



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 16 September **2016**, commencing at 10.00 am.

**TABLE OF CONTENTS**

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS .....	3
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE .....	3
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	3
4.	PUBLIC QUESTION TIME .....	3
4.1	Standing Orders .....	3
5.	NEXT MEETING.....	3
6.	APPLICATIONS FOR LEAVE OF ABSENCE.....	3
7.	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS .....	3
8.	CONFIRMATION OF MINUTES .....	3
8.1	Ordinary Council Meeting – 19 August 2016 .....	3
9.	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION.....	4
10.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS .....	4
11.	ACTION LIST .....	4
12.	DISCLOSURE OF INTERESTS.....	6
13.	REPORTS OF OFFICERS.....	6
13.1	Monthly Plant Report – Works Supervisor .....	6
13.2	Works Report – Works Supervisor 13 <sup>th</sup> August – 10 <sup>th</sup> September 2016.....	7
13.3	Environmental Health Officer – Action Sheet – Visit 7-10 June 2016.....	9
13.4	Environmental Health Officer – Action Sheet – Visit 15-19 August 2016 .....	11
14.	ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED .....	13
14.1	Shire President.....	13
14.2	Councillors.....	13
15.	REPORTS OF COMMITTEES .....	13
16.	FINANCE.....	13
16.1	Financial Activity Statements July 2016.....	13
16.2	Accounts Paid during the period since the last list was adopted/endorsed by Council	15
16.3	Financial Activity Statements August 2016.....	16
17.	DEVELOPMENT .....	17
17.1	Preferred Route to Square Kilometre Array .....	17
18.	ADMINISTRATION.....	18
19.	NOTICE OF MOTION .....	18
20.	CEO ACTIVITY REPORT .....	18
21.	URGENT BUSINESS .....	19
22.	ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS.....	19
23.	MEETING CLOSURE.....	20

**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**

<b>Council Decision:</b>		
<b>Moved: Councillor</b>	<b>Seconded: Councillor</b>	
<b>That the following Local Law-Standing Orders 2001 be stood down:</b>		
8.2 Limitation on the number of speeches		
8.3 Duration of speeches		
<b>Carried/Lost:</b>	<b>For:</b>	<b>Against:</b>

**5. NEXT MEETING**

21 October 2016

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

**7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

A matter affecting an employee or employees pursuant to LGA 1995 5.23 (2) (a)

**8. CONFIRMATION OF MINUTES**

**8.1 Ordinary Council Meeting – 19 August 2016**

**Background:**

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

**Recommendation:**

That the minutes of the Ordinary Council meeting held on 19 August 2016 be confirmed as an accurate record of proceedings

**Voting Requirements:**

Simple majority

<b>Council Decision:</b>		
<b>Moved: Councillor</b>	<b>Seconded: Councillor</b>	
That the Minutes of the Ordinary Council meeting of 19 August 2016 be confirmed as an accurate record of proceedings.		
<b>Carried/Lost:</b>	<b>For:</b>	<b>Against:</b>

**9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

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

**11. ACTION LIST**

No	Item	Action	Status
1	Community Project Officer	Still sitting on the table. Meeting held 11 <sup>th</sup> March 2016 and recommendations presented to Council at the April OCM – the item was left to lay on the table while Council explored other options.	Ongoing
2	Ballinyoo Bridge Tender	Complete – Certificate of Practical Completion Issued. Waiting on final invoices. Final Variations agreed – final cost will be available by the end of June. A late variation claim has been made by Bocol which has been disputed by the Shire and is sitting with the Adjudicator.	Adjudication found in favour of the Shire. Request to vary balance of funding has gone to Mid West Development Commission and Department of Regional Development.
3	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. Invitation sent to CAG to meet on Friday 3 June. A surveyor will be at the Murchison Settlement shortly to survey the tip, so will plan to have the Cemetery done as well. <i>Action:</i> The work to be completed by surveyor to include Cemetery as well. Meeting held 3 June 2016.	Ongoing.
4	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. As an adjunct to this, the CEO was hoping to do a review of the Internal Hierarchy for this meeting, but it has turned out to be more complicated than first thought. The status (ie a road defined by description; a dedicated road; a gazetted road; a closed road) of roads no longer maintained needs to be identified before the Shire can progress with this. Undesignated unsurveyed roads were bought up as a discussion point at the May zone meeting. Paul Rosair did a presentation to the March OCM, which was dis-cussed at the April OCM.	Ongoing.



