



Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,
To be held at Boolardy Station, Murchison,
On Friday **11 February 2011**, commencing at 2.00 pm.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

Stand Down Local Law Standing Orders

- 7.1 Use of official titles
- 8.2 Limitation on the number of speeches
- 8.3 Duration of speeches

5. NEXT MEETING

The scheduled date for the next ordinary meeting is 18 March 2011.

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

8. CONFIRMATION OF FLYING MINUTES

9. CONFIRMATION OF MINUTES

9.1 ORDINARY COUNCIL MEETING – 16 December 2011

Background:

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

Voting Requirements:

Simple majority

OFFICER'S RECOMMENDATION:

That the Minutes of the Ordinary Council meeting of 16 December 2011 be confirmed as an accurate record of proceedings.

10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

12. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

12.1 PRESIDENT

12.2 COUNCILLORS

13. DISCLOSURE OF INTERESTS

14. REPORTS OF COMMITTEES

15. REPORTS OF OFFICERS

15.1 WORKS

15.1.1 Monthly Plant & Works Progress Report

File:
 Author: Brian Wundenberg, Works Supervisor
 Interest Declared: No interest to disclose
 Date: 9 February 2011
 Attachments: Nil

Matter for Consideration:

To view the plant operation for the months of December, January and February and an update on works carried out.

Background:

HEAVY PLANT			Start	End		MTD	Total
Plant Item	Year	REGO	Hours	Hours	Total	Service	Ownership
Cat Grader 12H	2005	MU 141	6286	6382	96		
Cat Grader 12H	2003	MU 121	11875	11880	5		
Cat Grader 12M	2008	MU 51	2665	2719	54		
Volvo L110 Loader	2006	MU 65	2764	2818	54		
Komatsu Dozer	1997		7005	7005	0		
Cat Vibrating Roller	2005	MU 177					
TRUCKS							
Iveco Prime Mover	2003	MU 000	206164	207161	997		
Nissan UD	2009	000 MU	75358	77881	2523		
Iveco Tipper	2004	MU 00	130282	130490	208		

GENERATORS

Generator 2-100KVA	2005		23804				
Generator 1-83KVA	2005		40070				
Generator 13KVA (Const)	2005						

LIGHT VEHICLES

Toyota Land Cruiser	2005	01 MU	139030				
Mitsubishi Canter	2004	MU 140	77394	80902	3508		
Toyota Prado	2010	MU 0	0	5409	5409		
Holden Rodeo	2008	MU 167	119229	125272	6043		
Isuzu DMAX	2009	MU 300	58775	68927	9522		
Toyota PTV	1986	MU 1017	20582	20929	347		

TRAILERS & TANKERS

Side Tipper	2001	MU 2010	175734				
Side Tipper- Evertran	2009	MU 662	22425				
Tri Axle Low Loader	2008	MU 663					
Tri Axle Low Loader	2001	MU 2004					
30K Water Tank	2005	MU 2024		000001			
Dog Fuel Trailer	1993	MU 658					
Dog Fuel Trailer	1972	MU 2005					
Dolly 1-Red	2001	MU 2003					
Dolly 2-Black	2000	MU 2009					

TRACTORS

New Holland	2006	MU 380	1101	1123	22		
Forklift			11469	11488	19		
Caravans							
Various Small Plant							
Cobra Multi Tyre Roller							
Ride on Mower				2660			

Roadhouse (Unleaded) 9900 lt
 (Diesel) 9900 lt

Lighting Plant (Diesel) 14000lt

Depot (Diesel) 14500lt

15.2 Works Report

Construction Progress Report

Floods

From 16 December to 29 December Murchison Settlement recorded 276mm of rain which caused an extreme amount of damage to the roads of the Shire of Murchison. The follow up rain in late December and early January 2011 to the north of the Settlement caused further problems and staff were allowed to go on holiday as work was not able to be commenced. Opening of the Shire's roads commenced on 10 January 2011.

Paul Squires

Started work on the flood damaged roads from McNabbs Road to Yuin: Boolardy to Beringarra and across Milly Milly to Mullewa Carnarvon Road and Curbur bypass road.

