



Western Australia

Minutes for the Ordinary Meeting of the Murchison Shire Council,
Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On Friday **19th April 2013**, commencing at 10.00 am.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 9.57 am.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**Elected Members:**

Councillor S A Broad, Shire President
 Councillor R E Foulkes-Taylor, Deputy Shire President
 Councillor M W Halleen
 Councillor B M Seaman
 Councillor P R Squires
 Councillor A Whitmarsh

Staff:

Ms Jenny Goodbourn, Chief Executive Officer
 Ms Dianne Daniels, Deputy Chief Executive Officer

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

Nil

4.1 Standing Orders

There was discussion on the next motion. Cr Seaman was against the motion being put as she felt it was unnecessary and that other sections of the standing orders might also need to be stood down to ensure the meeting was fully compliant.

Cr Squires spoke for the motion as he felt that it allowed better discussion and decision making.

Cr Seaman says she has looked at all the standing orders and feels that if the meetings are properly controlled by the President, as they are, then there isn't a problem.

Cr Halleen spoke for the motion and suggested we review the standing orders to ensure relevance.

Council Decision:

Moved: Councillor Squires

Seconded: Councillor Halleen

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

For: 5

Against: 1

5. NEXT MEETING

The next meeting is scheduled for Friday 17th May, 2013.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Councillor Halleen requested a leave of absence for the next ordinary meeting of 17th May, 2013.

Council Decision:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Whitmarsh

That Councillor Halleen be granted a leave of absence for the May Ordinary Meeting of Council.

Carried

For: 6

Against: 0

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

8. CONFIRMATION OF MINUTES

8.1 Ordinary Council Meeting – 27th March 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 27th March 2013 be confirmed as an accurate record of proceedings

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Whitmarsh

Seconded: Councillor Foulkes-Taylor

That the minutes of the Ordinary Council meeting held on 27th March 2013 be confirmed as an accurate record of proceedings

Carried

For: 6

Against: 0

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

The Shire President announced that Tony Turner would be joining council to present the draft Town Planning Strategy and Town Planning Scheme to council.

Council broke for morning tea at 10.05 am.

Council resumed the meeting at 10.22 am.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

The Shire President welcomed Mr Tony Turner of Geraldton Independent Planners and handed over to him for his presentation.

Mr Turner had brought copies of the Draft Shire of Murchison Town Planning Scheme #1 Scheme text and the Draft Shire of Murchison Town Planning Scheme #1 Local Planning Strategy which he distributed to the councillors.

Following the Planning and Development Act 2005 it became necessary for all towns to develop a Town Planning Scheme and Strategy. The CEO approached Mr Turner in 2009 to undertake the work. There were delays with obtaining plans, some of which was due to the site of the MRO/ASKAP facility being updated onto the maps and the zoning of that facility.

Mr Turner went through the TP Strategy and TP Scheme. He has tried to keep it as simple as possible. The unique position of Murchison is that we have ‘no town’ and no freehold land within the settlement.

All land currently vested in the shire is under reserves and no development can be undertaken without the approval of the Department of Regional Development and Land.

Cr Seaman asked for clarification as to whether the scheme was over the settlement or the whole of the Shire. It is to cover the whole of the Shire.

There was discussion on the Special Category Lands (Section 19) which covers the MRO development and it was requested that Mr Turner include a more detailed explanation within the plans.

Cr Halleen enquired about the Aboriginal Heritage Act and the implications that could have on planning within the shire – have the reserves extinguished native title? Further information is required.

The CEO queried the zoning table included within the scheme and the fact that anything within the settlement was referred back to a ‘Special Area Plan’ but no such plan was actually included. Mr Turner advised this was to be developed in line with the CBD committee plans. This may no longer be the case in view of the Strategic Community Plan which is being developed as part of the Integrated Planning Process,

following community consultation, and which will supersede previous plans. Further details are required as this 'plan' is the whole basis of the TPS for the Murchison Settlement.

Cr Seaman left the discussion at 11.04 am.

Cr Seaman returned to the meeting at 11.07 am.

Cr Seaman asked for details of the contract and payments agreed, Mr Turner advised the first instalment was paid on engagement, second is due on presentation of plans and final on submission to WA Planning Commission.

There was some further discussion regarding Heritage implications and other matters and how/where to progress from now.

Mr Turner pointed out that this was just the first draft and council need to go through the plans, and discuss amendments needed and get back to the CEO with changes.

The CEO suggested that it may need a workshop to work through everything needed.

Mr Turner was asked if there was a specific time frame to have the reports developed by. He advised that there wasn't.

Being no further discussion the President thanked Mr Turner for his attendance at the meeting and said that Mr Turner was welcome to stay for lunch – but he declined as he needed to return to Geraldton as soon as possible.

Mr Turner left the meeting at 11.13 am.

11. ACTION LIST

No.	Item	Action	Action
1.	CEO Residence	Decorative front fence – need input from new CEO	Ongoing – Design pending
2.	Improve shade house south of Road House	Per MSDC meeting and September Council meeting. Changed per November 2012 meeting	RLCIP funding changed – further input required re shade house
3.	Concrete front of motel units	Budgeted item	Not yet actioned
4.	Beringarra-Pindar Road New Road Agreement	Agreement signed and returned.	Completed
5.	Provision for open fires at Caravan Park	Investigate – get quotes	Not yet actioned
6.	Replacement Patient Transport Vehicle	Replacement vehicle obtained. Tenders called for disposal of old vehicle.	Tenders close 2 nd May
7.	Kalli Road classification as a road of regional significance	Road included in Roads 2030 document.	Completed.
8.	Bitumen and Sealing works Carnarvon-Mullewa Road	Work commenced 3 rd April. 17.5kms of new seal completed. Re-seal and repairs under way	Should be completed by the 17 th April
9.	Stripping of Road south of settlement	Repair work being carried out at time of seal.	Should be completed by 17 th April.
10.	MSDC – Variation to grant and plans for laundry	Variation to grant approved. Laundry plans x 3 received.	Quotes obtained for council review today
11.	Classification of Pindar Beringarra Road	Pindar – Beringarra ongoing.	Further letter sent.
12.	Nookawarra Airstrip	Meeting with the Tomkins held 11 th March	Still awaiting reply to a legal matter.
13.	Advisory Committee – SKA site access road	Reply received from Minister's office. Discussion with Dept. of Commerce. Awaiting decision as to which portfolio it will be under in new government.	Working with Steve Douglas of MWDC to define terms of reference etc.

14.	Community Centre Kitchen	Install Lockable Storage Area	Materials ordered, work to commence very shortly.
15.	Rates on Boolardy Station now that it is owned by CSIRO	Response received from PLB.	Letter being sent to CSIRO regarding ex-gratia payment.
16.	Review of the committees of council	Establish terms of reference and roles of councils committees.	CEO working on details for presentation to council as soon as completed
17.	Dust Suppression	Costing prepared – submitted to CSIRO	Awaiting CSIRO response
18.	Contact CGG re gravel road in their shire. Carnarvon-Mullewa and Beringarra-Pindar	Letter sent to Neil Arbuthnot, Director Community Infrastructure. He has acknowledged letter	Awaiting response

There was discussion on the action list.

