



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 **22nd August 2019**, commencing at 12 Noon.

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

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

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**3 CONFIRMATION OF MINUTES**

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**3.1 Ordinary Council Meeting – 25<sup>th</sup> July 2019****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 25<sup>th</sup> July 2019 be confirmed as an accurate record of proceedings.

**Voting Requirements:**

Simple majority

**Council Decision****Moved: Cr****Seconded: Cr**

That the Minutes of the Ordinary Council meeting of 25<sup>th</sup> July 2019 be confirmed as an accurate record of proceedings

**Carried/Lost****For****Against**

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**4 DISCLOSURE OF INTERESTS**

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**5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

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Nil.

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**6 PUBLIC QUESTION TIME**

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**6.1 Standing Orders****Council Decision****Moved: Cr****Seconded: Cr**

That the following Local Law-Standing Orders 2001 be stood down:

8.2 Limitation on the number of speeches

8.3 Duration of speeches

**Carried/Lost****For****Against**

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**7 APPLICATIONS FOR LEAVE OF ABSENCE**

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**8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

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21.1 Coolcalalaya West Road Repair

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**9 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

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

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**11 ACTION LIST**

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No	Item	Action	Status
1	Community Project Officer	Working Group held a telephone conference to discuss funding.	Awaiting release of grant funding. Grant applications close Sept 2019.
2	Cemetery and Remembrance Walk	Community Advisory Group inspected niche wall area and marked layout.	Wall design sketched. Awaiting quote.
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.	Working with Paul Dean of Landgate. Landgate report has been received.

**Recommendation**

That the Action List be accepted.

**Voting Requirements**

Simple majority

**Council Decision**

Moved: Cr

Seconded: Cr

That the Action List be accepted

Carried/Lost

For

Against

## 12 REPORTS OF OFFICERS

### 12.1 Monthly Plant Report – Works Supervisor

Plant	Plant Description	Year	Rego	Total Costs	Recovered	Plant Hours YTD
P001	JD 770G Grader	2011	MU1063	3,539.65	11,830.00	169
P004	Ford New Holland Tractor	2006	MU 380	107.05	-	0
P005	Dolly	2001	MU 2003	151.21	-	0
P007	UD Nissan Prime Mover Truck	2009	000 MU	1,014.12	6,615.00	147
P008	Dolly	2000	MU 2009	228.27	635.00	63.5
P009	Iveco Prime Mover	2003	MU1065	356.82	-	0
P010	Iveco Tipper 2004	2004	MU 00	457.07	-	0
P011	Komatsu D85A BullDozer	1997	0	3,357.36	-	0
P013	Low Loader Float	2008	MU 663	1,078.08	-	0
P014	Low Loader Float	2001	MU 2004	570.91	-	0
P017	Trailer - Evertrans Side Tipper	2001	MU 662	661.81	1,862.00	98
P018	Trailer - Side Tipping Roadwest	2001	MU2010	444.52	2,992.50	157.5
P024	Water Tanker Trailer	2005	MU 2024	704.49	2,774.00	146
P027	Volvo L110E Loader	2006	MU 65	1,526.27	297.50	3.5
P028	LV Isuzu D-Max 4x4	2009	MU 300	464.62	90.00	6
P032	Genset - Construction	0	0	144.51	-	0
P033	Genset - Maintenance 13 KVA	0	0	144.52	-	0
P034	Genset Perkins On Mechanic Truck	0	0	151.22	-	0
P035	Genset Power House	2011	0	35,133.42	-	0
P041	Loader CAT 938 GII	2004	MU 193	2,561.73	-	0
P043	BOMAG Roller (Rubber)	2012	MU1027	1,694.85	2,720.00	68
P048	Howard Porter Flat Trailer - Construction Gen	1979	MU 2026	67.80	-	0
P049	Howard Porter Fuel Trailer	1972	MU 2005	67.80	-	0
P055	Toyota Prado 3.0l T/D 5 door Wgn	2012	MU1011	359.32	-	0
P057	Great Wall 2012 Gardeners Ute	2012	MU 167	304.81	-	0
P059	Trailer - 45ft Flat top	1978	MU2044	1,022.25	-	0
P060	Patient Transfer- Mercedes Sprinter	2004	MU 1009	978.87	-	0
P061	Kenworth T604 Prime Mover	2004	MU 000	1,322.22	7,087.50	157.5
P064	Isuzu FRR500 5-Tonne Truck	2013	MU 140	1,302.88	1,833.00	23.5
P065	Generator 9 KVA Kuboto Machine	2013	0	144.52	-	0
P067	Trailer - Side Tipper Roadwest	2013	MU2042	788.78	1,206.50	63.5
P068	BOMAG Padfoot Roller BW211PD-4 - Yellow	2013	MU1071	2,672.73	4,000.00	100
P072	Isuzu Fire Truck	2013	MU1068	1,502.89	-	0
P073	Toyota Fire - Fast Attack	2014	MU1069	924.01	-	0

