



Western Australia

Minutes of the Ordinary Meeting of the Murchison Shire Council,  
Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,  
On Thursday 23rd March **2017**, commencing at 10.20 am.

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

*The President declared the meeting open at 10:20 am*

1. Representatives from Main Roads will update Council on the status of their plans to upgrade the proposed SKA route and will commence planning regarding a MOU for its upgrade/maintenance.
2. Mr Travis Bate will present the Draft Strategic Community Plan to the meeting by teleconference at Item 10.

## **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*

Member of the Public: 2

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

Nil.

## **4. PUBLIC QUESTION TIME**

*Mr Reg Seaman asked the following questions, after giving a short introduction:*

*On the 17th of Feb 2017, I wrote to the CEO and Councillors regarding fuel prices from Oiltech and the varying prices for Stations south of the Shire. In the Feb 2015 Shire of Murchison Minutes, it was stated that Stations South of the shire would be charged the same as the shire i.e. 7 cents per litre freight in the contract awarded to Oiltech.*

### **Question 1**

*Did Councillors and the CEO receive this correspondence?*

*The CEO advised that the correspondence had been received.*

### **Question 2**

*Did the Shire do any due diligence regarding the fuel freight prices on its own fuel accounts?*

*The CEO responded that the Shire's invoices had been reviewed.*

### **Question 3**

*Did the shire take into consideration that stations south of the Shire were being charged over and above the contract conditions accepted by the Shire in the Feb 2015 minutes when they deliberated on the new fuel contract tender.*

*The CEO responded that the Shire did consider proposed community freight costs but had no power to dictate commercial arrangements with others.*

*The next question arises from the February 2017 minutes.*

*I note that the Shire plans on replacing a damaged grid just south of the Settlement.*

### **Question 4**

*As grids have been replaced in the past where there are no further requirements for a grid, has the shire contacted the landholder regarding the replacement of the grid south of the Shire to see if it is required?*

*The CEO and Works Supervisor advised that they would contact the owners of a property prior to the replacement of a grid.*

#### **Question 5**

*Would the Shire consider a “Grid Policy” to set out the processes prior to construction of this infrastructure?*

*The President advised that Council would take note of the suggestion of a grid policy.*

#### **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**

Thursday 27<sup>th</sup> April 2017

#### **6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

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

Two items:

1. Assessment of Tender 7.2016-17 Construct and Seal 9km Carnarvon Mullewa Road (south of Ballinyoo Bridge) pursuant to LGA 5.23 (2) (c) and (e) (ii) and (iii)
2. Main Roads – Update of status of SKA route and commence discussions on Memorandum of Understanding between Main Roads and Shire regarding proposed construction and maintenance on the proposed SKA route pursuant to LGA 5.23 (2) (c).

#### **8. CONFIRMATION OF MINUTES**

##### **8.1 Ordinary Council Meeting – 22 February 2017**

##### **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 22<sup>nd</sup> February 2017 be confirmed as an accurate record of proceedings

##### **Voting Requirements:**

Simple majority

##### **Council Decision:**

**Moved: Councillor E Foulkes-Taylor**

**Seconded: Councillor R Foulkes-Taylor**

That the Minutes of the Ordinary Council meeting of 22<sup>nd</sup> February 2017 be confirmed as an accurate record of proceedings.

**Carried:**

**For: 5**

**Against: 0**

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

*The President announced that he would resign as President and as Councillor as of the following week and would discuss the timing behind closed doors.*

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS***The Order of Business was amended to consider Item 22.2***Motion to close the meeting to the Public****Recommendation:**

That the meeting move behind closed doors to discuss:

1. Main Roads – Update of status of SKA route and commence discussions on Memorandum of Understanding between Main Roads and Shire regarding proposed construction and maintenance on the proposed SKA route pursuant to LGA 5.23 (2) (c).

**Voting Requirements:**

Simple Majority

**Council Decision:****Moved: Councillor M Williams****Seconded: Councillor A Whitmarsh**

That the meeting move behind closed doors.

**Carried:****For: 5****Against: 0****22.2 SKA Route Update and MOU***Council received a presentation from Main Roads WA.***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 A Whitmarsh****Seconded: Councillor R Foulkes-Taylor**

That the meeting move out from behind closed doors.

**Carried:****For: 5****Against: 0***The meeting adjourned at 11:29 am for morning tea.**The meeting resumed at 11:50 am**The Order of Business was changed to consider Item 17.1***17. DEVELOPMENT****17.1 Full Review of the Strategic Community Plan 2016/17 – 2026/27 – March 2017**

File:	4.39
Authors:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	18/03/2017
Attachments:	Draft Strategic Community Plan 2016/17 – 2026/27 – March 2017

**Matter for Consideration:**

Council to consider the draft version of the Shire of Murchison Strategic Community Plan 2016/17 – 2026/27 – March 2017.

**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. A 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 and desktop review were recapped 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 progressed the plan with the second round of surveys received and worked with Council at the February 2017 meeting to ensure that only those priorities that are feasible are included in the plan and to rank them in order of importance.

A draft Strategic Community Plan 2016/17 – 2026/27 – March 2017 is attached for Council's consideration.

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 – Travis Bate

Community

### **Recommendation:**

That Council review the Draft Strategic Community Plan and adopt as presented.

#### *Discussion:*

*Mr T Bate of RSM joined the meeting via telephone at 11:51*

*Mr Bate identified the changes that had been made to the plan and advised that he would undertake to make any further changes that council required to allow the updated plan to be presented to a special council meeting to be held on 29<sup>th</sup> March 2017.*

Cr E Foulkes-Taylor identified a number of issues relating to spelling and content. Actions and outcomes that required changes were also identified.

Council discussed the actions required. It was noted that the priorities set by council were for all items identified in the report, unlike the community priorities that were set from items contained in each section of the report.

The CEO requested that the changes to the report be made and provided to the shire by 29<sup>th</sup> March 2017.

Left to sit on the table to incorporate changes as discussed.

**Voting Requirements:**

Absolute Majority

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

**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.	The Strategic Community Plan is currently undergoing a full review. The review will reveal whether or not this is still high on the community's list of priorities
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 surveyed the cemetery and some new sites on the 23 <sup>rd</sup> Feb. our construction crew will bring in rocks to set up as markers when they re-locate from their current works near Pia. Gravel paths will be constructed as time permits.
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	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;



	March OCM, which was discussed at the April OCM. <b>No further action has been taken on this since the last meeting.</b>	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.