Craig Harvey

Craig Harvey’s grader joined in at the north of Boolardy all the way to Byro Station. Following this work started on the detour at Curbur bypass around the Station and around the lake. The bypass was completed and opened to trucks, but owing to more rain was closed again and continues to be closed.

North Coast Contractors

North Coast will be repairing all the flood damage in the Shire. North Coast will be attempting from 7 February 2011 to grade, wet and roll the bypass so that it can be opened to road trains.

Rainfall

DECEMBER		JANUARY	
Curbur	269mm	Nookawarra	11mm
Bullardoo	100mm	Mt Narryer	248mm
Woolgorong	116.7mm	Murgoo	98.4mm
Innouendy	114mm	Innouendy	114mm
Beringarra	125.2mm	Billabalong	152mm
Muggon	212mm		
Mt Narryer	150mm		
Yuin	105mm		

Roads

Road inspection for flood damage on Carnarvon Mullewa Road from the Settlement north to Wooramel River was completed on Wednesday 19 January by Works Supervisor, Nigel Goode from Greenfields Technical Services and Tim Lee from MRD. The Mt Wittenoom Road inspection was completed by MRD and Greenfields on Thursday 20 January.

The Pindar Beringarra Road SLK pick up was done by Works Supervisor, Greenfields and MRD on Friday 21 January. The SLK flood damage pick up for the remainder of roads in the Murchison Shire was completed by Works Supervisor and an assistant, taking approximately 5 days.

Roads inspected

- Beringarra Pindar Road heading south from Boolardy
- Butchers Track
- Muggon Road
- Erong Road
- Beringarra Cue Road
- Mileura Nookawarra Road
- Boolardy Kalli Road
- McNabbs Twin Peaks Road
- Twin Peaks Woolen Road

The reports of these SLK pickups are all in the hands of Nigel Goode at Greenfields Technical Services together with numerous pictures of damaged roads. We are waiting for a reply back from Nigel Goode from MRD to advise whether they are accepting the SLK pickups.

In the meantime grading has commenced on the Carnarvon Mullewa Road heading north which will include the Beringarra Byro Road and Beringarra Pindar Road. The Shire maintenance crew have graded McNabbs Road and are heading south from the McNabbs intersection to Yuin and beyond.

Bypass Road at Curbur

Tim Lee and Nigel Goode have advised that a large number of signs and guide posts must be on the bypass road going around the detour at Curbur homestead and the Curbur Lake.

Parkers Hill

Work has commenced at Parkers Hill on the Beringarra Pindar Road. Craig Harvey’s bulldozer has cleared the sides of trees in readiness to drag yellow sand back onto the road to form up and shape. 5000 cubic metres of gravel have been pushed up.

We will be seeking a grader and water cart contractor to complete this job as soon as possible owing to the surface water around.

Road Count

Road counts have been taken, however the data is still being collated and will be made available at the meeting.

Christmas Break

Mechanical services and repairs to the plant was completed to a high standard by Peter Jeffries during the Christmas Break. (Mr Jeffries price was \$60.00hr labour and \$1.00 per km for his vehicle from Billabalong Station to the Settlement at a total cost of approx. \$9,119.00)

Other

- 1 new 1000 litre fuel tank and pump for construction crew
- 1 new sat phone in Canter – construction crew
- All two ways and fm radios were serviced or replaced
- All small gen sets and water pumps were serviced and two water pumps were replaced
- All door windows in the Iveco trucks were replaced owing to dust scratching which obscured vision.
- Several new tools were purchased prior to the Christmas break.

Staff

Glenn Pinnegar has resigned as of 7 February 2011 owing to health issues.

Brian Morrison who worked at the Shire of Chapman Valley has been employed in a casual capacity until a permanent employee is appointed to the position.