Plant	Plant Description	Year	Rego	Total Costs	Recovered	Plant Hours YTD
P076	Dolly	0	0	775.88	-	0
P077	Kubota U25-3 Mini Excavator & Attachments	0	0	-	275.00	5.5
P080	Fuso Canter	2017	MU120	1,184.43	312.00	4
P081	John Deere 670G Motor Grader	2017	MU105	5,037.94	11,830.00	169
P082	Isuzu/Dmax Sx - Works Supervisors Vehicle	2017	01 MU	861.62	2,040.00	136
P086	Maxitrans Tandem axle Dolly	2012	1TNW068	32.47	985.00	98.5
P15003	Grader John Deere 672G	2012	MU121	3,217.04	13,230.00	189
P15006	Truck - Isuzu NPR 65/45	2015	MU1018	1,256.22	2,574.00	33
P16075	Kubota Tractor B2301 HD with mower deck	2016	0	32.58	259.00	18.5

## 12.2 Works Report – Works Supervisor

### Construction Crew

The construction crew have completed the re-sheet of the section north of McNabb and Beringarra-Pindar Road intersection. They have also repaired the bog hole at the north end of this job. Some work has been done on the south end of Parkers Hill to rectify some drainage issues and tidy up some work that the flood damage crew got wrong. Mobilisation to Mileura will begin on Friday the 16 August. They should be there for 8 to 10 weeks. The first job will be to put in some bunding and repair works around the floodways. They will then start at the north end of the sealed section with converting back to gravel.

### Maintenance Crew

The crew graded the City of Greater Geraldton section from our south boundary to Pindar and then headed north on the Beringarra-Pindar Road. Currently they are just north of the Manfred turn off. They also did some patch grading on the Kalli Road. Neil will be on personal leave for most of the week of 19 August. Greg will take some his annual leave at the same time so no maintenance grading will take place for 3 or 4 days.

### Bilung crossing

It would appear from early estimates that we will be getting about \$30,000 from flood damage for repairs to this crossing. Council may want to consider putting this toward a new crossing.

### Flood Damage

Flood5 works are nearing completion with final handover of works to probably take place in the week of Monday 2 September. We have received the draft estimates for Flood6 and it would appear to be around the \$1 million mark.

### Emergency Repairs to Carnarvon-Mullewa Road

These are progressing steadily. However, the job has become considerably bigger than initially expected.

### Recommendation

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

### Voting Requirements

Simple majority

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
That the Work's Supervisor's report be accepted		
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

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## 13 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

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### 13.1 Shire President

### 13.2 Councillors

Copy of Cr Greydon Meads Report on attendance at the Annual WALGA Local Government Convention Report is tabled for information

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## 14 REPORTS OF COMMITTEES

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Nil

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## 15 FINANCE

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### 15.1 Financial Activity Statements 30 June 2019

File:

Author: Eddie Piper – Acting Deputy Chief Executive Officer  
Interest Declared: No interest to disclose  
Attachments: 15.1.1 Monthly Financial Report June 2019  
15.1.2 Statement of Financial Position June 2019  
15.1.3 Operating Statement by Program June 2019  
15.1.4 Operating Statement by Type June 2019  
15.1.5 Account Listing Schedules June 2019  
15.1.6 Trial Balance June 2019

#### Matter for Consideration

Council is to consider adopting the Monthly Financial Statements for the period to June 2019.

