



Western Australia

Minutes of the Ordinary Meeting of the Murchison Shire Council,  
held in the Council Chambers, Carnarvon Mullewa Road, Murchison,  
On Wednesday 22 February 2017, commencing at 10.04 am.

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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The President declared the meeting open at 10:04 am.

The President announced that Travis Bate of RSM would present the draft Strategic Community Plan to council immediately following morning tea. The draft Plan included some suggested performance measures to help gauge if strategies to achieve outcomes are successful or not. Council will be given the opportunity for involvement in the final selection of KPI's.

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

President Mark Halleen  
Deputy President Rossco Foulkes-Taylor  
Cr Miles Williams  
Cr Andrew Whitmarsh  
Cr Emma Foulkes-Taylor

CEO – Dianne Daniels  
DCEO – Peter Dittrich  
Works Supervisor – Brian Wundenberg

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

Nil.

**4. PUBLIC QUESTION TIME**

Nil.

**4.1 Standing Orders*****Council Decision:***

**Moved: Councillor M Williams**

**Seconded: Councillor R Foulkes-Taylor**

**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**

17 March 2017

*(NB: subsequently changed at Urgent Business Item 21.3 to 23/03/2017)*

**6. APPLICATIONS FOR LEAVE OF ABSENCE*****Council Decision:***

**Moved: Councillor A Whitmarsh**

**Seconded: Councillor M Williams**

That Councillor E Foulkes-Taylor be granted a leave of absence from the 17 March 2017 Ordinary Council Meeting.

**Carried:**

**For: 5**

**Against: 0**

*(NB: All meetings were subsequently changed at Urgent Business Item 21.3 to fourth Thursday of each month)*

**7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

- 22.1 Sub-lease Murchison Oasis Roadhouse pursuant to LGA 1995 5.23 (2) (c) and (e) (iii)  
 22.2 Fuel and Oil Supply Contract pursuant to LGA 1995 5.23 (2) (c) and (e) (iii)  
 22.3 SKA Access Road Update pursuant to LGA 1995 5.23 (2) (e) (iii)  
 22.4 CEO Annual Performance Review pursuant to LGA 1995 5.23 (2) (a)

**8. CONFIRMATION OF MINUTES****8.1 Ordinary Council Meeting – 16 December 2016****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 16 December 2016 be confirmed as an accurate record of proceedings

**Voting Requirements:**

Simple majority

***Council Decision:***

**Moved: Councillor R Foulkes-Taylor**

**Seconded: Councillor E Foulkes-Taylor**

That the Minutes of the Ordinary Council meeting of 16 December 2016 be confirmed as an accurate record of proceedings.

**Carried**

**For: 5**

**Against: 0**

**9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

*Nil.*

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Travis Bate of RSM to present the draft Strategic Community Plan. Item 17.1 to be brought forward on his arrival.

**11. ACTION LIST**

No	Item	Action	Status
1	Community Project Officer	Still sitting on the table. Meeting held 11 <sup>th</sup> March 2016 and recommendations presented to Council at the April OCM – the item was left to lay on the table while Council explored other options.	Ongoing
2	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 Advisory Group to advise Council on these projects. Invitation sent to CAG to meet on Friday 3 June. A surveyor will be at the Murchison Settlement shortly to survey the tip, so will plan to have the Cemetery done as well. <i>Action:</i> The work to be completed by surveyor to include Cemetery as well. Meeting held 3 June 2016.	HTD will be here to survey the refuse sites and cemetery in the week commencing 20 <sup>th</sup> Feb.

4	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 has been finalised – this was mainly to establish correct infrastructure values but will form a good basis from which to start. As an adjunct to this, the CEO was hoping to do a review of the Internal Hierarchy for this meeting, but it has turned out to be more complicated than first thought. The status (ie a road defined by description; a dedicated road; a gazetted road; a closed road) of roads no longer maintained needs to be identified before the Shire can progress with this. Undesignated unsurveyed roads were bought up as a discussion point at the May zone meeting. Paul Rosair did a presentation to the March OCM, which was discussed at the April OCM.	Reviewed Road Hierarchy October 2016 as a starting point. We need to follow the following process to close roads: 1. Advertise the proposed closure/s in local newspaper; 2. Allow 35 days for submissions; 3. Resolve at a meeting following the advertising period to close the roads, after considering objections, if any; 4. Submit a formal request to the Minister for Lands; 5. If the Minister approves the request, the road becomes unallocated Crown Land.
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**Recommendation:**

That the Action List be accepted.

**Voting Requirements:**

Simple majority

<b>Council Decision:</b>		
<b>Moved: Councillor A Whitmarsh</b>		<b>Seconded: Councillor M Williams</b>
That the Action List be accepted.		
<b>Carried</b>	<b>For: 5</b>	<b>Against: 0</b>

**12. DISCLOSURE OF INTERESTS**

Nil.

**13. REPORTS OF OFFICERS****13.1 Monthly Plant Report – Works Supervisor**

December/January 2017			Hours					YTD	
Plant Item	Year	Rego	1 July '16	Start	End	Total	YTD	Operating Costs	
				Hrs/kms	Hrs/km	Month		Plant	Fuel
P.01 JD Grader	2011	MU1063	7762	8434	8499	65	737	7269.86	14708.26
P.02 Cat Grader 12H	2005	MU 141	14167	14882	14973	91	806	1802.08	11885.31
P15003 JD 6WD Grader	2012	MU121	712	1141	1202	61	490	1230.80	7539.90
P.04 New/H Ford Tractor	2006	MU 380	1912	1981	2029	48	117	1698.05	344.15
P.05 Dolly 1-Red	2001	MU 2003	1972	12569	12569	0	10597	4007.08	n/a
P.07 Nissan UD	2009	000 MU	202424	211265	212920	1655	10496	4512.99	6920.51
P.08 Dolly 2-Black	2000	MU 2009	1816	8289	8399	110	6583	7450.10	n/a
P.09 Iveco P/Mover	2003	MU1065	315776	325799	327995	2196	12219	1673.16	8959.95
P.10 Iveco W/Truck (hrs)	2004	MU 00	10864	11110	11110	0	246	2897.17	2039.74
P.11 Komatsu Dozer	1997		1481	1796	1825	29	344	11840.21	6197.59

P.13 Tri-Axle L/L Float	2008	MU 663	12902	21777	23533	1756	10631	3666.42	n/a
P.14 No. 2 Float	2001	MU 2004	2391	8859	8859	0	6468	1931.40	n/a
P.17 Side Tipper	2001	MU 662	970	14489	14536	47	13566	2468.56	n/a
P.18 Side Tipper	2001	MU2010	15034	21594	21594	0	6560	3658.63	n/a
P.24 30K W/Tanker Trailer	2005	MU 2024	46001	340	159660	861	160521	7791.13	n/a
P.27 Volvo Loader	2006	MU 65	7942	8347	8405	58	463	2588.05	6047.94
P.28 Isuzu Dmax	2009	MU 300	209207	215161	215977	816	6770	1942.89	1100.87
P.32 Construction Gen			22437	24127	24164	37	1727	99.38	3332.52
P.33 Maintenance Gen			9098	10423	10423	0	1325	652.87	1738.16
P.34 Generator Perkins		Mechanic	151	677	677	0	526	3.11	1582.75
P.35 Generator 1-110kva	2011		24201	26131	26342	211	2141	17104.46	70227.37
P.35 Generator 2-110kva	2011		16826	18934	20262	1328	3436		
P.37 Forklift			12443	12543	12567	24	124	583.07	212.54
P.40A Toyota Hilux	2014	01MU	61055	80102	84000	3898	22945	4396.37	3368.08
P.41 Cat 938G Loader	2004	MU 193	5315	5524	5563	39	248	3190.98	2122.54
P.43 Bomag Roller	2012	MU1027	1496	3177	3323	146	1827	1372.44	3827.49
P.48 Dog Fuel Trailer	1979	MU 2026	0	0	0	0	0	1708.77	n/a
P.49 Dog Fuel Trailer	1972	MU 2005	0	0	0	0	0	0.00	n/a
P.54 Isuzu T/Top	2005	MU 1002	171821	176200	177078	878	5257	504.79	1162.10
P.55 Toyota Prado	2012	MU1011	71388	80919	83165	2246	11777	2949.58	2071.33
P.57 Great Wall	2012	MU 167	54225	58076	59302	1226	5077	1961.61	744.44
P.59 45ft Flat Top	1978	MU2044	0	0	0	0	0	3210.87	n/a
P.60 Mercedes PTV	2004	MU 1009	102020	103195	103359	164	1339	4730.17	227.30
P.61 Kenworth P/Mover	2004	MU 000	76906	92123	92689	566	15783	9533.28	13077.91
P.63 RAV4 - Traded 08/16	2013	MU 1011	35031	35800	35800	0	769		67.32
P.64 Isuzu Construction	2013	MU 140	95645	118208	118208	0	22563	1336.05	7647.60
P.65 Generator 9KVA	2013	H/ Maint	5440	5597	5597	0	157		3057.76
P.66 Kubota 6kva Gen	2012		9948	11389	11389	0	1441	267.62	2255.27
P.67 Roadwest S/Tipper	2013	MU2042	58719	71189	71299	110	12580	5110.65	n/a
P.68 Bomag Padfoot	2013	MU1071	1595	1722	1770	48	175	911.55	1898.48
P.72 Isuzu Fire Truck	2013	MU1068	1353	1754	1847	93	494		202.37
P.73 Toyota Fast Attack	2014	MU1069	8900	8900	8900	0	0	2196.86	77.72
Caravans				n/a	n/a	n/a	n/a	6878.96	n/a
P11076 JD Ride on mower			795	866	891	25	96	2525.21	249.82
P15006 Isuzu Maint	2015	MU1018	15842	30342	32417	2075	16575	2795.45	4223.38
P16063 Toyota Prado	2016	MU 0	0	10090	11161	1071	11161	897.37	1353.27
P16076 Kubota Mower	2016		0	26	77	51	51	1000.12	315.91

### **13.2 Works Report – Works Supervisor**

#### **Construction Crew**

The construction crew are now working on a 2km works program south of Pia on the Beringarra-Pindar road. These works include gravel sheeting and re-sheeting various sections. A floodway is to be boxed out and replaced with cement stabilised gravel and a rock wall is to be added on the down side. An old contour bank within the 2km section will be redressed which will prevent water running across the road in 6 or seven areas within this 2km section. A 1.6km section has also been pulled in, wet and rolled and more off-shoot drains added.

With the completion of these works the crew will move onto the next road repair job approx. 1km east of Woolleen Wool Shed which suffered a bit of damage from recent thunderstorms. From here weather permitting they will be moving to the new alignment around Twin Peaks homestead.

### Maintenance Crew

The Maintenance Crew have completed a maintenance grade on the Carnarvon Mullewa road from the bridge to the south boundary. They are now doing a grade on the Meeberrie Woollen road which should be completed by Thursday 9<sup>th</sup> February. From here crew will grade the Twin Peaks-Woolleen road and then Woollen-Mt Wittenoom, Woolleen-Booldardy, Mt Wittenoom and then from the Beringarra/Mt Wittenoom intersection they will start on the Beringarra-Pindar road heading south.

