



Western Australia

Minutes of the Ordinary Meeting of the Murchison Shire Council,
Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On **Thursday 17th April 2014**, commencing at 10.00 am.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 10.10am.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Elected Members:

Councillor M Halleen, Shire President
Councillor R E Foulkes-Taylor, Deputy Shire President
Councillor S A Broad
Councillor P Squires
Councillor A Whitmarsh
Councillor M Williams

Staff:

Jenny Goodbourn – Chief Executive Officer
Brian Wundenberg - Works Supervisor

Apologies:

Dianne Daniels – Deputy CEO

Leave of Absence:

Nil. Leave of Absence has been approved for Cr Squires but was not required.

Public Gallery:

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Question taken on notice at the Ordinary Council meeting of 24th March 2014.

Mrs Bridget Seaman, Murgoo Station, Murchison

Q.1 Mr President

Do you believe that it is acceptable for a Murchison business operator and Murchison Shire councillor to utilize council resources to advertise for staff to fill a vacancy on a job his company was under contract to the shire to complete?

It could be argued that the contractor was making the local community aware of the availability of work ... but it could also be argued that "being a councillor" may muddy the water by using the Murchison Shire administration staff and email list for his own business related, and council related communication purposes, I look forward to your response to this question at the next full council meeting, after council has received the appropriate departmental advice.

Response sent to Mrs Seaman on the 7th April 2014:-



Shire of Murchison

"The Shire with no Town"

Carnarvon-Mullewa Road, Murchison, W.A.
Postal Address: PO Box 61, MULLEWA WA 6630
Tel (08) 9963 7999 Fax (08) 9963 7966 Website: www.murchison.wa.gov.au
E-mail: admin@murchison.wa.gov.au

4th April 2013

Mrs Bridget Seaman
Murgoo Station
YALGOO WA 6535

Dear Bridget

Re: Question Taken on Notice Council meeting 24th March 2014

I am writing in response to the question which you presented to council and which was taken on notice at the meeting on Monday 24th March 2014.

Council have concluded that Councillor Squire's actions were within the boundaries of appropriate and responsible behaviour for a councillor.

The CEO contacted the Department of Local Government and Communities and Jenni Law agreed that there was no issue with the email. It is an established practice of the shire to allow all community members, including councillors, to use shire resources for community communication.

Also after reading though the Local Government (Rules of Conduct) Regulations 2007 we could not see where Councillor Squires had breached any regulations. The CEO had given authorisation for the said community notice.

We would like to bring to your notice that in the shire meeting of August 17th 2012 you proposed a notice of a motion (19.1) regarding tenders and any work opportunities with CSIRO and SKA. The motion was passed requesting CSIRO to notify the shire of any such matters so that they could be distributed to the community. Whilst Councillor Squires' community notice did not relate to either CSIRO or SKA Council believe that his notice was in the spirit of the motion.

The result of the community notice was that a local person son was employed.

I hope that I have been able to relieve your concerns regarding both the Council's and Councillor Squires actions.

Yours sincerely,
Cr. Mark Halleen
President
Shire of Murchison

4. PUBLIC QUESTION TIME

Nil

4.1 Standing Orders

Council Decision:

Moved: Councillor Broad

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: 6

Against: 0

5. NEXT MEETING

The next meeting is scheduled for Friday 16th May 2014.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Council Decision:		
Moved: Councillor Whitmarsh	Seconded: Councillor Squires	
That Councillor Broad be granted Leave of Absence from the May 2014 meeting.		
Carried	For: 6	Against: 0

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

There is one item to be discussed behind closed doors.

8. CONFIRMATION OF MINUTES**8.1 Ordinary Council Meeting – 24th March 2014****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 24th March 2014 be confirmed as an accurate record of proceedings

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor Squires	Seconded: Councillor Williams	
That the minutes of the Ordinary Council meeting held on 24 th March 2014 be confirmed as an accurate record of proceedings		
Carried	For: 6	Against: 0

8.2 Special Council Meeting – 1st April 2014**Background:**

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

Recommendation:

That the minutes of the Special Council meeting held on 1st April 2014 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Whitmarsh	
That the minutes of the Special Council meeting held on 1 st April 2014 be confirmed as an accurate record of proceedings.		
Carried	For: 6	Against: 0

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

11. ACTION LIST

No	Item	Action	Status
1.	Improve shade house south of Road House	Old wood and tatty shade cloth to be removed. Two walls of artefacts to remain on display.	Completed
2.	Classification of Pindar Beringarra Road	Pindar – Beringarra programme of works being established.	Ongoing
3.	Community Centre Kitchen	Install Lockable Storage Area. Virtually complete – final piece of architrave to be installed. Architrave here	Will be finalised during maintenance jobs currently being undertaken
4.	Dust Suppression and ongoing road agreement issues	Additional grade will be required before the end of the year. Details being sent to request funding under the agreement. Response from James Abbot requesting further detailed expenditure break-up and advising that any additional grade we do will not be reimbursed until 2014/15	Details being provided and basis of payments being queried.
5.	Contact CGG re gravel road in their shire. Carnarvon-Mullewa and Beringarra-Pindar	Works currently being undertaken on the CGG section of the Carnarvon Mullewa Road. Co-operation between shires being established.	Completed
6.	Establishment of Working Group for Accident Prevention	Following Annual Electors Meeting 2013 – community wished to set up accident prevention group to help work towards road safety and reduced RTA's. 4 people volunteered but as yet no action. Had been envisaged this would be a community group to provide suggestions/ideas to Council but the CEO will call an inaugural meeting and help with initial set up to get it going.	Inaugural meeting to be called by CEO – email sent to interested parties
7.	Litter initiatives	Anti litter poster completed. Signs ordered and received.	Signs to be installed at appropriate places.
8.	Community Project Officer	Community or Council to investigate the options for moving towards having a Community project Officer. Working group needed to nut out the definitions of the position in order to progress it.	Advert in Monologue.

