



Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,
To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On **Friday 19 June 2015**, commencing at 10.00 am.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

4.1 Standing Orders

Council Decision:		
Moved: Councillor	Seconded: Councillor	
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:	Against:

5. NEXT MEETING

The next meeting is scheduled for 17 July 2015.

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

8. CONFIRMATION OF MINUTES

8.1 Ordinary Council Meeting – 15th May 2015

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 15th May 2015 be confirmed as an accurate record of proceedings

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the Minutes of the Ordinary Council meeting of 15 th May 2015 be confirmed as an accurate record of proceedings.		
Carried/Lost	For:	Against:

8.2 Special Council Meeting (to discuss Annual Road Inspection) – 26th May 2015

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 26th May 2015 be confirmed as an accurate record of proceedings

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the Minutes of the Ordinary Council meeting of 26 th May 2015 be confirmed as an accurate record of proceedings.		
Carried/Lost	For:	Against:

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

11. ACTION LIST

No	Item	Action	Status
1	Establishment of Working Group for Accident Prevention.	Inaugural meeting held 24 th September. Group established.	Ongoing
2	Community Project Officer	Inaugural meeting held 24 th September. Group established.	Ongoing
3	Lawn Bowls	Evergreen have completed instal of bowling rinks. Community Advisory Group to advise Council on completion ie type of shelters; fencing etc	CAG meeting 19/06/2015
4	Laundry and Accommodation Units	Fleetwood have delivered the accommodation & laundry units; handrails have been fitted; plumbers and electricians on-site this week; TV's and vast reception installed; linen purchased; fridges & kettles purchased. Still need to re-shape verandah rooves; paint verandah posts and handrails; purchase crockery and outdoor settings; complete landscaping. Community Advisory Group to advise Council on completion	CAG meeting 19/06/2015
5	Power Supply Issues	One brief blackout 14 January 2015. Temporary cooling system assisting. One unit operating at peak load due to hot weather. EMC has been balancing load across phases.	Drawings of Community Power Supply layout has been received from EMC.
6	Ballinyoo Bridge Tender	Tender closed Monday 16 February. Bocol was nominated by council as the preferred tenderer at the March 2015 OCM. Bocol awarded contract and to commence 1 August to 1 September,	Final contract has been signed by SOM. Bocol on track to commence on time.

		depending on river flows.	Long lead-in items, including precast concrete beams, precast concrete headstocks and steel piles have been ordered.
7	Local Preference policy and purchasing policy to be reviewed/implemented	Draft Regional Price Preference Policy adopted at the March 2015 OCM. Statewide notice of Proposed Policy given 1/04/2015. At the May 2015 meeting, council resolved to adopt the Buy Local – Regional Price Preference Policy; and to Give State-wide public notice that it has adopted the Buy Local – Regional Price Preference Policy.	State-wide public notice of the adoption was advertised in the West Australian on 23/5/2015 and so the Shire of Murchison can now use the Buy Local – Regional Price preference policy as part of its purchasing strategy. Complete.
8	Socially sustainable projects	Following the Annual Elector's meeting council resolved to add this item to the action list. Following on from wild dog initiatives would like to see funding towards other socially sustainable projects to assist the community	Address this in the 2015-16 Budget
9	Cemetery and Remembrance Walk (walk)	Completion of the cemetery and names for the remembrance walk. Community to be contacted to suggest names for inclusion. Community Advisory Group to advise Council on these projects.	CAG meeting 19/06/2015
10	FOI	Council need to review their Freedom of Information Statement to ensure it is correct regarding the review process	Yet to be actioned
11	Review of Road Network	Council to conduct a whole of shire road review. Establish roads to be closed/position of roads etc. and work with Landgate and surrounding shires. Full road pick-up has been undertaken by Greenfields and has been finalised – this was mainly to establish correct infrastructure values but will form a good basis from which to start.	Ongoing. Undesignated unsurveyed roads was bought up as a discussion point at the May zone meeting.

Recommendation:

That the Action List be accepted.

Voting Requirements:

Simple majority

Council Decision:**Moved: Councillor****Seconded: Councillor**

That the Action List be accepted.

Carried/Lost**For:****Against:****12. DISCLOSURE OF INTERESTS****13. REPORTS OF OFFICERS**

13.1 Monthly Plant Report – Works Supervisor 11 May – 13 June

May 2015			Hours					YTD	
				Start	End	Total		Operating Costs	
Plant Item	Year	Rego	1 July '14	Hrs/km	Hrs/km	Month	YTD	Plant	Fuel
Cat Grader 12H P.02	2005	MU 141	11288	12502	12543	41	1255	17941.93	22614.78
Cat Grader 12M P.03	2008	MU 51	7398	8370	8553	183	1155	57813.26	24548.44
Volvo Loader P.27	2006	MU 65	6386	6975	7060	85	674	35045.12	12477.68
Komatsu Dozer P.11	1997		0	314	397	83	397	10901.65	10441.10
Bomag Padfoot P.68	2013	MU1071	345	777	846	69	501	2945.94	9814.91
JD Grader P.01	2011	MU 121	4650	5922	6099	177	1449	20584.64	35295.16
Bomag Roller P.43	2012	MU1027	1757	2475	2559	84	802	7870.09	9544.12
Cat 938G Loader P.41	2004	MU 193	4389	4817	4845	28	456	9213.62	8166.58
Kenworth P/Mover P.61	2004	MU 000	31510	47713	48978	1265	17468	14805.76	23208.81
Iveco P/Mover P.09	2003	MU1065	283980	300058	303020	2962	19040	11599.59	17851.94
Nissan UD P.07	2009	000 MU	167522	186356	187619	1263	20097	8719.87	17025.43
Iveco Tipper Conv P.10	2004	MU 00	168987	174087	174140	53	5153	19851.92	18441.33
Generator 1-110kva	2011		13642	18101	18808	707	5166	51994.60	105253.39
Generator 2-110kva	2011		9340	12194	12221	27	2881		
Maintenance Gen P.33			3460	5768	6005	237	2545	2976.40	5128.01
Construction Gen P.32			17605	20519	0	0	2914	1613.21	6338.20
Kubota 6kva Gen P.66	2012		4567	6010	6337	327	1770	5418.74	9466.55
Mitsubishi Canter P.06	2010	01 MU	111110	132785	135929	3144	24819	12668.83	6175.44
Isuzu Construction P.64	2013	MU 140	30477	58228	60039	1811	29562	3736.38	9284.46
Toyota Prado P.55	2012	MU 0	22827	36709	38247	1538	15420	3258.52	1822.01
RAV4 P.63	2013	MU 1011	19904	27139	27930	791	8026	700.10	798.52
Great Wall P.57	2012	MU 167	26939	40252	41822	1570	14883	1419.57	2556.80
Isuzu Dmax P.28	2009	MU 300	174896	189458	192,690	3232	17794	3085.02	3153.91
Toyota Hilux P40A	2014	MU 1018	0	19222	22,150	2928	22150	411.46	2921.68
Isuzu T/Top P.54	2005	MU 1002	140946	153250	155,499	2249	14553	2442.98	4630.50
Mercedes PTV P.60	2004	MU 1009	98834	100571	100571	0	1737	786.80	295.48
Side Tipper P.18	2001	MU2010	45770	62459	63716	1257	17946	3381.21	n/a
Side Tipper P.17	2001	MU 662	0	8797	9247	450	9247	8917.46	n/a
Roadwest S/Tipper P.67	2013	MU2042	14745	30394	31723	1329	16978	993.07	n/a
Tri-Axle L/L Float P.13	2008	MU 663	13502	25640	25640	0	12138	4234.18	n/a
45ft Flat Top P.59	1978	MU2044	0	0	0	0	0	872.87	n/a
No. 2 Float P.14	2001	MU 2004	46143	57198	no reading	0	11055	6312.56	n/a
30000L W/Tanker P.24	2005	MU 2024	37646	42740	42793	53	5147	4215.16	n/a
Dog Fuel Trailer P.48	1979	MU 2026					n/a	156.87	n/a
Dog Fuel Trailer P. 49	1972	MU 2005					n/a	1315.13	n/a
Dolly 1-Red P.05	2001	MU 2003	30526	32491		broken	1965	1337.75	n/a
Dolly 2-Black P.08	2000	MU 2009	18377	27654	27654	broken	9277	3160.26	n/a
New/H Ford Tractor P.04	2006	MU 380	1719	1809	1814	5	95	162.75	288.34
Forklift P.37			12037	12273	12290	17	253	201.10	289.93
Caravans							n/a	6964.93	n/a
JD Ride on Mower			460.3	591	598	7	137.7	small	plant
Generator Perkins P.34		H/Maint	0	18615	18615	no	clock	1998.49	314.16

