,
Division 6.26 Rateable Land states:

- (2) *The following land is not rateable land –*
(j) *land which is exempt from rates under any other written law.*

Science and Industry Research Act 1949,
Part 1 - Preliminary
Section 7 Interpretation states:

Organisation means the Commonwealth Scientific and industrial Research Organisation established under this Act.

Science and Industry Research Act 1949
Part V111 - Finance
Section 53 Liability to Taxation states:

The Organisation is not subject to taxation under any law of the Commonwealth or of a State or Territory

Strategic Implications:

N/A

Policy Implications:

N/A

Financial Implications:

Writing-off these rates will reduce General Purpose Funding by \$17,661.96 and this reduction will need to be considered at Budget Review.

Consultation:

Jenny Goodbourn – CEO Shire of Murchison
Jeff Arbon – Property Manager CSIRO

Recommendation:

That Council write-off the outstanding rates of \$17,661.96 raised on Location Murchison 226 (Booldardy Station) since transfer of ownership to CSIRO on 15 April 2009.

Following discussion the officers recommendation was changed. Whilst CSIRO are the property owners, and exempt from paying rates and taxes, the station is sub-leased and still operates as a pastoral station except for the small area utilised by CSIRO. Usually properties taken over by CSIRO are wholly for research or development and no longer operate as a station. As the property still requires many of the usual services it was decided further clarification was required before a decision could be made.

Voting Requirements:

Simple majority.

Council Decision:

Moved: Councillor McTaggart

Seconded: Councillor Seaman

That the Shire of Murchison seeks clarification from the Pastoral Land Boards before further decision as pastoral operations are still active on the property

Carried

For: 4

Against: 0

Cr Halleen returned to the meeting at 12.28pm

17. DEVELOPMENT

17.1 Draft CSIRO Road Agreement

File:	14.11
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February, 2013
Attachments:	Draft Agreement

Matter for Consideration:

Acceptance of the Draft Agreement between CSIRO and the Shire for the MRO contribution to maintenance of the Beringarra-Pindar Road

Background:

This has been an ongoing issue since the expiry of the previous agreement which covered the construction phase and ended in June 2012. Since then we received a draft agreement which was reviewed by council and on advice from Civic Legal was rejected.

CSIRO have now sent through a revised agreement for our consideration. At the October meeting it was decided to approach Mr Bill Mitchell to ask him to be the shire's advocate on the access road issue and he has attended meetings in Murchison and in Perth with relevant parties on behalf of the shire to discuss the ongoing issues.

Comment:

I forwarded the Draft Agreement through to Bill as soon as I received it and he has sent the following email through after reviewing the document and comparing it to the previous one:-

Having compared your document and the CSIRO document I think they are very close.

The main points of difference are

- *Page 4 CSIRO not contribution, deleting the Annual Works Program and Authority paragraphs (there substitute paras work I think.)*
- *Page 5 deleting Standard paragraph (they acknowledge fit for purpose on page 1)*
- *Page 6 Use of the Road para deleted (maybe superfluous as Laws of Western Australia apply section later in the documents probably covers this)*
- *Page 7 Additional works section radically re-written but basically says all works over and above normal maintenance as deemed necessary by SOM will be paid for by CSIRO once approved by CSIRO. Seems reasonable.*
- *Page 8 CSIRO's contribution to works has been abbreviated but seems consistent with SOM's views.*

- *Page 10 Termination clause is for a 10 year contract not 1 but this contract can be dissolved easily so I see no harm.*
- *Page 11 deletes all transfers payable but then goes on to say they will pay all costs and fees.*
- *Page 12 request for meeting not as specific but ample room for meeting implied in their new words.*
- *Page 13 Last para referring to incurring any expenses has been deleted but previous words to the effect that CSIRO will pick up all cost associated with this document still holds firm.*

On the whole I think this is a document that the SOM can have confidence in and once signed should see maintenance monies start to flow for the Pindar/ Beringarra Road. There is still the issue of the safety audit for the Mullewa/Meeberrie/Boolarady Road that James committed to for February and then the discussion on that road being the preferred access to the MRO.

*Cheers
Bill*

Statutory Environment:

Maintaining the integrity of the Shire's road infrastructure is a major function of the shire and has ongoing strategic implications in the integrated planning and asset management planning.

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Once an agreement is finalised there will be funding available for work on the Beringarra-Pindar Road.

