



Western Australia

Minutes of the Ordinary Meeting of the Murchison Shire Council,
To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On **Friday 17th April 2015**, commencing at 10.00 am.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Meeting declared open at 10:10 am

*The President welcomed the new CEO, Dianne Daniels to the meeting.
The President passed on his condolences to Trevor Barndon on the passing of his father.*

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Elected Members

President M Halleen - Shire President
Vice President RE Foulkes-Taylor - Deputy Shire President
Councillor SA Broad
Councillor A Whitmarsh
Councillor M Williams

Staff

Dianne Daniels - CEO
Brian Wundenberg – Works Supervisor

Apologies

Nil

Leave of Absence

Councillor P Squires

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

4.1 Standing Orders

Council Decision:		
Moved: Councillor Williams		Seconded: Councillor Whitmarsh
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: 0

5. NEXT MEETING

The next meeting is scheduled for Friday 15th May 2015

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

There is one item to be discussed behind closed doors pursuant to section 5.23 (2) (a) of the Local Government Act 1995.

8. CONFIRMATION OF MINUTES**8.1 Ordinary Council Meeting – 20th March 2015****Background:**

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

Recommendation:

That the minutes of the Ordinary Meeting of Council held on 20th March 2015 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Broad

That the minutes of the Ordinary Meeting of Council held on the 20th March 2015 be confirmed as an accurate record of proceedings, subject to the following amendment being made to Item 22.2 that was discussed behind closed doors:

‘That correspondence received from Mrs Bridget Seaman was ‘noted’ by Council.’

Carried

For: 5

Against: 0

8.2 Special Council Meeting – 1st April 2015**Background:**

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

Recommendation:

That the minutes of the Special Meeting of Council held on 1st April 2015 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Williams

Seconded: Councillor Foulkes-Taylor

That the minutes of the Special Meeting of Council held on the 1st April 2015 be confirmed as an accurate record of proceedings.

Carried

For: 5

Against: 0

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

President Halleen discussed Working Groups, mainly the Community Development Working Group, members of which weren't happy with the new buildings, as they are not bricks and mortar and not entirely in keeping with the previous CBD developments. It was queried if the Community Development Working Group should continue. Councillor Broad thought so as it gives the Community a sense of purpose. The Plant Working Group is very active and constantly assessing plant along with the Works Supervisor. The Housing Working Group had not been convened for quite some time, but this needed to be driven by the CEO. It was suggested that it was time to convene another Community Meeting, which would work in well with the desktop review of the Strategic Community Plan.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Sandy McTaggart will be giving a presentation to Council regarding the 2015 Astrofest.

Mr McTaggart phoned on Thursday to postpone the presentation until there is more information to share regarding preparations.

11. ACTION LIST

No	Item	Action	Status
1	Establishment of Working Group for Accident Prevention.	Inaugural meeting held 24 th September. Group established.	Ongoing
2	Community Project Officer	Inaugural meeting held 24 th September. Group established.	Ongoing
3	New Staff House	Fencing complete	Ongoing
4	Lawn Bowls	Evergreen have advised they will be on site late April 2015 – they are about a week behind on their schedule due to rain.	Shire site works complete
5	Laundry and Accommodation Units	Fleetwood on site Wednesday 15 th April to instal laundry and accommodation units. Shire to source quotes for plumbing and electrical.	Progressing
6	Power Supply Issues	One brief blackout 14 January 2015. Temporary cooling system assisting. One unit operating at peak load due to hot weather. EMC has been balancing load across phases.	Drawings of Community Power Supply layout has been received from EMC.
7	Ballinyoo Bridge Tender	Tender closed Monday 16 February. Bocol was nominated by council as the preferred tenderer at the March 2015 OCM. Contract award subject to satisfactory close out of tender qualifications. Meeting held in Perth Tuesday 7 April with representatives of the shire, Bocol Main Roads and BG&E to close out those qualifications.	Awaiting final contract for signing.
8	Local Preference policy and purchasing policy to be reviewed/implemented	Draft Regional Price Preference Policy adopted at the March 2015 OCM. Statewide notice of Proposed Policy given 1/04/2015. Council to consider submissions received at the May 2015 OCM.	4 week Public submission time closes 29/04/2015
9	Socially sustainable projects	Following the Annual Elector's meeting council resolved to add this item to the action list. Following on from wild dog initiatives would like to see funding towards other socially sustainable projects to assist the community	Ongoing
10	Cemetery and Remembrance Walk (walk)	Completion of the cemetery and names for the remembrance walk. Community to be contacted to suggest names for inclusion.	Community contact list being compiled.
11	FOI	Council need to review their Freedom of Information Statement to ensure it is correct regarding the review process	To be actioned
12	Review of Road Network	Council to conduct a whole of shire road review. Establish roads to be closed/position of roads etc. and work with Landgate and surrounding shires. Full road pick-up has been undertaken by Greenfields and will be finalised shortly – this was mainly to establish a correct infrastructure values but will form a good basis from which to start.	Ongoing – item for next Murchison Zone meeting to be submitted.

Recommendation:

That the Action List be accepted.

Councillor Williams queried if we have any plans to avoid the power problems next summer, calculating that during the really hot days the generators are probably working at maximum output. The Works Supervisor

responded that the problem with the exhaust pointing directly at the power board had been rectified but the load would be greater once the new house comes on-line.