An attempt was made to grade the New Forrest–Yallalong/Coolcalalaya road but the conditions were too wet. If the road dries out prior to them leaving the area then they will complete a grade before moving on.

### Staff Leave

16/01/2017 Brian – returned to work after accident 06/11/2016.

23/01/2017 Maintenance & Construction staff returned back to work after the Christmas break.

26/01/2017 All crew off for Australia Day.

### Grids

Expressions of Interest will go out this month to replace 5 old 12ft grids with 5 new 24ft grids.

### Work Supervisor - General

As mentioned above I return to work after my accident on the 16<sup>th</sup> January.

25/01/2017 5hrs with construction crew

27/01/2017 8 hrs with construction crew

30/01/2017 7 hrs with construction crew

31/01/2017 6 hrs with construction crew + 3hrs with heavy maintenance

01.02.2017 5 hrs with construction crew + 4 hrs road inspection on the Carnarvon Mullewa road north of the settlement.

### ROADS GRADED 23/01/2017 – 09/02/2017

Name	Length of Road	SLK's Graded this month	Heavy Maintenance	Comments
Beringarra /Pindar	319.80km			
Erong	63.12km			
Beringarra/Byro	90.89km			
Twin Peaks/Wooleen	47.65km			
Booldardy/Kalli	57.30km			
Byro/Woodleigh	71.00km			
New Forrest/Yallalong	36.18km			
McNabb/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			
Booldardy Homestead	2.00km			
Yunda Homestead	32.80km			
Meeberrie-Woolleen	25.22km	25km		Water table to water table only as ground wet
Mt Wittenoom	37.55km			
Woolleen/Mt Wittenoom	33.85km			
Beringarra Cue	109.82km			
Booldardy Wooleen	19.08km			
Kalli Cue East	21.87km			

Butchers Track	64.54km			
Butchers Muggon	23.80km			
Murchison Settlement	2.00km			
Coolcalalaya Road	36km			
Carnarvon Mullewa	278.63km	46km		Bridge to south boundary
Mt Narryer	3km			
Errabiddy Bluff	12km			
Air strip Graded				

Total this month graded 71km

### Recommendation:

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

### Discussion:

The Works Supervisor thanked the Council and the CEO for their support during his absence.

President M Halleen asked if the weld on the water cart was sufficient. The Works Supervisor advised that the weld was sufficient but could be improved with a further \$2,000 work.

The Works Supervisor discussed the impact of weather events on the works programme. Currently equipment is trapped by flood waters. When able, a grader will be brought north of the river.

The works supervisor advised that it would be necessary to replace the 1<sup>st</sup> grid south of the settlement.

The CEO advised that part of a May 2016 item would need to be rescinded to facilitate the work.

Councillor M Williams expressed the need to extend the RAV 7 network throughout the Shire. Councillor R Foulkes-Taylor suggested that 4 grids be replace on the Beringarra Pindar Road and 1 grid south of the settlement.

The works supervisor stated that the construction crew were in the Wooleen area and would undertake unscheduled work whilst in the area. Councillor E Foulkes-Taylor agreed that work should be undertaken when the crew was in the relevant area.

The CEO advised that WANDRA had been proclaimed and that a call for quotes to audit the damage had been sent out. President Halleen asked if the Shire could 'open up' the works and if the trigger point funds were covered. The CEO advised that if the Shire opened up the works then the cost of the opening up could not be claimed. The CEO also advised that the trigger point funds were covered.

The CEO discussed the two generator failures that had left the settlement without power and water for extended periods. Councillor Williams expressed the idea that a generator motor could be expected to last 30,000 hrs. Further that there had been a number of suppliers involved and that the system needed to be cleaned up and ownership taken by a supplier.

### Voting Requirements:

Simple majority

### Council Decision:

Moved: Councillor R Foulkes-Taylor

Seconded: Councillor A Whitmarsh

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

Carried

For: 5

Against: 0

The meeting adjourned at 10:40am for morning tea and resumed at 11:00 am

The President announced that Item 17.3 Road Inspections was to be brought forward for consideration while the Works Supervisor was still in the meeting.

The Order of Business was changed to consider Item 17.3.



**17.3 Road Inspections**

File:	12.24
Author:	Dianne Daniels
Interest Declared:	No interest to disclose
Date:	13 <sup>th</sup> February 2017
Attachments:	Nil

**Matter for Consideration:**

Council to consider the date for:

1. the annual road inspection, and
2. the inspection of the bitumised section of the Beringarra Cue Road following its decision at the December meeting declining to accept any tender for RFT 4.2016-17 Repairs to Bitumen surface Defects because the tendered prices far exceeded the budget.

**Background:**

Each year, the Shire of Murchison undertakes a road inspection to prioritise works required and to help formulate the road works program for the following financial year. This year as well, following from the assessment of the tender to repair the bitumen on the Beringarra Cue Road, council considered that it would be necessary to inspect the bitumised section of the Beringarra Cue Road in order to formulate a policy to manage that section with the funds available.

**Comment:**

In 2016, the annual road inspection was carried out over two days in early April. This year, we intend to take the roadworks priorities to the April 21 OCM and in order to allow the Works Supervisor/CEO time to prioritise after the inspection, we would not want to undertake the inspection any later than the 7<sup>th</sup> April and it may even be better if we did the inspection in late March.

Council may wish to consider inspecting the Beringarra Cue Road as part of the Annual Road inspection, noting that we have been invited by the CEO of the Cue Shire to inspect the bitumising works that they have done on their section. If not, a separate date will need to be set and I would encourage Council to set this date sooner rather than later.

**Strategic Implications:**

Nil

**Policy Implications:**

A new policy in regard to the management of the Beringarra Cue Road may be formulated.

**Budget/ Financial Implications:**

Information gathered from the Annual Road Inspection will assist in the delivery of a Budget for the 2017-18 financial year which addresses the main areas of need in the road network.

Information gathered from the inspection of the Beringarra Cue Road will assist in the management of the Reserve funds set aside for the purpose of returning this road to gravel over time.

**Sustainability Implications:**

- **Environmental**  
There are no known significant environmental implications associated with this decision
- **Economic**  
There are no known significant economic implications associated with this decision
- **Social**  
There are no known significant social considerations associated with this decision

**Consultation:**

None

**Recommendation:**

That the Annual Road Inspection be held on TBA and include an inspection of the bitumen section of the Beringarra Cue Road; **or**

That the Annual Road Inspection be held on TBA, and the Inspection of the Beringarra Cue Road be held on TBA.

*Discussion*

*Councillor Williams expressed a preference for early March.*

*President Halleen advised that 6<sup>th</sup> March was a long weekend, 17<sup>th</sup> March was the Ordinary Meeting of Council and 14<sup>th</sup> March was the Regional Road Group Meeting, further he would be out of the shire until 7<sup>th</sup> March.*

*Councillor Williams suggested that inspection be held a few days before the meeting.*

*Councillor E Foulkes-Taylor would not be available from the 16<sup>th</sup> to 19<sup>th</sup> March and the Works Supervisor will not be available on 21<sup>st</sup> March.*

*The CEO suggested that the discussion be left on the table until changes to Ordinary Meeting Dates were considered in Urgent Business.*

*Item 17.3 left to sit on the table to be considered with Urgent Business.*

**Voting Requirements:**

Simple Majority

<b>Council Decision:</b>		
<b>Moved: Councillor R Foulkes-Taylor</b>	<b>Seconded: Councillor M Williams</b>	
<b>Carried/Lost:</b>	<b>For:</b>	<b>Against:</b>

*The President announced that Item 17.1 Full Review of Strategic Community Plan, was to be brought forward and welcomed Mr Travis Bate to the meeting at 11:15am.*

**17.1 Full Review of Strategic Community Plan**

File:	4.39
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 February 2017
Attachments:	Draft Strategic Community Plan

**Matter for Consideration:**

Council to consider the full review of the Shire of Murchison Strategic Community Plan.

**Background:**

In 2010, the Integrated Planning and Reporting (IPR) Framework and Guidelines were introduced in Western Australia (WA) as part of the State Government’s Local Government Reform Program. All local governments were required to have their first suite of IPR documents in place by 1 July 2013.

Integrated planning and reporting gives local governments a framework for establishing local priorities and to link this information to operational functions. Three major parties are involved in the development of an integrated plan: the local government administration, the Council and the community. Each party has a unique role and responsibilities for effective and sustainable integrated planning and reporting, with the Local Government (Administration) Regulations 1996 requiring each local government to adopt a Strategic Community Plan and a Corporate Business Plan.

A successful integrated planning and reporting process will deliver the following outcomes:

- a Strategic Community Plan that clearly links the community's aspirations with the Council's vision and long term strategy
- a Corporate Business Plan that integrates resourcing plans and specific council plans with the Strategic Community Plan, and
- a clearly stated vision for the future viability of the local government area.

The Shire’s first Strategic Community Plan under the new Integrated Planning Legislation was adopted by an absolute majority of Council in May 2013, with a desktop review being undertaken and adopted by Council in June 2015. According to legislation, the Strategic Community Plan needs to be reviewed regularly to ensure

that it is relevant to the Community. At minimum, a desktop review is required every two years and a full review every four and so we are now due for a full review.

### **Comment:**

In October 2016, RSM were contracted to assist the Shire of Murchison with this full review of the Strategic Community Plan, after a competitive Request for Quote was publicised. Travis Bate, Principal of RSM, joined the October council meeting by teleconference and discussed his plans for progressing the review. The proposed community survey was reviewed and changes made to the wording to enable easier understanding by the broader community and the survey was distributed in late October. A community workshop was held on the 25<sup>th</sup> November where the original plan was recapped along with the desktop review and the results of the survey were summarised. The four areas of economic, social, environmental, and civic leadership were explored.

Unfortunately, we ran out of time during the workshop to rank the priorities that came out of the discussion and performance criteria were not explored. A survey was sent to participants in the week following the workshop asking them to rank the priorities. It was quite slow going getting the surveys back and so our aim of presenting a draft plan to the December meeting was not met.

Mr Bate has progressed the plan with the second round of surveys received and will work with Council at the February 2017 meeting to ensure that only those priorities that are feasible are included in the plan and to establish performance indicators.

The aim is to bring the final version of the Strategic Community Plan back to the March 2017 meeting for adoption.

The revised plan will give Council sound guidance in its decision making for the next four years.

### **Statutory Environment:**

Local Government Act 1995

5.56. Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996 Part 5 Division 3 19(c)

19C. Strategic community plans, requirements for (Act s. 5.56)

(1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.

(3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

(4) A local government is to review the current strategic community plan for its district at least once every 4 years.

(5) In making or reviewing a strategic community plan, a local government is to have regard to —

(a) the capacity of its current resources and the anticipated capacity of its future resources; and

Local Government (Administration) Regulations 1996

(b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and

(c) demographic trends.

(6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.

(7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.

\*Absolute majority required.