Generator 9KVA P.65	2013	Mechanic	1423	4127	4350	223	2927	1109.40	4038.00
Heavy Maint Trailer P.62		MU 446			n/a		n/a	1925.27	n/a
Isuzu Fire Truck P.72	2013	MU1068	0	710	734	24	734	24.00	154.48
Toyota Fast Attack P73	2014	MU1069	at Milly Milly					24.00	72.56

13.2 Works Report – Works Supervisor 11th May – 13th June

Construction

Crew have completed the reforming and gravel sheeting works program on the Carnarvon-Mullewa road commencing from the end of the Bitumen just north of Settlement to the Butcher-Track Intersection which consisted of:

- Clearing of road side from the northern end of the breakaways to 250m past Butchers Track intersection and 100m down Butchers Track.
- Old/new drains cleared and made longer
- Removal of old H-iron 24ft grid
- Pushing up of gravel in three pits. Total 18,000m³
- 8.75km of reforming sub grade by pulling in from both sides of road
- Gravel carted then Polycom added, mixed, spread and rolled with 3% centre cross fall.
- 3.3km section through the Breakaways reshaped and wet rolled plus two sections in the breakaway re-sheeted - approx. 600m (low areas where water sitting on road).
- New direction sign at Butcher Track intersection
- Signage for floodway's, crests, curves and guide posts replaced/added where necessary.

With the completion of these works on the Carnarvon-Mullewa road crew then moved plant and equipment to the Wooleen-Mt Wittenoom road to commence the new 2.6km alignment.

Maintenance

Glen and Neil have completed a full grade on the Woodleigh-Byro road and are now back on the Carnarvon-Mullewa road grading north of Byro.

The roads the crew are grading in the northern section of the shire are under flood damage claim but require a grade to tidy up all bad gutters and creek crossings damaged by the flooding rains in March.

Crew will tidy up and lightly cut over the following roads:

- Beringarra-Byro
- Erong
- Yunda - full grade
- Innouendy
- Beringarra-Cue - gravel section only full grade
- Beringarra-Mt Gould
- Beringarra-Pindar
- Nookawarra-Mileura

From here they will continue grading south down the Beringarra Pindar road toward Boolardy, eventually catching up with the construction crew working north.

Flood Damages Roads

An inspection of all roads damaged by the rains in March has been conducted and an estimate of costs for repairs has been completed. This estimate was sent to the shire for review and was signed off and submitted to MRWA on 10/06/2015 for approval.

Total estimated cost is \$7.7M.

Grids

Work on the road approaches to the 6 new grids is now under way.

Gravel has been carted in by local contractor Walladar Enterprises

Squires Resources have the contract to mix spread and roll the gravel approaches to the 6 grids and should be finished by Friday the 19/06/2015.

With the completion of the grid works Squires Resources grader will then help with the light grade of the flood damage roads in the southern section of the shire.

Floodway's

The works program for the placement of 18 new floodway's on the bitumen section of the Beringarra-Cue road is under way with all of the gravel carted to the 4 lay down pads. 75 tonnes of cement was delivered on site Wednesday 10/06/15 with the remaining 75 tonnes to be delivered later next week.

Ripping up of old Bitumen/Calcrete sub grade commenced on Monday 8/06/2015. Some of the bitumen/calcrete removed has been placed on the up side of the new floodway's to act as contour banks. Ivor from the heavy maintenance crew has completed 3 weeks pot-holing the Beringarra-Cue Road .

Staff Leave

- 15/05/2015 Trevor Hipper - day off
- 29/05/2015 Trevor Hipper – last day with shire
- 29/05/2015 Brian Wundenberg - 1/2 day off
- 30/05/2015 Barry Panting - day off
- 09/06/2015 – 10/06/2015 Colleen - 2 days off

General Works Supervisor

- 19/20 May 2015 - Pegging floodway's Beringarra Cue road
- 27/28 May 2015 - Pegging floodway's Beringarra Cue road
- 02 June 2015 - Office + Astrofest meeting
- 03/04 June 2015 - Pegging floodway's Beringarra Cue road
- 08 June 2015 - Beringarra Cue Rd start of stage 2

ROADS GRADED 12/05/2015 - 11/06/2015

Name	Length of Road	SLK's Graded this month	Heavy Maintenance Loader-truck-Grader	Comments
Beringarra /Pindar	319.80km			
Erong	63.12km			
Beringarra/Byro	90.89km			
Twin-Peaks/Wooleen	47.65km			
Boolardy/Kalli	57.30km			
Byro/Woodleigh	71.00km	71km		
New Forrest/Yallalong	36.18km			
M°Nabb/Twin-peaks	49.75km			
Yallalong-West	34.46km			
Mileura/Nookawarra	49.08km			
Muggon	38.75km	20km		
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 Wittenoom	37.55km			
Woolleen/Mt Wittenoom	33.85km			
Beringarra Cue	109.82km			
Boolardy Wooleen	19.08km			
Kalli Cue East	21.87km			
Coodardy Noondie	19.92km			
Butchers Track	64.54km			
Butchers Muggon	23.80km			
Murchison Settlement	2.00km			
Pinegrove Yallalong	-----			
Carnarvon-Mullewa	278.63km	92km		
Woolgorong-South	15.00km			
Errabiddy-Bluff	12km			
Air strip Graded				

Total this month graded: 183km

Recommendation:

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

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the Work's Supervisor's report be accepted.		
Carried/Lost	For:	Against:

