



Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,
To be held in the Pia Wadjarri Remote Community School, Pia Wadjarri Community,
On Friday **18 October 2013**, commencing at 10.00 am.

TABLE OF CONTENTS

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....	3
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE.....	3
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	3
4.	PUBLIC QUESTION TIME	3
4.1	Standing Orders.....	3
5.	NEXT MEETING	3
6.	APPLICATIONS FOR LEAVE OF ABSENCE	3
7.	NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS	3
8.	CONFIRMATION OF MINUTES.....	3
8.1	Ordinary Council Meeting – 20 th September 2013	3
9.	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION	3
10.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	3
11.	ACTION LIST.....	4
12.	DISCLOSURE OF INTERESTS	4
13.	REPORTS OF OFFICERS	5
13.1	Monthly Plant Report – Works Supervisor.....	5
13.2	Works Report – Works Supervisor	6
13.3	Environmental Health Officer – Report following visit to Murchison.....	8
14.	ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED	11
14.1	Shire President	11
14.2	Councillors	11
15.	REPORTS OF COMMITTEES	11
16.	FINANCE	11
16.1	Financial Activity Statements to 30 th September 2013	11
16.2	Accounts Paid during the period since the last list was adopted/endorsed by Council 13	
17.	DEVELOPMENT.....	14
17.1	Wild Dog Control.....	14
17.2	Ballyyoo Bridge.....	15
18.	ADMINISTRATION	18
18.1	Tender – Sale of Surplus Items	18
18.2	Christmas Shutdown Period and associated functions	20
18.3	Christmas Freight Run.....	21
18.4	Request for Annual Leave - CEO	22
18.5	Gym Equipment Proposal.....	23
19.	NOTICE OF MOTION.....	24
19.1	Carnarvon Rangelands Biosecurity Association.....	24
20.	CEO ACTIVITY REPORT	25
21.	URGENT BUSINESS.....	25
22.	ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS	25
23.	MEETING CLOSURE	25

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

4.1 Standing Orders

Council Decision:

Moved: Councillor

Seconded: Councillor

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:

5. NEXT MEETING

The next meeting is scheduled for Friday the 15th November.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

8. CONFIRMATION OF MINUTES

8.1 Ordinary Council Meeting – 20th September 2013

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 20th September 2013 be confirmed as an accurate record of proceedings

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor

Seconded: Councillor

Carried/Lost

For:

Against:

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

11. ACTION LIST

No	Item	Action	Action
1.	CEO Residence	Decorative front fence – need input from new CEO	Ongoing
2.	Improve shade house south of Road House	CAG meeting held 31 st August – item today suggests removal of shade house to allow for a larger diesel tank for the roadhouse.	To be removed
3.	Classification of Pindar Beringarra Road	Pindar – Beringarra ongoing.	Programme of works to be established
4.	Community Centre Kitchen	Install Lockable Storage Area	Area installed – just requires painting & final touches.
5.	Dust Suppression and ongoing road agreement issues	Spoke with James Abbot re proposed 13/14 programme of works. Full details of costings sent 3/9/2013.	Awaiting response to proposed works. Will follow up if no reply by 30/9
6.	Contact CGG re gravel road in their shire. Carnarvon-Mullewa and Beringarra-Pindar	Ken Diem has referred matter to Neil Arbutnott. Maintenance grade done prior to Landor.	Neil will travel to Murchison at the end of October to discuss road issues.
7.	Establishment of Working Group for Accident Prevention	Following annual Electors Meeting – community wish to set up accident prevention group to help work towards road safety and reduced RTA's.	Email regarding establishing group sent to the community on 29 th August. So far only 1 person has responded.
8.	Litter initiatives	Following annual Electors meeting' – community push to improve litter situation. Set up initiative with Pia to coincide with council visit.	October Council Meeting to be held out at Pia – discussed with Liz – suggest we announce competition when there – anti litter posters – best to be turned into local signs.
9.	Beringarra-Cue Road Train Permit Termination	Nigel from Greenfields did the road inspection on the 20 th August.	Awaiting findings of report to progress the matter with Crosslands should be completed by 18 th October
11.	Wild Dog Working Group	Meeting held 28 th September	See item today

Recommendation:

That the Action List be accepted.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

