

Minutes for the Ordinary Meeting of the Murchison Shire Council

Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,

on Thursday **22nd August 2019**, commencing at 12 Noon.

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# DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President declared the meeting open at 12.01pm.

The President Cr R Foulkes-Taylor took the opportunity to welcome Tatjana Erak in her new role as Acting Deputy Chief Executive Officer.

# RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Cr R Foulkes-Taylor – President

Cr A Whitmarsh – Deputy President

Cr E Foulkes-Taylor

Cr G Mead

Cr Q Fowler

Cr P Squires

Staff:

Bill Boehm – CEO

Tatjana Erak – Acting DCEO

William Herold – Works Supervisor

# CONFIRMATION OF MINUTES

## Ordinary Council Meeting – 25th July 2019

#### 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 25th July 2019 be confirmed as an accurate record of proceedings.

#### Voting Requirements:

Simple majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | A Whitmarsh | **Seconded: Cr** | | | G Mead | | |
| That the Minutes of the Ordinary Council meeting of 25th July 2019 be confirmed as an accurate record of proceedings. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# DISCLOSURE OF INTERESTS

Nil

# RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

# PUBLIC QUESTION TIME

## Standing Orders

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | A Whitmarsh | **Seconded: Cr** | | | E 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/Lost** | | | **For** | 6 | | **Against** | 0 |

# APPLICATIONS FOR LEAVE OF ABSENCE

Cr P Squires sought Leave of Absence from the Ordinary meeting to be held on 26 September 2019.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | R Foulkes-Taylor | **Seconded: Cr** | | | Q Fowler | | |
| That Leave of Absence be granted to Cr P Squires for the Ordinary Meeting on 26 September June 2019. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

21.1 Coolcalalaya West Road Repair

# ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

# PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

# ACTION LIST

| **No** | **Item** | **Action** | **Status** |
| --- | --- | --- | --- |
| 1 | Community Project Officer | Working Group held a telephone conference to discuss funding. | Awaiting release of grant funding. Grant applications close Sept 2019. |
| 2 | Cemetery and Remembrance Walk | Community Advisory Group inspected niche wall area and marked layout. | Wall design sketched. Awaiting quote. |
| 3 | 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. 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. | Working with Paul Dean of Landgate. Landgate report has been received. |

**Council Comments**

There was discussion on the progress of obtaining funding for a Community Project Officer (CPO) and an update from Council requested. This was to include suitable training for the CPO once appointed.

#### Recommendation

That the Action List be accepted.

#### Voting Requirements

Simple majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | G Mead | **Seconded: Cr** | | | E Foulkes-Taylor | | |
| That the Action List be accepted | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# REPORTS OF OFFICERS