President Hallee queried if there was any advancement with the funding from State NRM for the Community Project Officer, but there is no more information at this stage.

Councillor Foulkes-Taylor queried the progress on the review of the Freedom of Information Statement, with the CEO responding that she had seen some correspondence in regard to it, but had not had the chance to address it as yet.

Councillor Broad mentioned that in regard to the Review of the Road Network, that some direction would need to be given regarding the Agenda Item at the next Zone meeting in Cue on the 1st of May.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor Whitmarsh	Seconded: Councillor Williams	
That the Action List be accepted		
Carried	For: 5	Against: 0

The meeting adjourned for morning tea at 10:33 am and re-convened at 10:50 am.

12. DISCLOSURE OF INTERESTS

Councillor Whitmarsh declared a financial interest in Item 18.2.

13. REPORTS OF OFFICERS

13.1 Monthly Plant Report – Works Supervisor

Due to the changeover to Synergy Soft in the month of March, operating costs are not available for presentation at the April meeting. Both March and April operating costs will be ready for the May 2015 meeting.

March 2015		Hours						YTD	
Plant Item	Year	Rego	1 July '14	Start Hrs/km	End Hrs/km	Total Mth	YTD	Operating Costs Plant Fuel	
Cat Grader 12H P.02	2005	MU 141	11288	12327	12401	74	1113		
Cat Grader 12M P.03	2008	MU 51	7398	8220	8303	83	905		
Volvo Loader P.27	2006	MU 65	6386	6849	6920	71	534		
Komatsu Dozer P.11	1997		0	170	248	78	13		
Bomag Padfoot P.68	2013	MU1071	345	618	717	99	372		
JD Grader P.01	2011	MU 121	4650	5614	5798	184	1148		
Bomag Roller P.43	2012	MU1027	1757	2340	2441	101	684		
Cat 938G Loader P.41	2004	MU 193	4389	4693	4781	88	392		
Kenworth P/Mover P.61	2004	MU 000	31510	41863	44862	2999	13352		
Iveco P/Mover P.09	2003	MU1065	283980	297230	299009	1779	15029		
Nissan UD P.07	2009	000 MU	167522	180513	184001	3488	16479		
Iveco Tipper Conv P.10	2004	MU 00	168987	173347	173997	650	5010		
Generator 1-110kva	2011		13642	16905	17331	426	3689		
Generator 2-110kva	2011		9340	12192	12193	1	2853		
Maintenance Gen P.33			3460	5356	5571	215	2111		
Construction Gen P.32			17605	20519	20519	0	2914		

Kubota 6kva Gen P.66	2012		4567	5770	5920	150	1353		
Mitsubishi Canter P.06	2010	01 MU	111110	129190	130797	1607	19687		
Isuzu Construction P.64	2013	MU 140	30477	54349	56414	2065	25937		
Toyota Prado P.55	2012	MU 0	22827	36036	36654	618	13827		
RAV4 P.63	2013	MU 1011	19904	26381	26503	122	6599		
Great Wall P.57	2012	MU 167	26939	37760	39064	1304	12125		
Isuzu Dmax P.28	2009	MU 300	174896	186858	187,607	749	12711		
Toyota Hilux P.75	2014	MU 1018	0	8900	14,687	5787	14687		
Isuzu T/Top P.54	2005	MU 1002	140946	151609	152,535	926	11,589		
Mercedes PTV P.60	2004	MU 1009	98834	100410	100530	120	1696		
Side Tipper P.18	2001	MU2010	45770	56650	59628	2978	13858		
Side Tipper P.17	2001	MU 662	new clock	3123	6848	3725	10952		
Roadwest S/Tipper P.67	2013	MU2042	14745	25053	27596	2543	2625		
Tri-Axle L/L Float P.13	2008	MU 663	13502	25640	25640	0	12138		
45ft Flat Top P.59	1978	MU2044	0	0	0	0	0		
No. 2 Float P.14	2001	MU 2004	46143	57198	58923	1725	12780		
30000L W/Tanker P.24	2005	MU 2024	37646	42000	42650	650	5004		
Dog Fuel Trailer P.48	1979	MU 2026					n/a		
Dog Fuel Trailer P. 49	1972	MU 2005					n/a		
Dolly 1-Red P.05	2001	MU 2003	30526	32491	32941	broken	1965		
Dolly 2-Black P.08	2000	MU 2009	18377	27654	27654	0	9277		
New/H Ford Tractor P.04	2006	MU 380	1719	1797	1799	2	80		
Forklift P.37			12037	12195	12203	8	166		
Caravans							n/a		
JD Ride on Mower			460.3	548	518	-30	57.7	small plant	small plant
Generator Perkins P.34		H/Maint	0	18615	18615	0	no clock		small plant
Generator 9KVA P.65	2013	Mechanic	1423	3011	3011	0	1588		
Heavy Maint Trailer P.62		MU 446			n/a		n/a		n/a
Isuzu Fire Truck P.72	2013	MU1068	0	703	708	5	708		
Toyota Fast Attack P73	2014	MU1069	at Milly Milly						

13.2 Works Report – Works Supervisor 15th March to 11th April

First off I would like to welcome Dianne Daniels as our new CEO and wish Dianne the very best in her new role.

