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## Western Australia

### Unconfirmed Minutes for Ordinary Council Meeting Held in the Council Chambers, Carnarvon Mullewa Road, Murchison, On Friday 21 November 2008.

1. *DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS*

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The President declared the Ordinary Meeting of Council open at 10.45 am

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

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MEMBERS

Cr S A Broad, Shire President  
Cr M W Halleen, Deputy Shire President  
Cr P R Squires  
Cr D J Pollock  
Cr R E Foulkes-Taylor  
Cr P M Walsh

STAFF

Mr R J Adams, Chief Executive Officer  
Mr T Milo., Works Foreman

APOLOGIES

Cr W McL Mitchell

LEAVE OF ABSENCE

Nil

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

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Nil

4. *PUBLIC QUESTION TIME*

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Nil

5. *NEXT MEETING*

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The scheduled date for the next ordinary meeting is 19 December 2008

6. *APPLICATIONS FOR LEAVE OF ABSENCE*

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Nil

7. *NOTICE OF ITEMS TO BE DISCUSSED IN CAMERA*

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Nil

8. *CONFIRMATION OF MINUTES*

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**8.1 ORDINARY COUNCIL MEETING –24 October 2008**

BACKGROUND

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

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081001 Confirmation of Minutes for Ordinary Council Meeting 24 October 2008**

**Moved Cr M W Halleen, Seconded Cr P M Walsh**

**That the Minutes of the Ordinary Council Meeting of 24 October 2008 be confirmed**

**Motion put and carried 6/0**

**8.2 PLANT COMMITTEE MEETING – 31 October 2008**

BACKGROUND

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

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081002 Confirmation of Minutes for Plant Committee Meeting 31 October 2008**

**Moved Cr R E Foulkes-Taylor, Seconded Cr P R Squires**

**That the Minutes of the Plant Committee Meeting 31 October 2008 be confirmed**

**Motion put and carried 6/0**

9. *ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION*

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Nil

10. *PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS*

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Nil

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11. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

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**11.1 PRESIDENT**

- November 14- Murchison Zone Meeting- Chairperson Beth Walton opened the meeting with a"needs & wants" of the zone, it was overdue and extremely worthy.
- Policing, water ,Education Issues all got the usual hearing
- Was well attended by the Opposition and the level of Government support for the meeting was well attended.

**11.2 COUNCILLORS**

Cr Pollock

- There has been and increase in survey activity around Wooleen.
- Searching for heavy metals

Cr Squires

- Green Energy Issues with options to be pursued via grants and allowances to be made in the next budget

Cr Walsh

- Apologies for missing the last council meeting
- Anna McLean , Mine Manager at Jack Hills has resigned

Cr Foulkes-Taylor

- Congratulations to Tom & Outside staff for their presentation of the plant for the Committee Meeting.
- Comments on the handling of the previous proprietor of the Oasis Roadhouse

Cr Halleen

- Apologies for missing the Plant Committee and the Murchison Zone meetings
- Various issues relating to Nookawarra Airstrip

11.30 *Cr Pollock left the meeting*

11.32 *Cr Pollock entered the meeting*

12. DISCLOSURE OF INTERESTS

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Nil

11.35 The meeting adjourned for morning tea break to be reconvened at 11.45  
 11.45 The meeting reconvened with all those present at the break still in attendance

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13. REPORTS OF COMMITTEES

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**BACKGROUND**

The Plant Committee Meeting met on 31 October

**VOTING REQUIREMENTS**

Simple majority

**PLANT COMMITTEE/OFFICER RECOMMENDATION**

**Recommendation 1**

The Committee discussed the draft Strategy that will be put forward into the Draft Strategic Plan

**STRATEGY 3: Maintain a cost effective plant and equipment fleet that is fully optimised.**

| Action Plan  | Timeframe                        | Resources                                       | Responsibilities        |
|--|----------------------------------|---|-------------------------|
| 3.1 Review the Plant and Equipment Replacement Program to ensure it provides for timely replacement and regular preventative maintenance of Council's fleet. | Annual review<br>Ongoing program | Existing staff & contractors<br>Plant Committee | Chief Executive Officer |

**Approve the wording as set out above for the Draft Strategic Plan**

**Motion put and carried 3/0**

**COUNCIL DECISION/COMMITTEE RECOMMENDATION**

**OC081003 Strategic Plan- draft wording**

**Moved Cr R E Foulkes-Taylor, Seconded Cr P M Walsh**

**That the wording as set out above be utilised for the Draft Strategic Plan**

**Motion put and carried 6/0**

**Recommendation 2**

Moved Cr RE Foulkes-Taylor Seconded Cr P R Squires

1. A new ride on garden mower be purchased
2. A new 5' Slasher be purchased for use behind New Holland Tractor

COUNCIL DECISION/ COMMITTEE RECOMMENDATION

**OC081004 Minor Plant Purchases**

**Moved Cr R E Foulkes-Taylor, Seconded Cr P R Squires**

1. A new ride on garden mower be purchased
2. A new 5' Slasher be purchased for use behind New Holland Tractor

**Motion put and carried by Absolute Majority 6/0**

**Recommendation 3**

Moved Cr P R Squires Seconded Mr R J Adams

1. The Moore Multi Tyred Roller MU 1007 be sold
2. The Dolly MU2031 be sold

Motion put and carried 3/0

COUNCIL DECISION/ COMMITTEE RECOMMENDATION

**OC081005 Major Plant –sale of surplus equipment**

**Moved Cr R E Foulkes-Taylor, Seconded Cr M W Halleen**

1. The Moore Multi Tyred Roller MU 1007 be sold
2. The Dolly MU2031 be sold

**Motion put and carried 6/0**

**Recommendation 4**

Moved Mr R J Adams Seconded Cr RE Foulkes-Taylor

The fuel trailers are sent to be quoted for repairs to brakes and electrical systems, if unsatisfactory quotations refer to Full Council for decision.

Motion put and carried 3/0

COUNCIL DECISION/ COMMITTEE RECOMMENDATION

**OC081006 Plant-Fuel Trailers**

**Moved Cr R E Foulkes-Taylor, Seconded Cr D J Pollock**

**The fuel trailers are sent to be quoted for repairs to brakes and electrical systems, if unsatisfactory quotations refer to Full Council for decision.**

**Motion put and carried 6/0**



**Recommendation 5**

Moved Cr P R Squires Seconded Cr RE Foulkes-Taylor

MU140 Canter has a specification change to the next model up and budgetary items to address by full council.

Motion put and carried 3/0

COUNCIL DECISION/ COMMITTEE RECOMMENDATION

**OC081007     Iant-MU140 Canter Specifications**

**Moved Cr R E Foulkes-Taylor, Seconded Cr P M Walsh**

**MU140 Canter has a specification change to the next model up and budgetary items to address by full council.**

**Motion put and carried 6/0**

**Recommendation 6**

Moved Cr RE Foulkes-Taylor Seconded Cr P R Squires

Due to the sensitive nature of the MU0 Nissan Patrol and MU167 Holden Rodeo that these items are referred to full council for decisions to be made.