## Monthly Plant Report – Works Supervisor

| **Plant** | **Plant Description** | **Year** | **Rego** | **Total Costs** | **Recovered** | **Plant Hours**  **YTD** |
| --- | --- | --- | --- | --- | --- | --- |
| P001 | JD 770G Grader | 2011 | MU1063 | 3,539.65 | 11,830.00 | 169 |
| P004 | Ford New Holland Tractor | 2006 | MU 380 | 107.05 | - | 0 |
| P005 | Dolly | 2001 | MU 2003 | 151.21 | - | 0 |
| P007 | UD Nissan Prime Mover Truck | 2009 | 000 MU | 1,014.12 | 6,615.00 | 147 |
| P008 | Dolly | 2000 | MU 2009 | 228.27 | 635.00 | 63.5 |
| P009 | Iveco Prime Mover | 2003 | MU1065 | 356.82 | - | 0 |
| P010 | Iveco Tipper 2004 | 2004 | MU 00 | 457.07 | - | 0 |
| P011 | Komatsu D85A BullDozer | 1997 | 0 | 3,357.36 | - | 0 |
| P013 | Low Loader Float | 2008 | MU 663 | 1,078.08 | - | 0 |
| P014 | Low Loader Float | 2001 | MU 2004 | 570.91 | - | 0 |
| P017 | Trailer - Evertrans Side Tipper | 2001 | MU 662 | 661.81 | 1,862.00 | 98 |
| P018 | Trailer - Side Tipping Roadwest | 2001 | MU2010 | 444.52 | 2,992.50 | 157.5 |
| P024 | Water Tanker Trailer | 2005 | MU 2024 | 704.49 | 2,774.00 | 146 |
| P027 | Volvo L110E Loader | 2006 | MU 65 | 1,526.27 | 297.50 | 3.5 |
| P028 | LV Isuzu D-Max 4x4 | 2009 | MU 300 | 464.62 | 90.00 | 6 |
| P032 | Genset - Construction | 0 | 0 | 144.51 | - | 0 |
| P033 | Genset - Maintenance 13 KVA | 0 | 0 | 144.52 | - | 0 |
| P034 | Genset Perkins On Mechanic Truck | 0 | 0 | 151.22 | - | 0 |
| P035 | Genset Power House | 2011 | 0 | 35,133.42 | - | 0 |
| P041 | Loader CAT 938 GII | 2004 | MU 193 | 2,561.73 | - | 0 |
| P043 | BOMAG Roller (Rubber) | 2012 | MU1027 | 1,694.85 | 2,720.00 | 68 |
| P048 | Howard Porter Flat Trailer - Construction Gen | 1979 | MU 2026 | 67.80 | - | 0 |
| P049 | Howard Porter Fuel Trailer | 1972 | MU 2005 | 67.80 | - | 0 |
| P055 | Toyota Prado 3.0l T/D 5 door Wgn | 2012 | MU1011 | 359.32 | - | 0 |
| P057 | Great Wall 2012 Gardeners Ute | 2012 | MU 167 | 304.81 | - | 0 |
| P059 | Trailer - 45ft Flat top | 1978 | MU2044 | 1,022.25 | - | 0 |
| P060 | Patient Transfer- Mercedes Sprinter | 2004 | MU 1009 | 978.87 | - | 0 |
| P061 | Kenworth T604 Prime Mover | 2004 | MU 000 | 1,322.22 | 7,087.50 | 157.5 |
| P064 | Isuzu FRR500 5-Tonne Truck | 2013 | MU 140 | 1,302.88 | 1,833.00 | 23.5 |
| P065 | Generator 9 KVA Kuboto Machine | 2013 | 0 | 144.52 | - | 0 |
| P067 | Trailer - Side Tipper Roadwest | 2013 | MU2042 | 788.78 | 1,206.50 | 63.5 |
| P068 | BOMAG Padfoot Roller BW211PD-4 - Yellow | 2013 | MU1071 | 2,672.73 | 4,000.00 | 100 |
| P072 | Isuzu Fire Truck | 2013 | MU1068 | 1,502.89 | - | 0 |
| P073 | Toyota Fire - Fast Attack | 2014 | MU1069 | 924.01 | - | 0 |
| P076 | Dolly | 0 | 0 | 775.88 | - | 0 |
| P077 | Kubota U25-3 Mini Excavator & Attachments | 0 | 0 | - | 275.00 | 5.5 |
| P080 | Fuso Canter | 2017 | MU120 | 1,184.43 | 312.00 | 4 |
| P081 | John Deere 670G Motor Grader | 2017 | MU105 | 5,037.94 | 11,830.00 | 169 |
| P082 | Isuzu/Dmax Sx - Works Supervisors Vehicle | 2017 | 01 MU | 861.62 | 2,040.00 | 136 |
| P086 | Maxitrans Tandem axle Dolly | 2012 | 1TNW068 | 32.47 | 985.00 | 98.5 |
| P15003 | Grader John Deere 672G | 2012 | MU121 | 3,217.04 | 13,230.00 | 189 |
| P15006 | Truck - Isuzu NPR 65/45 | 2015 | MU1018 | 1,256.22 | 2,574.00 | 33 |
| P16075 | Kubota Tractor B2301 HD with mower deck | 2016 | 0 | 32.58 | 259.00 | 18.5 |

*The new loader P091 is to be included in next month’s report.*

## Works Report – Works Supervisor

#### Construction Crew

The construction crew have completed the re-sheet of the section north of McNabb and Beringarra-Pindar Road intersection. They have also repaired the bog hole at the north end of this job. Some work has been done on the south end of Parkers Hill to rectify some drainage issues and tidy up some work that the flood damage crew got wrong. Mobilisation to Mileura will begin on Friday the 16 August. They should be there for 8 to 10 weeks. The first job will be to put in some bunding and repair works around the floodways. They will then start at the north end of the sealed section with converting back to gravel.