*Discussion:*

*Cr E Foulkes-Taylor asked if the Woolgorong Road would be discussed as an urgent item. The CEO responded that an item would be prepared for the April meeting.*

**Voting Requirements:**

Simple majority

<b>Council Decision:</b>		
<b>Moved: Councillor R Foulkes-Taylor</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**

February 2017			Hours					YTD	
* No Meter				Start	End	Total		Operating Costs	
Plant Item	Year	Rego	1 July '16	Hrs/kms	Hrs/km	Month	YTD	Plant	Fuel
P.01 JD Grader	2011	MU1063	7762	8499	8604	105	842	7868.01	15849.82
P.02 Cat Grader 12H	2005	MU 141	14167	14973	15097	124	930	2103.44	13377.15
P15003 JD 6WD Grader	2012	MU121	712	1202	1263	61	551	1230.80	9250.98
P.04 New/H Ford Tractor	2006	MU 380	1912	2029	2052	23	140	1698.05	399.59
P.05 Dolly 1-Red *	2001	MU 2003	1972	12569	12569	0	10597	4741.08	n/a
P.07 Nissan UD	2009	000 MU	202424	212920	213568	648	11144	4512.99	7626.11
P.08 Dolly 2-Black	2000	MU 2009	1816	8399	9581	1182	7765	8443.11	n/a
P.09 Iveco P/Mover	2003	MU1065	315776	327995	329059	1064	13283	1673.16	9820.53
P.10 Iveco W/Truck (hrs)	2004	MU 00	10864	11110	11110	0	246	2987.17	2342.14
P.11 Komatsu Dozer	1997		1481	1825	1876	51	395	11840.21	6985.09
P.13 Tri-Axle L/L Float	2008	MU 663	12902	23533	23804	271	10902	4704.72	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	14536	15964	1428	14994	4542.01	n/a
P.18 Side Tipper *	2001	MU2010	15034	21594	21594	0	6675	8876.34	n/a
P.24 30K W/Tanker Trailer	2005	MU 2024	46001	861	861	0	861	10461.36	n/a
P.27 Volvo Loader	2006	MU 65	7942	8405	8439	34	497	2680.64	7095.00
P.28 Isuzu Dmax	2009	MU 300	209207	215977	218584	2607	9377	1942.89	1480.13
P.32 Construction Gen			22437	24164	24374	210	1937	99.38	4038.12
P.33 Maintenance Gen			9098	10423	10548	125	1450	652.87	1738.16

<b>P.34 Generator Perkins</b>		Mechanic	151	677	677	0	526	3.51	1794.43
<b>P.35 Generator 1-110kva</b>	2011		24201	26342	26343	1	2142	18661.43	85422.19
<b>P.35 Generator 2-110kva</b>	2011		16826	20262	20262	0	3436		
<b>P.37 Forklift</b>			12443	12567	12582	15	139	583.07	289.40
<b>P.40A Toyota Hilux</b>	2014	01MU	61055	84000	90453	6453	29398	4396.37	4374.82
<b>P.41 Cat 938G Loader</b>	2004	MU 193	5315	5563	5601	38	286	3190.98	2416.12
<b>P.43 Bomag Roller</b>	2012	MU1027	1496	3323	3334	11	1838	1932.70	3827.49
<b>P.48 Dog Fuel Trailer</b>	1979	MU 2026	0	0	0	0	0	1708.77	n/a
<b>P.49 Dog Fuel Trailer</b>	1972	MU 2005	0	0	0	0	0	0.00	n/a
<b>P.54 Isuzu T/Top</b>	2005	MU 1002	171821	177078	179690	2612	7869	717.07	1908.02
<b>P.55 Toyota Prado</b>	2012	MU1011	71388	83165	89068	5903	17680	3169.10	2395.15
<b>P.57 Great Wall</b>	2012	MU 167	54225	59302	60568	1266	6343	2305.29	997.17
<b>P.59 45ft Flat Top</b>	1978	MU2044	0	0	0	0	0	3535.60	n/a
<b>P.60 Mercedes PTV</b>	2004	MU 1009	102020	103359	103460	101	1440	4904.21	248.72
<b>P.61 Kenworth P/Mover</b>	2004	MU 000	76906	92689	94335	1646	17429	9747.85	14581.09
<b>P.63 RAV4 - TRADED 08/16</b>	2013	MU 1011	35031	35800	35800	0	769		67.32
<b>P.64 Isuzu Construction</b>	2013	MU 140	95645	118208	126066	7858	30421	5193.97	7967.64
<b>P.65 Generator 9KVA</b>	2013	H/ Maint	5440	5597	6011	414	571		3057.76
<b>P.66 Kubota 6kva Gen</b>	2012		9948	11389	12348	959	2400	666.63	2892.83
<b>P.67 Roadwest S/Tipper</b>	2013	MU2042	58719	71299	72737	1438	14018	6467.07	n/a
<b>P.68 Bomag Padfoot</b>	2013	MU1071	1595	1770	1777	7	182	970.67	2684.72
<b>P.72 Isuzu Fire Truck</b>	2013	MU1068	1353	1847	1856	9	503	0.00	202.37
<b>P.73 Toyota Fast Attack</b>	2014	MU1069	8900	8900	8900	0	0	2196.86	77.72
<b>Caravans</b>				n/a	n/a	n/a	n/a	7787.04	n/a
<b>P11076 JD Ride on mower</b>			795	891	907	16	112	2700.07	249.82
<b>P15006 Isuzu Maint</b>	2015	MU1018	15842	32417	36794	4377	20952	5127.58	4974.34
<b>P16063 Toyota Prado</b>	2016	MU 0	0	11161	16845	5684	16845	4423.33	1447.77
<b>P16076 Kubota Mower</b>	2016		0	77	107	30	30	1476.53	337.33

### **13.2 Works Report – Works Supervisor 11/02/2017 – 18/03/2017**

#### **Construction Crew**

In late January/February heavy rains fell within the shire resulting in some road damage being recorded. As a result of this rain the construction crew returned to the settlement doing odd jobs for approx 2 weeks as the Murchison river ran (at one stage 2m) at the Meeberrie crossing on the Meeberrie-Wooleen road, the Sandford river ran at 1.4m and the Cockney Bill ran at 2m on the Beringarra-Pindar road. The crew had been working between Cockney Bill and Pia Community on the Beringarra-Pindar road when we received the rain.

#### **Crew works program –**

- Reform a 2km section plus insert more drains.
- Contour banks – place in a new 260m bank and re-dress an old 800m bank.
- Gravel sheet a 1.4km section.
- Cement stabilise a 70m floodway.
- Rock protection at various floodway's including the cement stabilised floodway.
- Re-dress gravel approaches to 3 grids in this area. There are 3 old 12ft grids that are to be replaced with new 24ft grids in this year's grid replacement program so while in the area we will cart the gravel in readiness for the new approaches.

Crew should finish work on this section on the 23<sup>rd</sup> March and then move plant and equipment down to Twin Peaks and start the 1km new road alignment around Twin Peaks homestead on the McNabbs-Twin Peaks Road.

### **Maintenance Crew**

With all the lovely rain falling the maintenance crew were in the same boat as the construction crew. Neil & Mark moved over to Wooleen to start a full maintenance grading program in this area as the south west (New Forrest-Yallalong) end was too wet. They only managed to get the Meeberrie-Wooleen road graded then we received some heavy rains. All plant was on the eastern side of the Murchison crossing on the Meeberrie-Wooleen road and as noted in the construction report above all rivers ran high so they then returned to the settlement. Crew worked around the settlement and on the bitumen road south and north of the settlement pot hole patching and erecting and straightening up signs and guide posts. When the river at the Meeberrie crossing was low enough for a grader to cross (.400) a grader was brought back to the settlement and the opening up of roads to the north and east of the shire was commenced.