Construction Crew

With the wet weather around this month work on the Carnarvon-Mullewa road is slowly moving along. Crew have about 1 day left of carting gravel to finish off the section from the breakaway to the Butchers Track Intersection. The road has also been shaped up and gravel carted into about 300m past the Butchers Track intersection to the next bund to tie in with the Intersection.

The gravel will be mixed with Polycom, spread and rolled and once completed crew will then commence carting again on the section just north of the settlement (from end of bitumen to the breakaway 3.4km) 1.3km of this section has been formed up gravel carted in, mixed, spread and rolled with just the final trim and drains to go. The last 2.1km to the breakaway has been formed up in readiness for gravel to be carted.

If the budget is traveling ok on this works program I hope to also gravel sheet two small sections through the breakaways where water lays (water is sitting on the inside of the curve). This water is making traffic move over to the right hand side of the road to travel through.

Maintenance Crew

With all the lovely rain around this month works on maintenance grading has come to somewhat of a stop start game working with the rise and fall of rivers.

On the 16th March crew travelled to Murgoo via Mullewa-Pindar to move their plant and equipment to Yuin and start a maintenance grade from Yuin to Pindar.

On the 17th March a break-down of the 12M Cat also slowed works down and I would like to thank Rossco for his assistant in helping with getting the grader going again.

Crew have completed the section south from Yuin to Pindar on the Beringarra-Pindar road and on their return back (13th April) they will start a full grade north from Yuin to the double tip crossing approx. 6km north of McNabbs Twin-Peaks intersection.

From there on their way back to the settlement crew will grade the Meeberrie-Wooleen road before heading north on the Carnarvon-Mullewa road.

The next program for the crew will be a full grade on the Carnarvon-Mullewa road from Butchers Track turn off to the top boundary – missing the section under flood damage repair.

With the completion of Carnarvon-Mullewa road crew will start their top run:

- Beringarra-Byro road
- Erong road
- Innouendy road
- Yunda road
- Beringarra Mt Gould (some of this section through the river will be inspected for flood damage when the water subsides)
- Beringarra-Cue (Gravel section full grade - Bitumen section requires some shoulder grading)

Grids

Only repairs this month was replacing grid wing backs on various roads.

Materials for the replacement of the 6 new grids on the Beringarra-Pindar road have been dropped off at Yuin homestead in readiness for the grid contractor to start in the coming weeks. More sand and aggregate are to be dropped off at a later date.

Flood Damage

The repairs to roads under Flood Damage No. 2 program of gravel sheeting various section of the Beringarra-Pindar, McNabbs-Twin Peaks and Carnarvon-Mullewa roads have been almost completed with only the heavy/light maintenance to go.

Crew went on their break on the 30th March and were due back on the 6th of April but due to wet weather the graders will now recommence on the 13th April.

With the recent rain in the last 5-6 weeks more road damage has occurred on various roads within the shire and these roads will be opened up with a single cut to remove any sand in creek beds and bad scouring on the roads.

Staff Leave

Some of the work crew worked up days (4) to have a 10 day break over Easter

The roster for this work/break:

- Friday 03/4/2015 work day for crew -- but Public Holiday Good Friday
- Saturday 04/4/2015 work day for crew - crew worked to have off
- Sunday 05/4/2015 day off
- Monday 06/4/2015 work day for crew - but Public Holiday Easter Monday
- Tuesday 07/4/2015 work day - crew worked to have off
- Wednesday 08/4/2015 work day - crew worked to have off
- Thursday 09/4/2015 work day - crew worked to have off
- Friday 10/4/2015 crew RDO
- Saturday 11/4/2015 crew RDO
- Sunday 12/4/2015 day off
- Monday 13/4/2015 crew back to work

Brian 02/04/2015 RDO

Barry 02/04/2015 day off

Dale 17/3/2015 sick for 1 week then resigned

William/Coleen 30/3/2015 ¾ day and 31/3/2015 stood down - rain

Glen 2/4/2015 sick

Glen 4/4/2015 sick
Glen 7/4/2015 sick

General Works - Supervisor

15/3/2015 put works report together then down to Twin Peaks via Mullewa-Pindar and camped overnight in readiness for flood damage start in the morning.

16/3/2015 Checking on flood damage repairs - McNabbs-Twin Peaks road.

17/3/2015 Inspected works on the flood damage then down to Yuin checking on how the shire maintenance crew were going and also the contract dozer operator with the rehabbing of old gravel pits just south of Yuin.

