



Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,  
To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,  
On Wednesday 22 February 2017, commencing at 10.00 am.

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

The President declared the meeting open at (TBA)

Travis Bate of RSM will present the draft Strategic Community Plan to council immediately following morning tea. The draft Plan includes some suggested performance measures to help gauge if strategies to achieve outcomes are successful or not. Council will be given the opportunity for involvement in the final selection of KPI's.

**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**

17 March 2017

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

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

- 22.1 Sub-lease Murchison Oasis Roadhouse pursuant to LGA 1995 5.23 (2) (c) and (e) (iii)
- 22.2 Fuel and Oil Supply Contract pursuant to LGA 1995 5.23 (2) (c) and (e) (iii)
- 22.3 SKA Access Road Update pursuant to LGA 1995 5.23 (2) (e) (iii)
- 22.4 CEO Annual Performance Review pursuant to LGA 1995 5.23 (2) (a)

**8. CONFIRMATION OF MINUTES**

**8.1 Ordinary Council Meeting – 16 December 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 16 December 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 16 December 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**

Travis Bate of RSM to present the draft Strategic Community Plan.

**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	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.	HTD will be here to survey the refuse sites and cemetery in the week commencing 20 <sup>th</sup> Feb.
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 discussed at the April OCM.	Reviewed Road Hierarchy October 2016 as a starting point. We need to follow the following process to close roads: 1. Advertise the proposed closure/s in local newspaper; 2. Allow 35 days for submissions; 3. Resolve at a meeting following the advertising period to close the roads, after considering objections, if any; 4. Submit a formal request to the Minister for Lands; 5. If the Minister approves the request, the road becomes unallocated Crown Land.

**Recommendation:**

That the Action List be accepted.

**Voting Requirements:**

Simple majority

<b>Council Decision:</b>		<b>Seconded: Councillor</b>	
<b>Moved: Councillor</b>			
That the Action List be accepted.			
<b>Carried/Lost</b>		<b>For:</b>	<b>Against:</b>

**12. DISCLOSURE OF INTERESTS**

**13. REPORTS OF OFFICERS**

**13.1 Monthly Plant Report – Works Supervisor**

December/January 2017		Hours						YTD	
Plant Item	Year	Rego	1 July '16	Start Hrs/kms	End Hrs/km	Total Month	YTD	Operating Costs	
								Plant	Fuel
P.01 JD Grader	2011	MU1063	7762	8434	8499	65	737	7269.86	14708.26
P.02 Cat Grader 12H	2005	MU 141	14167	14882	14973	91	806	1802.08	11885.31
P15003 JD 6WD Grader	2012	MU121	712	1141	1202	61	490	1230.80	7539.90
P.04 New/H Ford Tractor	2006	MU 380	1912	1981	2029	48	117	1698.05	344.15
P.05 Dolly 1-Red	2001	MU 2003	1972	12569	12569	0	10597	4007.08	n/a
P.07 Nissan UD	2009	000 MU	202424	211265	212920	1655	10496	4512.99	6920.51
P.08 Dolly 2-Black	2000	MU 2009	1816	8289	8399	110	6583	7450.10	n/a
P.09 Iveco P/Mover	2003	MU1065	315776	325799	327995	2196	12219	1673.16	8959.95
P.10 Iveco W/Truck (hrs)	2004	MU 00	10864	11110	11110	0	246	2897.17	2039.74
P.11 Komatsu Dozer	1997		1481	1796	1825	29	344	11840.21	6197.59
P.13 Tri-Axle L/L Float	2008	MU 663	12902	21777	23533	1756	10631	3666.42	n/a
P.14 No. 2 Float	2001	MU 2004	2391	8859	8859	0	6468	1931.40	n/a
P.17 Side Tipper	2001	MU 662	970	14489	14536	47	13566	2468.56	n/a
P.18 Side Tipper	2001	MU2010	15034	21594	21594	0	6560	3658.63	n/a
P.24 30K W/Tanker Trailer	2005	MU 2024	46001	340	159660	861	160521	7791.13	n/a
P.27 Volvo Loader	2006	MU 65	7942	8347	8405	58	463	2588.05	6047.94
P.28 Isuzu Dmax	2009	MU 300	209207	215161	215977	816	6770	1942.89	1100.87
P.32 Construction Gen			22437	24127	24164	37	1727	99.38	3332.52
P.33 Maintenance Gen			9098	10423	10423	0	1325	652.87	1738.16
P.34 Generator Perkins		Mechanic	151	677	677	0	526	3.11	1582.75
P.35 Generator 1-110kva	2011		24201	26131	26342	211	2141	17104.46	70227.37
P.35 Generator 2-110kva	2011		16826	18934	20262	1328	3436		
P.37 Forklift			12443	12543	12567	24	124	583.07	212.54
P.40A Toyota Hilux	2014	01MU	61055	80102	84000	3898	22945	4396.37	3368.08
P.41 Cat 938G Loader	2004	MU 193	5315	5524	5563	39	248	3190.98	2122.54
P.43 Bomag Roller	2012	MU1027	1496	3177	3323	146	1827	1372.44	3827.49

P.48 Dog Fuel Trailer	1979	MU 2026	0	0	0	0	0	1708.77	n/a
P.49 Dog Fuel Trailer	1972	MU 2005	0	0	0	0	0	0.00	n/a
P.54 Isuzu T/Top	2005	MU 1002	171821	176200	177078	878	5257	504.79	1162.10
P.55 Toyota Prado	2012	MU1011	71388	80919	83165	2246	11777	2949.58	2071.33
P.57 Great Wall	2012	MU 167	54225	58076	59302	1226	5077	1961.61	744.44
P.59 45ft Flat Top	1978	MU2044	0	0	0	0	0	3210.87	n/a
P.60 Mercedes PTV	2004	MU 1009	102020	103195	103359	164	1339	4730.17	227.30
P.61 Kenworth P/Mover	2004	MU 000	76906	92123	92689	566	15783	9533.28	13077.91
P.63 RAV4 - Traded 08/16	2013	MU 1011	35031	35800	35800	0	769		67.32
P.64 Isuzu Construction	2013	MU 140	95645	118208	118208	0	22563	1336.05	7647.60
P.65 Generator 9KVA	2013	H/ Maint	5440	5597	5597	0	157		3057.76
P.66 Kubota 6kva Gen	2012		9948	11389	11389	0	1441	267.62	2255.27
P.67 Roadwest S/Tipper	2013	MU2042	58719	71189	71299	110	12580	5110.65	n/a
P.68 Bomag Padfoot	2013	MU1071	1595	1722	1770	48	175	911.55	1898.48
P.72 Isuzu Fire Truck	2013	MU1068	1353	1754	1847	93	494		202.37
P.73 Toyota Fast Attack	2014	MU1069	8900	8900	8900	0	0	2196.86	77.72
Caravans				n/a	n/a	n/a	n/a	6878.96	n/a
P11076 JD Ride on mower			795	866	891	25	96	2525.21	249.82
P15006 Isuzu Maint	2015	MU1018	15842	30342	32417	2075	16575	2795.45	4223.38
P16063 Toyota Prado	2016	MU 0	0	10090	11161	1071	11161	897.37	1353.27
P16076 Kubota Mower	2016		0	26	77	51	51	1000.12	315.91