Consultation:

Mr Bill Mitchell

Recommendation:

That the Shire of Murchison accepts the revised contract as attached. That the CEO and President be authorised to sign and affix the common seal to the final document to execute it.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor McTaggart

Seconded: Councillor Foulkes-Taylor

That the Shire of Murchison accepts the revised contract as attached. That the CEO and President be authorised to sign and affix the common seal to the final document to execute it

Carried

For: 5

Against: 0

17.2 Pindar-Beringarra Road

File:	12.14
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February 2012
Attachments:	Nil

Matter for Consideration:

Discussion on works required on the Beringarra – Pindar Road that may be considered for funding by CSIRO

Background:

At the December meeting there was a discussion with Ant Schinckel, James Griffin, Penny Griffin and Steve Douglas regarding the road agreement for the maintenance of the Beringarra-Pindar Road.

This item has been discussed in the previous item.

Following from this meeting it was noted that James had said that the contributions from CSIRO were not just for maintenance and that they would look at other projects or works that could be targeted.

Comment:

At the end of the December meeting this point was raised and it was proposed to formalise works that might be eligible following the annual road inspections carried out on 8th & 9th January.

Now would be a good time to list and prioritise works required so that a request for funding could be proposed to CSIRO.

Areas for discussion include dust suppression, narrow grids, crossing and corners. This also fits into the request for the upgrading of the classification of the road and the improvements stipulated by Main Roads before this could be considered.

The matter was discussed and it was agreed we need to focus on safety issues. Dust suppression was felt to be the top of the list. Various methods were discussed including using Rainstorm, gravel sheeting and water binding, ripping and Polycom or sand sealing. The pros and cons of each method were discussed and the distances to be treated. It was agreed that the 3 dust suppression sections, with Pia as a priority should be addressed first with work on narrow grids to be the next priority.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Consultation:

Nil

Recommendation:

To be decided following discussion

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Seaman

Seconded: Councillor McTaggart

That council directs the Works Supervisor and CEO to work out a costing proposal for presentation to CSIRO with dust suppression as a priority followed by work on grids.

Carried

For: 5

Against: 0

Brian Wundenberg left the meeting at 12.58pm

Council adjourned for lunch at 1.00pm

Council resumed the meeting at 2.00pm

17.3 Tender for Supply of Bitumen Works for 2012/2013

File:	12.9
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February, 2013
Attachments:	Seal Quote Comparison, Seal Quote Report, Funding Seal

Matter for Consideration:

Tenders have been called for the supply of bitumen and aggregate required for the sealing work on the three sections of the Carnarvon-Mullewa Road and are presented to council for their decision.

Background:

At the November meeting of council it was decided to engage Greenfields to call tenders for the bitumen seal jobs on the Carnarvon-Mullewa Road that are being worked on this year. Details were discussed with Greenfields and tenders have been called, they closed on the 29th January.

Comment:

Greenfields have prepared a report on the tenders received with the following recommendations:-

1) – *Bitumen works - Recommended that **Shire of Murchison award a contract for; RFT GTS MU 2012/07 Supply, Spray and Cover Bitumen to a panel comprising;***

RnR Contracting (\$792,089.60+GST) followed by Bitutek (\$837,142.50+GST).

It is further recommended that all bitumen application rates be determined by someone who is trained to determine the most appropriate seal treatment and is experienced in the assessment of existing road condition, stone cover, traffic and weather considerations,

2) *Supply of aggregate - Recommended that the **Shire of Murchison award a contract for RFT GTS MU 2012/06, Supply of Aggregates to a panel comprising; Holcim for \$161,642.00.+ GST) followed by Winchester Industries for \$226,312.50).***

At the time that Nigel produced the report he obtained figures from Dianne Daniels, Acting CEO, regarding expenditure to date on the projects and has included this in the comparison. However Dianne advised him that she still had to allocate the December payroll costs and these turned out to be higher than anticipated. Therefore the Budget amount of \$1,222,000 as stated is incorrect. We have \$778,583 left for new seal and \$322,588 for re-seal, a total of \$1.1 mil. Any work we do on formation in January will need to come out of that balance as well so council needs to be aware of these adjusted figures when awarding the tenders.

Since the agenda was prepared Greenfield have revised their tender report:-

Greenfield previously reported that “All tender submissions received are conforming in all respects”. Further post-tender enquiries indicate that the submission from RnR Contracting can be deemed misleading. RnR indicated in their tender that none of the work would be sub-contracted. Following subsequent enquiries RnR advised that the work of supplying and laying the geofabric cloth would be undertaken by Bitumen Surfacing – the contractor responsible for last year’s work. When RnR were asked to comply with their tender submission, i.e. no subcontractors, they advised that they would withdraw their tender. Refer attached email dated 13 Feb 2013.