## 12. DISCLOSURE OF INTERESTS

## 13. REPORTS OF OFFICERS

### 13.1 Monthly Plant Report – Works Supervisor

August 2016			Hours					YTD	
Plant Item	Year	Rego	1 July '16	Start Hrs/kms	End Hrs/km	Month	YTD	Operating Costs	
								Plant	Fuel
P.01 JD Grader	2011	MU1063	7762	7829	7975	146	213	3251.95	3666.21
P.02 Cat Grader 12H	2005	MU 141	14167	14279	14439	160	272	578.68	4244.53
P15003 JD 6WD Grader	2012	MU121	712	773	887	114	175	0.00	2641.10
P.04 New/H Ford Tractor	2006	MU 380	1912	1930	1946	16	34	516.50	114.18
P.05 Dolly 1-Red	2001	MU 2003	1972	5450	8978	3528	7006	107.64	n/a
P.07 Nissan UD	2009	000 MU	202424	204909	205663	754	3239	649.22	2391.31
P.08 Dolly 2-Black	2000	MU 2009	1816	2531	6193	3662	4377	17.75	n/a
P.09 Iveco P/Mover	2003	MU1065	315776	318801	319598	797	3822		1970.53
P.10 Iveco W/Truck (hrs)	2004	MU 00	10864	10920	11028	108	164	1187.95	1072.51
P.11 Komatsu Dozer	1997		1481	1573	1659	86	178	4811.36	3404.26
P.13 Tri-Axle L/L Float	2008	MU 663	12902	14980	16129	1149	3227	917.59	n/a
P.14 No. 2 Float	2001	MU 2004	2391	6125	6228	103	3837	635.78	n/a
P.17 Side Tipper	2001	MU 662	970	3464	7018	3554	6048	306.29	n/a
P.18 Side Tipper	2001	MU2010	15034	17529	21168	3639	6134	35.50	n/a
P.24 30K W/Tanker Trailer	2005	MU 2024	46001	46012	46120	108	119	1052.46	n/a
P.27 Volvo Loader	2006	MU 65	7942	7971	8053	82	111	1999.43	1995.75
P.28 Isuzu Dmax	2009	MU 300	209207	210812	211662	850	2455	946.69	319.74
P.32 Construction Gen			22437	22572	23245	673	808	12.89	1487.88
P.33 Maintenance Gen			9098	9146	9674	528	576	577.08	1010.16
P.34 Generator Perkins		Mechanic	151	151	151	151	0	0.00	0.00
P.35 Generator 1-110kva	2011		24201	24649	25080	431	879	7624.60	
P.35 Generator 2-110kva	2011		16826	17211	17692	481	866		
P.37 Forklift			12443	12468	12479	11	36	222.39	56.82
P.40A Toyota Hilux	2014	01MU	61055	64800	67022	2222	5967	646.54	963.30
P.41 Cat 938G Loader	2004	MU 193	5315	5365	5387	22	72	2836.79	468.98
P.43 Bomag Roller	2012	MU1027	1496	2988	3032	44	1536	69.19	654.58
P.48 Dog Fuel Trailer	1979	MU 2026	0		0	0	0	554.55	n/a
P.49 Dog Fuel Trailer	1972	MU 2005	0		0	0	0	0.00	n/a
P.54 Isuzu T/Top	2005	MU 1002	171821	173127	173519	392	1698	326.92	282.61
P.55 Toyota Prado	2012	MU1011	71388	73803		-73803	71388	432.81	338.82
P.57 Great Wall	2012	MU 167	54225	54910	55521	611	1296	642.35	135.67
P.59 45ft Flat Top	1978	MU2044	0		0	0	0	915.23	n/a
P.60 Mercedes PTV	2004	MU 1009	102020	102103	102108	5	88	81.68	
P.61 Kenworth P/Mover	2004	MU 000	76906	79012	83216	4204	6310	7086.83	5266.00
P.63 RAV4 - TRADED 08/16	2013	MU 1011	35031	35800	35800	0	769	0.00	67.32
P.64 Isuzu Construction	2013	MU 140	95645	99481	99481	0	3836	453.64	2220.67
P.65 Generator 9KVA	2013	H/ Maint	5440	5532	5575	43	135	0.00	834.51
P.66 Kubota 6kva Gen	2012		9948	10343	10667	324	719	8.49	484.15