Cr Squires asked if there had been anything further following the signing of the CSIRO road agreement. The CEO advised she is still waiting on an executed copy from James Abbot and confirmation of the monies available toward the suggested dust suppression work.

Cr Halleen asked about a couple of sections of seal which appear to be stripping. CEO to follow up with Works Supervisor upon his return and with Greenfields should there be a problem.

It was asked what sort of interest we had received in the disposal of the old patient transfer vehicle. There have been quite a few responses to the advertising and three or four people coming to inspect the vehicle. So far only a couple of tenders have been received but it doesn't close until 3rd May.

Cr Seaman queried if we have received anything further from Civic Legal regarding point 12. They have been working on the issue but nothing has been received yet. Once we have their legal advice we can progress the matter accordingly.

Recommendation:

That the Action List be accepted.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Halleen

Seconded: Councillor Foulkes-Taylor

That the Action List be accepted.

Carried

For: 6

Against: 0

12. DISCLOSURE OF INTERESTS

Nil

13. REPORTS OF OFFICERS

13.1 Monthly Plant Report – Works Supervisor

HEAVY PLANT			Start	End	Total	
Plant Item	Year	Rego	Hours	Hours/km	Total	Operating Costs Including Fuel
Cat Grader 12H	2005	MU 141	9405	9599	194	\$48,600.10
Cat Grader 12M	2008	MU 51	5374	5522	148	\$50,791.82
Volvo L110 Loader	2006	MU 65	5071	5183.8	112.8	\$37,901.93
Komatsu Dozer	1997			8034		\$ 7,677.42
Cat Vibrating Roller	2005	MU 177	1170.5	1248	77.50	\$27,669.13
John Deere Grader	2011	MU 121	2455.8	2590	134.20	\$40,095.45

Bomag M/Tyre Roller	2012		801.8	859.6	57.80	\$ 8,647.65
Cat 938G Loader	2004	MU 193	3758	5182.4	3845	\$16,286.95
Kenworth Prime Mover	2004	MU 000		550		\$29,250.27
Kenworth Prime Mover						\$ 1,504.79
Iveco Prime Mover	2003	1AGW988	264442	265646	1204	
Nissan UD	2009	000 MU	133193	136377	3184	\$45,377.87
Iveco Tipper	2004	MU 00	157757	157796	39	\$26,283.75

Generator 2-110kva	2011		5863.0	6366.8	503.8	
Generator 1-110kva	2011		5391.2	5680.0	288.80	
Maintenance Genset			7342.1			\$ 1,503.08
Maintenance Kubota				1320.2		
Construction Genset				83		\$ 1,380.69
Kubota 6kva Genset	2012					

Mitsubishi Canter	2011	01 MU	70090	72400	2310	\$ 8,872.68
Mitsubishi Canter	2004	MU 140	147767	151797	4030	\$ 9,004.72
Toyota Prado	2012	MU 0	2480	3552	1072	\$ 1,143.51
Great Wall	2012	MU167	4032	6831	2799	\$ 1,287.72
Isuzu DMAX	2009	MU 300	140149	142408	2259	\$ 6,600.66
Toyota Hilux	2011	MU 1018	79948	83037	3089	\$ 9,806.00
Isuzu T/Top	2005	MU1002	105723	105997	274	\$10,713.54
Toyota P/T Vehicle	1986	MU 1017	21188	21188		\$ 1,347.60
Side Tipper	2001	MU 2010	19417	21471	2054	\$ 3,020.31
Side Tipper – Evertran	2009	MU 662	61951.2	63311	1359.8	\$ 9,490.27
Tri-Axle Low Loader	2008	MU 663		1074		\$28,275.79
No. 2 float	2001	MU 2004	23461			\$ 2,384.37
30000lt Water Tank	2005	MU 2024	22653	23981	1328	\$ 3,749.52
Dog Fuel Trailer	1993	MU 658				\$ 2,176.29
Dog Fuel Trailer	1972	MU 2005				
Dolly 1-Red	2001	MU 2003				\$ 1,478.19
Dolly 2-Black	2000	MU 2009				\$ 1,721.73
New Holland Ford Tractor	2006	MU 380	1565.9	1571.8	5.9	\$ 536.65
Forklift			11794	11803.5	9.5	\$ 411.67
Caravans						
Various small plant						\$ 8,660.05
Ride on Mower – JD			242	264.6	22.6	
Patient Transfer Mercede						\$ 20.00

13.2 Works Report – Works Supervisor

As the works supervisor is on annual leave there is no report available.

In the last couple of weeks the outside crew has been flat out working with RnR contractors and Nigel Goode from Greenfield Technical Services to complete the sealing project on the Carnarvon-Mullewa Road. All hands have been on deck including some additional casual/contract workers to ensure the work kept flowing, whilst members of the permanent crew were away on leave.

The completion of the work will see an additional 17.5kms of seal – extending the seal almost to the Ballinyoo Bridge, the first 10km section south of the settlement will have been re-sealed and repairs carried out to the sections that were stripping from last year's work.

The CEO gave a report on the Sealing project which was completed on the 17th April.

Cr Squires raised the operating costs of the Kenworth which show on two lines as \$29,250.27 and \$1,504.79. Was this actually all for the new Kenworth? Deputy CEO, Dianne Daniels, will investigate and get back to council. Most probably this includes the costs year to date for the previous Iveco and is not all for the Kenworth as the licence plates were transferred on the vehicles.

Cr Foulkes-Taylor queried some issues with the sealing work and the engineering support provided.

Cr Squires left the meeting at 11.31 am

Cr Squires returned to the meeting at 11.33 am

Cr Halleen asked for the gullies on the south side of the work on the Woolleen-Meeberrie Road to be looked at as he is worried they are too narrow and may cause water to wash across the road so need to be opened up.

The President queried costs on the plant report – are they year to date or whole of life costs? Dianne Daniels, Deputy CEO, advised the costs are from 1st July – and the hours are for the month in the report. It was requested that it would be better to see whole of life costs for the plant so that council can monitor any problems that might be occurring and also better if fuel was separated out. Dianne said she will be able to do this for council if this is what they would prefer.

Recommendation:

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

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor Whitmarsh	Seconded: Councillor Squires	
That the Work's Supervisor's report be accepted.		
Carried	For: 6	Against: 0

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

The Shire President said he had attended the Workshop on the Strategic Community plan held on the 10th April. He will be attending the State Council meeting being held in Karratha on the 2nd-3rd May.