Staffing

Brian Wundenberg-Works Supervisor

Neil Coombe- Leading Hand

Paul Smart

Stuart Broad

Glenn Pinnegar

Danny Hewton

Trevor Hipper- PG

Statutory Environment:

Nil

Strategic Implications:

None at this stage

Policy Implications:

None at this stage

Financial Implications:

Comment:

Voting Requirements:

Simple majority

OFFICER'S RECOMMENDATION:

That Council note the Status Report of the Shire owned Plant and receive the Works Supervisor's status report.

16. FINANCE

16.2 Accounts Paid during the period

File:
 Author: Mike Sully, Chief Executive Officer
 Interest Declared: No interest to disclose
 Date:
 Attachments: EFT & Cheque Detail for

Matter for Consideration:

Authorisation of accounts paid during the month of November & December 2010.

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 _____ as per attached schedule.

Voting Requirements:

Simple majority

OFFICER’S RECOMMENDATION:

That the following accounts for payment be passed by Council.

1. Accounts Paid during November 2010

TYPE	PAYMENT	STATUS	AMOUNT
EFT	Creditor	Paid	2,546,231.62
Cheque	Creditor	Paid	39,568.75
		TOTAL	2,585,800.70

2. That wages and salaries of \$77,194,21 for the month of November be received.

3. Accounts Paid during December 2010

TYPE	PAYMENT	STATUS	AMOUNT
EFT	Creditor	Paid	27,934.50
Cheque	Creditor	Paid	171,206.13
		TOTAL	199,140.63

4. That wages and salaries of \$60,660.70 for the month of December be received.

17. DEVELOPMENT

17.1 Application for Petroleum Pipeline Licence

We have received formal advice from Crosslands Resources Ltd that they have submitted an application for grant of a Pipeline Licence to carry gas from the Dampier to Bunbury Natural Gas Pipeline to the Jack Hills Expansion Project. A copy of maps of the proposal will be provided at the meeting.

18. ADMINISTRATION

18.1 Purchase of new motor grader

File:
 Author: Mike Sully, Chief Executive Officer
 Interest Declared: Nil
 Date: 26 January 2011
 Attachments: Spreadsheet - Quotes

Matter for Consideration:

This report recommends that Council endorse the Shire of Murchison Plant Committee recommendation that Council purchase a John Deere 772G (6 wheel drive) motor grader and trade in the existing Cat 12H motor grader, Reg. No. MU 121.

Background:

The 2010/2011 budget provides an amount of \$380,000 for the replacement of the existing Cat 12H motor grader, MU 121. Four quotes for replacement graders have been received. A spreadsheet providing comparisons between the quotes is attached.

The quotes were discussed at the Plant Committee meeting held on Tuesday 18 January 2011 and the following Committee recommendation was made:

Moved Cr. Foulkes-Taylor

Seconded: M Sully

That the Plant Committee recommend that Council purchase a John Deere 772G 6 wheel drive motor grader, subject to the CEO and Works Foreman negotiating improved conditions of warranty.

CARRIED 3/0

Comment:

During committee discussion the Works Foreman, Mr Brian Wundenberg, outlined the benefits of a 6 wheel drive motor grader. The machine can:

Be used to undertake a greater range of ripping work on sides of roads which will reduce the need for the bulldozer. However, Council should retain the dozer for regular earthmoving requirements.

Undertake more detailed work on drains reducing need for relocation of bulldozer.

Operate in a greater range of adverse conditions, eg. wet weather, steeper sloping ground.

A 6 wheel drive grader should also have reduced wear and tear and breakdowns because the driving load is spread between six wheels which reduces the overall load to each wheel. This should result in reduced service costs over the life of the machine.

In line with the Plant Committee’s recommendation to negotiate improved warranty conditions Hitachi Construction Machinery Inc. have offered an extensive five year service warranty which would provide a significant reduction in service costs on the anticipated life of the machine.

Statutory Environment:

As the four quotes are from suppliers listed on the WALGA preferred suppliers list there is no requirement to call for tenders.

Strategic Implications:

Nil.