#### Background

The Local Government (Financial Management) Regulations 1996 Regulation 34 requires that local government report monthly and prescribes what is required to be reported. The Statements for June 2019., whilst being provided to Council and reviewed at the at the June Meeting, were not listed as a Late Item under Urgent Business and could therefore not be formally considered at the July Meeting.

#### Comment

The Current Position at 30 June is a surplus of \$4,405,177.

The following Term Deposits are held as at 30 June 2019:

<b>Deposit</b>	<b>Amount</b>	<b>Interest Rate</b>	<b>Maturity Date</b>
<b>Muni</b>			
Term Deposit 531423	\$500,000.00	2.05%	28/09/2019
Term Deposit 531431	\$1,000,000.00	2.17%	08/07/2019

<b>Trust</b>			
Crosslands MCF Term Deposit	\$377,335.68	2.23%	25/08/2019
<b>Reserve</b>			
Term Deposit 529817	\$500,000.00	2.10%	08/12/2019
Term Deposit 531458	\$750,000.00	2.19%	28/11/2019
Term Deposit 531466	\$1,000,000.00	2.01%	29/07/2019
Term Deposit 011720	\$1,000,000.00	1.95%	25/06/2020
Beringarra Cue Road Reserve Term Deposit 468161	\$3,501,476.26	2.14%	21/07/2019

### **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 30 June 2019 as attached.

### **Voting Requirements**

Simple majority



**Council Decision**

Moved: Cr

Seconded: Cr

Carried/Lost

For

Against

**15.2 Financial Activity Statements 31 July 2019**

File:

Author: Eddie Piper – Acting Deputy Chief Executive Officer

Interest Declared: No interest to disclose

Attachments: Nil

**Matter for Consideration**

Council is required to consider adopting the Monthly Financial Statements for the period to July 2019. Due to staffing resources and timing constraints these will be presented at the September Council Meeting

**Recommendation**

For Information Only.

**15.3 Accounts Paid since the last list was adopted/endorsed by Council**

File: 4.37.1

Author: Eddie Piper – Acting Chief Executive Officer

Interest Declared: No interest to disclose

Attachments: Nil

**Matter for Consideration**

Council is required to consider endorse the accounts paid during the month of June 2019. Due to staffing resources and timing constraints these will be presented at the September Council Meeting

**Recommendation**

For Information Only.

**15.4 2019-20 Budget Adoption**

File: 2.4

Author: Eddie Piper - Acting Deputy Chief Executive Officer

Interest Declared: No interest to disclose

Attachments: 15.4.1 Ministerial Approval for Differential Rates

15.4.2 Statutory Budget 2019-20

15.4.3 Fees and Charges 2019-20

15.4.4 Budget Detail Schedules

15.4.5 Capital Program 2019-20

15.4.6 Plant Replacement Program 2019-20

**Matter for Consideration**

Council is to consider the Budget for the 2019-20 Financial Year and the Fees & Charges for 2019-20.

**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 2019-2020 draft budget has been developed using the Strategic Resource Plan 2017-2032 and 10 year Plant Replacement Plan. It was considered by council at workshops held on 27<sup>th</sup> June 2019 and 25<sup>th</sup> July 2019. The Statutory Budget presented today reflects the decisions that came from those workshops.

A few comments of note:

### **Cash Backed Reserves**

The Flood Damage Repairs Reserve is being utilised in 2019-20 as envisaged when established. Major damage to the Carnarvon / Mullewa Road and the Coolcalaya West Road are being repaired and partially funded by this Reserve. All transfers to and from the various Reserves 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. One submission was 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 2019 meeting and approval was granted on 23 July 2019. (Correspondence attached)

### **2018-19 Operational Budget**

The budgeted operating deficit is as a result of the surplus carried forward from 2018-19 of \$4,681,340 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.

### **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:*
  - (i) Amount estimated to be yielded by the general rate*
  - (ii) 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*
- (g) Such other matters that are prescribed*

### **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 2019-20 budget will guide the activities of the Shire for the financial year.