- Carnarvon-Mullewa road
- Butchers Track
- Byro-Woodleigh road
- Byro-Beringarra road
- Erong road
- Beringarra-Pindar road as far as Boolardy

A second grader commenced the opening up from Boolardy south.

- Wooleen-Mt Wittenoom road
- Mt Wittenoom road
- Boolardy-Wooleen road
- Wooleen-Twin Peaks road
- Beringarra-Pindar road – when the grader got as far as the double dip (no flood damage south of here) grader then started full grade heading south.

When the grader opening up the roads in the north had finished, the crew then moved camp down to Yuin and completed a full grade from Pindar north to the double dip.

Crew will grade the McNabbs-Twin Peaks road then move over to New Forrest-Yallalong and Coolcalalaya roads then onto the Twin Peaks-Wooleen road.

### **Grids**

Grids for replacement in this year's program:

- 3 old 12ft to new 24ft on the Beringarra-Pindar road – 1 at Murgoo 2 north of Murgoo.
- 1 at the boundary of Nookawarra and Boolardy
- 1 on the Carnarvon-Mullewa road 3km south of the Murchison Settlement

### **Staff Leave**

- Stuart 14 days
- Glen 3 days
- Neil 2 days
- Brian 3 days

### **Works Supervisor general**

13<sup>th</sup> February - 7hrs Construction

16<sup>th</sup> & 17<sup>th</sup> February - check roads for flood damage south and north of settlement

22<sup>nd</sup> February - pegging various sections of roads for bunding (heavy maintenance)

24<sup>th</sup> February - inspection of roads in the far north and east of the shire for flood damage.

1<sup>st</sup> March - 5hrs Construction

8<sup>th</sup> March – 4hrs inspection of road counter Beringarra-Pindar road

ROADS GRADED 09/02/2017 – 18/03/2017

Name	Length of Road		SLK's Graded this month	Heavy Maintenance	Comments
Beringarra /Pindar	319.80km		98km		Double Dip to Pindar
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				
M <sup>c</sup> Nabb/Twin Peaks	49.75km		5km		
Yallalong-West	34.46km				
Mileura/Nookawarra	49.08km				
Muggon	38.75km				
Manfred	34.55km				
Beringarra/Mt Gould	34.80km				
Tardie/Yuin	13.20km		13km		
Innouendy	9.30km				
Booldardy Homestead	2.00km				
Yunda Homestead	32.80km				
Meeberrie-Wooleen	25.22km				
Mt Wittenoorn	37.55km				
Wooleen/Mt Wittenoorn	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				
Mt Narryer	3km				
Errabiddy Bluff	12km				
Air strip Graded					

Total this month graded 116km plus roads opened up from Flood Damage

### **Recommendation:**

That the Works Supervisor's report be accepted.

### *Discussion:*

*The Works Supervisor spoke to the report and highlighted that the Water Truck was almost ready for use. He also identified that a 6Kva generator had been destroyed by fire, suspected electrical fault. The new generator has been installed and needed a roof exhaust to be fitted.*

*The Isuzu truck has again been returned to Geraldton for a warranty repair. President Halleen suggested that the fuel pump may need to be replaced.*

*The replacement of a grader was discussed and it was identified that a smaller maintenance grader should be purchased.*

*The Flood damage to the roads had been inspected and a claim is to be prepared. Light and medium grading can no longer be claimed. The president advised that in future WANDRRA would require photos of the road to show condition prior to damage. It was suggested that a GPS enabled video camera be fitted to the grader to achieve the objective. The condition of the roads would need to be recorded every 3 to 4 months.*

The bunding of old roads was discussed, the current program is to start on the old Yalbra Road and then move to old Erong Road if funding allows. There was a discussion on the original purpose behind the bunding of old roads and it was noted that there had been a state-wide push to protect the environment from erosion and Council had decided to tie up old loose ends by bunding the old roads. Cr Williams suggested that if the priority was to change from environmental to asset protection that Erong Road would become the priority.

### **Voting Requirements:**

Simple majority

#### **Council Decision:**

**Moved: Councillor A Whitmarsh**

**Seconded: Councillor R Foulkes-Taylor**

That the Works Supervisor's report be accepted.

**Carried**

**For: 5**

**Against: 0**

The meeting adjourned at 1:00 pm and resumed at 1:20 pm

## **14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

### **14.1 Shire President**

The President had attended the ICPA conference and had received a Certificate of Appreciation on behalf of the Shire.

He had also attended the Mayors and Presidents' reception prior to the WALGA State Council meeting at which the possible impact of the change in State Government on Local Government had been discussed.

The President attended the WALGA State Council meeting where the removal of licencing and stamp duty concessions was discussed, as well as the funding of the operation of regional bio-security groups.

The President also attended the Regional Road Group meeting. Issues arising related to:

- Gravel Pit access, environmental and heritage concerns
- Access to water
- Width of road reserves required to cater for larger trucks
- Blackspot funding and the change in criteria
- Negotiation on the State Roads Fund to Local Government agreement which expires at the end of 2017/18
- Funding of sealed road maintenance and
- Flood damaged bridge funding

### **14.2 Councillors**

Cr E Foulkes-Taylor had attended the ICPA conference

Cr A Whitmarsh attended the Rangelands NRM

CR R Foulkes-Taylor chaired the March LEMC meeting and attended the Plant Working Group by teleconference.

Cr M Williams had no report

The Meeting adjourned at 1:46 pm for lunch and resumed at 2:32 pm.

## **15. REPORTS OF COMMITTEES**

### **15.1 Audit Committee**

The Audit Committee met prior to the Ordinary Council Meeting to Consider the Compliance Audit Return 2016.

The recommendation of the Audit Committee in regard to the Compliance Audit Return is addressed at Item 18.1.

**16. FINANCE****16.1 Financial Activity Statements February 2017**

File:	
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	18 March 2017
Attachments:	Financial Activity Statements to 28 February 2017 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 February 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 28 February 2017 is a surplus of \$2,779,781.

**Variations – YTD Budget to YTD****Actual**

Budgeted Closing Funding	<b>1,688,946</b>
Surplus(Deficit)	

Plus Variance to opening surplus	2,613,390	
Less Operating Revenues down	-2,269,893	
Plus Operating Expenditure down	167,058	
Plus Operating Activities Excluded	107,739	
Plus Investing Activities down	1,743,376	
Plus Transfer from reserves up	1,378,794	
Less Transfer to reserves up	-2,649,629	
Total Variations		<b>1,090,835</b>

Actuals Closing surplus (Deficit)	<b>2,779,781</b>
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Refer to February 2016 Financials for explanation of variances.