12. DISCLOSURE OF INTERESTS

13. REPORTS OF OFFICERS

13.1 Monthly Plant Report – Works Supervisor

September 2013			Hours					YTD	
Plant Item	Year	Rego	1 July 13	Start	End	Total		Operating Costs	
				Hrs/kms	Hrs/km	Month	YTD	Plant	Fuel
Cat Grader 12H P.02	2005	MU 141	9996	10333	10475	142	479	5987.23	8545.19
Cat Grader 12M P.03	2008	MU 51	5844	6201	6323	122	479	5786.01	10503.65
Volvo Loader P.27	2006	MU 65	5420	5621	5684	63	264	283.26	4955.91
Komatsu Dozer	1997		8208	8372	8383	11	175	5793.54	8119.5
Cat Vibe Roller P.16	2005	MU 177	1509	1660	1700	40	191	317.86	3717.82
JD Grader P.01	2011	MU 121	3040	3375	3516	141	476	823.77	13047.52
Bomag Roller P.43	2012	1DVH736	1097	1175	1242	67	145	628.30	2339.78
Cat 938G Loader P.41	2004	MU 193	4078	4167	4216	49	138	3209.92	2523.84
Kenworth P/Mover	2004	MU 000	7174	11350	13046	1696	5872	3041.73	508.3
Iveco P/Mover P.09	2003	1AGW988	267205	270618	270618	0	3413	0.00	2726.32
Nissan UD	2009	000 MU	141649	148238	150169	1931	8520	3758.08	7101.28
Iveco Tipper Conv P.10	2004	MU 00	157865	157865	not working	0	0	735.00	5296.28
Generator 1-110kva	2011		7315	8288.6	8861.4	572.8	1546.4	505.76	13004.61
Generator 2-110kva	2011		6897	7368.9	7564.9	196	667.9		
Maintenance Gen			658	1487	1880	393	1222	0.00	1639.45
Construction Gen			11770	12897	13346	449	1576	0.00	443.64
Kubota 6kva Gen	2012		1844	2199	2373	174	529		675
Mitsubishi Canter P.06		01 MU	82788	90500	92500	2000	9712	5376.90	3119.35
Isuzu Construction P.64	2013	MU 140	0	0	1295	1295	1295	75.00	476.77
Toyota Prado	2012	MU 0	9557	12423	12636	213	3079	325.24	259.46
RAV4	2013	MU 1011	0	0	2800	2800	2800	24.00	140.43
Great Wall	2012	MU 167	11257	13681	14981	1300	3724	217.00	711.31
Isuzu Dmax P.28	2009	MU 300	154278	158040	159446	1406	5168	2086.03	1295.73
Toyota Hilux	2011	MU 1018	93250	99000	101985	2985	8735	607.75	2036.93
Isuzu T/Top P.54	2005	MU 1002	116400	120500	122750	2250	6350	3016.20	2069.36
Mercedes Patient/Trf	2004	MU 1009	97283	97603	97723	120	440	21.00	0
Side Tipper P.18	2001	MU 2010	25303	29968	31143	1175	5840	0.00	n/a
Side Tip-Evertran P.17	2009	MU 662	66102	70308	70971	663	4869	2348.35	n/a
Tri-Axle L/L Float P.13	2008	MU 663	3769	6561	6668	107	2899	424.96	n/a
45ft Flat Top P.59	1978	1THH060	25	115	115	0	90	0.00	n/a
No. 2 Float P.14	2001	MU 2004	26835	31509	33220	1711	6385	753.53	n/a
30000L W/Tanker P.24	2005	MU 2024	26524	28762	29557	795	3033	1598.18	n/a
Dog Fuel Trailer P.48	1993	MU 658					n/a		n/a
Dog Fuel Trailer P. 49	1972	MU 2005					n/a	122.08	n/a
Dolly 1-Red P.05	2001	MU 2003	24567	25101	25230	129	663	122.08	n/a
Dolly 2-Black P.08	2000	MU 2009	562	2350	3512	1162	2950	183.12	n/a
New/H Ford Tractor	2006	MU 380	1596	1624.5	1635	10.5	39	160.00	367.96
Forklift			11847	11878.2	11887.8	9.6	40.8	244.16	119.37
Caravans							n/a	383.68	n/a

JD Ride on Mower			293	308.4	316.7	8.3	23.7	0.00	n/a
Generator H/Maint	2013	New	0					0.00	675.55
Heavy Maint Trailer P.62		MU 446	0					2914.88	n/a

13.2 Works Report – Works Supervisor

Construction Crew

The construction crew are going along quite well with 4.5km of gravel carted and spread - 2.5km north of Beringarra/Byro road and 2km south now completed. [see attachment.](#)

The 300mm culvert and end walls will be transported to the site next week and placed 80m north of Beringarra/Byro intersection on the Carnarvon/Mullewa road.

I was going to move the crew down to the next works program to complete the bitumen works on the Carnarvon/Mullewa road to Ballinyoo Bridge (reforming, sub grading and carting in gravel for base course) but as we are not sealing this section this year it will be deferred until after the Christmas break (about the 22/1/2014). We will form up approx 4km of road plus the intersection of New-Forrest/Yallalong road in readiness for sealing if approved in the 2014/2015 budget.

With the bitumen works program now being deferred and as long as we have no breakdowns and the weather remains favourable the works on the Carnarvon/Mullewa road just south of Byro should be completed by the Christmas break.

Maintenance Crew

John and Glen are currently maintenance grading north of the settlement.

Full grade from Beringarra homestead – to 30km west of Milly-Milly homestead on the Beringarra/Byro road then full grade on the Erong road.

John reported to me that the Innouendy homestead road was in bad shape and required an extra day of grading to bring up to standard.

Full grade on Yunda road then crew moved to Beringarra/Byro intersection (set up camp with Construction crew) then started full grade from the north boundary on the Carnarvon-Mullewa road. They will do a full grade to Beringarra/Byro intersection then finish of the Beringarra/Byro road. From here they will move back onto Carnarvon/Mullewa heading south towards the Settlement doing all off-side roads.