Cr Broad noted that the shade house work at note 1 had been completed in the week prior to the meeting and the item is now completed.

There was general consensus that item 5 could also be removed following the fairly major works which the CGG have recently completed.

Recommendation:

That the Action List be accepted.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Squires

Seconded: Councillor Williams

That the Action List be accepted.

Carried

For: 6

Against: 0

12. DISCLOSURE OF INTERESTS

Cr Halleen – item 18.1

Cr Foulkes-Taylor – item 18.1

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

March 2014			Hours					YTD	
Plant Item	Year	Rego	1 July '13	Start Hrs/kms	End Hrs/km	Total		Operating Costs	
						Month	YTD	Plant	Fuel
Cat Grader 12H P.02	2005	MU 141	9996	10864	10876	12	868.00	14897.27	16142.83
Cat Grader 12M P.03	2008	MU 51	5844	6900	7001	101	1157.00	17060.48	26740.33
Volvo Loader P.27	2006	MU 65	5420	6073	6175	102	755.00	16931.95	15656.92
Komatsu Dozer P.11	1997		8208		not used		392.00	27161.85	10778.92
Bomag Padfoot P.68	2005	MU 177	0	180	210	30	210.00	1157.90	4669.41
JD Grader P.01	2011	MU 121	3040	4134	4294	160	1254.00	18628.02	36162.73
Bomag Roller P.43	2012	1DVH736	1097	1503	1599	96.00	502.00	4148.22	7088.49
Cat 938G Loader P.41	2004	MU 193	4078	4337	4355	18	277.00	5169.81	4368.13
Kenworth P/Mover P.61	2004	MU 000	7174	21561	24395	2834	17221.00	16872.05	22456.09
Iveco P/Mover P.09	2003	1AGW988	267205	276367	278390	2023	11185.00	5433.91	10257.55
Nissan UD P.07	2009	000 MU	141649	160894	164232	3338	22583.00	14474.96	19531.75
Iveco Tipper Conv P.10	2004	MU 00	157865	166638	167810	1172	9945.00	9687.62	17089.87
Generator 1-110kva	2011		7315	12013	12189	176	4874.00	2921.79	118553.99
Generator 2-110kva	2011		6897	8112	8607	495	1710.00		
Maintenance Gen P.33			658	1530	1819	289	1161.00	3572.98	3500.92
Construction Gen P.32			11770	15259	15931	672	4161.00	1343.25	3148.24
Kubota 6kva Gen P.66	2012		1844	3462	3927	465	2083.00	126.00	3078.67
Mitsubishi Canter P.06		01 MU	82788	103634	105590	1956	22802.00	10232.20	6601.19
Isuzu Construction P.64	2013	MU 140	0	15471	19471	4000	19471.00	2344.38	3562.08
Toyota Prado P.55	2012	MU 0	9557	17456	18297	841	8740.00	1089.37	1476.26
RAV4 P.63	2013	MU 1011	0	14295	17641	3346	17641.00	824.37	1581.67
Great Wall P.57	2012	MU 167	11257	22113	23786	1673	12529.00	1213.27	2407.95
Isuzu Dmax P.28	2009	MU 300	154278	168129	169385	1256	15107.00	2965.25	3267.83
Toyota Hilux P.40	2011	MU 1018	93250	118873	127180	8307	33930.00	4164.22	6202.47
Isuzu T/Top P.54	2005	MU 1002	116400	131202	134250	3048	17850.00	7613.87	5041.25
Mercedes PTV P.60	2004	MU 1009	97283	98431	98508	77	1225.00	562.00	75.77
Side Tipper P.18	2001	MU2010	25303	38163	40950	2787	15647.00	12737.05	n/a
Side Tipper P.17	2001	MU 662	66102	77361	77574	213	11472.00	12424.77	n/a
Roadwest S/Tipper P.67	2013	1T0Q427	0	7419	10146	2727	2625.00	1737.42	n/a
Tri-Axle L/L Float P.13	2008	MU 663	3769	10574	11483	909	7714.00	6122.88	n/a
45ft Flat Top P.59	1978	1THH060	25	265	359	94	334.00	0.00	n/a
No. 2 Float P.14	2001	MU 2004	26835	39389	41489	2100	14654.00	11588.86	n/a
30000L W/Tanker P.24	2005	MU 2024	26524	35297	36469	1172	9945.00	7451.82	n/a
Dog Fuel Trailer P.48	1993	MU 2026					n/a	1860.96	n/a
Dog Fuel Trailer P. 49	1972	MU 2005					n/a	1942.08	n/a

Dolly 1-Red P.05	2001	MU 2003	24567	27487	27725	238	3158.00	9720.77	n/a
Dolly 2-Black P.08	2000	MU 2009	562	11036	13830	2794	13268.00	10685.16	n/a
New/H Ford Tractor	2006	MU 380	1596	1698.9	1705	6.1	109.00	286.00	567.80
Forklift			11847	11958	11971	13	124.00	986.86	240.18
Caravans							n/a	6505.44	n/a
JD Ride on Mower			293	405.9	423.6	17.7	130.60	n/a	n/a
Generator Perkins P.34		H/Maint	0		swap		no clock	1450.68	1406.66
Generator 9KVA P.65	2013	Mechanic	0		swap		1423.00	3797.53	857.70
Heavy Maint Trailer P.62		MU 446					n/a	3042.15	n/a

Council broke for morning tea at 10.25pm

Council resumed at 10.30pm

13.2 Works Report – Works Supervisor

Construction Crew

Crew have completed works on the 4km section of the Carnarvon Mullewa road (north of the Murchison River) which consisted of carting, spreading and rolling of gravel. This also included 200m of works on the New Forrest-Yallalong road from the intersection.