Motion put and carried 3/0

COUNCIL DECISION/ COMMITTEE RECOMMENDATION

**OC081008     Plant-CEO & Works Forman Vehicles**

**Moved Cr R E Foulkes-Taylor, Seconded Cr M W Halleen**

**Due to the sensitive nature of the MU0 Nissan Patrol and MU167 Holden Rodeo that these items are referred to full council for decisions to be made.**

**Motion put and carried 6/0**

**BACKGROUND**

The Nissan Patrol MU0 has done 64000km. This vehicle was last changed over at 60000km. There has been no allowance in the 2008/09 budget for the replacement of this vehicle. After talking with dealers in Geraldton and careful consideration of their “nose in the feedbag” comments were;

1. Toyota- this vehicle will have drive train problems in the next 10-20k kilometres
2. Nissan-Nissan have just released a massive price reduction which will affect the trade in values of second-hand Patrol Wagons

Quotations for changing MU0 at this time would be;

| <b>Geraldton Toyota</b> |              | <b>Midwest Auto Group</b> |              | <b>Young Motors</b> |              |
|-------------------------|--------------|---------------------------|--------------|---------------------|--------------|
| Toyota Prado            | 50909        | Nissan Patrol             | 45620        | Mitsubishi Pajero   | 46640        |
| Trade in MU0            | 27272        | Trade in MU0              | 27272        | Trade in MU0        | 25454        |
| Changeover              | <b>23637</b> | Changeover                | <b>18348</b> | Changeover          | <b>21186</b> |

**VOTING REQUIREMENTS**

Absolute Majority

**OFFICER RECOMMENDATION**

That Council;

1. Changeover MU0 Nissan Patrol
2. The CEO be authorised to negotiate the best deal to the value of \$

**COUNCIL DECISION/ OFFICER RECOMMENDATION**

**OC081009 plant – MU 0 CEO Vehicle**

**Moved Cr R E Foulkes-Taylor, Seconded Cr P M Walsh**

1. **Changeover MU0 Nissan Patrol**
2. **The CEO be authorised to negotiate the best deal to the value of \$24,000**

**Motion put and carried by Absolute Majority 5/1**

**BACKGROUND**

The Holden Rodeo has done 34000km. There has been no allowance in the 2008/09 budget for the replacement of this vehicle. As the role of the Works Foreman has changed from a workman to a supervisory role the vehicle is doing a lot more kilometres than originally expected.

Quotations for changing MU167at this time would be;

| <b>Geraldton Toyota</b> |          | <b>Midwest Auto Group</b> |          | <b>Young Motors</b> |  |
|-------------------------|----------|---------------------------|----------|---------------------|--|
| Toyota Hilux            |          | Ford BT50                 |          | Holden Colorado     |  |
| Trade in MU167          |          | Trade in MU167            |          | Trade in MU167      |  |
| Changeover              | <b>0</b> | Changeover                | <b>0</b> | Changeover          |  |

VOTING REQUIREMENTS

Absolute Majority

COUNCIL DECISION/ OFFICER RECOMMENDATION

**OC081010 Plant- MU167 Works Forman Vehicle**

**Moved Cr R E Foulkes-Taylor, Seconded Cr M W Halleen**

**On the advice of the CEO that this vehicle be looked at again at 60,000km**

**Motion put and carried 6/0**

**Recommendation 7**

Moved Cr RE Foulkes-Taylor Seconded Cr P R Squires

That the replacement of major and minor plant and plant reserve movements be utilised in the Plan for the Future as a guide for future plant purchases, to be reviewed annually

Motion put and carried 3/0

*1.20 The meeting adjourned for lunch break to be reconvened at 2.00pm*

*2.00 The meeting reconvened with all those present before in attendance*

14. **REPORTS OF OFFICERS**

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**14.1 WORKS**

**14.1.1 Monthly Plant & Works Progress Report**

File:  
 Author: Tom Milo., Works Forman  
 Interest Declared: No interest to disclose  
 Date: 8 October 2008  
 Attachments:

**MATTER FOR CONSIDERATION**

To view the plant operation for the month of October 2008 and an update on works carried out

**BACKGROUND**

Monthly Plant usage and status Report

| <b>HEAVY PLANT</b>            |             |             | <b>Start</b> | <b>End</b>   | <b>Total</b> | <b>MTD</b>     | <b>Total</b>     |
|-------------------------------|-------------|-------------|--------------|--------------|--------------|----------------|------------------|
| <b>Plant Item</b>             | <b>Year</b> | <b>Rego</b> | <b>Hours</b> | <b>Hours</b> |              | <b>Service</b> | <b>Ownership</b> |
| Cat Grader 12H                | 2005        | MU 141      | 4126         | 4126         | 0            | 829            | 25749            |
| Cat Grader 12H                | 2003        | MU 121      | 8925         | 8925         | 0            | 2260           | 79386            |
| Cat Grader 12M                | 2008        | MU 51       | 123          | 123          | 0            |                |                  |
| Volvo L110 Loader             | 2006        | MU 65       | 1419         | 1450         | 31           |                | 8465             |
| Komatsu Dozer                 | 1997        |             | 6289         | 6290         | 1            | 124            | 160558           |
| Cat Vibrating Roller          | 2005        | MU 177      | 2526         | 2565         | 39           |                | 14808            |
| <b>TRUCKS</b>                 |             |             |              |              |              |                |                  |
| Iveco Prime Mover             | 2003        | MU 000      | 148035       | 148884       | 849          |                | 40839            |
| Ford Louisville PM            | 1989        | 000 MU      | 677521       | 677521       | 0            |                | 83352            |
| Iveco Tipper                  | 2004        | MU 00       | 84154        | 85850        | 1696         | 2786           | 48052            |
| <b>GENERATORS</b>             |             |             |              |              |              |                |                  |
| Generator 2-100KVA            | 2005        |             | 10963        | 10963        | 0            |                |                  |
| Generator 1-83KVA             | 2005        |             | 33845        | 33845        | 0            |                |                  |
| Generator 13KVA (Const)       | 2005        |             | 9320         | 9320         | 0            |                |                  |
| <b>LIGHT VEHICLES</b>         |             |             |              |              |              |                |                  |
| Toyota Landcruiser            | 2005        | 01 MU       | 72486        | 72486        | 0            | 240            | 9456             |
| Mitsubishi Canter             | 2004        | MU 140      | 135040       | 137017       | 1977         |                | 9878             |
| Nissan Patrol                 | 2005        | MU 0        | 60547        | 66484        | 5937         |                | 6606             |
| Holden Rodeo                  | 2008        | MU 167      | 30045        | 36200        | 6155         |                |                  |
| Mazda Bravo                   | 2006        | MU 300      | 45930        | 45930        | 0            |                | 2698             |
| Toyota PTV                    | 1986        | MU 1017     | 17802        | 17802        | 0            |                | 2478             |
| <b>TRAILERS &amp; TANKERS</b> |             |             |              |              |              |                |                  |
| Side Tipper                   | 2001        | MU 2010     | 141963       | 144876       | 2913         | 3169           | 15461            |
| Side Tipper                   | 1993        | MU 2032     |              |              |              |                | 1980             |
| Side Tipper                   | 1989        | MU 2033     |              |              |              |                | 1855             |
| Tri Axle Low Loader           | 2008        | ITJH801     | 874          | 1067         | 193          |                | 3880             |
| Tri Axle Low Loader           | 2001        | MU2004      |              |              |              |                | 26674            |
| 30K Water Tank                | 2005        | MU 2024     | 412999       | 428361       | 15362        | 315            | 8576             |
| Pig Fuel Trailer              | 1993        | MU 658      |              |              | 0            |                |                  |
| Dog Fuel Trailer              | 1972        | MU2005      |              |              | 0            |                |                  |
| Dolly 1                       | 2001        | MU 2003     |              |              | 0            |                | 6240             |
| Dolly 2                       | 2000        | MU 2009     |              |              | 0            |                | 5046             |
| Dolly 3                       | 1983        | MU 2031     |              |              | 0            |                |                  |
| <b>Tractors</b>               |             |             |              |              |              |                |                  |
| New Holland                   | 2006        | MU 380      | 433          | 433          | 0            |                | 1218             |