(8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

(9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.

(10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

**Strategic Implications:**

Review of the Plan against Key Performance Indicators' is vital to ensure that Community aspirations are being met.

**Sustainability Implications**

- **Environmental**  
This is one of the four main themes of the Strategic Community Plan – to improve the sustainability of land use and improve the condition of the environment. Reviewing the plan ensures that the Community is kept informed on the progress of environmental strategies detailed in the plan.
- **Economic**  
This is one of the four main themes of the Strategic Community Plan – to develop the region's economic potential to encourage families and businesses to stay in the area. Reviewing the plan ensures that the Community is kept informed on the progress of economic strategies detailed in the plan.
- **Social**  
This is one of the four main themes of the Strategic Community Plan – to develop, coordinate, provide and support services and facilities which enhance the quality of community life in the Shire. Reviewing the plan ensures that the Community is kept informed on the progress of social strategies detailed in the plan.

**Policy Implications:**

Nil

**Financial Implications:**

The Strategic Community Plan sets the direction for the Long Term Financial Plan and the Corporate Business Plan which inform the Budget.

**Consultation:**

RSM

**Recommendation:**

That Council work with Mr Bate to finalise priorities following on from the Community Workshop and Community Survey and to establish performance indicators in order to progress the Community Strategic Plan.

*Discussion*

*Mr Bate spoke to the draft plan. 14 responses had been received from the community in relation to the setting of the priorities in the plan. He requested that council indicate the priorities to be include in the plan.*

*Under the heading, Economic Priorities, Councillor R Foulkes-Taylor stated the first 4 items listed were a priority. The priorities should include actionable items rather than a wish list.*

*President Halleen suggested no 5 was a priority as it impacted on business.*

*Councillor Williams stated that as more people became aware of the impact of communication restrictions, communication would become a higher priority.*

*Councillor E Foulkes-Taylor expressed concern that the Interpretative Centre had dropped off the priority list and asked if 14 responses could be considered representative of the community.*

*The CEO felt that the change in priorities reflected the impact of the down turn of the economy.*

*Mr Bate then discussed the Environmental priorities and suggested that all 3 items be retained in the plan.*

*In relation to Social priorities, health is an area of importance to the community. Nothing stands out in the lower priorities.*

*Councillor R Foulkes-Taylor suggested the first 3 items be retained as priorities. Councillor Williams suggested that the first 2 items be combined as one. Councillor E Foulkes-Taylor suggested that items 3 and 4 be combined.*

*Mr Bate then discussed the area of Civic Leadership.*

*Councillor E Foulkes-Taylor asked how all the items were prioritised across the plan. It is important for council to be aware of the overarching priorities.*

*Mr Bate will flesh out the priorities and an email will be sent to all councillors to allow them to set the overall priorities. Once the priorities have been set the KPI's will be set,*

Mr Bate left the meeting at 11:41 am

**Voting Requirements:**

Absolute Majority

<b>Council Decision:</b>		
<b>Moved: Councillor M Williams</b>	<b>Seconded: Councillor E Foulkes-Taylor</b>	
That Council work with Mr Bate to finalise priorities following on from the Community Workshop and Community Survey and to establish performance indicators in order to progress the Community Strategic Plan.		
<b>Carried</b>	<b>For: 5</b>	<b>Against: 0</b>

**14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

**14.1 Shire President**

The President advised that he had attended a meeting in relation to the SKA Road and interviews dealing with the Roadhouse lease. These items are to be discussed behind closed doors.

**14.2 Councillors**

Nil.

**15. REPORTS OF COMMITTEES**

Nil

**16. FINANCE**

**16.1 Financial Activity Statements December 2016**

File:	
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Attachments:	Financial Activity Statements to 31 December 2016 Statement of Financial Position Operating Statement by Program Operating Statement by Nature & Type Accounts Activity General Ledger Trial Balance

**Matter for Consideration:**

Council to consider adopting the Monthly Financial Statements for December 2016.

**Background:**

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

**Comment:**

The Current Position at 31 December 2016 is a surplus of \$2,792,603.

**Variances – YTD Budget to YTD**

**Actual**

Budgeted Closing Funding	<b>1,634,733</b>
Surplus(Deficit)	

Plus Variance to opening surplus	2,608,244
Less Operating Revenues down	-2,323,542
Plus Operating Expenditure down	-2,971
Plus Operating Activities Excluded	31,167

Plus Investing Activities down	2,532,981	
Plus Transfer from reserves up	1,559,096	
Less Transfer to reserves up	<u>-3,247,105</u>	
Total Variances		<b>1,157,870</b>

Actuals Closing surplus (Deficit)

**2,792,603**

Refer to December 2016 Financials for explanation of variances.

The following Term Deposits are currently held as at 31 December 2016:

Beringarra- Cue Road Reserve TD	\$2,865,555.62	@ 1.750% Maturity 17/02/2016
Crosslands MCF Term Deposit	\$ 365,989.32	@ 2.100% Maturity 25/02/2017
Ballinyoo Bridge	\$2,0019,570.84	@ 1.500% Maturity 27/01/2016

### **Statutory Environment:**

Local Government Act 1995

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

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

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

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- (b) Budget estimates to the end of month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and
- (e) The net current assets at the end of the month to which the statement relates.

### **Strategic Implications:**

Nil.

### **Policy Implications:**

Nil.

### **Budget/Financial Implications:**

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

### **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:**

Moore Stephens

### **Recommendation:**

That Council adopt the financial statements for the period ending 31 December 2016 as attached.

*Discussion*

The DCEO presented the accounts. Councillor Williams asked if the Cue road term deposit correctly reflected the reserve. The CEO advised that the funds were held in reserve and would be transferred to the term deposit on the maturity of that term deposit.

**Voting Requirements:**

Simple majority.

**Council Decision:**

**Moved: Councillor R Foulkes-Taylor**

**Seconded: Councillor A Whitmarsh**

That Council adopt the financial statements for the period ending 31 December 2016 as attached.

**Carried:**

**For: 5**

**Against: 0**

**16.2 Financial Activity Statements January 2017**

File:

Author: Peter Dittrich – Deputy Chief Executive Officer

Interest Declared: No interest to disclose

Date: 13 February 2017

Attachments: Financial Activity Statements to 31 January 2017

Statement of Financial Position  
Operating Statement by Nature & Type  
Operating Statement by Program  
Accounts Activity  
General Ledger Trial Balance

**Matter for Consideration:**

Council to consider adopting the Monthly Financial Statements for January 2017.

**Background:**

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

**Comment:**

The Current Position at 31 January 2017 is a surplus of \$2,539,006.

**Variances – YTD Budget to YTD****Actual**

Budgeted Closing Funding	<b>1,618,683</b>
Surplus(Deficit)	

Plus Variance to opening surplus	2,608,244
Less Operating Revenues down	-2,339,082
Plus Operating Expenditure down	55,771
Plus Operating Activities Excluded	38,706
Plus Investing Activities down	2,245,963
Plus Transfer from reserves up	1,559,096
Less Transfer to reserves up	-3,248,375
Total Variances	<b>920,323</b>

Actuals Closing surplus (Deficit)

**2,539,006**

Refer to January 2017 Financials for explanation of variances.

The following Term Deposits are currently held as at 31 January 2017:

Beringarra- Cue Road Reserve TD	\$2,865,555.62	@ 1.750% Maturity 17/02/2016
Crosslands MCF Term Deposit	\$ 365,989.32	@ 2.100% Maturity 25/02/2017
Ballinyoo Bridge	\$1,972,812.60	@ 1.890% Maturity 27/02/2016

### Statutory Environment:

Local Government Act 1995

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

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

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

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- (b) Budget estimates to the end of month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and
- (e) The net current assets at the end of the month to which the statement relates.

### Strategic Implications:

Nil.

### Policy Implications:

Nil.

### Budget/Financial Implications:

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

### 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:

Moore Stephens

### Recommendation:

That Council adopt the financial statements for the period ending 31 January 2017 as attached.

### Discussion

*The DCEO spoke to the account and highlighted the impact of the timing of grant payments of the shire’s cash-flows.*

### Voting Requirements:

Simple majority.

### Council Decision:

**Moved: Councillor E Foulkes-Taylor**

**Seconded: Councillor M Williams**

Council adopt the financial statements for the period ending 31 January 2017 as attached.

**Carried:**

**For: 5**

**Against: 0**



**16.3 Accounts Paid December 2017**

File:	4.37.1
Author:	Peter Ditttrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Attachments:	EFT & Cheque Details for December 2016

**Matter for Consideration:**

Endorsement of accounts paid during the month of December 2016.

**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 December 2016 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.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
  - (a) for each account which requires council authorisation in that month —
    - (i) the payee's name; and
    - (ii) the amount of the payment; and
    - (iii) sufficient information to identify the transaction; and
  - (b) the date of the meeting of the council to which the list is to be presented
- (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, Trust and Reserve 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:**

Moore Stephens

**Recommendation:**

That the accounts as per the attached Schedule presented to this meeting totalling \$466,516.96 which includes \$50,870.10 of intra account transfers for the month of December 2016, be endorsed by Council.

**Voting Requirements:**

Simple majority

**Council Decision:**

**Moved: Councillor E Foulkes-Taylor**

**Seconded: Councillor R Foulkes-Taylor**

Council endorse the accounts as per the attached Schedule presented to this meeting totalling \$466,516.96 which includes \$50,870.10 of intra account transfers for the month of December 2016.

**Carried:**

**For: 5**

**Against: 0**

**16.4 Accounts Paid January 2017**

File:	4.37.1
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Attachments:	EFT & Cheque Details for January 2017

**Matter for Consideration:**

Endorsement of accounts paid during the month of January 2017.

**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 January 2017 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.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
  - (a) for each account which requires council authorisation in that month —
    - (i) the payee's name; and
    - (ii) the amount of the payment; and
    - (iii) sufficient information to identify the transaction; and
  - (b) the date of the meeting of the council to which the list is to be presented
- (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, Trust and Reserve 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:**

Moore Stephens

**Recommendation:**

That the accounts as per the attached Schedule presented to this meeting totalling \$308,038.09 which includes \$50,000.07 of intra account transfers for the month of January 2017, be endorsed by Council.

*Discussion*

*Councillor M Williams queried the amount paid for the windsock. The CEO explained the nature of the windsock and the relationship to the solar lighting.*

*The purchase of lawn bowls was queried. The bowls were funded from the operational budget for the bowling green.*

**Voting Requirements:**

Simple majority

**Council Decision:**

**Moved: Councillor A Whitmarsh**

**Seconded: Councillor R Foulkes-Taylor**

Council Endorse the accounts as per the attached Schedule presented to this meeting totalling \$308,038.09 which includes \$50,000.07 of intra account transfers for the month of January 2017.

**Carried:**

**For: 5**

**Against: 0**

**16.5 2016/17 Budget Variation – Sealing Program**

File:	2.4
Author:	Dianne Daniels – Chief Executive officer
Interest Declared:	Nil
Date:	15 February 2017
Attachments:	Report of Tony Chisholm, Superintendent for Seal & Re-seal Works Report of Bob Edwards, Acting Works Supervisor

**Matter for Consideration:**

Council to consider the status of the 2016/17 sealing program and options for completing the sealing in the Settlement.