13.3 Environmental Health Officer – Report following visit to Murchison**ACTION SHEET**

Council's Environmental Health Officer – Philip Swain

Date: 20-22 April 2015

Next visit proposed July 2015

Date	Subject	Action Taken
20/11/2014	Pest Control Inspection - Cue	In November last year I arranged for the vehicle pest control inspection to be conducted in Cue, for the operator at Murgoo Station to enable licensing of the same. Action: No further Action
20/4/2015	Wooleen Station Nature Based Caravan Park Approval	The correspondence following the previous report to Council has been prepared and has been sent to the Minister's office as the proposed park is within 50km of the Shire's existing caravan park facility. Action: Pending Ministerial Approval <i>Note: Since the Council decision and the correspondence the State has amended the legislation and the Shire can now approve the site subject to conditions.</i>
20-22/4/2015	Water Supply Murchison Settlement	In May 2014 at the full Council meeting the following was resolved; <i>That Council resolves to;</i> <i>(i) Retain the existing reticulated water supply within the Murchison Settlement as a non- potable supply;</i> <i>(ii) Direct Administration to install appropriate signage identifying the non-potable status of the water supply throughout the settlement;</i> <i>(ii) Directs Administration to advise all residents of the status of the settlement water supply accordingly; and,</i> <i>(iii) Directs Administration to make the necessary arrangements with the Department of Water and the Department of Health to recognise the Murchison Settlement supply as non-potable.</i> To date signage has been installed on the access roads and I have sourced, at the previous Acting CEO's request, signs to be installed in public areas around the settlement. The Shire has sourced an Ultra Violet Treatment Unit for installation at the Roadhouse as a food business and I will continue to sample this supply and Wooleen Station. The CEO has also requested that I arrange for a suite of chemical tests to be undertaken in the near future so I will arrange for bottles to be sent up to test the bore. I have installed signage in the public facilities around the Settlement and have left a supply of signs with Brian & Trevor. Action: Signage to be installed on public accessible supplies at gazebo and roadhouse. CEO to determine appropriate staff access

		<p>to potable water and information regarding treatment of water within the settlement. PS to take water samples and assess results.</p> <p><i>Note: The water results for the supply tank and Roadhouse were poor. I have arranged a 2 day site visit in July in discussions with the CEO to establish a broader water sampling regime for the settlement and I will make further recommendations about the same in due course.</i></p>
20/4/2015	New Dwelling	<p>I have again inspected the refurbished transportable. The installation of verandahs, carports, paths and fencing has been completed. The septic installation permit has been issued and the dwelling does not require final certification before being used.</p> <p>Action: No Further Action</p>
20/4/2015	Refuse Site/s	<p>Quotation has previously been sought from the surveyors to create new reserves for the existing and proposed landfill sites that identify “waste disposal” or “municipal purposes” as approved land uses. I have inspected the site and the excavations will provide many years of landfill trench, and currently complies with the Regulations (Maximum trench length 30m and weekly-monthly waste cover).</p> <p>The quotation for the survey work was substantial and is to be included in budget deliberations for 2015-16. The previous site has been pushed over and tidied up significantly. It is recommended that signage be installed on the new access road to ensure no dumping occurs at the old site.</p> <p>Action: CEO to include survey costs in budget deliberations. The Works Supervisor is to arrange signage for access to new site.</p>
21/4/2015	Sportsmans Club	<p>The Airconditioning Vents in the kitchen area need to be repaired/resealed to the ceiling. The ceiling is asbestos cement and all holes/openings to the ceiling space should be sealed to minimise the risk associated with the same. I have installed signage in the kitchen and bar relating to the non-potable status of the water supply.</p> <p>Action: CEO to organise repair/reseal of vents for kitchen and have the same sealed to the ceiling. All holes and openings to the ceiling space to be sealed with silicone sealant.</p>
21/4/2015	Food Business Inspection - Roadhouse	<p>The new proprietors have now been registered for the food business and I have conducted the routine inspection. The only major issue is the water supply and the necessary improvements to satisfy to DoH regarding water quality. In the interim I have advised the proprietors that any salad preparation and use of water in cooking should be bottled water. The premises are in a very clean condition and all equipment is operating well including fridges and freezers.</p> <p>Items requiring attention from the previous visit have been attended to;</p> <ol style="list-style-type: none"> 1. The water supply issue needs to be addressed with the installation of the UV unit; 2. Pest control by the Shire and or the proprietor needs to be recorded, at the roadhouse, to demonstrate that it is occurring; 3. The operators are to obtain a probe thermometer and undertake regular checks of cook cool foods. I have provided information to the proprietors in this regard. <p>Action: Above items to be addressed by Shire /Proprietors.</p>
21-22/4/2015	Caravan Park Inspection	<p>I have inspected this facility and the park is generally well maintained. I am very concerned about the lack of provision of fire fighting equipment in the form of hose reels. Although the Shire can approve the use of fire extinguishers and these are provided, I believe the current arrangements are inadequate. Fire hose reels need to be ordered for both ends of the caravan area. All existing fire services were inspected and tagged in May 2014 and are now due for servicing.</p> <p>I have been concerned about the state of the septic installation and have</p>

		<p>liaised with the Department of Health (DoH). This matter can be addressed in conjunction with the installation of the laundry facility as a repair to the existing system. With staff assistance the existing tanks have been exposed and I have issued an approval for 2 new leach drains. I have also issued the approvals for the new systems on the units and the laundry building.</p> <p>Items requiring attention are;</p> <ol style="list-style-type: none"> 1. Fire hose reels to be installed at both standpipes at the ends of the caravan park; 2. The hose stands be included in the fire services inspection regime; 3. Septic repairs as per approval; 4. Fire services to be tested <p>Action: Fire hose reels and maintenance items to be attended to by CEO/staff. Septic installations to be tendered and be installed in accordance with the approvals.</p>
Pending	RV Dump Point	<p>The Dump point has now been installed and is in use. I am still investigating the possibility of the Shire licensing its trailer mounted controlled waste vehicle to reduce pump out costs.</p> <p>Action: EHO to initiate controlled waste vehicle application.</p>
Pending	Building Compliance issues	<p>The Building Act 2011 and Regulations contain references in the schedules relating to permits with mean that permits for construction and demolition are not required in the Shire. The delegations have now been amended to reflect the legislative changes. I am negotiating with the Shire of Merredin Building Surveyor is prepared to provide Certificates of Design Compliance and issue any notices in the future should these be required. The CEO will need to appoint Mr John Mitchell of the Shire of Merredin in due course. I am recommending a policy to Council that all buildings within the settlement be constructed subject to a CDC having been issued for the same.</p> <p>Action: PS to provide report on other Building Surveying services and draft policy on building matters.</p>
Pending	Controlled Waste Vehicle	<p>As above, I believe the Shire should explore the possibility of having a “Controlled Waste” vehicle on site for pumping out the RV Dump point and septic as required. I have sought licensing and registration information on this from the Department of Environmental Regulation. Works staff are to provide vehicle details to the CEO to progress this matter.</p> <p>Action: CEO to forward vehicle information for trailer mounted unit. EHO to confirm approval process to establish controlled waste collection and disposal at Murchison Settlement</p>
Pending	Settlement Swimming Pool	<p>As advised previously the pool is not a public pool and therefore does not require full compliance with the Health (Aquatic Facilities) Regulations 2007. I have inspected the gates and fences and they are compliant. As before, I recommend that Council consider the installation of a continuous monitoring and chlorination system such as a “Chemigem”.</p>

Recommendation:

That the Environmental Health Officers report be accepted.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

14.2 Councillors

15. REPORTS OF COMMITTEES

16. FINANCE

16.1 Financial Activity Statements to 30 April 2015

File:	2.2
Author:	Dianne Daniels - CEO
Interest Declared:	No interest to disclose
Date:	10 th June 2015
Attachments:	Financial Activity Statements for 10 months to 30 April 2015 Statement of Financial Position Income Statement by Nature & Type Income Statement by Program General Ledger Trial Balance

Matter for Consideration:

Council to consider adopting the Monthly Financial Statements for April 2015.

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 30 April 2015 is a surplus of \$5,051,784.00 against a YTD budget of \$1,391,640, so up \$3,660,144.

