



murchisonshire

Ancient land under brilliant skies

Agenda for the Ordinary Meeting of the
Murchison Shire Council

To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
on Thursday **27 May 2021**, commencing at 12 noon

Note: meeting will be conducted to meet COVID-19 restrictions.

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ATTACHMENTS

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Shire President declared the meeting open at.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Present

Councillors

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
Steven Cosgrove – Community Manager / DCEO
William Herold – Works Manager

3 CONFIRMATION OF MINUTES

3.1 Ordinary Council Meeting – 22 April 2021

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 April 2021 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple majority

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

4 DISCLOSURE OF INTERESTS

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6 STANDING ORDERS

Matter for Consideration

It has been customary practice in the interests of a productive meeting in relation to the Conduct of Members during debates for the Council suspend Standing Orders 8.2 (Limitation on Number of speeches) and 8.3 (Duration of Speeches) under Local Law 2001. To facilitate this, the following recommended resolution is required.

Recommendation

That the following Local Law-Standing Orders 2001 be stood down:

8.2 Limitation on the number of speeches

8.3 Duration of speeches

Voting Requirements

Simple Majority

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

7 PUBLIC QUESTION TIME

8 NEXT MEETING

Thursday 17 June 2021 commencing at 12:00 noon

9 APPLICATIONS FOR LEAVE OF ABSENCE

10 URGENT BUSINESS

Nil

11 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

12 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

13 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

14 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

14.2 Councillors

15 REPORTS OF COMMITTEES

Nil

16 WORKS

16.1 Works Report

File:
Author: William Herold – Works Manager
Bill Boehm – Chief Executive Officer
Interest Declared: No interest to disclose
Date: 23 May 2021
Attachments: Nil

Construction Crew

The construction crew have spent most of their time over the last month maintaining the pavement for the sealing works, working on cleaning up the batters and rectifying old drainage issues. Most windrows on the outside of the batters have also been removed, making the appearance of the section from SLK 261.93 to SLK 278.85 looks neat and tidy. Some sections of the table drain still need to be done as they are still too wet to get the machines into. Once the design of the new alignment for the Pinegrove corner and Pinegrove entrance are received from Greenfield, they will commence construction. Unfortunately, it appears the grid will also have to be moved about 3 to 4 metres to the East, to meet with the safety and design parameters, this is unavoidable. The crew are also being held up by MRWA environmental people who apparently need to be on site when our dozer contractor starts clearing at the new pit SLK 253.39 on the Carnarvon Mullewa Road.

Sealing Works

After several delays due to the weather and getting the bitumen crew back on site. Getting the bitumen crew back on site. The new seal finally down, all 27 km of it. I would like to take this opportunity to compliment Mark Jones and the construction crew on the job they did preparing the pavement. I was told several times by Peter Swaan, the Greenfield Rep. and the Boral Supervisor what a good pavement it turned out to be. Together with 1km seal outside the Curbur entrance we now have 18 km of new seal done. If all goes, to plan Boral should be back on deck on 24 May to do the reseals on the sealed floodway's and grid approaches north of the Settlement, from SLK 84 to SLK 135 on, the Beringarra Road SLK 84 to SLK 135 on the Carnarvon Mullewa Road. They anticipate this will take 3 to 4 days.

Maintenance Crew

The maintenance crew have completed the Beringarra Pinder Road, the Mileura Nookawarra Road. The handover of Works to be done on Monday 24 May the unsealed section of the Beringarra Cue Road, are busy on the Mt Gould Road will then head west on the Beringarra Byro Road.

Flood 6

Squires Resources have completed their package to be on Monday 24 May. I would like to thank our contractors, THEM and Squires for once again delivering sound work on the Flood 6 packages. Handover of the works I would also like to thank Josh Kirk and his Greenfield reps for their supervision work and particularly Jess Allan for taking care of the enormous amount of admin that goes with these Packages.