Unless, Council opts to vary the Conditions of Tendering, the RnR tender submission should be considered withdrawn.

There was discussion on the matter and it was felt that the tender would be with RnR contracting and they would be responsible for the work. Had we not approached the tenderers regarding the ordering of the GEO Fabric cloth these details would not have been requested. Our contract would be with RnR and RnR have stated:

- *RNR Contracting have not committed to subcontracting any part of the geofabric process. If we do, however, we would utilise Bitumen Surfacing to merely supply the tractor with applicator, fabric truck (to transport the fabric to site) and a float to transport the tractor and applicator. They would also provide up to 3 men to be involved in operating the tractor and applicator. RNR will be providing supervision, spraying of bond coat and rolling to apply the geofabric.*

Statutory Environment:

Local Government Act 1995 s.3.57 and the Local Government (Functions and General) Regulations 1996 – Part 4- tenders for providing goods and services. Shire of Murchison purchasing policy

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

The scheduled works have been included in the transport section of the adopted budget.

Consultation:

Brian Wundenberg – Works Supervisor
Nigel Goode – Greenfields
Michael Keane - Greenfields

Recommendation:

To be decided following discussion

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor McTaggart

Seconded: Councillor Foulkes-Taylor

1) That the Shire of Murchison vary the conditions of tendering and award a contract for RFT GTS MU 2012/07 Supply, Spray and Cover Bitumen to RnR Contracting for \$792,089.60+GST.

2) That the Shire of Murchison award a contract for RFT GTS MU 2012/06, Supply of Aggregates to Holcim for \$161,642.00 + GST.

Carried

For: 5

Against: 0

17.4 Patient Transfer Vehicle

File: 12.9
Author: Jenny Goodbourn- Chief Executive Officer
Interest Declared: No interest to disclose
Date: 15th February, 2013
Attachments: Patient Transfer Vehicle pictures

Matter for Consideration:

Two possible replacement transfer vehicles have been inspected by Councillor Halleen and council needs to decide whether it wishes to go ahead with the purchase of either of them.

Background:

The former Acting CEO made initial enquiries with St John Ambulance regarding the possibility of obtaining an ex-ambulance to replace the existing patient transfer vehicle. The existing vehicle was donated to the shire by a mining company some years ago and is in need of upgrading if the shire is still to operate a patient transfer vehicle. This has been followed up by the new CEO and in December the Shire was contacted by John Watts – fleet manager St John Ambulance to advise that he had two vehicles that we might be interested in. Cr Halleen volunteered to inspect the vehicles whilst in Perth in mid January and council agreed to this at the December meeting.

Comment:

Centre	Rego Number	Odometer	Build Year	Vin	Engine	Condition
Williams	1DUL 472	95714	8-06	WDF9036622A917022	61298170015781	Reasonable
Ravensthorpe	1DXC 533	200817	6/04	WDF9036622R947898	61298151201300	Fair

Report from Cr Halleen – emailed on 6th Feb 2013.

Morning everyone

After looking at both of the new ambulances they are in excellent order motor wise and exterior even though the older one has a scrape down the right hand side rear, which will be removed when the stickers are taken off.

*The older vehicle (6/04) has been better maintained inside as there are a lot of bits and pieces missing or broken off in the 8/06 model plus there seems a lot more holes drilled into and around the dash as well. 5 cylinder diesel motor and can be serviced by any mechanic
Automatic gear box
Both vehicles have 12v battery back-up systems
80lt fuel tank estimated distance 600kms+ per tank
Tyres in excellent order (12ply Max Miler GT Radial)*

What is needed on both

- 1 There is no second spare tyre. To fit a second spare we would have to get a body builder to have a look at where to attach the carrier*
- 2 No water tank anywhere. (Which surprised me) There is space to put one if wanted*
- 3 Currently unlicensed*
- 4 Stickers need removing and replacing with new ones. All that has to be removed is anything to do with St John's ambulances. Rob recommended Jason signs as they do all of their signage and do it at a fair rate.*
- 5 Uhf radio*

*After talking to their service manager Rob recommends that we get the air conditioners and motor serviced before we take it away
Rob is going to put a suction jar in and try and replace anything he can in the way of cupboard doors etc.
Rob said that these are the better machines as they are less computerised and easy to maintain motor wise by most mechanics*

My recommendation is the older one because it seemed to have been better maintained and there are not so many things missing as in the newer one in the way of covers on internal panels and holes in the dash also the centre console lid is missing. In saying that anything is fixable. I have taken photos and will present them at the shire meeting or send them out when Carolyn gets back and she will email them out.