From there onto the following road inspections:

- Beringarra-Pindar road from Yuin to Beringarra camp at Beringarra - thanks Simon.
- Mt Wittenoom
- Beringarra-Byro
- Carnarvon-Mullewa

24/3/2015 Full inspection on the Carnarvon-Mullewa road to top boundary

26/3/2015 Cat loader 4hrs on Meeberrie Wooleen road drains

30/3/2015 Drove Stuart up to Beringarra to pickup truck and loader

07/4/2015 Inspection of Woodleigh-Byro road for flood damage - only got ½ way, small creek running

08/4/2015 Delivered road train of sand and aggregate to Yuin for grid works

ROADS GRADED 15/03/2015 - 10/04/2015

Name	Length of Road	SLK's Graded this month	Heavy Maintenance Loader-truck-Grader	Comments
Beringarra /Pindar	319.80km	65km		
Erong	63.12km			
Beringarra/Byro	90.89km			
Twin-Peaks/Wooleen	47.65km			
Boolardy/Kalli	57.30km			
Byro/Woodleigh	71.00km			
New Forrest/Yallalong	36.18km			
M ^c Nabb/Twin-peaks	49.75km			
Yallalong-West	34.46km			
Mileura/Nookawarra	49.08km			
Muggon	38.75km			
Manfred	34.55km			
Beringarra/Mt Gould	34.80km			
Tardie/Yuin	13.20km			
Innouendy	9.30km			
Boolardy Homestead	2.00km			
Yunda Homestead	32.80km			
Meeberrie Woolleen	25.22km			
Mt Wittenoom	37.55km			
Woolleen/Mt Wittenoom	33.85km			
Beringarra Cue	109.82km			
Boolardy 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			
Woolgorong-South	15.00km			
Errabiddy-Bluff	12km			
Air strip Graded				

Total this month graded: 65km

Recommendation:

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

The Work Supervisor expanded on his report saying that he had conducted a flood damage inspection early in the week and there would be more roads to add to the original claim. He would be going out again with the engineer from Greenfields on the 7th May for the formal inspection.

Councillor Halleen suggested that warning signs be left at Yuin and a couple of other stations for the pastoralists to put up. The Works Supervisor commented that we would need to buy more signs – there are some signs at Beringarra and Yuin already.

Contractors had been scheduled for opening up works up to McNabbs turn-off, and on the Carnarvon Mullewa, the Coolcalalaya and Boolardy-Kalli Roads.

Councillor Foulkes-Taylor mentioned that an exceptional job had been done on placing the rocks at the Anzac Memorial – it's not an easy job to get such large rocks standing so straight.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor Broad		Seconded: Councillor Whitmarsh
That the Work Supervisor's Report be accepted.		
Carried	For: 5	Against: 0

The Order of Business was amended to discuss items that required input from the Works Supervisor.

18. ADMINISTRATION**18.1 Road Inspection (Order of Business Amended)**

File:	12.24
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13th April 2015
Attachments:	Nil

Matter for Consideration:

Setting a date for the annual road inspection.

Background:

At the Ordinary Meeting of Council on the 20th March 2015, Council made the following decision in regard to the Annual Road Inspection:

Council Decision:		
Moved: Councillor Williams		Seconded: Councillor Squires
That the Annual Road Inspection be held during May with the exact date to be confirmed at the April meeting. 2 days inspection; Overnight at Murchison Settlement; Route to be roads in the south east of the shire; Bus to be hired for transport; Short meeting of council at the conclusion of the road inspection on day 2		
Carried:	For: 5	Against: 0

Comment:

According to the decision made in March, Council need to confirm the exact dates in May on which the

Annual Road Inspection will be conducted. Some comments regarding the proposed dates from the March Minutes are as follows:

Cr Squires advised council he would like to be involved in the road inspection and he would be away from the 10th April to the 10th May.

CEO advised 7th -9th April out as Nigel Goode would be here with Works Supervisor.

Cr Broad suggested late May.

Strategic Implications:

Nil

Policy Implications:

Nil

Budget/ Financial Implications:

Information gathered from the Annual Road Inspection will assist in the delivery of a Budget for the 2015-16 financial year that addresses the main areas of need in the road network.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Consultation:

None

Recommendation:

That the Annual Road Inspection be held on XXXXX.

After discussions around the table about dates that weren't acceptable, there was general consensus that the 25th and 26th May would suit everyone.

Voting Requirements:

Simple Majority

Council Decision:

Moved: Councillor Whitmarsh

Seconded: Councillor Williams

That the Annual Road Inspection be held on the 25th and 26th May.

Carried

For: 5

Against: 0

14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

President Halleen attended the Regional Road Group meeting on the 27th March. In regard to Federal funding for flood damage through WANDRRA, the CGG had also been refused their claim for the establishment of Water Bores. Bernie Millar from Main Roads was pushing for their inclusion.

In order to get opening up works done more quickly, taking photos would help move things along. Off-road works were encouraged to prevent flood damage.

Motions that were passed at the meeting:

- 1) *Murchison Shires have been allocated \$120,000 rather than \$100,000*
- 2) *Each Shire can put in applications for as many road projects as they like*
- 3) *Austin Downs Yalgoo Road made a Regional Road*
- 4) *Depot Hill to Mullewa Road rejected*

Unspent RRG funding has to be handed back in, so the region has lost 1/3 of it's funding as projects aren't being completed. Black spot funding that was passed in was re-allocated to Cue, mainly for the entry in front of the service station. Shire's need to have 'ready to go projects' for RRG funding, so that funding that is handed back in can be re-allocated. The CEO to follow up with Main Roads and find out how to lodge 'ready to go' projects.

President Halleen also attended the CRBA meeting held on 23 March, but left the summary to Councillor Whitmarsh.

14.2 Councillors

Councillor Broad – no meetings

Councillor Whitmarsh attended the AGM of the CRBA in Carnarvon on the 23 March. There was a resolution to change the constitution; all changes passed except 'the ability to resign' – waiting on approval and 'ability to rate other people' – waiting on advice.