5-6 patch jobs on the Carnarvon/Mullewa road from the Murchison River to the shire south Boundary have also been completed. These works also involved the carting, spreading and rolling of gravel to the very sandy sections. With the completion of these works crew moved plant and equipment to Yuin woolshed (Thanks Rossco and Emma Foulkes-Taylor for allowing crew to camp there) and have started on dust suppression works - gravel sheeting 1km of road in front of Talling homestead in readiness for bitumen to be laid later in the year (December). While in this area (Talling) crew have put in 2 new bunds down at the south boundary on the Beringarra-Pindar road and have also made the drains on the east side wider, flatter and longer.

When the works have been completed at Talling crew will then commence dust suppression (1km of gravel sheeting in readiness for bitumen) at Yuin.

Maintenance Crew

With John out of action, Neil Combe from the construction crew (water tank op) is now on the 12H grader helping Glen with the maintenance grading.

With the completion of the 5-6 patch jobs by the construction crew on the Carnarvon-Mullewa road, Glen and Neil then performed a full grade of this road.

Crew moved camp and plant to Murgoo and have started grading the following roads in this area:

- Mt Wittenoorn road -- completed
- Mt Wittenoorn-Wooleen Rd - will be completed by Saturday 12/4/2014
- Boolardy-Wooleen Rd -- completed
- Meeberrie-Wooleen Rd.
- Patch work grading (thunder storm wash outs) on the Beringarra-Pindar road north from Cockney Bill to Pia. - completed

After finishing the Mt Wittenoorn-Wooleen road crew will move their camp and plant back to the settlement and grade the Meeberrie-Wooleen road and then move onto roads around the settlement and the road into Errabiddy Bluff. They will then attend to 3-4 sections of scouring south of the settlement (36km) where water has run across the bitumen and from there they will start a full maintenance grade on the Carnarvon-Mullewa road heading north to the north boundary.

Heavy Maintenance Crew

Sandy and Paul (Squires Resources Contractor) are going along very well pulling in dirt from both sides of the road to form the road up again (has been cut off over the years) and placing in water tables and drains, 16km south of Byro Station homestead on the Carnarvon/Mullewa road. These works should be completed by 17/04/2014.

Paul will then commence a full grade of the Beringarra-Pindar road starting from the south boundary and Sandy will begin erecting signs on this road and various other roads within the shire.

Grids

The two new grids have been installed by our concrete/grid contractor Yuin Pastoral (Thankyou Rossco and crew) and the construction crew are to finish off the approaches on their way through.

- New 24ft replaces old 12ft at Yuin/Twin-Peaks boundary
- New 24ft replaces old 12ft at Yuin homestead.

Two grids repaired this month

1. Third grid south of Murchison River on the Carnarvon/Mullewa road (1 insert sunken)
2. Boundary grid on Twin Peaks/Billabalong (broken rail welded back on)

Staff Leave

John Daniels 31/03/2014 – 11/04/2014 – (Sick Leave)

Leanne Hipper 28/03/2014, 11/04/2014 – 10 hrs off (TOIL)

Trevor Hipper 19/03/2014 – 20/03/2014 2 days off (Sick) 28/03/2014 - 1 day (TOIL)

Stuart Broad 11/04/2014 – 12/04/2014 – 2 days off (LWOP)

Brian Wundenberg - 21/03/2014 1 day off (RDO)

General

12H Maintenance grader back on the job and going well.

No. 1 gen-set (Settlement) in for repairs, now back and going again.

20/03/2014 Brian up at heavy maintenance running Stuart through job for dozer work.

25-26/03/2014 Brian on dozer pushing gravel up for works on Carnarvon/Mullewa Rd

27/03/2014 Brian - signs down to Yuin for grid work

31/03/2014 and 01/04/2014 - 2 days road inspection with councillors, north of the shire

02/04/2014 Brian - road inspection bus back to Geraldton and check on construction crew.

03/04/2014 Brian pegging road down at Tallering for road works

07/04/2014 Stuart started welding frames together for new shed at depot

08-09/04/2014 all crew - forklift course.

10/04/2014 Brian up at heavy maintenance

Old shade house at roadhouse has now been removed

In last months report I said that Brian and Nigel (MRD) will do flood damage pickup/report on the 5th and 6th April, this now rescheduled to 15th and 16th April.