The following Term Deposits are currently held as at 28 February 2017:

Beringarra- Cue Road Reserve TD	\$2,874,074	@ 1.755% Maturity 17/04/2017
Crosslands MCF Term Deposit	\$ 368,203	@ 2.000% Maturity 25/05/2017
Ballinyoo Bridge	\$1,975,979	@ 1.890% Maturity 27/05/2017

**Statutory Environment:**

Local Government Act 1995

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

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

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

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

**Strategic Implications:**

Nil.

**Policy Implications:**

Nil.

**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 28 February 2017 as attached.

*Discussion*

*The DCEO spoke to the accounts and highlighted the improvement in cash flows.*

**Voting Requirements:**

Simple majority.

<b>Council Decision:</b>		
<b>Moved: Councillor R Foulkes-Taylor</b>	<b>Seconded: A Whitmarsh</b>	
That Council adopt the financial statements for the period ending 28 February 2017 as attached.		
<b>Carried:</b>	<b>For: 5</b>	<b>Against: 0</b>

**16.2 Accounts Paid February 2017**

File:	4.37.1
Author:	Peter Dittrich – Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	18 March 2017
Attachments:	EFT & Cheque Details for February 2017

**Matter for Consideration:**

Endorsement of accounts paid during the month of February 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 February 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 \$1,243,810.52 which includes \$850,680 of intra account transfers for the month of February 2017, be endorsed by Council.

**Voting Requirements:**

Simple majority

<b>Council Decision:</b>		
<b>Moved: Councillor E Foulkes-Taylor</b>	<b>Seconded: Councillor R Foulkes-Taylor</b>	
That the accounts as per the attached Schedule presented to this meeting totalling \$1,243,810.52 which includes \$850,680 of intra account transfers for the month of February 2017, be endorsed by Council.		
<b>Carried</b>	<b>For: 5</b>	<b>Against: 0</b>



**16.3 Budget 2016-17 Review**

File:	2.4
Authors:	Dianne Daniels – Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	18/03/2017
Attachments:	Budget 2016-17 Review

**Matter for Consideration:**

Review the 2016-17 Budget based on financial performance between 1 July 2016 and 28 February 2017.

**Background:**

As required by the Local Government Act 1995, Council adopted a budget for the 2016-17 financial year based on forward plans and best estimates at the time. According to the Local Government (Financial Management) Regulations 1996, each year, between 1 January and 31 March, a local government is to carry out a review of its annual budget for that year, considering its financial performance for at least the first six months of the year, its position at the date of review and its forecast position to the end of the financial year.

**Comment:**

At 28 February 2017, there was a Closing Funding Surplus of \$2,779,781 against YTD Budget of \$1,688,946. Major variances and suggested amendments are summarised below:

**Opening Carried Forward figure:**

The opening carried forward figure was increased from \$0.00 to \$2,608,244 due to an end of year journal requested by the auditors to accrue income received from WANDRRA claims 2 and 3 in July 2017 back into the 15/16 financial year, along with some interest and a small creditor invoice relating to 15/16, but processed into 16/17. The current year budget has been amended at Operating Income and Expenditure to account for those accruals.

Major variations are listed below:

**Operating Income:**

1. Reduce WANDRRA Flood Damage reimbursements by \$2,599,633 for the two claims accrued into the 15/16 year at the request of the auditor;
2. Increase WANDRRA Flood Damage reimbursements by \$308,992, under-budgeted.
3. Insurance Recoveries up by \$71,765 due to failure of Settlement Generator #2 and Salary Continuance un-foreseen.

**Operating Expenditure:**

1. Reduce Administration salaries by provision for Project Officer and 2 months DCEO \$57,000 and associated Superannuation of \$5,415;
2. Increase Consultancy by \$32,000 to allow for Acting Staff;
3. Increase Salaries & Wages at Recreation & Culture by \$29,500 and PWOH by \$38,055 – misallocated to Cap-Ex - Construction as per Agreed Programme, so reduce that job accordingly.
4. Increase expenditure on Flood Damage March 2015 by \$185,576 – under-budget, but off-set by increased income;
5. Reduce Fuels and Oils by \$25,000 – under-spent;

**Infrastructure Roads:**

1. Transfer \$95,000 from C14114 Cap-Ex Construction as per Agreed Program to C14129 Cap-Ex Bitumise Roads in Settlement to Complete the Settlement sealing.
2. Transfer underspend of \$65,976 from C14114 Cap-Ex Construction as Per Agreed Program to C14131 Cap-Ex Realignment Away from Flood Zone

**Plant & Equipment:**

1. Transfer \$30,000 in from the Plant Reserve to top-up the insurance recovery of (est) \$40,000 to replace failed Settlement Generator #2 with a 150KVA generator instead of a 110KVA.

**Building & Improvements:**

1. Reduce the budget for the Admin Office Carports by \$23,050 so that electrical switching works can be done on the Settlement Water and Power Supply to allow for an alternate power source in case of power failure. The Admin Office Carports will be allowed for in the 2017/18 budget, to be commenced once the Admin Office Extensions are complete.

**Reserve Transfers:**

Transfer

1. \$60,000 to Leave Reserve to make sure it is cash-backed to improve the Current Ratio; and
2. the balance of \$47,268 to the Flood Reserve.

Detailed amendments are shown in the table under **Recommendation:**

**Statutory Environment:**

Local Government (Financial Management) Regulations 1996

**33A Review of Budget**

- (1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
- (2) The review of an annual budget for a financial year must –
  - (a) Consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
  - (b) Consider the local government's financial position as at the date of review; and
  - (c) Review the outcomes for the end of that financial year that are forecast in the budget.
- (3) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to council.
- (4) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendation made in the review.  
*\*Absolute majority required.*
- (5) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

**Strategic Implications:**

The budget has been developed based on existing strategic planning documents adopted by council.

**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:**

The budget is based on the principles contained in the Strategic Community Plan, Corporate Business Plan and informing strategies.

**Financial Implications:**

The changes suggested in the budget review are based on the local government's financial performance for the financial year up to 28 February 2017. Adjustments have been made to better reflect actual performance for the period and to give a more accurate projection of position at 30 June 2017.

**Consultation:**

CEO

Works Supervisor;

Gardener

**Recommendation:**

That Council adopt the review of the 2016/17 Budget as presented in the spreadsheet below and amend the 2016/17 Budget accordingly.

