



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 **23<sup>rd</sup> August 2018**, commencing at 12 Noon.

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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**

27 September 2018

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

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

Nil

**8. CONFIRMATION OF MINUTES**

**8.1 Ordinary Council Meeting – 26<sup>th</sup> July 2018**

**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 26 July 2018 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 26 July 2018 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.	Working Group have identified potential projects and some of the issues relating to the appointment of a Project Officer.
2	Cemetery and Remembrance 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.
3	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. 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.	Department of Biodiversity, Conservation and Attractions has provided a map showing gazetted roads.

**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**

	Plant Description	Year	Rego	Total Costs	Recovery	Plant Hours YTD
P001	JD 770G Grader	2011	MU1063	5,062.53	13,335.00	190.5
P004	Ford New Holland Tractor	2006	MU 380	188.33	0.00	0.0
P005	Dolly	2001	MU 2003	151.55	0.00	0.0
P007	UD Nissan Prime Mover Truck	2009	000 MU	8,296.84	2,452.50	54.5
P008	Dolly	2000	MU 2009	130.14	1,135.00	113.5
P009	Iveco Prime Mover	2003	MU1065	1,490.84	7,470.00	166.0
P010	Iveco Tipper 2004	2004	MU 00	2,593.19	0.00	0.0
P011	Komatsu D85A Bulldozer	1997		5,286.00	14,170.00	130.0
P013	Low Loader Float	2008	MU 663	1,604.69	1,320.00	22.0
P014	Low Loader Float	2001	MU 2004	2,500.32	0.00	0.0
P017	Trailer - Evertrans Side Tipper	2001	MU 662	629.68	1,548.50	81.5
P018	Trailer - Side Tipping Roadwest	2001	MU2010	379.91	1,928.50	101.5
P024	Water Tanker Trailer	2005	MU 2024	704.83	2,783.50	146.5
P027	Volvo L110E Loader	2006	MU 65	5,407.32	2,665.00	41.0
P028	LV Isuzu D-Max 4x4	2009	MU 300	575.65	0.00	0.0
P032	Genset - Construction			2,088.19	0.00	0.0
P033	Genset - Maintenance 13 KVA			1,303.33	0.00	0.0
P034	Genset Perkins On Mechanic Truck			409.09	0.00	0.0
P035	Genset Power House	2011		25,674.52	0.00	0.0
P041	Loader CAT 938 GII	2004	MU 193	5,510.00	292.50	4.5
P043	BOMAG Roller (Rubber)	2012	MU1027	1,966.47	1,900.00	47.5
P048	Howard Porter Flat Trailer - Construction Gen	1979	MU 2026	67.80	0.00	0.0
P049	Howard Porter Fuel Trailer	1972	MU 2005	90.89	0.00	0.0
P055	Toyota Prado 3.0l T/D 5 door Wgn	2012	MU1011	917.06	0.00	0.0
P057	Great Wall 2012 Gardeners Ute	2012	MU 167	749.69	0.00	0.0
P059	Trailer - 45ft Flat top	1978	MU2044	1,616.64	475.00	25.0
P060	Patient Transfer- Mercedes Sprinter	2004	MU 1009	589.98	0.00	0.0
P061	Kenworth T604 Prime Mover	2004	MU 000	18,196.97	4,162.50	92.5
P064	Isuzu FRR500 5-Tonne Truck	2013	MU 140	3,556.99	7,410.00	95.0
P065	Generator 9 KVA Kuboto Machine	2013		138.97	0.00	0.0
P067	Trailer - Side Tipper Roadwest	2013	MU2042	724.17	1,928.50	101.5
P068	BOMAG Padfoot Roller BW211PD-4 - Yellow	2013	MU1071	4,842.89	3,340.00	83.5
P072	Isuzu Fire Truck	2013	MU1068	1,388.03	0.00	0.0
P073	Toyota Fire - Fast Attack	2014	MU1069	922.80	0.00	0.0
P077	Kubota U25-3 Mini Excavator & Attachments			273.12	800.00	16.0
P080	Fuso Canter	2017	MU120	2,074.58	3,003.00	38.5
P081	John Deere 670G Motor Grader	2017	MU105	5,608.11	13,195.00	188.5
P082	Isuzu/Dmax Sx - Works Supervisors Vehicle	2017	01 MU	3,751.62	435.00	29.0
P086	Maxitrans Tandem axle Dolly	2012	1TNW068	0.00	895.00	89.5
P15003	Grader John Deere 672G Six Wheel Drive	2012	MU121	4,772.69	12,985.00	185.5
P15006	Truck - Isuzu NPR 65/45	2015	MU1018	2,238.82	3,003.00	38.5
P16063	Toyota Prado	2016	MU 0	1,833.22	0.00	0.0
P16075	Kubota Tractor B2301 HD with mower deck	2016		111.15	143.50	10.3

**13.2 Works Report – Acting Works Supervisor**

**Construction Crew**

The crew is well into the resurfacing of the sections down at the wreath flowers. The carting of gravel for this section should be just about done. They have had a few hold ups due to the weather, however seem to be making up some of the time lost at the start of the job.