Dozer Contractors

Rowe Contracting will be starting on the old road bunding work on Yuin and Murgoo in the first week of June. Thurkle's Dozing will start stockpiling gravel at the SLK 253.39 pit as soon as MRWA can oblige as with a date to mark out the pit GPS points and do a weed and seed inspection on the Dozer.

Murchison Settlement Airstrip

Council has been advised that out application for Floodlighting of the Murchison Shire Airport Taxiway Turn Around was successful under the Remote Airstrip Upgrade Program - Round 8. This was a COVID-19 related program, an outline of which was provided to Council at the November 2020 Meeting. Funding is \$34,570 for a \$38,120 Total Project Cost. A funding agreement has been signed with the project to commence in the new financial year.

LRCI Program - Phase 3

As part of the 2021/22 Commonwealth Budget, Funding under Phase 3 of the Local Roads and Community Infrastructure (LRCI) Program has recently been announced. Under this program the Shire will receive an additional funding allocation of \$1,204,892. This funding will be available from 1 January 2022, with construction due to be completed by 30 June 2023.

Obviously excellent news and one that will positively shape the next few years budgets with an opportunity to continue to build on the positive strategic program that has already commenced.

Recommendation

The Works Report be noted.

Voting Requirements

Simple Majority

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

17 FINANCE

17.1 Accounts Paid since the last list was presented to Council

File: 4.37.1
Author: Keith White – Relief Finance Manager
Interest Declared: No interest to disclose
Date: 21 May 2021
Attachments: 17.1.1 EFT & Cheque Details for May 2021

Matter for Consideration

The *Local Government (Financial Management) Regulations 1996 Regulation 13* requires that 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 for each month and present this to the next ordinary meeting of the Council after the list has been prepared and have this list recorded in the minutes of the meeting.

A list of payments presented in accordance with *Regulation 13* of the *Local Government (Financial Management) Regulations 1996* made since the last report to Council is attached.

Strategic Implications

None

Policy Implications

None

Budget/Financial Implications

Nil

Consultation

Moore Australia

Recommendation

That the accounts since the last report to Council, as per the attached Schedule be recorded in the minutes as being presented to Council.

Voting Requirements

Simple Majority

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

17.2 Financial Activity Statements 31 March 2021

File: 2.6
Author: Keith White – Relief Finance Manager
Interest Declared: No interest to disclose
Date: 24 May 2021
Attachments: 17.2.1 Monthly Management Financial Report March 2021

Matter for Consideration

The Local Government (Financial Management) Regulations 1996 Regulation 34 requires that local government report monthly and prescribes what is required to be reported. Council is required to consider receipt the Monthly Financial Statements.

Comment

These statements are being presented to meet a statutory obligation to have each month's end and report presented within the following two months. This is being done, albeit with knowledge that the following Item 17.3 is a more current update and thus a more informative document.

Budget/Financial Implications:

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

Consultation

Moore Australia

Recommendation

That Council note the financial statements as presented for the period ending 31 March 2021 as attached.

Voting Requirements

Simple Majority

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

17.3 Financial Activity Statements 30 April 2021

File: 2.6
Author: Keith White – Relief Finance Manager
Interest Declared: No interest to disclose
Date: 24 May 2021
Attachments: 17.3.1 Monthly Management Financial Report April 2021

Matter for Consideration

The Local Government (Financial Management) Regulations 1996 Regulation 34 requires that local government report monthly and prescribes what is required to be reported. Council is required to consider receipt the Monthly Financial Statements.

Comment

Time has been spent by the Finance Manager correcting and balancing the varying job and account budgets within the Shire's ledger for 2020/21. It was noted that an important distinction between original versus amended budgets was in need of correction also. To date no actual budgets were noted as having been formally amended, albeit the budget review process could be construed as adding confusion to this.