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

#### **Construction Crew**

The construction crew are now working on a 2km works program south of Pia on the Beringarra-Pindar road. These works include gravel sheeting and re-sheeting various sections. A floodway is to be boxed out and replaced with cement stabilised gravel and a rock wall is to be added on the down side. An old contour bank within the 2km section will be redressed which will prevent water running across the road in 6 or seven areas within this 2km section. A 1.6km section has also been pulled in, wet and rolled and more off-shoot drains added.

With the completion of these works the crew will move onto the next road repair job approx. 1km east of Woolleen Wool Shed which suffered a bit of damage from recent thunderstorms. From here weather permitting they will be moving to the new alignment around Twin Peaks homestead.

#### **Maintenance Crew**

The Maintenance Crew have completed a maintenance grade on the Carnarvon Mullewa road from the bridge to the south boundary. They are now doing a grade on the Meeberrie Woollen road which should be completed by Thursday 9<sup>th</sup> February. From here crew will grade the Twin Peaks-Woolleen road and then Woollen-Mt Wittenoom, Woolleen-Booldardy, Mt Wittenoom and then from the Beringarra/Mt Wittenoom intersection they will start on the Beringarra-Pindar road heading south.

An attempt was made to grade the New Forrest–Yallalong/Coolcalalaya road but the conditions were too wet. If the road dries out prior to them leaving the area then they will complete a grade before moving on.

#### **Staff Leave**

16/01/2017 Brian – returned to work after accident 06/11/2016.

23/01/2017 Maintenance & Construction staff returned back to work after the Christmas break.

26/01/2017 All crew off for Australia Day.

#### **Grids**

Expressions of Interest will go out this month to replace 5 old 12ft grids with 5 new 24ft grids.

#### **Work Supervisor - General**

As mentioned above I return to work after my accident on the 16<sup>th</sup> January.

25/01/2017 5hrs with construction crew  
 27/01/2017 8 hrs with construction crew  
 30/01/2017 7 hrs with construction crew  
 31/01/2017 6 hrs with construction crew + 3hrs with heavy maintenance  
 01.02.2017 5 hrs with construction crew + 4 hrs road inspection on the Carnarvon Mullewa road north of the settlement.

**ROADS GRADED 23/01/2017 – 09/02/2017**

Name	Length of Road	SLK's Graded this month	Heavy Maintenance	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			
New Forrest/Yallalong	36.18km			
McNabb/Twin Peaks	49.75km			
Yallalong-West	34.46km			
Mileura/Nookawarra	49.08km			
Muggon	38.75km			
Manfred	34.55km			
Beringarra/Mt Gould	34.80km			
Tardie/Yuin	13.20km			
Innouendy	9.30km			
Boolardy Homestead	2.00km			
Yunda Homestead	32.80km			
Meeberrie-Wooleen	25.22km	25km		Water table to water table only as ground wet
Mt Wittenoom	37.55km			
Wooleen/Mt Wittenoom	33.85km			
Beringarra Cue	109.82km			
Boolardy Wooleen	19.08km			
Kalli Cue East	21.87km			
Butchers Track	64.54km			
Butchers Muggon	23.80km			
Murchison Settlement	2.00km			
Coolcalalaya Road	36km			
Carnarvon Mullewa	278.63km	46km		Bridge to south boundary
Mt Narryer	3km			
Errabiddy Bluff	12km			
Air strip Graded				

Total this month graded 71km

**Recommendation:**

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

**Voting Requirements:**

Simple majority

<b>Council Decision:</b>		
<b>Moved: Councillor</b>		<b>Seconded: Councillor</b>
That the Work's Supervisor's report be accepted.		
<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 December 2016**

File:	
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Attachments:	Financial Activity Statements to 31 December 2016 Statement of Financial Position Operating Statement by Program Operating Statement by Nature & Type Accounts Activity General Ledger Trial Balance

**Matter for Consideration:**

Council to consider adopting the Monthly Financial Statements for December 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 December 2016 is a surplus of \$2,792,603.

**Variances – YTD Budget to YTD Actual**

Budgeted Closing Funding	<b>1,634,733</b>
Surplus(Deficit)	

Plus Variance to opening surplus	2,608,244	
Less Operating Revenues down	-2,323,542	
Plus Operating Expenditure down	-2,971	
Plus Operating Activities Excluded	31,167	
Plus Investing Activities down	2,532,981	
Plus Transfer from reserves up	1,559,096	
Less Transfer to reserves up	-3,247,105	
Total Variances	<u>1,157,870</u>	

Actuals Closing surplus (Deficit)	<u><b>2,792,603</b></u>
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Refer to December 2016 Financials for explanation of variances.

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

Beringarra- Cue Road Reserve TD	\$2,865,555.62 @ 1.750% Maturity 17/02/2016
Crosslands MCF Term Deposit	\$ 365,989.32 @ 2.100% Maturity 25/02/2017
Ballinyoo Bridge	\$2,0019,570.84 @ 1.500% Maturity 27/01/2016

**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
- (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 December 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 Financial Activity Statements January 2017**

File:	
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Attachments:	Financial Activity Statements to 31 January 2017 Statement of Financial Position Operating Statement by Nature & Type Operating Statement by Program Accounts Activity General Ledger Trial Balance

**Matter for Consideration:**

Council to consider adopting the Monthly Financial Statements for January 2017.

**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 January 2017 is a surplus of \$2,539,006.

**Variances – YTD Budget to YTD**

**Actual**

Budgeted Closing Funding	<b>1,618,683</b>
Surplus(Deficit)	

Plus Variance to opening surplus	2,608,244	
Less Operating Revenues down	-2,339,082	
Plus Operating Expenditure down	55,771	
Plus Operating Activities Excluded	38,706	
Plus Investing Activities down	2,245,963	
Plus Transfer from reserves up	1,559,096	
Less Transfer to reserves up	-3,248,375	
Total Variances	<u>920,323</u>	

Actuals Closing surplus (Deficit)	<u><b>2,539,006</b></u>
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Refer to January 2017 Financials for explanation of variances.