14.2 Councillors

Cr Seaman

Cr Seaman had attended the Workshop on the Strategic Community Plan and thought it had been an incredibly important and good workshop. The dynamics had worked well and as the group discussed salient points Travis had deciphered and entered these points into the document. She felt that all members try very hard to get to council meeting and that if we have further workshops coming up we need to decide on a date that is suitable to everyone so that all six councillors can attend.

Cr Seaman advised that WARRAG had officially been wound up and was disappointed with this. Once the new DG's groups are worked out she hoped that there would continue to be input from a local level as it is very important.

Cr Whitmarsh

Cr Whitmarsh advised that he had attended the Workshop on the Strategic Community Plan on the 10th April.

Cr Squires

No meetings attended but wanted to express thanks to Jenny and Dianne and crew for work done to cover Brian's job whilst he had been on leave.

Cr Foulkes-Taylor

No meetings attended.

Cr Halleen

Cr Halleen had attended the Workshop on the Strategic Community plan held on the 10th April. He also wanted to say how well Jenny, Dianne and the crew had worked over the past three weeks.

15. REPORTS OF COMMITTEES

15.1 Crosslands Community Fund Management Committee

The Crosslands community Fund received an application for funding from MAC on the 22nd March. The request was for a donation up to \$1,000 towards the cost of arranging the saxophonist Annie Baven to perform at the Murchison Settlement on the 27th April.

To the Fund administrator,

On behalf of the Murchison Arts Council, I would like to apply for community funding to arrange the Saxophonist Annie Baven to perform at the Murchison Settlement. The Murchison Arts Council was originally formed to encourage culture and the arts into the community and I feel, as a new comer, that this focus may have been lost over recent years. By organising this event, I hope to achieve a new (higher) level of unity, optimism, sense of involvement and a chance to experience skilfully performed music by the people living in the Murchison Shire and surrounding districts.

I have spoken to Annie Baven, who was introduced to me by Sam Stewart, current Roadhouse manager, in regards to holding an event on Saturday the 27th of April. This would be on the basis that we assist in her costs such as fuel and accommodation/food and pay her performance fee of \$110/hr. for approximately 3-4 hrs., which includes hire of her sound equipment. She has indicated she would like to stay for a group breakfast the next morning, where she would like to busk and have her CD's available for purchase. She will confirm her availability on Tuesday the 19th of March, based on being able to fill surrounding dates nearby.

The intention is to invite everyone within the shire boundaries and neighbouring properties, family and friends to attend, including the Pia Wadjarri Community.

The total cost is not expected to exceed \$1000, \$550 maximum performance fee, \$130 room accommodation and 4 meals maximum, and up to \$400 fuel. I have gained the sponsorship of Oasis Roadhouse to cover Annie Baven's accommodation and meals. Also the organisation of the following mornings breakfast. I am also approaching Oiltech in regards to a fuel voucher or similar. MAC will be organising catering as a bring and share event as their contribution and minimise costs to attending people, to maintain the focus of enjoying the arts and it being attainable for everyone.

Though I have stated the cost is not expected to exceed \$1000, this is merely an at worst case scenario and if granted and not used, it would be returned to the Community Fund for future use. With only the Christmas tree to judge attendance by, we hope for at least 80 people to attend. The dates have been chosen as the first weekend of the school holidays, a number of residents returning from leave, the availability of the performer and the general lull in pastoral based activities at that time.

*Thank you for your time and consideration in this,
Lynne Whitmarsh
Secretary
Murchison Arts council*

The Crosslands Community Fund Management Committee considered the application and gave its' approval to the request for \$1,000 towards the event.

Council Decision:		
Moved: Councillor Halleen	Seconded: Councillor Squires	
That Council adopt the decision of the Crosslands Community Fund Management Committee to authorise a payment of up to \$1,000 to the Murchison Arts Council as a contribution towards the saxophonist Annie Baven performing at the Murchison Settlement on the 27 th April.		
Carried	For: 6	Against: 0

16. FINANCE

16.1 Financial Activity Statements 31 March 2013

File:	
Author:	Dianne Daniels – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 April 2013
Attachments:	Financial Activity Statements for 9 months to 31 March 2013 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 the period ending 31 March 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:

Summary of Financial Results March 2013:

The Current Position at 31 March 2013 is a surplus of \$1,836,795 which is up on YTD Budget by \$272,892 as summarised below:

Opening Funding Surplus up	\$ 114,734
Less Operating Revenues down	-\$ 835,524
Add Operating Expenditure down	\$1,118,750
Less Funding Balance Adjustment down	-\$ 129,561
Less Capital Revenue down	-\$1,352,908
Add Capital Expenditure down	\$1,288,721
Add Rate Revenue up	\$ 68,680

Refer to Notes 9, 12 and 14 in the Financial Report for comments and explanations on variances.

The 2012-13 Budget Review adopted at the March 2013 Council Meeting will be included in the financials from April 2013 and many variances have been addressed by that review.

Rates collection is sitting at 73% collected. Final notices were sent to rate payers late February for rates that have been outstanding for more than 12 months. The expiration of the final notice period was the 31 March 2013 and we will now commence recovery action through a debt collection agency on those rate payers who haven't responded to our request for payment.

Capital Expenditure has been continuing on the Mullewa Carnarvon Road between SLK 199-206 and SLK 206-213, with the sealing program commencing on Tuesday 2nd April. On Friday 12th April, the crew moved onto the re-seal from the Settlement to 10 km South and this is due for completion on Wednesday 17th April. At the end of March we had \$.882 million of the \$2.25 million budget left in kitty, with a 5% cost over-run factored into the Budget Review.

Work commenced in March on the budgeted \$400k 'Sundry Road Construction Jobs', commencing with the Meeberrie-Wooleen Road. The construction crew were re-directed from this job to assist with the sealing program and will return to it once the shoulders on the new seal have been tidied up.

Plant & Equipment Assets purchased in March were the Kenworth Primemover, the 45 foot flat top trailer and the Mercedes Patient Transfer Vehicle.

Deputy CEO, Diane Daniels, ran through the financial report.

Cr Foulkes-Taylor queried the \$400k on construction jobs and asked whether shires get monitored to see if they expend all the funds by the end of the year. There have been some adjustments to this in the budget

review last month and we are on track to expend it by the end of the year. There is no specific monitoring but various acquittal and reports to R2R and other funding bodies would highlight any under expenditure as would the annual report.

Cr Squires noted that RnR had opted to travel in and out to Woolleen every day during the recent construction job – this would have increased their costs. This was included in the tender price and may have been cost effective compared to mobe and de-mobe of a camp.

The president queried why transport actual revenue was \$943,623 against a YTD budget of \$1,863,642. This is largely to do with timing of grant income, with monies still to be received for the construction job and flood damage. Expenditure is also similarly down.

Cr Halleen asked what was happening about the disposal of the Iveco and the purchase of the new caravan. This will be followed up with the Works Supervisor on his return from leave.

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.

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 31 March 2013, as attached.

Voting Requirements:

Simple majority.

