



Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,  
To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,  
On Thursday **28 September 2017**, commencing at 10.00 am.

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

**2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

**4. PUBLIC QUESTION TIME**

**4.1 Standing Orders**

<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</b>	<b>For:</b>	<b>Against:</b>

**5. NEXT MEETING**

Thursday 26<sup>th</sup> October 2017.

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

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

**8. CONFIRMATION OF MINUTES**

**8.1 Ordinary Council Meeting – 24<sup>th</sup> August 2017**

**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 24<sup>th</sup> August 2017 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 held on 24 <sup>th</sup> August 2017 be confirmed as an accurate record of proceedings.		
<b>Carried/Lost</b>	<b>For:</b>	<b>Against:</b>

**8.2 Audit Committee Meeting – 24<sup>th</sup> August 2017**

**Background:**

Minutes of the Audit Committee Meeting have previously been circulated to all Councillors.

**Recommendation:**

That the minutes of the Audit Committee meeting held on 24<sup>th</sup> August 2017 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 Audit Committee meeting held on 24 <sup>th</sup> August 2017 be confirmed as an accurate record of proceedings.		
<b>Carried/Lost</b>	<b>For:</b>	<b>Against:</b>

**8.3 Special Council Meeting – 14<sup>th</sup> September 2017**

**Background:**

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

**Recommendation:**

That the minutes of the Special Council meeting held on 14<sup>th</sup> September 2017 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 Special Council meeting held on 14 <sup>th</sup> September 2017 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.	The position and requirement of a Community Project Officer is to be reviewed at the November Council Meeting.
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.	Following the discussions at the Budget Workshop further work on this project is to be undertaken in 2018/19.

4	Review of Road Network	<p>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 brought 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.</p>	<p>The Road Hierarchy is to be presented for review at the September 2017 OCM</p>
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**Recommendation:**

That the Action List be accepted.

**Voting Requirements:**

Simple majority

<b>Council Decision:</b>		
<b>Moved: Councillor</b>		<b>Seconded: 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**

August		Hours						YTD	
* No Meter	** New Meter			Start	End	Total		Operating Costs	
Plant Item	Year	Rego	1 July '17	Hrs/kms	Hrs/km	Month	YTD	Plant	Fuel
P.01 JD Grader	2011	MU1063	9242	9392	9533	141	291	5908.39	5524.80
P.02 Cat Grader 12H	2005	MU 141	15732	15890	16021	131	289	5089.37	4161.60
P15003 JD 6WD Grader	2012	MU121	1829	1942	2134	192	305		
P.04 New/H Ford Tractor	2006	MU 380	2167	2204	2234	30	67	486.16	146.40
P.05 Dolly 1-Red **	2001	MU 2003	0	0	943	943	943	2776.40	n/a
P.07 Nissan UD	2009	000 MU	217729	218058	218301	243	572	2010.73	510.00
P.08 Dolly 2-Black	2000	MU 2009	17885	18561	20358	1797	2473	225.05	n/a
P.09 Iveco P/Mover *	2003	MU1065	333380	334656	334656	0	1276	2849.25	1124.40
P.10 Iveco W/Truck (hrs)	2004	MU 00	11403	11580	11763	183	360	1526.23	3110.40
P.11 Komatsu Dozer	1997		2300	2393	2567	174	267	3843.01	4708.80
P.13 Tri-Axle L/L Float	2008	MU 663	28490	28490	29020	530	530	865.72	n/a
P.14 No. 2 Float	2001	MU 2004	10505	10505	11247	742	742	609.52	n/a