**Background:**

The 2016/17 Budget allowed for the following sealing projects:

Project Name	\$
<b>Infrastructure</b>	
Cap-Ex - Bitumise 4km Carnarvon Mullewa Road through Breakaway SLK 146.535-149.535 2.973km R2R 16/17	\$169,781
Cap-Ex - Bitumise 1km Bullardoo - Dust Suppression SLK 262.420-272.420 1 km R2R 16/17	\$79,831
Cap-Ex - Bitumise 5 km South of Ballinyoo Bridge SLK 236.65-241.675 5km (this - R4R MWIP	\$1,651,639
Cap-Ex - Reseal 20 km South of Settlement - R2R 16/17	\$373,800

Cap-Ex - Bitumise North of Settlement from 500m to Breakaway SLK 149.535-153.390 3.855km - R2R 16/17	\$126,047
Cap-Ex - Bitumise Roads in Settlement - R2R 16/17	\$92,037

All but Cap-Ex - Bitumise 5 km South of Ballinyoo Bridge SLK 236.65-241.675 5km were tendered in November 2016 as RFT 3.2016/17 Seal and Re-seal Works. The tender was assessed and awarded to Fulton Hogan at the November 2016 meeting, with a scheduled move date of 28/11/2016 and de-move date of 5/12/2016.

### Comment:

The sealing project was not without its challenges for several reasons: our Works Supervisor was out on leave for several months, surface preparation works took longer than expected and the sealing contractor was unable to start on the scheduled date.

During sealing, several sections of the pavement in the Settlement and on a 200m section north of the Settlement failed the contractors' compaction test and laminated in sections and it was decided not to seal those sections. The car park in front of the Admin building tested ok and it was decided to seal it as a test of the red laterite product, which was an unknown quantity to us all. The reports of Superintendent, Tony Chisholm of WML Consultants and Bob Edwards, Acting Works Supervisor are attached, to help clarify the reasons for the pavement failure and to give an overview of the sealing works in general.

Tony has suggested that we need to re-work the pavement of Roderick Street, part of the area in front of the Roadhouse and possibly Mulga Crescent to a depth of at least 100mm compacted thickness, prior to sealing. Our Works Supervisor has estimated that we would need two weeks to do this and would need a grader, smooth drum vibrate roller and water cart. My estimate of the cost for this, based on recent works completed by contractors, would be \$3.1k per day including operators and so \$31k for the ten day period, plus the time the Works Supervisor devotes to supervising the works. As well as that, the quote for sealing the Settlement with red laterite was \$86.8k of which only the carpark in front of the Admin Building has been done, so the balance of the sealing would cost us \$82.7, less the cost of the laterite which we already have, say \$5k, plus another move/de-move of \$17k and an allowance for the Superintendents' time to assess contractors claims and respond to queries during the sealing works.

If we look at the five jobs that made up RFT 3.2016/17, we are under-budget overall by \$44.6k.

### In Summary:

Surface Prep (10 days x \$3.1/day)	\$31,000
Supervisor (say)	\$ 5,000
Superintendent (say)	\$ 5,000
Sealing	\$82,700
Less Laterite (TBC)	(\$ 5,000)
Mobe/De-Mobe	\$17,000
Contingency	\$ 3,900
	\$139,600
Less Balance of Budget	(\$ 44,600)
Budget Variation	\$95,000

Our construction crew will not be able to do the work as they are committed to completing the repair works near Pia Community, to gravel sheeting the by-pass at Twin Peaks Station and to undertaking the construction and gravel sheeting of the by-pass on Mt Narryer, to which this year's Regional Road Groups funding has been allocated.

Because the sealing contractor delayed their start date, our construction crew were held up on the road to the north of the Settlement, trying to hold it together. This means that the budget for Cap-ex – Construction as per Agreed Works Program is underspent - \$476.5k against a YTD Budget of \$669.5k, so there is more than enough money in that budget to make a transfer for the completion of the sealing program.

### Statutory Environment:

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or

- (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.
- \* Absolute majority required.

**Policy Implications:**  
Nil

**Budget/ Financial Implications:**

If the proposal is accepted then \$95k will be transferred from Capital Job C14114 – Cap-ex – Construction as per Agreed Works Program to C14129 Cap-ex – Bitumise Roads in the Settlement

**Sustainability Implications:**

- **Environmental**  
There are no known significant environmental implications associated with this decision
- **Economic**  
There are no known significant economic implications associated with this decision
- **Social**  
There are no known significant social considerations associated with this decision

**Consultation:**

Works Supervisor Brian Wundenberg  
Tony Chisholm WML Consultants

**Recommendation:**

That council authorise the transfer of \$95,000 from Capital Job C14114 – Cap-ex – Construction as per Agreed Works Program to C14129 Cap-ex – Bitumise Roads in the Settlement in order to complete the sealing program in the Settlement.

*Discussion*

*The CEO stated that the sealing program had started later than planned. The program was impacted by the lamination of Roderick Street. The acting works supervisor had completed some additional work in an attempt to properly prepare the road. The quality of the material used to build the road had also impacted on the outcome.*

*Councillor E Foulkes-Taylor asked what might be done about the material. The CEO advised that the gravel would be tested in future to determine if polycom or cement stabilizer were needed. Further that the surfaces would be tested prior to the commencement of sealing.*

*Councillor Whitmarsh felt the contractor should take some responsibility for the failures in the sealing program.*

*Councillor Williams felt that the acting works supervisor and the superintendent may not have been familiar with the area and that this may have had an impact on the project – you can't beat local knowledge. Further that the contractor had over-sprayed and sealed the road back to front.*

*The CEO stated that if the contractor had concerns in relation to the spray rate then it was their responsibility to make an adjustment on-site, after consultation with the Superintendent. Concerns re lack of water on the road during prep work had been raised with the acting works supervisor.*

*Councillor Williams requested that the reports by the superintendent and the acting works supervisor be brought to council as a separate item.*

**Voting Requirements:**

Absolute Majority

<b>Council Decision:</b>		
<b>Moved: Councillor R Foulkes-Taylor</b>	<b>Seconded: Councillor M Williams</b>	
Council authorise the transfer of \$95,000 from Capital Job C14114 – Cap-ex – Construction as per Agreed Works Program to C14129 Cap-ex – Bitumise Roads in the Settlement in order to complete the sealing program in the Settlement.		
<b>Carried</b>	<b>For: 5</b>	<b>Against: 0</b>

## **17. DEVELOPMENT**

*Item 17.1 had been brought forward for consideration prior to Item 14.*

### **17.2 Development Assessment Panels**

File:	10.3
Author:	Dianne Daniels - Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	12 February 2017
Attachments:	Murchison DAP

#### **Matter for Consideration:**

Council to decide nominations for representatives on the Mid-West Wheatbelt (Central) Development Assessment Panel.

#### **Background:**

In February 2015 council resolved:

*That council nominate the following Shire of Murchison Councillors to be DAP members and alternate members:-*

<i>Members:</i>	<i>President Halleen</i>	<i>Deputy President R Foulkes-Taylor</i>
<i>Alternate Members:</i>	<i>Councillor Squires</i>	<i>Councillor Whitmarsh</i>

Councillor Broad was nominated to replace Councillor Squires following his resignation from Council in 2015. Councillor Broad subsequently resigned from Council in December 2016.

Appointments of all DAP members expire on 26 April 2017

Under Regulation 26 of the Planning and Development (Development Assessment Panels) Regulations 2011 (DAP Regulations), council is requested to nominate four elected members of the Council, comprising two local members and two alternate local members to sit on the Mid West DAP as required.

Nominations are required by Friday 28 February 2017.

#### **Comment:**

Following receipt of all Local Government nominations, the Minister for Planning will consider and appoint nominees for up to a three year term, expiring 26 April 2020. Appointed local members will be placed on the local government member register and advised of DAP training dates and times. It is mandatory that DAP members attend training before they can sit on a DAP and determine applications. Local Government members who have previously received training are not required to attend further training, but are encouraged to attend refresher training. Local DAP members are entitled to be paid for attendance and training.

If the appointed members are not re-elected (October 2017), Council will need to re-nominate members and this needs to be considered when making the decision.

#### **Statutory Environment:**

Regulation 26 Planning and Development (Development Assessment Panels) Regulations 2011

#### **Strategic Implications:**

Nil.

#### **Policy Implications:**

DAP's consider applications that would otherwise be considered by the Shire. As the threshold value for all but the City of Perth is \$2-\$10 million for 'opt-in' applications or \$10 million or more for mandatory applications, the most likely applications will be for mining infrastructure.

#### **Financial Implications:**

The shire is required to provide advice to the DAP, which may involve use of a town planning consultant should an application arise.

**Recommendation:**

That council nominate the following Shire of Murchison Councillors to be DAP members and alternate members:-

Members .....  
 Alternate Members .....

**Voting Requirements:**

Simple Majority

<b>Council Decision:</b>		
<b>Moved: Councillor R Foulkes-Taylor</b>	<b>Seconded: Councillor E Foulkes-Taylor</b>	
That Council nominate the following Shire of Murchison Councillors to be DAP Members and Alternate Members:		
DAPS Members:	Councillor R Foulkes-Taylor	Councillor A Whitmarsh
DAPS Alternate Members:	Councillor E Foulkes-Taylor	Councillor M Williams
<b>Carried:</b>	<b>For: 5</b>	<b>Against: 0</b>

*Item 17.3 had previously been considered prior to Item 14, but left to sit on the table until Urgent Business.*

**17.4 Proposed Emergency Services Centre Yalgoo**

File:	4.42
Author:	Dianne Daniels
Interest Declared:	No interest to disclose
Date:	13 <sup>th</sup> February 2017
Attachments:	Correspondence from CEO Yalgoo dated 13/12/2016

**Matter for Consideration:**

Council to consider the proposed Emergency Services Centre recently endorsed by the Shire of Yalgoo.

**Background:**

A letter was received on the 19<sup>th</sup> December 2017 from the CEO of Yalgoo regarding a proposed Emergency Services Centre to be built in Yalgoo. The Yalgoo Council endorsed the planning of the Emergency Centre on the 19<sup>th</sup> August 2016 and the Yalgoo administration is seeking in principal support for the Centre from relevant departments and partners. The facility will house the current St Johns’ Ambulance Service and Volunteer Bush Fire Brigade and for emergency situations will provide an operation office for SES and DFES, emergency evacuation areas, debrief facilities and temporary overnight accommodation for volunteers and staff involved in emergency situations. It will also provide training and conference facilities.

**Comment:**

A query to Yalgoo CEO, Silvio Brenzi, clarified that ‘in principal support’ does not mean that the Shire of Yalgoo are seeking financial support from the Shire of Murchison, rather, it would appreciate correspondence that the Shire of Murchison is not opposed to the idea and would see it as a useful plan for our area. Any other relevant comments would be appreciated.