#### Maintenance Crew

The crew graded the City of Greater Geraldton section from our south boundary to Pindar and then headed north on the Beringarra-Pindar Road. Currently they are just north of the Manfred turn off. They also did some patch grading on the Kalli Road. Neil will be on personal leave for most of the week of 19 August. Greg will take some his annual leave at the same time so no maintenance grading will take place for 3 or 4 days.

#### Bilung crossing

It would appear from early estimates that we will be getting about $30,000 from flood damage for repairs to this crossing. Council may want to consider putting this toward a new crossing.

**Flood Damage**

Flood5 works are nearing completion with final handover of works to probably take place in the week of Monday 2 September. We have received the draft estimates for Flood6 and it would appear to be around the $1 million mark.

**Emergency Repairs to Carnarvon-Mullewa Road**

These are progressing steadily. However, the job has become considerably bigger than initially expected.

#### Council Comments

Discussion focused on tourists looking at the wreath flowers and the impact on the road as well as the impact of where cars were parked. Possible sources of funding for road maintenance to be investigated. Ideally this road would be sealed. It was noted that Flood6 damages are expected to approximate $10 million.

#### Recommendation

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

#### Voting Requirements

Simple majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | A Whitmarsh | **Seconded: Cr** | | | P Squires | | |
| That the Work’s Supervisor’s report be accepted | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

## Shire President

Cr R Foulkes-Taylor conducted a phone chat with the CEO regarding compulsory training for Elected Members. This is as a result of greater scrutiny on member’s expenses typically in metro councils.

## Councillors

Copy of Cr Greydon Meads report on attendance at the Annual WALGA Local Government Convention Report was tabled and included for information.

**Local Government Convention August 2019**

Thanks to Council for allowing me to attend the WALGA Convention.

Sessions I attended:

Wednesday 7/8/19

* WALGA AGM

Thursday 8/8/19

* A presentation by Lord Sebastian Coe
* Strengthening Local Government-this was a panel discussion
* Community Opportunity on Common Ground
* Local Government Showcase

Friday 9/8/19

* State and Federal Political Insights with Gary Adshead and Hugh Riminton
* Local Solutions for Local Issues with Dale Williams
* Reframing Rural Fire
* More on Community Engagement
* Closing Speaker Andy Dexterity

This is just a quick brief of a couple of sessions:

On Wednesday I attended the WALGA AGM.

There was some heated debate on a few subjects, the main being: Motorist Taxation Revenue and Spending. It was suggested that WALGA, with RAC WA, take high court action against the Federal Government to get a minimum of 50% back on motoring taxes collected from WA. In the last 12 years WA has received, on average, only 34 cents in the dollar. The meeting resolved to take a slightly less aggressive approach, with WALGA asking RAC WA to assist with talks to the Federal Government for a fairer outcome.

WALGA Members Support for Waste to Energy:

I found this very interesting. The concept of waste to energy sounds great, I’m just not sure how we could apply this in our area. Still, it would be interesting to see some of the finding’s outcomes for the future.

Reframing Rural Fire:

This session seemed to be aimed more at the southern areas. It was said that in an emergency local knowledge should control the area and DFES assist.

Interesting?

Community Engagement:

This was a good session- very direct and to the point. It’s suggested that universal training be completed by candidates to help with engagement and interaction with the community. Numerous methods were spoken about which can be found on the website. <https://participedia.net/>

Should you have any questions please feel free to contact me.

Regards

Cr. Greydon Mead.

# REPORTS OF COMMITTEES

Nil

# FINANCE

## Financial Activity Statements 30 June 2019

|  |  |
| --- | --- |
| File: |  |
| Author: | Eddie Piper – Acting Deputy Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Attachments: | 15.1.1 Monthly Financial Report June 2019  15.1.2 Statement of Financial Position June 2019  15.1.3 Operating Statement by Program June 2019  15.1.4 Operating Statement by Type June 2019  15.1.5 Account Listing Schedules June 2019  15.1.6 Trial Balance June 2019 |

#### Matter for Consideration

Council is to consider adopting the Monthly Financial Statements for the period to June 2019.

