

MINUTES

ORDINARY MEETING OF COUNCIL

10 SEPTEMBER 2013

MURCHISON REGIONAL VERMIN COUNCIL
Minutes for Ordinary Meeting of Council at Shire of Mount Magnet
Council Chambers, Lot 163 Hepburn Street, Mount Magnet, 10 September 2013 at 10:00am

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MURCHISON REGIONAL VERMIN COUNCIL
Minutes for Ordinary Meeting of Council at Shire of Mount Magnet
Council Chambers, Lot 163 Hepburn Street, Mount Magnet, 10 September 2013 at 10:00am

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 10:10am.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Attendance

President	Cr Murray McQuie
Member	Cr Jason Homewood
Member	Cr Dustin Clinch
Member	Cr Laurence Hodder
Member	Cr Martin King
Chief Executive Officer	Mr Geoff Brooks
Project Officer	Mr Jorgen Jensen

Leave of Absence

Member	Cr Carol Hodshon
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Apologies

Deputy President	Cr Harvey Nichols
Member	Cr Greg Scott
Member	Cr Terry Iturbide

Visitor

Resident	Mr Tony Seivwright
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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 11 June 2013

COUNCIL RESOLUTION

Moved: Cr Clinch

Seconded: Cr Homewood

That the minutes of the Ordinary Meeting of Council held on 11 June 2013 be confirmed as a true and correct record of proceedings.

CARRIED 5/0

8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

9. PETITIONS

Nil

10. DECLARATIONS OF INTEREST

Nil

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:	10 September 2013

Comment

The Cash Position Statement is as stated below:

STATEMENT OF CASH POSITION AS AT 30 JUNE 2013	
Balance of Cash Position 01 July 2012 to June 2013	\$39,375.71
Plus: Receipts	\$166,744.48
Plus: Receipts – Drawdown Term Deposit	\$685,780.52
Less: Payments	\$885,425.44
Less: Bank Fees	\$80.34
Cash Balance as at 30 June 2013	\$6,394.93

STATEMENT OF CASH POSITION AS AT 30 AUGUST 2013	
Balance of Cash Position 01 July 2013 to August 2013	\$6,394.93
Plus: Receipts	\$141,816.67
Plus: Receipts – Drawdown Term Deposit	\$59,575.43
Less: Payments	\$113,352.83
Less: Bank Fees	\$10.60
Cash Balance as at 31 August 2013	\$94,423.60

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION

Moved: Cr Homewood

Seconded: Cr Hodder

That the Cash Position Statement as at 30 June 2013 and 31 August 2013 be received.

CARRIED 5/0

12.2 Accounts for Payment

File:	MRVC
Officer:	Finance Manager
Amended By:	Nil
Disclosure of Interest:	Nil
Meeting Date:	10 September 2013

Comment

The accounts for payment list for June 2013 and July/August 2013 are attached for notation.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION

Moved: Cr Clinch

Seconded: Cr Hodder

That payments of accounts for payment list for June 2013 and July/August 2013 are noted.