Heavy Maintenance Crew

Sandy and Paul have completed all works required in the Nookawarra area - Gravel sheeting 21km south of Nookawarra, the removal of 4 grids on the Beringarra/Pindar road, one grid on the Nookawarra/Mileura road plus repairs to 3 bunds on this road. From there they moved camp and plant up to Beringarra homestead in readiness for 7km of road repair on the Beringarra/Mt-Gould road - bunds plus box out all the small creek crossings and replace with stone and put in stone end walls plus cart in gravel to low areas.

Plant Repairs

Replaced two new bottom track rollers on dozer (had in stock)

Two new hydraulic hoses on heavy Maintenance float.

New brake vacuum pump on mechanic work truck.

Staff

Due to the sad loss of Peter Jeffries, all staff (apart from our mechanic Trevor Barndon) attended the funeral in Geraldton on Wednesday the 2nd of October.

There were 13 applications for the Plant Operator position advertised and after going through them it was narrow down to 3. Interviews were then completed and the successful applicant was Stuart Broad as his experience on the dozer and local knowledge made him the best choice.

Trevor Barndon - 4th - 8th October off (Landor races)

Neil Combe - Wednesday 18th - 2hrs off - 19th - 23rd off (Daughter's surprise 21st)

General

- New Isuzu truck for the construction crew going well.
- New semi side tipper delivered by Oil Tech when doing fuel run on the 6th of October - \$1,995
- New pad foot roller – licensed today 9th October will deliver to Shire next week.

- Have ordered work platform for work shop \$1650.00.
- Top Notch Tree Services commenced pruning trees at the Settlement on the 7th of October starting from the back of the roadhouse. (will do front of roadhouse after traffic from Landor races) By Wednesday they were at the sport club and kids play area.
- The Iveco prime mover we put up for tender only received one tender for \$15,000.00.
I would like to talk about keeping it (because of the low \$\$\$'s) and have it as a spare truck/back up, in case one of our truck's break down. (water truck, Kenworth, UD Nissan) This truck could also be used to move the dozer (then we don't have to stop our main truck from working to move plant) from site to site as this year we have a big program for the dozer rehabbing gravel pits, bunding old roads and pushing up gravel for heavy maintenance and construction crew works .
- 4 new satellite phones and car kits have arrived in readiness for installment into - works supervisor 's Hilux, CEO's Prado, construction crew's Iuzu transfer truck and maintenance crew's Canter transfer truck.

Road Traffic Counter Report – Beringarra/Pindar Road and Carnarvon/Mullewa Road.

The traffic counter on the Carnarvon/Mullewa road has been moved onto the Twin-Peaks/Wooleen road (100m west of Twin-Peaks/Wooleen - Wooleen/Meeberrie intersection).

- **300m before Boolardy homestead turn off**
Avg 4 vehicles p/day
[See attachment](#)
- **10km north of Boolardy**
Repaired counter and moved to Wooleen/Meeberrie road
- **100m up MRO road**
Counter was not working. Reset 10/10/2013
- **2.5km north of MRO turn off**
Avg 6.1 vehicles p/day
[See attachment](#)

Carnarvon/Mullewa road.

- **2km north of Settlement**
Avg 33.9 vehicles p/day
[See attachment](#)

I have placed two (2) more counters on the following roads:

- Wooleen/Twin-Peaks road 100m west of Meeberrie/Wooleen intersection.
- Meeberrie/Wooleen road .500m north of same intersection.

ROADS GRADED 12/08/2013 – 14/09/2013

Name	Length of Road		SLK's Graded this month	Heavy-Road Maintenance/Repairs Loader-truck	Comments
Beringarra /Pindar	319.80km			4 grids removed plus finishing off of gravel spreading	3 south, 1 north of Nookawarra
Erong	63.12km		63km		Full grade
Beringarra/Byro	90.89km		21km		Erong road to 21km west
Twin-Peaks/Wooleen	47.65km		4km		Patch graded
Boolardy/Kalli	57.30km				
Byro/Woodleigh	71.00km				
New Forrest/Yallalong	36.18km				
M ^c Nabb/Twin-peaks	49.75km		5km		Contractor
Yallalong-West	34.46km				

Mileura/Nookawarra	49.08km			1 grid removed plus Rebuild of 3 bunds	
Muggon	38.75km				
Manfred	34.55km				
Beringarra/Mt Gould	34.80km				
Tardie/Yuin	13.20km				
Innouendy	9.30km		9km		2 days on this road due to bad condition
Booldardy Homestead	2.00km				
Yunda Homestead	32.80km		33km		
Meeberrie Wooleen	25.22km		25km		Contractor
Mt Wittenoom	37.55km				
Wooleen/Mt Wittenoom	33.85km		15km		Contractor
Beringarra Cue	109.82km				
Booldardy Wooleen	19.08km				
Kalli Cue East	21.87km				
Coodardy Noondie	19.92km				
Butchers Track	64.54km				
Butchers Muggon	23.80km				
Murchison Settlement	2.00km				
Pinegrove Yallalong	-----				
Carnarvon-Mullewa	278.63km		70km		
Woolgorong-South	15.00km				
Nookawarra homestead					
Errabiddy-Bluff	12km				
Air strip Graded					

Total roads graded this month 200km (Contractor – Mt Wittenoom/Wooleen, Meeberrie/Wooleen, Wooleen/Twin-Peaks 45km)

Construction grader maintenance graded 20km north and 20km south of Beringarra/Byro intersection on the Carnarvon /Mullewa road for the Landor races.