<b>P.67 Roadwest S/Tipper</b>	2013	MU2042	58719	59454	62993	3539	4274	3798.14	n/a
<b>P.68 Bomag Padfoot</b>	2013	MU1071	1595	1606	1655	49	60	536.87	719.21
<b>P.72 Isuzu Fire Truck</b>	2013	MU1068	1353	1353	1353	0	0	0.00	202.37
<b>P.73 Toyota Fast Attack</b>	2014	MU1069	8900	8900	8900	0	0	488.22	0.00
<b>Caravans</b>				n/a	n/a	n/a	n/a	1549.55	n/a
<b>P11076 JD Ride on mower</b>			795	800	833	33	38	1028.42	249.82
<b>P15006 Isuzu Maint</b>	2015	MU1018	15842	18195	21617	3422	5775	1310.17	1278.09
<b>P16063 Totota Prado</b>	2016	MU 0	0	17	1367	1350	1367	544.86	0.00

### **13.2 Works Report – Works Supervisor 13<sup>th</sup> August – 10<sup>th</sup> September 2016**

#### **Construction Crew**

The Construction Crew are going along well with the works in the north of the shire.

Works completed:

- 1.3km of sheeting on the Nookawarra/Mileura road.
- 8 new bunds on the Beringarra/Pindar Road from/between approx. 4.5km -11km north of Nookawarra.
- 200m corner sheeted. At this corner an air strip running north/south over the years has had no water control and had washed away all material. This section now has the water controlled by placing in a long contour bank at the bottom of the air strip and a bund on the road which will help to preserve the road material.
- 200m and 550m floodway sections were boxed out and sheeted with calcrete.
- 300m corner reformed – wet rolled plus more drains put in place.

Work was also required at the boundary grid of Nookawarra/Beringarra on the Beringarra/Pindar road. The grid is only a 12ft flow through/culvert type. Work was done at the grid in late 2014 when a new alignment was placed on the north side of the grid. (Water control was put in place to stop water washing out a section south of this grid by placing in contour banks on the eastern side but in heavy rains it did not handle the flow and washed out sections of the road at the grid and also the section south of the grid).

Work required and completed.

- New floodway on northern side of this grid
- Made contour on eastern side run into new floodway.
- Long contour bank placed on the northwest side of boundary fence from new floodway. This contour bank will stop water washing out the station road and fence.
- Rock placed in water-table on both sides of the road from the grid south for 200m.
- Rock placed on down side of a small floodway approx. 300m north of grid and 950m south of grid.

At the completion of these works crew commenced working on placing rock on the down side of creek crossings (these crossing were sheeted by the flood damage repair crew but the stone works were not in their scope of works to be completed).

Once the stone work is finished crew will then start on the new T junction (mine intersection) on the Beringarra-Cue road plus sheeting of some sections between the mine turn off back to Beringarra.

#### **Maintenance Crew**

Since my last report crew have finished works on the Carnarvon-Mullewa road to the north boundary and also the Woodleigh/Byro road.

Crew then moved back to the Settlement and graded the Errabiddy road, Meeberrie-Wooleen roads and will finish the Twin Peaks-Wooleen road today 12/09/2016. They will then move down to Yuin and start a full grade from Pindar to the double dip crossing approx. 8km north of McNabb's Intersection.

Mr Neil Combe, our Leading Hand grader operator is on 6 weeks long services leave and Mr Glen Whitehurst is operating his grader. (Mr Whitehurst informs me that he worked here at the Shire approx. 23 years ago).

Mr Mark Jones (our second maintenance grader operator) has taken over the role of Leading Hand until Neil returns.

#### **Staff Leave**

Stuart - 2 days off - 19<sup>th</sup>- 22<sup>nd</sup>

Ryan - 2 days off - 22<sup>nd</sup> – 23<sup>rd</sup>

Barry - 5 days off – 30<sup>th</sup>/31<sup>st</sup> August – 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> September  
 Glen - 1 day off – 31<sup>st</sup> August  
 Brian - ½ day off – 19<sup>th</sup> August  
 Brian 1 day 26<sup>th</sup> August

**Grids**

Grid south of the Jiggeroo air strip on the Carnarvon/Mullewa road - replaced one insert due to a broken rail.

**Work Supervisor - General**

Last month 11/7/2016 - 13/8/2016 (not included in July report)

- 12<sup>th</sup> July - Bridge clean up
- 14<sup>th</sup> July - Bridge clean up 7hrs grader
- 19<sup>th</sup> July - Training - Traffic Control and Traffic Management
- 21<sup>st</sup> July - Yarra Yarra crossing - grader 7hrs
- 22<sup>nd</sup> July - Yarra Yarra crossing - 6hrs grader
- 23<sup>rd</sup> July - Road inspection – Carnarvon/Mullewa and Woodleigh/Byro RD
- 25<sup>th</sup> July - 8.5hrs grader – Nookawarra/Mileura road
- 26<sup>th</sup> July - Flood damage inspection - South
- 27<sup>th</sup> July - Budget meeting with CEO