CARRIED 5/0

**MURCHISON REGIONAL VERMIN COUNCIL
ACCOUNTS PAID
1 JUNE 2013 TO 30 JUNE 2013**

Date Paid	Invoice No	Name	Particulars	Amount \$
01/06/2013	Direct	CBA	Account Service Fee	5.00
01/06/2013	Direct	CBA	Account Service Fee	0.20
24/06/2013	206317	Southern Wire	Fencing Materials	3,601.40
24/06/2013	206489	Southern Wire	Fencing Materials	2,939.75
24/06/2013	4626	Shire of Mount Magnet	Reimbursement – Nexus - Freight	148.13
24/06/2013	387	Murchison Aviation	MRVC/08 – Progress Payment Completion 32kms	162,800.00
24/06/2013	5234	Midwest Financial	Professional Services – Preparation of Reports – August 2012; November 2012; February 2013; BAS – June 2012; September 2012; December 2012; Annual Financial Statement 30 June 2012; 4 Year & 10 Year Financial Plan	7,485.50
24/06/2013	3912	Murchison Downs	Loader Work – No 2 Vermin Fence	1,760.00
24/06/2013	101	Paroo Station	Clearing & Grading of New Alignment at Yandil	2,200.00
24/06/2013	4655	Shire of Mount Magnet	Reimbursement – Mount Magnet Waste – Fork Lift Hire	165.00
25/06/2013		H&J Jones & Sons	MRVC/09 – Progress Payment – Completion 23kms	92,375.87
25/06/2013		M McQuie	Presidential Allowance & Meeting Fees – December 12 to June 13	1,090.00
25/06/2013		T Iturbide	Meeting Fees January-June 2013	280.00
25/06/2013		M King	Meeting Fees January-June 2013	140.00
25/06/2013		J Homewood	Meeting Fees January-June 2013	280.00
25/06/2013		L Hodder	Meeting Fees January-June 2013	140.00
25/06/2013		D Clinch	Meeting Fees January-June 2013	140.00
25/06/2013		G Scott	Meeting Fees January-June 2013	280.00
25/06/2013	207103	Southern Wire	Fencing Materials	1,847.78
25/06/2013		C Hodshon	Meeting Fees Dec 12-June 2013	420.00
25/06/2013		H Nichols	Meeting Fees January-June 2013	280.00
TOTAL PAYABLE				\$ 278,378.63

**MURCHISON REGIONAL VERMIN COUNCIL
ACCOUNTS PAID
1 JULY 2013 TO 31 AUGUST 2013**

Date Paid	Invoice No	Name	Particulars	Amount \$
01/07/2013	Direct	CBA	Account Service Fee	5.00
01/07/2013	Direct	CBA	Account Service Fee	0.60
01/08/2013	Direct	CBA	Account Service Fee	5.00
09/08/2013	8712	Swagman Roadhouse	Catering – Council Lunch	225.00
09/08/2013	20133	H&J Jones & Sons	MRVC/09 – Additional 2 Kms	8,032.70
09/08/2013	392	Murchison Aviation	MRVC/08 – Extra Works	8,130.00
09/08/2013	20132	H&J Jones & Sons	MRVC/09 – Completion of Eastern End – 10 Kms	40,163.42
09/08/2013	4669	Shire of Mount Magnet	Reimbursement – Sat Phone Acct	180.00
09/08/2013	390	Murchison Aviation	MRVC/08 – Final Payment	40,700.00
09/08/2013	027	Yoweragabbie Contracting	Jorgen Jensen – Project Supervisor	3,872.66
20/08/2013	20134	H&J Jones & Sons	MRVC/09 – Additional 3Kms	12,049.05
TOTAL PAYABLE				\$ 113,363.43

12.3 Debtors

File: MRVC
Officer: Finance Manager
Amended By: Nil
Disclosure of Interest: Nil
Meeting Date: 10 September 2013

Comment

Outstanding Debtors - As at 30 June 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

Outstanding Debtors - As at 31 August 2013		
Outstanding Current	Fence Rental	\$6,420.67
Outstanding Previous Years	Fence Rental	\$6,215.48
	Recovery Expenses	\$ 249.29
Total Amount Outstanding		\$12,052.81

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

COUNCIL RESOLUTION

Moved: Cr King

Seconded: Cr Homewood

That the outstanding Debtors Report be received.

CARRIED 5/0

12.4 Investment Register

File: MRVC
Officer: Finance Manager
Amended By: Nil
Disclosure of Interest: Nil
Meeting Date: 10 September 2013

Comment

Commonwealth Bank Term Deposit 36558508	
Funds Invested 01 July 2012	\$721,144.06
Interest Earned	\$23,485.96
Transfer from Investment	\$685,780.52
Balance as at 30 June 2013	\$58,849.50

Commonwealth Bank Term Deposit 36558508	
Funds Invested 01 July 2013	\$58,849.50
Interest Earned	\$725.93
Transfer from Investment	\$59,575.43
Balance as at 08 August 2013	\$0.00

Consultation

Geoff Brooks - Chief Executive Officer

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION

Moved: Cr Homewood

Seconded: Cr King

That the Investment Register be received.