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Budget/ Financial Implications:**

Nil

**Sustainability Implications:**

- **Environmental**  
There are no known significant environmental implications associated with this decision
- **Economic**  
There are no known significant economic implications associated with this decision
- **Social**  
There are no known significant social considerations associated with this decision

**Consultation:**

Shire of Yalgoo

**Recommendation:**

That Council endorse the Shire of Yalgoo's proposal to establish an Emergency Services Centre in Yalgoo.

**Voting Requirements:**

Simple Majority

**Council Decision:****Moved: Councillor R Foulkes-Taylor****Seconded: Councillor M Williams**

That Council endorse the Shire of Yalgoo's proposal to establish an Emergency Services Centre in Yalgoo.

**Carried:****For: 5****Against: 0****17.5 ERA Review of the Emergency Services Levy**

File:	5.1
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 February 2017
Attachments:	ERA – Review of the Emergency Services Levy – Issues Paper 30 January 2017 WALGA Survey

**Matter for Consideration:**

Council to consider its proposed responses to a survey recently released by WALGA. The survey will form part of a consolidated response to the call for submissions on the Review of the Emergency Services Levy, being conducted by the Economic Regulation Authority (ERA).

**Background:**

In December 2016 the Treasurer of Western Australia asked the ERA to prepare a report on *'the current arrangements for, and options to improve, the management and distribution of the Emergency Services Levy (ESL)*

*In conducting this report, the Authority will consider the following:*

- *The current ESL expenditure applied to managing the emergency services (prevention of, preparedness for, response to and recovery from natural hazard emergencies).*
- *The proportion of ESL funding directed towards each aspect of emergency management: prevention, preparedness, response and recovery.*
- *The extent to which the current allocation of ESL funds towards prevention and response reflects best practice in managing the risk of bushfire and other hazards.*
- *The extent to which the current methodology for setting the ESL is appropriate, now and into the future.*
- *The current transparency and accountability arrangements for the distribution of the ESL.*
- *Whether it would be more appropriate for the allocation of ESL funds to be the responsibility of an agency other than the Department of Fire and Emergency Services.*
- *The extent to which the ESL should be available to fund administrative and/or operational costs of a Rural Fire Service.*
- *The extent to which the use of the ESL to fund a Rural Fire Service would impact on ESL rates.' (Issues paper for the review of the Emergency Services Levy p1 Jan 17)*



The issues paper invites interested parties to address the following ten questions:

1. *How should funding be allocated across prevention, preparedness, response, and recovery activities?*
2. *What should the ERA consider in assessing whether the current method for setting the ESL is appropriate for current and future needs?*
3. *What emergency service expenditures should be funded by the ESL?*
4. *How are expenditures on emergency services likely to change in the future?*
5. *How could the method for setting the ESL be improved?*
6. *What information should be made public about the administration and distribution of ESL funding?*
7. *What processes should be in place to ensure accountability in the expenditure of ESL funding?*
8. *Which agency should be tasked with distributing funding from the ESL?*
9. *If a rural fire service is established, should it be funded by the ESL?*
10. *How much would a rural fire service cost, and what effect would it have on ESL rates?*

**Comment:**

The issues paper provides background information in relation to the ten questions raised.

The Shire of Murchison has a Volunteer Bush Fire Brigade that is funded via the ESL. The Shire raised \$2,485 of ESL in 2016/17 and received \$11,254 in grant payments from the Department of Fire and Emergency Services (DFES). The income received in 2015/16 from (DFES) was \$10,026.

The ESL was set, as per the act, at \$71 per pastoral property or mining tenement. If the ESL were to be raised by applying a rate in dollar against the Unimproved Value as per Category 4 properties, based on the 2016-17 DFES Guide some pastoral properties may see the levy increase to \$130 (the current set maximum for the category). The ESL payable on mining leases was set as \$71 across all categories.

As we are not able to quantify the cost of a rural fire service fully financed by an ESL, it is not possible to determine the impact on our property rates. The issues paper does not provide any detailed information in relation to the structure, location, or function of a rural fire service.

**Statutory Environment:**

Nil

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Sustainability Implications:**

- **Environmental:**  
There are no known significant environmental considerations
- **Economic:**  
There may be an impact on individual rate payers within the shire, dependent on the outcome of the review and the implementation of its recommendations.
- **Social:**  
There are no known significant considerations

**Consultation:**

Chief Executive Officer

**Recommendation:**

That Council discuss the WALGA Survey questions and direct the CEO to respond to the survey in line with those discussions.

*Discussion*

*The DCEO summarised the report, noting that a change to the system of collecting ESL could have a significant impact on rates.*

*The survey was reviewed and it was felt that the CEO was best placed to respond*

*Cr R Foulkes-Taylor thought that in relation to Q3, that the ESL funding should be applied 20% Prevention, 20% Preparedness, 20% Response and 40% Recovery.*

*CR E Foulkes-Taylor left the room at 12:29pm and returned at 12:31pm*

*In regard to Q17, whether or not the administration fee paid by DFES to the LG covered the cost of collecting the ESL, President Halleen queried the cost to our Shire. The DCEO responded that it forms part of rates raising in general and is not a big admin cost for us.*

*Cr E Foulkes-Taylor asked the meeting if it wanted a Rural Fire Service (Q 25). Councillor R Foulkes-Taylor felt that question should be answered 'No' and Cr Williams was concerned that it may interfere with something that works well.*

### **Voting Requirements:**

Simple majority

<b>Council Decision:</b>		
<b>Moved: Councillor A Whitmarsh</b>		<b>Seconded: Councillor E Foulkes-Taylor</b>
The CEO to respond to the survey in line with council's discussions		
<b>Carried</b>	<b>For: 5</b>	<b>Against: 0</b>

### **17.6 Banners in the Terrace**

File:	11.18
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 February 2017
Attachments:	Nil

### **Matter for Consideration:**

Council to consider participation in and a design for WALGA's 2017 Banners in the Terrace competition.

### **Background:**

The CEO received an email from WALGA on the 10<sup>th</sup> February, calling for the Shire's participation in the Banners in the Terrace competition.

The email was forwarded to the community to see if any person or group was interested in making a banner.

Pia Wadjari Remote Community School have responded that they would be really interested in participating and staff and students would be consulted regarding the design. The Principal, Kevin McKenna, mentioned in his email that the Murchison Shire Logo would be incorporated in the banner and has asked for Council's input into the design.

No other community members or groups have expressed an interest in entering.

### **Comment:**

Entry forms need to be in by 23rd March and the banner design emailed to the City of Perth by 28<sup>th</sup> April, with the banner completed and delivered to WALGA by 20<sup>th</sup> June.

The banners are displayed in the Terrace during the WA Local Government Convention, between Sunday 23 July and Saturday 5 August, with the winner being announced at the Convention on the 3 August.

Council would need to provide necessary paints and brushes and purchase a banner. We have the transportation case, which can be re-used.

All up costs should be \$500 - \$750 for the total project. There is sufficient funding available in the Expenses Relating to Tourism & Area Promotion account.

**Statutory Environment:**

Nil

**Strategic Implications:**

Nil

**Sustainability Implications**

- **Environmental**  
There are no known significant environmental implications
- **Economic**  
There are no known significant economic implications
- **Social**  
The quality of community life is enhanced when the Shire provides support for community projects.

**Policy Implications:**

Nil

**Financial Implications:**

There are sufficient funds available within the 2016/17 budget.

**Consultation:**

Kevin McKenna Pia Wadjarri RCS

**Recommendation:**

That Council financially and logistically supports Pia Wadjarri Remote Community School’s participation in the WALGA Banners in the Terrace competition and authorises the CEO to liaise with the Principal in regard to the design, based on feedback from the council meeting.

*Discussion*

*Councillor E Foulkes-Taylor stated that she may have a suitable blank banner at home. She felt that the proposed design should be run past council.*

*The CEO will liaise with the school and convey council’s feelings. The design would be emailed out to councillors.*

**Voting Requirements:**

Simple Majority

<b>Council Decision:</b>		
<b>Moved: Councillor E Foulkes-Taylor</b>	<b>Seconded: Councillor M Williams</b>	
That Council financially and logistically supports Pia Wadjarri Remote Community School’s participation in the WALGA Banners in the Terrace competition and authorises the CEO to liaise with the Principal in regard to the design, based on feedback from the council meeting.		
<b>Carried</b>	<b>For:5</b>	<b>Against:0</b>

**17.7 Community Branding Proposition**

File:	13.10
Author:	Dianne Daniels - Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 February 2017
Attachments:	Community Branding Logo Concepts 7 - 8F

**Matter for Consideration:**

Council to consider the second round of Logo Concepts prepared by Market Creations in relation to the re-branding of the Shire of Murchison.

**Background:**

Market Creations were engaged to develop a minimum of five logo design concepts. In accordance with the community survey the design brief required that the logo options that were developed reflected history, agriculture, and community as key characteristics.

Six concepts were taken to Council in November 2016, but Council were disappointed in them and felt they didn't reflect the character of the Murchison and resolved that:

Cr S Broad, Cr E Foulkes-Taylor, and the CEO work on a totally new concept which includes possibly man, dog, cow, sheep, windmill, and Mulga tree which are more representative of the Murchison Community.

**Comment:**

Since that time, Market Creations have created another nine concepts for the nominated councillors and I to review (Concepts 7 through to 8F are attached). Unfortunately, Councillor Broad has left Council, but Councillor Emma Foulkes-Taylor has been involved in the development of the second round of logos and her preference is 8E, which includes a green rather than brown mulga tree. The CEO quite likes 8F, with the gradient blend to balance the green.

Council has multiple options, including:

- Accept the proposed logos and engage the community via a survey to identify the preferred logo;
- Identify one or more of the logos to be presented to the community via a survey to identify the preferred logo;
- Identify one or more of the logos to be revised and re-presented to Council; or
- Reject all proposed logos

**Statutory Environment:**

LGA s1.4 (3) in carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

**Strategic Implications:**

To provide good governance to the Shire of Murchison through openness and transparency and enhanced consultation and public participation.

**Sustainability Implications:**

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

**Policy Implications:**

N/A

**Financial Implications:**

Budgeted cost approx. \$5000 for marketing design brief; 5 logo concepts; three revisions based on feedback; letterhead design; business card design; master CD; Corporate Style Guide and promotion of proposed logos through community survey.

**Consultation:**

Market Creations  
Community

**Recommendation:**

That council consider the logo concepts as attached, select the logos that best represent the Murchison Shire and authorise the CEO to promote them for comment through community survey, prior to a final decision by council.

**Discussion**

The CEO discussed the design process and presented the updated logo's.

Cr Williams suggested that the dog was starting to fade into oblivion and that it would be beneficial to see the logo in black and white - not impressed with any of the series and President Halleen agreed.

The font of the logo's was discussed and the logo's 8 E & F would be amended to change the italic font to a block 'clean' font.

**Voting Requirements:**

Simple majority

**Council Decision:**

**Moved: Councillor E Foulkes-Taylor**

**Seconded: Councillor A Whitmarsh**

That logo concepts 8 E & F with the original font and block font be distributed for community consultation.