Council Decision:		
Moved: Councillor Seaman	Seconded: Councillor Whitmarsh	
That Council adopt the financial statements for the period ending 31 March 2013, as attached.		
Carried	For: 6	Against: 0

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 April 2013
Attachments:	EFT & Cheque Details for March 2013

Matter for Consideration:

Authorisation of accounts paid during the month of March 2013.

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.

Comment:

Payments made during the month of March 2013 as per attached schedule.

Deputy CEO, Dianne Daniels, advised that the total payment figure includes \$385,000 of inter-account transfers between the municipal and online savings account.

Cr Squires queried the \$6,517.57 payment to PEMCO for UD air-con repairs. Dianne will check invoice and provide details.

Cr Seaman queried payments to Karoo Bush. This is the business name for William and Colleen Herold who have been working as contractors with our construction crew.

Cr Squires queried the payment to Battery Mart of \$1,881.00 - was this just one battery? No this was for multiple batteries.

Cr Broad queried the payment for the 2 x hand held radios. He was advised they were a superior radio with a better range and were part of the traffic management plan required for the sealing works.

Cr Halleen pointed out the cheque to Kempton's for \$193,795.08 which was for the Kenworth. (\$176,177.35 net of GST)

Cr Foulkes-Taylor wondered whether Haynes-Norton could split up the payments to reflect the transfers separately as they tend to inflate the payment figures every month. Dianne said we will be able to get this done.

Cr Seaman had one query about the rates collected which is 73%. Deputy CEO, Dianne Daniels, advised that final demands had been sent and now those that have not responded will be referred to a debt collector for further recovery action.

Strategic Implications:

None

Policy Implications:

None

Financial Implications:

Payment from Council's Municipal, Murchison Oasis Roadhouse and Trust Accounts

Consultation:

None

Recommendation:

That the accounts as per the attached Schedule presented to this meeting totalling \$1,145,468.27 be passed for payment/endorsed by Council.

Voting Requirements:

Simple majority

Council Decision:**Moved: Councillor Halleen****Seconded: Councillor Foulkes-Taylor**

That the accounts as per the attached Schedule presented to this meeting totalling \$1,145,468.27 be passed for payment/endorsed by Council

Carried**For: 6****Against: 0****17. DEVELOPMENT****17.1 Acceptance of the 2011/2012 Annual Report**

File:	1.2
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	19 th April 2013
Attachments:	2011/2012 Annual Report

Matter for Consideration:

The Annual Report for the 2011/2012 financial year is presented for consideration by the Council. In accordance with s5.55 of the Local government Act the Annual report will be made available to the public after it is accepted by Council.

Background:

As council is aware there has been some considerable delay in the production of the 2011-2012 annual report, mainly due to the delay with the audited financial statements for 2010-2011 which had to be finalised before the 2011-2012 financials could be undertaken. The auditor's report was completed on the 8th April 2013. s5.54 (2) of the Local Government Act 1995 - *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

Comment:

The annual report contains all sections required by the Department of Local Government as well as information and statistics relating to the shire and its' operations. It relates the shires performance in relation to its' adopted strategic plan and its' compliance with various other legislation such as Disability Access and Inclusion, Freedom of Information and Record Keeping. It also includes a full financial report and the auditor's report.

This report shows some marked improvements on the 2010/2011 report as was expected, Points a-c of the statutory non compliance issues relate to the financial reports and annual reports not being completed by the normal deadlines under the local government act. This was due to the delay with the 2010/2011 reports not being completed as previously reported on. Point d – although the 11/12 budget was adopted at the august 2011 meeting, it was not forwarded to the department within 30 days as required. Points e-f relate to the Compliance Audit Return and the delegations register and these matters had been pointed out by the CEO when completing the 2012 CAR. Point g – relates to the financial interests register which has now been brought up to date and is being maintained correctly.

Overall these are fairly minor breaches and as long as things continue to improve and these points do not happen again then it is a positive report compared to that of 2010/2011.

Overall council can feel confident that the policies and procedures, which have been brought in since the problems in 2010 were discovered, are working and that the hard work of the current administration staff is showing good results.

Cr Seaman advised that she liked the president's report which was contained in the annual report and felt it was a good indication of things.

Statutory Environment:

S5.54 Local Government Act 1995

Strategic Implications:

This is a statutory function.

Policy Implications:

Nil

Financial Implications:

Nil

Consultation:

UHY Haines Norton
Anderson, Munro and Wyllie

Recommendation:

- 1) That Council accepts the Annual Report for 2011/2012.
- 2) That in accordance with s5.27 of the Local Government Act 1995 an electors general meeting be held on 17th May 2013, commencing at 3.30pm

Voting Requirements:

Absolute Majority

Council Decision:

Moved: Councillor Seaman

Seconded: Councillor Whitmarsh

- 1) That Council accepts the Annual Report for 2011/2012.
- 2) That in accordance with s5.27 of the Local Government Act 1995 an electors general meeting be held on 17th May 2013, commencing at 3.30pm

Carried by Absolute Majority

For: 6

Against: 0

17.2 Variation to FAA – CLGF to Include Bowling Greens

File:	2.11
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	19 th April 2013
Attachments:	

Matter for Consideration:

Amendment to Financial Assistance Agreement required to allow the 2012/2013 Royalties for Regions money to be used towards the Bowling Green project.

Background:

At the March 2013 meeting council resolved:

That council look at varying the CLGF grant for 2012/2013 to include building of two bowling green rinks rather than the mini interpretive centre/Ballynool Bridge model and amend their FCWP accordingly to reflect these changes. The preferred option for the bowling greens being the Ultra Plus surface at a cost of \$116,006.00

Comment:

Currently we have submitted a FAA that shows laundry and Dump Point \$305,851; Interpretive Centre \$100,000 and Bridge Model/Display \$100,000.

The FAA has not been signed off yet by the Department of Regional Development and Lands so they have suggested that the Shire submit a revised FAA if it wishes to change projects for CLGF 2012-13.

We therefore need to review the projects and determine what we wish to include from the R4R funding this year.

The two bowling rinks will cost \$116,006.00 plus some shire costs in removing the existing tennis courts so I would suggest a budget of \$120,000.

The laundry and dump point has a budget of \$305,851. Quotes for the laundry received so far range from \$40,000 to \$126,000, the lowest being supply of the building only, the dearest including full erection of the laundry block on site. In addition there will be plumbing and electrical connections required but it should still

be well under the budget allowance and we may be able to include some additional on-site accommodation as well within this budget.

If we leave the laundry budget as \$305,851 and put the bowls rink at \$120,000 this leaves \$80,000 to be allocated.

The bridge project is still awaiting approval and it is probably a little too soon to decide the best way to commemorate it. Once we know the project is going ahead and tenders have been awarded we can talk to the contractor about the possibility of preserving a span of the bridge when it is demolished to serve as the centre piece of our display.