Cheers

Mark

Based on the above report it would appear that the older vehicle is the preferred option. John Watts has advised the price of the vehicle will be \$12,500 including G.S.T. if the Shire remove outer signage – or alter to St John's satisfaction. Otherwise add \$1,240 plus GST and they will arrange for tape to be removed. This is considerably higher than initial talks with Michael Jack manager of the mid west when he indicated in the range of \$6,000-\$7,000 and initial talks with John Watts when he was advising \$7,500 - \$8,000 including removal of signage. I have asked him to clarify this increase and should have details available at the meeting.

As part of this upgrade I had made investigations with the Department of Transport as we had to get approval to use Emergency Vehicles – they have to be de-licenced by St John's and re-licenced by the purchasers. Approval has been given but it will necessitate the training of any operators and the development of written procedures and maintenance of a data base containing details of qualified drivers, any operations carried out and any other information likely to be required in the event of an enquiry or incident. The current patient transfer vehicle has only been called out once in the past twelve months to attend a vehicle accident and when it was requested at the MAC Christmas Tree event to assist it was not available as it was not in a clean enough state to be used. If the shire gets a replacement vehicle then we will need to ensure there is a regular cleaning and maintenance programme put in place so that the vehicle is ready if and when required.

There was discussion on the vehicles which Cr Halleen had inspected and the CEO reported that John Watts had advised that the vehicles had come in with lower mileage and in better condition than he had expected, hence the first figure of \$12,500, but he has confirmed that the vehicle would be available to the shire for \$8,000 +GST, which included the removal of the St John's signage as he had previously indicated this would be the cost.

Cr Seaman asked council to consider the need for a patient transfer vehicle. The old one, donated some years ago, has spent a lot of time parked up here and the last time it was needed was not available as it was not clean and ready to go. She asked council to consider the full implications of getting another vehicle:-

We can only use it under direction of a Doctor. If it is to be used as an Emergency Vehicle (under DOT authorisation) people driving it need to have done an advanced driving course, records need to be maintained and appropriate training undertaken.

If used as the current vehicle is – without sirens and lights – we still need to consider OS & H, public liability, availability of suitable drivers to operate the vehicle should the need arise and having to keep it stocked and everything up to date. The last vehicle has only been used once or twice in the last three years and at the annual polo crosse events. Event organisers can arrange support from Mullewa or Yalgoo and it might be better for council to support these organisations. The Shire of Upper Gascoyne does not have a patient transfer vehicle due to similar problems.

Cr Foulkes- Taylor began by thanking Cr Halleen for taking the time and trouble to do the inspection, take the pictures and prepare the report for council. He advised that the idea was to upgrade the PTV so that a more modern vehicle was available. It was not to provide an ‘ambulance’ and would not need stocking with medical supplies – the main use being to provide a vehicle and stretcher for use should we need to transport someone to the RFDS airstrip for evacuation.

Cr Halleen advised that the RFDS had been called in four times in the past year and this would be the main use of the vehicle. We already stock our medical room at the settlement.

Cr McTaggart agreed with the general consensus that the vehicle was primarily to transfer people to the RFDS strip

Cr Broad advised that the vehicle was not meant to be an ‘Emergency Vehicle’ but just operated as the current one – and the reason to update the vehicle was to improve conditions for both the driver and patient with features such as air-conditioning and better dust seals.

The vehicle would need to have all sirens and lights removed, so it could be registered by the shire and council will need to amend the budget to reflect the capital expenditure. The old vehicle to be offered for sale on as is, where is basis to offset some of the capital expenditure.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

There has been a budget allocation of \$7,000 to maintain the Patient Transfer Vehicle which would need to be changed to a capital item and increased if necessary.

Consultation:

Michael Jack – St John Ambulance
John Watts – St John Ambulance

Recommendation:

To be decided following discussion

Voting Requirements:

Absolute Majority

Council Decision:

Moved: Councillor Halleen

Seconded: Councillor Foulkes-Taylor

1) The Shire of Murchison proceed with the purchase of the ex Ravensthorpe vehicle, Vin # WDF9036622R947896, as inspected, for a purchase price of \$8,000 +GST. Vehicle to be licenced as a standard vehicle, not an emergency vehicle and sirens and flashing lights to be removed to comply with this.

2) The Shire of Murchison amend the budget to include a \$10,000 capital allocation for the purchase of this vehicle. \$7,000 to be transferred from the operating provision for PTV maintenance and the remaining \$3,000 to be transferred from under expended capital items identified in the budget review.