Recommendation:

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

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

13.3 Environmental Health Officer – Report following visit to Murchison

ACTION SHEET

Council’s Environmental Health Officer – Philip Swain

Date: 17-19 September 2013

Next visit proposed March/April 2014

Date	Subject	Action Taken
29/4-17/9/2013	RV Dump Point	Various options have been investigated to ensure that the dump point is compliant. This essentially involves the installation being fitted with a holding tank to be pumped as required with the effluent being discharged at the landfill site. This is due to potential contamination from chemicals

		<p>used in RV's. I have submitted an application for approval to the Department of Health for the RV Dump point and a 3000l holding tank fitted with alarm system and submersible pump. When the system is approved I will advise the CEO and the system can be installed. Annual pump outs can be conducted in conjunction with Polocrosse or other events although I am investigating the possibility of the Shire having its own trailer mounted controlled waste vehicle to reduce pump out costs.</p> <p>Action: EHO to confirm approval with CEO. CEO to direct construction of RV Dump Point when approval received.</p>
17/9/2013	Controlled Waste Vehicle	<p>As above, I believe the Shire should explore the possibility of having a "Controlled Waste" vehicle on site for pumping out the RV Dump point and septic as required. I have sought licensing and registration information on this from the Department of Environmental Regulation.</p> <p>Action: EHO to confirm approval process to establish controlled waste collection and disposal at Murchison Settlement</p>
17/9/2013	Annual Waste Audit	<p>I have completed the annual waste audit requested by the Department of Environmental Regulation and submitted the same.</p> <p>Action: No further action</p>
18/9/2013	Settlement Swimming Pool	<p>As advised previously the pool is not a public pool and therefore does not require full compliance with the Health (Aquatic Facilities) Regulations 2007. I have inspected the gates and fences and they are compliant. As before, I recommend that Council consider the installation of a continuous monitoring and chlorination system such as a "Chemigem". I understand that there are funds budgeted to enclose the filtration system and any chlorination system, with a small shed. This can be done without compromising the fencing</p>
18/9/2013	Proposed Refuse Site	<p>I have managed to confirm (after a number of attempts) with Department of Environmental Regulation that the proposal to relocate the settlement refuse site on Reserve 34206 to the north east corner of the reserve does not require licensing or registration. I am still of the view that a new reserve should be surveyed and created for this purpose as the reserve purposes do not identify "waste disposal" or "municipal purposes" as approved land uses. The historical site should also be surveyed and identified within the existing Reserve 34206 as there are likely to be long term implications for this land such as potential contamination.</p> <p>Action: Brian to prepare plan of new waste site showing trench area, sullage area and other wastes such as oil etc.</p>
18/9/2013	Building Compliance issues	<p>The Building Act 2011 and Regulations contain references in the schedules relating to permits with mean that permits for construction and demolition are not required in the Shire. I have previously recommended that consideration be given to amendment of the existing policy and delegations to reflect this. The existing planning and building policy/delegation (2.6 Planning Consent) is no longer current and I have agreed to prepare draft policy and delegations for the CEO</p> <p>Action: EHO to provide draft policy and delegations relating to the Building Act and Regulations. CEO to resolve Planning Delegations when Draft Scheme is developed.</p>
18/9/2013	Sportsmans Club Inspection	<p>I have inspected this facility. Some items identified in April have been attended to but there are several that require attention;</p> <ol style="list-style-type: none"> 1. Install self closers to kitchen flywire doors 2. Replace fluorescent lights with shatterproof tubes in kitchen 3. Repair Aircond vent to ceiling in kitchen 4. Seal ceiling wall joints in rear area of kitchen 5. Replace enclosure or install flyscreening above coolroom in bar area 6. Reseal plinth and seal floor wall joint in meeting room ablutions;