ROADS GRADED 16/03/2014 – 12/04/2014

Name	Length of Road	SLK's Graded this month	Heavy-Road Maintenance/Repairs Loader-truck	Comments
Beringarra /Pindar	319.80km	4/5km patch plus 4km by construction		Thunderstorms Cockney Bill to Pia
Erong	63.12km			
Beringarra/Byro	90.89km			
Twin-Peaks/Wooleen	47.65km	32km		
Booldardy/Kalli	57.30km			
Byro/Woodleigh	71.00km			
New Forrest/Yallalong	36.18km			
M ^c Nabb/Twin-peaks	49.75km	50km		
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			
Booldardy Homestead	2.00km			
Yunda Homestead	32.80km			By contractor
Meeberrie Woolleen	25.22km			

Mt Wittenoom	37.55km	37km		
Woolleen/Mt Wittenoom	33.85km	20km		
Beringarra Cue	109.82km			
Boolardy Wooleen	19.08km	19km		
Kalli Cue East	21.87km			
Coodardy Noonie	19.92km			
Butchers Track	64.54km			
Butchers Muggon	23.80km			
Murchison Settlement	2.00km			
Pinegrove Yallalong	-----			
Carnarvon-Mullewa	278.63km	1.3km	Reforming road south of Byro	
Woolgorong-South	15.00km			
Nookawarra homestead				
Errabiddy-Bluff	12km			
Air strip Graded				

Total this month graded – 168.3km

Brian Wundenberg, Works Supervisor, ran through his reports.

The 4km of form work has been completed on the Carnarvon-Mullewa Road and we will be back to seal it in December. Also completed the 5-6 patch jobs and the crew has now moved over to commence work on the dust suppression jobs. Thanks to Rossco and Emma for allowing the crew to camp at Yuin.

They will commence on the Yuin section and then move to McNabbs.

Neil Combes has moved to the 12H grader on the maintenance crew to cover due to John Daniels being away. They are now grading the Carnarvon-Mullewa Road north of the settlement.

The heavy maintenance programme has finished for this year.

The flood damage inspection was carried out on Tuesday/Wednesday. Greenfields now equipped with 360° camera that records all information as they go. Yunda Road has been included and Nookawarra-Mileura Road, damage on corner of Beringarra-Cue Road and Beringarra-Mt Gould Road. Approx. \$750 - \$800 K of damage. Work will need bores to help and there will need to be an independent works supervisor to oversee the works when they are done.

Cr Foulkes-Taylor queried how the report from the road inspection was progressing and Brian advised he is about half way through adding notes and prioritising the works.

WANDDRA funding changes were explained by the CEO and Cr Broad queried the need for RRG approval. The CEO will clarify this with Main Roads and get back to council.

Recommendation:

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

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor Squires	Seconded: Councillor Foulkes-Taylor	
That the Work’s Supervisor’s report be accepted.		
Carried	For: 6	Against: 0

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

The Shire President advised that he will be attending the Murchison Country Zone of WALGA meeting in Cue on the 2nd May.

There is also the next meeting of the Country Reform Policy Forum on the 7th May

President Halleen advised that along with the CEO he had attended the Murchison Road Sub Group Meeting in Cue on the 26th March. He had been elected Chairperson of the group and Neil Grinham from Yalgoo was elected Deputy Chairperson.

It was good to hold the meeting in person and we had queried the special exemption permit for movement of stock that had been granted to Shark Bay with Bernie Miller of Main Roads. Bernie advised that as Shark Bay had been drought declared the minister had granted the permit to Shark Bay.

There was also discussion regarding installation of rest bays on the Great Northern highway at Kirkalocka. There had been some dissent regarding who was responsible and the conflict with offering free parking bays so close to station stays.

Ian Fitzgerald will be stepping down from the Technical working Group as he is moving to be CEO of Ravensthorpe at the end of June.

President Halleen has also attend the Regional Road Group meeting in Geraldton on the 11th April. This had started with a workshop first which had been very good as it covered all aspects including Admin Guidelines, Policy & Procedures, Blackspot Funding, Roads 2030 and Commodity Route funding.

At the meeting which followed President Halleen was appointed Deputy Chairperson with Stuart Chandler from Irwin being appointed Chairperson.

There was discussion on the \$70.4 mil cut by the state government and how this was going to be spread over 2 years. The main problem had been that previous allocations had been underspent by \$40mil so it was hard to argue against the cut. Cr Broad queried how unspent funding could go to other regions.

14.2 Councillors

Cr Broad – no meetings attended

Cr Whitmarsh – no meetings attended

Cr Squires – no meetings attended but wanted to say how sad Council was to lose John and Dianne Daniels. One for the fact of John's health issues and two for the fact we've lost two good people out of the shire.

Cr Foulkes-Taylor- no meetings except the special one following the road inspection.

Cr Williams- no meetings attended.

President Halleen then agreed that John & Dianne having to leave was a sad situation and Paul's comments were agreed by all.

15. REPORTS OF COMMITTEES

15.1 Crosslands Community Fund Committee Meeting – 18th March 2014

Attachments:-

Comm Grant App Pack

Quick Grant App Pack

There was a meeting held on the 18th March to discuss the Crosslands Community Fund and its forward direction. Following is an extract from the Minutes:-

The committee discussed the funding and eligibility criteria and comparisons were made to other shires and their criteria, application and acquittal forms. The chairperson said that we want to open the funding up to all of the community. A lot of things previously funded have been based around the settlement. There was consensus that it would be good to encourage educational things like footy scholarships and opportunities for local kids.

- Regarding the criteria it was felt that we need to keep it simple, and make it a focus on our website, with links to the application pack.
- Include details of previously funded projects and advertise it in the Monologue. Generally give it a bit of a shake up so that everyone knows about it again.
- Also encourage groups to look at applying for matching funding from other grants available.
- Notice – often with previous projects it has been left to the last moment for an application to be made. We need to get applications in earlier to give sufficient time for proper consideration of funding to be carried out, and recommendations to be approved by council. At least one month prior to the funding requirement.
- Application form to be developed to get better information, budget costing, and acquittal for a more formal record of the funding.
- Small grants of up to \$500 available with less paperwork required.
- Fund to be known as the Murchison Community Fund rather than the Crosslands Community fund.