The idea of a mini interpretive centre was to house the telescope donated by Professor Tingay, and have a display of the MRO site, however this has not really progressed and as the Interpretive Centre seems to be high on the list of priorities following the community consultation process it may be better to defer this until a proper centre can be planned and developed. The telescope is currently being housed in the office foyer. Of course the bridge and interpretive centre projects could still be included with the money being held until the shire is ready to do the work, or the shire could include more in the caravan park laundry, dump point and on-site accommodation budget.

A summary of the Shires options is:-

Option 1		Option 2		Option 3	
Project	Budget	Project	Budget	Project	Budget
Laundry/Dump/Accom	\$305,851.00	Laundry/Dump/Accom	\$305,851.00	Laundry/Dump/Accom	\$385,851.00
Bowls	\$120,000.00	Bowls	\$120,000.00	Bowls	\$120,000.00
Interpretive Centre	\$80,000.00	Bridge Display	\$80,000.00		
TOTAL	\$505,851.00		\$505,851.00		\$505,851.00

Statutory Environment

Council moved to debate the options:

CEO ran through the various options available regarding the funding split.

Cr Seaman We need a separate laundry but would like to see more accommodation. Wants to continue the theme as with the existing buildings with bricks and mortar – this may cost more but wants to keep them consistent. Prefers option 3.

Cr Whitmarsh Agrees with Cr Seaman but thinks will have to be transportable rather than built on site. Prefers option 3.

Cr Squires Option 3. Can't continue with brick built as the cost is much greater than modular units. Must think about modular/transportable units for further development of motel/accommodation units and buildings.

Cr Foulkes-Taylor Queried whether this was under the R4R CLGF funding criteria. Grant expenditure must be on infrastructure asset creation, preservation or renewal projects so this falls under the criteria. Prefers option 3 and also feels that as spending public money may have to drop the brick built buildings to provide better value for money.

Cr Halleen Prefers option 3 – also feels we need to go modular rather than brick built due to the cost factor.

Cr Squires Asked how many builders we had contacted. We had one builder inspect the site but he had been unable to get a quote to us as he was too busy, other than that the CEO had contacted 4 companies that do transportable buildings to obtain quotes.

President Broad Option 3 only real option but this is a large sum to be committing to a laundry and dump point, as it includes accommodation not so bad but would prefer to put \$80,000 into reserves towards interpretive centre. Realise we need to spend the grant monies though.

Statutory Environment:

Nil

Strategic Implications:

Variation of projects to bring them into line with Strategic Community Plan.

Policy Implications:

Nil

Financial Implications:

Nil – no additional costs are being incurred – just a reallocation of grant funds.

Consultation:

Community

Recommendation:

To be determined following discussion.

Voting Requirements:

Absolute Majority

Council Decision:		
Moved: Councillor Squires	Seconded: Councillor Foulkes-Taylor	
That the CEO submits a new FAA for the Royalties for Regions Country Local Government Fund Individual Country Local Government 2012/13 funding round. That the projects for funding in this round be:-		
1)	\$385,000 for the building of a laundry, installation of a dump point and additional onsite accommodation at the Murchison Oasis Caravan Park;	
2)	\$120,000 for the building of two synthetic turf lawn bowl rinks at the Murchison Settlement.	
Carried by Absolute Majority	For: 6	Against: 0

17.3 Variation to FCWP to Include Bowling Greens

File:	3.8
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	19 th April 2013
Attachments:	

Matter for Consideration:

Amendment of the Forward Capital Works Plan to fit in with variation to budgeted capital works.

Background:

The Forward Capital Works plan was adopted by council on the 16th December 2010 and then reviewed and amended on the 20th December 2012. However following last month’s meeting and a variation to the CLGF R4R 2012/2013 program decided earlier this meeting it will be necessary to ensure that the FCWP is amended to reflect the changes.

Comment:

The FCWP currently shows:

Year 3 | 2012-13

2.3.1 Caravan Park Laundry and Dump Point	\$305,851
2.3.2 Interpretive Centre	\$100,000
2.3.3 Bridge model/display	\$100,000

This will need to be amended to reflect the amendments made in the previous item. All other aspects of the FCWP will remain unaltered.

Amendment as below:-

2.3.1 - Caravan Park Laundry, Dump Point and Onsite Accommodation	\$385.851
2.3.2 - Two synthetic turf lawn bowl rinks	\$120,000

Statutory Environment:

The FCWP is required to enable access to Royalties for Regions Funding

Strategic Implications:

The FCWP is an integral part of our integrated planning and forms the basis for the development of our long term financial planning and asset management plan.

Policy Implications:

Nil

Financial Implications:

CLGF grant income could be impacted if the projects are not reflected in the FCWP.

Consultation:

UHY Haines Norton

Recommendation:

That council amends the FCWP to include the changes to year 2012/2013 as detailed above and adopts the revised plan dated 19th April and forwards a copy to the Department of Regional Development and Lands.

Voting Requirements:

Absolute Majority

Council Decision:**Moved: Councillor Halleen****Seconded: Councillor Seaman**

That council amends the FCWP to include the changes to year 2012/2013 as detailed below:-

2.3.1 - Caravan Park Laundry, Dump Point and Onsite Accommodation	\$385,851
2.3.2 - Two synthetic turf lawn bowl rinks	\$120,000

and adopts the revised plan dated 19th April and forwards a copy to the Department of Regional Development and Lands.

Carried by Absolute majority**For: 6****Against: 0****17.4 R4R – CLGF – Regional Component 2013/14**

File:	3.8
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	19 th April 2013
Attachments:	13/14 UGP CLGF regional groupings outcomes 260313

Matter for Consideration:

Approval of the 2013-2014 CLGF regional groupings projects nominated.

Background:

At the May 2012 Ordinary Meeting Council resolved:-

That the communication from the Shire of Meekatharra in connection with distribution the three Councils distribution (MK, GU and MU) of the Regional Component Royalties for Regions funding 2011/12 – 2013/14 be received and that Council, recognising the gesture in favour of the Shire of Upper Gascoyne in the 2011/12 financial year and the possible unknowns in R for R funding in future years Council favour a 50:50 split, Meekatharra and Murchison of the 2012/13 and 2013/14 Regional Component R for R funds of the three Shires Meekatharra, Upper Gascoyne and Murchison.

This was further ratified at the September 2012 meeting when council agreed to allocate it's 2012/2013 CLGF Regional Grant of \$771,875 to the Ballinyoo Bridge upgrade and support the Shire of Meekatharra in their allocation of \$771,875 to the Carnarvon-Meekatharra Road upgrade via the funding pool with the shires of Meekatharra and Upper Gascoyne.

