

MINUTES

ORDINARY MEETING OF COUNCIL

12 MARCH 2013

MURCHISON REGIONAL VERMIN COUNCIL
Minutes for Ordinary Meeting of Council at Shire of Mount Magnet
Council Chambers, Lot 163 Hepburn St, Mount Magnet, 12 March 2013

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MURCHISON REGIONAL VERMIN COUNCIL
Minutes for Ordinary Meeting of Council at Shire of Mount Magnet
Council Chambers, Lot 163 Hepburn St, Mount Magnet, 12 March 2013

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Attendance

President	Cr Murray McQuie
Deputy President	Cr Harvey Nichols
Member	Cr Greg Scott
Member	Cr Jason Homewood
Member	Cr Carol Hodshon
Member	Cr Terry Iturbide
Member	Cr Martin King
Chief Executive Officer	Mr Geoff Brooks
Project Officer	Mr Jorgen Jensen

Apologies

Member	Cr Dustin Clinch
Member	Cr Laurence Hodder

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME AND ADDRESS BY MEMBERS OF THE PUBLIC

4.1 Public Question Time

Nil

4.2 Address by Members of the Public

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

7. CONFIRMATION OF COUNCIL MINUTES OF PREVIOUS MEETING

7.1 Minutes of the Ordinary Meeting of Council held on 4 December 2012

OFFICER RECOMMENDATION

Moved: Cr Nichols

Seconded: Cr Scott

That the minutes of the Ordinary Meeting of Council held on 4 December 2012 be confirmed as a true and correct record of proceedings.

CARRIED 7/0

8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

9. PETITIONS

Nil

10. DECLARATIONS OF INTEREST

The following members disclosed an Impartiality Interest under Local Government (Rules of Conduct) Regulations 2007 - Reg 11:

Member	Cr Martin King	Membership of an Association (PGA)
Member	Cr Carol Hodshon	Membership of an Association (PGA)
Member	Cr Terry Iturbide	Membership of an Association (PGA)
Member	Cr Jason Homewood	Friendship with one tenderer
Member	Cr Greg Scott	Friendship with one tenderer

11. BUSINESS DEFERRED FROM PREVIOUS MEETING

Nil

12. REPORTS

12.1 Cash Position Statement

File: MRVC
Officer: Finance Manager
Amended By: Nil
Disclosure of Interest: Nil
Meeting Date: 12 March 2013

Comment

The Cash Position Statement is as stated below:

STATEMENT OF CASH POSITION AS AT 28 FEBRUARY 2013	
Balance of Cash Position 01 July 2012	\$39,375.71
Plus: Receipts – 01 July 2012 to 28 February 2013	\$140,627.36
Plus: Receipts – Drawdown Term Deposit	\$235,780.52
Less: Payments – 01 July 2012 to 28 February 2013	\$404,359.42
Less: Bank Fees - 01 July 2012 to 28 February 2013	\$59.54
Cash Balance as at 28 February 2013	\$11,364.63

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr Homewood

Seconded: Cr Nichols

That the Cash Position Statement as at 28 February 2013 be received.

CARRIED 7/0

12.2 Accounts for Payment

File:	MRVC
Officer:	Finance Manager
Amended By:	Nil
Disclosure of Interest:	Nil
Meeting Date:	12 March 2013

Comment

The accounts for payment list for 01 December 2012 to 28 February 2013 is attached for notation.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr Hodshon

Seconded: Cr Iturbide

That payments of accounts for 01 December 2012 to 28 February 2013 be noted.