This month 15/8/2016 - 10/9/2016

- 1<sup>st</sup> August - With Construction crew at Beringarra pegging + 2 hrs on grader
- 2<sup>nd</sup> August - With Construction crew 6hrs on grader
- 9<sup>th</sup> August - With Construction crew 9hrs on grader
- 10<sup>th</sup> August - With Construction crew 5hrs on grader plus 5hrs putting up guide post on the Beringarra/Pindar road on the way home.
- 15<sup>th</sup> August - With Construction Crew 5 hrs on grader
- 16<sup>th</sup> August - 5hrs on construction grader
- 23<sup>rd</sup> August - Pegging next works up at Beringarra
- 24<sup>th</sup> August - Checking out new alignment at Boolardy north boundary
- 29<sup>th</sup>/30<sup>th</sup> August - All crew attended FESA fire training.
- 31<sup>st</sup> August - Bridge
- 1<sup>st</sup>/ 2<sup>nd</sup> – 5<sup>th</sup> September - Bridge clean up
- 7<sup>th</sup>/8<sup>th</sup>/9<sup>th</sup> September - Bridge clean up

**ROADS GRADED 11/08/2016 – 12/09/2016**

Name	Length of Road	SLK's Graded this month	Heavy Maintenance	Comments
Beringarra /Pindar	319.80km			
Beringarra /Pindar				
Erong	63.12km			
Beringarra/Byro	90.89km			
Twin-Peaks/Wooleen	47.65km	47km		Plus batters and drains
Boolardy/Kalli	57.30km			
Byro/Woodleigh	71.00km	71km		
New Forrest/Yallalong	36.18km			
M <sup>c</sup> Nabb/Twin Peaks	49.75km			
Yallalong-West	34.46km			
Mileura/Nookawarra	49.08km	4km		Construction Grader
Muggon	38.75km			
Manfred	34.55km			
Beringarra/Mt Gould	34.80km			



Tardie/Yuin	13.20km			
Innouendy	9.30km			
Boolardy Homestead	2.00km			
Yunda Homestead	32.80km			
Meeberrie Woolleen	25.22km	22km		
Mt Wittenoorn	37.55km			
Woolleen/Mt Wittenoorn	33.85km			
Beringarra Cue	109.82km			
Boolardy Wooleen	19.08km			
Kalli Cue East	21.87km			
Coodardy Noonie	19.92km			
Butchers Track	64.54km			
Butchers Muggon	23.80km			
Murchison Settlement	2.00km			
Coolcalalaya road	36km			
Carnarvon-Mullewa	278.63km	24km		Last 24km north section
Mt Narryer	3km			
Woolgorong-South	15.00km	12km		
Errabiddy Bluff	12km			
Air strip Graded		2	Nookawarra	By Construction crew

Total this month graded 180km

**13.3 Environmental Health Officer – Action Sheet – Visit 7-10 June 2016**

## ACTION SHEET

Council’s Environmental Health Officer – Philip Swain

**Date: 7-10 June**

**Next visit proposed Sept/Oct 2016**

Date	Subject	Action Taken
7/6/2016	Wooleen Station Caravan Nature Based Park (NBP) Approval	The operators have been working toward their approval since the Council resolution last July. The proposal was approved at the May Council meeting subject to conditions and licensing. I had previously drafted correspondence to the Department of Health (DoH) regarding water supply exemption for the remote sites and this will now be submitted for the NBP. I have provided advice to the Department of Lands confirming the proposed amendments to the Station’s pastoral based tourist operations are in conformity with the Shire’s understanding. The operators have submitted the Caravan Park licence application and I have requested some additional information before submitting the licence for Council approval. <b>Action: Licence application to be submitted to Council (Note: the CEO has no current delegation to issue licences in accordance with the Caravan Parks and Camping Grounds Act)</b>
7/6/2016	Oasis Roadhouse	I have addressed various components of a Notice issued by the Department of Mines and Petroleum for documentation in relation to the