The committee then worked through the terms of reference and funding and eligibility criteria and amended them in line with the above points.

Two Draft application packs have been developed one for quick grants up to \$500 and one for grants over \$500.

There was discussion on the change of name. Cr Squires felt that the name should remain as Crosslands to show where the funds come from.

Cr Foulkes-Taylor agreed with this and felt it should stay as it is. Cr Whitmarsh pointed out that it had originally been Murchison Metals, then Crosslands, then Mitsubishi and that there could be opportunity for new contributors in the future so it would be good to rename it. Cr Broad said he was in support of the recommendations of the committee members.

Recommendation:

That the recommendations of the Crosslands Community Fund Committee be adopted:-

1. That the fund now been known as the Murchison Community Fund.
2. That the committee now be known as the Murchison Community Fund Committee
3. That the draft application packs be adopted for anyone wishing to apply for grant funding.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Broad

Seconded: Councillor Squires

1. That the fund now been known as the Murchison Community Fund.
2. That the committee now be known as the Murchison Community Fund Committee
3. That the draft application packs be adopted for anyone wishing to apply for grant funding.

Carried

For: 4

Against: 3

As the votes were originally tied at 3 for and 3 against the presiding member cast a second vote per section 5.21 (3) of the Local Government Act.

16. FINANCE

16.1 Financial Activity Statements to 31st March 2014

File:	2.2
Author:	Jenny Goodbourn – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	17 April 2014
Attachments:	Financial Activity Statements for 9 months to 31 st March 2014 Balance Sheet Income Statement by Program Summary Income Statement by Nature & Type Income Statement by Program Detailed

Matter for Consideration:

Council to consider adopting the Monthly Financial Statements for March 2014.

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:

The Current Position at 31 March 2014 is a surplus of \$1,152,184 against YTD Budget surplus of \$4,910 so up \$1,147,274:

Add Operating Revenues down	(494,262)
Add Operating Expenditure down	660,834
Less Funding Balance Adjustment	(320,099)
Less Capital Revenue down	(35,000)
Add Capital Expenditure down	1,339,644
Less Rate Revenue down	(3,843)
	<u>1,147,244</u>

Refer pages 18 and 19 of the attachment for the status of Capital Disposals and Acquisitions against Budget and to pages 25 to 27 for details of major variances against budget. Most of the variances are due to timing issues – i.e. Ballinyoo Bridge no expenditure yet but was budgeted for payments in March. Also we have got UHY Haines Norton to input the budget amendments following last month's budget review and some of these do not seem to have been spread across the whole twelve months but entered in as a one off amount. Therefore with General Purpose funding it is shown as being \$402,068 below budget but the final FAG payment is not due until May. I will follow this up with UHY and we may need to tweak the budget spread to better reflect the actual timeline.

Capital Expenditure that impacted the Balance Sheet in March was:

C14209 Purchase of RV Dump Point Effluent Tank	\$5,430.00
--	------------

Whilst the CLGF funding for the caravan laundry, dump point and accommodation units has been lost we have sufficient funds in the Roadhouse maintenance budget to cover this capital expense.

We will need to reallocate say \$7,500 from E137393 to C14209 to cover the project.

In accordance with Council Policy 5.2.1, authorising the CEO to invest funds surplus to immediate operating needs and Regulation 19c of the Local Government (Financial Management) Regulations, one Term Deposit was taken out during March:

Beringarra- Cue Road Reserve TD	\$3,543,729.92 @ 3.49% Maturity 27/06/2014
---------------------------------	--

Jenny Goodbourn, the CEO, ran through the financial report.

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
- (e) The net current assets at the end of the month to which the statement relates.

Strategic Implications:

Nil.

Policy Implications:

Nil.

Budget/Financial Implications:

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

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Consultation:

UHY Haines Norton

Recommendation:That Council adopt the financial statements for the period ending 31st March 2014 as attached.**Voting Requirements:**

Simple majority.

Council Decision:**Moved: Councillor Whitmarsh****Seconded: Councillor Williams**That Council adopt the financial statements for the period ending 31st March 2014 as attached.**Carried****For: 6****Against: 0***Brian Wundenberg left the meeting at 11.20 am**Brian Wundenberg returned to the meeting at 11.23pm***16.2 Accounts Paid during March 2014**

File:

Author: Jenny Goodbourn - Chief Executive Officer

Interest Declared: No interest to disclose

Date: 17th April 2014

Attachments: EFT & Cheque Details for March 2014

Matter for Consideration:

Authorisation of accounts paid during the month of March 2014.

Background:

Accounts paid are required to be submitted each month.

Comment:

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

Cr Broad queried the payment to Squires Resources. This was larger than usual as the shire had hired a grader whilst theirs was away being repaired and this was included in the month's invoices.

Cr Williams queried that some of the payment descriptions were blank. The CEO apologised as the list had been sent from UHYHN and she had not gone through and added these in as she should have. This will be fixed.

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

Budget/Financial Implications:

Payment from the Municipal and Trust Bank Accounts.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations

- **Social:**
There are no known significant considerations

Consultation:

Haines Norton

Recommendation:

That the accounts as per the attached Schedule presented to this meeting totalling \$1,183,628.12, which includes \$750,830.00 of intra account transfers, be passed for payment/endorsed by Council.

Voting Requirements:

Simple majority

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

That the accounts as per the attached Schedule presented to this meeting totalling \$1,183,628.12, which includes \$750,830.00 of intra account transfers, be passed for payment/endorsed by Council.