#### Background

The Local Government (Financial Management) Regulations 1996 Regulation 34 requires that local government report monthly and prescribes what is required to be reported. The Statements for June 2019., whilst being provided to Council and reviewed at the at the June Meeting, were not listed as a Late Item under Urgent Business and could therefore not be formally considered at the July Meeting.

#### Comment

The Current Position at 30 June is a surplus of $4,405,177.

The following Term Deposits are held as at 30 June 2019:

|  |  |  |  |
| --- | --- | --- | --- |
| **Deposit** | **Amount** | **Interest**  **Rate** | **Maturity Date** |
| **Muni** |  |  |  |
| Term Deposit 531423 | $500,000.00 | 2.05% | 28/09/2019 |
| Term Deposit 531431 | $1,000,000.00 | 2.17% | 08/07/2019 |
| **Trust** |  |  |  |
| Crosslands MCF Term Deposit | $377,335.68 | 2.23% | 25/08/2019 |
| **Reserve** |  |  |  |
| Term Deposit 529817 | $500,000.00 | 2.10% | 08/12/2019 |
| Term Deposit 531458 | $750,000.00 | 2.19% | 28/11/2019 |
| Term Deposit 531466 | $1,000,000.00 | 2.01% | 29/07/2019 |
| Term Deposit 011720 | $1,000,000.00 | 1.95% | 25/06/2020 |
| Beringarra Cue Road Reserve Term Deposit |  |  |  |
| 468161 | $3,501,476.26 | 2.14% | 21/07/2019 |

#### 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:*
2. *Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);*
3. *Budget estimates to the end of month to which the statement relates;*
4. *Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
5. *Material variances between the comparable amounts referred to in paragraphs (b) and*
6. *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 30 June 2019 as attached.

#### Voting Requirements

Simple majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ***Council Decision*** | | | | | | | |
| **Moved: Cr** | P Squires | **Seconded: Cr** | | | E Foulkes-Taylor | | |
| That Council adopt the financial statements for the period ending 30 June 2019 as attached. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

## Financial Activity Statements 31 July 2019

|  |  |
| --- | --- |
| File: |  |
| Author: | Eddie Piper – Acting Deputy Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Attachments: | Nil |

#### Matter for Consideration

Council is required to consider adopting the Monthly Financial Statements for the period to July 2019. Due to staffing resources and timing constraints these will be presented at the September Council Meeting.

#### Recommendation

For Information Only

## Accounts Paid since the last list was adopted/endorsed by Council

|  |  |
| --- | --- |
| File: | 4.37.1 |
| Author: | Eddie Piper – Acting Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Attachments: | Nil |

#### Matter for Consideration

Council is required to consider endorse the accounts paid during the month of July 2019. Due to staffing resources and timing constraints these will be presented at the September Council Meeting

#### Recommendation

For Information Only

## 2019-20 Budget Adoption

|  |  |
| --- | --- |
| File: | 2.4 |
| Author: | Eddie Piper - Acting Deputy Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Attachments: | 15.4.1 Ministerial Approval for Differential Rates  15.4.2 Statutory Budget 2019-20  15.4.3 Fees and Charges 2019-20  15.4.4 Budget Detail Schedules  15.4.5 Capital Program 2019-20  15.4.6 Plant Replacement Program 2019-20 |

#### Matter for Consideration

Council is to consider the Budget for the 2019-20 Financial Year and the Fees & Charges for 2019-20.

#### Background

As part of the function of local government and its operations, under Section 6.2 of the Local Government Act 1995, during the period 1 June in a financial year to 31 August in the next financial year, each local government is to prepare and adopt its Annual budget in the prescribed format.

The 2019-2020 draft budget has been developed using the Strategic Resource Plan 2017-2032 and 10 year Plant Replacement Plan. It was considered by council at workshops held on 27th June 2019 and 25th July 2019. The Statutory Budget presented today reflects the decisions that came from those workshops.

A few comments of note:

#### Cash Backed Reserves

The Flood Damage Repairs Reserve is being utilised in 2019-20 as envisaged when established. Major damage to the Carnarvon / Mullewa Road and the Coolcalalaya West Road are being repaired and partially funded by this Reserve. All transfers to and from the various Reserves are as shown in Note 7.

#### Fees and Charges

All fees and charges have been reviewed considering the cost to Council and by comparing the proposed Fee or Charge to that charged by alternative suppliers in a similar situation.