	Department of Mines and Petroleum Remediation Notice	Roadhouse fuel storage licence. I am waiting on information from the company that installed the fuel system such that the Shire can respond to DMP. The operators need to be trained in relation to the various compliance aspects of the licence and the DMP is to be notified accordingly by the CEO which was due 2 July. <b>Action: PS to complete collation of Notice documentation</b>
8/6/2016	Wooleen Station – Water Sample	I have again taken biological water samples at Wooleen Station from the tank and bore supplies. <b>Action: Routine inspection 6 monthly</b>
9/6/2016	Roadhouse Caravan Park & Motel	The fire hose reels still need tagging when the service agent is next on site. The caravan park is now fully compliant with the exception of sullage provision to sites. With the dump point available the current arrangements are satisfactory however the Shire may wish to consider the installation of sullage lines at some time in the future. The kitchen is being well maintained with some minor improvements required. One of these is the replacement of light diffusers to fittings in the food business areas (kitchen and servery) although I have recommended that the use of newly available LED tubes be investigated as these will also save power. <b>Action: Fire Hose reels to be tagged when next inspected by contractor. Food business issues to be reviewed at next inspection.</b>
9/6/2016	Water Supply Murchison Settlement	The community is maintaining the current non-potable water and a Council working party has been established. Existing plans of the settlement water reticulation are not definitive but staff have made a series of modifications to the network to ensure that Bore 1 and the main supply tank are predominantly supplying water to dwellings and buildings within the settlement. I have re sampled the whole settlement (12 locations) for bacterial analysis. The samples were transported to Perth and delivered to the laboratories within 24 hours by myself. We are awaiting sampling results. I have investigated various options with respect to the provision of a central potable water location within the settlement. <b>Action: Awaiting latest sampling results. CEO to investigate treatment alternatives. PS to prepare report on potable supply requirements once costings/budget have been investigated for treatment options.</b>
8/6/2016	Refuse Site/s	The updated quotation from the surveyors to create the new reserves for the existing and proposed landfill sites has been accepted and the CEO will request a start to the works shortly. This will identify specific reserves for “waste disposal” or “municipal purposes” as approved land uses and will subsequently require amendment to the Shire Local Planning Scheme. I have inspected the site and the trench, and currently the trench complies with the Regulations (Maximum trench length 30m and weekly-monthly waste cover). There has however been a fire in the trench including some car tyres. I have requested that the CEO arrange for staff to push up waste to the northern end of the trench and cover the same with clean fill. Although this need only be done monthly it does need to be monitored to ensure that when large amounts of putrescibles are accumulated they are covered more promptly to ensure the likelihood of exposed waste or future fires are minimised. <b>Action: CEO to arrange commencement of survey work. Works Supervisor to arrange trench maintenance and regular inspections by staff.</b>
9/6/2016	Twin Peaks Food Business	I have sampled the station tank and bore water supplies at Twin Peaks Station. <b>Action: EHO to provide advice on water results and review operation at next inspection.</b>

Pending	Planning & Building Compliance Issues	The Shire recently had gazetted its first Local Planning Scheme, which means that most development within the Shire is now subject to planning approval. The Building Act 2011 and Regulations contain references in the schedules relating to permits, which mean that building permits for construction and demolition are not required in the Shire. The delegations have previously been amended to reflect the legislative changes. In discussion with the CEO I am proposing a policy to Council that all buildings within the settlement be constructed subject to a CDC having been issued for the same. <b>Action: PS to provide draft report and policy on planning and building matters.</b>
Pending	Controlled Waste Vehicle	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 and the Shire may be able to seek exemption from the regulatory requirements. <b>Action: EHO to confirm approval process to establish controlled waste collection and disposal at Murchison Settlement or regulatory exemption for the same.</b>

**Recommendation:**

That the Environmental Health Officer’s report from the 7-10 June 2016 visit, be accepted.

**Voting Requirements:**

Simple majority

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

**13.4 Environmental Health Officer – Action Sheet – Visit 15-19 August 2016**

**ACTION SHEET**

Council’s Environmental Health Officer – Philip Swain

**Date: 15-19 August**

**Next visit proposed: March/April 2017**

Date	Subject	Action Taken
15/8/2016	Wooleen Station Caravan Nature Based Park (NBP) Approval	The operators have been working toward their approval since the Council resolution last July. The proposal was approved at the May Council meeting subject to conditions and licensing. I have drafted correspondence to the Department of Health (DoH) regarding water supply exemption. The Shire has received advice from the Department of Lands confirming the proposed amendments to the Station’s pastoral based tourist operations. The operators have submitted the Caravan Park licence application and I have prepared the report to Council for approval. <b>Action: Council approval sought in August Agenda for licensing of Caravan Park sites at Wooleen</b>
15/8/2016	Oasis Roadhouse - Petroleum Remediation Notice	I have confirmed with Linda that the various components of a Notice issued by the Department of Mines and Petroleum for documentation in relation to the Roadhouse fuel storage licence have been addressed. <b>Action: No further action</b>