P.17 Side Tipper	2001	MU 662	25124	26176	27119	943	1995	879.88	n/a
P.18 Side Tipper	2001	MU2010	10314	11827	14247	2420	6998	1677.31	n/a
P.24 30K W/Tanker Trailer	2005	MU 2024	7658	9136	10632	1496	12128	1934.10	n/a
P.27 Volvo Loader	2006	MU 65	8787	8846	8946	100	6021	2173.24	2023.20
P.28 Isuzu Dmax	2009	MU 300	225000	225772	227003	1231	2003	451.32	409.20
P.32 Construction Gen			25281	25283	25283	0	2	0.00	0.00
P.33 Maintenance Gen			11798	12280	12714	434	916	458.12	1776.00
P.34 Generator Perkins *		Mechanic	1744	1744	1744	0	0	676.08	99.60
P.35 Generator 1-110kva	2011		26523	26617	26806	189	283	1502.23	19463.60
P. 17035 New Generator	2016		2446	3037	3610	573	1164		
P.37 Forklift			12634	12642	12654	12	20	73.05	265.20
P.40A Toyota Hilux	2014	01MU	104000	105885	109699	3814	5699	869.00	682.80
P.41 Cat 938G Loader	2004	MU 193	5850	5936	5965	29	115	803.55	1623.60
P.43 Bomag Roller	2012	MU1027	3537	3560	3580	20	43	3866.35	633.60
P.48 Dog Fuel Trailer *	1979	MU 2026	0	0	0	0	0	69.54	n/a
P.49 Dog Fuel Trailer *	1972	MU 2005	0	0	0	0	0	93.46	n/a
P.54 Isuzu T/Top	2005	MU 1002	181148	181148	181564	416	416	280.09	122.40
P.55 Toyota Prado	2012	MU1011	100507	101230	104613	3383	4106	621.19	547.75
P.57 Great Wall	2012	MU 167	63922	65491	68210	2719	4288	1407.00	460.68
P.59 45ft Flat Top *	1978	MU2044	0	0	0	0	0	124.44	n/a
P.60 Mercedes PTV	2004	MU 1009	103624	103718	103764	46	140	1375.52	0.00
P.61 Kenworth P/Mover	2004	MU 000	104665	105925	109459	3534	4794	2556.94	6073.20
P.64 Isuzu Construction	2013	MU 140	136312	138041	141095	3054	4783	1109.10	1446.00
P.65 Generator 9KVA	2013	H/ Maint	6391	7751	7777	26	1386	408.48	1705.20
P.67 Roadwest S/Tipper	2013	MU2042	83079	84236	87766	3530	4687	873.43	n/a
P.68 Bomag Padfoot	2013	MU1071	2055	2095	2171	76	116	1702.23	1262.40
P.72 Isuzu Fire Truck	2013	MU1068	2149	2152	2184	32	35	1549.59	0.00
P.73 Toyota Fast Attack	2014	MU1069	8900	8900	8900	0	0		0.00
Caravans				n/a		n/a	n/a	1958.17	n/a
P11076 JD Ride on mower			937	939	943	4	6	115.64	0.00
P15006 Isuzu Maint	2015	MU1018	48269	52672	57194	4522	8925	1399.82	2487.60
P16063 Toyota Prado	2016	MU 0	29327	32965	35949	2984	6622	1418.07	646.61
P16075 Kuboto Mower	2016		175	180	186	6	11	0.00	19.20

### 13.2 Works Report – Works Supervisor

#### **Construction Crew**

Works on 4km RRG Realignment Program on the Carnarvon/Mullewa Road.

On Wednesday 6<sup>th</sup> and Thursday 7<sup>th</sup> of August some nice rain fell within the shire of Murchison. 44.4mm of rain was recorded at the Murchison settlement. The crew tried to continue with the works at the 4km RRG works site but the new ground was too soft after the rain and we had to box out one floodway and place in more material. At this point a discussion was held and it was decided to move on and let the ground dry out. (This is new ground so it is very soft). The old road was reopened to divert the traffic away from the roadworks.

From the 4<sup>th</sup> September last week at the end of each day William moved caravans and equipment up to Curbur in readiness for the crew to camp when the next works program commences after the Landor break. Crew will now move onto next works program on the Carnarvon-Mullewa road sheeting a 4km stony, sandy section starting from SLK 88.750 - SLK 94.450 approx.5.7km. Within this section only 4km will be sheeted and 2.7km reformed.

A 450mm culvert within these works will be extended 2.4m on west side and 1.2m on east side with two new 450mm end walls.

Two small floodway’s within the works site will have 300mm culverts put in place. These culverts will take out the sharp approaches to the floodway’s.

Prior to commencing the program above, they will sheet two corners on the way.

- 300m just north of the storm damage sign. (no material left and very soft on the inside run)
- 800m south of Muggon Station turn-off. (no material left and very stony)

With the completion of the corner sheeting and if the sun keeps shining, crew after the Landor break will come back to the RRG works and complete the realignment works.

**Maintenance Crew.**

The Maintenance crew are moving along fine with the grading of roads within the north of the Shire. Neil, our Leading Hand is currently on long service leave and is due back on 09/10/2017. Trevor Bardon is filling in as maintenance grader operator until Neil’s return.

As of today 18<sup>th</sup> of September crew are working on Carnarvon-Mullewa and other roads on the route to Landor in readiness for the heavy traffic flow.

Crew will do a main grade on the Carnarvon-Mullewa road - 3 corrugation cuts over then 5-6 cuts back. After the Landor weekend is finished and all traffic has passed through they will then go back and do a tidy up by grading batters, drains and any bad sections that may cut up due to the heavy traffic.

Crew will grade all off roads on their way back heading south from Byro.