#### Differential Rates

In accordance with the requirements of section 6.36 of the *Local Government Act 1995*, a statement of intended differential rates and minimum payments was advertised. The advertisement contained details of each differential general rate and minimum payment endorsed by Council and invited submissions from electors or ratepayers in respect of the proposed differential general rate or minimum payment and any related matters within 21 days. One submission was received and considered by Council before the proposed differential rates were referred to the Minister to seek Ministerial Approval. This approval was sought immediately following the June 2019 meeting and approval was granted on 23 July 2019. (Correspondence attached)

#### 2018-19 Operational Budget

The budgeted operating deficit is as a result of the surplus carried forward from 2018-19 of $4,681,340 and anticipates a balanced budget with no surplus remaining at the end of the year. It should also be noted that both Operating Revenue and Operating Expenditure comprise amounts of around $15m being provision for flood damage restitution works and the corresponding reimbursement.

#### Statutory Environment:

*Local Government Act 1995*

*Section 6.2 of the Local Government Act 1995 refers.*

*Section 6.2(2) of the Act requires that in preparing its annual budget the Council is to have regard to the contents of its plan for the future prepared in accordance with section 5.56. Under the Integrated Planning Framework for Local Government, that is the Community Strategic Plan. This section requires that Council must prepare detailed estimates of:*

1. *Expenditure;*
2. *Revenue and income, independent of general rates*
3. *The amount required to make up the ‘deficiency’ if any shown by comparing the estimated expenditure with the estimated revenue and income.*

*Section 6.2(3) requires that all expenditure, revenue and income must be taken in account unless otherwise prescribed. Local Government (Financial Management) Regulation 32 prescribes amounts that may be excluded in calculating the ‘budget deficiency’*

*Section 6.2(4) requires the annual budget to incorporate:*

1. *Particulars of estimated expenditure proposed;*
2. *Detailed information relating to the rates and service charges which will apply, including:*
3. *Amount estimated to be yielded by the general rate*
4. *Rate of interest to be charged on unpaid rates and service charges;*
5. *Fees and charges;*
6. *Borrowings and other financial accommodations proposed;*
7. *Reserve account allocations and uses;*
8. *Any proposed land transactions or trading undertakings per section 3.59*
9. *Such other matters that are prescribed*

#### Strategic Implications

The Budget has been informed by the Shire’s Strategic Community Plan and Corporate Business Plan with the view to achieving the community’s vision and Shire’s strategic goals.

#### 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

Nil

#### Financial Implications

The 2019-20 budget will guide the activities of the Shire for the financial year.

#### Consultation

N/A

#### Recommendation

#### PART A - MUNICIPAL FUND BUDGET FOR 2019/20

That Council, pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopt the Municipal Fund Budget as contained in the Statutory Annual Budget attachment of this agenda for the Shire of Murchison for the 2019-20 financial year, includes the following:

* Statement of Comprehensive Income by Program and by Nature and Type (pages 2 & 4) showing a Net Result (Deficit) for that year of ($2,708,501).
* Statement of Cash Flows on page 6 indicates a reduction in cash of $3,787,480
* Rate Setting Statement on page 7 determines that the amount required to be raised from rates is $464,044
* Other Notes and Schedules as required

#### Voting Requirements

Absolute Majority Required

#### PART B – DIFFERENTIAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1. That Council, for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, pursuant to sections 6.32, 6.33, 6.34 and that pursuant to s6.35 of the *Local Government Act 1995,* impose the following differential and minimum rates on Unimproved Values.
   1. Differential Rates

Pastoral (UV) 3.2950 cents in the dollar

Mining (UV) 27.9400 cents in the dollar

Exploration (UV) 8.0150 cents in the dollar

* 1. Minimum Rates

Pastoral (UV) $320

Mining (UV) $450

Exploration (UV) $450

1. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64 (2) of the *Local Government (Financial Management) Regulations 1996*, offers a one and a four instalment payment option, and nominates the following due dates for payment in full or by instalments:

* Full payment and 1st instalment due date 11 October 2019
* 2nd quarterly instalment due date 13 December 2019
* 3rd quarterly instalment due date 14 February 2020
* 4th quarterly & final instalment due date 17 April 2020

1. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 if the *Local Government (Financial Management) Regulations 1996*, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of $11 for each instalment after the initial instalment is paid.
2. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 0.0% where the owner has elected to pay rates and service charges through an instalment option.
3. That Council, pursuant to section 6.51 (1) and subject to section 6.51 (4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 8% for rates and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

#### Voting Requirements

Absolute Majority Required

#### PART C – GENERAL FEES AND CHARGES FOR 2019-20

That Council, pursuant to section 6.16 of the *Local Government Act 1995*, adopts the fees and charges 2019-20 as attached to this agenda.