	YTD Actual
Opening Funding Surplus(Deficit)	0
Less Operating Revenues down	(967,564)
Less Operating Expenditure up	(71,825)
Less Funding Balance Adjustment	(397,304)
Add Capital Revenue up	749,552
Add Capital Expenditure down	4,457,490
Less Reserve Transfers down	(110,205)
	<u>3,660,144</u>

Refer to May Financials for explanation of variances.

The following Term Deposits are currently held:

Beringarra- Cue Road Reserve TD	\$3,592,259.99	@ 3.43%	Maturity 27/06/2015
Crosslands MCF Term Deposit	\$ 300,000.00	@ 2.97%	Maturity 27/05/2015
Ballinyoo Bridge	\$3,500,000.00	@ 2.97%	Maturity 27/05/2015

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 30 April 2015 as attached.

Voting Requirements:

Simple majority.

Council Decision:		
Moved: Councillor		Seconded: Councillor
Carried/Lost	For:	Against:

16.2 Accounts Paid during April 2015

File:	4.37.1
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	10 th June 2015
Attachments:	EFT & Cheque Details for April 2015

Matter for Consideration:

Endorsement of accounts paid during the month of April 2015.

Background:

If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, then the CEO is to prepare a list of accounts paid by the CEO during the month to present to Council.

Comment:

Payments made during the month of April 2015 are attached.

Statutory Environment:

Local Government (Financial Management) Regulations 1996

Regulation 13 states:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

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 \$1,182,175.24 which includes \$558,084.60 of intra account transfers for the month of April 2015, be endorsed by Council.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor		Seconded: Councillor
Carried/Lost	For:	Against:

16.3 Financial Activity Statements to 31 May 2015

File:	2.2
Author:	Dianne Daniels - CEO
Interest Declared:	No interest to disclose
Date:	16 th June 2015
Attachments:	Financial Activity Statements for 11 months to 31 May 2015 Statement of Financial Position Income Statement by Nature & Type Income Statement by Program General Ledger Trial Balance

Matter for Consideration:

Council to consider adopting the Monthly Financial Statements for May 2015.

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 May 2015 is a surplus of \$5,559,665 against a YTD budget of \$252,007, so up \$5,307,658.

Variances:

	YTD Actual
Opening Funding Surplus(Deficit)	0.00
Less Operating Revenues down	(783,984)
Add Operating Expenditure down	17,959
Less Funding Balance Adjustment	(142,860)
Add Capital Revenue up	776,338
Add Capital Expenditure down	5,551,207
Less Reserve Transfers down	(111,001)
	<u>\$5,307,658</u>

Please refer to attached Financial Report for explanation of variances.

The following Term Deposits are currently being held:

Beringarra- Cue Road Reserve TD	\$3,592,259.99	@ 3.43% Maturity 27/06/2015
Crosslands MCF Term Deposit	\$ 302,172.58	@ 2.97% Maturity 27/06/2015
Ballinyoo Bridge	\$3,525,346.71	@ 2.97% Maturity 27/06/2015

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.

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 31 May 2015 as attached.

Voting Requirements:

Simple majority.

Council Decision:	
Moved: Councillor	Seconded: Councillor
Carried/Lost For:	Against:

16.4 Accounts Paid During May 2015

File:	4.37.1
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	16 th June 2015
Attachments:	EFT & Cheque Details for May 2015

Matter for Consideration:

Endorsement of accounts paid during the month of May 2015.

Background:

If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, then the CEO is to prepare a list of accounts paid by the CEO during the month to present to Council.

Comment:

Payments made during the month of May 2015 are attached.

Statutory Environment:

Local Government (Financial Management) Regulations 1996

Regulation 13 states:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee’s name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Strategic Implications:

None

Policy Implications:

None

Budget/Financial Implications:

Payment from the Municipal, Trust and Reserve 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 \$1,475,105.50 which includes \$851,000 of intra account transfers for the month of May 2015, be endorsed by Council.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

16.5 Fees and Charges 2015- 2016

File:	2.4
Author:	Dianne Daniels - CEO
Interest Declared:	No interest to disclose
Date:	11 th June 2015
Attachments:	N/A

Matter for Consideration:

Council to consider adopting the Schedule of Fees and Charges for inclusion in the 2015-2016 Budget.

Background:

A local government may impose and recover a fee or charge for any goods or services it provides or proposes to provide, other than a service for which a service charge is imposed. In determining the amount of the fee or charge for goods or services, a local government is required to take into consideration the cost of providing the goods or services, the importance of the provision to the community and the price at which the goods or service can be provided by an alternate provider. The basis for providing a fee or charge is not to be limited to the cost of provision except for the following services:

- (a) provision of copies of information requested under section 5.96;
- (b) receiving an application for approval, granting an approval, making an inspection and issuing a license, permit, authorization or certificate under section 6.16(2)(d);
- (c) prescribed under section 6.16(2) (f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service

Comment:

All fees and charges have been revised considering the cost to Council and by comparing the proposed Fee or Charge to that charged by alternative suppliers in a similar situation.

Fees for Dog and Cat Registrations are governed by State legislation and may change during the financial year. As of the 1 November 2015, all dogs must be microchipped. Proof of microchipping must be provided prior to registration as of that date.

This year I have included the price of fuel, to give the community clarity as to how we set our pump prices.

There are two suggested additions to our Fees and Charges Schedule – a charge for vegetables sold from the tunnel and a charge for access to FOI documents.

To date, vegetables have been sold from the tunnel on a rather ad hoc basis. The intention is not to compete with the roadhouse, but to make good use of the tunnel which has been part of the community for about five years now. Vegetables grown without sprays or fertilisers give people the opportunity to buy fresh produce that is otherwise not available out here. We have researched the current price for our range of vegetables from one of the chain supermarkets and I suggest, that in order to give the administration staff some direction as to what we charge, that we charge 50% of that price, rounded up to the nearest 25 cents. The prices in the schedule have been calculated on that basis.

I also suggest that we charge for requests to access/copy documents made under the Freedom of Information Regulations. The charges are based on the Freedom of Information (Charges) Regulations 1982 and should fairly reflect the work involved in providing access to documents on request.

Statutory Environment:

Local Government Act 1995

Section 6.16 - Allows a local government to impose and recover a fee or charge for any goods or services it provides or proposes to provide. Fees and charges are to be imposed when adopting the annual budget, but may be imposed during the financial year and amended from time to time by giving public notice.

Freedom of Information Act -4.1 Section 29 authorises and agency or minister to impose a charge for providing access to a document. The charge is to be assessed in accordance with the Freedom of Information (Charges) Regulations 1982.