The CEO left the room at 11:41am and returned at 11:42 am.

A drought assistance package of only \$250,000 over two years has been approved for the Shires of Northampton; Chapman Valley; City of Greater Geraldton; Murchison and Shark Bay. The application was for \$1,000,000. Possible uses for the drought assistance package are educating people on welfare to look at such things as dogging and a "Wild Dog Strategy" for the region, along the lines of the National Wild Dog Strategy, driven by Wool Producers Australia.

Councillor Whitmarsh also attended a Committee meeting of CRBA immediately following the AGM.

Office Bearers

Justin Steadman - Chairman

Tim Higham - Vice Chair

Andrew Whitmarsh – Secretary/Treasurer

Councillor Whitmarsh mentioned that he had been in contact with the Department of Lands regarding the status of many roads running through his pastoral lease which investigations had shown to be unsurveyed and undedicated – including the Carnarvon- Mullewa Road. Councillor Whitmarsh forwarded his concerns onto Carel Eringa from the Department of Lands in an effort to find out where liability sits in the case of an accident on those roads.

Arcadia photographic monitoring system - VEG machine to be scrapped. New ones to be used in conjunction with BIOMAS.

Councillor Foulkes-Taylor attended a special meeting for the appointment of the CEO. Welcomed back the CEO and husband John.

Councillor Williams – no meetings.

15. REPORTS OF COMMITTEES

President Halleen gave a summary of the Astrofest Committee meeting held on the 15th April. The main issues were finding finance and catering. A suggestion had been made that we could try and encourage food vans to come out to the Settlement, instead of using caterers. CSIRO is positive about Astrofest. Date for Astrofest was set for the 5th September, although this is after Science Week. Next Committee meeting 5th May.

16. FINANCE

16.1 Financial Activity Statements March 2015

File:	2.2
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 April 2015
Attachments:	

Matter for Consideration:

Council to note that the Financial Activity Statement for March 2015 will be presented to Council at the Ordinary Meeting of Council on 15 May 2015.

Background:

The Local Government (Financial Management) Regulations 1996 - Regulation 34(1) requires that local government prepare a report on a monthly basis and prescribes what is required to be reported. Regulation 34(4) allows for the statement of financial activity and accompanying documents to be (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and (b) recorded in the minutes of the meeting at which it is presented.

Comment:

Due to the mid-March changeover to Synergy Soft to address our finance and records management requirements, there have been some delays with the end of month processes and so the decision was made that the March Financials would be presented at the May meeting to ensure that all transferred balances are checked and correct.

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.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.

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:

Nil

Voting Requirements:

N/A

17. DEVELOPMENT**18. ADMINISTRATION**

18.1 Road Inspection – (Already considered after Item 13.2)

Councillor Whitmarsh left the room at 12:00 noon

18.2 Contribution to Carnarvon Rangelands Biosecurity Association Inc.

File:	13.2
Author:	Gary Martin – Acting Chief Executive officer
Interest Declared:	No interest to disclose
Date:	10 April 2015
Attachments:	Letter from Carnarvon Rangelands Biosecurity Association Inc.

Matter for Consideration:

The Carnarvon Rangelands Biosecurity Association Inc. (CRBA) seeks the Shire to contribute \$10,000 towards its operations in the region.

Background:

The CRBA covers 8 Shires in the region and conducts a range of land protection and biosecurity activities including wild dog control, eradication of pest plants and donkey control.

The CRBA operates under the guidance of the Department of Agriculture and Food WA.

Comment:

Membership is for public authorities and corporate bodies responsible for the care, control or management of land with the RGB area. The Shire is represented on the CRBA through Cr Whitmarsh who is the Association Secretary.

Statutory Environment:

Nil

Strategic Implications:

Nil

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Policy Implications:

Nil

Financial Implications:

There is no budget provision for this and so the funds would need to be transferred from another Program.

Consultation:

Nil

Recommendation:

That the Shire contributes \$10,000 to the CRBA and transfers the \$10,000 from Budget Item (TBA).

There was a conversation that the contribution could possibly come from the budget item for the wild dog bounty and whether or not that would leave enough for the bounty.

CEO left the room at 12:02pm returned at 12:03pm with copy of the February financials.

Councillors were in agreement that there was enough in the Vermin Control Budget item to contribute \$5,000 rather than the \$10,000, which would still leave enough for wild dog bounty.

Councillor Broad recommended that the Officers Recommendation be amended, due to insufficient funds, to:

'That the Shire contributes \$5,000 to the CRBA and transfers the \$5,000 from the Vermin Control Budget'

Voting Requirements:

Absolute Majority

Council Decision:

Moved: Councillor Broad

Seconded: Councillor Foulkes-Taylor

That the Shire contributes \$5,000 to the CRBA and transfers the \$5,000 from the Vermin Control Budget.

Carried

For: 4

Against: 0

Councillor Whitmarsh returned to Chambers at 12:10 pm

18.3 Ward Review April 2015

File:	4.9
Author:	Gary Martin
Interest Declared:	No interest to disclose
Date:	10 April 2015
Attachments:	Letter 9 April 2015 from the LGAB

Matter for Consideration:

The Local Government Advisory Board (LGAB) has requested that the Council conduct a review of its wards and representation to address a current imbalance. The outcome of any such review will not be able to be taken into account for the 2015 Local Government elections.