- Byro-Woodleigh Road
- Mt Narryer homestead road
- Muggon Road – light grade
- Butchers Track
- Errabiddy

With the completion of the roads above crew will then give the bitumen shoulder edges a grade on the Carnarvon-Mullewa road from settlement to the Ballinyoo bridge.

**Carnarvon-Mullewa Road**

Contractor B&J Catalano are going along fine with the 9km of works from the bridge on the Carnarvon-Mullewa Road south to the boundary grid of Billabalong/Woolgorong.

The two crests have been cut down (I heard the D10R had to work hard) and all low sections (subgrade) have been sheeted up to design level.

Material for the floodway’s has been carted in and stone for down/upside ½ completed.

**Work Supervisor General**

21 August – Wednesday 30<sup>th</sup> August – Op Perth

31 August - 3hrs construction

1 September - 3hrs construction

4 September - Meeting with MRD – SKA

5 September - LEMC meeting

6 September - 4hrs inspection on the 9km works

6 September - 3hrs inspection of the Carnarvon/Mullewa road after the rains 3hrs

11 September - 3 hrs inspection on the 9km works

11 September - 2hrs construction

12 September - 10hrs construction (3hrs loader, 6hrs grader)

13 September - 10 hrs construction (9hrs grader)

19 September - Geraldton opening of tenders.

**ROADS GRADED AUGUST – SEPTEMBER 2017**

Name	Length of Road	SLK’s Graded this month	Heavy Maintenance	Comments
Beringarra-Pindar	319.80km			
Erong	63.12km	60km		
Beringarra-Byro	90.89km	90km		
Twin Peaks-Wooleen	47.65km			
Boolarly/Kalli	57.30km			
Byro-Woodleigh	71.00km			
New Forrest-Yallalong	36.18km			
M <sup>c</sup> Nabb-Twin Peaks	49.75km			

Yallalong West	34.46km			
Mileura-Nookawarra	49.08km			
Muggon	38.75km			
Manfred	34.55km			
Beringarra-Mt Gould	34.80km	34km		
Tardie-Yuin	13.20km			
Innouendy	9.30km	9km		
Booldy Homestead	2.00km			
Yunda Homestead	32.80km	30km		
Meeberrie-Woolleen	25.22km			
Mt Wittenoom	37.55km			
Woolleen-Mt Wittenoom	33.85km			
Beringarra Cue	109.82km	20km		
Booldy 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	130km		Need to go back to do batters, drains
Mt Narryer	3km			
Errabiddy Bluff	12km			
Air strip Graded				

Total this month graded – 374km

**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>	
<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 31 July 2017**

File:	
Author:	Ina Edwardson – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	28 September 2017
Attachments:	Financial Activity Statements to 31 July 2017 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 July 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 July 2017 is a surplus of \$4,487,195.

**Variances – YTD Budget to YTD**

**Actual**

Budgeted Closing Funding	<b>4,929,073</b>
Surplus(Deficit)	

Plus Variance to Opening Surplus	226,907	
Less Operating Revenues down	(1,221,974)	
Plus Operating Expenditure down	1,426,052	
Less Operating Activities Excluded	(267,770)	
Less Investing Activities down	(287,085)	
Less Transfer from reserves down	(380,839)	
Plus Transfer to reserves down	62,830	
<b>Total Variances</b>	<b>(441,879)</b>	

Actuals Closing surplus (Deficit)	<b>4,487,195</b>
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The accounts presented are draft accounts. It is expected that there will be approximately \$180,000 of creditors to be accrued. This accrual was taken into account in the calculation of the opening surplus used in the 2017/18 Budget. In addition the revaluation of the Shire’s Buildings is currently being processed. This has delayed the calculation of depreciation and the adjustments to be made to the allocation of overheads.

Refer to July 2017 Financials for explanation of variances.

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

Beringarra Cue Road Reserve Term Deposit	\$3,743,186	@ 1.75% Maturity 18/08/2017
Crosslands MCF Term Deposit	\$ 369,999	@ 2.00% Maturity 25/08/2017
Ballinyoo Bridge Term Deposit	\$1,788,764	@ 1.84% Maturity 27/08/2017

**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 July 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>

**16.2 Financial Activity Statements 31 August 2017**

File:	
Author:	Ina Edwardson – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	28 September 2017
Attachments:	Financial Activity Statements to 31 August 2017 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 August 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 August 2017 is a surplus of \$5,153,137

**Variances – YTD Budget to YTD****Actual**

Budgeted Closing Funding		<b>5,200,818</b>
Surplus(Deficit)		
Plus Variance to Opening Surplus	223,716	
Less Operating Revenues down	(2,239,481)	
Plus Operating Expenditure down	2,960,508	
Less Operating Activities Excluded	(529,158)	
Less Investing Activities down	(133,389)	
Less Transfer from reserves down	(380,839)	
Plus Transfer to reserves down	50,962	
Total Variances		<b>(47,681)</b>

Actuals Closing surplus (Deficit)

**5,153,137**

The accounts presented are draft accounts. The accounts do not reflect the accrued creditors, the impact of the 2016/17 building revaluation, nor the depreciation expense incurred year to date. These adjustments will be finalised during the preparation of the year end accounts and will form part of the September 2017 accounts.