The following Term Deposits are currently held as at 31 January 2017:

Beringarra- Cue Road Reserve TD	\$2,865,555.62	@ 1.750% Maturity 17/02/2016
Crosslands MCF Term Deposit	\$ 365,989.32	@ 2.100% Maturity 25/02/2017
Ballinyoo Bridge	\$1,972,812.60	@ 1.890% Maturity 27/02/2016

**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 January 2017 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>

**16.3 Accounts Paid December 2017**

File:	4.37.1
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Attachments:	EFT & Cheque Details for December 2016

**Matter for Consideration:**

Endorsement of accounts paid during the month of December 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 December 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 \$466,516.96 which includes \$50,870.10 of intra account transfers for the month of December 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>

**16.4 Accounts Paid January 2017**

File:	4.37.1
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Attachments:	EFT & Cheque Details for January 2017

**Matter for Consideration:**

Endorsement of accounts paid during the month of January 2017.

**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 January 2017 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 \$308,038.09 which includes \$50,000.07 of intra account transfers for the month of January 2017, 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>

**16.5 2016/17 Budget Variation – Sealing Program**

File:	2.4
Author:	Dianne Daniels – Chief Executive officer
Interest Declared:	Nil
Date:	15 February 2017
Attachments:	Report of Tony Chisholm, Superintendent for Seal & Re-seal Works Report of Bob Edwards, Acting Works Supervisor

**Matter for Consideration:**

Council to consider the status of the 2016/17 sealing program and options for completing the sealing in the Settlement.

**Background:**

The 2016/17 Budget allowed for the following sealing projects:

Project Name	\$
<b>Infrastructure</b>	
Cap-Ex - Bitumise 4km Carnarvon Mullewa Road through Breakaway SLK 146.535-149.535 2.973km R2R 16/17	\$169,781
Cap-Ex - Bitumise 1km Bullardoo - Dust Suppression SLK 262.420-272.420 1 km R2R 16/17	\$79,831
Cap-Ex - Bitumise 5 km South of Ballinyoo Bridge SLK 236.65-241.675 5km (this - R4R MWIP	\$1,651,639
Cap-Ex - Reseal 20 km South of Settlement - R2R 16/17	\$373,800
Cap-Ex - Bitumise North of Settlement from 500m to Breakaway SLK 149.535-153.390 3.855km - R2R 16/17	\$126,047
Cap-Ex - Bitumise Roads in Settlement - R2R 16/17	\$92,037

All but Cap-Ex - Bitumise 5 km South of Ballinyoo Bridge SLK 236.65-241.675 5km were tendered in November 2016 as RFT 3.2016/17 Seal and Re-seal Works. The tender was assessed and awarded to Fulton Hogan at the November 2016 meeting, with a scheduled move date of 28/11/2016 and de-move date of 5/12/2016.

**Comment:**

The sealing project was not without its challenges for several reasons: our Works Supervisor was out on leave for several months, surface preparation works took longer than expected and the sealing contractor was unable to start on the scheduled date.

During sealing, several sections of the pavement in the Settlement and on a 200m section north of the Settlement failed the contractors’ compaction test and laminated in sections and it was decided not to seal those sections. The car park in front of the Admin building tested ok and it was decided to seal it as a test of the red laterite product, which was an unknown quantity to us all. The reports of Superintendent, Tony Chisholm of WML Consultants and Bob Edwards, Acting Works Supervisor are attached, to help clarify the reasons for the pavement failure and to give an overview of the sealing works in general. Tony has suggested that we need to re-work the pavement of Roderick Street, part of the area in front of the

Roadhouse and possibly Mulga Crescent to a depth of at least 100mm compacted thickness, prior to sealing. Our Works Supervisor has estimated that we would need two weeks to do this and would need a grader, smooth drum vibrate roller and water cart. My estimate of the cost for this, based on recent works completed by contractors, would be \$3.1k per day including operators and so \$31k for the ten day period, plus the time the Works Supervisor devotes to supervising the works. As well as that, the quote for sealing the Settlement with red laterite was \$86.8k of which only the carpark in front of the Admin Building has been done, so the balance of the sealing would cost us \$82.7, less the cost of the laterite which we already have, say \$5k, plus another move/de-move of \$17k and an allowance for the Superintendents' time to assess contractors claims and respond to queries during the sealing works.

If we look at the five jobs that made up RFT 3.2016/17, we are under-budget overall by \$44.6k.

#### **In Summary:**

Surface Prep (10 days x \$3.1/day)	\$31,000
Supervisor (say)	\$ 5,000
Superintendent (say)	\$ 5,000
Sealing	\$82,700
Less Laterite (TBC)	(\$ 5,000)
Mobe/De-Mobe	\$17,000
Contingency	<u>\$ 3,900</u>
	\$139,600
Less Balance of Budget	<u>(\$ 44,600)</u>
Budget Variation	\$95,000

Our construction crew will not be able to do the work as they are committed to completing the repair works near Pia Community, to gravel sheeting the by-pass at Twin Peaks Station and to undertaking the construction and gravel sheeting of the by-pass on Mt Narryer, to which this year's Regional Road Groups funding has been allocated.

Because the sealing contractor delayed their start date, our construction crew were held up on the road to the north of the Settlement, trying to hold it together. This means that the budget for Cap-ex – Construction as per Agreed Works Program is underspent - \$476.5k against a YTD Budget of \$669.5k, so there is more than enough money in that budget to make a transfer for the completion of the sealing program.

#### **Statutory Environment:**

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution\*; or
- (c) is authorised in advance by the mayor or president in an emergency.

\* Absolute majority required.

#### **Policy Implications:**

Nil

#### **Budget/ Financial Implications:**

If the proposal is accepted then \$95k will be transferred from Capital Job C14114 – Cap-ex – Construction as per Agreed Works Program to C14129 Cap-ex – Bitumise Roads in the Settlement

#### **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

#### **Consultation:**

Works Supervisor Brian Wundenberg  
Tony Chisholm WML Consultants

**Recommendation:**

That council authorise the transfer of \$95,000 from Capital Job C14114 – Cap-ex – Construction as per Agreed Works Program to C14129 Cap-ex – Bitumise Roads in the Settlement in order to complete the sealing program in the Settlement.

**Voting Requirements:**

Absolute Majority

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

**17. DEVELOPMENT**

**17.1 Full Review of Strategic Community Plan**

File:	4.39
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 February 2017
Attachments:	Draft Strategic Community Plan

**Matter for Consideration:**

Council to consider the full review of the Shire of Murchison Strategic Community Plan.

**Background:**

In 2010, the Integrated Planning and Reporting (IPR) Framework and Guidelines were introduced in Western Australia (WA) as part of the State Government’s Local Government Reform Program. All local governments were required to have their first suite of IPR documents in place by 1 July 2013.