CARRIED 7/0

MURCHISON REGIONAL VERMIN COUNCIL

ACCOUNTS PAID

1 December 2012 to 28 February 2013

Date Paid	Invoice No	Name	Particulars	Amount \$
01/12/2012	Direct	CBA	Account Service Fee	5.00
01/12/2012	Direct	CBA	Account Service Fee	0.80
12/12/2012	4402	Pivotel	Satellite Phone Acct to 14/12/12	70.00
12/12/2012	4402	Southern Wire	Freight 29/10/12	148.20
12/12/2012	4402	Dept Agriculture & Food	Maps – Meekatharra RBL	129.10
12/12/2012		L Hodder	Member Fees 01/07/12-31/12/12	140.00
12/12/2012		C Hodshon	Member Fees 01/07/12-31/12/12	140.00
12/12/2012		D Clinch	Member Fees 01/07/12-31/12/12	280.00
12/12/2012		H Nichols	Member Fees 01/07/12-31/12/12	280.00
12/12/2012		M McQuie	Member Fees 01/07/12-31/12/12 & Half Year Presidents Allowance	530.00
12/12/2012		M King	Member Fees 01/07/12-31/12/12	140.00
12/12/2012		J Homewood	Member Fees 01/07/12-31/12/12	280.00
12/12/2012		G Scott	Member Fees 01/07/12-31/12/12	280.00
12/12/2012		T Iturbide	Member Fees 01/07/12-31/12/12	140.00
21/12/2012	373	Murchison Aviation	MRVC/07 Final Pay +Extra Works	40509.70
01/01/2013	Direct	CBA	Account Service Fee	5.00
01/01/2013	Direct	CBA	Account Service Fee	0.20
04/01/2013	45A	A&A Seivwright	Fence Inspection/Maintenance	3000.00
09/01/2013	45B	A&A Seivwright	Fence Inspection/Maintenance	1290.00
11/01/2013	016	Jorgen Jensen	Project Supervisor	5071.00
01/02/2013	Direct	CBA	Account Service Fee	5.00
01/02/2013	Direct	CBA	Account Service Fee	0.40
15/02/2013	4484	Pivotel	Satellite Phone Acct to 14/01/13	70.00
15/02/2013	4485	Pivotel	Satellite Phone Acct to 14/02/13	102.62
15/02/2013	4454	Southern Wire	Freight Account 07/09/12	1,186.79
15/02/2013	4453	Southern Wire	Freight Account 14/12/12	16.98
15/02/2013	4452	WA Local Govt Association	Advertising – Meeting Dates 2013	131.74
15/02/2013	4461	Shire of Mount Magnet	Plant Hire –Load Fencing Materials 26/09	316.00
15/02/2013	4460	Shire of Mount Magnet	Plant Hire –Load Blue Metal 24/09	504.00
15/02/2013	4462	Shire of Mount Magnet	Secretariat Fees 2012/2013	6600.00
15/02/2013	167	Swagman Roadhouse	Catering – Lunch December 2012	286.00
TOTAL PAYABLE				\$ 61,658.53

12.3 Debtors

File: MRVC
Officer: Finance Manager
Amended By: Nil
Disclosure of Interest: Nil
Meeting Date: 12 March 2013

Comment

Outstanding Debtors - As at 28 February 2013		
Outstanding Current	Fence Rental	\$1,579.33
Outstanding Previous Years	Fence Rental	\$4,636.15
	Recovery Expenses	\$ 249.29
Total Amount Outstanding		\$ 6,464.77

Details of outstanding debtors are available to Councillors as a separate document.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr Scott

Seconded: Cr Homewood

That the outstanding Debtors Report be received.

CARRIED 7/0

12.4 Investment Register

File: MRVC
Officer: Finance Manager
Amended By: Nil
Disclosure of Interest: Nil
Meeting Date: 12 March 2013

Comment

Commonwealth Bank Term Deposit 36558508	
Funds Invested 01 July 2012	\$721,144.06
Interest Earned	\$17,193.63
Transfer from Investment	\$235,780.52
Balance as at 28 February 2013	\$ 502,557.17

Consultation

Geoff Brooks - Chief Executive Officer

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr Homewood

Seconded: Cr King

That the Investment Register be received.

CARRIED 7/0

MURCHISION REGIONAL VERMIN COUNCIL

INVESTMENT REGISTER

Total Investments as at 28 February 2013

Account	Institution	Account Type	Maturity Date	Interest Rate	Opening Balance	Interest Earned to 28.02.13	Transfers to Investments	Transfers from Investments	Closing Balance 28.02.13
36558508	CBA	On Call	31.07.12	3.450%	721,144.06	5,827.70		-50,000.00	676,971.76
36558508	CBA	Term Deposit	31.08.12	4.380%	676,971.76	2,518.33			679,490.09
36558508	CBA	Term Deposit	02.10.12	4.400%	679,490.09	2,621.16			682,111.25
36558508	CBA	Term Deposit	At Call	3.200%	682,111.25	1,798.71		-130,000.00	553,909.96
36558508	CBA	Term Deposit	At Call	2.950%	53,909.96	1,870.56		-55,780.52	-
36558508	CBA	Term Deposit	03.04.13	4.030%	250,000.00	2,557.17			252,557.17
36558508	CBA	Term Deposit	28.03.13	4.220%	250,000.00				250,000.00
TOTALS						\$ 17,193.63	-	\$ 235,780.52	\$ 502,557.17

12.5 Fence Maintenance and Repair

File: MRVC
Officer: Geoff Brooks - CEO
Amended By: Nil
Disclosure of Interest: Nil
Meeting Date: 12 March 2013

Application

To note repair work carried out on the No. 1 Vermin Fence by Council's fencing contractor A&A Seivwright and note progress on fence reconstruction works.

Maintenance and Repair

The attached reports detail work carried out over a period of five (5) days starting from Pegs 261 to 311 by the contractor at a rate of \$715 per day.