Strategic Implications:

Nil

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

Policy Implications:

Nil

Financial Implications:

Fees and charges raised will contribute to approximately 3.5% of operating revenue

Consultation:

Nil

Recommendation:

That Council adopt Fees and Charges for the 2015-2016 Financial Year as detailed in the Schedule below:

SCHEDULE OF FEES AND CHARGES SHIRE OF MURCHISON

SERVICE	2014-15 inc GST	2015-16 Inc GST
CEMETERY		
Plot reservation	\$92.00	\$93.00
Sinking grave	\$460.00	\$465.00
Re-opening grave	\$460.00	\$465.00
Permit to erect plaque	\$46.00	\$47.00
SPORTS CLUB & EQUIPMENT		
Sports Club Venue – commercial or business hirer –per day	\$150.00	\$155.00
Sports Club Venue – bond *	\$250.00	\$255.00
* Exempt organisations are:- The Museum Committee, MAC, Shire Social Club, Murchison Sports Club, BFB, LEMC, PGA, RBG, ICPA and LCDC		
Table Hire – per table- commercial or business hirer.	\$5.00	\$6.00
Chair Hire – per chair – commercial or business hirer.	\$1.00	\$1.00
Bond for use of any chairs or tables outside of the settlement.	\$200.00	\$205.00
ADMINISTRATION		
Photocopying – black and white A4	\$0.15	\$0.30

SERVICE	2014-15 INC GST	2015-16 INC GST
Photocopying – black and white A3	\$0.20	\$0.60
Photocopying – colour A4	\$0.45	\$0.90
Photocopying – colour A3	\$0.60	\$1.80
Facsimile – inward	\$1.00	4.00
Facsimile – outward	\$1.00	4.00
Laminating – A4	\$2.50	2.60
Laminating – A3	\$4.50	4.60
ADVERTISING IN THE MONOLOGUE		
Full page – black and white	\$22.00	\$22.50
Full page - colour	\$80.00	\$81.00
½ page – black and white	\$12.00	\$12.50
½ page - colour	\$45.00	\$46.00
¼ page – black and white	\$6.00	\$6.50
¼ page - colour	\$25.00	\$25.50
INTERNET ACCESS	\$2.50/half hour	\$2.60/half hour
SPECIAL SERIES PLATES	\$220.00	\$200.00
DOG REGISTRATIONS (Subject to change)		
Sterilised 1 year	\$20.00	\$20.00
Sterilised 3 years	\$42.50	\$42.50
Sterilised – Lifetime registration	\$100.00	\$100.00
Sterilised Working Farm dog 1 year	\$5.00	\$5.00
Sterilised Working Farm dog 3 years	\$10.63	\$10.63
Sterilised Working Dog – Lifetime registration	\$25.00	\$25.00
Unsterilised 1 year	\$50.00	\$50.00
Unsterilised 3 years	\$120.00	\$120.00
Unsterilised – Lifetime Registration	\$250.00	\$250.00
Unsterilised Working Farm dog 1 year	\$12.50	\$12.50

SERVICE	2014-15 inc GST	2015-16 inc GST
Unsterilised Working Farm dog 3 years	\$30.00	\$30.00
Unsterilised Working Dog – Lifetime registration	\$62.50	\$62.50
Dog Pound Fees per day		
Sustenance per dog	\$10.00	\$10.00
Release fee	\$30.00	\$30.00
Pensioners 50% of abovementioned charges		
50% only payable if paid from 31 May each year		
25% only payable for working dogs		
Proof of sterilisation and after 1/11/15 of microchipping will be required		
CAT REGISTRATIONS (Subject to change)		
Sterilised 1 year	\$20.00	\$20.00
Sterilised 3 years	\$42.50	\$42.50
Sterilised – Lifetime Registration	\$100.00	\$100.00
Pensioners 50% of abovementioned charges		
Cat Pound Fees per day		
Sustenance per cat	\$5.00	\$5.00
Release Fee	\$30.00	\$30.00
BOOKS AND MAPS		
Road to Murchison	\$30.00	\$30.00
A Varied and Versatile Life	\$28.00	\$28.00
Gascoyne Murchison Outback Pathways	\$30.00	\$30.00
Street Smart Maps – The Midwest	\$10.00	\$10.00
AMMUNITION		Our Purchase Price Plus 10% currently
Federal 243 Soft Point x 20		\$39.60
Fiocchi 270 Winchester 130g x 20	\$50.50	\$50.60

SERVICE	2014-15 inc GST	2015-16 inc GST
Fiocchi 223 Remington 55g x 20	\$26.00	\$26.00
Highland 223 Rem Soft Point	\$19.50	\$19.50
Highland 243 Win 90g x 20	\$25.50	\$25.50
Maxi Magnum 40g x 50	\$21.00	\$22.00
Remington 22 Hornet 45g x 50	\$81.00	\$81.00
Winchester X222 RA 50g x 20	\$19.50	\$19.50
Winchester 222 Rem 50g x 20	\$23.50	\$23.35
Winchester 243 Win 80g x 20	\$37.00	\$37.00
Winchester 223 Rem 55g x 50	\$53.50	\$53.50
Winchester 308 Win 150g x 20	\$39.00	\$39.00
Winchester 22LR 40g x 50	\$8.50	\$9.50
PLANT & EQUIPMENT – INC. OPERATOR	\$/hour inc GST	\$/hour inc GST
Truck 6 wheel end tipper 10 m	N/A	
Dozer Komatsu D85A	\$180.00	\$182.00
Loader Volvo 966	\$155.00	\$157.00
Loader Cat 938	\$135.00	\$137.00
Grader	\$165.00	\$167.00
Roller 12 tonne vibrating	\$135.00	\$137.00
Roller rubber tyre	\$115.00	\$117.00
Prime mover/1 side tipping trailer	\$165.00	\$167.00
Prime mover/2 side tipping trailers	\$195.00	\$198.00
Prime mover/30,000L water cart	\$160.00	\$162.00
Prime mover/Low loader	\$160.00 Up to 50Km radius – over that charge to be \$5.50per km	\$162.00 Up to 50Km radius – over that charge to be \$5.60per km
Mobe/De-mobe	\$5.50 per km	\$5.60 per km
LABOUR	\$58.00	\$65.00
FUEL – DIESEL AND ULP	As per Policy – ‘The price of fuel will be set at 10% above the highest of the purchase price (including freight) of newly delivered ULP or diesel’	

Suggested inclusions

SERVICE	2014-15 inc GST	2015-16 inc GST
Sale of Vegetables		
Beans		small bag \$1.00
Broccoli		a head \$0.50
Cabbage		each \$2.00
Capsicum Green		each \$1.00
Capsicum Red		each \$2.25
Chillies		each \$0.25
Lettuce		each \$1.75
Pumpkins		each \$3.00
Silverbeet		small bunch \$1.75
Tomatoes		each \$0.50

SERVICE	2014-15 inc GST	2015-16 inc GST
Freedom of Information Regulations		
(In accordance with FOI Regs – not subject to GST)		
Search & Retrieval – time spent searching for or retrieving a document		\$15.00 per hour
Decision Making – time spent in deciding to grant or refuse a request, including examining documents, consulting with other parties, making deletions or notifying any interim or final decision on the request		\$20.00 per hour (first five hours Nil)
Electronic Production – retrieving and collating information stored on a computer or on like equipment		Actual cost incurred in producing copy
Transcript – preparing a transcript from a sound recording, shorthand or similar medium		\$4.40 per page
Photocopy – a photocopy of a written document		\$0.10 per page
Other Copies – a copy of a written document other than a photocopy		\$4.40 per page
Replay – replaying a sound or film tape		Actual cost incurred in replaying
Inspection – supervision by an agency officer of an applicant’s inspection of documents or hearing or viewing an audio visual recording		\$6.25 per half hour (or part thereof)
Delivery – posting or delivering a copy of a document at the applicants request		Cost of postage or delivery

Voting Requirements:

Absolute Majority

Council Decision:		
Moved: Councillor		Seconded: Councillor
Carried/Lost	For:	Against:

16.6 Differential Rates 2015-2016

File:	3.1
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 June 2015
Attachments:	Nil

Matter for Consideration:

That Ministerial Approval be sought to adopt differential general rates as detailed below for the Shire of Murchison for the 2015-16 Financial Year.