### **14.1.2 Works Supervisors Report**

#### **Construction.**

Job no. E161661                      Butchers Track (RD35)

We have completed approx. 4 kms of sheeting and have run out about 70% of material to sheet the remaining 7.4 kms. Some of the material we are using is water resistant and we have had to do a fair bit of mixing of materials to get the sheeting to compact correctly. Unfortunately the gravels in this area are very poor and not much of it, so we have had to use what we could get.

Water is still abundant as per my last report.

The Bowl tipper had to be decommissioned due to it wanting to tip over and causing problems with the Ford Louisville.

The other side tipper trailer also had to be decommissioned and sent to Geraldton to have severe stress cracks in the main frame repaired.

This left us in a situation where we could not continue carting sheeting material.

We continued to spread gravel with the grader, water tanker and roller but a decision was made to bring all the plant and equipment into the shire compound for a thorough check and inspection.

Job no. E161667.                      Woolgorong South Access. (RD44).

Since we have graded this access road to the homestead, it has left the capstone 'grinning' through in some areas and needs re-sheeting, as does the proposed re-alignment at 2 kms from the homestead.

It is the next project in line after we have completed Butchers Track.

#### **Maintenance.**

We have repaired a badly corrugated and sandy section of the Carnarvon/Mullewa road about 60klms south of the settlement. The section ran for about 20klms and was quite dangerous.

Our graders have also completed grading the Meeberrie – Mt Wittenoorn road to our boundary.

Whilst we have had the problem with the machinery in construction, we have seconded the construction grader (Glen) to help the maintenance crew make up for lost ground – This is working very effectively and it is very satisfying to see 3 graders traversing a section of road.

We have also employed Heydon Mackenzie to assist Neil with the grading. He appears quite capable and seems to fit in with the men.

#### **Vehicles and Equipment**

1. Cat M series Grader. (PO3) Good condition.
2. Cat Grader (PO2) Good condition.
3. Cat Grader (PO1) Good condition.
4. Volvo L110 Loader (P27). Good condition.
5. Komatsu Dozer (P11) Works well – Transmission bleed.
6. Iveco prime mover.(PO9) Good condition (new door handles and Speedo)
7. Iveco tipper (P10) Good condition – electrical problems with headlights.
8. Ford Louisville (PO7) being repaired – front end.
9. Mitsubishi Canter (P25) Works well.
10. Cat Vibe roller (PO5) Works well.
11. Side tipper (P19) brakes replaced-body repaired (welded) by Force Equipment. The cracks were in the main frame above the Tri axels, which may have been caused by turning over rough ground etc whilst loaded.
12. Tri-axel low loader (P14) having flooring replaced as required.
13. Tri-axel low loader (P13) new – good condition.
14. 30000 litre water tankers (P24) have had new motor to pump.
15. Holden Rodeo twin-cab (P29) goes very well- had 40K service.
16. Toyota Landcruiser (P23) works well-needs new tyres and front panel repairs.
17. Bowl side tippers – We have had to discontinue using these for safety reasons. The tipper forced the Ford Louisville up onto one side (see pictures). This has happened 3 times now and I have tagged them off as I cannot have a situation whereby men are put at risk. Due to the above event we have taken the Ford truck down to TME in Geraldton for repairs and re-alignment.(this may take approx 3 weeks)

**Servicing and repair requirements.**

Force Equipment have been engaged as our preferred service contractor and I have already been in touch with them in respect to repairs to the side tipper and tri axel low loader-they appear to be very capable and well organised .

We organised to have some of our machinery serviced over the weekend of the 14,15,16<sup>th</sup> November and they arrived as organised with a well setup service trailer and truck and proceeded as requested .

Service sheets and checklists that have items of repair needed will be forwarded on to them so that they can implement their own schedule of works for our off time.

I have also organised to have our daily operators checklist implemented and this is in progress (copy to be attached to report).

Tyres and rims for our trucks are now held in stock and the situation will be that tyres and rims, as they build up in numbers, will be taken down to Geraldton for repairs.

2000 hour filter kits and oil for Caterpillar plant are now held in stock for the services and as they are used, for which-ever service, they are to be replaced immediately. This means we will always have these on hand and not have to go scouring the countryside looking for them. We eventually hope to have all the plant covered in the near future.

It is envisaged that all of our plant will have an individual Service and Repair history folder organised to be filled out by the serviceman on completion of the repair or service. This will be kept in the workshop in conjunction with the white board so that we can see a complete history of any work done to the machine.

**Items requiring attention**

1. A rack of bolts and nuts.(approx. \$2000)
2. 200 sandbags.
3. Chisel tip grader blades for maintenance grading.(approx. \$190 each)
4. Water tanker hydraulic pump on trailer.
5. First aide kits.(\$189 each)
6. Roadwork signage – we are doing an assessment of what stock we have and what is going to be required.
7. Traffic management course-we have been in contact with the WARP group regarding an available course and they have advised approx 3 weeks. At present we are going ahead with the plan to ensure that our OH&S requirements are met.

**Occurrences.**

During the grading of the Meeberrie/Mt Wittenoom road on the eastern portion of the Beringarra/Pindar road, we had an event whereby the graders were parked up for the night and were “broken into”.

The items damaged or stolen were: - One battery stolen, one damaged (PO1)  
 Two way stolen (PO3)  
 Two way antennae and base (PO1)  
 New Cat. Tool bag taken (PO3)  
 Fire Extinguishers (PO1) (PO2) (PO3).  
 Door handles broken (PO3) (PO2)  
 Fuel cap and strainer broken (PO3)  
 R/H glass door broken (PO3)  
 Labour and travelling to fit.

**Approximate cost:-\$6780 + GST.**

**Wish List.**

1. Purchase of 3 sets of chisel type grader blades for the maintenance graders – this will allow easier grading of the corrugations and leave the gravel on the road instead of having to bring it back on. I suggest we use the 3 sets so that the operators can get an idea of their use before we lash out and purchase a bundle. Cost is \$187 + GST each from Cutting Edges in Perth.
2. Wheel balancing machine to complement our tyre changer .Coates C1025/40MN Cost is \$5775 + GST.