Refer to August 2017 Financials for explanation of variances.

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

Beringarra Cue Road Reserve Term Deposit	\$3,754,134	@ 1.75% Maturity 18/10/2017
Crosslands MCF Term Deposit	\$ 371,864	@ 2.00% Maturity 25/11/2017
Ballinyoo Bridge Term Deposit	\$1,791,589	@ 1.87% Maturity 27/09/2017

**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 August 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 during the period since the last list was adopted/endorsed by Council**

File:	4.37.1
Author:	Ina Edwardson – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	28 September 2017
Attachments:	EFT & Cheque Details for August 2017

**Matter for Consideration:**

Endorsement of accounts paid during the month of August 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 August 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 \$452,461.34 which includes \$100,066.10 of intra account transfers for the month of August 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>

**16.4 Strategic Resource Plan and Corporate Business Plan 2017 - 2021**

File:	4.39
Author:	Peter Dittrich - Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	25 September 2017
Attachments:	Draft Strategic Resource Plan 2017-2032 Draft Corporate Business Plan 2017 – 2021

**Matter for Consideration:**

Consideration of the Draft Strategic Resource Plan 2017-2032 and the Draft Corporate Business Plan 2017 – 2021 for adoption by Council.

**Background:**

The Shire of Murchison’s Strategic Community Plan 2016/17 – 2026/27 was prepared following a period of community engagement to determine and document the community’s vision, aspirations, and values to cover the 10 years of the plan. Within the Strategic Community Plan, four community well-being priorities were identified, being Economic, Environmental, Social and Civic Leadership. Desired outcomes were developed for each strategic goal and strategies established to achieve each desired outcome. The Strategic Community Plan was adopted at the 29 March 2017 Ordinary Council Meeting.

Achieving the community’s vision and Shire’s strategic goals requires development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required due to limited resources. The planning process is formalised as a Corporate Business Plan.

**Comment:**

The Strategic Resource Plan and the Corporate Business Plan has been prepared to achieve compliance with the Local Government (Administration) Regulations 1996. The plans form part of the required Integrated Planning and Reporting Framework introduced by the Department of Local Government.

The Plans aim to develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

**Statutory Environment:**

Section 5.56(1) and (2) of the Act requires that each local government is ‘to plan for the future of the district’, by developing plans in accordance with the regulations.

**Strategic Implications:**

Achieving the community’s vision and Shire’s strategic goals requires development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required due to limited resources. The planning process is formalised as a Corporate Business Plan.

**Policy Implications:**

Nil

**Financial Implications:**

The Plans inform future budgets

**Consultation:**

Moore Stephens

**Recommendation:**

That the Shire adopts the Strategic Resource Plan 2017-2032 and the Corporate Business Plan 2017 - 2021.

**Voting Requirements:**

Absolute Majority

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

**17. DEVELOPMENT**

**17.1 Community Branding Proposition**

File:	13.10
Author:	Peter Dittrich – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	24 September 2017
Attachments:	Nil

**Matter for Consideration:**

Council to consider the Shire’s tag line following community consultation in relation to the re-branding of the Shire of Murchison and to consider the adoption of a Logo.

**Background:**

At the Ordinary Meeting of Council held on 27 July 2017 Council did not adopt a new Logo, rather deferring the decision until a review of the shire’s tag line had been completed.

A community survey was conducted with the use of survey monkey. The survey requested the community to consider the current tag line as well as two alternatives previously considered with the option to provide an alternative tag line.

**Comment:**

The Results of the survey were as follows:

Tag Line	# of Responses	% of Responses
The Shire With No Town	7	39
Isolation to Innovation	1	5
Red Dirt and Radio Quiet	5	28
Other	5	28

The five other responses were as follows:

- Home of the SKA
- The shire without a town
- Red Soil & Radio Quiet
- Ancient Land & Big Skies
- No reference to the SKA project in the previous concepts presented therefore reference in a tag line not appropriate - the shire needs to define what it considers meaningful to the shire before a tag line or logo concept are presented

The Logo’s as previously presented to Council are:

**Logo 1 Four votes**



**Logo 2      Three votes**



**Logo 3      Four votes**



**Logo 4      One vote**



**Logo 5      Two votes**



**None of the above      Two votes**

**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:**

The costs for the marketing design brief; 5 logo concepts; three revisions based on feedback; letterhead design; business card design; master CD; and Corporate Style Guide were provided for in the 2016/17 Budget.