Comment:

A regional meeting was held via teleconference on the 26th March. For the 2013/2014 round of funding the timing has changed and business cases will be due in by September 2013, considerably earlier than they were this year. The teleconference was with Anne Finlay (MWDC), Roy McClymont (Meekatharra), Dirk Sellenger (Upper Gascoyne) and myself. The regional funding for 2013/2014 was discussed and agreement

confirmed that the funding is to be split 50/50 between Meekatharra and Murchison. The project put forward by Murchison is to use the \$771,875 towards the Ballinyoo Bridge Upgrade and Meekatharra want to use their \$771,875 towards an upgrade of the Carnarvon-Meekatharra Road.

To enable the application to be progressed Council need to consider and approve the projects nominated. The project fits the key issues identified by the Upper Gascoyne partnership – which included housing, transport infrastructure (roads, bridges). Health is also a key issue for Meekatharra and tourism is a key issue for the Murchison and Upper Gascoyne.

The business case has already been submitted in respect of the MWIP grant application and the Regional CLGF 2012/2013 grant monies. A decision on the application is still pending but the 2013/2014 Regional CLGF monies forms part of this business case and bridge replacement project.

Once Council have approved the projects for the regional component of the CLGF funding I will advise the MWDC and forward the updated business case supporting the project.
Cr Foulkes-Taylor queried the on-going split. However once it was highlighted that this was the third year of a three year agreement he was happy. He had thought it was the fourth round.

Statutory Environment:

Nil

Strategic Implications:

Upgrade of the Ballinyoo Bridge will have strategic benefits to the whole of the region, with improved access and all weather viability.

Policy Implications:

Nil

Financial Implications:

Nil – Grant monies being used as part of a larger project subject to additional funding being secured.

Consultation:

Anne Finlay (MWDC)
Roy McClymont (Shire of Meekatharra)
Dirk Sellenger (Shire of Upper Gascoyne)

Recommendation:

That the Shire of Murchison agrees to allocate it's 2013/2014 CLGF Regional Grant of \$771,875 to the Ballinyoo Bridge upgrade and supports the Shire of Meekatharra in their allocation of \$771,875 to the Carnarvon-Meekatharra Road upgrade via the funding pool with the Shires of Meekatharra and Upper Gascoyne.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor	Seconded: Councillor	
That the Shire of Murchison agrees to allocate it's 2013/2014 CLGF Regional Grant of \$771,875 to the Ballinyoo Bridge upgrade and supports the Shire of Meekatharra in their allocation of \$771,875 to the Carnarvon-Meekatharra Road upgrade via the funding pool with the Shires of Meekatharra and Upper Gascoyne.		
Carried	For: 5	Against: 0

*Cr Squires left the meeting at 12.28 pm
Cr Squires returned to the meeting at 12.30 pm
The CEO left the meeting at 12.30 pm
The DCEO left the meeting at 12.30 pm
The CEO returned to the meeting at 12.34 pm
The DCEO returned to the meeting at 12.34 pm*

17.5 Consideration of Laundry Designs

File:	13.11
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	19 th April 2013
Attachments:	Laundry Quotes

Matter for Consideration:

Discussion on the design/construction of the proposed laundry block.

Background:

As part of the 2012/2013 budget there was an amount of \$305,851 included for the development of a laundry at the Caravan Park.

Comment:

We have received three quotes/estimates for the provision of a laundry building, details attached. The lowest quote, from Modus Australia, is for \$37,790 + GST for the provision of a 3.6m x 3.6m facility. This is for the building supplied in kit form and does not include packaging and freight and would require the shire to do all site works, plumbing and power and engage a builder to erect the building. The next quote is from WBS modular for \$65,055.80 including GST. This is for a modular 4.8m x 3.3m unit to be delivered and installed on site. Shire would need to supply a clear and level area and arrange for the water, power and septic connections but this includes the supplier doing the footings and concrete, locating the building and erecting the verandah. The last quote is from Ausco, \$126,374.60 inclusive of GST. This is for the supply and installation of the building. The shire again is to provide a clear level area, water, power and septic connections. Detailed plans from this company are still being drawn up at the time of writing the agenda and should hopefully be available at the meeting. I am also awaiting quotes from a fourth company which may be available prior to the meeting. Both the 2nd and 3rd company also do on-site accommodation including self contained motel units. We need to decide how we are going to proceed with this project so that we can further our R4R application and lock in some details. Our new EHO, Mr Phil Swain, will be onsite the 29th and 30 April and will provide further guidance on the separate septic requirements for the dump ezy and whether the existing system can also handle the laundry. This will give a basis for the plumbing work that will be required, enabling us to get quotes. Once we have established which style of laundry we are proceeding with we will also be able to get quotes from an electrician to give an overall costing for the project.

Discussion on the laundry designs ensued.

Further details from Ausco and from Kent Corporation were tabled at the meeting.

Cr Seaman prefers bricks and mortar or at least these features on ends as with existing buildings. Cr Squires felt that the modular design would be better as the current ablution block gets very hot and with a well insulated colorbond building this could be better. Cr Halleen liked the quote from Hut City but would need to query costs as they originally provided a quote to Mullewa which they have amended – will they need to amend any other costs. Cr Whitmarsh asked whether they would have to allow for concrete out of Geraldton in which case the cost would be a lot more to here. Cr Squires suggested they could always use a local contractor. Cr Foulkes-Taylor felt that the WBS modular quote and design was smart and practical and that we should confirm footings and fit out costs and include insulation. Cr Squires said it would need wall and roof insulation.

There was then discussion on some onsite park home/cabins which we had obtained quotes on. The quotes ranged from \$86,600 for a one bedroom fully self contained unit up to \$110,000 for a larger fully self contained two bedroom unit.

The general consensus was that whilst these were very nice units it would be better value to get some 'donga' style self contained units – maybe three or four rooms to a unit. This would still provide adequate accommodation and allow us to double the number of onsite accommodation units available. There was also discussion on a camp kitchen and whether a laundry/camp kitchen building could be combined. It was felt it was better to keep them separate.

Statutory Environment:

Caravan and Camping Ground Regulations 1997

s.7.30. Laundry facilities

- (1) A caravan park or camping ground is to have at least as many laundry facilities, as described in subclauses (2) and (3), as is specified in the following Table opposite the number of sites the facility has.
- (2) A laundry facility where there is access to a supply of electricity is to comprise —
 - (a) a washing machine that is connected to a supply of hot (not less than 45° celsius) and cold running water, or which is capable of heating water to that temperature;
 - (b) a trough with a drain plug and hot (not less than 45° celsius) and running cold water;
 - (c) at least 0.3 square metre of bench space suitable for ironing clothes, with access to a power point; and
 - (d) one electric clothes drier or 60 metres of washing line.

Table of Laundry Facilities

No. of sites	No. of laundry facilities
Up to 60	1 per 20 sites
61-120	1 per 30 sites

Strategic Implications:

Enhancement and development of the Murchison Caravan Park is an identified objective of the Strategic Community Plan.

Policy Implications:

Nil

Financial Implications:

Nil – Grant monies being used as included in the 2012/2013 budget.