Shire of Murchison Budget Review of Financials to 28 February 2017 For the Year Ended 30 June 2017												
Account #	Job #	Program	Description	Comment	Council Resolution #	Income/Expenditure Type Classification	Non Cash Items Decrease Expenditure \$	Non Cash Items Increase Expenditure \$	Increase in Available Cash (Mun) \$	Decrease in Available Cash (Mun) \$	Running Balance \$	
Opening Carried Forward as per Budget											2,608,244	
Adjustments to opening Current Assets (WANDRRA, Interest, and Creditors)											2,608,244	
2016-2017 Budget Amendments											2,608,244	
Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column9	Column10	Column11	Column12	Column14	
Operating Revenue											2,608,244	
3201.111		GP Funding	Grants Commission Grants Received - General	Actual allocation decreased compared to notional allocation		Operating Income				-9,057	2,599,187	
3202.111		GP Funding	Grants Commission Grants Received - Roads	Actual allocation decreased compared to notional allocation		Operating Income				-10,724	2,588,463	
3204.160		GP Funding	Interest Received Municipal	Greater Interest Received		Operating Income		10,000			2,598,463	
5102.110		Law, Order & Public Safety	Income Relating to Fire Protection	Operating Grant more than budgeted		Operating Income		4,000			2,602,463	
12219.110		Transport	Grant - WANDRRA Flood Damage	Accrue income for Claims 2 and 3 rcvd Jul 16 into Jun 16		Operating Income				-2,599,633	2,830	
12119.110		Transport	Grant - WANDRRA Flood Damage	Under-budgeted		Operating Income		308,992			311,822	
13607.121		Economic Services	Income Relating to Other Economic Services	Insurance Recoveries Generator		Operating Income		40,000			351,822	
14212.170		Other Property & Services	Workers Compensation Reimbursements	Insurance Recoveries (Works supervisor)		Operating Income		20,663			372,485	
14512.121		Administration	Income Relating to Administration	Insurance Recoveries and Premium Adjustments		Operating Income		11,102			383,587	
Operating Expenses											383,587	
3100.903		General Purpose Funding	Expenses Relating to Rate Revenue	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	1,565				383,587	
4113.903		Governance	Other Expenses Relating to Members	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	14,604				383,587	
14500.521		Governance	Expenses Relating to Administration - Service	Over budgeted		Operating Expenditure		10,000			393,587	
14501.500		Governance	Admin Office Maintenance - Salaries	Under-budgeted		Operating Expenditure				-5,000	388,587	
14501.900		Governance	Admin Office Maintenance - About Overhead	Not budgeted		Operating Expenditure				-3,000	385,587	
14508.521		Governance	Printing & Stationery - Admin	Under-budgeted service contract on photocopier		Operating Expenditure				-5,000	380,587	
14517.570		Governance	Insurance - Admin	Over-budgeted		Operating Expenditure		9,894			390,481	
14518.500		Governance	Salaries - Administration	Less Project Officer and 2 months DCEO		Operating Expenditure		57,000			447,481	
14520.501		Governance	Superannuation	Less super for Project Officer and 2 months DCEO		Operating Expenditure		5,415			452,896	
14522.200		Governance	Consultancy Fees	Allow for acting staff		Operating Expenditure				-32,000	420,896	
14550.903		Governance	Administration Allocated	Amend Admin Allocation for Reduced Admin Costs and Over-allocation		Operating Expenditure		-52,158			420,896	
5100.903		Law, Order & Public Safety	Expenses Relating to Fire Protection	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	1,043				420,896	
7702.301		Health	Maintain Patient Transfer Vehicle	Under-budgeted		Operating Expenditure				-3,812	417,084	
9113.904		Housing	Staff Housing Costs allocated to Works	Amend Housing Allocated for Reduced Admin Costs and Over-allocation		Operating Expenditure		-7,477			417,084	
9114.903		Housing	Staff Housing Costs - Other Expenses	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	2,608				417,084	
11300.903		Recreation & Culture	Expenses Relating to other Recreation & Sp	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	2,086				417,084	
13600.903		Economic Services	Expenses Relating to Other Economic Servi	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	4,173				417,084	
11304.500		Recreation & Culture	Maintenance Parks and Reserves	Salaries & Wages mis-allocated		Operating Expenditure				-21,000	396,084	
11304.900		Recreation & Culture	Maintenance Parks & Reserves	Labour overheads mis-allocated		Operating Expenditure				-27,090	368,994	
11305.500		Recreation & Culture	Maintenance - Murchison Sports Club	Salaries & Wages mis-allocated		Operating Expenditure				-8,500	360,494	
11305.900		Recreation & Culture	Maintenance - Murchison Sports Club	Labour overheads mis-allocated		Operating Expenditure				-10,965	349,529	
11306.500		Recreation & Culture	Maintenance - Potocross fields	Under-budgeted		Operating Expenditure				-6,000	343,529	
11602.500		Recreation & Culture	Meusum Maintenance	Provision		Operating Expenditure				-5,000	338,529	
12200.903		Transport	Expenses Relating to Streets, Roads & Bridg	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	20,863				338,529	
12203.900		Transport	Maintenance - General	Allocate increased Public Works Overheads		Operating Expenditure	15,456				338,529	
12207.570		Transport	Bridges Maintenance	Insurance Premiums under-budgeted		Operating Expenditure				-3,551	334,978	
12224.520		Transport	Flood Damage March 2015	Spent more than budgeted		Operating Expenditure				-5,314	329,664	
12224.521		Transport	Flood Damage March 2015	Spent more than budgeted		Operating Expenditure				-185,576	144,088	
13200.522		Economic Services	Expenses Relating to Tourism and Area Prom	Tourism Development Officer not continuing this FY		Operating Expenditure		25,000			169,088	
13601.521		Economic Services	Settlement Water Supply	Instal changeover switch and continued system maintenance	Feb 21.1	Operating Expenditure				-13,050	156,038	
13602.521		Economic Services	Settlement Power Generation	Instal changeover switch and continued system maintenance	Feb 21.1	Operating Expenditure				-10,000	146,038	
14202.500		Other Property & Services	Sick Leave Expense	Higher than budgeted due to employee accident		Operating Expenditure				-15,994	130,044	
14203.500		Other Property & Services	Annual Leave Expense	Higher than budgeted due to employee accident		Operating Expenditure				-13,207	116,837	
14207.900		Other Property & Services	Overheads Allocated to Works	Amend Allocations for Public Works Overheads		Operating Expenditure		-14,631			116,837	
14212.500		Other Property & Services	Staff Training/Meetings/CSH	Provision of Breatherlysers and increase Provision		Operating Expenditure				-8,500	108,337	
14215.903		Other Property & Services	Admin Costs Allocated to Works	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	5,216				108,337	
14216.904		Other Property & Services	Housing Costs Allocated to Works	Housing Allocation		Operating Expenditure	7,477				108,337	
14303.500		Other Property & Services	Fuel&Oils	Underspent		Operating Expenditure		25,000			133,337	
14309.901		Other Property & Services	Plant Operation Costs allocated to Works	Amend Allocations for Plant Operation Costs		Operating Expenditure		-25,000			133,337	
14602.500		Other Property & Services	Gross Salaries & Wages	Amend for reduction in Admin Salaries		Operating Expenditure	57,000				133,337	
14603.500		Other Property & Services	Less Sal & Wages Allocated	Amend for reduction in Admin Salaries		Operating Expenditure		-57,000			133,337	
Capital Expenditure											133,337	
11370.520	C14216	Recreation & Culture	Cap-Ex - Equestrian Stabling Centre	Solar Lights		Capital Expenditure				-355	132,982	
11370.521	C14216	Recreation & Culture	Cap-Ex - Equestrian Stabling Centre	Audit		Capital Expenditure				-1,000	131,982	
12101.000	C14114	Transport	Cap-Ex - Construction as per Agreed Work P	Transfer funds to C14129 to complete Settlement Sealing	Feb 16.5	Capital Expenditure		95,000			226,982	
12101.500	C14114	Transport	Cap-Ex- Construction as per Agreed Work P	Labour mis-allocated - transfer to Parks & Reserves & Sports Club		Capital Expenditure		35,500			262,482	
12101.900	C14114	Transport	Cap-Ex-Construction as per Agreed Works P	PW OH mis-allocated - transfer to Parks & Gardens & Sports Club		Capital Expenditure		43,055			305,537	
12101.900	C14114	Transport	Construction Agreed Program	Allocate increased Public Works Overheads		Operating Expenditure	24,175				305,537	
12101.000	C14129	Transport	Cap-Ex - Bitumise Roads in Settlement (R2R)	Transfer funds from C14114 - Construction as per Agreed Wo	Feb 16.5	Capital Expenditure				-95,000	210,537	
12101.521	C14131	Transport	Cap-ex - Realignment Away from Flood Zone	Re-allocate underspend from C14114		Capital Expenditure				-17,444	193,093	
12101.901	C14131	Transport	Cap-ex - Realignment Away From Flood Zone	Re-allocate underspend from C14115		Capital Expenditure				-48,532	144,561	
12170.521	C14116	Transport	Ballyvoe Bridge	Final invoice		Capital Expenditure				-7,370	137,191	
13204.521	C14708	Transport	Historic Bridge Span Rails	Overspent		Capital Expenditure				-12,973	124,218	
13616.000	C14303	Economic Services	Cap-Exp - Plant Major	Replacement Generator		Capital Expenditure				-70,000	54,218	
14515.522	C14322	Administration	Cap-Ex - Admin Office Carports	Reduce Office Extension Budget		Capital Expenditure			23,050		77,268	
Reserve Transfers											77,268	
		Balance Sheet	Plant Reserve	Transfer from Plant Reserve for Generator	Feb 21.4	Capital Expenditure		30,000			107,268	
		Balance Sheet	Leave Reserve	Transfer to Leave Reserve to improve Current Ratio		Capital Expenditure				-60,000	47,268	
		Balance Sheet	Flood Reserve	Transfer Balance to Flood Reserve		Capital Expenditure				-47,268	0	
Amended Budget Surplus / (Deficit)							156,266	-156,266	3,361,915	-3,361,915		