		<p>7. To be fully compliant the meeting room should have a battery backup exit sign installed above the glass door.</p> <p>Action: CEO to organise maintenance items.</p>
19/9/2013	Food Business Inspection - Roadhouse	<p>The operation is generally good with a few minor matters needing attention. I understand the Shire is seeking new proprietors who will need to be registered prior to commencing food sales. I have attached a notification form for your reference</p> <p>The main items of structural noncompliance are the broken tiling and brickwork chasing behind the deep fryers and under both hand basins, which are outstanding since April and need to be rectified. These require filling and retiling.</p> <p>Items requiring attention;</p> <ol style="list-style-type: none"> 1. The upright domestic type freezer unit in the kitchen does not maintain < -15 degrees and its use should be limited or the unit replaced; 2. Pest control by the Shire and or the proprietor should be recorded to demonstrate that it is occurring. (I am hoping you can clarify this when the new proprietors start); 3. Ensure new proprietors have sanitiser procedures in place and refer to EHO if they are unsure of this. <p>Action: CEO to arrange Food Business Notification to EHO when new proprietors commence.</p>
19/9/2013	Mosquito breeding within Settlement	<p>As discussed previously the main source of mosquito breeding I believe are the septic systems throughout the community. I have previously inspected the tanks and drains and vent pipes at several houses and there are a number with exposed inspection openings and there are vent pipes on a number of buildings with no flywire in the vent. As discussed, plugging the inspection openings and replacing mosquito proof cowls on vent pipes through out the community would go some way to reducing local breeding and adult mosquito numbers. If any other breeding sites are identified it would always be best to treat these at the larval stage. The treatment recommended is S – Methoprene (Altosid) in Briquette or granular form and available from Garrards Pest Control. It would also be handy to have a supply on hand for treating stagnant waters such as road gullies etc after rains.</p> <p>Action: Brian to reseal tanks and drains where exposed and ensure vent pipe cowls throughout the community are mosquito proof. Brian to purchase supply of Altosid briquettes or granular larvicide from Garrards.</p>
19/9/2013	Caravan Park Inspection	<p>I have inspected this facility and have provided an attached report with maintenance and other items for your information. I am most concerned about the provision of fire fighting equipment as I believe the current arrangements are inadequate. A fire hose reel at both ends of the caravan area should be given priority. Items requiring attention are;</p> <ol style="list-style-type: none"> 1. The fire hose reel adjacent to the Shire Office to be moved to caravan park and be connected to one hose stand; 2. The hose stands be included in the fire services inspection regime with Midwest Fire Services 3. The cistern that is not functional in the female WC be replaced 4. Border tiles in Mens shower cubicle 1 be re-glued and grouted <p>The other key noncompliance is the laundry facility, which is pending. As before a slop-hopper should be available as part of the existing ablutions and if not present included in the laundry project. The laundry requirements are as per my April report.</p> <p>Action: CEO to arrange maintenance items</p>

Recommendation:

That the Environmental Health Officers report be accepted.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

14.2 Councillors

15. REPORTS OF COMMITTEES

16. FINANCE

16.1 Financial Activity Statements to 30th September 2013

File:	2.2
Author:	Dianne Daniels – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 October 2013
Attachments:	Financial Activity Statements for 3 months to 30 th September 2013 Balance Sheet Income Statement by Program Summary Income Statement by Program Detail Income Statement by Nature & Type 12-13 Balance Sheet/Income Statement

Matter for Consideration:

Council to consider adopting the monthly financial statements for September 2013.

Background:

The Local Government (Financial Management) Regulations 1996. Regulation 34 requires that local government report on a monthly basis and prescribes what is required to be reported.

Comment:

The Current Position at 30 September 2013 is a surplus of \$1,759,155 against a YTD Budget of \$1,642,662 so up \$116,493:

Opening Funding Surplus variance	(59,207)
Add Operating Revenues up	164,755
Add Operating Expenditure down	229,710
Less Funding Balance Adjustment	-79,184
Less Capital Revenue down	-41,000
Less Capital Expenditure up	-141,461
Add Rate Revenue up (timing)	42,880
	<u>116,493</u>

The Opening Funding Position has decreased by \$59,207 (2.75%) due to adjustments made preparing the 2012-13 Annual Financial Statements. I have attached the updated 2012-13 Balance Sheet and Income Statement, with variances to the June reports presented to the July Council Meeting highlighted in red. We will consider the impact of this on our balanced budget at the Budget Review.

Refer pages 24 and 25 of the attachment for details of variances against budget. Those variances are summarised below:

Operating Revenues up are mainly a timing issue, with the Main Roads Regional Roads – Direct Grant of \$144.1 k coming in earlier than budgeted. Also, fuel sales through the Roadhouse were higher than predicted, bringing in an extra \$32.8k (up 45%) for the September period (offset however, by Roadhouse fuel costs up 48%).

Operating Expenditure down is due mainly to Governance down \$35.3 k, with Council travel and conferences less than predicted and Admin allocations well down on budget; Community Amenities was down \$21.7k as there has been less expenditure on the Town Plan to date than predicted; and Transport was down \$146.8k. Under Transport, Road Maintenance was up 16% as it includes invoices from contractors and Heavy Maintenance was up 44% - we have budgeted for \$16.6k per month but to date have averaged \$24k per month. However, Admin and Depreciation Allocations were well under budget, so that overall Transport was down.

Capital Revenue down \$41k is a timing issue, with only \$55k received from the Department of Planning for the Town Planning Strategy and Scheme rather than the budgeted \$95k and proceeds from the disposal of the Mitsubishi Fuso were less than predicted by \$6k; this was offset by \$5k from tourism WA for Astrofest 2013.

Capital Expenditure up \$141.5 k is mainly a timing issue due to \$96.5k for Side-tipper scheduled for October purchased in September and \$25.4k for new grid spent earlier than predicted; as well as this the Construction Agreed program was \$59k over budget, which is an improvement on August, but will require further examination to see if we have under-budgeted in this area. These expenditures were off-set by various Capital items scheduled for purchase in September, but not yet underway.

Capital Expenditure that impacted the Balance Sheet in September was:

- Pool vehicle – RAV4
- Roadwest tri-axle side-tipper
- Isuzu 5 tonne crew-cab
- Elross 2013 6m caravan (invoice for second caravan)
- Reimburse Works Supervisors air-conditioners
- Gravel approaches to new grid
- CSIRO Road Fund – Address Safety Issues – purchase of concrete and signs
- Construction – Agreed Program – work as per Works Supervisors report

September was a busy month with the audit and acquittal of the Royalty for Regions grants and the Auditors on site for the audit of the 2012-13 Annual Financial Report. NBN Interim Satellite Broadband was installed to all properties, which will deliver a sizeable savings to Council and rates were run, with the first instalment date being the 30th November.