STATUTORY ENVIRONMENT

Nil

STRATEGIC IMPLICATIONS

None at this stage

POLICY IMPLICATIONS

None at this stage

FINANCIAL IMPLICATIONS

CONSULTATION

COMMENT

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081011 Works-Plant and Works Status Report**

**Moved Cr M W Halleen, Seconded Cr R E Foulkes-Taylor**

**Note the Status Report of the Shire owned Plant and receive the Works Foreman's status report**

**Motion put and carried 6/0**

**14.1.3 Side Tipper Trailer**

File:  
 Author: Ron Adams, Chief Executive Officer  
 Interest Declared: No interest to disclose  
 Date: 17 November 2008  
 Attachments: 3 x Quotations

MATTER FOR CONSIDERATION  
 To approve purchase of new Side Tipping Trailer

**BACKGROUND**

Council has previously resolved to purchase two new side tipping trailers at its last ordinary council meeting

**OC090908 Plant Purchases-Side Tippers  
 Moved Cr P R Squires, Seconded Cr D J Pollock**

**That Council:**

1. Purchase two new side tippers to the value of \$220,000 to be financed from the Plant Reserve
2. The Plant Committee to draft a specification for the new side tippers and the CEO to arrange quotation through WALGA Purchasing for the supply of two new side tippers
3. The CEO invite tenders for the outright sale of the trade in bowl tippers and side tipper

**Motion put and carried by Absolute Majority 4/0**

The Plant Committee was asked to build a specification for the new trailer and inspect and report on the condition of the existing side tipper.

The Plant Committee met on 31 October 2008. It was reported that the old side tipper only required approximately \$4000 in repairs. As this was under what was expected the trailer is to be retained.

The purchase of two trailers was considered unnecessary and only one new trailer is to be purchased.

Requests for quotations were sent to Howard Porter, Road west, Evert rans, D-Trans and TSE (Freight master)

Three quotations were received that met the Shires Specifications.

| <b>Evertrans</b>         | <b>Howard Porter</b>      | <b>D Trans</b>             |
|--------------------------|---------------------------|----------------------------|
| New Side Tipper \$99,500 | New Side Tipper \$106,980 | New Side Tipper \$ 105,719 |

STATUTORY ENVIRONMENT  
 Nil- already previously resolved

STRATEGIC IMPLICATIONS  
 None

POLICY IMPLICATIONS  
 Nil

FINANCIAL IMPLICATIONS  
 Payment from Council's Plant Reserve Account as previously resolved



CONSULTATION  
Plant Committee  
Works Foreman-Tom Milo

COMMENT

VOTING REQUIREMENTS  
Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081012      Plant-Purchase new side tipper trailer**

**Moved Cr R E Foulkes-Taylor, seconded Cr M W Halleen**

**Purchase the new side tipper from Evertrans for the quoted price of \$99,500**

**Motion put and carried 6/0**

**14.1.4 Pad foot Roller**

File:  
 Author: Ron Adams, Chief Executive Officer  
 Interest Declared: No interest to disclose  
 Date: 17 November 2008  
 Attachments: 3 x Quotations

MATTER FOR CONSIDERATION  
 To consider the purchase of a Pad foot Roller

**BACKGROUND**

Council has in its 2008-09 budget and amount of \$184,000 to purchase a new Pad foot Roller

Council resolved at the ordinary meeting in October to use the new WALGA purchasing model to request quotations for the new roller

Three quotations were received that met the Shires Specifications.

| <b>Westrac</b>         | <b>BT Equipment</b>     | <b>Construct</b>       |
|------------------------|-------------------------|------------------------|
| New Pad foot \$193,880 | New Pad foot \$ 180,000 | New Pad foot \$166,580 |

STATUTORY ENVIRONMENT  
 Nil- already previously resolved

STRATEGIC IMPLICATIONS  
 None

POLICY IMPLICATIONS  
 Nil

FINANCIAL IMPLICATIONS  
 Payment from Council’s Plant Municipal Account as previously resolved in the 2008-09 Budget

CONSULTATION  
 Works Foreman-Tom Milo

**COMMENT**

The purchase of a new Pad foot roller to add to the council fleet should be reconsidered. As there is no strategic construction plan for the roadwork then the justification for the purchase needs consideration. Should a change in councils construction plan be achieved then one could argue for the need of this machine. Under current Roads to Recovery hire of machine is an allowable claim. At best we could use the machine for 200 hours a year.

The funds for this purchase could be better utilised

VOTING REQUIREMENTS  
 Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081013 Plant-Purchase new pad foot roller**

**Moved Cr M W Halleen, seconded Cr D J Pollock**

1. That a new pad foot roller not be purchased
2. The surplus funds be dealt with at the budget review

**Motion put and carried 6/0**

## **15. DEVELOPMENT**

### **15.1.1 Health Building Report**

File:  
Author: Trevor Brandy, Building/Health Officer  
Interest Declared: No interest to disclose  
Date: 17 November 2008  
Attachments: 3 x Quotations

#### MATTER FOR CONSIDERATION

#### BACKGROUND

Health /Building Inspection Report for September 2008

- 1/ a final inspection was carried out on the accommodation dwelling at Pia Community  
The premises complied with all relevant legislation
- 2/ an inspection of the proposed ASKAP project site was arranged with the CSIRO group to obtain a visual appraisal for the area.  
It also gave us an insight into their requirements for sound suppression and planning requirements for the future.
- 3/ a routine inspection were also carried out on the Murchison Settlement Road House with all areas compliant.

Due to a mechanical failure Murchison Metals was not inspected at this time

The Shire of Murchison now has 50 building envelopes; six are kept at the City of Geraldton/Greenough with the remaining 44 at  
The Shire Office

#### STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS  
None

#### POLICY IMPLICATIONS

FINANCIAL IMPLICATIONS  
CONSULTATION

#### COMMENT

VOTING REQUIREMENTS  
Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081014      Development-Status report Building/Health**

**Moved Cr P M Walsh, Seconded Cr P R Squires**

**Health /Building Inspection Report for September 2008, be received**

**Motion put and carried 6/0**

**15.1.2      Building Applications Report**

File:  
Author:                      Ron Adams, Chief Executive Officer  
Interest Declared:        No interest to disclose  
Date:                         17 November 2008  
Attachments:

MATTER FOR CONSIDERATION

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081015      development- Applications for building**

**Moved Cr M W Halleen, Seconded Cr P M Walsh**

**Mt Wittenoorn Station- application to build a shed. In progress with Building Surveyor**

**Motion put and carried 6/0**

**15.1.3 Development-Roadhouse**

File:  
 Author: Ron Adams, Chief Executive Officer  
 Interest Declared: No interest to disclose  
 Date: 18 November 2008  
 Attachments: Designs

MATTER FOR CONSIDERATION  
 Replacement of Murchison Oasis Roadhouse

**BACKGROUND**

The Murchison Oasis Roadhouse as it sits today is at best in a state of disrepair.

Council has previously considered this development as an “interpretative” style centre based around proposed developments with ASKAP and SKA. Funding applications and assistance were not forthcoming to get the then project off the ground. Preliminary estimates were numbers up to \$1.6 million.

With the likelihood of ASKAP & SKA coming to the area then whatever direction we take we can still build an interpretive centre at a later date subject to funding from those projects.