#### Voting Requirements

Simple Majority Required

#### PART D – OTHER STATUTORY FEES FOR 2019/20

1. That Council, pursuant to section 53 of the *Cemeteries Act 1986* adopts the Fees and Charges for Cemeteries within the Shire of Murchison as included in the draft 2019/20 Fees and Charges as attached to this agenda.

**Voting Requirements**

Absolute Majority Required

#### PART E – ELECTED MEMBERS FEES AND ALLOWANCES FOR 2018/19

1. That Council, pursuant to section 5.98(1)(b) of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopt the following meeting attendance fees for elected members:

President $13,023 per annum

Councillors $9,504 per annum

1. That Council, pursuant to section 5.99A of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual Information & Communication Technology (ICT) expenses allowance for elected members:

ICT Expenses Allowance $1,750

1. That Council, pursuant to section 5.98(5) of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

President $10,032

1. That Council, pursuant to section 5.98A of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

Deputy President $2,508

**Voting Requirements**

Simple Majority Required

#### PART F – MATERIAL VARIANCE REPORTING FOR 2019/20

That Council, in accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2019/20 for reporting material variances shall be a percentage of ten (10) or a minimum of $10,000.

**Voting Requirements**

Simple Majority Required

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | R Foulkes-Taylor | **Seconded: Cr** | | | A Whitmarsh | | |
| PART A - MUNICIPAL FUND BUDGET FOR 2019/20 That Council, pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopt the Municipal Fund Budget as contained in the Statutory Annual Budget attachment of this agenda for the Shire of Murchison for the 2019-20 financial year, includes the following:   * Statement of Comprehensive Income by Program and by Nature and Type (pages 2 & 4) showing a Net Result (Deficit) for that year of ($2,708,501). * Statement of Cash Flows on page 6 indicates a reduction in cash of $3,787,480 * Rate Setting Statement on page 7 determines that the amount required to be raised from rates is $464,044 * Other Notes and Schedules as required  PART B – DIFFERENTIAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS  1. That Council, for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, pursuant to sections 6.32, 6.33, 6.34 and that pursuant to s6.35 of the *Local Government Act 1995,* impose the following differential and minimum rates on Unimproved Values.    1. Differential Rates   Pastoral (UV) 3.2950 cents in the dollar  Mining (UV) 27.9400 cents in the dollar  Exploration (UV) 8.0150 cents in the dollar   * 1. Minimum Rates   Pastoral (UV) $320  Mining (UV) $450  Exploration (UV) $450   1. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64 (2) of the *Local Government (Financial Management) Regulations 1996*, offers a one and a four instalment payment option, and nominates the following due dates for payment in full or by instalments:  * Full payment and 1st instalment due date 11 October 2019 * 2nd quarterly instalment due date 13 December 2019 * 3rd quarterly instalment due date 14 February 2020 * 4th quarterly & final instalment due date 17 April 2020  1. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 if the *Local Government (Financial Management) Regulations 1996*, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of $11 for each instalment after the initial instalment is paid. 2. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 0.0% where the owner has elected to pay rates and service charges through an instalment option. 3. That Council, pursuant to section 6.51 (1) and subject to section 6.51 (4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 8% for rates and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.  PART C – GENERAL FEES AND CHARGES FOR 2019-20 That Council, pursuant to section 6.16 of the *Local Government Act 1995*, adopts the fees and charges 2019-20 as attached to this agenda. PART D – OTHER STATUTORY FEES FOR 2019/20  1. That Council, pursuant to section 53 of the *Cemeteries Act 1986* adopts the Fees and Charges for Cemeteries within the Shire of Murchison as included in the draft 2019/20 Fees and Charges as attached to this agenda.  PART E – ELECTED MEMBERS FEES AND ALLOWANCES FOR 2018/19  1. That Council, pursuant to section 5.98(1)(b) of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopt the following meeting attendance fees for elected members:   President $13,023 per Annum  Councillors $9,504 per annum.   1. That Council, pursuant to section 5.99A of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual Information & Communication Technology (ICT) expenses allowance for elected members:   ICT Expenses Allowance $1,750   1. That Council, pursuant to section 5.98(5) of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:   President $10,032   1. That Council, pursuant to section 5.98A of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:   Deputy President $2,508 PART F – MATERIAL VARIANCE REPORTING FOR 2019/20 That Council, in accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2019/20 for reporting material variances shall be a percentage of ten (10) or a minimum of $10,000. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# DEVELOPMENT