## Consultation

N/A

## Recommendation

### PART A - MUNICIPAL FUND BUDGET FOR 2019/20

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 2019-20 financial year, includes the following:

- Statement of Comprehensive Income by Program and by Nature and Type (pages 2 & 4) showing a Net Result (Deficit) for that year of (\$2,708,501).
- Statement of Cash Flows on page 6 indicates a reduction in cash of \$3,787,480
- Rate Setting Statement on page 7 determines that the amount required to be raised from rates is \$464,044
- Other Notes and Schedules as required

## Voting Requirements

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 that pursuant to s6.35 of the *Local Government Act 1995*, impose the following differential and minimum rates on Unimproved Values.
  - 1.1. Differential Rates

Pastoral (UV)	3.2950 cents in the dollar
Mining (UV)	27.9400 cents in the dollar
Exploration (UV)	8.0150 cents in the dollar
  - 1.2. Minimum Rates

Pastoral (UV)	\$320
Mining (UV)	\$450
Exploration (UV)	\$450
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 11 October 2019

- 2<sup>nd</sup> quarterly instalment due date 13 December 2019
  - 3<sup>rd</sup> quarterly instalment due date 14 February 2020
  - 4<sup>th</sup> quarterly & final instalment due date 17 April 2020
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.

### **Voting Requirements**

Absolute Majority Required

### **PART C – GENERAL FEES AND CHARGES FOR 2019-20**

That Council, pursuant to section 6.16 of the *Local Government Act 1995*, adopts the fees and charges 2019-20 as attached to this agenda.

### **Voting Requirements**

Simple Majority Required

### **PART D – OTHER STATUTORY FEES FOR 2019/20**

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 2019/20 Fees and Charges as attached to this agenda.

### **Voting Requirements**

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 \$13,023 per Annum  
Councillors \$9,504 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 \$1,750

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 \$10,032

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 \$2,508

**Voting Requirements**

Simple Majority Required

**PART F – MATERIAL VARIANCE REPORTING FOR 2019/20**

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 2019/20 for reporting material variances shall be a percentage of ten (10) or a minimum of \$10,000.

**Voting Requirements**

Simple Majority Required

**Voting Requirements:**

As Above

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

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**16 DEVELOPMENT**

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No Report

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**17 ADMINISTRATION**

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**17.1 Elections**

File:

Author: Bill Boehm – Chief Executive Officer

Interest Declared: No interest to disclose

Attachments: 17.1.1 Local Government Election Extract Informational Briefing

Work has continued in preparation for the forthcoming elections. There is a raft of administrative and compliance aspects to be undertaken.

Like many other Councils we have engaged WALGA to undertake the required advertising. This was undertaken with the “Enrol to Vote” Advertisement 1 of the WALGA 2019 Electoral Composite Advertising Program appearing in The West Australian newspaper on Wednesday 14 August 2019.

WALGA are now finalising content for advertisement 2 “Call for Nominations” which will be open on 5 September 2019 for 8 days

This year there has been amendments to the legislative requirements for the operation of local government elections. Amongst other things there is a requirement for any prospective councillor to undertake online training.

As an informational briefing, Attachment 17.1 highlighting are some of the relevant aspects that are involved.

**Recommendation**

That the CEO’s Update Elections Report be accepted.

## Voting Requirements

Simple Majority

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

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## 18 NOTICE OF MOTION

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Nil

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## 19 CEO ACTIVITY REPORT

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### General

As shown in the Activity Report below the first month has been enlightening with a significant amount of information, learnings and understandings being gained both prior to commencement and since starting. Introduction and staff have been very positive. Working with Eddie Piper for two weeks has been a positive feature as his knowledge and positive demeanour and guidance has been a significant plus. Two brief tours of the road network with the Will have been invaluable.

Both Kaye and I are settling into life in Murchison with and are enjoying the experience notwithstanding the trials and tribulations of moving.

### Staff / Resources

The transition associated with a change in CEO and loss of key finance staff with significant intellectual knowledge during what is a hectic period associated with end of year accounts, budgets and administration generally has been a challenge, but staff have responded well. Managing the election process will also impact time wise as the administration and legal aspects are complex. Positions in the finance / administration area, works support, records management have previously been identified and are being addressed. Ideally some community economic development activities also need to be advanced at some point in time.

Recruitment of skilled personnel with local government experience to small Shires such as Murchison is an obvious disadvantage but staff have a very positive attitude and those that reside in the settlement or some who have relocated through personal circumstances present and opportunity that is worth pursuing, at least in the first instance.