**Discussion**

The CEO discussed the Budget Review and highlighted the changes proposed.

**Voting Requirements:**

Absolute Majority.

**Council Decision:**

**Moved: Councillor A Whitmarsh**

**Seconded: Councillor E Foulkes-Taylor**

That Council adopt the review of the 2016/17 Budget as presented in the spreadsheet below and amend the 2016/17 Budget accordingly.

Shire of Murchison Budget Review of Financials to 28 February 2017 For the Year Ended 30 June 2017													
Account #	Job #	Program	Description	Comment	Council Resolution #	Income/Expenditure Type #	Non Cash Items Decrease Expenditure \$	Non Cash Items Increase Expenditure \$	Increase in Available Cash (Muni) \$	Decrease in Available Cash (Muni) \$	Running Balance \$		
Opening Carried Forward as per Budget											0		
Adjustments to opening Current Assets (WANDRRA, Interest, and Creditors)											2,608,244	2,608,244	
2016-2017 Budget Amendments											2,608,244	2,608,244	
Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9	Column10	Column11	Column12	Column13	Column14
<b>Operating Revenue</b>													
3201.111		GP Funding	Grants Commission Grants Received - General	Actual allocation decreased compared to notional allocation		Operating Income					-9,057	2,599,187	
3202.111		GP Funding	Grants Commission Grants Received - Roads	Interest Received Municipal		Operating Income					-10,724	2,588,463	
3204.160		GP Funding	Interest Received Municipal	Greater Interest Received		Operating Income			10,000			2,598,463	
5102.110		Law, Order & Public Safety	Income Relating to Fire Protection	Operating Grant more than budgeted		Operating Income			4,000			2,602,463	
12219.110		Transport	Grant - WANDRRA Flood Damage	Accrue income for Claims 2 and 3 rcvd Jul 16 into Jun 16		Operating Income					-2,599,633	2,830	
12119.110		Transport	Grant - WANDRRA Flood Damage	Under-budgeted		Operating Income			308,992			311,822	
13607.121		Economic Services	Income Relating to Other Economic Services	Insurance Recoveries Generator		Operating Income			40,000			351,822	
14212.170		Other Property & Services	Workers Compensation Reimbursements	Insurance Recoveries (Works supervisor)		Operating Income			20,663			372,485	
14512.121		Administration	Income Relating to Administration	Insurance Recoveries and Premium Adjustments		Operating Income			11,102			383,587	
<b>Operating Expenses</b>													
3100.903		General Purpose funding	Expenses Relating to Rate Revenue	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	1,565					383,587	
4113.903		Governance	Other Expenses Relating to Members	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	14,604					383,587	
14500.521		Governance	Expenses Relating to Administration - Service	Over budgeted		Operating Expenditure			10,000			393,587	
14501.500		Governance	Admin Office Maintenance - Salaries	Under-budgeted		Operating Expenditure						388,587	
14501.900		Governance	Admin Office Maintenance - Labour Overhead	Not budgeted		Operating Expenditure						320,886	
14508.521		Governance	Printing & Stationery - Admin	Under-budgeted service contract on photocopier		Operating Expenditure						-5,000	380,587
14517.570		Governance	Insurance - Admin	Over-budgeted		Operating Expenditure			9,894			390,481	
14518.500		Governance	Salaries - Administration	Less Project Officer and 2 months DCEO		Operating Expenditure			57,000			447,481	
14520.501		Governance	Superannuation	Less super for Project Officer and 2 months DCEO		Operating Expenditure			5,415			452,896	
14522.200		Governance	Consultancy Fees	Allow for acting staff		Operating Expenditure						-32,000	420,896
14530.903		Governance	Administration Allocated	Amend Admin Allocation for Reduced Admin Costs and Over-allocation		Operating Expenditure						-52,158	420,896
5100.903		Health	Expenses Relating to Fire Protection	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	1,043					-3,000	320,886
7702.901		Health	Maintain Patient Transfer Vehicle	Under-budgeted		Operating Expenditure						-3,812	417,084
9113.904		Housing	Staff Housing Costs allocated to Works	Amend Housing Allocated for Reduced Admin Costs and Over-allocation		Operating Expenditure						-7,477	417,084
9114.904		Housing	Staff Housing Costs - Other Expenses	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	2,608					417,084	
11300.903		Recreation & Culture	Expenses Relating to other Recreation & Sp	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	2,086					417,084	
13600.903		Economic Services	Expenses Relating to Other Economic Servi	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	4,173					417,084	
11304.500		Recreation & Culture	Maintenance Parks and Reserves	Salaries & Wages mis-allocated		Operating Expenditure						-21,000	396,084
11304.900		Recreation & Culture	Maintenance Parks & Reserves	Labour overheads mis-allocated		Operating Expenditure						-27,000	369,084
11305.500		Recreation & Culture	Maintenance - Murchison Sports Club	Salaries & Wages mis-allocated		Operating Expenditure						-8,500	360,484
11305.900		Recreation & Culture	Maintenance - Murchison Sports Club	Labour overheads mis-allocated		Operating Expenditure						-10,965	349,529
11306.500		Recreation & Culture	Maintenance - Polocrosse fields	Under-budgeted		Operating Expenditure						-6,000	343,529
11602.520		Recreation & Culture	Meusum Maintenance	Provision		Operating Expenditure						-5,000	338,529
12200.903		Transport	Expenses Relating to Streets, Roads & Bridg	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	20,863					338,529	
12203.900		Transport	Maintenance - General	Allocate increased Public Works Overheads		Operating Expenditure	15,456					338,529	
12207.570		Transport	Bridges Maintenance	Insurance Premiums under-budgeted		Operating Expenditure						-3,551	334,978
12224.520		Transport	Flood Damage March 2015	Spent more than budgeted		Operating Expenditure						-5,314	329,664