New seats have been installed in the Kenworth and Iveco Prime Movers, as well as the Volvo Loader.

Glen and Julian will start moving some of the box culverts from Mileura in readiness for the next job. Yuin won the quote for throwing of two concrete slabs which will be completed shortly.

**Maintenance Crew**

They have completed the Erong and Innouendy Roads as well as the Beringarra Byro Road. They are heading up the Carnarvon Mullewa Road to the north boundary.

The start of the flood damage works will determine their future direction. Roads graded 165 kms.

The President and I had an onsite meeting with Peter Swaan from MRWA and have hopefully ironed out the remaining issues with regard to the river and creek crossings. The pegs are still in place should any of the Councillors wish to inspect.

**Recommendation:**

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

File:	4.37.1
Author:	Rose Jones – Acting Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	17 August 2018
Attachments:	EFT & Cheque Details for July 2018

**Matter for Consideration:**

Endorsement of accounts paid during the month of July 2018.

**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:**

A list of payments made during the month of July 2018 is 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 for the Month of July, as per the attached Schedule presented to this meeting totalling \$435,295.70 from Municipal Account and \$500.00 from Trust Account 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>

**16.2 2018-19 Budget Adoption**

File:	2.4
Author:	Rose Jones - Acting Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	17 August 2018
Attachments:	Ministerial Approval for Differential Rates Statutory Budget 2018-19 Fees and Charges 2018-19 Budget Detail Schedules Capital Program 2018-19 Plant Replacement Program 2018-19

**Matter for Consideration:**

Council is to consider the Budget for the 2018-19 Financial Year and the Fees & Charges for 2018-19.

**Background:**

As part of the function of local government and its operations, under Section 6.2 of the Local Government Act 1995, during the period 1 June in a financial year to 31 August in the next financial year, each local government is to prepare and adopt its Annual budget in the prescribed format.

The 2018-2019 draft budget has been developed using the Strategic Resource Plan 2017-2032 and 10 year Plant Replacement Plan and is based on an increase in rates of 5%, salaries and wages increase of 2% and 2.9% in general operational costs. It was considered by council at workshops held on 28<sup>th</sup> June 2018 and 26<sup>th</sup> July 2018. The Statutory Budget presented today reflects the decisions that came from those workshops.

**Comment:**

**Cash Backed Reserves**

A new reserve has been established for the purpose of maintaining a program of road sealing in future years. The Transaction Centre Reserve is to be closed and funds transferred to the Murchison Settlement Buildings and Facilities Reserve. Other transfers are as shown in Note 7.

**Fees and Charges**

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

**Differential Rates**

In accordance with the requirements of section 6.36 of the *Local Government Act 1995*, a statement of intended differential rates and minimum payments was advertised. The advertisement contained details of each differential general rate and minimum payment endorsed by Council and invited submissions from electors or ratepayers in respect of the proposed differential general rate or minimum payment and any related matters within 21 days. Three submissions were received and considered by Council before the proposed differential rates were referred to the Minister to seek Ministerial Approval. This approval was sought immediately following the June 2018 meeting and approval was granted on 27 July 2018. (Correspondence attached)

**2018-19 Operational Budget**

The budgeted deficit is as a result of the surplus carried forward from 2017-18 of \$3,794,404 and anticipates a balanced budget with no surplus remaining at the end of the year. It should also be noted that both Operating Revenue and Operating Expenditure comprise amounts of around \$15m being provision for flood damage restitution works and the corresponding reimbursement from WANDRRA.



**Statutory Environment:**Local Government Act 1995

Section 6.2 of the Local Government Act 1995 refers.

Section 6.2(2) of the Act requires that in preparing its annual budget the Council is to have regard to the contents of its plan for the future prepared in accordance with section 5.56. Under the Integrated Planning Framework for Local Government, that is the Community Strategic Plan. This section requires that Council must prepare detailed estimates of:

- (a) Expenditure;
- (b) Revenue and income, independent of general rates
- (c) The amount required to make up the 'deficiency' if any shown by comparing the estimated expenditure with the estimated revenue and income.