Carried by Absolute Majority

For: 4

Against: 1

17.5 Fuel Supply Contract

File:	4.53
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February, 2013
Attachments:	Oil quotes

Matter for Consideration:

Consideration of the responses received in reply to our call for the supply of fuel and oils to the Shire of Murchison.

Background:

At the December meeting it was decided to call for Expressions of Interest for the supply of fuels and oils to the shire, on an as is required basis, for the next two years.

Comment:

At the close of advertising we had three quotes for the supply of fuels and oils and two for the supply of oils only.

Supplier	TGP Location	TGP	Additional cpl	Net	Total with GST
Reliance - BP	BP Geraldton				
	Diesel	130.69	6.2	136.89	150.57
	ULP	133.07	6.2	139.27	153.19
Oil Tech	Shell - Coogee				
	Diesel	126.46	9.8	136.26	149.88
	ULP	125.46	9.8	135.26	148.78
Geraldton Fuel	Caltex - Coogee				
	Diesel	131.00	1.53	132.53	145.78
	ULP	130.28	1.53	131.83	145.01

The above comparison table has been prepared using the relevant TGP prices at the 12th February. Both Oil Tech and Geraldton have stated a willingness to deliver to other customers within the shire, Oil Tech have said that deliveries would be on a regular three to four week rotation or on demand by the shire. Neither Reliance nor Geraldton Fuel have specified a delivery schedule. Geraldton Fuel has advised that they already deliver to customers in the area and to surrounding shires so would have a regular service. Reliance have advised that the freight component of the price will be reviewed at 6 monthly intervals and any changed advised prior to implementation. Oil Tech and Geraldton Fuel have not included any such review. Reliance and Geraldton Fuel have supplied costings for some lubricants. Two other suppliers Hi-Tec Oils and Castrol have provided comprehensive product lists and pricing.

The quotes provided were discussed and verified and the matter of an undertaking from the companies to supply not only the Shire of Murchison but other properties within the shire was raised. The current provider has undertaken to supply properties in the south of the shire at the same price as to the shire and properties in the north of the shire at the shire price plus 2cpl. It was requested that the Deputy CEO contact all the suppliers to see if they were able to provide a similar proposition and for Oil Tech to confirm the arrangement would remain the same.

Statutory Environment:

Part 4. R.11 (2) (g) of the Local Government (Functions and General) Regulations 1996. Tenders to not have to be called if the goods to be supplied under the contract are: - (i) petrol or oil; or (ii) any other liquid, or any gas, used for internal combustion engines.

Strategic Implications:

Nil

Policy Implications:

This is compliance with the Shire of Murchison’s Purchasing Policy.

Financial Implications:

A contract for the supply of fuel and oils will form an ongoing part of the budgeting process of the shire.

Consultation:

Nil

Recommendation:

That the Shire of Murchison accept the quote from Geraldton Fuel for the supply of fuel and oils to the shire for the next two years.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Foulkes-Taylor	Seconded: Councillor McTaggart	
Carried/Lost	For:	Against:

Following discussion regarding the provision of fuel supply to the rest of the Shire of Murchison the motion was left to be re-introduced once further details had been obtained.

Dianne Daniels, Deputy CEO, left the meeting at 3.00pm

Jenny Goodbourn, CEO left the meeting at 3.00pm

Jenny Goodbourn, CEO returned to the meeting at 3.02pm

Brian Wundenberg, Works Supervisor, left the meeting at 3.02pm

Brian Wundenberg, Works Supervisor returned to the meeting at 3.04pm

17.6 EHO & Building Surveyor

File:	4.53
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February, 2013
Attachments:	

Matter for Consideration:

Consideration of the responses received in reply to our call for the supply of EHO & Building Surveyor services to the Shire of Murchison.

Background:

For the past few years the Shire has been using Mr Trevor Brandy for these services. Trevor was employed with the Shire of Three Springs and has recently moved to the Shire of Coorow, he visited the Murchison twice a year, in April and September to carry out any required inspections and work. There has been no formal arrangement or contract in place and this needed to be sorted out. Therefore the CEO called for expressions of interest for provision of EHO and Building Surveyor services.

Comment:

At the close of advertising we had four quotes for the supply EHO and Building Surveyor Services:

Supplier	Base Cost - per annum	Additional
Philip Swain Consulting	\$6,688.00	\$110 per hour
Naomi Lee Consulting	\$9,630.00	\$88 per hour
Ramsay Constructions	\$13,200.00	
Accendo Australia	\$14,865.40	\$148.50 per hour

There is quite a variation in quotes received as the above table shows.
Brief details of the quotes are as follows:-

Philip Swain Consulting currently provides the EHO & BS services for the Shire of Cue and has based his quote on 2 x 4 day visits – 2 days travel and 2 days on site. Philip has extensive experience in local government EHO and uses a sub-contractor to handle any Building Surveyor services.