Funding for infrastructure has recently been announced by the Federal Government. Murchison’s share of this is \$100,000. Subject to the conditions of this grant, then it could be used for such a project. Council’s contribution could be financed from the \$180,000 that will be saved from not buying the pad foot roller. Along, with some in kind work from our existing staff. This brings a total of \$280,000 to start the project off. If we could access some of the “Royalties for Regions” funding then it would make a reasonable amount to make the “Stage 1” of the development a reality.

Some preliminary costing for a 2 bedroom residence and a “Café Kitchen” and shop front manufactured in Geraldton by Tran steel Homes is \$250,000.

The key is to have a design that can easily be extended to add an “Interpretive Centre” without major reconstruction.

This is a proposed change in direction and thinking for this development.

**STATUTORY ENVIRONMENT**  
 None at this stage

**STRATEGIC IMPLICATIONS**  
 None

**POLICY IMPLICATIONS**  
 None

**FINANCIAL IMPLICATIONS**  
 Nil at this stage

**CONSULTATION**  
 Tran steel Homes  
 Fleetwood Pty Lid

**COMMENT**

**VOTING REQUIREMENTS**  
 Simple majority

Recommendation 1

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081016      Development- Transaction Centre**

**Moved Cr R E Foulkes-Taylor, Seconded Cr P M Walsh**

**That Council;**

- 1.      Create a Reserve called “Transaction Centre Reserve”**
- 2.      Transfer \$180,000 from municipal account to this new reserve**
- 3.      Make the necessary budget adjustment from Plant Purchase to the New Reserve**

**Motion put and carried by Absolute Majority 6/0**

Recommendation 2

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081017      Development-Transaction Centre**

**Moved Cr R E Foulkes-Taylor, Seconded Cr P M Walsh**

**That Council;**

**The Chief Executive Officer to present to council some proposed development options for review and community consultation**

**Motion put and carried 6/0**

## **16. FINANCE**

### **16.1.1 Financial Activity Statements October 2008**

File:

Author: Ron Adams, Chief Executive Officer

Interest Declared: No interest to disclose

Date: 2 October 2008

Attachments: Financial Activity Statements for October 2008

Balance Sheet

Income Statement Detail

Income Statement by Nature & Type

Income Statement Summary

#### **MATTER FOR CONSIDERATION**

Council to consider adopting the monthly financial statements for October 2008.

#### **BACKGROUND**

Amendments to the Local Government (Financial Management) Regulations 1996 that were gazetted on 20 June 2008 and became effective from 1 July 2008 have resulted in regulations 34 and 35 relating to monthly financial reports and quarterly/triennial financial reports being repealed and substituted with a new regulation 34. The new regulation 34 requires that local government report on a monthly basis and prescribes what is required to be reported with the intention of establishing a minimum standard across the industry.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

Section 6.4—Specifies that a local government is to prepare such other financial reports as is prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d) for that month in the following detail:

(a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);

(b) Budget estimates to the end of month to which the statement relates;

(c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;

(d) Material variances between the comparable amounts referred to in paragraphs (b) and (c);

(e) The net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5 and 6 prescribe further details of information to be included in the monthly statement of financial activity.

#### **STRATEGIC IMPLICATIONS**

None

#### **POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL IMPLICATIONS**

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue and overall results against budget targets.

#### **CONSULTATION**

None



COMMENT

None

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081018 Finance Activity Statements**

**Moved Cr M W Halleen, Seconded Cr P M Walsh**

**That Council adopt the financial statements for the period ending 31 October 2008, as attached.**

**Motion put and carried 6/0**

**16.1.2 Accounts Paid during the period October-November 2008**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 2 October 2008  
Attachments: EFT & Cheque Detail for October -November 2008

**MATTER FOR CONSIDERATION**

Authorisation of accounts paid during the month of October 2008, authorisation of account to be paid up to November 2008

**BACKGROUND**

Accounts paid are required to be submitted each month.

**STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulations 1996  
Reg 13(1)–Requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

**STRATEGIC IMPLICATIONS**

None

**POLICY IMPLICATIONS**

None

**FINANCIAL IMPLICATIONS**

Payment from Council's Municipal Account

**CONSULTATION**

None

**COMMENT**

Payments made during the month of September-October 2008 as per attached schedule.

**VOTING REQUIREMENTS**

Simple majority

**COUNCIL DECISION/OFFICER RECOMMENDATION**

**OC081019 Finance- Accounts paid and to be paid**

**Moved Cr R E Foulkes-Taylor, Seconded Cr P R Squires**

1. Salaries and Wages paid between 24 October and 21 November 2008 totalling \$ 31659.68 be accepted;
2. EFT 1 to EFT 8 Payroll Liabilities paid between 24 October and 21 November 2008 totalling \$5403.63 be accepted;
3. Cheque No 8661-8664 Payroll Liabilities paid between 24 October and 21 November 2008 totalling \$ 1556.22 be accepted;
4. Cheque 8666 paid in between council meetings between 24 October and 21 November 2008 totalling \$ 1335.47 be accepted;
5. EFT 9-11 being small business' ,paid in between council meetings between 24 October and 21 November 2008 totalling \$ 17338.30 be accepted;
6. EFT 12-26 being accounts due for payment totalling \$ 77218.06 be approved for payment

**Motion put and carried 6/0**

## **17 ADMINISTRATION**

### **17.1.1 Delegation Register**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 18 November 2008  
Attachments: Delegation Manual

#### MATTER FOR CONSIDERATION

Adoption of Council Delegations to CEO and Committees

#### BACKGROUND

Council reviewed its delegations at the Ordinary Council meeting in September 2008

### **OC08014 Delegation Review**

**Moved Cr W McL Mitchell Seconded Cr R E Foulkes-Taylor**

**Council discuss and make changes to the delegations as/if required.**

***The councillors and CEO worked through the delegations register and reviewed delegation for drafting***

**Motion put and carried 7/0**

#### STATUTORY ENVIRONMENT

Local Government Act 1995 –

- s.5.16 – Delegation of some powers and duties to certain committees
- s.5.17 – Limits on delegations of powers and duties to certain committees
- s.5.18 – Register of delegations to committees
- s.5.42 – Delegation of some powers and duties to CEO
- s.5.43 – Limits on delegations to CEO's
- s.5.44 – CEO may delegate powers and duties to other employees
- s.7.1B – Delegation of some powers and duties to audit committees

And the Administration Regulations –

- r.19 – Record to be kept by delegates

#### STRATEGIC IMPLICATIONS

None

#### POLICY IMPLICATIONS

None

#### FINANCIAL IMPLICATIONS

Nil

#### CONSULTATION

None

#### COMMENT

Nil

#### VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081020      Delegations Register**

**Moved Cr M W Halleen, Seconded Cr P M Walsh**

Adopt the delegations as set out in the Delegation Register

**Motion put and carried 6/0**

### **17.1.2 Record Keeping Plan**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 18 November 2008  
Attachments: Record Keeping Plan

#### **MATTER FOR CONSIDERATION**

Council to review and adopt the draft Record Keeping Plan

#### **BACKGROUND**

The State Records Act 2000 provides for every government organization must have a record keeping plan that has been approved by the Commission.

The Shire of Murchison's Record Keeping Plan expired in June 2007 and was due to the Commission by December 2007. As part of the Annual Report local governments are to make a statement about the Record Keeping Plan.