Financial Implications:

There is an amount of \$380,000 in the 2010 – 2011 Shire budget for the purchase of a replacement motor grader. There is an amount of \$1,620,142 available in the Shire Plant Reserve Account. The following expenditure would be required to purchase a John Deere 772 G six wheel drive motor grader with an extended 5 year warranty and an automatic greasing system:

Purchase price	\$400,000	(ex GST)
Trade in MU 121	-\$ 95,000	
Extended 5 year warranty	\$ 17,747	
Automatic greasing system	<u>\$ 19,978</u>	
Total cost	\$342,725	

Consultation:

Shire of Murchison Plant Committee Members
 Brian Wundenberg – Works Foreman, Shire of Murchison

Voting Requirements:

Simple majority

PLANT COMMITTEE AND OFFICER’S RECOMMENDATION:

That Council purchase a John Deere 772 G six wheel drive motor grader from Hitachi Construction Machinery Inc. including an automatic greasing system and an extended 5 year warranty at a net cost of \$342,725.00 (Ex GST). Funding to be accessed from the Plant Reserve Account.

18.2 Electricity supply – Murchison Settlement

File:
Author: Mike Sully, Chief Executive Officer
Interest Declared: Nil
Date: 2 February 2011
Attachments: Power assessment report

Matter for Consideration:

This report outlines options for the supply of electricity to the Murchison settlement.

Background:

To supply electricity to the Murchison Settlement Council owns a 100KVA and an 80 KVA Electricity generator sets. On Monday 27 December 2010 the diesel motor attached to the 100kva electrical generator set ceased working. Following an inspection by a diesel motor repair service mechanic the 100KVA set was removed to Geraldton for a full inspection and report on repairs. A 100 KVA generator set was hired to provide sufficient electricity to the Settlement while Council's set was being examined and decisions made.

The repair service was closed down For Christmas/ New Year holidays and a list of repairs and cost estimate was not available until 12 January 2011. Elected Members present at an informal meeting held on 14 January 2011 agreed that as the repair estimate was \$19,560 Council should purchase a new generator set with a higher capacity, possibly 125KVA or 150 KVA, so as to be able to meet an anticipated increase in electricity demand in the future.

Councillors will be aware that following extensive rain on 17/18 December 2010 there was serious flooding throughout the Shire and additional storms in early January 2011 have kept most roads closed to all but light traffic. This has delayed the process of replacement of the generator set.

On 20 January 2011 a representative from an Electrical Engineering Company carried out a full review of the present electricity needs for the settlement and the present power generation equipment and supply system and has provided a report recommending improvements that will ensure that present and future electrical needs can be met. The report with cost estimates was sent via email to all Councillors on 31 January 2011, and is included as an attachment to this report.

Comment:

Since this report was prepared, additional options on power supply, including leasing the equipment, are being investigated. In order not to delay the delivery of this meeting agenda the results of the investigations will be provided to Councillors as they become available during the week.

Statutory Environment:

Nil.

Strategic Implications:

The ability to supply sufficient electricity for the Settlement's anticipated future needs is crucial to ensure the ongoing development of facilities and services.

Policy Implications:

Nil.

Financial Implications:

A major failure of the electricity supply was not anticipated and there is no provision in the 2010/2011 budget for equipment replacement and upgrade. An Absolute Majority vote would be required to provide the necessary funding.

A meeting with representatives from Lotterywest has been arranged for Friday 18 February 2011 to determine the availability of funding and negotiations are continuing with Council's insurance brokers.

Consultation:

JMG Air Conditioning and Electrical Engineering P/L
 Wesfarmers – Energy Generation (EnGen) P/L
 AllightSykes
 EPSA
 CAPS

Voting Requirements:

Absolute majority

OFFICER’S RECOMMENDATION:

That Council approve that an amount of up to \$300,000 be made available from the Plant Reserve for the provision of electricity supply for the Murchison Settlement, subject to no works to be undertaken or agreements entered into without prior approval from Council for the proposed works or agreements.

18.3 Electronic Recording of Council meetings

File:
 Author: Mike Sully, Chief Executive Officer
 Interest Declared: Nil.
 Date: 10 February 2011
 Attachments:

Matter for Consideration:

Council is asked to approve that as from 1 March 2011 proceedings of Ordinary Council meetings be electronically recorded by Council staff members.