Integrated planning and reporting gives local governments a framework for establishing local priorities and to link this information to operational functions. Three major parties are involved in the development of an integrated plan: the local government administration, the Council and the community. Each party has a unique role and responsibilities for effective and sustainable integrated planning and reporting, with the Local Government (Administration) Regulations 1996 requiring each local government to adopt a Strategic Community Plan and a Corporate Business Plan.

A successful integrated planning and reporting process will deliver the following outcomes:

- a Strategic Community Plan that clearly links the community's aspirations with the Council's vision and long term strategy
- a Corporate Business Plan that integrates resourcing plans and specific council plans with the Strategic Community Plan, and
- a clearly stated vision for the future viability of the local government area.

The Shire’s first Strategic Community Plan under the new Integrated Planning Legislation was adopted by an absolute majority of Council in May 2013, with a desktop review being undertaken and adopted by Council in June 2015. 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 and so we are now due for a full review.

**Comment:**

In October 2016, RSM were contracted to assist the Shire of Murchison with this full review of the Strategic Community Plan, after a competitive Request for Quote was publicised. Travis Bate, Principal of RSM, joined the October council meeting by teleconference and discussed his plans for progressing the review. The proposed community survey was reviewed and changes made to the wording to enable easier understanding by the broader community and the survey was distributed in late October. A community workshop was held on the 25<sup>th</sup> November where the original plan was recapped along with the desktop review and the results of the survey were summarised. The four areas of economic, social, environmental, and civic leadership were explored.

Unfortunately, we ran out of time during the workshop to rank the priorities that came out of the discussion and performance criteria were not explored. A survey was sent to participants in the week following the workshop asking them to rank the priorities. It was quite slow going getting the surveys back and so our aim of presenting a draft plan to the December meeting was not met.

Mr Bate has progressed the plan with the second round of surveys received and will work with Council at the February 2017 meeting to ensure that only those priorities that are feasible are included in the plan and to establish performance indicators.

The aim is to bring the final version of the Strategic Community Plan back to the March 2017 meeting for adoption.

The revised plan will give Council sound guidance in its decision making for the next four years.

### **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
    - (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.



Under Regulation 26 of the Planning and Development (Development Assessment Panels) Regulations 2011 (DAP Regulations), council is requested to nominate four elected members of the Council, comprising two local members and two alternate local members to sit on the Mid West DAP as required.

Nominations are required by Friday 28 February 2017.

**Comment:**

Following receipt of all Local Government nominations, the Minister for Planning will consider and appoint nominees for up to a three year term, expiring 26 April 2020. Appointed local members will be placed on the local government member register and advised of DAP training dates and times. It is mandatory that DAP members attend training before they can sit on a DAP and determine applications. Local Government members who have previously received training are not required to attend further training, but are encouraged to attend refresher training. Local DAP members are entitled to be paid for attendance and training.

If the appointed members are not re-elected (October 2017), Council will need to re-nominate members and this needs to be considered when making the decision.

**Statutory Environment:**

Regulation 26 Planning and Development (Development Assessment Panels) Regulations 2011

**Strategic Implications:**

Nil.

**Policy Implications:**

DAP’s consider applications that would otherwise be considered by the Shire. As the threshold value for all but the City of Perth is \$2-\$10 million for ‘opt-in’ applications or \$10 million or more for mandatory applications, the most likely applications will be for mining infrastructure.

**Financial Implications:**

The shire is required to provide advice to the DAP, which may involve use of a town planning consultant should an application arise.

**Recommendation:**

That council nominate the following Shire of Murchison Councillors to be DAP members and alternate members:-

Members .....  
 Alternate Members .....

**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>

**17.3 Road Inspections**

File:	12.24
Author:	Dianne Daniels
Interest Declared:	No interest to disclose
Date:	13 <sup>th</sup> February 2017
Attachments:	Nil

**Matter for Consideration:**

Council to consider the date for:

1. the annual road inspection, and

2. the inspection of the bitumised section of the Beringarra Cue Road following its decision at the December meeting declining to accept any tender for RFT 4.2016-17 Repairs to Bitumen surface Defects because the tendered prices far exceeded the budget.

**Background:**

Each year, the Shire of Murchison undertakes a road inspection to prioritise works required and to help formulate the road works program for the following financial year. This year as well, following from the assessment of the tender to repair the bitumen on the Beringarra Cue Road, council considered that it would be necessary to inspect the bitumised section of the Beringarra Cue Road in order to formulate a policy to manage that section with the funds available.

**Comment:**

In 2016, the annual road inspection was carried out over two days in early April. This year, we intend to take the roadworks priorities to the April 21 OCM and in order to allow the Works Supervisor/CEO time to prioritise after the inspection, we would not want to undertake the inspection any later than the 7<sup>th</sup> April and it may even be better if we did the inspection in late March.

Council may wish to consider inspecting the Beringarra Cue Road as part of the Annual Road inspection, noting that we have been invited by the CEO of the Cue Shire to inspect the bitumising works that they have done on their section. If not, a separate date will need to be set and I would encourage Council to set this date sooner rather than later.

**Strategic Implications:**

Nil

**Policy Implications:**

A new policy in regard to the management of the Beringarra Cue Road may be formulated.

**Budget/ Financial Implications:**

Information gathered from the Annual Road Inspection will assist in the delivery of a Budget for the 2017-18 financial year which addresses the main areas of need in the road network.

Information gathered from the inspection of the Beringarra Cue Road will assist in the management of the Reserve funds set aside for the purpose of returning this road to gravel over time.

**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

**Consultation:**

None

**Recommendation:**

That the Annual Road Inspection be held on TBA and include an inspection of the bitumen section of the Beringarra Cue Road; **or**

That the Annual Road Inspection be held on TBA, and the Inspection of the Beringarra Cue Road be held on TBA.

**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>

**17.4 Proposed Emergency Services Centre Yalgoo**

File:	4.42
Author:	Dianne Daniels
Interest Declared:	No interest to disclose
Date:	13 <sup>th</sup> February 2017
Attachments:	Correspondence from CEO Yalgoo dated 13/12/2016

**Matter for Consideration:**

Council to consider the proposed Emergency Services Centre recently endorsed by the Shire of Yalgoo.

**Background:**

A letter was received on the 19<sup>th</sup> December 2017 from the CEO of Yalgoo regarding a proposed Emergency Services Centre to be built in Yalgoo. The Yalgoo Council endorsed the planning of the Emergency Centre on the 19<sup>th</sup> August 2016 and the Yalgoo administration is seeking in principal support for the Centre from relevant departments and partners. The facility will house the current St Johns’ Ambulance Service and Volunteer Bush Fire Brigade and for emergency situations will provide an operation office for SES and DFES, emergency evacuation areas, debrief facilities and temporary overnight accommodation for volunteers and staff involved in emergency situations. It will also provide training and conference facilities.