**Carried**

**For: 5**

**Against: 0**

The CEO left the meeting at 12:50pm and returned at 12:53pm

**17.8 Geotourism Update**

File:	13.10
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	Nil
Date:	15 February 2017
Attachments:	Draft Geotourism Scope of Works

**Matter for Consideration:**

Council to consider the Draft Geotourism Scope of Works for the Murchison Geotourism Development Plan.

**Background:**

On the 12<sup>th</sup> March 2015, Gavin Treasure of the Mid West Development Commission contacted the various CEO's in the Murchison Region to discuss a Regional blueprint priority project for consideration – Murchison Geotourism Development.

The Mid West Tourism Development Strategy (2014) (MWTDS) concluded that the region's iconic nature based tourist attractions were not developed to their potential and that its visitor appeal was not fully realised. The Strategy identified 'geotourism' in the Murchison subregion as a potential 'game changing' tourism initiative, with capacity to help the region realise its potential as a major tourism destination in its own right.

Geotourism was also identified as a priority "aspiration" in the State Planning Strategy 2050 to capitalise on the State's unique geoheritage values.

The project seeks to establish WA's first major geotourism development, based in the Murchison subregion of the Mid West. The ancient Murchison geology provides the ideal platform for unique, nature based tourism experiences of global significance, particularly to the 'experience seeker / dedicated discoverer' market. "Geotourism is tourism which focuses on geology and landscape as the basis for providing visitor engagement, learning, and enjoyment".<sup>1</sup> Put another way, people often focus on the appearance of a landform without understanding what made it look that way. By appreciating natural environments and sceneries, people are subconsciously admiring the geology.

There was originally a funding requirement of \$600,000 which was to be spent as follows:

- |  |           |
|--|-----------|
| • Geotourism professional, based with local governments (12mth contract) | \$150,000 |
| • Geological services and interpretation                                 | \$75,000  |
| • Concept plans / designs for 15 sites                                   | \$150,000 |
| • Land assembly works  | \$75,000  |
| • Heritage and cultural assessments                                      | \$70,000  |
| • Local tourism training   | \$40,000  |
| • Branding / technology  | \$30,000  |
| • Additional economic analysis / modelling                               | \$10,000  |

<sup>1</sup> Official Australian definition, endorsed by the Governing Council of the Geological Society of Australia.

The proposal was discussed at the next MEG meeting and there was in principal support from the Group for the project. At that stage, there was no request for funding from the Shires in the region as funding was to be sought from other sources.

In late 2015, a request went out to the Local Governments in the region to indicate support for the project through a possible cash commitment. Seven local governments committed \$5,000 each to the project, with the Shire of Murchison budgeting that amount in the 2016/17 year.

An update was provided in July 2016 that indicated that most funding avenues had been exhausted without success, except for the Community Chest Fund, which was capped at \$50,000 and so the project scope was reduced to cater for a budget of \$80,000 (including the LG contribution) rather than \$600,000. For this reduced budget, it is proposed that a suitably skilled specialist be engaged to properly assess the geotourism potential of the Murchison sites; identify those with greatest geotourism potential; define the project; prepare budget estimates; refine modelling to verify likely economic benefits; and prepare a detailed development plan to guide the delivery of the project.

#### **Comment:**

Adam Murszewski has been working on the project on behalf of the Murchison Region, providing a Draft Scope of Works to go out to the market. The draft is attached for Council's comment and feedback to Adam.

#### **Statutory Environment:**

##### 2.7. Role of council

(1) The council —

- (a) governs the local government's affairs; and
- (b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to —

- (a) oversee the allocation of the local government's finances and resources; and
- (b) determine the local government's policies.

#### **Strategic Implications:**

This initiative sits under Objective 1 Economic of the Community Strategic Plan – 'To develop the region's economic potential to encourage families and businesses to stay in the area.'

#### **Policy Implications:**

Nil

#### **Budget/ Financial Implications:**

\$5,000 has been budgeted in the 2016/17 year for this project

#### **Sustainability Implications:**

- **Environmental**  
There are no known significant environmental implications associated with this decision
- **Economic**  
Geotourism may in the future offer business opportunities to local families
- **Social**  
There are no known significant social considerations associated with this decision

#### **Consultation:**

Mid West Development Commission  
Murchison Executive Group

#### **Recommendation:**

That Council consider the attached draft Murchison Tourism Development Scope of Works and endorse it in its current form or direct the CEO to request amendments in line with discussions.

#### *Discussion*

*Councillor E Foulkes-Taylor felt it was a well written proposal and emphasised the need to work with stake holders.*

*Councillor Williams stated that the proposal had substance - rocks fascinated people and geotourism would provide a focus.*

*President Halleen would like to see Bilung Pool, Jack Hills and Mt Narrier included.*

The CEO noted the consultant would work with all stake holders and station owner to prioritise locations.

### Voting Requirements:

Simple majority

<b>Council Decision:</b>		
<b>Moved: R Foulkes-Taylor</b>	<b>Seconded: M Williams</b>	
That Council endorse the draft Murchison Tourism Development Scope of Works in its current form.		
<b>Carried:</b>	<b>For: 5</b>	<b>Against: 0</b>

The meeting adjourned at 1:04 pm for lunch and resumed at 1:55 pm

## **18. ADMINISTRATION**

### **18.1 Consideration of Items from Annual Meeting of Electors 17 December 2016**

File:	4.16
Author:	Dianne Daniels
Interest Declared:	No interest to disclose
Date:	12 February 2017
Attachments:	Minutes Annual Meeting of Electors

### **Matter for Consideration:**

Items arising from the Annual Meeting of Electors which was held on the 17<sup>th</sup> December 2016.

### **Background:**

The Shire of Murchison Annual Meeting of Electors was held on Saturday the 17<sup>th</sup> December, 2016, commencing at 2:50pm. According to Section 5.33 of the Local Government Act 1995:

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

- (a) at the first ordinary council meeting after that meeting; or
- (b) at a special meeting called for that purpose, whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

The matters decided from the electors' meeting are therefore being taken to this ordinary council meeting for consideration.

### **Comment:**

The minutes of the electors' meeting have previously been circulated to all members and are attached to this agenda.

The following decisions were made at the Annual Meeting of Electors:

No.	Item	Action
1	4. Minutes of Previous Meeting confirmed	No action required by Council
2.	5.1 Presidents Report Accepted	No action required by Council
3.	5.2 CEO's Report Accepted	No action required by Council
4.	5.3 Finance Report 2015-16 Accepted	No action required by Council
5.	5.4 Independent Auditors Report Accepted	No action required by Council

No decisions came out of General Business.

**Statutory Environment:**

5.33 . Decisions made at electors' meetings

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

- (a) at the first ordinary council meeting after that meeting; or
- (b) at a special meeting called for that purpose, whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

**Strategic Implications:**

Nil

**Sustainability Implications**

- **Environmental**  
There are no known significant environmental implications
- **Economic**  
There are no known significant economic implications
- **Social**  
There are no known significant social considerations.

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Consultation:**

Nil

**Recommendation:**

That Council note the decisions made at the 17 December 2016 Annual Meeting of Electors.

**Council Decision:**

**Moved: Councillor R Foulkes-Taylor**

**Seconded: Councillor M Williams**

Council notes the decisions made at the 17 December 2016 Annual Meeting of Electors.

**Carried**

**For: 5**

**Against: 0**

**18.2 Application for Funding – Shearers & Pastoral Workers Social Club**

File:	4.69
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Applicant:	Doug Kennedy
Attachments:	Applicants Submission

**Matter for Consideration:**

Application for Funding – Shearers & Pastoral Workers Social Club ABN 844 009 004 57

**Background:**

In December 2016 Mr Darryl Grey (representing the Shearers & Pastoral workers Social Club) met with the Chief Executive Officer to discuss an application for funding for the production of a video recording the memoirs and oral history of the shearing era in WA between 1900 and 1960. The video is to be entitled 'Shearers – the Truck Days' and is to be professionally produced.

The applicant is seeking funding from all the shires in the region. The total funding required is estimated to be \$27,000. As at the 13<sup>th</sup> February 2017 \$6,000 had been raised by way of sponsorship. The applicant was unwilling to indicate the value of verbal commitments received from other shires in the area. The



applicant stated that most Councils did not meet until the week beginning the 20<sup>th</sup> February 2017 after which they would be able to confirm the total funding received.

The applicant has offered three levels of sponsorship at \$2,000, \$3,000, and \$5,000. The applicant has stated that excess funds would be returned to sponsors on a prorata basis. The total funding to be raised from sponsorship is \$19,000.

The Shearers & Pastoral Workers Social Club has recently registered for an Australian Business Number and has advised that they have applied for incorporation. They expect their incorporation to be finalised by 21<sup>st</sup> February 2017.

**Comment:**

The Murchison area has a long history of being reliant on income from wool. The documentation of the memories and oral history of the remaining shearers of the period to 1960 would form an audio-visual resource for future generations.

Council has made provision in its budget for Subscriptions and Donations – Account Number 04106. This account included an allocation of \$5,500 for donations. The donations made to 31<sup>st</sup> January 2017 amount to \$1,700, a further \$500 has been committed to the ICPA, leaving a balance of \$3,300. The lowest level of the applicants suggested sponsorship would amount to just over 60% of the remaining funds budgeted. Given the limited funds that Council has available for donations it is suggested that Council sponsor the video in the amount of \$1,000 being 30% of the remaining available budget.

**Statutory Environment:**

Nil

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Budget/Financial Implications:**

The Shire has made provision for sponsorship and donations in its current budget.

**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:**

The Shearers & Pastoral Workers Social Club

**Recommendation:**

That Council sponsor The Shearers & Pastoral Workers Social Club for the production of the video entitled 'Shearers – The Truck Days' in the amount of \$1,000.

*Discussion*

*Councillor R Foulkes-Taylor stated that it was a reasonable use of funds to preserve the shire's history. Councillor M Williams was not sure that this was council business but it was a great story that needed to be told.*

*Councillor E Foulkes-Taylor had been canvassed by the proponent. She felt the museum committee may contribute to the proposal. She felt that the \$2,000 was justified expenditure to record the shire's history. President Halleen had also been canvassed by the proponent and felt that a precedent had been set in the past as other books and videos had been supported by Council, but the donation budget was not the best place for the funds to be drawn from.*

*The CEO noted that there were funds to spare in the Tourism and Area Promotion budget and CR E Foulkes-Taylor commented that the video would suit tourism and could be played in the interpretive centre.*

**Voting Requirements:**

Simple majority

**Council Decision:****Moved: Councillor E Foulkes-Taylor****Seconded: Councillor R Foulkes-Taylor**

Council sponsor The Shearers & Pastoral Workers Social Club for the production of the video entitled 'Shearers – The Truck Days' in the amount of \$2,000 to be paid from the Tourism and Area Promotion budget.