Consultation:

Phil Swain – EHO

Recommendation:

To be determined.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Foulkes-Taylor	Seconded: Councillor Whitmarsh	
1. That council ask the CEO to obtain full details of the WBS/Hut City laundry including delivery and set-up and full insulation; 2. That the CEO obtains quotes for self contained donga style transportable accommodation units from WBS/Hut City.		
Carried	For: 6	Against: 0

*Council adjourned for lunch at 1.05 pm
 Council resumed at 2.00 pm*

17.6 Memorial - Syd Lippiatt

File:	10.2
Author:	Jenny Goodbourn- Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	19 th April 2013
Attachments:	

Matter for Consideration:

Consideration of funding a plaque and burial plot at the cemetery for the late Mr Syd Lippiatt.

Background:

The son of the late Mr Syd Lippiatt has advised that they would like his ashes to be returned to Murchison and interred at our cemetery. Syd spent his last couple of years living here and 'raking' the roadhouse gardens. Syd was a real character and loved living in the Murchison and spinning a yarn with the tourists. He unfortunately had to move due to ill health last year and was cared for by his family up until he passed away in March.

Comment:

The fee for reserving a plot at the cemetery is \$92.00 and the permit to erect a plaque is \$46.00. It is suggested that in this case these fees be waived or donated by council and that council offer to erect a plaque in memory of Mr Lippiatt and his contribution to the community.

A simple plaque should not cost more than \$400. If we decide to offer this memorial we could advise his family and invite them to bring the ashes up to Murchison and join us for a simple service for those locals who would like to show their respect.

Statutory Environment:

Nil

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Consultation:

Nil

Recommendation:

1. That council waive the burial plot and permit fee totalling \$138.
2. That council organise a memorial plaque to go on the grave of Mr Lippiatt.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Halleen

Seconded: Councillor Squires

1. That council waive the burial plot and permit fee totalling \$138.
2. That council organise a memorial plaque to go on the grave of Mr Lippiatt.

Carried

For: 6

Against: 0

17.7 Attendance of the next Murchison Country Zone Meeting.

File:	4.7
Author:	Jenny Goodbourn – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	19 th April 2013
Attachments:	Nil

Matter for Consideration:

Attendance at the next Murchison Country Zone (Cue Parliament) to be held in Cue on Friday 10th May.

Background:

The next half yearly conference of the Murchison Country Zone of WALGA will be held in Cue on Friday 10th May. Usually Council appoints two Councillors plus the CEO to attend as delegates (CEO only a voting delegate if insufficient Councillors attend)

Comment:

Each member council is allowed two delegates at the meeting, these can be councillors or councilors and CEO and more people can attend if they wish but only two will be able to participate in voting at the meeting. Previous meetings have recently been attended by President Broad and Councillor Seaman. Cr Seaman is the deputy chairperson of the zone.

Statutory Environment:

Participation in WALGA activities is well within the Local Government legislative boundaries

Strategic Implications:

Nil

Policy Implications:

Nil

Financial Implications:

Within the budgeted members fees and allowances provision

Consultation:

Nil

Recommendation:

That Councillors Broad and Seaman be appointed Murchison Shire delegates to the next half yearly conference of the Murchison Country Zone of WALGA to be held at Cue on 10th May, 2013 and the CEO attend as an observer.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Squires

Seconded: Councillor Whitmarsh

That Councillors Broad and Seaman be appointed Murchison Shire delegates to the next half yearly conference of the Murchison Country Zone of WALGA to be held at Cue on 10th May, 2013 and the CEO attend as an observer.

Carried

For: 6

Against: 0

17.8 Review of Committees

File:	4.2
Author:	Jenny Goodbourn
Interest Declared:	No interest to disclose
Date:	19 th April 2013
Attachments:	Murchison Metals document

Matter for Consideration:

Review of existing committees and their terms of reference.

Background:

At the ordinary February meeting council resolved:

Council Decision:		
Moved: Councillor Seaman	Seconded: Councillor McTaggart	
That the Shire of Murchison:- review the Terms of Reference of the “Housing Committee” the “Plant Committee” and the “Settlement Development Committee”.		
Carried	For: 5	Against: 0

This was following a motion put by Councillor Seaman at the December meeting. Councillor McTaggart has also resigned and he was on two of the committees, the Murchison Settlement Development Committee and the Building Committee.

After the October 2011 elections the committee members were as follows:-

OCCASIONAL COMMITTEE	MEMBER	MEMBER	MEMBER
Plant Committee	Cr Foulkes-Taylor	Cr Halleen	Cr Squires
Settlement Building Committee	Cr Seaman	Cr McTaggart	
Regional Collaborative Group	Cr Foulkes-Taylor	Cr Seaman	
WARRAG	Cr Seaman		
Settlement Development Committee	Cr McTaggart	Cr Squires	

The Audit Committee is comprised of all members of council.

Since October 2011 the Regional Collaborative Group has been disbanded, as has the WARRAG leaving the plant Committee, Building Committee and Settlement Development Committee.

There are currently no terms of reference for any of these other committees.

There is also the Crosslands Community Fund Management Committee which currently has the CEO as the Fund administrator, Cr Simon Broad as a representative from Council, Cr Seaman as a community representative and Peter Spalding as the Crosslands representative. There were terms of reference for this committee and a delegation to enable the committee to approve payment of monies from the fund – although I cannot find this was actually taken to council and it was definitely not renewed at the last ordinary election in 2011. If this is to continue this way then the terms need to be amended to reflect it is now Crosslands and not Murchison Metals and the delegation needs to be officially made by absolute majority.

Comment:

Currently the committees of council meet to discuss issues and provide recommendations to council, there have been no powers delegated to them and therefore no actual decisions can be made. Where the committee is comprised of councillors or councilors and staff it is possible to delegate powers to the committee to allow decisions to be made on behalf of council. This is often the case with larger councils where say finance committees, plant committees and building committees have the power delegated to them to deal with all matters relating to that sector of operations.

All committees of council are subject to the Local Government Act 1995 and the Local Government Regulations 1996. This means they have to have agendas and minutes and meetings have to be held in person and cannot be via teleconference.

At my recent ‘mentoring day’ with Stuart Fraser of the Department of Local Government and Bill Atkinson, CEO of Carnamah, I discussed our committees and they suggested that we might consider making them Working Groups, that way meetings could be held via a forum type discussion or workshop which could be conducted via teleconference or any other means. Notes from the working groups would be kept and the forum or workshops would provide guidance to the CEO to prepare a report/item for Council’s decision. The only committee which a council has to have is the audit committee, which the shire of Murchison has established with all councillors as members.

They also said that the development of the Strategic Community Plan would really negate the need for a Settlement Development Committee as the direction of the councils development is set in the plan. There could still be a working group to provide ongoing public input into projects to be tackled.

Therefore council really has two choices – keep the committees they currently have and decide which councillor is to replace Mr McTaggart on the Building Committee and the Development Committee or whether he is to be asked if he wishes to stay on in an ‘other’ capacity.