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.

Financial Implications:

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

Consultation:

UHY Haines Norton

Recommendation:

That Council adopt the financial statements for the period ending 30th September, as attached

Voting Requirements:

Simple majority.

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

16.2 Accounts Paid during the period since the last list was adopted/endorsed by Council

File:	
Author:	Dianne Daniels Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 October 2013
Attachments:	EFT & Cheque Details for September 2013

Matter for Consideration:

Authorisation of accounts paid during the month of September 2013.

Background:

Accounts paid are required to be submitted each month.

Comment:

Payments made during the month of September as per attached schedule

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 and Trust Accounts.

Consultation:

None

Recommendation:

That the accounts as per the attached Schedule presented to this meeting totalling \$1,232,190.27 be passed for payment/endorsed by Council.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

17. DEVELOPMENT

17.1 Wild Dog Control

File:	13.2
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	18 th October 2013
Attachments:	Minutes Wild Dog Control Working Group

Matter for Consideration:

Council to consider the recommendations of the Wild Dog Control Working Group

Background:

At the August meeting council resolved:

Council Decision:		
Moved: Councillor Seaman	Seconded: Councillor Foulkes-Taylor	
<p>The shire of Murchison proposes to form a Wild Dog Control Working group. This Working Group will</p> <ul style="list-style-type: none"> • Contain one Shire of Murchison Councillor, Two community representatives and the Shire of Murchison CEO. • Develop a plan of action with achievable and measurable goals. • Meet at the earliest possible date at the shire of Murchison. • Report initial findings at the October 2013 ordinary council meeting. • Reg Seaman and Sandy McTaggart be invited to be the two community representatives on the working group. 		
Carried	For: 6	Against: 0

Comment:

The working group met on the 28th September – Minutes of the meeting are attached. The recommendation of the group was that Council use \$15,000 to set up a bounty system for the control of wild dogs along the same lines as the one recently announced by the Minister for Agriculture and use \$5,000 to purchase meat for the preparation of baits.

Since the meeting Mr Reg Seaman has spoken to Geraldton Pet Meats and he has confirmed that the sausage meat is supplied in 20 Kg boxes at \$5.50 per Kg (\$110 – per box). If council decides we will stock some of this at the settlement we should set up a registry page so as we know who takes it, how much, date and sign off on it to maintain proper records.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

There has been a \$20,000 allocation made in this years budget.

Recommendation:

That Council allocates \$15,000 to set up a bounty system for the control of wild dogs along the same lines as the bounty system recently announced by the Minister for Agriculture and Food which is being trialled in the adjoining MRVC area:-

- \$100 per dog;
- only pastoralists able to claim the bounty;
- doggers and professionals to be excluded;
- to cover all stations within the shire of Murchison except those already included under the States’ trial who would be able to get their bounties from that scheme.
- details of where dogs are shot to be noted to enable a map of the area to be built up;
- pastoralists to take the scalps to regional co-ordinators who sign off and advise the shire to make the payment – suggested Reg Seaman, Andrew Whitmarsh and Mark Halleen as the co-ordinators

and that Council allocates \$5,000 to purchase meat for the preparation of baits, this meat to be stored at the community freight shed freezer and made available to pastoralists as required.

Voting Requirements:

Simple Majority

Council Decision:	
Moved: Councillor	Seconded: Councillor
Carried/Lost	For: Against:

17.2 Ballinyoo Bridge

File:	12.6
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	18 th October 2013
Attachments:	Ballinyoo Bridge Letter

Matter for Consideration:

Consideration of the letter received from the Grants Commission in response to our application for funding for the Ballinyoo Bridge replacement.

Background:

When the Grants Commission visited Murchison on the 3rd September we presented them with a submission to apply for \$500,000 of funding from the Special Project – Bridges fund. This was to make up the shortfall in the proposed business case following the discontinuation of the regional Royalties for Regions Regional Funding which the shire had been planning to use for this project.

Comment:

The application has been declined as Main Roads have advised the Grants Commission that Ballinyoo Bridge does not have sufficient priority to be included.

However they are suggesting an alternative funding source. It appears highly likely that the Roads to Recovery Program will continue for a further five years after the close of this round in 2013-14. If it is along the same lines as the previous rounds there was a component for bridges. (I believe this is where in 2005/06 \$680,000 was allocated from which ended up being used to do the low level crossing). The Grants commission would consider funding the \$500,000 from the new programme in 2014-15.

However they need an undertaking from council that the \$4,500,000 is guaranteed from the other funding sources and that all bridge investigations and design of the bridge is completed by June 2014.

As we do not yet have definite confirmation of the other funding via the MWIP, Council can only respond that it supports seeking funding from the bridges fund and that it will advise the Grants Commission as soon as the funds are formally approved.

In recent discussion with Steve Douglas of the MWDC it was noted that the amended business case had been approved by the MWIP's board and was with the Minister for final decision, so hopefully it will not be too long before a decision is advised.

The time line included in the Commission letter fits in with the project time frame in our Business Case (see below) but this is subject to confirmation of funding being received before too much longer.