Carried**For: 6****Against: 0****16.3 Budget Variation – RV Dump Tank**

File:	13.11
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	17 April 2014
Attachments:	N/A

Matter for Consideration:

Council to consider varying the budget to install the RV Dump Point and Effluent tank at the Caravan Park.

Background:

Council had an amount of \$385,851 in the 2013/14 budget for caravan park laundry, dump point and additional accommodation. However this was being funded by the individual CLGF grant which we ended up losing. We had already obtained the actual RV dump point but after consultation with our EHO we realised that we would need to connect it to a specific effluent holding tank due to the chemicals used in mobile home and caravan toilets.

Comment:

The Effluent tank has cost \$5,430 plus \$400 freight to get it to Murchison. We still need to dig the hole for it and connect it and wire it in. We will dig the hole when we get the excavator out to dig the new rubbish tip cell and the holes for the septic and leach drains at the new house. We will also get the plumber and electrician that come out to work on the new house to connect it up at the same time. All up the project should cost no more than \$7,500 in total (probably less). We have sufficient funds in the Roadhouse maintenance account as we allowed \$10,000 to re-paint the public ablution block. This has been undertaken by Geoff with just the materials being supplied by the shire so has come in well under budget. We can utilise the remaining monies to install the dump point and finish it off so that it is available for tourists for the bulk of this tourist season. Being an RV friendly town will help promote us through the Caravan and Camping networks.

Statutory Environment:

S6.8 Local Government Act 1995.

Strategic Implications:

N/A

Sustainability Implications

- **Environmental**
There are no known significant environmental implications

- **Economic**
There are no known significant economic implications but the need for an RV Dump point was highlighted as part of the tourism improvement strategy.
- **Social**
There are no known significant social considerations.

Policy Implications:

Nil

Financial Implications:

The budget Variation will have no impact on the Closing Funding Position.

Consultation:

Phil Swain – EHO - Contract

Brian Wundenberg – Works Supervisor

Recommendation:

That Council vary the budget to transfer \$7,500 from Roadhouse maintenance E137393 to Capital account C14209 RV Dump Point.

Voting Requirements:

Absolute Majority

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

That Council vary the budget to transfer \$7,500 from Roadhouse maintenance E137393 to Capital account C14209 RV Dump Point.

Carried**For: 6****Against: 0****17. DEVELOPMENT****17.1 Exceptional Circumstances Permit**

File:	13.6
Author:	Jenny Goodbourn
Interest Declared:	None
Date:	17 April 2014
Attachments:	N/A

Matter for Consideration:

Council to consider applying for an Exceptional Circumstances Permit to allow for transportation of cattle and feedstock within the shire.

Background:

Over the past few months there has been discussion on the drought within the shire of Murchison and the use of the Beringarra-Pindar Road to transport cattle and feedstock. Main Roads have recently advised that they *have reinstated the Exceptional Circumstances Permit Endorsement at the request of the Minister. The Permit Endorsement applies to cattle being transported from within the Shire of Shark Bay only, due to significant rainfall deficiencies, and is valid until the 31st July 2014.*

As the Permit Endorsement only applies to cattle within the Shire of Shark Bay, it is not intended that the Permit Endorsement be issued to all operators that previously held the endorsement, which has been the case on previous occasions. Rather, the Permit Endorsement will only be issued upon request. The PGA and LRTA have been advised accordingly and will be making their members aware. It should be reiterated to the operators that it only applies to the Shark Bay area.

At the March meeting Council resolved:

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

That Council write to the Honourable Ken Baston, MLC, Minister for Agriculture and Food; Fisheries -pointing out the dire circumstances facing many of our pastoralists and asking for this to be taken into account when addressing issues such as the availability of any drought assistance schemes, the areas to be included and the eligibility criteria. Letter to include relevant rainfall data.

Carried**For: 6****Against: 0****Comment:**

The letter has been sent to Minister Ken Baston, MLC. Council may also wish to request the Minister for Roads look at allowing use of the Beringarra-Pindar road to transport livestock and feedstock in a similar way as the Exceptional Circumstances Permit that has been granted for the Shark Bay area.

This could provide some relief for pastoralist in the eastern side of the shire that have been worst hit by the lack of rain over the past years.

Statutory Environment:

Nil.

Strategic Implications:

N/A

Sustainability Implications

- **Environmental**
There are no known significant environmental implications
- **Economic**
There are no known significant economic implications.
- **Social**
There are no known significant social considerations.

Policy Implications:

Nil

Financial Implications:

Nil.

Consultation:

Nil

Recommendation:

That council write to the Hon Dean Nalder, Minister for Transport; Finance regarding the granting of an Exceptional Circumstances Permit for the Beringarra-Pindar Road.

Voting Requirements:

Simple Majority

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

On the belief that Murchison will be drought declared that Council write to the Hon Dena Nalder, Minister for Transport; Finance regarding the granting of an Exceptional Circumstances Permit for the Beringarra-Pindar Road.

Carried**For: 6****Against: 0**

Cr Squires left the meeting at 11.50am

Ce Squires returned to the meeting at 11.53pm

18. ADMINISTRATION

Cr Halleen left the meeting at 11.55am
Cr Foulkes-Taylor left the meeting at 11.55am

18.1 Attendance at SKA Regional Stakeholders Meeting

File:	14.11
Author:	Jenny Goodbourn
Interest Declared:	Cr Halleen; Cr Foulkes-Taylor
Date:	17 April 2014
Attachments:	N/A

Matter for Consideration:

Council to consider attendance of the Shire President and Deputy Shire President at the SKA Regional Stakeholders Group meeting.