Background:

The LGAB has previously raised this matter with the Shire. The last review conducted by the Shire was in 2009 when the number of councillors was reduced from seven to six.

The following table shows the situation in 2011 and 2013 and the change in Councillor to Elector ratio.

2011

Ward	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Ballinyoo	3	44	15	+3.10%
Darlot	4	62	16	+2.40%
Total	7	106	15	

2013

Ward	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Ballinyoo	3	38	13	+30.91%
Darlot	3	72	24	-30.91%
TOTAL	6	110	18	

Comment:

The LGAB is aware that the result of any review conducted now will not be included for the 2015 local government elections in October 2017.

However the LGAB has requested that the Council conduct a review and would appreciate advice from the Council on its intentions in this regard.

The Council needs to provide the LGAB with advice of its intentions.

Statutory Environment:

Local Government Act 1995 Schedule 2.2 6.-12. Local government with wards to review periodically. Regardless of the Shire response, the LGAB may insist that the Shire conduct a review.

Strategic Implications:

The structure of the elected representation of the district is fundamental to the delivery of local government.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Policy Implications:

Nil

Financial Implications:

Not known. A review could be undertaken in-house or by the use of external consultants. In view of the recent change in CEO and other positions in the Shire any such review should be deferred until after the new CEO has settled in and in a position to advise the Council. A review could be undertaken in 2016 in time for the 2017 election cycle.

Consultation:

Nil

Recommendation:

That the Council inform the LGAB that it will consider undertaking a ward review in 2016.

It was queried whether this was a complicated process and whether it involved Boundary Changes or changing the number of Councillors per ward.

Voting Requirements:

Absolute Majority

Council Decision:		
Moved: Councillor Broad		Seconded: Councillor Whitmarsh
That the Council inform the LGAB that it will consider undertaking a ward review in 2016.		
Carried	For: 5	Against: 0

19. NOTICE OF MOTION

N/A

20. CEO ACTIVITY REPORT

Date	Activity
27 th March 2015	Jenny Goodbourn final day.
7 th April 2015	Gary Martin Acting CEO Ballinyoo Bridge pre-contract Award Meeting with Bocol; Main Roads; BG&E.
13 th April 2015	Dianne Daniels first day. Attended tool box meeting with works crew; meeting with office staff; meeting with Works Supervisor.

Recommendation:

That the CEO's Activity Report be accepted.

President Halleen noted that he had enjoyed working with Acting CEO Gary Martin and appreciated his professionalism.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Foulkes-Taylor	Seconded: Councillor Whitmarsh	
That the CEO's Activity Report be accepted.		
Carried	For: 5	Against: 0

21. URGENT BUSINESS**Motion to Accept Urgent Business****Recommendation:**

That the meeting accept Urgent Business.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Broad	Seconded: Foulkes-Taylor	
That the meeting accept Urgent Business		
Carried:	For: 5	Against: 0

21.1 Accounts Paid During March 2015

File:	4.37.1
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13th April 2015
Attachments:	EFT & Cheque Details for March 2015

Matter for Consideration:

Endorsement of accounts paid during the month of March 2015.

Background:

If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, then the CEO is to prepare a list of accounts paid by the CEO during the month to present to Council.

Comment:

Payments made during the month of March 2015 are attached.

Statutory Environment:

Local Government (Financial Management) Regulations 1996

Regulation 13 states:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

- (a) the payee’s name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (3) A list prepared under sub regulation (1) or (2) is to be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Strategic Implications:

None

Policy Implications:

None

Budget/Financial Implications:

Payment from the Municipal and Trust Bank Accounts.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Consultation:

Haines Norton

Recommendation:

That the accounts as per the attached Schedule presented to this meeting totalling \$1,559,292.50 which includes \$766,939 of intra account transfers for the month of March 2015 be passed for payment/endorsed by Council.

Councillor Williams noted that repairs to the fuel bowsers were consistently high, queried the purchase of the ice maker and queried the purchase from Bunnings of cables, bolts, nuts washers for \$1,500 as very expensive. Councillor Broad queried the reimbursement of the dot paintings. CEO to investigate. Councillor Foulkes-Taylor pointed out that there was a typo on page two of the attachment – the hours paid to Karoo Bush should be 200 not 20.

Voting Requirements:

Simple majority

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Whitmarsh	
That the accounts as per the attached Schedule presented to this meeting totalling \$1,559,292.50 which includes \$766,939 of intra-account transfers for the month of March 2015 be passed for payment/endorsed by Council		
Carried	For: 5	Against: 0

21.2 Urgent Business – Deputy CEO Position

File:	4.37.1
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	16th April 2015
Attachments:	

Matter for Consideration:

Council to consider designating the position of Deputy CEO as a Senior Position

Background:

s.5.37 of the Local Government Act allows a local government to designate employees as senior employees. The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.

Comment:

The Shire of Murchison Policy Manual 7.1.1 states that only two positions have been designated as Senior Positions – The CEO and the Works Supervisor.

As we are currently recruiting for a replacement for the Deputy CEO, it would be timely to consider whether or not Council considers that this position should also be a Senior Position.