Nil

# ADMINISTRATION

## Elections

|  |  |
| --- | --- |
| File: |  |
| Author: | Bill Boehm – Chief Executive Officer |
| Interest Declared: | No interest to disclose |
| Attachments: | 17.1.1 Local Government Election Extract Informational Briefing |

Work has continued in preparation for the forthcoming elections. There is a raft of administrative and compliance aspects to be undertaken.

Like many other Councils we have engaged WALGA to undertake the required advertising. This was undertaken with the “Enrol to Vote” Advertisement 1 of the WALGA 2019 Electoral Composite Advertising Program appearing in The West Australian newspaper on Wednesday 14 August 2019.

WALGA are now finalising content for advertisement 2 “Call for Nominations” which will be open on 5 September 2019 for 8 days

This year there has been amendments to the legislative requirements for the operation of local government elections. Amongst other things there is a requirement for any prospective councillor to undertake online training.

As an informational briefing, Attachment 17.1 highlighting are some of the relevant aspects that are involved.

#### Recommendation

That the CEO’s Update Elections Report be accepted.

#### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | G Mead | **Seconded: Cr** | | | P Squires | | |
| That the CEO’s Update Elections Report be accepted. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# NOTICE OF MOTION

Nil

# CEO ACTIVITY REPORT

#### General

As shown in the Activity Report below the first month has been enlightening with a significant amount of information, learnings and understandings being gained both prior to commencement and since starting. Introduction and staff have been very positive. Working with Eddie Piper for two weeks has been a positive feature as his knowledge and positive demeanour and guidance has been a significant plus. Two brief tours of the road network with the Will have been invaluable.

Both Kaye and I are settling into life in Murchison with and are enjoying the experience notwithstanding the trials and tribulations of moving.

#### Staff / Resources

The transition associated with a change in CEO and loss of key finance staff with significant intellectual knowledge during what is a hectic period associated with end of year accounts, budgets and administration generally has been a challenge, but staff have responded well. Managing the election process will also impact time wise as the administration and legal aspects are complex. Positions in the finance / administration area, works support, records management have previously been identified and are being addressed. Ideally some community economic development activities also need to be advanced at some point in time.

Recruitment of skilled personnel with local government experience to small Shires such as Murchison is an obvious disadvantage but staff have a very positive attitude and those that reside in the settlement or some who have relocated through personal circumstances present and opportunity that is worth pursuing, at least in the first instance.

#### Budget / Works

The 2019/20 Budget has been prepared by previous staff with my involvement at a bare minimum. Over time as I obtain a better understanding, suggestions will be presented for consideration. Already the costs of fuel at the roadhouse have been more accurately presented with Council currently operating at a loss operationally. Over time this should be addressed. Equally improvements for fuel dispensing remains a priority as reputation damage is significant.