Background:

The CEO, Shire President and Deputy President have been invited to the inaugural SKA Regional Stakeholders Group meeting which is to be held in Geraldton on the 28th April. The meeting is being held at the MWDC board room. The primary focus of the meeting will be to provide an update on the SKA project and give members an opportunity to provide feedback. This is separate to the SKA Utilities Working Group, which had its first meeting in January. I have recently been working with Bernie Miller of MRWA and Alison Fowler of the Department of Premier & Cabinet regarding specific road information. The Utilities Group is currently compiling road information and states:- *Australia’s 2011 bid to host the SKA included road upgrades as a project cost to be covered by the SKA Organisation. In order to advance the discussion on road requirements at the international level, it is necessary to understand the current condition of the road, how often the road is impassable due to weather conditions or maintenance activities, the practical road improvement options available and the costs associated with those options. This table aims to collect some of the existing information and identify further information required for a preliminary high-level discussion of potential road solutions.*

I have provided traffic data counts for the Carnarvon-Mullewa Road and Beringarra-Pindar Road and am working with the group to develop the details of the current road conditions.

Comment:

With such a major development it is imperative that we have representation on the group, in fact it was one of the major things that came out of the ASKAP development that issues such as roads were not properly addressed and council and local stake holders were not consulted from the beginning. Therefore it would be good for at least one council representative to attend the meeting. Per 8.1.2 of the Shire of Murchison policy manual council needs to discuss the attendance prior to the meeting and decide who is to attend the meeting and in what capacity. If the attendance is in the capacity of a councillor then the travel costs would be covered for the member attending.

President Halleen has asked whether we would be able to join via a video link from Boolardy. This would save time and travel and CSIRO have equipment there that should be able to facilitate this. At the time of writing this item we have not received a reply as to whether this is a viable option or not. Hopefully we will have a response before the meeting.

The CEO advised that she would be attending the meeting.

Cr Broad felt that there did not need to be 2 councillors and the CEO. He felt that the CEO would be sufficient. Cr Williams felt the CEO and 1 councillor. Cr Whitmarsh said that for such a short meeting it should only be the CEO and 1 councillor. There was a possibility that we could join from Boolardy via satellite link but this has subsequently not been achievable.

Statutory Environment:

Nil.

Strategic Implications:

N/A

Sustainability Implications

- **Environmental**

There are no known significant environmental implications

- **Economic**
There are no known significant economic implications.
- **Social**
There are no known significant social considerations.

Policy Implications:

Nil

Financial Implications:

Nil.

Consultation:

Nil

Recommendation:

That council support the CEO & one Councillor attending the inaugural SKA Regional Stakeholders Group meeting.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Williams	
That council support the CEO & one Councillor attending the inaugural SKA Regional Stakeholders Group meeting.		
Carried	For: 4	Against: 0

Cr Halleen returned to the meeting at 12.02pm

Cr Foulkes-Taylor returned to the meeting at 12.02pm

There was a discussion and it was decided that Cr Foulkes-Taylor would attend the meeting in person and Cr Halleen would try to join via video link.

18.2 DPaW Tenders

File:	13.7
Author:	Jenny Goodbourn
Interest Declared:	None
Date:	17 April 2014
Attachments:	DPaW Response

Matter for Consideration:

Council to consider response from Department of Parks and Wildlife regarding tenders on Parks and Wildlife owned property.

Background:

At the March forum there was discussion on a recent tender on a property within Murchison. The tender had been advertised in the paper but not all residents within the shire were aware of it as not all people receive newspapers. It was decided to write to DPaW and ask them to forward any tender details to the shire so that they could be forwarded out to the community. This is the same as we have requested CSIRO to do.

Comment:

A letter was sent to Mr David Rose, District Manager of DPaW to this effect on the 31st March. The reply is attached and he has asked the relevant staff to forward information to the shire in the future. Hopefully this will enable us to disseminate the information to community members for any future works or tenders.

Statutory Environment:

Nil.

Strategic Implications:

N/A

Sustainability Implications

- **Environmental**
There are no known significant environmental implications
- **Economic**
There are no known significant economic implications.
- **Social**
There are no known significant social considerations.

Policy Implications:

Nil

Financial Implications:

Nil.

Consultation:

Nil

Recommendation:

That council note the response received from the Department of Parks and Wildlife.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Whitmarsh	
That council note the response received from the Department of Parks and Wildlife.		
Carried	For: 6	Against: 0

18.3 ICPA Thanks

File:	8.3
Author:	Jenny Goodbourn
Interest Declared:	None
Date:	17 April 2014
Attachments:	ICPA thanks

Matter for Consideration:

Council to consider letter of thanks from the ICPA.

Background:

At the September 2013 meeting council resolved:

Council Decision:		
Moved: Councillor Halleen	Seconded: Councillor Squires	
That Council makes a donation of \$1,000 towards the sponsorship of the ICPA Annual State Conference to be held in Perth in March 2014.		
Carried	For: 6	Against: 0

Comment:

A letter has been received from the ICPA thanking the shire for their donation of \$1,000 and giving a report on this year's conference.

It is good to see that the conference was well attended and a number of pertinent issues were raised and discussed.

It was also good to see that the shires donation was acknowledged through several media types including PowerPoint presentation, print and Facebook.

Cr Foulkes-Taylor noted that the ICPA is a fantastic organisation working hard for education access for regional children.

Statutory Environment:

Nil.