Background:

At the May council meeting Council Resolved:-

Council Decision:	
Moved: Councillor Squires	Seconded: Councillor Williams
<i>That Council introduces differential rates and sets minimum rates in the 2015-16 year as per Option 1 of the Appended Table.</i>	
<i>Payment of rates charges may be made in a single payment or by four instalments at dates to be set as part of the budget adoption.</i>	
<i>An administration fee of \$15 will apply to the instalment option and an 8% penalty interest will apply to late payments.</i>	
Carried	For: 5 Against: 1

RATE TYPE	RATE IN \$	2014-15 BUDGETTED TOTAL REVENUE	NO OF PROPS	RATEABLE VALUE \$	OPTION 1 2015-16		OPTION 2 2015-16	
					RATE IN \$ 1.3% INCREASE	REVENUE	RATE IN \$ 3% INCREASE	REVENUE
Differential Rate UV								
Pastoral	0.0267	57,050	23	2,136,691	0.0270	\$ 57,791	0.0275	\$ 58,761
Mining	0.2858	143,206	9	813,794	0.2895	\$ 235,606	0.2944	\$ 239,560
Exploration/Prospecting	0.0963	84,800	35	310,737	0.0976	\$ 30,328	0.0992	\$ 30,846
Minimum Rates								
Pastoral	261	1,305	5	19,253	264	\$ 1,322	269	\$ 1,344
Mining	394	-	0		399	\$ -	406	\$ -
Exploration/Prospecting	394	11,820	9	15,364	399	\$ 3,592	406	\$ 3,652
						\$ 328,639		\$ 334,163

Comment:

The intention to impose differential rates was advertised in accordance with s6.36 of the Local Government Act 1995 in the Geraldton Guardian newspaper on Friday 20th May 2015

The advertisement contained details of each differential general rate and minimum payment endorsed by Council and invited submissions from electors or ratepayers in respect of the proposed differential general rate or minimum payment and any related matters within 21 days. Submission closed on the 12th June 2015 and no submissions have been received. Before adopting the differential general rates and associated Minimum Rates, Council is required to seek Ministerial Approval under s6.33 (3) of the Local government Act as the UV Mining Rate is more than twice the lowest differential general rate.

Statutory Environment:

Local Government Act 1995

Division 6 - Rates and Service Charges

Subdivision 2 — Categories of rates and service charges

6.33 – Differential general rates

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

6.35 – Minimum Payment

(6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories

(c) to each differential rating category where a differential general rate is imposed

6.36. Local government to give notice of certain rates

(1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.

Sustainability Implications

- **Environmental**
There are no known significant environmental implications associated with this decision
- **Economic**
There are no known significant economic implications associated with this decision
- **Social**
There are no known significant social considerations associated with this decision

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

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

Consultation:

Nil

Recommendation:

That Ministerial Approval be sought to adopt differential general rates as detailed in option one of the table below for the Shire of Murchison for the 2015-16 Financial Year:

RATE TYPE	RATE IN \$	2014-15 BUDGETTED TOTAL REVENUE	NO OF PROPS	RATEABLE VALUE \$	OPTION 1 2015-16		OPTION 2 2015-16	
					RATE IN \$ 1.3% INCREASE	REVENUE	RATE IN \$ 3% INCREASE	REVENUE
Differential Rate UV								
Pastoral	0.0267	57,050	23	2,136,691	0.0270	\$ 57,791	0.0275	\$ 58,761
Mining	0.2858	143,206	9	813,794	0.2895	\$ 235,606	0.2944	\$ 239,560
Exploration/Prospecting	0.0963	84,800	35	310,737	0.0976	\$ 30,328	0.0992	\$ 30,846
Minimum Rates								
Pastoral	261	1,305	5	19,253	264	\$ 1,322	269	\$ 1,344
Mining	394	-	0		399	\$ -	406	\$ -
Exploration/Prospecting	394	11,820	9	15,364	399	\$ 3,592	406	\$ 3,652
						\$ 328,639		\$ 334,163

- Payment of rates charges may be made in a single payment of by four instalments at dates to be set as part of the budget adoption.
- An administration fee of \$15 will apply to the instalment option and an 8% penalty interest will apply to late payments.
- The ESL charge and interest will be charged in accordance with instructions from the DFES.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor	Seconded: Councillor
Carried/Lost	For: Against:

17. DEVELOPMENT

17.1 Review of Strategic Community Plan

File:	4.39
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th June 2015
Attachments:	Strategic Community Plan – Revision Date 19 th June 2015

Matter for Consideration:

Council to consider the Desktop Review of the Shire of Murchison Strategic Community Plan.

Background:

The Shire’s first Strategic Community Plan under the new Integrated Planning Legislation was adopted by an absolute majority of Council on the 17th May 2013. According to legislation, the Strategic Community Plan needs to be reviewed regularly to ensure that it is relevant to the Community. At minimum, a desktop review is required every two years and a full review every four.

Comment:

For this Desktop Review, I have updated the status of ‘Actions to Date’ and Actions Planned’ and addressed the Key Performance Criteria within each of the four community well-being priorities – Economic, Environmental, Social, and Civic Leadership. Please note that review notes have been inserted over the original Plan in orange.

Comments/submissions were invited from the community. The plan was emailed to all on the 'Community' email list on Monday the 8th of June, 2015 with the final date for submissions being 4 pm Monday 15th June 2015. No comments/submissions were received.

Statutory Environment:

Local Government Act 1995

5.56. Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996 Part 5 Division 3 19(c)

19C. Strategic community plans, requirements for (Act s. 5.56)

(1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.

(3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

(4) A local government is to review the current strategic community plan for its district at least once every 4 years.

(5) In making or reviewing a strategic community plan, a local government is to have regard to —

(a) the capacity of its current resources and the anticipated capacity of its future resources; and

Local Government (Administration) Regulations 1996

(b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and

(c) demographic trends.

(6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.

(7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.

*Absolute majority required.

(8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

(9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.

(10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

Strategic Implications:

Review of the Plan against Key Performance Indicators' is vital to ensure that Community aspirations are being met.

Sustainability Implications

- **Environmental**

This is one of the four main themes of the Strategic Community Plan – to improve the sustainability of land use and improve the condition of the environment. Reviewing the plan ensures that the Community is kept informed on the progress of environmental strategies detailed in the plan.

- **Economic**

This is one of the four main themes of the Strategic Community Plan – to develop the region's economic potential to encourage families and businesses to stay in the area. Reviewing the plan ensures that the Community is kept informed on the progress of economic strategies detailed in the plan.

- **Social**

This is one of the four main themes of the Strategic Community Plan – to develop, coordinate, provide and support services and facilities which enhance the quality of community life in the Shire. Reviewing the plan ensures that the Community is kept informed on the progress of social strategies detailed in the plan.

Policy Implications:

Nil

Financial Implications:

The Strategic Community Plan sets the direction for the Long Term Financial Plan and the Corporate Business which inform the Budget.

Consultation:

UHY Haines Norton

Recommendation:

That Council adopts the desktop review of the Shire of Murchison Strategic Community Plan 20012/13 – 2022/23.

Voting Requirements:

Absolute Majority

Council Decision:		
Moved: Councillor		Seconded: Councillor
Carried/Lost	For:	Against:

18. ADMINISTRATION

18.1 Eastern Gascoyne Gymkhana Club

File:	4.69
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	11 th June 2015
Attachments:	Eastern Gascoyne Gymkhana Club - Letter of Request for Sponsorship

Matter for Consideration:

Consideration of request for sponsorship for the gymkhana to be held on Sunday 4th October 2015, during the Landor races weekend.