12224.521		Transport	Flood Damage March 2015	Spent more than budgeted		Operating Expenditure						-185,576	144,088
13200.522		Economic Services	Expenses Relating to Tourism and Area Prom	Tourism Development Officer not continuing this FY		Operating Expenditure			25,000			169,088	
13601.521		Economic Services	Settlement Water Supply	Instal changeover switch and continued system maintenance	Feb 21.1	Operating Expenditure						-13,050	156,038
13602.521		Economic Services	Settlement Power Generation	Instal changeover switch and continued system maintenance	Feb 21.1	Operating Expenditure						-10,000	146,038
14202.500		Other Property & Services	Sick Leave Expense	Higher than budgeted due to employee accident		Operating Expenditure						-15,994	130,044
14203.500		Other Property & Services	Annual Leave Expense	Higher than budgeted due to employee accident		Operating Expenditure						-13,207	116,837
14207.900		Other Property & Services	Overheads Allocated to Works	Amend Allocations for Public Works Overheads		Operating Expenditure						-14,631	116,837
14212.500		Other Property & Services	Staff Training/Meetings/OSH	Purchase of Breatherlyzers and increase Provision		Operating Expenditure						-8,500	108,337
14215.903		Other Property & Services	Admin Costs Allocated to Works	Amend Admin Allocation for Reduced Admin Costs		Operating Expenditure	5,216					108,337	
14216.904		Other Property & Services	Housing Costs Allocated to Works	Housing Allocation		Operating Expenditure	7,477					108,337	
14303.520		Other Property & Services	Fuel&Oils	Underspent		Operating Expenditure			25,000			133,337	
14309.901		Other Property & Services	Plant Operation Costs allocated to Works	Amend Allocations for Plant Operation Costs		Operating Expenditure						-25,000	133,337
14602.500		Other Property & Services	Gross Salaries & Wages	Amend for reduction in Admin Salaries		Operating Expenditure	57,000					-57,000	133,337
14603.500		Other Property & Services	Less Sal & Wages allocated	Amend for reduction in Admin Salaries		Operating Expenditure							133,337
<b>Capital Expenditure</b>													
11370.520		C14216	Recreation & Culture	Cap-Ex - Equestrian Stabling Centre		Capital Expenditure						-355	132,982
11370.521		C14216	Recreation & Culture	Cap-Ex - Equestrian Stabling Centre		Capital Expenditure						-1,000	131,982
12101.000		C14114	Transport	Cap-Ex - Construction as per Agreed Work P		Capital Expenditure						95,000	226,982
12101.500		C14114	Transport	Cap-Ex - Construction as per Agreed Work P		Capital Expenditure						35,500	262,482
12101.900		C14114	Transport	Cap-Ex - Construction as per Agreed Work P		Capital Expenditure						43,055	305,537
12101.900		C14114	Transport	Construction Agreed Program		Operating Expenditure	24,175					305,537	
12101.000		C14129	Transport	Cap-Ex - Bitumise Roads in Settlement (R2R)		Capital Expenditure						-95,000	210,537
12101.521		C14131	Transport	Cap-ex - Realignment Away From Flood Zone		Capital Expenditure						-17,444	193,093
12101.901		C14131	Transport	Cap-ex - Realignment Away From Flood Zone		Capital Expenditure						-48,532	144,561
12170.521		C14116	Transport	Ballinyyo Bridge		Capital Expenditure						-7,370	137,191
13204.521		C14708	Transport	Historic Bridge Span Rails		Capital Expenditure						-12,973	124,218
13616.000		C14303	Economic Services	Cap-Exp - Plant Major		Capital Expenditure						-70,000	54,218
14515.522		C14222	Administration	Cap-Ex - Admin Office Carports		Capital Expenditure			23,050			77,268	
<b>Reserve Transfers</b>													
		Balance Sheet	Plant Reserve	Transfer from Plant Reserve for Generator		Capital Expenditure			30,000			107,268	
		Balance Sheet	Leave Reserve	Transfer to Leave Reserve to improve Current Ratio		Capital Expenditure						-60,000	47,268
		Balance Sheet	Flood Reserve	Transfer Balance to Flood Reserve		Capital Expenditure						-47,268	0
<b>Amended Budget Surplus / (Deficit)</b>							<b>156,266</b>	<b>-156,266</b>	<b>3,361,915</b>	<b>-3,361,915</b>			

**Carried:**

**For: 5**

**Against: 0**

Item 17.1 was previously considered after Item 10: Petitions/Deputations/Presentations/Submissions

**18. ADMINISTRATION**

**18.1 Compliance Audit Return 2016**

File:  
 Author: Dianne Daniels, Chief Executive Officer  
 Interest Declared: Nil.  
 Date: 18 March 2017  
 Attachments: Compliance Audit Return 2016

**Matter for Consideration:**

Council to consider adopting the Compliance Audit Return 2016

**Background:**

A Compliance Audit Return for the period 1 January to 31 December in each year is to be carried out and presented to the Audit Committee for review. The Audit Committee is to report to the Council the results of that review. The Compliance Audit Return is to be then adopted by Council and the certified copy is to be sent to the Director General of the Department of Local Government & Communities by 31 March of the following year.

**Comment:**

The Audit Committee met earlier today to review the Compliance Audit Return 2016 and gives its recommendation below.

**Statutory Environment:**

14. Compliance audits by local governments

(1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.

(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.

(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —

- (a) presented to the council at a meeting of the council
- (b) adopted by the council; and
- (c) recorded in the minutes of the meeting at which it is adopted.

15. Compliance audit return, certified copy of etc. to be given to Executive Director

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —

- (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
- (b) any additional information explaining or qualifying the compliance audit,

is to be submitted to the Executive Director by 31 March next following the period to which the return relates.

(2) In this regulation — certified in relation to a compliance audit return means signed by —

- (a) the mayor or president; and
- (b) the CEO.