As is generally the case, departments continually change the requirements and reporting methodology, which makes it nearly impossible to use the previous plan. Council staff has reviewed the Record Keeping Plan in consultation with the Commissions staff and have produced the attached document that will be sent to the Commission.

The Shire of Murchison Draft Record Keeping Plan is to be presented by the Director to the Commission on December 11 for approval.

#### **STATUTORY ENVIRONMENT**

State Records Act 200 –

- s.19 – Every government organization must have a record keeping plan that has been approved by the Commission.
- s.23 (1) - The Commission may approve or refuse to approve a government's draft record keeping plan.

#### **STRATEGIC IMPLICATIONS**

None

#### **POLICY IMPLICATIONS**

None

#### **FINANCIAL IMPLICATIONS**

Nil

#### **CONSULTATION**

None

#### **COMMENT**

When the Recordkeeping Plan has been approved by the Commission the Shire of Murchison must comply with the recommendations, this will also require a more comprehensive procedure manual to be produce and more registers to be kept. The administrative burden will also increase just to stay ahead of compliance issues.

#### **VOTING REQUIREMENTS**

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081021 Record Keeping Plan**

**Moved Cr P M Walsh, Seconded Cr R E Foulkes-Taylor**

**Adopt Draft Record Keeping Plan as set out in the attachment Draft Record Keeping Plan**

**Motion put and carried 6/0**

### **17.1.3 Oasis Roadhouse**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 18 November 2008  
Attachments:

MATTER FOR CONSIDERATION  
Update on running of the Roadhouse

#### **BACKGROUND**

As an important service to the community and the travelling public the Oasis Roadhouse has been operating in a skeletal mode for the past month.

As required by Councils previous agreement, Council was to purchase back the stock from the operator, this was approximately \$4000.

Fuel was purchased from Sovereign Fuels to maintain an acceptable level of supply.

Ms Fiona Oakley and Ms Hannah Adams have been engaged on a casual basis to open and maintain the business and complete cleaning and gardening duties. They are covered under the Restaurant, Tearoom and Caterers Award.

The Roadhouse is currently open 8.00am to 5.00pm Monday to Friday and 8.00am to 12 Noon on a Saturday.

The accounting side of the business has been set up in QuickBooks, with a Eftpos machine and a "Oasis" Bank account opened to keep separate from the Municipal Account. A separate financial activity report will be presented to Council. Stock is purchased on a minimal amount and is charged to the Corporate Credit card as required.

The "business" has been advertised in the Quokka, with amazing results. We have had six people interested and two sound promising. I had one couple visit to discuss and have a look at the "offer". They have since contacted me and we have scheduled a meeting to work on a plan for them to present their "Offer".

#### **STATUTORY ENVIRONMENT**

None at this stage

#### **STRATEGIC IMPLICATIONS**

None

#### **POLICY IMPLICATIONS**

None

#### **FINANCIAL IMPLICATIONS**

Council's agreement is to purchase back any stock (at cost) left over when Mr Foreman leaves

#### **CONSULTATION**

Cr Simon Broad

#### **COMMENT**

#### **VOTING REQUIREMENTS**

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081022 Roadhouse- Update on Activity**

**Moved Cr P R Squires, Seconded Cr P M Walsh**

- 1. Authorise the purchase back of stock to the value of \$6000**
- 2. Endorse the opening of “Oasis” bank account.**
- 3. Authorise the CEO to purchase minimal stock requirements to maintain the business.**
- 4. Authorise the CEO select a preferred candidate/s and business plan and negotiate a lease agreement for the operations of the “Oasis Roadhouse”**

**Motion put and carried 6/0**



**17.1.4 Fuel -Oasis Roadhouse**

File:  
 Author: Ron Adams, Chief Executive Officer  
 Interest Declared: No interest to disclose  
 Date: 18 November 2008  
 Attachments:

MATTER FOR CONSIDERATION  
 Fuel Supply and sale at the Oasis Roadhouse

**BACKGROUND**

The “fuel” for the shire use and roadhouse use has had many discussions and resolutions over time.

The cost to maintain a near full stock of fuel is a huge cost for an operator of the roadhouse and the likelihood of a quick return on that outlay to be able to purchase the next load is very high.

By having the fuel component attached to the roadhouse closes a window for the Shire to select the right candidate for this position.

As the Shire owns the infrastructure the opportunity to use this to service our needs as well as the community’s and the general public could be utilised.

A “Generic” 24 hour card machine could be installed; this will enable anyone with a standard EFTPOS card or credit card to access fuel. The Shire could use a “Local” card which records what vehicle fuel is used by which vehicle. The Shire’s cost of fuel is no different to what it is now (because we own the fuel). This generic machine is controlled by existing computer network at the Shire Office.

A benefit for the Roadhouse Operator is they have a “Local Card” for cash sales, they would pay the Shire for what fuel is on that card monthly at a discounted amount, and therefore they make a small amount out of fuel as well.

A benefit for the Shire is we do not change any of our fuel supply arrangements or upset how fuel is supplied in the district, but we offer fuel at a reasonable amount and utilise our existing infrastructure.

As “retailing “ is not our core business , but service delivery is , we would set the retail pricing at cost plus 15% for retail and cost plus 5% (Examples only). This would allow the shire to maintain its own fuel storage, the roadhouse operator and the public would have an advantage in reasonable priced fuel.

**STATUTORY ENVIRONMENT**

None at this stage

**STRATEGIC IMPLICATIONS**

None

**POLICY IMPLICATIONS**

None

**FINANCIAL IMPLICATIONS**

None at this stage, however the likely budget for this is;

|                 |  |
|-----------------|--|
| Generic Machine | \$ 35,000  |
| New Bowsers     | \$ 12,000 (not required, but the old ones are nearly past their used by dates) |
| Electrical work | \$ 2,500   |
| Installation    | \$ 10,000  |

CONSULTATION

Jumbo McAlpine- Reliance Petroleum

Kim Batten- Fuel Quip

COMMENT

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081023 Roadhouse Fuel Supply**

**Moved Cr M W Halleen, Seconded Cr R E Foulkes-Taylor**

- 1. In principal, the Shire of Murchison to maintain and own the Fuel supply at the Murchison Oasis roadhouse;**
- 2. As part of the strategic development of the roadhouse, the CEO is to develop and cost the machine scenario for presentation to council for decision**

**Motion put and carried 6/0**

### **17.1.5 Murchison Executive Group (MEG)**

File:  
 Author: Ron Adams, Chief Executive Officer  
 Interest Declared: No interest to disclose  
 Date: 18 November 2008  
 Attachments: Letter of Support Midwest Development Commission

#### **MATTER FOR CONSIDERATION**

Council endorsement of the creation of the *Murchison Executive Group (MEG)*, the membership of which will comprise the Chief Executive Officers of the six Murchison Shires.

#### **BACKGROUND**

During 2007, the *Murchison Zone Strategy Group*, which was comprised of the Presidents and CEO's of the six Murchison Shires addressed several critical issues affecting the region, including police numbers, medical services and the resourcing of the Department of Child Protection. The Murchison Zone Strategy Group went into decline due to the lack of capacity of Shires to take their turn in providing the necessary executive support. The lack of interaction between the six Shires since that time has resulted in a markedly reduced collective awareness by CEO's of what is happening in the region, with respect to the provision of government services and developments generally.