CARRIED 5/0

**MURCHISION REGIONAL VERMIN COUNCIL
INVESTMENT REGISTER
Total Investments as at 30 June 2013**

Account	Institution	Account Type	Maturity Date	Interest Rate	Opening Balance	Interest Earned to 30/06/2013	Transfers to Investments	Transfers from Investments	Closing Balance 31/06/2013
36558508	CBA	On Call	31/07/2012	3.450%	721,144.06	5,827.70		-50,000.00	676,971.76
36558508	CBA	Term Deposit	31/08/2012	4.380%	676,971.76	2,518.33			679,490.09
36558508	CBA	Term Deposit	02/10/2012	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	At Call	2.700%	250,000.00	4,078.95		-30,000.00	224,078.95
36558508	CBA	Term Deposit	31/05/2013	4.080%	250,000.00	4,218.32		-140,000.00	114,218.32
36558508	CBA	Term Deposit	At Call	2.700%	338,297.27	552.23		-280,000.00	58,849.50
TOTALS						\$ 23,485.96	-	\$ 685,780.52	\$ 58,849.50

**MURCHISION REGIONAL VERMIN COUNCIL
INVESTMENT REGISTER
Total Investments as at 30 June 2013**

Account	Institution	Account Type	Maturity Date	Interest Rate	Opening Balance	Interest Earned to 08/08/2013	Transfers to Investments	Transfers from Investments	Closing Balance 31/06/2013
36558508	CBA	On Call	At Call	2.700%	58,849.50	725.93		-59,575.43	-
TOTALS						\$725.93	-	-\$59,575.43	-\$

12.5 Statement of Financial Activity

File:	MRVC
Officer:	Geoff Brooks - CEO
Amended By:	Nil
Disclosure of Interest:	Nil
Date:	10 September 2013

Application

To review the Statement of Financial Activity to 31 August 2013.

Background

The attached Statement of Financial Activity to 31 August has been prepared by Midwest Financial Services.

Consultation

Mr Jim Dillon – Midwest Financial Services

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION

Moved: Cr Clinch

Seconded: Cr Hodder

That the Statement of Financial Activity to 31 August 2013 be adopted.

CARRIED 5/0

12.6 Fence Maintenance

File:	MRVC
Officer:	Geoff Brooks - CEO
Amended By:	Nil
Disclosure of Interest:	Nil
Date:	10 September 2013

Application

To note maintenance work carried out on the No 1 Vermin Fence by Council's fencing contractor Mr Tony Seiwright.

Maintenance Report

The attached report details work carried out for the period 25 August 2013 to 2 September 2013 by the contractor at a rate of \$715 per day.

Consultation

Mr Jorgen Jensen – MRVC Project Officer

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

The cost of this works is provided for in the 2013/2014 maintenance budget.

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION

Moved: Cr Homewood

Seconded: Cr King

That Council notes the maintenance work carried out under contract on the No 1 Vermin Fence over the period 25 August 2013 to 2 September 2013.

CARRIED 5/0

In discussion it was agreed that contractor Tony Seiwright was to be issued a purchase order for nine days at \$715/day to carry out maintenance work on the No. 1 Vermin Fence between the Youanmi Road and the intersection with the No. 2 Vermin Fence.

The Project Officer indicated he would contact the landholder regarding a gate being left open between the properties Paroo and Landel. The instalment of a grid by the landholder was agreed to be a suitable option.

12.7 2013/2014 Statutory Budget

File:	MRVC
Officer:	Geoff Brooks – CEO
Amended by:	Nil
Disclosure of Interest:	Nil
Meeting Date:	10 September 2013

Application

To note advice from the Department of Local Government dated 11 July 2013 regarding omissions in the approved 2013/2014 Statutory Budget.

Background

At the Ordinary Meeting on 11 June 2013 Council approved the 2013/2014 Statutory Budget. As required the approved budget was forwarded to the Department of Local Government and the attached letter dated 11 July 2013 has been received from the Department.

Current Position

As indicated in the letter there are a number of omissions in Council's 2013/2014 Statutory Budget that have been identified by the Department to assist in the future preparation of annual budgets and annual financial reports. The omissions in the budget as advised in the letter have been corrected without impact on the end of year surplus.

Consultation

Mr Jim Dillon – Mid West Financial

Statutory Environment

Local Government Act 1995 – Divisions 5 and 6
Local Government Financial Management Regulations 1996

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION

Moved: Cr Homewood

Seconded: Cr Hodder

That Council notes advice from the Department of Local Government dated 11 July 2013 regarding omissions in the approved 2013/2014 Statutory Budget.