Upgrade Works

The status of Tenders awarded for fence upgrade works is summarised as follows:

TENDER NO.	DESCRIPTION	STATUS
MRVC/01	Clearing and Grading of No.1 Vermin Fence from the 80 Mile Peg to the Paynes Find/Sandstone Road Intersection	Complete
MRVC/02	Remove and Replace 16 Kilometres of the No.1 Vermin Fence	Complete
MRVC/03	Clearing and Grading of No.1 Vermin Fence, from the Paynes Find/Sandstone Road to the No.2 Spur Line	Complete
MRVC/04	Clearing and Grading the northern section of the No.1 Vermin Fence and the No.2 Spur Line	Complete
MRVC/05	Supply of 140 Kilometres of Fencing Materials	Complete
MRVC/06	Removal and replacement of 30.2 Kilometres of the No. 1 Vermin Fence	Complete
MRVC/07	Remove and Replace 38-5 kms - Starting at Camel Camp	Complete
MRVC/08	Remove & Replace 40kms - Ending at Cunyu	In Progress

Consultation

Mr Jorgen Jensen – MRVC Project Officer

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements
Simple Majority

OFFICER RECOMMENDATION

Moved: Cr Scott

Seconded: Cr Hodshon

That Council notes the maintenance and repairs carried out to the No 1 Vermin Fence and the status of the fence upgrade works.

CARRIED 7/0

In discussion it was recommended that the contactor is requested to carry additional spare tyres.

12.6 2012/2013 Annual Budget Review/Statement of Financial Activity

File:	MRVC
Officer:	Geoff Brooks - CEO
Amended by:	Nil
Disclosure of Interest:	Nil
Meeting Date:	12 March 2013

Application

To review the 2012/2013 Annual Budget and Statement of Financial Activity to 28 February 2013 and confirm that no alterations to the Budget are required.

Background

The attached Statement of Financial Activity to 28 February 2013 has been prepared by Council's financial advisor Mr Jim Dillon. Mr Dillon has reviewed the 2012/2013 Annual Budget in the context of the attachment and advises that no alterations are required.

Comment

As required under Regulation 33A (4) the Annual Budget Review once adopted by Council will be forwarded to the Department of Local Government.

Consultation

Mr Jim Dillon – Midwest Financial Services

Statutory Environment

Local Government Financial Management Regulations 1996 – Regulation 33A

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

Moved: Cr Iturbide

Seconded: Cr King

That Council notes the Statement of Financial Activity to 28 February 2013 and adopts the recommendation from Council's financial advisor that on review alterations are not required to the 2012/2013 Annual Budget.

CARRIED 7/0

12.7 Compliance Audit Return

File:	MRVC
Officer:	Geoff Brooks - CEO
Amended By:	Nil
Disclosure of Interest:	Nil
Date:	12 March 2013

Application

To adopt the Compliance Audit Return for the 2012 calendar year.

Background

The attached Compliance Audit Return has been completed as required under the Local Government (Audit) Regulations.

Comment

The Annual Compliance Return must be completed each year and lodged with the Department of Local Government prior to the end March of the following year.

Consultation

Nil

Statutory Environment

Local Government (Audit) – Regulations 14 and 15

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr Nichols

Seconded: Cr Homewood

That Council adopts the Compliance Audit Return for the 2012 calendar year.

CARRIED 7/0

12.8 Tender MRVC09 – Removal and Replacement of 41.0 kilometres of the No.2 Vermin (Dog) Fence.
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File:	MRVC
Officer:	Geoff Brooks - CEO
Amended By:	Nil
Disclosure of Interest:	Nil
Meeting/Date:	Ordinary Meeting – 12 March 2013

Application

To consider tenders for the removal and replacement of 41.0 kilometres of the No 1 Vermin (Dog) Fence.

Background

On 26 January 2013 tenders were advertised in the Western Australian for removal and replacement of 41.0 kilometres of the No 2 Vermin (Dog) Fence.

The following two sections were specified:

- Section 1 - Eastern End - 18 kilometres
- Section 2 - Western End - 23 kilometres

Conditions of tender included supply of fencing materials by the MRVC and a completion date of 31 May 2013 or as negotiated with the Project Officer.

At the time of closing on 15 February 2013 the following tenders were received:

TENDERER	Price (excluding GST) \$
J S B Fencing - Bullsbrook	\$322,260.00
D B S Fencing - Wangara	\$295,125.00
H & J Jones & Sons – Mount Magnet	\$149,700.00

Tender Selection Criteria

As indicated in the tender documents the following selection criteria applies:

- Best value for money
- Compliance Criteria – compliance with conditions of tender, specifications and delivery date.
- Qualitative Criteria – relevant experience (30%), key personnel skills and experience (15%), tenderers resources (35%), and demonstrated understanding (20%).