15-16/8/2016	Planning & Building Compliance Issues	<p>The Shire recently had gazetted its first Local Planning Scheme, which means that most development within the Shire is now subject to planning approval. The Building Act 2011 and Regulations contain references in the schedules relating to permits, which mean that building permits for construction and demolition are not required in the Shire. The delegations have previously been amended to reflect the legislative changes. I have prepared and forwarded a report for the August meeting to amend policy 3.1 regarding Building Control.</p> <p><b>Action: Awaiting Council resolution relating to Policy 3.1</b></p>
19/8/2016	Roadhouse Caravan Park & Motel	<p>The fire hose reels have been tagged with the service agent completing inspections recently. The Roadhouse routine inspection was undertaken and there are minor maintenance issues to be attended to including cleaning of the extraction system within to the kitchen which may require an external contractor, as it hasn't been undertaken for a couple of years. I am also recommending that room numbers be placed on all the motel units as the new units have no numbers and the previous rooms have numbers that are not readily visible due to being behind the newly fitted flyscreen doors. It is suggested that prominent numbers should be installed on the front wall adjacent to each door or on the outside of the flyscreen doors.</p> <p><b>Action: Food business maintenance items to be addressed. Extraction system to be cleaned and room numbers to be installed on motel units.</b></p>
9/6-19/8/2016	Water Supply Murchison Settlement	<p>The community is maintaining the current non-potable water and a Council working party has met several times. In June I met with staff at the Department of Health regarding the options for Murchison with respect to drinking water management. This visit, with the help of staff at Murchison Settlement, I have undertaken sampling of the network 24 hours after hand dosing of the water with chlorine which was then reticulated through the pipework and checked for free residual chlorine in several locations. I have re sampled the settlement for bacterial analysis. The samples were transported to Perth and delivered to the laboratories within 24 hours by myself. We are awaiting sampling results.</p> <p><b>Action: Awaiting latest sampling results. CEO to investigate treatment alternatives. PS to prepare report on potable supply requirements once costings/budget have been investigated for treatment options.</b></p>
15/8/2016	Refuse Site/s	<p>The updated quotation from the surveyors to create the new reserves for the existing and proposed landfill sites has been accepted and they will start to the works shortly. This will identify specific reserves for "waste disposal" or "municipal purposes" as approved land uses and will subsequently require amendment to the Shire Local Planning Scheme. I requested that the surveyors commence the works and they have now advised lands in writing of the proposal. I have inspected the site and the trench, and currently the trench complies with the Regulations (Maximum trench length 30m and weekly-monthly waste cover). There has been a fire in the trench the ash from which needs to be pushed over and concealed.</p> <p><b>Action: Awaiting further Lands Department advice on survey work. Works Supervisor to arrange trench maintenance and regular inspections by staff.</b></p>
19/8/2016	Wooleen Station – Inspection & Water Sampling	<p>I have again taken biological water samples at Wooleen Station from the tank and bore supplies and submitted these for analysis. I have also provided advice to the operators regarding hand treatment of their tank supply.</p> <p><b>Action: Routine inspection 6 monthly</b></p>
19/8/2016	Twin Peaks Water Sampling	<p>I have sampled the station tank and bore water supplies at Twin Peaks Station again. I have provided information to the operators regarding hand dosing as the last sampling results included E. Coli bacteria in the tank sample.</p>

		<b>Action: EHO to provide advice on water results and review operation at next inspection.</b>
Pending	Controlled Waste Vehicle	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 septics as required. I have sought licensing and registration information on this from the Department of Environmental Regulation and the Shire may be able to seek exemption form the regulatory requirements. <b>Action: EHO to confirm approval process to establish controlled waste collection and disposal at Murchison Settlement or regulatory exemption for the same.</b>

**Recommendation:**

That the Environmental Health Officer’s report from the 15-19 August 2016 visit, be accepted.

**Voting Requirements:**

Simple majority

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

**14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

**14.1 Shire President**

**14.2 Councillors**

**15. REPORTS OF COMMITTEES**

**16. FINANCE**

**16.1 Financial Activity Statements July 2016**

File:	2.6
Author:	Peter Dittrich – Acting Senior Finance Office
Interest Declared:	No interest to disclose
Date:	16 August 2016
Attachments:	Financial Activity Statements to 31 July 2016 Statement of Financial Position Operating Statement by Nature & Type Operating Statement by Program General Ledger Trial Balance Accounts Activity

**Matter for Consideration:**

Council to consider adopting the Monthly Financial Statements for July 2016.