**Strategic Implications:**

N/A

**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:**

N/A

**Financial Implications:**

N/A

**Consultation:**

Nil

**Recommendation of the Audit Committee:**

*The Audit Committee met on the 23 March 2017 prior to the Council meeting and reports to the Ordinary Meeting of Council that the Compliance Audit Return 2016 has been prepared by the CEO as required and recommends that Council adopt the Compliance Audit Return 2016 as amended.*

*Discussion*

Nil

**Voting Requirements:**

Simple Majority

<b>Council Decision:</b>		
<b>Moved: Councillor Roscco Foulkes-Taylor</b>	<b>Seconded: Councillor A Whitmarsh</b>	
That Council adopt the Compliance Audit Return 2016 as amended.		
<b>Carried:</b>	<b>For: 5</b>	<b>Against: 0</b>

**19. NOTICE OF MOTION**

Nil

**20. CEO ACTIVITY REPORT**

Date	Activity
14/02/2017	WANDRRA event declared for January/February Flooding
16/02/2017	Inspected Carnarvon Mullewa Road south of the bridge for flood damage with Works Supervisor, after constant, flooding rain since Friday 10 <sup>th</sup> Feb.
17/02/2017	Ordinary Meeting of Council delayed until Wednesday 22 <sup>nd</sup> Feb due to road access issues after flooding rain
17/02/2017	Regular Meeting with DCEO
18/02/2017	Following the failure of #2 generator on 31 January, the hire generator failed. The Settlement was without power (therefore water) for 28 hours. Coates hire sent out a serviceman who arrived Saturday afternoon but couldn't find the fault and so another generator was delivered and wired in on Sunday 19 Feb.
20/02/2017	Progressed town generator repair/replace quote
20/02/2017	Regular Admin meeting
21/02/2017	Regular meeting with Works Supervisor
21/02/2017	Close of Rolls for extra-ordinary election in Darlot Ward
22/02/2017	Ordinary Meeting of Council
23/02/2017	Phone conversation with Rebecca Redshaw from Main Roads regarding a visit to the Murchison with the Project Director for the SKA route upgrade, Chris Raykos. Planning to drive the route and meet with me at the Shire Office. Date to be confirmed. Commenced planning for a meeting with Council and local contractors.
23/02/2017	Surveyor in Settlement to survey old and new refuse sites and cemetery.
23/02/2017	Regular meeting with DCEO
27/02/2017	Nominations opened for extra-ordinary election in Darlot Ward
27/02/2017	Regular Admin Meeting
27/02/2017	Regular meeting with Works Supervisor
27/02/2017	Awarded RFQ for Flood Damage Audit Consultancy to Greenfields Technical Services. Date for inspection set for 16 <sup>th</sup> and 17 <sup>th</sup> March.
27/02/2017	Plant Committee Meeting to assess quotes for new generator to replace failed generator #2. It was decided to purchase a Cat 150KVA generator from PR Power.
28/02/2017	Generator ordered
1/03/2017	Computer servers invaded by the CryptoLocker malware - a malicious cyber threat that encrypts all files so that they are inaccessible. Good test of IT risk management as our IT Consultants, 2VNetIT managed to restore our data from back-up.
6/03/2017	Nominations closed for extra-ordinary election in Darlot Ward – two nominations received – Greydon Mead and Quentin Fowler
7/03/2017	Regular Admin Meeting
7/03/2017	Meeting with DCEO – update on Moore Stephens Budgeting Workshop and the LG Finance Professionals conference attended previous week.
7/03/2017	Regular meeting with Works Supervisor

8/03/2017	Meeting at the Shire Office with Main Roads representatives in relation to the SKA route upgrade – Rebecca Redshaw, Chris Raykos, Henty Hall, Bob Fawcett. Discussed the status of the project and emphasised the importance of starting work on a road agreement with Council. Continued planning for meeting with Council and local contractors
8/03/2017	Attended WALGA Gift Webinar
9/03/2017	Finalised SKA route upgrade Local Contractors meeting date with Rebecca Redshaw and sent invitation to local contractors to attend a meeting with Main Roads at the Murchison Sports Club on Wednesday 22 March 2017
13/03/2017	Toolbox Meeting with Works crew
13/03/2017	Early/Postal voting for extra-ordinary election in Darlot Ward commenced
13/03/2017	Regular Admin Meeting
13/03/2017	LEMC teleconference
13/03/2017	Meeting with Dave Wood LGIS and DCEO to review 2017/18 insurance requirements
13/03/2017	Regular meeting with Works Supervisor
14/03/2017	New Cat 150KVA generator arrived. Electricians on site to wire it up.
14/03/2017	Regional Road Group Murchison Sub-Group teleconference
14/03/2017	Budget Review meeting with DCEO
15/03/2017	Inspection of the Beringarra Cue Road – bitumen section – with President Halleen, Cr Whitmarsh and Works Supervisor. Met the Cue Works Supervisor in Cue and had an inspection of the work they have done on their sealed section of the BC Road.

**Recommendation:**

That the CEO's Activity Report be accepted.

*Discussion*

*The CEO discussed the Beringarra Cue Road seal. The Shire of Cue will use a sand seal. The Murchison part of the road was inspected by the CEO, President Halleen, Cr A Whitmarsh, and the Works Supervisor and found to be in fair condition. The Works Supervisor explained that an aggregate seal is required to protect a sand seal. Costs incurred by Cue Shire are not yet publicly available.*

*A whole of life costing of the road is to be provided to Council as soon as possible.*

**Voting Requirements:**

Simple Majority

**Council Decision:**

**Moved: Councillor M Williams**

**Seconded: Councillor E Foulkes-Taylor**

That the CEO's Activity Report be accepted.

**Carried:**

**For: 5**

**Against: 0**

**21. URGENT BUSINESS**

Nil

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

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

1. Assessment of Tender 7.2016-17 Construct and Seal 9km Carnarvon Mullewa Road (south of Ballinyoo Bridge) pursuant to LGA 5.23 (2) (c) and (e) (ii) and (iii)

**Voting Requirements:**

Simple Majority

**Council Decision:**  
**Moved: Councillor** **Seconded: Councillor**

That the meeting move behind closed doors to discuss the assessment of Tender 7.2016-17 Construct and Seal 9km Carnarvon Mullewa Road (south of Ballinyoo Bridge) pursuant to LGA 5.23 (2) (c) and (e) (ii) and (iii).

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

**22.1 Request for Tender 7.2016/17 Construct and Seal Carnarvon Mullewa Road**

**Council Decision:**  
**Moved: Councillor** **Seconded: Councillor**

That Tender 7.2016-17 Construct and Seal 9km Carnarvon Mullewa Road (south of Ballinyoo Bridge) be awarded to B&J Catalano who scored relatively highly in the qualitative criteria and were the lowest priced tenderer.

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

22.2 - The Order of business had previously been amended to consider this Item as part of Item 10

**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 A Whitmarsh** **Seconded: Councillor M Williams**

That the meeting move out from behind closed doors.

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

**23. MEETING CLOSURE**

*The President declared the meeting closed at 3:40 pm.*

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

Signed..... Presiding Officer