**Comment:**

A query to Yalgoo CEO, Silvio Brenzi, clarified that ‘in principal support’ does not mean that the Shire of Yalgoo are seeking financial support from the Shire of Murchison, rather, it would appreciate correspondence that the Shire of Murchison is not opposed to the idea and would see it as a useful plan for our area. Any other relevant comments would be appreciated.

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Budget/ Financial Implications:**

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

**Consultation:**

Shire of Yalgoo

**Recommendation:**

That Council endorse the Shire of Yalgoo’s proposal to establish an Emergency Services Centre in Yalgoo.

**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>

**17.5 ERA Review of the Emergency Services Levy**

File:	5.1
Author:	Peter Ditttrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 February 2017
Attachments:	ERA – Review of the Emergency Services Levy – Issues Paper 30 January 2017 WALGA Survey

**Matter for Consideration:**

Council to consider its proposed responses to a survey recently released by WALGA. The survey will form part of a consolidated response to the call for submissions on the Review of the Emergency Services Levy, being conducted by the Economic Regulation Authority (ERA).

**Background:**

In December 2016 the Treasurer of Western Australia asked the ERA to prepare a report on *'the current arrangements for, and options to improve, the management and distribution of the Emergency Services Levy (ESL)*

*In conducting this report, the Authority will consider the following:*

- *The current ESL expenditure applied to managing the emergency services (prevention of, preparedness for, response to and recovery from natural hazard emergencies).*
- *The proportion of ESL funding directed towards each aspect of emergency management: prevention, preparedness, response and recovery.*
- *The extent to which the current allocation of ESL funds towards prevention and response reflects best practice in managing the risk of bushfire and other hazards.*
- *The extent to which the current methodology for setting the ESL is appropriate, now and into the future.*
- *The current transparency and accountability arrangements for the distribution of the ESL.*
- *Whether it would be more appropriate for the allocation of ESL funds to be the responsibility of an agency other than the Department of Fire and Emergency Services.*
- *The extent to which the ESL should be available to fund administrative and/or operational costs of a Rural Fire Service.*
- *The extent to which the use of the ESL to fund a Rural Fire Service would impact on ESL rates.'* (Issues paper for the review of the Emergency Services Levy p1 Jan 17)

The issues paper invites interested parties to address the following ten questions:

1. *How should funding be allocated across prevention, preparedness, response, and recovery activities?*
2. *What should the ERA consider in assessing whether the current method for setting the ESL is appropriate for current and future needs?*
3. *What emergency service expenditures should be funded by the ESL?*
4. *How are expenditures on emergency services likely to change in the future?*
5. *How could the method for setting the ESL be improved?*
6. *What information should be made public about the administration and distribution of ESL funding?*
7. *What processes should be in place to ensure accountability in the expenditure of ESL funding?*
8. *Which agency should be tasked with distributing funding from the ESL?*
9. *If a rural fire service is established, should it be funded by the ESL?*
10. *How much would a rural fire service cost, and what effect would it have on ESL rates?*

**Comment:**

The issues paper provides background information in relation to the ten questions raised.

The Shire of Murchison has a Volunteer Bush Fire Brigade that is funded via the ESL. The Shire raised \$2,485 of ESL in 2016/17 and received \$11,254 in grant payments from the Department of Fire and Emergency Services (DFES). The income received in 2015/16 from (DFES) was \$10,026.

The ESL was set, as per the act, at \$71 per pastoral property or mining tenement. If the ESL were to be raised by applying a rate in dollar against the Unimproved Value as per Category 4 properties, based on the 2016-17 DFES Guide some pastoral properties may see the levy increase to \$130 (the current set maximum for the category). The ESL payable on mining leases was set as \$71 across all categories.

As we are not able to quantify the cost of a rural fire service fully financed by an ESL, it is not possible to determine the impact on our property rates. The issues paper does not provide any detailed information in relation to the structure, location, or function of a rural fire service.

**Statutory Environment:**

Nil

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Sustainability Implications:**

- **Environmental:**  
There are no known significant environmental considerations
- **Economic:**  
There may be an impact on individual rate payers within the shire, dependent on the outcome of the review and the implementation of its recommendations.
- **Social:**  
There are no known significant considerations

**Consultation:**

Chief Executive Officer

**Recommendation:**

That Council discuss the WALGA Survey questions and direct the CEO to respond to the survey in line with those discussions.

**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>

**17.6 Banners in the Terrace**

File:	11.18
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 February 2017
Attachments:	Nil

**Matter for Consideration:**

Council to consider participation in and a design for WALGA’s 2017 Banners in the Terrace competition.

**Background:**

The CEO received an email from WALGA on the 10<sup>th</sup> February, calling for the Shire’s participation in the Banners in the Terrace competition.

The email was forwarded to the community to see if any person or group was interested in making a banner.

Pia Wadjari Remote Community School have responded that they would be really interested in participating and staff and students would be consulted regarding the design. The Principal, Kevin McKenna, mentioned in his email that the Murchison Shire Logo would be incorporated in the banner and has asked for Council's input into the design.

No other community members or groups have expressed an interest in entering.

**Comment:**

Entry forms need to be in by 23rd March and the banner design emailed to the City of Perth by 28<sup>th</sup> April, with the banner completed and delivered to WALGA by 20<sup>th</sup> June.

The banners are displayed in the Terrace during the WA Local Government Convention, between Sunday 23 July and Saturday 5 August, with the winner being announced at the Convention on the 3 August.

Council would need to provide necessary paints and brushes and purchase a banner. We have the transportation case, which can be re-used.

All up costs should be \$500 - \$750 for the total project. There is sufficient funding available in the Expenses Relating to Tourism & Area Promotion account.

**Statutory Environment:**

Nil

**Strategic Implications:**

Nil

**Sustainability Implications**

- **Environmental**  
There are no known significant environmental implications
- **Economic**  
There are no known significant economic implications
- **Social**  
The quality of community life is enhanced when the Shire provides support for community projects.

**Policy Implications:**

Nil

**Financial Implications:**

There are sufficient funds available within the 2016/17 budget.

**Consultation:**

Kevin McKenna Pia Wadjari RCS

**Recommendation:**

That Council financially and logistically supports Pia Wadjari Remote Community School's participation in the WALGA Banners in the Terrace competition and authorises the CEO to liaise with the Principal in regard to the design, based on feedback from the council meeting.