**Carried:****For: 5****Against: 0****18.3 Request to Change May 2017 Meeting Date**

File:	4.16
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Attachments:	Nil

**Matter for Consideration:**

Council to consider a request to change the date for the May 2017 Ordinary Meeting of Council

**Background:**

Councillors R and E Foulkes-Taylor's son's wedding has been set for Saturday 20<sup>th</sup> May 2017 and so both councillors will be unable to attend the ordinary council meeting on Friday 19<sup>th</sup> May 2017.

Cr E Foulkes-Taylor emailed notification to the CEO on the 11<sup>th</sup> January and respectfully requested that the meeting date be changed, if possible.

**Comment:**

The Local Government (Administration) Regulations 1996 allow for changes to ordinary council meeting dates by giving local public notice of the change to date, time or place of the meeting.

It would be beneficial to the good management of the meeting to change the date, otherwise only four of the six members will be present. The May meeting is generally busy and the administration will be bringing 17/18 Differential Rates, 17/18 Fees & Charges, 17/18 Members Remuneration, Workforce Plan and Review of Delegations to that meeting, along with setting the date for the Special Budget Meeting.

It is the administration's preference that the date for the meeting be set for the following week, rather than sooner, to allow time for the preparation of the April Financial Report.

**Statutory Environment:**

LGA 1995 s.5.4; s5.25

LG (Admin) Regs 1996

12. Meetings, public notice of (Act s. 5.25(1)(g))

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

(a) the ordinary council meetings; and

(b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.

(2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

**Strategic Implications:**

Nil

**Policy Implications:**

Nil

**Budget/Financial 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

**Consultation:**

Nil

**Recommendation:**

That council change the date for the May 2017 Ordinary Meeting of Council from Friday 19 May 2017 to (TBC)

**Voting Requirements:**

Simple majority

**Council Decision:****Moved: Councillor E Foulkes-Taylor****Seconded: Councillor A Whitmarsh**

That council change the date for the May 2017 Ordinary Meeting of Council from Friday 19 May 2017 to Thursday 25<sup>th</sup> May 2017.

**Carried:****For: 5****Against: 0****18.4 Review of Shire of Murchison Purchasing Policy**

File:	4.40
Author:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	13 February 2017
Attachments:	Shire of Murchison Purchasing Policy Revision 4 (Draft)

**Matter for Consideration:**

Council to consider adopting Revision 4 of the Shire of Murchison Purchasing Policy.

**Background:**

In May 2016, Council adopted the Shire of Murchison Purchasing Policy (Revision 3). The objective of the policy is to provide compliance with the Local Government Act 1995 (LGA) and the Local Government (Functions and General) Regulations 1996 (LGR F&G) and to deliver a best practice approach and procedures to purchasing for the Local Government.

Revision 2 incorporated changes to the LGR F&G since it was first adopted in 2011:

Ethics and Integrity- Purchasing Principles – any information provided to the Local Government by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

Public Tenders –The details of all Tender responses received and opened must be recorded in the Tenders Register. There is no obligation to disclose or record tendered prices at the tender opening, and price information should be regarded as commercial-in-confidence to the Local Government.

However, the details and total value of consideration for the winning offer must be entered into the Tenders Register at the conclusion of the Tender process and this information is to be made known to all tenderers when the tender has been awarded.

Further amendments to the LGR F&G were published in the Government Gazette on 18 September 2015 and took effect on 1 October 2015. The Shire of Murchison Purchasing Policy was updated to reflect those amendments (Policy Revision 3).

The amendments were a result of recommendations made by the Local Government Steering Committee and the Corruption and Crime Commission (CCC), with the aim of improving the purchase and tendering practices of local government. In addition to increasing the tender threshold, the amendments provide for local governments to appoint a panel of pre-qualified suppliers.

**Comment:**

The administration has been working with Revision 3 of the Policy since its adoption in May 2016, but The Shire is losing credibility requesting quotes for the lower end of the \$1,000 to \$19,999 range and I would consider that a change to the thresholds as shown below, would be more reasonable to manage:

**Current Shire of Murchison Purchasing Policy Revision 3**

Purchasing Thresholds (ex GST)	Purchasing Requirements
Up to and including \$999	Goods and services valued (in total) up to \$999 do not require the conduct of a competitive process. At least one verbal price should be obtained and the purchase should represent value for money. An official Purchase Order should be raised for all such purchases, unless a credit card has been used to pay for the goods or services. Details of the price obtained must be kept for record keeping purposes. Goods & Services purchased in this category should be market tested on an annual basis.
\$1,000 - \$19,999	Obtain at least three (3) verbal or written quotations (eg email, fax or original copy). Where this is not practical, e.g. due to limited suppliers, it must be noted through records relating to the process. Written notes detailing each verbal quotation must be recorded. OR Obtain quotations directly from a pre-qualified panel of suppliers which include WALGA Preferred Supply Contracts. It is recommended that wherever possible, the Local Government source multiple competitive quotations (at least three Preferred Suppliers) using a simple quotation process either through eQuotes or directly in writing. An official Purchase Order should be raised for all such purchases, unless a credit card has been used to pay for the goods or services.

**Proposed Shire of Murchison Purchasing Policy Revision 4:**

Purchasing Thresholds (ex GST)	Purchasing Requirements
Up to and including \$4,999	Goods and services valued (in total) up to \$4,999 do not require the conduct of a competitive process. At least one verbal price should be obtained and the purchase should represent value for money. An official Purchase Order should be raised for all such purchases, unless a credit card has been used to pay for the goods or services. Details of the price obtained must be kept for record keeping purposes. <b>Goods &amp; Services purchased in this category should be market tested on an annual basis.</b>
\$5,000 - \$19,999	Obtain at least three (3) verbal or written quotations (eg email, fax or original copy). Where this is not practical, e.g. due to limited suppliers, it must be noted through records relating to the process. Written notes detailing each verbal quotation must be recorded. OR Obtain quotations directly from a pre-qualified panel of suppliers which include WALGA Preferred Supply Contracts. It is recommended that wherever possible, the Local Government source multiple competitive quotations (at least three Preferred Suppliers) using a simple quotation process either through eQuotes or directly in writing. An official Purchase Order should be raised for all such purchases, unless a credit card has been used to pay for the goods or services.

**Statutory Environment:**

Local Government Act 1995 s 3.57

Local Government (Functions and General) Regulations 1996 Part 4 Provision of Goods &amp; Services

Local Government (Rules of Conduct) Regulations 2007

**Strategic Implications:**

This Policy sits under Civic Leadership in The Strategic Community Plan – high levels of accountability; compliance with statutory compliance; openness and transparency; provision of good financial management.

**Sustainability Implications:**

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

**Policy Implications:**

Amendment of the Shire of Murchison Purchasing Policy if proposed changes are adopted.

**Financial Implications:**

Nil

**Consultation:**

Nil

**Recommendation:**

That Council adopt the Shire of Murchison Purchasing Policy (Revision 4) as presented and attached.

*Discussion*

*The CEO explained that the review stemmed from the annual audit and explained the reasons for the change. Items falling below \$5,000 would be market tested at least annually.*

*Councillor M Williams agreed with the market testing. He felt that purchase orders should also be used for purchases made by credit card. The CEO explained that the purchase order was an authority to issue an invoice and therefore was not required with credit card purchases. All credit card purchases are reviewed by the President and presented to council in the list of payments. Councillor Williams felt that if more than one credit card was used by the shire, the purchase order system would need to be implemented.*

*Councillor R Foulkes-Taylor asked at what point (value) did budgeted purchases need to come to council for approval. General discussion followed and it was felt that capital items valued at more than \$20,000 should be brought to council prior to their purchase. The CEO would amend the policy and bring an item to the next council meeting to reflect the change.*

**Voting Requirements:**

Simple Majority

**Council Decision**

**Moved: Councillor R Foulkes Taylor**

**Seconded: Councillor A Whitmarsh**

That Council adopts the Shire of Murchison Purchasing Policy (Revision 4) as presented and attached.

**Carried:**

**For: 5**

**Against: 0**

**19. NOTICE OF MOTION**

Nil

**20. CEO ACTIVITY REPORT**

<b>Date</b>	<b>Activity</b>
13/12/2016	Meeting with Todd Quadrio to discuss the works undertaken around the Settlement
13/12/2016	Staff Performance Review
14/12/2016	Regular meeting with DCEO
15/12/2016	Phone Conversation with Matt Hayes Dept LG re member resignation – if a member resigns, the vacancy is regarded as occurring on the day the CEO receives the resignation.
15/12/2016	Road inspection with Acting Works Supervisor pre-sealing. Fulton Hogan commenced pre-coating in readiness for sealing
16/12/2016	Tender Assessment Meeting (Tender 4.2016-17 Beringarra Cue Road Repairs)
16/12/2016	Audit Committee Meeting – Reg 17 Review
16/12/2016	Ordinary Council Meeting
17/12/2016	Annual Electors Meeting and Community Christmas Tree
19/12/2016	Admin Meeting
21/12/2016	Fulton Hogan headed home for Christmas. Still need to seal Settlement, last 6km of re-seal, 1km north of Settlement and some tapers
22/12/2016	Regular meeting DCEO
23/12/2016- 27/12/2016	Christmas Break
5/01/2017	Regular meeting DCEO
9/01/2017	Tony Chisholm on site to superintend the rest of the bitumising work
10-13/01/2017	Fulton Hogan back on site to complete bitumising
12/01/2017	Handover meeting with DCEO who will be ACEO during my Annual Leave
12/01/2017	Contracted GHD Geraldton to manage environmental issues such as clearing permits and borrow pit rehabilitation for the Shire of Murchison up to 30/06/2019. Contract was awarded after a request for quote was posted on WALGA E-quotes on the 7/12/2016 – 14 submissions received in total.
13/01/2017	Meeting with DCEO, Acting Works Supervisor (Bob Edwards) and Works Supervisor – handover from AWS to WS, who will start back at work on Monday 16 <sup>th</sup> .
13/01/2017 – 3/02/2017	CEO Annual Leave
	<b>ACEO Activity Report in CEO's absence</b>
18/01/2017	Spoke with Dave Pongracz from DPaw re rehabilitation of the 22km gravel pit. Liaised with GHD in order to determine the corrective actions that needed to be undertaken
	Communicated with the Department of Aboriginal Affairs as part of our Aboriginal Heritage due diligence in regard to the proposed re-alignment of the Carnarvon Mullewa Road on Mt Narryer (2016-17 RRG funded project)
25-27 /01/2017	In collaboration with the other Shires in the Murchison region, tested and developed a procedure to enable Road Condition Report to be sent by Twitter
27/01/2017	Spoke with Stuart Fraser from the Department of Local Government to confirm eligibility of candidates nominations in the upcoming extra-ordinary election in relation to ward/district
31/01/2017	Motor #2 failed (mechanic indicates due to failure of low oil alarm) and spent the day organising hire generator. Mechanic transferred the fuel injectors from #2 to #1 and had #1 running before the hire generator arrived. Confirmed that insurance would cover the hire generator along with the repair or replacement of #2 motor.
3/02/2017	Submission to Petroleum Resources Rent Tax Review requesting the consideration of the Federal Royalties for Regions Scheme funded by revenue raised by the rent tax.
6/02/2017	<b>CEO back at her desk.</b> Update phone call with President Mark Halleen
6/02/2017	Toolbox Meeting with outside crew
6/02/2017	Admin Meeting
6/02/2017	Handover meeting with DCEO
6/02/2017	Regular meeting WS
9/02/2017	Regular meeting with DCEO
9/02/2017	Phone Conversation with Steve Douglas re Settlement Power. Steve to call Adrian Stewart, who prepared the MWDC Energy Strategy to refresh his knowledge on the

	recommendation coming out of the Strategy re the Murchison Settlements' power requirements.
10/02/2017	Roadhouse Interviews.
13/02/2017	Admin Meeting
13/02/2017	Regular Meeting WS

**Recommendation:**

That the CEO's Activity Report be accepted.