Project timeframe: January 2014 to January 2015

Item / Deliverable / Milestone	Responsibility	Aug 2013	Sep 2013	Jan 2014	Feb 2014	Jun 2014	Jul 2014	Aug 2014	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015
Final Funding Approval – R4R – Mid West Investment Plan	Shire of Murchison	■											
Application to WA Local Government Grants Commission for Special Projects-Bridges Grant	Shire of Murchison		■										
Finalise diagrams/drawings	Shire/Consultant Engineer			■									
Tender process	Shire/Consultant Engineer				■								
Demolition and construction works	Shire/Consultant Engineer					■	■	■	■	■	■	■	
Official Opening	Shire of Murchison												■

Statutory Environment:

S3.53 of the Local Government Act 1995 and s.55 (20) of the Land Administration Act 1997. The local government within the district of which a road is situated has the care, control and management of the road.

Strategic Implications:

Improved chance of obtaining grant funding.

Policy Implications:

Nil

Financial Implications:

This is a major project which will have financial implications on the 2013/2014 and 2014/2015 budgets and the long term financial planning of the Shire.

Consultation

Brent Hamblin, Asset/ Contract Manager Structures Mid West/ Gascoyne Regions Main Roads WA
 Steve Douglas, MWDC

Recommendation:

That council writes to the Grants Commission saying that it wishes to apply for funding under the Bridge component of the next Round of Roads to Recovery if it is available and that it will advise the Grants Commission as soon as it can guarantee the other funding sources as outlined in the Business Case submitted. Also that as soon as the other funding is secured it will work to ensure all bridge investigations and design of the bridge are completed so that work can commence by June 2014

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

18. ADMINISTRATION

18.1 Tender – Sale of Surplus Items

File:	12.15
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	18 th October 2013
Attachments:	Notes of the Plant Working Group Meeting

Matter for Consideration:

Tenders have been called for the disposal of the Iveco Prime Mover, tandem pig trailer and 3 x K-Hitch trailer axles.

Background:

As part of the plant replacement programme and the budget it was decided to dispose of the 2003 Iveco Prime Mover, the estimated sale price was \$50,000; the 1993 Tandem Pig Trailer, the estimated sale price was \$5,000 and 3 K-Hitch axles, no sale price estimated. Tenders were advertised on the 26th August with a closing date of 27th September.

The items were taken to Geraldton as it was felt that we would have a better chance of attracting buyers if the items could be inspected and Peter Kelliher assisted by housing them at Kelly’s Truck and Marine, 214 Place Road, Geraldton.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor		Seconded: Councillor
Carried/Lost	For:	Against:

18.2 Christmas Shutdown Period and associated functions

File:	
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	18 th October 2013
Attachments:	Nil

Matter for Consideration:

For Council to consider the annual Christmas shutdown period, date of the December Council meeting and date for the staff/councillor Christmas Function.

Background:

In previous years Council has closed the Office during the Christmas/New year period. There has also been a staff/councillor Christmas Function and it might be a good idea to amend the date of the December Council meeting to coincide with this function.

Comment:

Most of the outside crew will be on break from Friday the 20th December. The December meeting is currently scheduled for that day. It might be more suitable to move the meeting forward to Thursday the 19th with the staff/councillor function to follow that evening. This would leave the previous Saturday – the 14th December - as an available date for the Christmas Tree function.

It is proposed that the office will be closed from Monday 23rd December until Thursday the 2nd January 2014. However the CEO will be in the office for the majority of this time and the office telephone system will be diverted to the CEO’s mobile phone when not in the settlement during this period if that is acceptable to Council.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Recommendation:

- That the arrangements made by the CEO regarding the annual shutdown period be endorsed and the change of meeting date advertised.
- That the December meeting of Council be changed to Thursday 19th December 2013 with the annual staff/councillor function to be held on the same day commencing from 5:00pm

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

18.3 Christmas Freight Run

File:	11.16
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	18 th October 2013
Attachments:	Nil

Matter for Consideration:

For Council to consider the delivery of freight to the settlement over the Christmas and New Year period.

Background:

Geraldton-Murchison freight make weekly deliveries to the settlement every Thursday.

Comment:

This year Christmas Day is a Wednesday and Boxing Day is a Thursday. The following week New Year’s Day falls on a Wednesday. As the shops will be closed on these days it will be impossible to have deliveries on a Thursday. Keros has suggested a delivery on the Tuesday in between. However most of the people in the settlement go away for Christmas and there will only be a minimal order likely to be placed over the period. We could just have the delivery on Thursday the 19th December and then not worry until the 9th January. This is a period of three weeks but as long as plenty of notice is given to community members everyone should be able to manage. The Roadhouse is usually quiet during the period and there is adequate chiller and freezer capacity at the freight shed to allow them to buy in supplies on the 19th. Also this would give the freight operator a couple of weeks break as he delivers every other week of the year.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Recommendation:

That the freight delivery dates for the Christmas/New Year Period be 19th December 2013 and then next delivery 9th January 2014. That these dates be advertised to all community members so that arrangements can be made for adequate supplies to be ordered in.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

18.4 Request for Annual Leave - CEO

File:	4.20
Author:	Jenny Goodbourn – Chief Executive Officer
Interest Declared:	No interest to Disclose
Date:	18 th October 2013
Attachments:	Nil

Matter for Consideration:

Approval of annual leave for the CEO and notice of appointment of Acting CEO.