**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>

**17.7 Community Branding Proposition**

File:	13.10
Author:	Dianne Daniels - Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 February 2017
Attachments:	Community Branding Logo Concepts 7 - 8F

**Matter for Consideration:**

Council to consider the second round of Logo Concepts prepared by Market Creations in relation to the re-branding of the Shire of Murchison.

**Background:**

Market Creations were engaged to develop a minimum of five logo design concepts. In accordance with the community survey the design brief required that the logo options that were developed reflected history, agriculture, and community as key characteristics.

Six concepts were taken to Council in November 2016, but Council were disappointed in them and felt they didn't reflect the character of the Murchison and resolved that:

Cr S Broad, Cr E Foulkes-Taylor, and the CEO work on a totally new concept which includes possibly man, dog, cow, sheep, windmill, and Mulga tree which are more representative of the Murchison Community.

**Comment:**

Since that time, Market Creations have created another nine concepts for the nominated councillors and I to review (Concepts 7 through to 8F are attached). Unfortunately, Councillor Broad has left Council, but Councillor Emma Foulkes-Taylor has been involved in the development of the second round of logos and her preference is 8E, which includes a green rather than brown mulga tree. The CEO quite likes 8F, with the gradient blend to balance the green.

Council has multiple options, including:

- Accept the proposed logos and engage the community via a survey to identify the preferred logo;
- Identify one or more of the logos to be presented to the community via a survey to identify the preferred logo;
- Identify one or more of the logos to be revised and re-presented to Council; or
- Reject all proposed logos

**Statutory Environment:**

LGA s1.4 (3) in carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

**Strategic Implications:**

To provide good governance to the Shire of Murchison through openness and transparency and enhanced consultation and public participation.

**Sustainability Implications:**

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

**Policy Implications:**

N/A

**Financial Implications:**

Budgeted cost approx. \$5000 for marketing design brief; 5 logo concepts; three revisions based on feedback; letterhead design; business card design; master CD; Corporate Style Guide and promotion of proposed logos through community survey.

**Consultation:**

Market Creations  
Community

**Recommendation:**

That council consider the logo concepts as attached, select the logos that best represent the Murchison Shire and authorise the CEO to promote them for comment through community survey, prior to a final decision 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>

**17.8 Geotourism Update**

File:	13.10
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	Nil
Date:	15 February 2017
Attachments:	Draft Geotourism Scope of Works

**Matter for Consideration:**

Council to consider the Draft Geotourism Scope of Works for the Murchison Geotourism Development Plan.

**Background:**

On the 12<sup>th</sup> March 2015, Gavin Treasure of the Mid West Development Commission contacted the various CEO’s in the Murchison Region to discuss a Regional blueprint priority project for consideration – Murchison Geotourism Development.

The Mid West Tourism Development Strategy (2014) (MWTDS) concluded that the region’s iconic nature based tourist attractions were not developed to their potential and that its visitor appeal was not fully realised. The Strategy identified ‘geotourism’ in the Murchison subregion as a potential ‘game changing’ tourism initiative, with capacity to help the region realise its potential as a major tourism destination in its own right.

Geotourism was also identified as a priority “aspiration” in the State Planning Strategy 2050 to capitalise on the State’s unique geoheritage values.

The project seeks to establish WA’s first major geotourism development, based in the Murchison subregion of the Mid West. The ancient Murchison geology provides the ideal platform for unique, nature based tourism experiences of global significance, particularly to the ‘experience seeker / dedicated discoverer’ market.

“Geotourism is tourism which focuses on geology and landscape as the basis for providing visitor engagement, learning, and enjoyment”.<sup>1</sup> Put another way, people often focus on the appearance of a landform without understanding what made it look that way. By appreciating natural environments and sceneries, people are subconsciously admiring the geology.

There was originally a funding requirement of \$600,000 which was to be spent as follows:

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<sup>1</sup> Official Australian definition, endorsed by the Governing Council of the Geological Society of Australia.

• Geotourism professional, based with local governments (12mth contract)	\$150,000
• Geological services and interpretation	\$75,000
• Concept plans / designs for 15 sites	\$150,000
• Land assembly works	\$75,000
• Heritage and cultural assessments	\$70,000
• Local tourism training	\$40,000
• Branding / technology	\$30,000
• Additional economic analysis / modelling	\$10,000

The proposal was discussed at the next MEG meeting and there was in principal support from the Group for the project. At that stage, there was no request for funding from the Shires in the region as funding was to be sought from other sources.

In late 2015, a request went out to the Local Governments in the region to indicate support for the project through a possible cash commitment. Six local governments committed \$5,000 each to the project, with the Shire of Murchison budgeting that amount in the 2016/17 year.

An update was provided in July 2016 that indicated that most funding avenues had been exhausted without success, except for the Community Chest Fund, which was capped at \$50,000 and so the project scope was reduced to cater for a budget of \$80,000 (including the LG contribution) rather than \$600,000. For this reduced budget, it is proposed that a suitably skilled specialist be engaged to properly assess the geotourism potential of the Murchison sites; identify those with greatest geotourism potential; define the project; prepare budget estimates; refine modelling to verify likely economic benefits; and prepare a detailed development plan to guide the delivery of the project.

#### **Comment:**

Adam Murszewski has been working on the project on behalf of the Murchison Region, providing a Draft Scope of Works to go out to the market. The draft is attached for Council's comment and feedback to Adam.

#### **Statutory Environment:**

2.7. Role of council

(1) The council —

- (a) governs the local government's affairs; and
- (b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to —

- (a) oversee the allocation of the local government's finances and resources; and
- (b) determine the local government's policies.

#### **Strategic Implications:**

This initiative sits under Objective 1 Economic of the Community Strategic Plan – 'To develop the region's economic potential to encourage families and businesses to stay in the area.'

#### **Policy Implications:**

Nil

#### **Budget/ Financial Implications:**

\$5,000 has been budgeted in the 2016/17 year for this project

#### **Sustainability Implications:**

- **Environmental**  
There are no known significant environmental implications associated with this decision
- **Economic**  
Geotourism may in the future offer business opportunities to local families
- **Social**  
There are no known significant social considerations associated with this decision

#### **Consultation:**

Mid West Development Commission  
Murchison Executive Group

**Recommendation:**

That Council consider the attached draft Murchison Tourism Development Scope of Works and endorse it in its current form or direct the CEO to request amendments in line with discussions.

**Voting Requirements:**

Simple majority

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

**18. ADMINISTRATION**

**18.1 Consideration of Items from Annual Meeting of Electors 17 December 2016**

File:	4.16
Author:	Dianne Daniels
Interest Declared:	No interest to disclose
Date:	12 February 2017
Attachments:	Minutes Annual Meeting of Electors

**Matter for Consideration:**

Items arising from the Annual Meeting of Electors which was held on the 17<sup>th</sup> December 2016.