#### Activities

| **Date** | **Activity** |
| --- | --- |
| **August Meeting** | |
| 16-Jul-19 | Pre-employment. Introduction and briefing with Moore Stephens (Mandy Wynn and Russell Barnes) over Financial Services and support to Council. |
| 18-Jul-19 | Pre-employment. Meeting and separate briefings at WALGA with Tony Brown, Craig Grant and Ian Duncan. |
| 22-Jul-19 | Commenced Work. Travel from Perth. Initial Intro briefing with Eddie Piper |
| 23-Jul-19 | Briefings of outstanding actions with Eddie Piper. Tour of Roads with Will |
| 25-Jul-19 | Attended First Council Meeting |
| 26-Jul-19 | Emails phone calls correspondence. Prepare & Review Minutes |
| 29-Jul-19 | Attended Toolbox Meeting. Telephone discussions with the following:  WALGA & AEC concerning elections, Michael Hamilton Seely Industries with respect to (potential Climate Wizard air-conditioning possibilities; Josh Kirk Greenfields over Road Flood Damage approaches and future arrangements.  General telephone catch-up with Shire President. Commenced review of election requirements. |
| 30-Jul-19 | Telephone discussions with Michael Voss - ICCS Group (WA) and Red Earth over road damage on Coolcalalaya West Road; WALGA Procurement Tele Conference with Eddie Piper. Discussions over budget with Mandy Wynn from Moore Stephens. |
| 31-Jul-19 | Operational meeting with Works Supervisor. Discussion and brief with David Nicholson (McLeod’s Solicitors) regarding Coolcalalaya West Road Damage & followed up with formal email requesting advice. |
| 01-Aug-19 | Tour of a mid-east portion of the Shire with Works Supervisor. Meeting with Brett Hiscock and tour of SKA Facility. |
| 06-Aug-19 | Attend Local Government Prof CEO Seminar and Moore Stephens Presentation on Financial Indicators; Work on Housing Tender Documents whist in Perth. |
| 07-Aug-19 | Travel Perth to Geraldton. Undergo employment medicals. Meeting with Main Roads WA (Bernie Miller, Sarah Page & Mark Salt) involving a briefing on road funding and administrative arrangements |
| 08-Aug-19 | Attend Totally Workwear regarding works clothing. Travel Geraldton to Murchison. Meeting with Will and Josh Kirk (Greenfields) concerning approach to flood damage works and asset managed and recording |
| 09-Aug-19 | Meeting with Mike Howard & Matt Hall (Meekatharra Police) over general policing coverage and arrangements. Brief Solicitors over Road Lease conditions in light of fuel arrangements. |
| 12-Aug-19 | Meeting with Will regarding road issues. Follow up with Electoral Commission and WALGA regarding elections and roll. |
| 14-Aug-19 | Prepare and review and ensure electoral roll complies. Letters and follow up with existing owner occupiers. Follow up Legal advice with respect to Coolcalalaya West Road. |
| 15-Aug-19 | Continue to action Coolcalalaya West Road cost recovery |

**Council Comments**

Positive feedback was given on the expanded report format and that the CEO has already been able to tour the SKA facility run by CSIRO.

#### Recommendation

That the CEO’s Report be accepted.

#### Voting Requirements

Simple Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | E Foulkes-Taylor | **Seconded: Cr** | | | P Squires | | |
| That the CEO’s Report be accepted. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# URGENT BUSINESS

Nil

# ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Discuss the following items Pursuant to LGA s5.23 (2)(c) and (e) Council is to discuss the following items behind closed doors

## Coolcalalaya West Road Repairs

#### Recommendation

That the meeting moves behind closed doors to discuss an item pursuant to LGA s. 5.23 (2)(c) and (e) relating to the following items:

21.1 Urgent Repairs to Coolcalalaya West Road

#### Voting Requirements

Absolute Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | A Whitmarsh | **Seconded: Cr** | | | G Mead | | |
| That the meeting moves behind closed doors to discuss an item pursuant to LGA s. 5.23(2)(c) and (e) relating to the following items:  21.1 Urgent Repairs to Coolcalalaya West Road | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

The meeting moved behind closed doors at 12.51pm.

#### Motion to open the meeting to the public

#### Recommendation

Motion to open the meeting to the Public Recommendation: That the meeting move out from behind closed doors

#### Voting Requirements

Absolute Majority

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | Q Fowler | **Seconded: Cr** | | | E Foulkes-Taylor | | |
| Motion to open the meeting to the Public Recommendation: That the meeting move out from behind closed doors | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

The meeting moved out from behind closed doors at 12.55pm.

#### Decision Disclosed from Closed Section of Meeting

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Council Decision | | | | | | | |
| **Moved: Cr** | Q Fowler | **Seconded: Cr** | | | E Foulkes-Taylor | | |
| That the Chief Executive Officer’s Update Report and progress on the Coolcalalaya West Road Repairs be accepted. | | | | | | | |
| **Carried/Lost** | | | **For** | 6 | | **Against** | 0 |

# NEXT MEETING

26th September 2019

# MEETING CLOSURE

The meeting was closed at 12.57 pm.