### Budget / Works

The 2019/20 Budget has been prepared by previous staff with my involvement at a bare minimum. Over time as I obtain a better understanding, suggestions will be presented for consideration. Already the costs of fuel at the roadhouse have been more accurately presented with Council currently operating at a loss operationally. Over time this should be addressed. Equally improvements for fuel dispensing remains a priority as reputation damage is significant

### Activities

Date	Activity
<b>August Meeting</b>	
16-Jul-19	Pre-employment. Introduction and briefing with Moore Stephens (Mandy Wynn and Russell Barnes) over Financial Services and support to Council.

Date	Activity
18-Jul-19	Pre-employment. Meeting and separate briefings at WALGA with Tony Brown, Craig Grant and Ian Duncan.
22-Jul-19	Commenced Work. Travel from Perth. Initial Intro briefing with Eddie Piper
23-Jul-19	Briefings of outstanding actions with Eddie Piper. Tour of Roads with Will
25-Jul-19	Attended First Council Meeting
26-Jul-19	Emails phone calls correspondence. Prepare & Review Minutes
29-Jul-19	Attended Toolbox Meeting. Telephone discussions with the following: WALGA & AEC concerning elections, Michael Hamilton Seely Industries with respect to (potential Climate Wizard air-conditioning possibilities; Josh Kirk Greenfields over Road Flood Damage approaches and future arrangements. General telephone catch-up with Shire President. Commenced review of election requirements.
30-Jul-19	Telephone discussions with Michael Voss - ICCS Group (WA) and Red Earth over road damage on Coolcalalaya West Road; WALGA Procurement Tele Conference with Eddie Piper. Discussions over budget with Mandy Wynn from Moore Stephens.
31-Jul-19	Operational meeting with Works Supervisor. Discussion and brief with David Nicholson (McLeod's Solicitors) regarding Coolcalalaya West Road Damage & followed up with formal email requesting advice.
01-Aug-19	Tour of a mid-east portion of the Shire with Works Supervisor. Meeting with Brett Hiscock and tour of SKA Facility.
06-Aug-19	Attend Local Government Prof CEO Seminar and Moore Stephens Presentation on Financial Indicators; Work on Housing Tender Documents whilst in Perth.
07-Aug-19	Travel Perth to Geraldton. Undergo employment medicals. Meeting with Main Roads WA (Bernie Miller, Sarah Page & Mark Salt) involving a briefing on road funding and administrative arrangements
08-Aug-19	Attend Totally Workwear regarding works clothing. Travel Geraldton to Murchison. Meeting with Will and Josh Kirk (Greenfields) concerning approach to flood damage works and asset managed and recording
09-Aug-19	Meeting with Mike Howard & Matt Hall(Meekatharra Police) over general policing coverage and arrangements. Brief Solicitors over Road Lease conditions in light of fuel arrangements.
12-Aug-19	Meeting with Will regarding road issues. Follow up with Electoral Commission and WALGA regarding elections and roll.
14-Aug-19	Prepare and review and ensure electoral roll complies. Letters and follow up with existing owner occupiers. Follow up Legal advice with respect to Coolcalalaya West Road.
15-Aug-19	Continue to action Coolcalalaya West Road cost recovery

### Recommendation

That the CEO's Report be accepted.

### Voting Requirements

Simple Majority

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

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**20 URGENT BUSINESS**

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Nil

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**21 ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

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Discuss the following items Pursuant to LGA s5.23 (2)(c) and (e) Council is to discuss the following items behind closed doors

**21.1 Coolcalalaya West Road Repairs****Recommendation**

That the meeting moves behind closed doors to discuss an item pursuant to LGA s. 5.23 (2)(c) and (e) relating to the following items:

21.1 Urgent Repairs to Coolcalalaya West Road

**Voting Requirements**

Absolute Majority

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

**Motion to open the meeting to the public****Recommendation**

Motion to open the meeting to the Public Recommendation: That the meeting move out from behind closed doors

**Voting Requirements**

Absolute Majority

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

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**22 NEXT MEETING**

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26th September 2019

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**23 MEETING CLOSURE**

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