Statutory Environment:

Local Government Act 1995

Part 5 Division 4

5.37. Senior employees

(1) A local government may designate employees or persons belonging to a class of employee to be senior employees.

(2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.

(3) Unless subsection (4A) applies, if the position of a senior employee of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.

(4A) Subsection (3) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.

(4) For the avoidance of doubt, subsection (3) does not impose a requirement to advertise a position where a contract referred to in section 5.39 is renewed.

Strategic Implications:

None

Policy Implications:

None

Budget/Financial Implications:

Payment from the Municipal and Trust Bank Accounts.

Sustainability Implications:

- **Environmental:**
There are no known significant environmental considerations
- **Economic:**
There are no known significant economic considerations
- **Social:**
There are no known significant considerations

Consultation:

Nil

Recommendation:

That Council designates the position of Deputy Chief Executive Officer to be a Senior Position.

Voting Requirements:

Simple majority

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

That Council designates the position of Deputy Chief Executive Officer to be a Senior Position.

Carried**For: 5****Against: 0****21.3 Remediation of Drainage Works on the Beringarra-Cue Road**

File:

Author:

Dianne Daniels

Interest Declared:

No interest to disclose

Date:

17/04/2015

Attachments:

N/A

Matter for Consideration:

Council to consider inviting Public Tenders for works to address Drainage Issues on the Cue-Beringarra Road.

Background:

In the 2014-15 Budget, Council has made provision for works to address the drainage issues on the Cue Beringarra Road. The Act and the Local Government (Functions and General) Regulations 1996 state that Tenders are to be publicly invited if the consideration under the contract is expected to be more than \$100,000.

Comment:

Prior to calling for Public Tenders, the Shire of Murchison Purchasing Policy requires that Council establish an Evaluation Panel. The Act and LG (Functions and General) Regulations require that the criteria for deciding which tender should be accepted must be in writing prior to calling for Public Tenders.

Statutory Environment:*Local Government Act 1995*

3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

*Local Government (Functions and General) Regulations 1996**Division 2 – Tenders for Providing Goods and Services (s.3.57)*

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.

12. Anti-avoidance provision for r. 11(1)

If a local government enters into 2 or more contracts in circumstances such that the desire to avoid the requirements of regulation 11(1) is a significant reason for not dealing with the matter in a single contract, tenders are to be publicly invited according to the requirements of this Division before entering into any of the contracts regardless of the consideration.

[Regulation 12 amended in Gazette 2 Feb 2007 p. 245-6.]

13. Requirements when local government invites tenders though not required to do so
If a local government, although not required by this Division to invite tenders before entering into a contract for another person to supply goods or services, decides to invite tenders, the tenders are to be publicly invited according to the requirements of this Division.
14. Publicly inviting tenders, requirements for
- (1) When regulation 11(1), 12 or 13 requires tenders to be publicly invited, Statewide public notice of the invitation is to be given.
 - (2) If the CEO has, under regulation 23(4), prepared a list of acceptable tenderers, instead of giving Statewide public notice the CEO is required to give notice of the invitation to each acceptable tenderer listed.
- (2a) If a local government —
- (a) is required to invite a tender; or
 - (b) not being required to invite a tender, decides to invite a tender,
- the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

Strategic Implications:

Policy Implications:

Financial Implications:

This is a budgeted item for the 2014-15 financial year.

Consultation:

N/A

Recommendation:

That Council invites Public Tenders for works to address Drainage Issues on the Cue-Beringarra Road.

That Council establish an evaluation panel (minimum 3 members) to assess the tenders.

That council delegates the authority to determine the criteria to the above-mentioned Assessment Panel.

Councillor Foulkes-Taylor left the meeting at 12:31 and returned to the meeting at 12:34pm

There was a discussion regarding the make-up of the panel – CEO, Works Supervisor and one or two Councillors.

The Works Supervisor joined the meeting at 12:34pm.

The Works Supervisor was asked how the works was going to be staged - it would be staged as floodways, drains and then contour banks and it was the Works Supervisors' preference to have a council employee involved in the works to assist with supervision.

Councillor Broad asked how we were going to acquit the \$350,000 that Council had agreed to spend on flood mitigation. Councillor Williams commented that if the Tender was based on hourly rates, then there was no impediment to calling the tender and then the Works Supervisor could do a costing based on Tender prices.

The Works Supervisor estimated that the works would take approximately 3-4 weeks. Works to be undertaken on an hourly rate using a dozer, grader, semi-water cart, 2 rollers, loader, triple road train side tipper and a single tipper.

Councillor Foulkes-Taylor suggested that the Tender Assessment Panel could work out the details of the tender and nominated Councillor Broad to be on the Panel.

President Halleen asked the Works Supervisor to do an estimate on time and cost and the item lay on the table while the calculations were done.

Meeting Adjourned for lunch at 1:00 pm

Meeting re-convened at 1:55 pm without the Works Supervisor

Councillor Foulkes-Taylor nominated Councillor Williams to be on the panel. Councillor Broad nominated President Halleen to be on the panel.

Councillor Broad was not in favour of including our plant or an employee on the contract, except for the dozer. Councillor Foulkes-Taylor was also in favour of the dozer.

The President decided to let the item lay on the table until the Works Supervisor had completed his costing and moved on with Items 21.2 and 21.1.