Naomi Lee Consulting has also based her quote on 2 x 4 day visits. Naomi has extensive experience in industry and project and environmental management.

Ramsay Construction has extensive experience in EHO and over 20 years as a builder and 10 years as a Registered Building Surveyor. Currently providing services to Shires of Wickepin and Cuballing. Specifications of visits have not been advised.

Accendo Australia is a premier environmental consultancy with many years experience in environmental planning and projects. Quote is based on 2 x 4 day visits to the shire.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil.

Financial Implications:

An amount of \$9,000 has been included in the adopted budget for the provision of EHO and Building Surveyor Services for the 2012/2013 financial year.

Consultation:

Nil

Recommendation:

That the Shire of Murchison accept the quote from Philip Swain Contracting for the provision of Environmental Health Officer and Building Surveyor Services to the shire for the next two years.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Halleen

Seconded: Councillor Seaman

That the Shire of Murchison accept the quote from Philip Swain Contracting for the provision of Environmental Health Officer and Building Surveyor Services to the shire for the next two years.

Carried

For: 5

Against: 0

18. ADMINISTRATION**19. NOTICE OF MOTION**

Motion by Cr Seaman Council Meeting 20th Dec 2012.

19.1 Review of the Committees of Council**Background:**

Council Committees are those that have been set up under the “Local Government Act 1995”

Currently the Shire of Murchison has four committees being

- The Plant Committee
- The Housing Committee
- The Audit Committee.
- The Settlement Development Committee.

Local Government Act 1995 s. 5.8 states:

“A local Government may establish Committees of 3 or more persons to **assist** the council and to exercise the powers and discharge the duties of the Local Government that can be delegated to committees.”

The form of committee is determined by its terms of reference and it is essential for Elected Members to know what the terms of reference say and to understand the implications of the wording of the terms of reference.

A committee cannot exceed its terms of reference and problems will arise if a committee becomes involved in matters not included in its terms of reference.

Motion

That the Shire of Murchison Council

- review the Terms of Reference of the “Housing Committee” the “Plant Committee” and the “Settlement Development Committee”.

Council Decision:

Moved: Councillor Seaman

Seconded: Councillor McTaggart

That the Shire of Murchison:-

review the Terms of Reference of the “Housing Committee” the “Plant Committee” and the “Settlement Development Committee”.

Carried

For: 5

Against: 0

20. CEO ACTIVITY REPORT

Date	Activity
15 th December	Attended the MAC Christmas Tree Party which included the citizenship ceremony for William and Colleen Herold
3 rd January	Meeting with Helen Dunbar of Meeberrie. She has requested a maintenance grade on the airstrip there which I will organise once the outside crew return from leave.
4 th January	Debbie Ford from HVO rang to advise that Carnarvon – Mullewa Road has been passed for approval as a RAV 9 as far as the Wooramel River
8 th January	Road inspection with councillors and Works Supervisor
9 th January	Road inspection and plant inspection with councillors and Works Supervisor
11 th January	Spoke with John Harvey of AVP Valuers to organise valuation of property and plant in conjunction with the integrated planning process
15 th January	Worked with Travis Bate to set details of community consultation day

16 th January	Met with David Rose and Jamie Conway-Physick from DEC. They were passing through the area and called in to discuss DEC properties in the shire.
18 th January-10 th February	Annual leave in Tasmania

There was discussion on the CEO's Report:- details of the meeting with David Rose and Jamie Conway-Physick from DEC regarding the expired MOU which had never been fully completed were discussed and it was resolved to forward a letter DEC setting out our perspective and precedents in regard to the payment.

Recommendation:

That the CEO's Activity Report be accepted.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Seaman	Seconded: Councillor McTaggart	
That the CEO's Activity Report be accepted.		
Carried	For: 5	Against: 0

Council broke for refreshments at 3:18pm

Council resumed at 3:22 pm

Dianne Daniels, Deputy CEO, Rejoined the meeting at 3.22pm

17.5 Fuel Supply Contract – Update

Dianne Daniels, Deputy CEO, advised that she had spoken to Geraldton Fuel and they would have to discuss the matter and would get back in half an hour.

Oil Tech confirmed that they would continue the current arrangement of same price as shire for south of shire and shire price plus 2cpl for north of shire.