Background:

Over the past few years the shire has assisted the Eastern Gascoyne Gymkhana Club by agreeing to print the programmes for the gymkhana they run on the Sunday of the Landor races weekend. Last year we printed 100 programmes, A4 double-sided. We have no record of whether they were colour or black and white, but if they were in black and white the cost would have been \$30 and if in colour the cost would have been \$90.

Comment:

I have received a letter asking whether the shire is able to continue its sponsorship again this year by printing the programmes. There will be the same sort of number and cost involved as last year. If we are unable to assist then they will need to pursue other sponsorship. If we are able to assist then our sponsorship will be acknowledged. In view of the small amount involved I would recommend to council that the sponsorship, by way of printing of the gymkhana programmes, be continued. The Eastern Gascoyne Gymkhana Club is a local club and many members of the Murchison community are involved with the club and/or the Landor Races and traditionally have been for many years.

Statutory Environment:

Assistance to community groups and clubs is well within Councils’ legislative boundaries

Sustainability Implications

- **Environmental**
There are no known significant environmental implications associated with this decision
- **Economic**
There are no known significant economic implications associated with this decision

- **Social**
There are no known significant social considerations associated with this decision

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Minimal and can be included under sponsorship provision in the 2015/2016 budget.

Consultation:

Nil

Recommendation:

That Council confirms they will offer sponsorship to the Eastern Gascoyne Gymkhana Club, by way of printing the programmes for the Gymkhana to be held on Sunday 4th October 2015 at Landor.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

18.2 Local Government Convention and Trade Exhibition 2015

File:	4.6
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th June 2015
Attachments:	Convention Bookings

Matter for Consideration:

Confirmation of attendance at the 2015 Local Government Convention.

Background:

The Local Government Convention and Trade Exhibition is being held on the 6th and 7th of August this year, with the WALGA AGM and Opening Welcome Reception being held on Wednesday the 5th. Attendance has been discussed and councillors and their partners have advised what sessions and events they would like to attend. Under Shire of Murchison Policy it is necessary to discuss attending conference, seminar or training courses prior to attending the event to obtain council approval.

Comment:

Councillors Halleen, Broad, and Foulkes-Taylor have indicated their intention to attend the convention as full delegates. Full details of which individual sessions are being attended are attached for approval, along with the cost of car parking and accommodation.

Statutory Environment:

Nil

Sustainability Implications:

- **Environmental**
There are no known significant environmental implications associated with this decision

- **Economic**
There are no known significant economic implications associated with this decision
- **Social**
There are no known significant social considerations associated with this decision

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

The Local Government Convention is an annual event and a relevant budget provision will need to be included in the 2015/16 budget preparation.

Consultation:

Nil

Recommendation:

That the attendance at the Local Government Convention for 2015, details as per attached schedule, be approved by council.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

18.3 Voting Delegates – WALGA 2015 AGM.

File:	4.6
Author:	Dianne – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th June 2015
Attachments:	Nil

Matter for Consideration:

Appointment of two voting delegates at the WALGA 2015 AGM to be held on Wednesday 5th August.

Background:

The 2015 AGM of WALGA will be held during the Local Government Convention on Wednesday 5th August 2015. Pursuant to the WALGA Constitution, all member councils are entitled to be represented by two voting delegates.

Comment:

Cr Halleen and Cr Foulkes-Taylor have indicated their wish to attend the WALGA AGM.

Statutory Environment:

Participation in WALGA activities is well within the Local Government legislative boundaries.

Sustainability Implications

- **Environmental**
There are no known significant environmental implications associated with this decision
- **Economic**
There are no known significant economic implications associated with this decision

- **Social**
There are no known significant social considerations associated with this decision

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications

The Local Government Convention is an annual event and a relevant budget provision will need to be included in the 2015/16 budget preparation.

Consultation:

Nil

Recommendation:

That Councillors Halleen and Foulkes-Taylor be appointed Murchison Shire delegates to the WALGA 2015 Annual General Meeting to be held on 5th August 2015.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

18.4 Public Question Time Policy

File:	4.40
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	16 th June 2015
Attachments:	Nil

Matter for Consideration:

Council to consider adopting the Public Question Time Policy for inclusion in the Shire of Murchison Policy Manual.

Background:

According to the Local Government Act 1995, time must be made available at every Council meeting (whether ordinary or special) and every meeting of a committee with delegated powers or duties, for members of the public to ask questions.

Comment:

The Policy is intended to set the overarching rules to assist in the proper management and operation of public question time and to promote efficient and effective use of time.

Statutory Environment:

Local Government Act 1995 section 5.24;
Local Government (Administration) Act 1996 Part 2 nos 5, 6 and 7;
Shire of Murchison Standing Orders 5.1 and 5.2.

Sustainability Implications

- **Environmental**
There are no known significant environmental implications associated with this decision

- **Economic**
There are no known significant economic implications associated with this decision
- **Social**
There are no known significant social considerations associated with this decision

Strategic Implications:

Nil

Policy Implications:

The Shire of Murchison Policy Manual will be amended.

Financial Implications:

Nil

Consultation:

Nil

Recommendation:

That the Shire of Murchison Policy Manual be amended to include the below Policy 1.10 Managing Public Question time, with 'History' amended to include the date of the Council Meeting at which the Policy was adopted.

POLICY

1.10 Managing Public Question Time

Introduction	Public Question Time is a means by which the public can seek responses from their local council about issues affecting the local government that are of concern to them. It assists the public to be better informed about the governing of their district and it provides the local government with a mechanism to identify issues of importance in their community.
Objective	To ensure that available time is used efficiently and effectively and that members of the public are given a fair and equal opportunity to participate.
Statutory Context	Local Government Act 1995 section 5.24; the Local Government (Administration) Act 1996 Part 2 nos 5, 6 and 7; Shire of Murchison Standing Orders 5.1 and 5.2.
Formal Record	Policies & Procedures Manual
History	Adopted at the Ordinary Meeting of Council on (insert date)
Policy Statement	Council is to manage Public Question Time at ordinary meetings of Council and prescribed meetings in a proper and efficient manner according to statutory provisions and the Shire of Murchison Public Question Time Procedures as adopted and amended from time to time.

Voting Requirements:

Simple Majority

<p>Council Decision: Moved: Councillor</p>	<p>Seconded: Councillor</p>
<p>Carried/Lost</p>	<p>For:</p> <p style="text-align: right;">Against:</p>

18.5 Public Question Time Procedures

File:	4.40
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	16 th June 2015
Attachments:	Nil

Matter for Consideration:

Council to consider adopting the Public Question Time Procedures.

Background:

According to the Local Government Act 1995, time must be made available at every Council meeting (whether ordinary or special) and every meeting of a committee with delegated powers or duties, for members of the public to ask questions.

Comment:

A Public Question Time Policy has been adopted to set the overarching rules to assist in the proper management and operation of public question time and to promote efficient and effective use of time. The Public Question Time Procedures sit under that Policy to clearly define how that policy will be implemented.