Section 6.2(3) requires that all expenditure, revenue and income must be taken in account unless otherwise prescribed. Local Government (Financial Management) Regulation 32 prescribes amounts that may be excluded in calculating the 'budget deficiency'

Section 6.2(4) requires the annual budget to incorporate:

- (a) Particulars of estimated expenditure proposed;
- (b) Detailed information relating to the rates and service charges which will apply, including:
  - (a) Amount estimated to be yielded by the general rate
  - (b) Rate of interest to be charged on unpaid rates and service charges;
  - (c) Fees and charges;
  - (d) Borrowings and other financial accommodations proposed;
  - (e) Reserve account allocations and uses;
  - (f) Any proposed land transactions or trading undertakings per section 3.59

**Strategic Implications:**

The Budget has been informed by the Shire's Strategic Community Plan and Corporate Business Plan with the view to achieving the community's vision and Shire's strategic goals.

**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:**

Nil

**Financial Implications:**

The 2018-19 budget will guide the activities of the Shire for the financial year.

**Consultation:**

N/A

**Recommendation:****PART A - MUNICIPAL FUND BUDGET FOR 2018/19**

That Council, pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopt the Municipal Fund Budget as contained in the Statutory Annual Budget attachment of this agenda for the Shire of Murchison for the 2018-19 financial year, includes the following:

- Statement of Comprehensive Income by Program and by Nature and Type (pages 2 & 4) showing a Net Result for that year of (\$2,564,607).
- Statement of Cash Flows on page 6 indicates a reduction in cash of \$6,038,689
- Rate Setting Statement on page 7 determines that the amount required to be raised from rates is \$420,292.
- Other Notes and Schedules as required

Recommendation – Absolute Majority Required

**PART B – DIFFERENTIAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

1. That Council, for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*, impose the following differential and minimum rates on Unimproved Values.

## 1.1 Differential Rates

Pastoral (UV)	3.1200 cents in the dollar
Mining (UV)	29.4000 cents in the dollar
Exploration (UV)	7.6750 cents in the dollar

## 1.2 Minimum Rates

Pastoral (UV)	\$291
Mining (UV)	\$440
Exploration (UV)	\$440

2. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64 (2) of the *Local Government (Financial Management) Regulations 1996*, offers a one and a four instalment payment option, and nominates the following due dates for payment in full or by instalments:

- Full payment and 1<sup>st</sup> instalment due date 5 October 2018
- 2<sup>nd</sup> quarterly instalment due date 6 December 2018
- 3<sup>rd</sup> quarterly instalment due date 7 February 2019
- 4<sup>th</sup> quarterly & final instalment due date 9 April 2019

3. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$11 for each instalment after the initial instalment is paid.

4. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 0.0% where the owner has elected to pay rates and service charges through an instalment option.

5. That Council, pursuant to section 6.51 (1) and subject to section 6.51 (4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 8% for rates and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

Recommendation – Absolute Majority Required

**PART C – GENERAL FEES AND CHARGES FOR 2018/19**

That Council, pursuant to section 6.16 of the *Local Government Act 1995*, adopts the fees and charges 2018-19 as attached to this agenda.

Recommendation – Simple Majority Required

**PART D – OTHER STATUTORY FEES FOR 2018/19**

1. That Council, pursuant to section 53 of the *Cemeteries Act 1986* adopts the Fees and Charges for Cemeteries within the Shire of Murchison as included in the draft 2018/2019 Fees and Charges as attached to this agenda.

Recommendation – Absolute Majority Required

**PART E – ELECTED MEMBERS FEES AND ALLOWANCES FOR 2018/19**

1. That Council, pursuant to section 5.98(1)(b) of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopt the following meeting attendance fees for elected members:

President \$12,090 per Annum  
 Councillors \$9,200 per annum.

2. That Council, pursuant to section 5.99A of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual Information & Communication Technology (ICT) expenses allowance for elected members:

ICT Expenses Allowance \$1,165

3. That Council, pursuant to section 5.98(5) of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

President \$6,990

4. That Council, pursuant to section 5.98A of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

Deputy President \$1,750

Recommendation - Simple Majority Required

**PART F – MATERIAL VARIANCE REPORTING FOR 2018/19**

That Council, in accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2018/19 for reporting material variances shall be a percentage of ten (10) or a minimum of \$10,000.

Recommendation - Simple Majority Required

**Voting Requirements:**

As Above

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

**17. DEVELOPMENT**

Nil

**18. ADMINISTRATION**

Nil

**19. NOTICE OF MOTION**

Nil

**20. CEO ACTIVITY REPORT**

Date	Activity
31.07.2018 - 03.08.2018	Attendance at Local Government Week Convention
06.08.2018 - 17.08.2018	Annual Leave

**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**