Or decide to do away with the Plant Committee, Building Committee and Settlement Development Committee and establish working groups instead.

All decisions relating to committees will continue until the next ordinary election in October when all appointments would have to be reviewed.

Following decision on this matter terms of reference can be developed to fit in with the committees or groups established.

Motion to open up item for debate

Council Decision:		
Moved: Councillor Seaman	Seconded: Councillor Foulkes-Taylor	
That the item be opened up for debate		
Carried	For: 6	Against: 0

This motion was first raised by Cr Seaman at the December meeting following a meeting of the building committee in November which had been attended by additional councillors and the feeling that they had all been involved in making the decisions, making it easier for council to adopt the recommendations.

Review of committees and their operation.

Cr Halleen advised that other people can always attend committee meetings and have input but only the members are able to vote. However he likes the idea of working groups as meetings can be via teleconference rather than in person which could be much easier for this council.

Cr Squires felt that this would make things easier and can’t see it changing the outcome of anything as the committees currently have no delegated authority and can only recommend to council anyway.

President Broad queried whether all councillors would be party to all the working groups but it was felt that it would be similar to now with certain councillors on certain groups. Terms of reference would be developed for each group to clarify exactly what areas they cover. It was felt that to be able to communicate by teleconference was imperative and therefore working groups would be advantageous.

The Settlement Building committee and the Settlement Development Committee could cross over at times so clear terms of reference would sort this out with the building committee focusing on existing municipal buildings. The Settlement Development Committee is to cover settlement development and will really need to work in conjunction with the Strategic Community Plan which is being developed as part of the Integrated Planning process.

It was therefore decided that working groups would be established instead of committees.

The working groups to be:

Plant Working Group;

Settlement Building Working Group &

Community Advisory Group.

Terms of reference will be defined for each of these groups and Cr Foulkes-Taylor offered to send through some points for the Plant Working Group.

Council then considered the Crosslands Community Fund Management Committee which is currently established with delegated powers to decide applications for the community fund.

There was discussion as to whether this should now be amended to be Shire President or Councillor, CEO, Community Representative (1 or 2) and Crosslands Representative. At the moment the makeup of the group is contained within the road agreement we have with Crosslands so it really has to remain as it is unless Crosslands agree to vary the terms. Council could write to them requesting a variance to maybe include more community representation as Crosslands really have no say in the decision, especially now they have down scaled their operations.

Statutory Environment:

Local Government Act 1995 s.5.8-5.18 & 5.25
 Local Government Admin Regulations 1996 14.a

Strategic Implications:

Nil.

Policy Implications:

Nil

Financial Implications:

Nil

Consultation:

Stuart Fraser – Dept. of Local Government
 Bill Atkinson – CEO Carnamah

Recommendation:

To be determined

Voting Requirements:

Absolute Majority

Council Decision:		
Moved: Councillor Seaman	Seconded: Councillor Foulkes-Taylor	
That council establish working groups instead of committees for the three following areas:- Plant Working Group – Representatives Cr Foulkes Taylor, Cr Halleen and Cr Squires Settlement Building Working Group – Representatives Cr Seaman and Cr Whitmarsh Community Advisory Groups – Representatives Cr Whitmarsh and Cr Squires That council establish the terms of reference for each of these working groups.		
Carried by Absolute Majority	For: 6	Against: 0

Notice of motion given regarding the Crosslands Community Fund Management Committee

Council Decision:		
Moved: Councillor Squires	Seconded: Councillor Whitmarsh	
Shire of Murchison continues with the committee known as Shire of Murchison – Community Fund Management Committee 1 The committee is to be comprised of: Shire President Shire CEO Community Representative Crosslands Representative; 2 the term of office of the committee will expire on ordinary election day of council; 3. the CEO will have the right to vote at committee meetings		
The terms of reference for the committee will be; 1. to manage the written applications of requests for financial assistance from community members and community groups or organizations; 2. to approve suitable applications that fit Crosslands guidelines; 3. approve payment of monies from then Community Fund (Council will provide the necessary written instrument of delegation to enable the committee to fulfill this role) 4. Committee to report to Council its minutes and payments.		
Council to delegate power to the Shire of Murchison Community Fund Management Committee to allow the committee to make decisions in regard to funding applications in respect of requests to access the Community fund.		
Carried by Absolute Majority	For: 4	Against: 2

18. ADMINISTRATION

Nil

19. NOTICE OF MOTION

Nil

20. CEO ACTIVITY REPORT

Date	Activity
25 th March	Discussion with Cheryl Meade of Carpe Diem regarding development of the Workforce Plan – Scheduled for onsite visit 21 st and 22 nd May
25 th March	Property inspection of 6 & 8 Kurara Way with deputy CEO Dianne Daniels to see water damage to ceilings and assess repairs required.
26 th March	Teleconference with Shires of Meekatharra and Upper Gascoyne and Anne Finlay to discuss regional R4R funding for 2013/2014. Changes mean that submissions will need to be made by September this year.
3 rd April	Discussion with Alex Petrovski on funding assistance with TPS and Strategy.
4 th April	CEO Mentoring Day with Bill Atkinson, CEO of Carnamah and Stuart Fraser of DLG. Held in Murchison.
5 th April	Discussion with Katherine of SW Events regarding the Camp Quality visit to Murchison on the 4 th August.
9 th April	After hours meeting with Sandy McTaggart to organise ANZAC day events.
10 th April	Workshop with Travis Bate, RSM Bird Cameron, Cr's Broad, Halleen, Seaman and Whitmarsh to develop Strategic Community Plan.
10 th April	Visit from Jim McNamara of DFES, he is hopeful the capital grant for new fire fighting unit and fast attack unit will be approved. UHF/VHF radio has been obtained for Pia community.
11 th April	Meeting with Jordan Reid from LGIS and Deputy CEO Dianne Daniels to review insurance schedule for 2013/2014

President Broad asked the CEO to comment on the mentoring day. It had been a good day with lots of points raised with Bill and Stewart and many areas covered.

Cr Halleen asked about the insurance meeting. We are still waiting for final figures from AVP Valuers on property and plan to see how this will impact our premiums this year.

Recommendation:

That the CEO's Activity Report be accepted.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Halleen

Seconded: Councillor Squires

That the CEO's Activity Report be accepted.

Carried

For: 6

Against: 0

21. URGENT BUSINESS

Nil

22. OTHER BUSINESS

It was noted that the shire needs to review its' policy manual and update the delegations register as soon as time permits.

Cr Seaman noted the increased volume of traffic travelling from the Pia Community to the Settlement and asked for a road counter to be placed along the route so that measurements could be taken.

23. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

24. MEETING CLOSURE

There being no further business the Shire President declared the meeting closed at 3.30 pm.

These Minutes were confirmed at the council meeting held on

Signed.....Presiding Officer