Strategic Implications:

N/A

Sustainability Implications

- **Environmental**
There are no known significant environmental implications
- **Economic**
There are no known significant economic implications.
- **Social**
There are no known significant social considerations.

Policy Implications:

Nil

Financial Implications:

Nil.

Consultation:

Nil

Recommendation:

That council note the letter of thanks received from the ICPA.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Whitmarsh	Seconded: Councillor Squires	
That council note the letter of thanks received from the ICPA.		
Carried	For: 6	Against: 0

19. NOTICE OF MOTION

Nil

20. CEO ACTIVITY REPORT

Date	Activity
CEO	
20 th March	Discussion with Travis Bate, RSM Bird Cameron, regarding new annual review of risk management that has to be considered by the Audit Committee
26 th March	Attended the Murchison Regional Roads Sub Group meeting in Cue.
28 th March	Met with Mark of Evergreen who attended the settlement to provide a revised quote for the proposed bowling greens.
1 st April	Special meeting following annual road inspection.
7 th April	Discussion with Nik, BG&E re Ballinyoo Bridge and permits required.

9 th April	Discussion with DIA re native heritage clearance for the Ballinyoo Bridge works.
10 th April	Discussion with Ben of Golders and Dion of Water Corp re need for a beds and banks permit before Geotechnical Investigation. As the bridge is not located within a proclaimed surface water area no permit is required.
11 th April	Attended Regional Road Group Workshop and meeting in Geraldton
14 th April	Discussion with Simon Wilkes from Urbis on Local Planning Scheme and Strategy progress
17 th April	Dealt with CSIRO regarding proposed works to upgrade Boolardy airstrip
17 th April	Arranged with Countrywide House Transporters and Nexus for the new staff housing to be in the settlement next Wednesday – 23 rd March

Cr Squires said that he had recently been talking with Steve Douglas of the Mid West Development Commission regarding the Ballinyoo Bridge project and was concerned that things might not be moving as quickly as hoped. Steve Douglas had said we needed to see it move ahead quickly. The CEO advised that she had received the FAA agreement for the MWIP grant and it had in fact been signed by the president and herself that morning. This secures the funding and the conditions of the FAA give a 24 month period for the project to be completed. Worst case scenario is that by the time the geotechnical surveys are completed and tenders called we may have missed the cooler months this year. This could see a delay of the demolition and building of the new bridge to this time in 2015 but would still see completion well within the two year period.

Recommendation:

That the CEO’s Activity Report be accepted.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Foulkes-Taylor	Seconded: Councillor Squires	
That the CEO’s Activity Report be accepted.		
Carried	For: 6	Against: 0

*Cr Broad left the meeting at 12.20pm
 Cr Broad returned to the meeting at 12.22pm
 Brian Wundenberg left the meeting at 12.22pm
 Brian Wundenberg returned to the meeting at 12.23pm*

21. URGENT BUSINESS

Council Decision:		
Moved: Foulkes-Taylor	Seconded: Squires	
That council deal with one urgent item.		
Carried	For: 6	Against: 0

21.1 Murchison Community Fund Request

File:	4.62.1
Author:	Jenny Goodbourn
Interest Declared:	None
Date:	17 April 2014
Attachments:	

Matter for Consideration:

Endorsement of the Murchison Community Fund’s decision regarding a funding request.

Background:

At the February meeting council resolved:

Council Decision:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Broad

That council does approve the request from the ICPA to use the sports centre complex for an ICPA activity camp in May.

Carried

For: 6

Against: 0

The camp is being held on the 2nd – 5th May.

Comment:

The Murchison Community Fund received an application for funding from ICPA – Meekatharra Air Branch for a grant of \$1,305. The money is to be used to cover costs to enable 2 or 3 Uni students to attend the ICPA school camp and give a “robotics workshop”. The workshop will expose the ICPA students to the basics of engineering and construction by way of having fun while learning.

A break-up of the costs has been provided and the members of the Murchison Community Fund are in support of the grant application. As this event is scheduled to take place prior to the next meeting this item is being presented for council’s consideration today.

Statutory Environment:

Nil.

Strategic Implications:

N/A

Sustainability Implications

- **Environmental**
There are no known significant environmental implications
- **Economic**
There are no known significant economic implications.
- **Social**
There are no known significant social considerations.

Policy Implications:

Nil

Financial Implications:

Nil.

Consultation:

Nil

Recommendation:

That subject to Community Fund Committee approval council support the application for \$1,305.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Foulkes-Taylor

Seconded: Councillor Whitmarsh

That subject to Community Fund Committee approval council support the application for \$1,305.

Carried

For: 6

Against: 0

22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Motion to close the meeting to the public

Recommendation:

That the meeting move behind closed doors.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Whitmarsh	Seconded: Squires	
That the meeting move behind closed doors.		
Carried	For: 6	Against: 0

Council moved behind closed doors 12.35pm

22.1 Confidential item under s.5.23(2) (e) (ii)

Matter that if disclosed, would reveal information that has a commercial value to the person, where the person is a person other than the local government.

Motion to open the meeting to the public

Recommendation:

That the meeting move out from behind closed doors.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Foulkes-Taylor	Seconded: Councillor Williams	
That the meeting move out from behind closed doors.		
Carried	For: 6	Against: 0

Council moved out from behind closed doors 12.50pm

23. MEETING CLOSURE

The Shire President asked for it to be minuted that the Council wishes the best of luck to John & Dianne Daniels who will be missed by all.

There being no further business the Shire President declared the meeting closed at 12.55pm

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