Statutory Environment:

Local Government Act 1995

5.24 Question time for public

- (1) Time is to be allocated for questions raised by members of the public and responded to at –
 - (a) every ordinary meeting of council; and
 - (b) such other meetings of councils or committees as may be prescribed.
- (2) Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

Local Government (Administration) Regulations 1996

Part 2 – Council and committee meetings

- (5) Question time for public, meetings that require prescribed (Act s. 5.24)
For the purposes of section 5.24 (1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are –
 - (a) every special meeting of council;
 - (b) every meeting of a committee to which the local government has delegated a power or duty.
- (6) Question time for public, minimum time for (Act s. 5.24(2))
 - (1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of council and meetings referred to in regulation (5) is 15 minutes
 - (2) Once all questions raised by members of the public have been asked and responded to at a meeting referred to in subregulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.
- (7) Question time for public, procedure for (Act s. 5.24 (2))
 - (1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) are to be determined –
 - (a) By the person presiding at the meeting; or
 - (b) In the case where the majority of the council or committee present at the meeting disagree with the person presiding, by the majority of those members,
Having regard to the requirements of subregulations (2), (3) and (5).
 - (2) The time allocated to the asking and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by the council or the committee, as the case may be.
 - (3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask questions and receive a response.
 - (4) Nothing in subregulation (3) requires –

- (a) A council to answer a question that does not relate to a matter affecting the local government; or
 - (b) A council at a special meeting to answer a question that does not relate to the purpose of the meeting; or
 - (c) A committee to answer a question that does not relate to a function of the committee.
- (5) If, during the time allocated for questions to be raised by members of the public and responded to, a question relating to a matter in which a relevant person has an interest, as referred to in section 5.60, is directed to the relevant person, the relevant person is to –
- (a) Declare that he or she has an interest in the matter; and
 - (b) Allow another person to respond to the question.

Standing Orders Local Law 2001

- (5) Meetings – Public Conduct
 - 5.1 Admission and Removal of the Public
 - 5.1.1 The public is admitted to Council meetings on the basis that no expression of dissent or approval, conversation or interruption to the proceedings of the Council shall take place. In the event of any such interruption, the President may use discretion and without a vote of the Council, require those interrupting to withdraw. The person or persons concerned shall immediately withdraw from the meeting.
 - 5.1.2 Any person, not being a member of Council who interrupts the orderly conduct of the Council who does not withdraw immediately upon being called by the presiding person to withdraw from the meeting, may, by order of the President, be removed from the meeting.

Sustainability Implications

- **Environmental**
There are no known significant environmental implications associated with this decision
- **Economic**
There are no known significant economic implications associated with this decision
- **Social**
There are no known significant social considerations associated with this decision

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Consultation:

Nil

Recommendation:

That the Shire of Murchison Public Question Time Procedures detailed below be adopted as a guide to the proper and efficient management of Public Question time at council and prescribed meetings.

**THE SHIRE OF MURCHISON
PUBLIC QUESTION TIME PROCEDURES:**

Objective

To ensure that available time is used efficiently and effectively and that members of the public are given a fair and equal opportunity to participate.

Prior to the Meeting

1. All questions are to be sent to the CEO at least 48 hours prior to a Murchison Shire Council ordinary meeting or prescribed meeting, on the approved form.
2. A register will be provided at least 30 minutes prior to the meeting for members of the public to register their names.

During the Meeting

1. Questions will be taken in the order of registration.
2. If a member of the public is in chambers at the time of public question time and if the presiding person allows, a question may be asked without notice.
3. A member of the Public who raises a question during question time must –
 - (a) first state his or her name;
 - (b) direct the question to the presiding member;
 - (c) ask the question briefly and concisely, without preamble
 - (d) ensure that the question is not accompanied by any expression of opinion, statement of fact or other comment;
4. If any question being asked by any member of the public is deemed inappropriate, then the presiding person may interject and ask the person to rephrase their question, or the presiding member may rule the question as inappropriate, in which case the question will not be considered. An inappropriate question is one:
 - (a) that does not relate to local government matters;
 - (b) that is offensive or defamatory;
 - (c) that contains offensive language;
 - (d) that questions the competency of staff or council members;
5. If a question is asked that has been asked at a previous meeting and a response has been provided, then the presiding person should advise the questioner accordingly and refer him or her to the minutes of the meeting at which the response was provided;
6. The presiding person will answer the question, nominate who will answer the question or take the question on notice if more time is required to research the question in order to provide an appropriate answer.
7. Once a question has been answered there will be no debate deriving from any question.
8. Public question time will be 15 minutes total time before moving on to the main council agenda, unless the presiding person allows an extension of question time.
9. Any person asking questions to council has a limit of 5 minutes in which to ask their questions, unless the presiding person allows an extension of time.
10. Once public question time is over and the council meeting resumes, no member of the public may interject at any time.
11. The public is admitted to Council meetings on the basis that no expression of dissent or approval, conversation or interruption to the proceedings of the Council shall take place. In the event of any such interruption, the President may use discretion and without a vote of the Council, require those interrupting to withdraw. The person or persons concerned shall immediately withdraw from the meeting. (Standing Orders 5.1.1).
12. Any person, not being a member of Council who interrupts the orderly conduct of the Council who does not withdraw immediately upon being called by the presiding person to withdraw from the meeting, may, by order of the President, be removed from the meeting. (Standing Orders 5.1.2)

Following the meeting

1. Minutes of the meeting are to contain a summary of each question asked and the response given.
2. Questions taken on notice should be researched and a written response provided to the questioner in a timely manner, assuming they have provided a name and contact details.
3. Response to questions taken on notice must be included in the minutes of the following meeting.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor		Seconded: Councillor
Carried/Lost	For:	Against:

19. NOTICE OF MOTION

20. CEO ACTIVITY REPORT

Date	Activity
18/05/2015	Staff Meeting – admin staff
18/05/2015	Staff Meeting – works supervisor
18/05/2015	Phone conference with ITVision staff re status of implementation
19/05/2015	Phone discussion with Pat Hogan from Goldfields Technical Services who mentioned that they may need to blast. He was to send a mining proposal. Will follow up on that.
25/05/2015	Annual Road Inspection
26/05/2015	Annual Road Inspection and Special Meeting of Council
27/05/2015	Phone call with Brian Christie, new electoral officer for Ian Lewis, Minister of Mining & Pastoral. He was touching base with all CEO's in the area to let them know he is available if needed.
2/06/2015	Staff Meeting – admin staff
2/06/2015	Staff Meeting – works supervisor
2/06/2015	Astrofest Meeting
5/06/2015	Phone Call from Stewart Fraser re CEO Support Program and Tendering Process. Further correspondence expected from the Department regarding our Purchasing Policy.
8/06/2015	Staff Meeting – Pre-start at Works Depot
8/06/2015	Preliminary Audit RSM Bird Cameron on-site.
9/06/2015	Staff Meeting – works supervisor
10/06/2015	Interviews with prospective gardeners – Dianne/Brian on panel
11/06/2015	Plumbers on site to instal drains/water to new units/laundry
12/06/2015	Meeting at Shire Office with Joel Newey and Tully Clayton from Market Creations regarding our website and IT needs into the future.
12/06/2015	Interview with prospective DCEO – Dianne/Mark/Lydia on panel
15/06/2015	Staff Meeting – admin staff
15/06/2015	Staff Meeting – works supervisor
15/06/2015	Electricians on site to power up units/laundry; instal aircons; instal HWS; instal sat dish and vast TV. Excavator on site to dig septics and leach drains.
15/06/2015	Meeting at Shire Office with Bernie Millar from Main Roads and MRWA project manager for the SKA re the Shire's needs from a road agreement re the SKA. Also discussed flood damage and were assured by Bernie that we will be able to claim the work that we have commenced on the Beringarra Pindar Road once we have the approval. Also discussed their role in the replacement of the Ballinyoo Bridge. Brent Hamblin to follow up with formal agreement.
17/06/2015	Plumbers back on-site to complete septics and leach drains.

Recommendation:

That the CEO's Activity Report be accepted.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

21. URGENT BUSINESS

22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

23. MEETING CLOSURE