**Background:**

The Shire of Murchison Annual Meeting of Electors was held on Saturday the 17<sup>th</sup> December, 2016, commencing at 2:50pm. According to Section 5.33 of the Local Government Act 1995:

(1) All decisions made at an electors’ meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

- (a) at the first ordinary council meeting after that meeting; or
- (b) at a special meeting called for that purpose, whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors’ meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

The matters decided from the electors’ meeting are therefore being taken to this ordinary council meeting for consideration.

**Comment:**

The minutes of the electors’ meeting have previously been circulated to all members and are attached to this agenda.

The following decisions were made at the Annual Meeting of Electors:

No.	Item	Action
1	4. Minutes of Previous Meeting confirmed	No action required by Council
2.	5.1 Presidents Report Accepted	No action required by Council
3.	5.2 CEO’s Report Accepted	No action required by Council
4.	5.3 Finance Report 2015-16 Accepted	No action required by Council
5.	5.4 Independent Auditors Report Accepted	No action required by Council

No decisions came out of General Business.

**Statutory Environment:**

5.33 . Decisions made at electors’ meetings

(1) All decisions made at an electors’ meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

- (a) at the first ordinary council meeting after that meeting; or
- (b) at a special meeting called for that purpose, whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors’ meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

**Strategic Implications:**

Nil

**Sustainability Implications**

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

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Consultation:**

Nil

**Recommendation:**

That Council note the decisions made at the 17 December 2016 Annual Meeting of Electors.

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

**18.2 Application for Funding – Shearers & Pastoral Workers Social Club**

File:	4.69
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Applicant:	Doug Kennedy
Attachments:	Applicants Submission

**Matter for Consideration:**

Application for Funding – Shearers & Pastoral Workers Social Club ABN 844 009 004 57

**Background:**

In December 2016 Mr Darryl Grey (representing the Shearers & Pastoral workers Social Club) met with the Chief Executive Officer to discuss an application for funding for the production of a video recording the memoirs and oral history of the shearing era in WA between 1900 and 1960. The video is to be entitled ‘Shearers – the Truck Days’ and is to be professionally produced.

The applicant is seeking funding from all the shires in the region. The total funding required is estimated to be \$27,000. As at the 13<sup>th</sup> February 2017 \$6,000 had been raised by way of sponsorship. The applicant was unwilling to indicate the value of verbal commitments received from other shires in the area. The applicant stated that most Councils did not meet until the week beginning the 20<sup>th</sup> February 2017 after which they would be able to confirm the total funding received.

The applicant has offered three levels of sponsorship at \$2,000, \$3,000, and \$5,000. The applicant has stated that excess funds would be returned to sponsors on a prorata basis. The total funding to be raised from sponsorship is \$19,000.

The Shearers & Pastoral Workers Social Club has recently registered for an Australian Business Number and has advised that they have applied for incorporation. They expect their incorporation to be finalised by 21<sup>st</sup> February 2017.

**Comment:**

The Murchison area has a long history of being reliant on income from wool. The documentation of the memories and oral history of the remaining shearers of the period to 1960 would form an audio-visual resource for future generations.

Council has made provision in its budget for Subscriptions and Donations – Account Number 04106. This account included an allocation of \$5,500 for donations. The donations made to 31<sup>st</sup> January 2017 amount to \$1,700, a further \$500 has been committed to the ICPA, leaving a balance of \$3,300. The lowest level of the applicants suggested sponsorship would amount to just over 60% of the remaining funds budgeted. Given the limited funds that Council has available for donations it is suggested that Council sponsor the video in the amount of \$1,000 being 30% of the remaining available budget.

**Statutory Environment:**

Nil

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Budget/Financial Implications:**

The Shire has made provision for sponsorship and donations in its current budget.

**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:**

The Shearers & Pastoral Workers Social Club

**Recommendation:**

That Council sponsor The Shearers & Pastoral Workers Social Club for the production of the video entitled ‘Shearers – The Truck Days’ in the amount of \$1,000.

**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>

**18.3 Request to Change May 2017 Meeting Date**

File:	4.16
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Attachments:	Nil

**Matter for Consideration:**

Council to consider a request to change the date for the May 2017 Ordinary Meeting of Council

**Background:**

Councillors R and E Foulkes-Taylor's son's wedding has been set for Saturday 20<sup>th</sup> May 2017 and so both councillors will be unable to attend the ordinary council meeting on Friday 19<sup>th</sup> May 2017.

Cr E Foulkes-Taylor emailed notification to the CEO on the 11<sup>th</sup> January and respectfully requested that the meeting date be changed, if possible.

**Comment:**

The Local Government (Administration) Regulations 1996 allow for changes to ordinary council meeting dates by giving local public notice of the change to date, time or place of the meeting.

It would be beneficial to the good management of the meeting to change the date, otherwise only four of the six members will be present. The May meeting is generally busy and the administration will be bringing 17/18 Differential Rates, 17/18 Fees & Charges, 17/18 Members Remuneration, Workforce Plan and Review of Delegations to that meeting, along with setting the date for the Special Budget Meeting.

It is the administration's preference that the date for the meeting be set for the following week, rather than sooner, to allow time for the preparation of the April Financial Report.

**Statutory Environment:**

LGA 1995 s.5.4; s5.25

LG (Admin) Regs 1996

12. Meetings, public notice of (Act s. 5.25(1)(g))

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

(a) the ordinary council meetings; and

(b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.

(2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Budget/Financial 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

**Consultation:**

Nil



**Current Shire of Murchison Purchasing Policy Revision 3**

Purchasing Thresholds (ex GST)	Purchasing Requirements
Up to and including \$999	Goods and services valued (in total) up to \$999 do not require the conduct of a competitive process. At least one verbal price should be obtained and the purchase should represent value for money. An official Purchase Order should be raised for all such purchases, unless a credit card has been used to pay for the goods or services. Details of the price obtained must be kept for record keeping purposes. Goods & Services purchased in this category should be market tested on an annual basis.
\$1,000 - \$19,999	Obtain at least three (3) verbal or written quotations (eg email, fax or original copy). Where this is not practical, e.g. due to limited suppliers, it must be noted through records relating to the process. Written notes detailing each verbal quotation must be recorded. OR Obtain quotations directly from a pre-qualified panel of suppliers which include WALGA Preferred Supply Contracts. It is recommended that wherever possible, the Local Government source multiple competitive quotations (at least three Preferred Suppliers) using a simple quotation process either through eQuotes or directly in writing. An official Purchase Order should be raised for all such purchases, unless a credit card has been used to pay for the goods or services.