Background:

The CEO would prefer to apply for annual leave during January or February each year to enable her to visit the cottages she and her husband have in Tasmania. The CEO last took leave from the 19th January 2013 to the 10th February 2013. Apart from that the odd few days have been taken away from the settlement in the last few months. The proposed leave is for a period of five weeks. Further annual leave would not be requested until early 2015.

Comment:

The Chief Executive Officer requests Council approval to take leave for the period commencing 13th January 2014 to 14th February 2014 inclusive (five weeks).

The CEO’s Annual leave needs to be approved by council.

The position description for the Deputy CEO includes acting in the CEO position when the CEO is on leave.

The DCEO, Dianne Daniels, has advised that she is happy to cover the role of CEO during that period.

There is no meeting scheduled for January and the CEO would be back in time for the February meeting.

The DCEO is taking leave from Christmas but will be back in work on the 13th January and the CEO would be contactable by email and mobile to advise of any urgent items that needed a handover.

Statutory Environment:

The Local Government Act 1995 requires the Council to appoint a CEO. Although there are no Regulations concerning the appointment of Acting CEO’s it would be prudent to ensure the appointment of an Acting CEO is formalised.

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

The Deputy CEO would be paid at the CEO rate for this period.

Consultation:

Deputy CEO

Recommendation:

That annual leave for the Chief Executive Officer be approved for the period commencing 13th January 2014 to 14th February 2014 inclusive.

That subject to the CEO’s leave approval, deputy CEO, Dianne Daniels be appointed as Acting CEO for the period 13th January 2014 to 14th February 2014 inclusive and be remunerated at the salary of the incumbent CEO for that period.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor

Seconded: Councillor

Carried/Lost

18.5 Gym Equipment Proposal

File:	11.2
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	18 th October 2013
Attachments:	Nil

Matter for Consideration:

Request received from some settlement residents asking to use part of the sports club as a gym.

Background:

Some of the residents have gym equipment at their homes and are hoping to establish a gym by moving their equipment into the meeting room.

Comment:

Letter received regarding the use of the sports club facility:

*Peta Panting
12 Kurara Way
Murchison WA 6630*

8.10.2013

Council Meeting 19 October,

Use of Sports Club Facility

As the weather is getting warmer we would like to put to the Shire Council that some of us in the Settlement would like to set up a gym at the Sports Club complex.

We have our own gym gear and would appreciate if we could use the space at the sports complex.

Also it is there for any others that might like to use the gym.

We are aware that the rooms are used also for meetings and we are happy to pack our gym gear to one side when required.

Kind regards

Peta, Sharon and Melissa

The request sounds like a good idea and might encourage people to take part in getting fit and healthy. Often people are more likely to 'work out' if there is a bit of a group and someone to 'work out' with. Lots of people in the settlement go walking before work and are keen to improve or maintain their health. The gym would be in the end meeting room so that there is air-conditioning and it is lockable. It would allow people to exercise in the evenings when it is too dark to walk around. This room is used for the MAC meetings and other occasional meetings so the equipment would need to be stored or moved out of the way at these times but the people asking have said they would be happy to do this. The sports club is a central point for the settlement but is not utilised very much. We have recently set up a dart board as a lot of people are keen to play darts and with the proposed development of the bowling greens this will see some further use of the facilities.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Recommendation:

That council approves the request to set up a gym in the sports club facility as presented.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
Carried/Lost	For:	Against:

19. NOTICE OF MOTION

19.1 Carnarvon Rangelands Biosecurity Association

File:	13.2
Author:	Councillor Bridget Seaman
Interest Declared:	No interest to disclose
Date:	6 th August 2013
Attachments:	CRBA 2013-14

Matter for Consideration:

Proposal to withhold \$10,000 contribution to the CRBA.

Background:

Councillor Seaman has given notice of a motion regarding the Carnarvon Rangelands Biosecurity Association.

Comment:

The Carnarvon CRBA has been in disarray, and the AGM held in Carnarvon on the 19th of September resulted in the resignation of the Chair and much confusion for the Management Committee....and Ratepayers.

There are many issues that the CRBA need to resolve that have bogged down this Management Committee. Until such time as the CRBA can provide evidence that it is a fully functional Committee and able to carry out the mission statement in its 2011-2015 Strategic Plan and 2013-2014 operational plans the shire of Murchison will

- Withhold the \$10 000 budgeted in 2013/14 for this Committee.
- recognize the importance of the CRBA and will reconsider this funding once the committee becomes fully operational and communicates this with its members.

Financial Implications:

Council has made a \$10,000 provision in the 2013/2014 for support of the CRBA

Motion:

Until such time as the CRBA can provide evidence that it is a fully functional Committee and able to carry out the mission statement in its 2011-2015 Strategic Plan and 2013-2014 operational plans the shire of Murchison will

- Withhold the \$10,000 budgeted in 2013/14 for this Committee.
- recognize the importance of the CRBA and will reconsider this funding once the committee becomes fully operational and communicates this with its members.

Voting Requirements:

Simple Majority