Assessment of Tenders

Opening and assessment of the tenders has been conducted by the Project Officer Jorgen Jensen and CEO Geoff Brooks.

As indicated the lowest tender price was submitted by H & J Jones & Sons for an amount of \$149,700.00 excluding GST or \$3,651.22 per kilometre.

Reduced Length

On the basis of expenditure to date and after allowing for purchase of fencing materials (20 km) required for this tender, freight, supervision and contingency it is estimated that some \$117,000 is available for MRVC09. This equates to a reduced length of 33 km which, as the tender specifically allows for variation in total quantity, has been agreed to by the contractor H & J Jones & Sons. This estimate of 33 kilometres is considered to be conservative and once issues such contingency requirements are known it is expected that construction of additional fencing may be achievable.

Recommended Tender

On the basis that H & J Jones & Sons are offering the best value for money and have previously demonstrated the capacity to carry out the work to a high standard, acceptance of their tender is recommended.

Consultation

Mr Jorgen Jensen, MRVC Project Officer

Statutory Environment

Local Government (Functions & General) Regulations Part 4

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION

Moved: Cr Nichols

Seconded: Cr Iturbide

That tender MRVC09 is awarded to H & J Jones & Sons at a tender price of \$120,490.24 excluding GST which equates to the construction of 33 kilometres of fencing.

CARRIED 7/0

In discussion it was suggested that the contractor is engaged to carry out maintenance of the fence in between MRVC-09 Sections 1 and 2.

The CEO was requested to approach the Shire of Sandstone to have the No. 1 Vermin Fence grid on the Meekatharra/Sandstone Road repaired and cleaned out.

12.9 Strategic Community Plan

File:	MRVC
Officer:	Geoff Brooks – CEO
Amended by:	Nil
Disclosure of Interest:	Nil
Meeting Date:	12 March 2013

Application

To consider and note the Draft ten year Strategic Community Plan.

Background

Under the Integrated Planning and Reporting Framework it is expected that local governments will meet new Plan for the Future requirements by 30 June 2013.

As councillors are aware a major component of Plan for the Future requirements under Section 55.56 of the Local Government Act is the Strategic Community Plan.

The attached draft Strategic Community Plan has been prepared for consideration of Council.

Current Position

It is proposed to advertise the Draft Strategic Community Plan for public comment once the Draft Corporate Business and Four Year Budget are finalised and also ready for advertising.

Consultation

Nil

Statutory Environment

Section 5.56 – Local Government Act 1995
Regulations 19BA to 19D Local Government (Administration) Regulations 1996

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr Iturbide

Seconded: Cr Nichols

That Councillors note the Draft Strategic Community Plan and proposal to seek public comment.

CARRIED 7/0

In discussion concerns expressed by the Shire of Yalgoo that precept contributions were set prior to the Department of Environment and Conservation (DEC) taking over pastoral leases were raised. As a result the CEO was requested to determine a reduction in Yalgoo precept contributions on the basis of the area taken over by DEC and include this in the draft Corporate Business Plan.

The CEO was requested to invite representatives from DEC to attend a future MRVC Ordinary Meeting to discuss financial contributions to the upkeep of the No.1 & No. 2 Vermin Fences.

12.10 Draft Long Term Financial Plan and Capital Works Program

File:	MRVC
Officer:	Geoff Brooks – CEO
Amended by:	Nil
Disclosure of Interest:	Nil
Meeting Date:	12 March 2013

Application

To consider and discuss the Draft MRVC Long Term Financial Plan and Capital Works Program.

Background

The Department of Local Government Integrated Planning and Reporting guidelines require the preparation of a Long Term Financial Plan. As per Strategic Community Plan the Long Term Financial Plan covers a ten year period.

The Long Term Financial Plan is an extension of the Four Year Budget with a reduction in the level of detail shown.

Current Position

The Draft Long Term Financial Plan and Capital Works Program are attached for the purpose of discussion and input.

Consultation

Midwest Financial

Statutory Environment

Section 5.56 – Local Government Act 1995
Regulations 19BA to 19D Local Government (Administration) Regulations 1996

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr King

Seconded: Cr Iturbide

That Council notes the Draft Long Term Financial Plan and Capital Works Program.

CARRIED 7/0

13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

14. NOTICE OF MOTIONS FOR THE NEXT MEETING

Nil

15. CONFIDENTIAL BUSINESS

Nil

16. LATE AGENDA ITEMS

Nil

17. ELECTED MEMBER MATTERS

Nil

18. NEXT MEETING

11 June 2013 commencing at 10:00am

19. CLOSURE OF MEETING

Meeting closed at 11:47am