**Consultation:**

Market Creations  
Community

**Recommendation:**

That following consideration of the five proposed logos and the comments received, Council adopt Logo 3 as the Shire of Murchison’s new logo and retain the current Tag line.

**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>

**17.2 Proposed Accommodation Facility – Lot 11808 on Plan/Diagram 220345**

File: 10.3	
Author:	Philip Swain – Health Building Officer
Interest Declared:	No interest to disclose
Date:	21 September 2017
Attachments:	A – Site Plan

**Matter for Consideration:**

The Shire of Murchison has received an application for planning approval from Walladar Enterprises Pty Ltd for a proposed accommodation facility at the property known as Bullardoo Station and located at Lot 11808 on Plan/Diagram 220345 on the Carnarvon Mullewa Rd Murchison, being a Pastoral Lease.

**Background:**

<b>Property Location:</b>	Lot 11808 on Plan/Diagram 220345 on the Carnarvon Mullewa Rd Murchison
<b>Application Details:</b>	Accommodation Facility for Contract Workers & Tourists
<b>Applicant:</b>	Walladar Enterprises Pty Ltd
<b>Owner:</b>	Bullardoo Pastoral Company Pty Ltd
<b>Value of Development:</b>	\$18,000
<b>LG Reference:</b>	Development Application 01/2017
<b>Application Receipt Date:</b>	18 September 2017

In accordance with the definitions contained within the Shire of Murchison Local Planning Scheme 1 (LPS1), Bullardoo Station is a large “Pastoral” zoned property which contains an existing station dwelling and associated outbuildings and former staff quarters. The applicant intends to utilise existing staff quarters to house up to six (6) persons, plus one bedroom within the Station Homestead which can house two (2) persons. The applicant has also installed an additional accommodation unit being a typical camp facility building or “donga” (4 bedrooms – without ensuites) to provide for contract workers and tourist accommodation for an additional four (4) persons. Ablution facilities for the staff quarters and “donga” consist of two (2) existing bathrooms containing shower toilet and hand wash basin. A site plan for the proposed operation is contained within **Attachment 1**.

### Comment:

The proposed location of the accommodation facility is on land zoned “Pastoral”. The LPS1 provisions relating to the “Pastoral” zone are outlined in the Statutory comments below, however, it should be noted that in making its decision Council needs to be satisfied that the proposal is, “protecting and promoting the sustainable use and development of the Shire for pastoral uses” and that the proposal is in accordance with the Local Planning Strategy. The proposed uses of the site are, as defined in LPS1;

- **holiday accommodation** means premises used for accommodation and recreation for holiday purposes but does not include a hotel or motel;
- **transient workers accommodation** means any habitable building permanently affixed to the ground by footings as required by Council and includes any caravan, transportable dwelling or any structure used for habitation for the purposes of accommodation and not occupied by the same tenant for a continuous period for more than 6 months in any 12 month period.

The Local Planning Strategy highlights a series of Key Planning Considerations including developing tourism and economic diversification. The “Pastoral” zoning in LPS1 has introduced substantial flexibility for Council to approve other activities on pastoral leases, albeit, with other restriction already being applied via the leases themselves. The Key Considerations contained in the Local Planning Strategy include economic diversification, whereby stations have sought to secure alternative income streams to supplement pastoral activities and developing tourism. The proposal therefore appears well aligned with the Local Planning Strategy.

Council is advised that with the adoption of LPS1, it is becoming increasingly difficult for Administration to manage proposals without Building Permits being required, as is the case under current Building legislation. For example, in this case, no assessment of the various requirements for disability access, bushfire protection, structural safety or other matters, normally required under the Building Code, and enforced through this issuing of permits, have been addressed by the proponents, who are not obligated to do so under the current legislative framework. Whilst not a condition, it is proposed that Council strongly recommend to the proponents that a Certificate of Design compliance be obtained for the installation of the “donga” and that any future expansion of the facilities will require a separate planning approval. It is also suggested that any future increase in facilities should be subject to an overall assessment of the accommodation facility for compliance with the Building Code of Australia and the Premises Standards, and that Council should seek its own legal advice with respect to these matters, more generally, going forward. This issue will be addressed with a separate report to Council.