CARRIED 5/0

12.8 Members Meeting Fees and Allowances

File:	MRVC
Officer:	Geoff Brooks – CEO
Amended by:	Nil
Disclosure of Interest:	Nil
Meeting Date:	10 September 2013

Application

To set the member sitting fees and allowances for 2013/2014 within the range as determined by the Salaries and Allowances Tribunal

Background

On 19 June 2013 the Salaries and Allowances Tribunal (SAT) determined certain payments that are to be made or reimbursed to elected Council members with effect from 1 July 2013.

A copy of the determination is available on request or from the Salaries and Allowances Tribunal Web site www.sat.wa.gov.au/LOCALGOVERNMENTELECTEDMEMBERS

Current Position

The determination by the Salaries and Allowances Tribunal sets the range of payments within which regional local governments are required to set the actual amount. For the Murchison Regional Vermin Council the following fees and allowances are applicable:

Item	2012/2013 Amount	SAT Range 2013/2014
Council Meeting - Councillor	\$140.00	\$88.00 to \$225.00
Council Meeting - Chairman	\$280.00	\$88.00 to \$463.00
Chairman's Allowance	\$500.00	A minimum of \$500.00 to a maximum of \$19,000.00 (or a maximum of 0.2 % of the 2012/2013 operating revenue whichever is the lesser)
D/Chairman's - Allowance	Nil	A minimum of \$125.00 to a maximum \$4,750.00 (or a maximum of 25% of 0.2% of the 2012/2013 operating revenue whichever is the lesser)

With respect to the Chairman's allowance in the above table, the 2012/2013 operating revenue was \$63,834.91 of which 0.2% is \$127.67 hence it is considered that the minimum of \$500 applies. Similarly with the Deputy Chairman's allowance a minimum of \$125.00 is considered to apply.

Travel expenses to meetings and information/communication and technology expenses are paid by individual Councils.

Consultation

Nil

Statutory Environment

Local Government Act as amended Sections 5.98 to 5.100

Policy Implications

Nil

Financial Implications

Depending upon the Fees and Allowances determined an adjustment of the 2013/2014 approved budget may be required at the time of the statutory budget review.

Strategic Implications

Nil

Voting Requirements

Absolute Majority

COUNCIL RESOLUTION

Moved:

Seconded:

That Council approves the following fees and allowances for the 2013/2014 financial year:

- *Council Meeting – Councillor* \$ _____
- *Council Meeting – Chairman* \$ _____
- *Chairman’s Allowance* \$ _____
- *D/Chairman’s Allowance* \$ _____

CARRIED/LOST

Due to the insufficient number of Elected Members for an Absolute Majority the report is to lie on the table pending a Special Meeting to be arranged for 10:00am on 8 October 2013.

Moved: Cr Homewood

Seconded: Cr Hodder

That Item 12.1 lie on the table pending a Special Meeting on 8 October 2013.

CARRIED 5/0

12.9 Country Local Government Fund Group Project – Upgrade and Replacement of the No 1 and No 2 Vermin Fences

File:	MRVC
Officer:	Geoff Brooks - CEO
Amended By:	Nil
Disclosure of Interest:	Nil
Meeting/Date:	10 September 2013

Application

To note details of the 2010/2011 Group Country Local Government Project “Upgrade and Replacement of the No 1 and No 2 Vermin Fences” which was completed in July 2013.

Background

On 11 August 2011 a Financial Assistance Agreement was entered under the Royalties for Regions Country Local Government Program for the upgrade and replacement of the No 1 Vermin Fence to a dog proof standard. Under the agreement project funding of \$1,557,867 was provided. In July 2012 a variation was approved by the Department of Regional Development to include the No 2 Vermin Fence in the project.

Project Summary

RECEIPTS	\$ (Ex GST)
CLGF Group Allocation	\$1,557,867
Interest Earned	\$84,371
TOTAL	\$1,642,238
EXPENDITURE	
Clearing and Grading	\$186,810
Project Supervision (excluding Shire of Mount Magnet Administration)	\$51,503
Fencing Materials	\$751,862
Fence Construction – total 171 Km of new fencing (133 km No 1 Vermin Fence and 38 Km No 2 Vermin Fence)	\$644,768
Other (signage, advertising etc)	\$10,132
TOTAL	\$1,645,076
BALANCE	
Funded from MRVC Operating Account	(\$2,838)

Average cost per kilometre including clearing and grading \$9,621.