Councillor Broad left the meeting at 3:02 pm and Councillor Broad and the Works Supervisor returned to the meeting at 3:03 pm.

There was a general consensus that this tender would be staged as floodways and drains at floodways; that the only plant the Shire would supply was the dozer (inc operator); and that the Tender Evaluation Panel would need to make sure that the Selection Criteria included provision for key personnel to have strong Supervisory skills, so that the Shire Works Supervisor didn't need to be on the job all the time.

Councillor Foulkes-Taylor nominated Councillor Broad to be on the Panel.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Foulkes-Taylor	Seconded: Councillor Williams	
That Council invites Public Tenders for Works to Address Drainage Issues on the Beringarra Cue Road;		
That Council appoint President Halleen, Councillor Williams, Councillor Broad, the CEO and the Works Supervisor to the Evaluation Panel to assess tenders; and		
That Council delegates the authority to determine Tender selection criteria to the above-mentioned Evaluation Panel.		
Carried	For: 5	Against: 0

21.4 SKA Stakeholders Meeting

File:	
Author:	President Mark Halleen
Interest Declared:	No interest to disclose
Date:	17 th April 2015
Attachments:	N/A

Matter for Consideration:

Nominations called to attend the SKA Stakeholders Meeting with the CEO.

Voting Requirements:

Simple majority

Councillor Williams nominated Councillor Foulkes-Taylor to attend, seconded by Councillor Broad.

Council Decision:		
Moved: Councillor Williams		Seconded: Councillor Broad
That Councillor Foulkes-Taylor attend the SKA Stakeholders Meeting on (date to be advised) with the CEO.		
Carried	For: 5	Against: 0

22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**Motion to close the meeting to the Public****Recommendation:**

That the meeting move behind closed doors to discuss one item.

Two other late confidential items were introduced for consideration behind closed doors.

Item 22.2 regarding the Bocol Piling Proposal pursuant to LGA s. 5.23 (2)(c) and (2)(e), and

Item 22.3 regarding Contract 1.2015 for the Ballinyoo Bridge Replacement pursuant to LGA s.5.23 (2)(c) and (2)(e).

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Foulkes-Taylor		Seconded: Councillor Broad
Carried:	For: 5	Against: 0

The meeting was closed to the public at 4:10 pm

22.1 Confidential item pursuant to section 5.23 (2) (a) of the Local Government Act 1995.

Refer separate confidential report

22.2 Confidential Item - Bocol Piling Proposal - pursuant to LGA s.5.23 (2)(c) and (2)(e)

Refer separate confidential report

22.3 Bridge 837A Ballinyoo Bridge Replacement – Contract 1.2015 - pursuant to LGA s.5.23 (2)(c) and (2)(e)

Refer separate confidential report

Motion to open the meeting to the Public

Recommendation:

That the meeting move out from behind closed doors.

Voting Requirements:

Simple Majority

Council Decision:		
Moved: Councillor Whitmarsh	Seconded: Councillor Williams	
Carried:	For: 5	Against: 0

Council moved out from behind closed doors at 4:32 pm

Motions carried behind closed doors are recorded below.

22.1 Confidential item pursuant to section 5.23 (2) (a) of the Local Government Act 1995

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Whitmarsh	
That the Policy Manual be amended to include the following under 7.2 Staff Housing:		
That the Housing Working Group undertake 6 monthly housing inspections and also inspect houses immediately employees vacate.		
Carried:	For: 5	Against: 0

22.2 Confidential Item - Bocol Piling Proposal - pursuant to LGA s.5.23 (2)(c) and (2)(e)

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Williams	
That the council:		
<ol style="list-style-type: none"> 1. Receive this report and the attached documents; 2. Accept the advice and recommendation from BG&E; 3. Not accept the Bocol Constructions alternative pile proposal at this time; and 4. Defer a decision on the Piling proposal until after the contractor has submitted the final pile design. 		
Carried:	For: 5	Against: 0

22.3 Bridge 837A Ballinyo Bridge Replacement – Contract 1.2015 - pursuant to LGA s.5.23 (2)(c) and (2)(e)

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Whitmarsh	
That the council:		
<ol style="list-style-type: none"> 1. Receive this report and the attached documents forming Contract 1.2015 and specifically; <ul style="list-style-type: none"> Document No/P14020-SPE-S-0001 Book 1 Date 1/4/2015 – Conditions of Contract Document No/P14020-SPE-S-0002 Book 2 Date 1/4/2015 – Technical Specifications Document No/P14020-SPE-S-0003 Book 3 Date 1/4/2015 – Drawings Document No/P14020-SPE-S-0004 Book 4 Date 1/4/2015 – Other Information 2. Accept the Tender from Bocol Constructions Pty Ltd for the sum of \$3,415,838.80 (excluding GST) as per the tender submitted and subject to Contract 1.2015; 3. Accept the Conditions of contract 1.2015 as outlined in the documents in Item 1 above; and 4. Authorise the Shire President and CEO to enter into the Contract. 		
Carried:	For: 5	Against: 0

23. MEETING CLOSURE

There being no further business the Shire President declared the meeting closed at 4.33pm

These minutes were confirmed at the council meeting held on

Signed..... Presiding Officer