**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 July 2016 is a surplus of \$4,073,835.

**Summary of YTD Actual**

Opening Funding Surplus(Deficit)	1,551,517
Plus Operating Revenues	3,727,946
Less Operating Expenditure down	(1,104,018)
Plus Funding Balance Adjustment	46
Less Investing Activities	(100,279)
Less Transfer to Reserves	(1,378)
	<u>4,073,835</u>

Note that the July Financial Statements do not include depreciation expense. The depreciation charges will be allocated following the completion of the audit of the Financial Statements. During the audit the revaluation of Plant and Equipment will be reviewed. This has the effect of understating the costs incurred Year to Date.

The following Term Deposits are currently held as at 31 July 2016:

Beringarra- Cue Road Reserve TD	\$ 752,884.29	@ 2.800% Maturity 17/08/2016
Crosslands MCF Term Deposit	\$ 361,058.25	@ 2.750% Maturity 25/08/2016
Ballinyoo Bridge	\$1,028,899.44	@ 2.000% Maturity 27/08/2016

**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:**

Moore Stephens

**Recommendation:**

That Council adopt the financial statements for the period ending 31 July 2016 as attached.

**Voting Requirements:**

Simple majority.

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

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

File:	4.37.1
Author:	Peter Dittrich – Acting senior Finance Officer
Interest Declared:	No interest to disclose
Date:	13 September 2016
Attachments:	EFT & Cheque Details for August 2016

**Matter for Consideration:**

Endorsement of accounts paid during the month of August 2016.

**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 August 2016 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.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
  - (a) for each account which requires council authorisation in that month —
    - (i) the payee’s name; and
    - (ii) the amount of the payment; and
    - (iii) sufficient information to identify the transaction; and
  - (b) the date of the meeting of the council to which the list is to be presented
- (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:**

Moore Stephens

**Recommendation:**

That the accounts as per the attached Schedule presented to this meeting totalling \$1,957,604.26 which includes \$14,335.64 of intra account transfers for the month of August 2016, be endorsed by Council.

**Voting Requirements:**

Simple majority

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

**16.3 Financial Activity Statements August 2016**

File:	2.6
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	12 September 2016
Attachments:	Nil

**Matter for Consideration:**

Council to note that the Financial Activity Statement for August 2016 will be presented to Council at the Ordinary Meeting of Council on 21 October 2016, along with the September Financial Activity Statement

**Background:**

The Local Government (Financial Management) Regulations 1996 - Regulation 34(1) requires that local government prepare a report on a monthly basis and prescribes what is required to be reported.

Regulation 34(4) allows for the statement of financial activity and accompanying documents to be (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and (b) recorded in the minutes of the meeting at which it is presented.

**Comment:**

At Item 16.3 in the August Agenda, I noted that the August Financials would be presented to Council along with the July Financials to this September meeting. However, due to the change-over in senior staff in the last month, we found ourselves with a workload that has not allowed that to happen. In the last fortnight, our temporary SFO has been finalising asset valuations and working through the End of Year check list for the Annuals, entering the 2016-17 Budget figures and working on the July financials. August is well underway and will be presented to the October meeting along with September financials.

**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 (refer background information above)

**Strategic Implications:**



Nil.

**Policy Implications:**

Nil.

**Financial Implications:**

Nil

**Consultation:**

Nil

**Voting Requirements:**

N/A – The item is for Council's information and for the record.

**17. DEVELOPMENT**

**17.1 Preferred Route to Square Kilometre Array**

File:	14.11
Author:	Dianne Daniels
Interest Declared:	No interest to disclose
Date:	12 September 2016
Attachments:	N/A

**Matter for Consideration:**

Council to consider the inclusion of the Twin Peaks Wooleen Road in the preferred route to the Murchison Radio-astronomy Observatory (MRO), as a viable option.

**Background:**

At the February 17 2012 Ordinary Meeting, in response to a letter from Penny Griffin, then Manager Communications, Radio Astronomy, Department of Commerce, Council decided to advise the Department that Council's preferred route to the MRO was the Carnarvon Mullewa Road/Meeberrie Wooleen Road/Booldardy Wooleen Road and portion of the Beringarra Pindar Road.

The Square Kilometre Array (SKA) Utilities Working Group supported that decision in January 2014.

**Comment:**

Over the past months, Main Roads Planning & Technical Services have been undertaking an audit of the preferred route to the MRO, in preparation for the construction of the SKA. While they have ruled out the Beringarra Pindar Road from Pindar north as an upgrade option, there may be advantages to both the Shire of Murchison and the SKA Organisation to include the Twin Peaks Wooleen Road in the preferred route.