A meeting of CEO's and Mr Brendin Flanagan (Project Manager – Murchison – Midwest Development Commission) on the 23<sup>rd</sup> September 2008 resulted in strong support being given towards the creation of the *Murchison Executive Group*.

The role of this group will be to deal with regional operational and executive functions pertaining to the Murchison region, which will include interacting with government departments and agencies, dealing with common compliance issues and ( significantly), identifying opportunities to access the State Government's "*Royalties for the Regions*" initiative. This is a different and separate role to that of the Murchison Country Zone of WALGA ("Cue Parliament") which deals with issues at a political level, through WALGA.

It is proposed that the structural arrangements of *MEG* will be as follows:

- Name: Murchison Executive Group (*MEG*).
- Composition: Chief Executive Officers of each of the six Murchison Shires.
- Chair: A CEO elected by Group.
- Executive Support: Provided by the Midwest Development Commission by way of making available the time of Mr Brendin Flannigan,
- Meetings – To be held quarterly on a rotational basis.
- Reporting arrangements: CEO's will report back to their respective Councils and reports will be provided to "Cue Parliament".
- Elected member input/assistance: Sought as required when interfacing with politicians and department heads, probably mainly through the "Cue Parliament" forum.
- Interaction with Shires/CEO's outside of the Murchison Country Zone of WALGA but which have common interests with the Murchison region: To be invited to participate in meetings and discussions as appropriate.

The Murchison Zone at its meeting in Cue on Friday 14 November 2008 endorsed the proposal for the formation of this group.

#### **STATUTORY ENVIRONMENT**

None at this stage

#### **STRATEGIC IMPLICATIONS**

None

POLICY IMPLICATIONS

None

FINANCIAL IMPLICATIONS

CONSULTATION

COMMENT

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081024 Murchison Executive Group**

**Moved Cr M W Halleen, Seconded Cr P R Squires**

- 1. Endorse the formation of the “Murchison Executive Group”;**
- 2. Endorse the participation of the Chief Executive Officer as a member of this group.**

**Motion put and carried 6/0**

### **17.1.6 Freight to Murchison**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 18 November 2008  
Attachments:

#### **MATTER FOR CONSIDERATION**

Discuss a strategy for the supply of a freight service to Murchison

#### **BACKGROUND**

There is no commercial business currently servicing the Settlement or the Shire.

To have a freight service to Murchison would cost approximately \$60,000 per year. The service provided for this would be a once a week delivery Ex Geraldton to Murchison Settlement. It would be a mixture of Cold storage and general freight.

For a company to consider a financially viable service to the Murchison a guarantee of \$60,000 for the year would be required.

The Shire is a major user of freight which would cover approximately one third of this cost. To deliver this service to the community then some recovery through rates could be charged as an annual cost, specifically to be used for providing this type of service.

The service would be designed to be “free into the settlement” who means that all freight delivered to the settlement would be free of charge to all people and business of the Shire of Murchison.

#### **STATUTORY ENVIRONMENT**

None at this stage

#### **STRATEGIC IMPLICATIONS**

None

#### **POLICY IMPLICATIONS**

None

#### **FINANCIAL IMPLICATIONS**

The cost to advertise an Expression of Interest in supplying a freight service to the Murchison.

#### **CONSULTATION**

Noel Dearing- NLD Transport (formerly Murchison Mail & Freight)  
Cr Squires, Broad, Halleen, Foulkes-Taylor

#### **COMMENT**

One of Councils primary functions is to provide for “good governance of people in its district” and for the deliveries of services to its community. Although this may be considered a unique look at how we deliver services or how we spend public money, the strategy here is to provide a service to the community and to its business’ that could enhance the unique lifestyle of the Murchison

#### **VOTING REQUIREMENTS**

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081025     Freight-Murchison**

**Moved Cr P R Squires, Seconded Cr R E Foulkes-Taylor**

**The Chief Executive Officer advertise calling for Expressions of interest in supplying a freight service to Murchison Settlement.**

**Motion put and carried 6/0**

1.

**17.1.3 CEO Report for October 2008**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 22 October 2008  
Attachments: Nil

**MATTER FOR CONSIDERATION**

To note the CEO Report for November 2008

- October 31: Carnarvon School of the Air- update on students in the settlement
- November 4: Attended Melbourne Cup day at Beringarra- this was a good opportunity to meet northern residents of the Murchison Shire
- November 5: Peter George- Crossland Resources- Peter gave an update of the road network for the Jack Hills mine and further strategies for future growth.
- November 6: Tom Hartman, Mullewa Shire-discussed road swap agreement
- November 14 Murchison Zone Meeting in Cue

Reports on Settlement Activities

**Oasis roadhouse:** Robert Foreman has left the roadhouse. The Shire is currently operating the business until suitable lessee's can be found.

Staffing Arrangements:

**Ms Hannah Adams-** Administration Officer- Hannah is here until the Xmas shutdown period, she is currently working on the Records Management Plan, Policy Manual & Delegations Register and Oasis Roadhouse

**Ms Fiona Oakley-**Roadhouse- Fiona is maintaining the shopfront and keeping the amenities clean and tidy

**Mr Haydon McKenzie-** Plant Operator-Haydon is currently on a three month probationary period as a plant operator, he is currently on the maintenance grading program

**Plant Operator-** Vacancy Exists

**Jax Bryce-** Administration Officer- Jax will be joining the Office staff when the shire returns from the Xmas shutdown

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081026 CEO Report October 2008**

**Moved Cr P R Squires, Seconded Cr D J Pollock**

Note the CEO Activity Report

**Motion put and carried 6/0**

18. *MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN*

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**18.1.1 Health Representative for Murchison Area**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 22 October 2008  
Attachments: Nil

**MATTER FOR CONSIDERATION**

Discuss the Health requirements for Murchison

**BACKGROUND**

Cr Foulkes-Taylor requested a report into the status of a representative from Murchison on the Health panel.

I am waiting on a response from Shane Matthews and the status of the DHAC structure and when vacancies for this panel are available.

**STATUTORY ENVIRONMENT**

None

**STRATEGIC IMPLICATIONS**

None

**POLICY IMPLICATIONS**

None

**FINANCIAL IMPLICATIONS**

None

**CONSULTATION**

None

**COMMENT**

**VOTING REQUIREMENTS**

Simple majority

**OFFICER RECOMMENDATION**

For information only



**18.1.2 Notice of Motion- Meeting at Pia Reserve**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 18 November 2008  
Attachments: Letter from Brett Pollock

NOTICE OF MOTION

Moved Cr D Pollock

That the Shire of Murchison sends a delegation to meet with local Wadjarri people to discuss the whole of the Murchison Community's needs regarding ASKAP/SKA and its future development. The meeting to take place at Pia Community.

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081027 Notice of Motion-Meeting at Pia Wadjarri**

**Moved Cr D J Pollock, Seconded Cr R E Foulkes-Taylor**

For clarification, Cr Pollock requested that the letter from Brett Pollock and his Notice of Motion were two separate items.