Background:

The recording of minutes for Council’s meetings are closely governed by the State Records Act 2000, the associated State Records – Principles and Standards 2002 and Council’s Standing Orders, all of which have enforceable requirements to ensure accuracy of recordings and accountability for Council’s activities and transactions.

As Council does not use the services of a professional minute taker to record meeting proceedings, there have been occasions when the discovery of transcription errors, or discrepancies between what is written in the minutes and the recollections of committee members and/or staff, has cast doubt on the accuracy of particular minutes. Although it is possible for the minutes to be reviewed and corrected, if necessary, at a following meeting. potentially incorrect minutes are made available to the public between meetings by either being posted on Council’s Website, or distributed directly to members of the public. These differences have the potential to lower confidence in the level of professionalism of Council.

Comment:

The method successfully used by many Councils to ensure that minutes are as accurate as possible, is to electronically record the proceedings of Council meetings and for appropriate staff members to refer to the recordings when preparing written minutes.

This report recommends that Council approve the electronic recording of Council meetings from 1 March 2011 and adopt a policy to control the recording process and subsequent use of the recordings. The following is a draft policy:

DRAFT

Electronic Recording of Council Meetings

All Ordinary Council meetings will be recorded using electronic sound recording equipment on the following basis:

All Ordinary Council meetings shall be recorded on sound recording equipment except where the majority of voting members present at the meeting resolve to exclude members of the public from the meeting, or unless otherwise directed by the meeting.

Recordings of Ordinary Council meetings are to be retained, and may be copied on request from an Elected Member, Executive Officer of Council, or in any other case by direction of the Chief Executive Officer.

No transcripts (written copy) are to be made, unless requested by an Elected Member, or in other cases by direction of the Chief Executive Officer.

Recordings of Ordinary Council meetings may not be copied or provided to members of the public as specified in Section 5.95, Subsections (1) to (8) of the Local Government Act 1995.

Statutory Environment:

Minutes of Ordinary Council meetings are required to meet the record keeping conditions contained in the State Records Act 2000 and associated Principles and Standards 2002, the Local Government Act 1995 and the Freedom of information Act 2002.

Strategic Implications:

Nil.

Policy Implications:

The policy will provide a structured approach to the electronic recording of Council Meetings.

Financial Implications:

An electronic sound recording system can be purchased for approximately \$200.

Consultation:

Information was obtained from web sites for the following:

Department of Local Government and Regional Development (WA)
Office of the Information Commissioner (WA)
City of Armadale (WA)
City of Perth (WA)

Voting Requirements:

Simple majority.

OFFICER’S RECOMMENDATION:

That Council approve that proceedings of Ordinary Council meetings be electronically recorded by Council staff members as from 1 March 2011.

DRAFT

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19. NOTICE OF MOTION

20. URGENT BUSINESS

21. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

22. MEETING CLOSURE

Item No	Originator	Action	Officer/Councillor	Schedule	Status
1	MSC/CSIRO	CEO liaise with David Luchetti re: funding for roads used by Askar	CEO	ASAP	In Progress
2	MSC/CSIRO	Standard letter to contractors re preferred road route	CEO	ASAP	In Progress
3	MSC Nov 10 Council meeting	Finalise costing on CBD development and hold CBD meeting	CEO	ASAP	Meeting to be arranged
4	MSC Dec 2010	Building maintenance work to be carried out	CEO	Jan/Feb 2011	Work underway
5	MSC Dec 2010	Community project. Adjust Contractor's pay rate (increase by 17%)	CEO	Dec 2010	Done
6	MSC Nov 2010	Review Emergency M/ment plan	CEO	ASAP	In progress
7	MSC Nov 2010	Project Officer to seek opportunities from CSIRO projects	CEO	ASAP	In progress
8	MSC Nov 2010 Council meeting	Prepare report on implications of changing road hierarchy from Mt Wittenoorn/Meka rd to Kallid rd	CEO	Feb 2011	In Progress