Consultation

Nil

Statutory Environment

Local Government (Functions & General) Regulations Part 4

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION

Moved: Cr King

Seconded: Cr Hodder

That Council notes details of the 2010/2011 Group Country Local Government Project "Upgrade and Replacement of the No 1 and No 2 Vermin Fences" which was completed in July 2013.

CARRIED 5/0

The Chairman acknowledged the contribution of Project Officer Jorgen Jensen and Shire of Mount Magnet Staff to the successful implementation of this project.

12.10 Quotations – Provision of Financial and Accounting Services

File:	MRVC
Officer:	Geoff Brooks – CEO
Amended by:	Nil
Disclosure of Interest:	Nil
Meeting Date:	10 September 2013

Application

To seek Council approval to engage RSM Bird Cameron to provide accounting and financial services commencing 1 September 2013.

Background

Quotations have been obtained for the provision of the following financial and accounting services:

- Preparation of quarterly financial statements for presentation to Council.
- Preparation and lodgement of the quarterly Business Activity Statements.
- Preparation of the Annual Financial Statements for presentation to Council and lodgement with the Department of Local Government.
- Liaising with auditors.
- Preparation of annual budget.

The following two quotations have been obtained:

Quotation	Fixed Price/Annum (Ex GST)
RSM Bird Cameron (Geraldton)	\$7,390
Mid West Financial	\$7,800

The above prices are fixed for the first year and subject to adjustment by the Perth CPI for subsequent years.

Recommendation

As indicated the lowest tender price was submitted by RSM Bird Cameron at a fixed price for the first year of \$7,390 excluding GST. RSM Bird Cameron is a national Australian owned accounting firm with offices in all states. This quotation has been submitted by the Geraldton Office which is currently providing financial and accounting services to the Shire of Mount Magnet and auditing services to numerous local government authorities in the Mid West and Southern Rangelands.

On the basis of having the lowest cost and demonstrated capacity to carry out the work the engagement of RSM Bird Cameron is recommended.

Consultation

Finance Manager

Statutory Environment

Local Government (Functions and General) Regulations Part 4

Policy Implications

Nil

Financial Implications

Funding for the provision of financial and accounting services is included in the 2013/2014 operating budget.

Strategic Implications

Nil

Voting Requirements

Simple Majority

COUNCIL RESOLUTION

Moved: Cr Homewood

Seconded: Cr Hodder

That Council approve the engagement of RSM Bird Cameron to provide account and financial services commencing 1 September 2013.

CARRIED 5/0

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

Moved: Cr Homewood

Seconded: Cr King

That Item 16.1 is accepted.

CARRIED 5/0

16.1 Acceptance of the 2012/2013 Annual Report

File:	MRVC
Officer:	Geoff Brooks - CEO
Amended By:	Nil
Disclosure of Interest:	Nil
Meeting Date:	10 September 2013

Application

To accept the 2012/2013 Annual Report for the Financial Year ending 30 June 2013, including the Audited Financial Statements.

Background

The Murchison Regional Vermin Council 2012/2013 Annual Report is attached for consideration. Included is the 2012/2013 Financial Statements audited by Anderson, Munro and Wyllie for the year ended 30 June 2013.

Consultation

Jim Dillon – Midwest Financial
Auditors – Anderson, Munro and Wyllie

Statutory Environment

Local Government Act Section 5.53 and 5.54

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements
Absolute Majority

OFFICER RECOMMENDATION

Moved:

Seconded:

That Elected Members accept the 2012/2013 Murchison Regional Vermin Council Annual Report and Audited Financial Statements.

CARRIED/LOST

Due to the insufficient number of Elected Members for an Absolute Majority the report is to lie on the table pending a Special Meeting to be arranged for 10:00am on 8 October 2013.

Moved: Cr Homewood

Seconded: Cr Hodder

That Item 16.1 lie on the table pending a Special Meeting on 8 October 2013.

CARRIED 5/0

17. ELECTED MEMBER MATTERS

Nil

18. NEXT MEETING

Special Meeting 8 October 2013 commencing at 10:00am

19. CLOSURE OF MEETING

The meeting closed at 11:55am