Budget/Financial Implications:

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

Consultation

Moore Australia

Recommendation

- 1 That Council note the financial statements for the period ending 30 April 2021 as attached.
- 2 That for the purposes of clarity, the Council acknowledges that the projected outturn figures for various account numbers considered in the recent annual budget review were not intended to be restated as new budget figures for those respective account numbers, the Council preferring to let the original "yardsticks" remain in place.

Voting Requirements

Simple Majority

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

17.4 Finance Manager's Update

File:

Author: Keith White - Relief Finance Manager

Interest Declared: No interest to disclose

Date: 21 May 2021

Attachments: Nil

Matter for Consideration

Report of activities since 21 April 2021.

Preamble

Since arriving in Murchison, I have been most welcomed and have found working conditions to be very good. All relevant internet and computer access is available, and the CEO has been most helpful when and wherever I have needed background.

Whilst many aspects of financial processing and compliance are well behind, substantial progress has been made in these first few weeks.

Areas of Work.

2020/21 Rates Billing

At the 30 June 2020 certain software processing steps were not taken which has complicated the work involved (very belatedly) in issuing notices for 2020/21.

Asset Capitalisation

Asset Sales and procurements for 2019/20 were analysed and profit and loss figures calculated. . Again this work was made more difficult as June 2020 revenues were not posted and were found ultimately as a current carry forward bank reconciliation item.

Reserves 2019/20

These were analysed and correct equity and cash backing postings made.

General and Audit 2019/20

I have worked on ascertaining accrued incomes and accrued expenses, related party disclosures, employee provisions, finalising distribution of Public Works overheads, Plant Cost Allocations and production of annual statements which are now completed. A final version is being compiled now by Moore Australia with our Auditors also being briefed of the current progress.

Budget Input 2020/21

This was unfortunately wrongly done, and this led to a recast of all figures previously posted. The position, in terms of the Councils intentions, post a review of the budget needs to be clarified.

Mining Tenements

These have not been maintained within the Shires Rate Book for many years. Several remedial steps and dialogue with tenement holders have commenced.

Going Forward

A list of recommendations is being prepared for the CEO which will address compliance, probity and internal controls concerns that I have noted. I have also noted areas where financial processing could be simplified.

Consultation

RSM Australia

Moore Australia

OAG

Recommendation

That Council resolve as follows:

That the Finance Managers Update Report be noted

Voting Requirements

Simple Majority

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

18 DEVELOPMENT

18.1 Murchison Oasis Roadhouse Report

File:	13.11
Author:	Steven Cosgrove – Community Manager / DCEO Bill Boehm - Chief Executive Officer
Interest Declared:	Nil
Date	18 April 2021
Attachments:	18.1.1 Murchison Roadhouse Transition Update 22 May 2021 18.1.2 Policy 5.2 Roadhouse Operations (Draft) 18.1.3 Murchison Oasis Caravan Park Fees and Charges

Matter for Consideration

Update of progress in transitioning the operation of the Murchison Oasis Roadhouse and Caravan Park as a Shire managed entity.

Operations

As foreshadowed at the last meeting we are pleased that Nick Drew and Eryl (Pixie) Phillips have now started as two-person team operation with the facilities now fully operational from 8 May 2021. By taking on board the operation of the Oasis Roadhouse the Shire has provided the community with a facility that will continue to service community members and tourists visiting the Murchison.

The new management under Pixie and Nick is now in full swing having commenced early May 2021. The Oasis is open 7 days for accommodation, dine in facilities, gas, air, diesel, ULP, takeaway, drinks, toilet facilities, ice and groceries.

Currently customers are primarily residents of the Murchison Settlement, surrounding pastoral stations, tourists and also contractors. Effectively, all of our customers are our stakeholders because profits are reinvested to better serve the Murchison Settlement community.