Dianne had been unable to contact the relevant person at Reliance and had left a message to call back. Resolved to await call from Geraldton Fuel before re-introducing the item for decision.

Dianne Daniels left the meeting at 3.28pm

21. URGENT BUSINESS

Council Decision:		
Moved: Councillor Seaman	Seconded: Councillor McTaggart	
That the Council deal with urgent item 21.1 and 21.2		
Carried	For: 5	Against: 0

21.1 Nookawarra Airstrip

File:	12.14
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February 2013
Attachments:	Letter from I Tomkins, map of area

Matter for Consideration:

Issue of the Nookawarra Airstrip crossing the Beringarra-Pindar Road

Background:

At the December meeting of council the ongoing problem of the Nookawarra airstrip crossing the Beringarra-Pindar road was discussed following receipt of the report from Main Roads following their inspection of the

airstrip. It was resolved to give notice to the lease holder that council will be ripping the air strip within the road reserve area to prevent its' use. The letter was sent by the CEO on the 22nd January.

Comment:

A response has been received from Mrs Tomkins challenging the shires intention to rip within the road reserve and raising further issues to be addressed including the length of time the airstrip has been there, the suitability of the road for RAV classification and effect of reducing the total length of the airstrip. Cr Seaman has advised that Mr & Mrs Tomkins had visited her on the 31st December to discuss the airstrip and that, after checking with the shire office, she had indicated that further action had been deferred until after the CEO returned from leave. Cr Seaman had brought in a map which shows the current airstrip and remains of previous airstrips.

This has been an ongoing issue for many years and full history is documented by the shire.

Cr Halleen advised that the strip has only been in its' current location since about 1986 or 1987. For some years prior to that the airstrip had run parallel to the Pindar-Beringarra Road, south of the homestead. There is also an old – large DC3 strip to the north of the homestead that used to be utilised for mail run and Doctor's visits.

The current airstrip does not meet RFDS standards and could not be utilised in an emergency.

The shire will not re-align the road to move to the east of the airstrip as this is not feasible.

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:

That council proceed with the recommendation to stop the airstrip crossing the Beringarra-Pindar road but a final meeting with the Shire President, CEO and Works Supervisor be held with Mr & Mrs Tomkins and the Tomkins be presented with three options to assist them:-

- 1) The old DC3 mail run strip be graded by the shire to make it operational
- 2) Extend west end of existing strip so that it ends before the Beringarra-Pindar Road or
- 3) Grade a new strip through Opaline ridge to north west of homestead.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Seaman

That council proceed with the recommendation to stop the airstrip crossing the Beringarra-Pindar road but a final meeting with the Shire President, CEO and Works Supervisor be held with Mr & Mrs Tomkins and the Tomkins be presented with three options to assist them:-

- 1) The old DC3 mail run strip be graded by the shire to make it operational;
- 2) Extend west end of existing strip so that it ends before the Beringarra-Pindar Road or
- 3) Grade a new strip through Opaline ridge to north west of homestead

Carried

For: 5

Against: 0

Dianne Daniels, Deputy CEO rejoined the meeting at 4:42pm

21.2 Re-introduction of Item 17.5 Fuel Supply Contract for decision

File:	4.53
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th February, 2013
Attachments:	Oil quotes

Matter for Consideration:

Consideration of the responses received in reply to our call for the supply of fuel and oils to the Shire of Murchison.

Background:

At the December meeting it was decided to call for Expressions of Interest for the supply of fuels and oils to the shire, on an as is required basis, for the next two years.

Comment:

At the close of advertising we had three quotes for the supply of fuels and oils and two for the supply of oils only.

Supplier	TGP Location	TGP	Additional cpl	Net	Total with GST
Reliance - BP	BP Geraldton				
	Diesel	130.69	6.2	136.89	150.57
	ULP	133.07	6.2	139.27	153.19
Oil Tech	Shell - Coogee				
	Diesel	126.46	9.8	136.26	149.88
	ULP	125.46	9.8	135.26	148.78
Geraldton Fuel	Caltex - Coogee				
	Diesel	131.00	1.53	132.53	145.78
	ULP	130.28	1.53	131.83	145.01

The above comparison table has been prepared using the relevant TGP prices at the 12th February. Both Oil Tech and Geraldton have stated a willingness to deliver to other customers within the shire, Oil Tech have said that deliveries would be on a regular three to four week rotation or on demand by the shire. Neither Reliance nor Geraldton Fuel have specified a delivery schedule. Geraldton Fuel has advised that they already deliver to customers in the area and to surrounding shires so would have a regular service. Reliance have advised that the freight component of the price will be reviewed at 6 monthly intervals and any changed advised prior to implementation. Oil Tech and Geraldton Fuel have not included any such review. Reliance and Geraldton Fuel have supplied costings for some lubricants. Two other suppliers Hi-Tec Oils and Castrol have provided comprehensive product lists and pricing.