One aspect that needs to be addressed, irrespective of the requirement for permits, is that of fire safety. All accommodation facilities must have installed hard wired smoke detectors, which must be interconnected within each building in accordance with the requirements of the Building Code of Australia. It is therefore proposed that the development be conditioned to ensure compliance with this requirement. There is also, due to the lack of permit requirement, no fire services plan for the development and consequently it is proposed that any approval be conditioned that a fire services consultant be required to assess the need for, and establish the maintenance of, appropriate firefighting equipment adjacent to the accommodation facilities.

The proponents also propose the preparation of meals for workers and tourists, as requested, and consequently the operators will require, pursuant to the Food Act 2008 and the Food Regulations 2009, a Food Business Registration. The Shire has received Notification in this regard and the Shire’s Health Building Officer has clarified with the proponent the various requirements of the Food Standards Code (enforced via the Act and Regulations) that need to be addressed, including the non-potable status of water at the property and the need to utilise packaged water for food production.

**Statutory Environment:**

- *Planning and Development Act 2005.*
- *Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations).*
- *Shire of Murchison Local Planning Scheme No. 1.*
- *Shire of Murchison Local Planning Strategy*

Under the Local Planning Scheme the objectives of the Pastoral Zone are;

- To promote the economic and social importance of the pastoral industry by protecting and promoting the sustainable use and development of the Shire for pastoral uses.
- To have regard for the Shire of Murchison Local Planning Strategy.

The provisions of LPS1 in this regard require a development approval on Pastoral zoned land, outside of the Special Control Area – Inner Zone- Australian Radio Quiet Zone WA, where the use does not fall into the following criteria;

- Pastoral uses
- Mining including uses ancillary thereto
- Radio-astronomy including uses ancillary thereto

The proposal is outside the Special Control Area but an application for planning approval is required under the Scheme for all other uses not mentioned and, consequently, a planning approval is required for the accommodation facility. In determining the application, the Shire needs to have regard to the State Planning Framework, the provisions of the Scheme and the objective of the Pastoral zone as outlined above.

**Strategic Implications:**

The Shire's Strategic Community Plan includes: *Tourism Development – To Promote and Support a Sustainable Tourism Industry in the Shire of Murchison.*

**Sustainability Implications**

- **Environmental**  
Environmental impacts will be limited to increases in waste disposal and resource use which can be managed on the property
- **Economic**  
The economic develop implications of the development are real but localised. It is likely that tourist activity of the type planned for with the provision of this service will increase over time
- **Social**  
Social sustainability is likely to be limited to the implications associated with drive in drive out workers and increased tourist numbers in the future.

**Policy Implications:**

Council Policy 3.1 Building Controls states; *Where any owner or occupier wishes to lodge a CDC for any construction undertaken within the Shire, but outside of the Murchison Settlement, a copy will be retained on the Shire records free of charge. Proponents of any construction project within the Shire are to be advised of this Council Policy with respect to Building Controls and that fees such as the Building and Construction Industry Training Fund (BCITF) may still require payment.* This proposal is below the threshold for payment to the BCITF and consequently no fees are payable to the fund. It is proposed that a note advising the applicants of the above service, for any CDC, be included in the approval.

**Financial Implications:**

The Regulated fees are payable to the Shire for the application.

**Consultation:**

The Shire is obligated to consult where development applications are within the Special Control Zone however as the accommodation facility is outside this area and the use is not further defined in the zoning table within LPS1, no consultation is required.

**Recommendation:**

That Walladar Enterprises Pty Ltd be granted development approval to provide holiday and transient worker accommodation services at Bullardoo Station Lot 11808 on Plan/Diagram 220345 on the Carnarvon Mullewa Rd Murchison and owned by Bullardoo Pastoral Company Pty Ltd subject to the following conditions;

1. That the accommodation facilities be limited to a total of twelve (12) persons being up to ten (10) accommodated within the staff quarters and donga and up to two (2) persons accommodated within the Station Homestead;
2. That smoke detectors be installed in all accommodation facilities in accordance with the current requirements of the Building Code of Australia;
3. That the proponents obtain the services of a fire services consultant to assess the need for, and establish the maintenance of, appropriate firefighting equipment adjacent to the accommodation facilities.

- Notes:
- a) That the proponents are advised that they need to obtain a Food Business Registration in accordance with the Food Act and Food Regulations prior to the sale of any food as a component of an accommodation package;
  - b) That the proponents are advised that Council Policy 3.1 Building Controls enables an owner or occupier to lodge a CDC for any construction undertaken within the Shire, but outside of the Murchison Settlement, with the Shire whereby a copy will be retained on the Shire records free of charge;
  - c) It is strongly recommended that a Certificate of Design compliance be obtained for the installation of the transportable accommodation building (“donga”) proposed as a component of the accommodation facilities;
  - d) This approval relates only to those facilities outlined in the application and it is recommended that before any future expansion of the facilities is considered that the applicants undertake an overall assessment of the accommodation facilities for compliance with the Building Code of Australia and the Premises Standards.