The advantages include:

- Shorter distance (approximately 30 kilometres);
- Possibly a better location for a structure at the Murchison River on the Twin Peaks Wooleen Road;
- A heritage site has been identified at the Murchison Crossing on the Meeberrie-Wooleen Road;
- Reduced closure times as the Murchison River is immediately adjacent to the Carnarvon Mullewa Road north of the Twin Peaks Wooleen Road turnoff and is subject to flooding;
- Reduce damage to the existing sealed Carnarvon Mullewa Road north of the Twin Peaks Wooleen Road. Damage to this road would likely incur a significant maintenance cost to the project.

**Strategic Implications:**

Developing, maintaining and improving an efficient road system is a key strategy in developing economic potential in the region and in encouraging families and businesses to stay.

**Sustainability Implications**

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

Studied selection of the preferred route to the MRO will assist in reducing damage to already sealed roads, reducing costs for the project and avoiding the inconvenience of damaged roads for other road users

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

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Consultation:**

Main Roads Planning & Technical Services

**Recommendation:**

That Council consider the inclusion of the Twin Peaks Wooleen Road in the preferred route to the MRO as a viable option.

**Voting Requirements:**

Simple Majority

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

**18. ADMINISTRATION**

**19. NOTICE OF MOTION**

**20. CEO ACTIVITY REPORT**

<b>Date</b>	<b>Activity</b>
15/08/2016	Admin Meeting
17/08/2016	Meeting with Works Supervisor
18/08/2016	Telephone call with Rowan Dawson of Department of Parks & Wildlife explaining his reason for refusing access to gravel on Woolgorong. DPAW have been vested with caring for the environment on Woolgorong and need more information in an access application, such as what other sources, if any, have been investigated, impact assessment and pit management plan.
19/08/2016	Meeting of the Freight Tender Assessment Panel
19/08/2016	Council Meeting
19/08/2016	CSIRO BBQ and Radio Quiet Zone update
22-26/08/2016	CEO Annual Leave
29/08/2016	Admin Meeting
29/08/2016	Meeting with Works Supervisor
30/08/2016	Meeting/induction with Peter Dittrich, temp SFO
30/08/2016	Meeting with Kim Lambkin, Superintendent Midwest Gascoyne DFES – discussion re DFES role during emergency; when/how they can assist; their staffing issues – not many permanent, mainly volunteers
31/08/2016	Conduct Staff Performance Review x 2
31/08/2016	Teleconference with Dr Douglas Bock and Kevin Ferguson, CSIRO

31/08/2016	Tended to snake bite victim with Admin crew; co-ordinated flying doctor uplift
1/09/2016	Bridge Opening Committee Meeting
5/09/2016	Admin Meeting
5/09/2016	Inspect Works at Ballinyoo Bridge
5/09/2016	Meeting with Works Supervisor
6/09/2016	Meeting with Tony Chisholm, WML and Works supervisor – update on flood damage works
7/09/2016	To Ballinyoo Bridge with Works Supervisor to peg for interpretive signs
7/09/2016	Telephone call with Jonelle Tyson, District Emergency Management Advisor, SEMC Secretariat. Our LEMA is fully compliant until 2018, we just need to update our contact list at our LEMC meeting on the 19 <sup>th</sup> September. There will be changes occurring next year and Jonelle will work with us to update the arrangements to make sure they stay compliant.
8/09/2016	To Ballinyoo Bridge to meet interpretive sign installer from Kingman Visual and the crew from Reece Event hire, here to erect marquees etc.
9/09/2016	To Ballinyoo Bridge for final consultation with Reece Hire crew prior to opening
9/09/2016	Meeting with President Halleen to finalise order of events for Bridge opening and other issues
10/09/2016	Opening of the Ballinyoo Bridge
11/09/2016	Stock-take alcohol left over from Ballinyoo Bridge opening
12/09/2016	Admin meeting
12/09/2016	Meeting with temp SFO
12/09/2016	Meeting with Works Supervisor

**Recommendation:**

That the CEO's Activity Report be accepted.

**Voting Requirements:**

Simple Majority

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

**21. URGENT BUSINESS**

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

**Motion to close the meeting to the Public**

**Recommendation:**

That the meeting move behind closed doors to discuss one item - a matter affecting an employee or employees pursuant to LGA 1995 5.23 (2) (a)

**Voting Requirements:**

Simple Majority

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

**Motion to open the meeting to the Public**

**Recommendation:**

That the meeting move out from behind closed doors.

**Voting Requirements:**

Simple Majority

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

**23. MEETING CLOSURE**

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