**Voting Requirements:**

Simple Majority

<b>Council Decision:</b>		
<b>Moved: Councillor E Foulkes-Taylor</b>	<b>Seconded: Councillor A Whitmarsh</b>	
That the CEO's activity report be accepted.		
<b>Carried:</b>	<b>For: 5</b>	<b>Against: 0</b>

**21. URGENT BUSINESS**

Motion to accept urgent business

**Recommendation:**

That the meeting accept urgent business to discuss Three items:

21.1 2016/17 Budget Variation – Settlement Power and Water

21.2 Cap-ex 5 x 24' Grids

21.3 Meeting dates

<b>Council Decision:</b>		
<b>Moved: Councillor R Foulkes-Taylor</b>	<b>Seconded: Councillor E Foulkes-Taylor</b>	
Council accept items 21.1 2016/17 Budget Variation – Power and Water, 21.2 Cap-ex 5 x 24' Grids and 21.3 Meeting Dates, as urgent business.		
<b>Carried:</b>	<b>For: 5</b>	<b>Against: 0</b>

**21.1 2016/17 Budget Variation – Power and Water**

File:	2.4
Author:	Peter Dittrich – Deputy Chief Executive officer
Interest Declared:	Nil
Date:	22 February 2017
Attachments:	Nil

**Matter for Consideration:**

Council to consider the a budget amendment to install a changeover switch for the settlement power supply and allow for the continued maintenance of the settlement water supply and the installation of a changeover switch for the town water supply.

**Background:**

The 2016/17 Budget allowed for the following:

C14710 – Improvements to Drinking Water Reticulation	\$ 20,000
1136010 – Settlement Water Supply	\$ 9,259
1136020 – Settlement Power Generation	\$171,860

The funds allocated to the Improvements to the water supply have been fully expended. The operational account relating to the water supply has been over expended by \$7,800 due to urgent repairs to the pump system. The Settlement power supply is still within budget and the funds available will be required to allow for normal operation.

During January and February the settlement power and water supply failed due to problems with the generator motor.

**Comment:**

The town water supply relies on the power supply to run the pumps. The intention is to install a changeover switch at the water supply to allow a small generator to be connected and thus enable water to be supplied in the case of a main generator failure. On the weekend of the 18/19<sup>th</sup> of February the settlement was without water for 28hrs.

The installation of a changeover switch at the power supply would allow a backup generator to be installed with minimal down time in the case of a generator failure.

Further an inspection of the power system found that there were a number of matters that needed to be corrected. At the time of writing this item no firm quote had been received for the work required to bring the control panel up to standard.

**In Summary:**

The installation of the changeover switches including parts, travel, and accommodation is estimated to be \$6,500. The current overspend in the water supply is \$ 7,800. It is estimated that a further \$750 per month will be required for the operation and maintenance of the settlement water supply (\$3,750). A provision of \$5,000 is required for bringing the power control panel up to standard. The total required being \$23,050.

The current capital works program in relation to the administration office has been delayed whilst the designs are finalised. Part of the upgrade was the installation of a Carport. The budgeted amount for this was \$30,000. The construction of the carports will not take place in the 16/17 financial year.

It is requested that Council consider the reallocation of funds from Job C14222 – Admin office Carports to the Settlement Power and Water supply accounts to allow for the installation of the changeover switches and the continued operation and maintenance of the systems.

**Statutory Environment:**

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution\*; or
- (c) is authorised in advance by the mayor or president in an emergency.

\* *Absolute majority required.*

**Policy Implications:**

Nil

**Budget/ Financial Implications:**

If the proposal is accepted then \$23,050 will be transferred from Capital Job C14222 – Cap-ex – Admin Office Carports to 1136010 Settlement Water Supply in the amount of \$13,050 and 1136020 Settlement Power Supply in the amount of \$10,000

**Sustainability Implications:**

- **Environmental**  
There are no known significant environmental implications associated with this decision
- **Economic**  
There are no known significant economic implications associated with this decision
- **Social**  
There are no known significant social considerations associated with this decision

**Consultation:**

Chief Executive Officer  
Hosken Electrical



**Recommendation:**

That council authorise the transfer of \$23,050 from Capital Job C14222 – Cap-ex – Admin Office Carports to 1136010 Settlement Water Supply in the amount of \$13,050 and 1136020 Settlement Power Supply in the amount of \$10,000.

*Discussion*

*The need for the repairs and the installation of the new generator were discussed.*

**Voting Requirements:**

Absolute Majority

**Council Decision:**

**Moved: Councillor R Foulkes-Taylor**

**Seconded: E Foulkes-Taylor**

Council authorise the transfer of \$23,050 from Capital Job C14222 – Cap-ex – Admin Office Carports to 1136010 Settlement Water Supply in the amount of \$13,050 and 1136020 Settlement Power Supply in the amount of \$10,000.

**Carried:**

**For: 5**

**Against: 0**

*The following motions and decisions came from the meeting:*

**21.2      Grids****Council Decision:**

**Moved: Councillor R Foulkes-Taylor**

**Seconded: M Williams**

That Council rescind the following part of Item 21.1 of May 2016: ‘followed up early in the 2016-17 Financial Year with the replacement of the three older grids’

**Carried**

**For: 5**

**Against: 0**

The CEO left the room at 3:44pm and returned at 3:46pm

The President left the room at 3:46pm and returned at 3:47pm

**21.3      Meeting Dates****Council Decision:**

**Moved: Councillor M Williams**

**Seconded: A Whitmarsh**

That Council rescind the following decision at Item 18.3 18 November 2016 in relation to council meeting dates:

*That Council gives local public notice of its scheduled meetings for 2017 as follows:*

*Shire of Murchison  
2017 Ordinary Council Meeting Dates*

*The following ordinary Council meetings are open to the public commencing at 10am on the dates as shown below. All meetings are held in Council Chambers, Murchison Settlement WA.*

*January – no meeting  
February 17<sup>th</sup> 2017 – Friday  
March 17<sup>th</sup> 2017 – Friday  
April 21<sup>st</sup> 2017 – Friday  
May 19<sup>th</sup> 2017 – Friday  
June 16<sup>th</sup> 2017 – Friday*

*July 21<sup>st</sup> 2017 – Friday  
August 18<sup>th</sup> 2017 – Friday  
September 15<sup>th</sup> – Friday  
October 20<sup>th</sup> 2017 – Friday  
November 17<sup>th</sup> 2017 – Friday  
December 15<sup>th</sup> 2017 - Friday*

**Carried:**

**For: 5**

**Against: 0**

**Council Decision:****Moved: Councillor E Foulkes-Taylor****Seconded: M Williams**

That Council sets the remaining Ordinary Council Meeting dates for 2017 to be the 4<sup>th</sup> Thursday of each month except for December which will be the third Thursday.

**Carried:****For: 5****Against: 0****21.4 Transfer from Plant Reserve to upgrade new Generator to 150KVA****Council Decision:****Moved: Councillor E Foulkes-Taylor****Seconded: A Whitmarsh**

That Council transfers up to \$30,000 from the Plant Reserve to upgrade the replacement for failed generator number two from a 110 KVA to a 150 KVA during the current insurance negotiations, in consultation with the Plant Working Group.

**Carried:****For: 5****Against: 0**

*Item 17.3 was brought back for consideration now that meeting dates have been set.*

**17.3 Road Inspection****Council Decision:****Moved: Councillor R Foulkes-Taylor****Seconded: M Williams**

That the Annual Road Inspection be held on the 28<sup>th</sup> and 29<sup>th</sup> March 2017 and the inspection of the Beringarra Cue Road be undertaken by President Halleen, Cr Whitmarsh, The Works Supervisor and the CEO on the 13<sup>th</sup> March 2017.

**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 four items:

22.1 Sub-lease Murchison Oasis Roadhouse pursuant to LGA 1995 5.23 (2) (c) and (e) (iii)

22.2 Fuel and Oil Supply Contract pursuant to LGA 1995 5.23 (2) (c) and (e) (iii)

22.3 SKA Access Road Update pursuant to LGA 1995 5.23 (2) (e) (iii)

2.24 CEO Annual Performance review pursuant to LGA 1995 5.23(2) (a)

**Voting Requirements:**

Simple Majority

**Council Decision:****Moved: Councillor R Foulkes-Taylor****Seconded: Councillor M Williams**

That Council move behind closed doors.

**Carried****For: 5****Against: 0****22.3 SKA Access Road Update**

*Council noted the Meeting notes.*

*Brian Wundenberg left the meeting at 4:05 pm*

**22.2 Fuel Supply Contract**

**Council Decision:**  
**Moved: Councillor R Foulkes-Taylor** **Seconded: Councillor Whitmarsh**

That the Shire of Murchison accept the quote from Oil Tech Wholesale and contract them for the supply of fuels and oils to the Shire for a period of two years from the 25<sup>th</sup> February 2017.

**Carried** **For: 5** **Against: 0**

**22.1 Murchison Oasis Roadhouse Lease**

**Council Decision:**  
**Moved: Councillor Williams** **Seconded: Councillor R Foulkes-Taylor**

That Council direct the CEO to offer the lease of the Murchison Oasis Roadhouse and Caravan Park to Peter and Nicole Mahony and to begin lease negotiations, with the settled Terms and Conditions of lease to be endorsed by Council as soon as practicable.

**Carried** **For: 5** **Against: 0**

Cr R Foulkes-Taylor left the room at 4:40 pm and returned at 4:41 pm

Peter Dittrich left the meeting at 4:50pm

**22.4 CEO Annual Performance Review pursuant to LGA 1995 5.23 (2) (a)**

**Council Decision:**  
**Moved: Councillor Whitmarsh** **Seconded: Councillor E Foulkes-Taylor**

That Council contracts John Phillips to facilitate the CEO review, which is to be carried out by teleconference prior to the CEO’s employment anniversary of the 13<sup>th</sup> April 2017.

**Carried:** **For: 5** **Against: 0**

**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 Williams** **Seconded: Councillor Whitmarsh**

That the meeting move out from behind closed doors.

**Carried:** **For: 5** **Against: 0**

**23. MEETING CLOSURE**

*The meeting closed at 5:05 pm.*

These minutes were confirmed at the council meeting held on .....

Signed..... Presiding Officer