**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 Hierarchy Review**

File:	12.8
Author:	Peter Dittrich - CEO
Interest Declared:	No interest to disclose
Date:	25 September 2017
Attachments:	Shire of Murchison Road Hierarchy – adopted 21/10/2016

**Matter for Consideration:**

Council to consider amending the Road Hierarchy as part of the broader review of the Road Network.

**Background:**

In October 2016, Council adopted a Road Hierarchy to ensure optimum use of resources and sound management of its vast road network – refer attachment. The roads were categorised A through to E, with category A receiving the most maintenance and capital works and category E, the least.

**Comment:**

The roads listed in the Shire of Murchison Road Hierarchy are numbered according to the last two digits of the official Main Roads listing eg on our list, the Carnarvon Mullewa Road is number 43 and the Main Roads number is 7050043 – all roads in the hierarchy can be prefaced with 70500.

During the review council identified a number of roads to be closed and resolved, in part, as follows:

<i>b) 4 establish another classification – ‘F – Roads no longer maintained’ and move the below listed roads into that classification, commencing the process to formally close them if investigation proves that they are not closed already:</i>			
7	Billabalong-New Forest		
13	Muggon (from Carnarvon Mullewa Road)	15	Manfred

23	<i>Curbur Woolshed</i>
30	<i>Mileura Mt Hale</i>
36	<i>Muggon Station (from Butchers Track)</i>
34	<i>Coodardy Noondie</i>
12	<i>Kalli Mileura</i>
19	<i>Kalli Roderick</i>
21	<i>Meka Noondie</i>
42	<i>Pinegrove Yallalong</i>
18	<i>Woolgorong Yuin</i>
44	<i>Woolgorong North/South</i>
45	<i>Lake Nerramyne Road</i>
d) That the following roads be closed:	
13	<i>Muggon from Road</i>
15	<i>Manfred</i>
23	<i>Curbur Woolshed</i>

**Statutory Environment:**

Local Government Act 1995 section 3.53 - the local government is responsible for controlling and managing otherwise unvested facility (including roads) within its district;

Land Administration Act 1997 Section 55(2) - a local government within the district of which a road is situated has the care, control and management of the road.

**Strategic Implications:**

Economic Objective 1 in the Strategic Community Plan is to ‘Develop the region’s economic potential to encourage families and businesses to stay in the area’. The development and maintenance of an efficient road system to support transport requirements is an important strategy to achieve this outcome.

**Sustainability Implications**

- **Environmental:**  
There are no known significant environmental considerations
- **Economic:**  
There are economic benefits to be gained from developing and maintaining an efficient road system
- **Social:**  
There are no known significant considerations

**Policy Implications:**

Nil

**Financial Implications:**

There would appear to be some savings to council in closing the nominated roads.

**Consultation:**

Nil

**Recommendation:**

That Council reviews the Road Hierarchy and delays the closure of any roads until such time as a traffic count is able to be obtained on each road and Council has had the opportunity to consider that count.

**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 Review of Standing Orders Local Law 2001**

File:	4.28
Author:	Peter Dittrich - Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	19 <sup>th</sup> May 2017
Attachments:	Local Law Review and making Flowchart Gazette 22/08/2002 Shire of Murchison – Standing Orders Local Law 2001 Proposed new Local Law

**Matter for Consideration:**

Council to continue the process of the review of the Shire of Murchison's local law in accordance with S3.16 of the Local Government Act 1995 ( the Act).

**Background:**

The Shire of Murchison is required to undertake a review of its local law every eight years. The Shire currently has a single local law - Standing Orders Local Law 2001 which was gazetted on 22<sup>nd</sup> August 2002. Following the May 2017 Council Meeting the Shire advertised its intention to amend the Local Law. At the close of the advertising period no submission had been received.

**Comment:**

The CEO in accordance with the requirements of section 3.16 of the Local Government Act 1995 reports to Council that no submissions were received in relation to the review and amendment of the Shire of Murchison – Standing Orders Local Law 2001.

The intended purpose and effect of this local law is as follows:

**Purpose:** - Is to provide the rules for the conduct of meetings of the Council, Committees and electors.

**Effect:** - To result in:

- a) the orderly and effective conduct of meetings;
- b) greater community understanding of the meeting process;
- c) better decision making by the Shire; and
- d) better outcomes from decisions made.