The quotes provided were discussed and verified and the matter of an undertaking from the companies to supply not only the Shire of Murchison but other properties within the shire was raised. The current provider has undertaken to supply properties in the south of the shire at the same price as to the shire and properties in the north of the shire at the shire price plus 2cpl. It was requested that the Deputy CEO contact all the suppliers to see if they were able to provide a similar proposition and for Oil Tech to confirm the arrangement would remain the same.

Geraldton Fuel have advised they would be able to deliver to the south of the Murchison shire for shire price plus 2cpl and to the north of the Murchison shire for shire price plus 4cpl subject to a minimum delivery of 3,000L

OilTech have advised that they would continue to offer the existing arrangement of delivery to the south of the Murchison shire for same as shire price and to the north of the Murchison shire for shire price plus 2cpl.

Reliance have not got back to us but as they were the highest quoting supplier the matter was progressed for decision.

Statutory Environment:

Part 4. R.11 (2) (g) of the Local Government (Functions and General) Regulations 1996. Tenders to not have to be called if the goods to be supplied under the contract are: - (i) petrol or oil; or (ii) any other liquid, or any gas, used for internal combustion engines.

Strategic Implications:

Nil

Policy Implications:

This is compliance with the Shire of Murchison's Purchasing Policy.

Financial Implications:

A contract for the supply of fuel and oils will form an ongoing part of the budgeting process of the shire.

Consultation:

Nil

Recommendation:

That the Shire of Murchison accept the quote from Geraldton Fuel for the supply of fuel and oils to the shire for the next two years.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor McTaggart

That the Shire of Murchison accept the quote from Geraldton Fuel for the supply of fuel and oils to the shire for the next two years subject to written confirmation of prices to other properties within the shire being shire price plus 2cpl more for the south and 4cpl north. Based on a minimum delivery of 3,000L.

Lost

For: 2

Against: 3

The motion being lost a subsequent motion was proposed:

Council Decision:

Moved: Councillor Seaman

Seconded: Councillor Halleen

That the Shire of Murchison accept the quote from Oil Tech for the supply of fuel and oils to the shire for the next two years subject to written confirmation of prices to other properties within the shire being shire price for the south and shire price plus 2cpl for the north

Carried

For: 5

Against: 0

Brian Wundenberg, works supervisor, left the meeting at 4.08pm

22. OTHER BUSINESS

22.1 Works Supervisor Long Service Leave

The works supervisor has advised that he is soon due for his Long Service Leave. He has requested that "I would like to propose with council's agreement, to take my leave in 2 week blocks to be taken over a 2 year period. I think that breaking my leave up like this will be beneficial to both the shire and myself. I prefer to take my leave when Sharon is on break and will only be away from my work supervisor duties for 2 weeks at a time. This should be easier for all concerned as the Shire would not then need to find someone to relieve me for the 3 months."

The matter was discussed and approved. Works supervisor is not proposing that his wife take additional leave – only that he adds his weeks onto when she takes leave so they can have some of the time together.

22.2 Resignation of Councillor Sandy McTaggart

Being now past 4.00pm the resignation of Councillor McTaggart has come into effect and the Shire President took the opportunity of thanking Councillor McTaggart for his contribution. The President had appreciated his coming back to Council at the time he did and expressed a genuine thank you for all the work he had done to help Council out.

Mr McTaggart responded by saying he had enjoyed being on council but he was now finding it a little difficult and felt he was not able to contribute as much as he could maybe 20 years ago. He felt now was a good time to hand over to someone else.

22.3 Declaration of New Councillor

Mr Andrew Whitmarsh to complete his declaration as a councillor following his successful nomination at the extraordinary election. Cr McTaggart has resigned with effect from 4pm on the 15th February.

Mr Andrew Whitmarsh completed his declaration Form 7 verbally and in writing as required under the Local Government Act and said Form 7 was duly signed and witnessed by Shire President, Simon Broad in his capacity as Local Government President.

Formalities being completed Cr Whitmarsh was welcomed as a new councillor with the Shire of Murchison.

23. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

24. MEETING CLOSURE

There being no further business the Shire President declared the meeting closed at 4.30pm

These Minutes were confirmed at the council meeting held on

Signed.....Presiding Officer