**That the Shire of Murchison sends a delegation to meet with local Wadjarri people to discuss the whole of the Murchison Community's needs regarding ASKAP/SKA and its future development. The meeting to take place at Pia Community.**

**Motion put and lost 1/5**

MATTER FOR CONSIDERATION

Consideration for a meeting to be held at Pia Reserve

BACKGROUND

Council received a faxed letter from Brett Pollock on the morning of its September Ordinary Council meeting.

**OC08018 Admission of Urgent Business**

**Moved Cr W McL Mitchell Seconded Cr M W Halleen**

**That the urgent business tabled be dealt with**

**Motion put and carried 7/0**

**15.1.1 Faxed Letter from Brett Pollock**

**A faxed letter from Brett Pollock was tabled.**

The letter was tabled and discussed at the meeting. As there was no officers report to advise Council on what was required, if any action was required, on the advise of the CEO no action be taken.

Cr Pollock at the October meeting advised that in a Notice of Motion that in response to the letter from Mr Brett Pollock that the Shire of Murchison send a delegation to meet with local Wadjarri people to discuss the whole of the Murchison Community's needs regarding ASKAP/SKA and its future development. The meeting to take place at Pia Reserve.

STATUTORY ENVIRONMENT

None at this stage

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

None

FINANCIAL IMPLICATIONS

None at this stage

CONSULTATION

Nil

COMMENT

The letter in principal, has addressed many issues that are currently before or are about to be before council. This is primarily a call, in my opinion, to move forward and develop a strategic plan more quickly. This has already been endorsed by Council at its September Meeting.

As part of developing a “Strategic Plan” community involvement and consultation will need to take place, and this includes the community at Pia Reserve.

Many issues such as Native Title and LUA for the proposed ASKAP/SKA project have no local government input or consultation, we can certainly lobby but effectively we are not party to that process.

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081028 Letter-Brett Pollock**

**Moved Cr M W Halleen, Seconded Cr R E Foulkes-Taylor**

- 1. A strategic planning day is arranged for February- March 2009, to be facilitated by the Chief Executive Officer.**
- 2. Pia Community to be invited to attend this planning day**

**Motion put and carried 6/0**

Declaration on Interest: Cr Halleen declared an impartiality interest as he resides at the proposed ASKAP & SKA sites

19. *URGENT BUSINESS*

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**OC08028 Admission of Urgent Business**

**Moved Cr P R Squires, Seconded Cr P M Walsh**

**That the urgent business tabled be dealt with**

**Motion put and carried 6/0**

**19.1.1 Annual Report**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 17 November 2008  
Attachments: Annual Report

**MATTER FOR CONSIDERATION**

To accept the Annual Report for 2007-2008 and set a date for Annual Electors Meeting

**BACKGROUND**

The Draft Annual Report has been previously circulated to councillors.

This report is to contain certain reports as required by various pieces of legislation.

The Annual Report once accepted by the local government is to advertised as being available for review by interested parties

**STATUTORY ENVIRONMENT**

**Local Government Act 1995**

S5.53 Provides for the guidelines for Annual Reports and what is to be included in the report.  
S5.54 Provides for the process for the acceptance of the annual reports

**Local Government (Financial Management) Regulations 1996**

R 36 Provides what is required to be presented in the financial statements

r 51 Provides for actions required by the CEO for annual financial statements

**STRATEGIC IMPLICATIONS**

None

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Advertising cost

**CONSULTATION**

**COMMENT**

**VOTING REQUIREMENTS**

Absolute Majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081029      Annual Report**

**Moved Cr D J Pollock, Seconded Cr P R Squires**

- 1. Accept the Annual Report for 2007-2008;**
- 2. Call for an Annual Electors Meeting for 19 December at 4.00pm**

**Motion put and carried 6/0**

**19.1.2 Climate Change Study Appointment**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 17 November 2008  
Attachments: Quotation for Climate Change

**MATTER FOR CONSIDERATION**

To appoint a supplier to carry out the Climate Change Study

**BACKGROUND**

The Shire of Murchison has previously received a grant under Local Pathways for a study into climate change to be carried out in the Shire.

This grant was for \$50,000 which has been paid and is currently sitting in the municipal fund.

A list of suppliers that have been selected to carry out these studies have all made contact the Shire of Murchison, but I suspect when they figured out where Murchison was there climate changed.

Attached is the only response that actually followed up with a quotation to provide this service.

**STATUTORY ENVIRONMENT**

Nil

**STRATEGIC IMPLICATIONS**

None

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

The grant has previously been received and these funds are to be used to pay for the study to be carried out

**CONSULTATION**

**COMMENT**

**VOTING REQUIREMENTS**

Simple Majority

**COUNCIL DECISION/OFFICER RECOMMENDATION**

**OC081030 Climate Change Study**

**Moved Cr M W Halleen, Seconded Cr P R Squires**

**Appoint CZM Pty Ltd to carry out the climate change assessment to the Local Pathways Funding guideline, to the value of \$50,000**

**Motion put and carried 6/0**

### **19.1.3 Review Local Laws**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 19 November 2008  
Attachments: Standing Orders-Local Law

#### **MATTER FOR CONSIDERATION**

Proposed review of Local Laws-Standing Orders

#### **BACKGROUND**

The Shire of Murchison has a local law for standing orders. This law was reviewed in 2001 and gazetted in 2002.

As required by the Local Government Act 1995 within a period of 8 years local laws must be reviewed.

Council at its September Meeting had discussed and reviewed on the advice of the CEO to review Councils Policy Manual. Standing orders were discussed and at that time I could not find either a hardcopy or electronic copy of any standing orders. I have since found a copy and confirmed via the Department of Local Government and Regional development that we actually have standing orders as a local law and are current.

At the Ordinary Council meeting on 22 June 2001 council had received a report from Local Laws Consultant Bob Dymock as to the current status of Local Laws for Murchison and the requirement for them to be reviewed by 31 December 2000. Refer to Minute 53

At the Ordinary Council meeting 16 November 2001 council formally adopted the Standing Orders Local Law 2001. Refer Minute 200

The Local Government Act 1995 sets out a provision for the process for reviewing, amending or repealing local laws.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

s 3.16 Periodic review of local laws-section 1 provides for the time frame at which local laws are to reviewed and the process that is to be followed

s 3.12 Procedure for making local laws- sets out the process for making and reviewing local laws

#### **STRATEGIC IMPLICATIONS**

None

#### **POLICY IMPLICATIONS**

None

#### **FINANCIAL IMPLICATIONS**

Advertising costs

#### **CONSULTATION**

Meredith Ng, DLGRD

#### **COMMENT**

#### **VOTING REQUIREMENTS**

Simple majority

COUNCIL DECISION/OFFICER RECOMMENDATION

**OC081031      Review Local Law-Standing Orders 2001**

**Moved Cr R E Foulkes-Taylor, Seconded Cr P R Squires**

**Advertise council's intention under section 3.16 of Local Government Act 1995 to review Standing Orders Local Law 2001.**

**Motion put and carried 6/0**

20.            *ITEMS TO BE DISCUSSED IN CAMERA*

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Nil

21.            *MEETING CLOSURE*

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The President thanked everyone for their attendance and closed the meeting at 4.36pm