The Western Australian Local Government Association has developed a model Local Law. The model law is attached for council's consideration - **Local Government (Council Meetings) Local Law 2017**

If Council is to repeal the current local law and adopt the proposed - Local Government (Council Meetings) Local Law 2017 – Statewide notice must be given per S3.12 (3)(a) of the Act

**Statutory Environment:**

Local Government Act 1995 S 3.16

**Division 2 — Legislative functions of local governments****Subdivision 1 — Local laws made under this Act****3.16. Periodic review of local laws**

- (1) *Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.*
- (2) *The local government is to give Statewide public notice stating that —*
  - (a) *the local government proposes to review the local law; and*
  - (b) *a copy of the local law may be inspected or obtained at any place specified in the notice; and*
  - (c) *submissions about the local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given.*

- (2a) A notice under subsection (2) is also to be published and exhibited as if it were a local public notice.
- (3) After the last day for submissions, the local government is to consider any submissions made and cause a report of the review to be prepared and submitted to its council.
- (4) When its council has considered the report, the local government may determine\* whether or not it considers that the local law should be repealed or amended.

\* Absolute majority required.

[Section 3.16 amended by No. 64 of 1998 s. 7; No. 49 of 2004 s. 24.]

**Sustainability Implications:**

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

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

The current budget contains provision for advertising.

**Consultation:**

Nil

**Recommendation:**

That Council:

1. Advertises the draft Local Government (Council Meetings) Local Law 2017 (as contained within the appendices), in accordance with Section 3.16 of the Local Government Act 1995;
2. Forwards a copy of the Local Government (Council Meetings) Local Law 2017 to the Minister for Local Government in accordance with section 3.12 (3)(b) of the Local Government Act 1995; and
3. Requests the Chief Executive Officer prepare a further report at the conclusion of the public advertising period to enable the Council to consider any submissions made.

**Voting Requirements:**

Absolute Majority

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

**18.2 Authorisation to Apply Common Seal**

File:	4.53
Author:	Peter Dittrich - Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	25 September 2017
Attachments:	General Conditions of Contract – Them Earthmoving

**Matter for Consideration:**

Consideration of the application to the Common Seal to the General Conditions of Contract – Them Earthmoving and the General Conditions of Contract – Robbro WA.

**Background:**

Following the awarding of the tenders in relation to Tender 2.2017/18 Supply of Plant & Operators for Road Flood Damage Repairs (WANDRRA AGRN 743) the Shire is entering into contracts with Them Earthmoving and Robbro WA. These contracts are based on the WALGA General Conditions of Contract.

**Comment:**

Section 9.49A (1) of the Act states that a document is duly executed by a local government when signed by specified persons and the common seal applied when authorised by the local government.

Delegation 3 of the Shires Delegations Register provides permission for the Common Seal to be affixed to relevant legal documents and requires the initial document to be approved by council prior to affixing the seal.

It is requested that Council authorise the Common Seal to be affixed to the General Conditions of Contract – Them Earthmoving and to the General Conditions of Contract – Robbro WA, the terms of which are substantially similar to that of the first mentioned contract.

**Statutory Environment:**

Local Government Act 1995 - Part 9 Miscellaneous provisions Division 3 Documents s. 9.49A.

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Consultation:**

Nil

**Recommendation:**

That Council authorise the Common Seal to be affixed to the following two documents in relation to Tender 2.2017/18 Supply of Plant & Operators for Road Flood Damage Repairs (WANDRRA AGRN 743):

1. General Conditions of Contract – Them Earthmoving
2. General Conditions of Contract – Robbro WA

**Voting Requirements:**

Absolute 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**

Date	Activity
25.08.2017	Meeting with S Wyeth of DFES to discuss CESM, Training and PPE for Bushfire Brigade members.



28.08.2017	Staff Meeting
28.08.2017	Meeting with Construction Leading Hand
29.08.2017	Meeting with works crew to run through Council Meeting outcomes
30.08.2017	Telephone call from R Greenaway re Peter Swaan and draft road drawings
30.08.2017	Meeting with Hayden and Dianne McKenzie re request to move on – not Shire matter.
01.09.2017	Research into Geographic Names – naming of roads following community member request.
01.09.2017	Telephone call from D Taft re Part A determination – Wooleen 19 Oct 2017
04.09.2017	Staff Meeting
04.09.2017	Discuss proposed audit with RSM
04.09.2017	Staff Review
04.09.2017	Meeting with Works Supervisor and Peter Swaan of Main Roads
05.09.2017	Discussions with WALGA and S Frazer of Dept of Local Government re telephone meetings
05.09.2017	LEMC meeting
14.09.2017	Follow up MRWA request for bore information.
18.09.2017	Staff meeting
18.09.2017	ABC request in relation to Heritage Listing
19.09.2017	Resolve Computer access issues for Moore Stephens
21.09.2017	Resolve audit issues in relation to revaluation.

**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**

**23. MEETING CLOSURE**