**Proposed Shire of Murchison Purchasing Policy Revision 4:**

Purchasing Thresholds (ex GST)	Purchasing Requirements
Up to and including \$4,999	Goods and services valued (in total) up to \$4,999 do not require the conduct of a competitive process. At least one verbal price should be obtained and the purchase should represent value for money. An official Purchase Order should be raised for all such purchases, unless a credit card has been used to pay for the goods or services. Details of the price obtained must be kept for record keeping purposes. <b>Goods &amp; Services purchased in this category should be market tested on an annual basis.</b>
\$5,000 - \$19,999	Obtain at least three (3) verbal or written quotations (eg email, fax or original copy). Where this is not practical, e.g. due to limited suppliers, it must be noted through records relating to the process. Written notes detailing each verbal quotation must be recorded. OR Obtain quotations directly from a pre-qualified panel of suppliers which include WALGA Preferred Supply Contracts. It is recommended that wherever possible, the Local Government source multiple competitive quotations (at least three Preferred Suppliers) using a simple quotation process either through eQuotes or directly in writing. An official Purchase Order should be raised for all such purchases, unless a credit card has been used to pay for the goods or services.

**Statutory Environment:**

Local Government Act 1995 s 3.57

Local Government (Functions and General) Regulations 1996 Part 4 Provision of Goods & Services

Local Government (Rules of Conduct) Regulations 2007

**Strategic Implications:**

This Policy sits under Civic Leadership in The Strategic Community Plan – high levels of accountability; compliance with statutory compliance; openness and transparency; provision of good financial management.

**Sustainability Implications:**

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

**Policy Implications:**

Amendment of the Shire of Murchison Purchasing Policy if proposed changes are adopted.

**Financial Implications:**

Nil

**Consultation:**

Nil

**Recommendation:**

That Council adopt the Shire of Murchison Purchasing Policy (Revision 4) as presented and attached.

**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>

**19. NOTICE OF MOTION**

**20. CEO ACTIVITY REPORT**

<b>Date</b>	<b>Activity</b>
13/12/2016	Meeting with Todd Quadrio to discuss the works undertaken around the Settlement
13/12/2016	Staff Performance Review
14/12/2016	Regular meeting with DCEO
15/12/2016	Phone Conversation with Matt Hayes Dept LG re member resignation – if a member resigns, the vacancy is regarded as occurring on the day the CEO receives the resignation.
15/12/2016	Road inspection with Acting Works Supervisor pre-sealing. Fulton Hogan commenced pre-coating in readiness for sealing
16/12/2016	Tender Assessment Meeting (Tender 4.2016-17 Beringarra Cue Road Repairs)
16/12/2016	Audit Committee Meeting – Reg 17 Review
16/12/2016	Ordinary Council Meeting
17/12/2016	Annual Electors Meeting and Community Christmas Tree
19/12/2016	Admin Meeting
21/12/2016	Fulton Hogan headed home for Christmas. Still need to seal Settlement, last 6km of re-seal, 1km north of Settlement and some tapers
22/12/2016	Regular meeting DCEO
23/12/2016-27/12/2016	Christmas Break
5/01/2017	Regular meeting DCEO
9/01/2017	Tony Chisholm on site to superintend the rest of the bitumising work
10-13/01/2017	Fulton Hogan back on site to complete bitumising

12/01/2017	Handover meeting with DCEO who will be ACEO during my Annual Leave
12/01/2017	Contracted GHD Geraldton to manage environmental issues such as clearing permits and borrow pit rehabilitation for the Shire of Murchison up to 30/06/2019. Contract was awarded after a request for quote was posted on WALGA E-quotes on the 7/12/2016 – 14 submissions received in total.
13/01/2017	Meeting with DCEO, Acting Works Supervisor (Bob Edwards) and Works Supervisor – handover from AWS to WS, who will start back at work on Monday 16 <sup>th</sup> .
13/01/2017 – 3/02/2017	CEO Annual Leave
	<b>ACEO Activity Report in CEO's absence</b>
18/01/2017	Spoke with Dave Pongracz from DPaw re rehabilitation of the 22km gravel pit. Liaised with GHD in order to determine the corrective actions that needed to be undertaken
	Communicated with the Department of Aboriginal Affairs as part of our Aboriginal Heritage due diligence in regard to the proposed re-alignment of the Carnarvon Mullewa Road on Mt Narryer (2016-17 RRG funded project)
25-27 /01/2017	In collaboration with the other Shires in the Murchison region, tested and developed a procedure to enable Road Condition Report to be sent by Twitter
27/01/2017	Spoke with Stuart Fraser from the Department of Local Government to confirm eligibility of candidates nominations in the upcoming extra-ordinary election in relation to ward/district
31/01/2017	Motor #2 failed (mechanic indicates due to failure of low oil alarm) and spent the day organising hire generator. Mechanic transferred the fuel injectors from #2 to #1 and had #1 running before the hire generator arrived. Confirmed that insurance would cover the hire generator along with the repair or replacement of #2 motor.
3/02/2017	Submission to Petroleum Resources Rent Tax Review requesting the consideration of the Federal Royalties for Regions Scheme funded by revenue raised by the rent tax.
6/02/2017	<b>CEO back at her desk.</b> Update phone call with President Mark Halleen
6/02/2017	Toolbox Meeting with outside crew
6/02/2017	Admin Meeting
6/02/2017	Handover meeting with DCEO
6/02/2017	Regular meeting WS
9/02/2017	Regular meeting with DCEO
9/02/2017	Phone Conversation with Steve Douglas re Settlement Power. Steve to call Adrian Stewart, who prepared the MWDC Energy Strategy to refresh his knowledge on the recommendation coming out of the Strategy re the Murchison Settlements' power requirements.
13/02/2017	Admin Meeting
13/02/2017	Regular Meeting WS

**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 four items:

- 22.1 Sub-lease Murchison Oasis Roadhouse pursuant to LGA 1995 5.23 (2) (c) and (e) (iii)
- 22.2 Fuel and Oil Supply Contract pursuant to LGA 1995 5.23 (2) (c) and (e) (iii)
- 22.3 SKA Access Road Update pursuant to LGA 1995 5.23 (2) (e) (iii)
- 2.24 CEO Annual Performance review 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>

**22.1 Sub-Lease Murchison Oasis Roadhouse**

**22.2 Fuel and Oil Supply Contract**

**22.3 SKA Access Road Update**

**22.4 CEO Annual Performance Review pursuant to LGA 1995 5.23 (2) (a)**

**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>	
That the meeting move out from behind closed doors.		
<b>Carried/Lost:</b>	<b>For:</b>	<b>Against:</b>

**23. MEETING CLOSURE**