When undertaking the Masterplan, it was recognised that due to the high demand for services throughout the year, and particularly during the tourism season, that the Oasis Roadhouse will provide substantial and numerous ongoing benefits for the Murchison community. Not only has the roadhouse increased employment opportunities, but it will also promote the Murchison Settlement as a gateway to the greater Murchison region.

With this in mind we are looking at developing a promotional / marketing strategy which will include a strong community emphasis.

Roadhouse Works

As indicated in the attached update progress has been steady.

As previously indicated at the last Council Meeting concept review and concept design works for the roadhouse and surrounds have been commissioned with UDLA (Fremantle) working with Taylor Robinson Chaney Broderick (TRCB) Designers Architects (West Perth). Both will start initial briefings with staff this week.

Various other fit out works have been put in train. The most significant operationally is the installation of a false wall in the Roadhouse to accommodate back of house operations and storage so that the operation of the roadhouse and lounge room to the residence can function effectively.

Purchase of Accommodation Units

At the February Council Meeting amongst other things, it was resolved that Council:

- 1 *agrees to purchase the existing sub lessee's accommodation units and makes an appropriate adjustment to its budget and subject to legal oversight endorses the offer made by the Chief Executive Officer and accepted by the sub lessees,*

Since this time all due diligence and legal oversight has been obtained with an Asset Sale Agreement required to be signed and sealed. Formal authorisation to sign and seal the agreement is required and included in the recommended resolution.

Roadhouse Policy

At the 25 February Meeting 2021 of Council, amongst other things, confirmed that the operation of the Murchison Oasis Roadhouse and Caravan Park be a Shire managed operation upon expiry of the existing sublease and acknowledged that, as part of the operation, the Roadhouse be viewed as a Shire operated entity: the rationale of which will be developed and eventually incorporated into this previously earmarked policy.

Crs Andrew Whitmarsh, Cr Emma Foulkes-Taylor, Works Manager Will Herold and I have been working on Policy 5.2 Roadhouse Operations. This is formally presented for adoption. It describes the overall rationale as well as key principles when setting prices.

Roadhouse Caravan Park Accommodation Fees

It is normal local government practice and a legal requirement that fees and charges for accommodation be set by Council. Since taking over the management of the Roadhouse the existing fee structure has been retained.

The new Roadhouse Manager has now had an opportunity to briefly review current fees comparing those with other parks and is of the view that they are within normal parameters and at this stage the current transitional charges are considered appropriate and can be retained.

The following fees as contained within the attached are presented for endorsement:

Recommendation

That Council resolve that:

- 1 The Murchison Roadhouse Oasis Roadhouse Update Report be noted.
- 2 Council authorises the Shire President and CEO to sign and seal the Asset Sale Agreement between Peter and Nicole Mahony and the Shire of Murchison for the purchase of the Portable Accommodation Unit currently situated at the Murchison Oasis Roadhouse and Caravan Park
- 3 Council adopts Policy 5.2 Roadhouse Operations Policy as attached
- 4 Council endorses and adopts the attached Fees and Charges for Cabin and Caravan Park accommodation at the Murchison Oasis Caravan Park

Voting Requirements

Recommendations 1 to 3 Simple Majority

Recommendation 4 Absolute Majority

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

18.2 Murchison Settlement Masterplan Report

File: 10
Author: Bill Boehm - Chief Executive Officer
Interest Declared: Nil
Date: 22 May 2021
Attachments: Nil

Matter for Consideration

Final reviewed of the Murchison Settlement Masterplan Report which includes a variety of projects, the scope of which has yet to be determined, in and around the Murchison Settlement.

Comment

At the March last Council Meeting Council considered the Murchison Settlement Masterplan Report and resolved

“That Council endorse in Principle the Murchison Settlement Masterplan Report prepared by UDLA and that public input and comment be sought.”

Subsequent to this community emails were sent out advising of the plans existence on the website and invited to a launch / information session on Saturday 15 May 2021 at the Murchison Community Centre. At this meeting the plan was presented by Cr Foulkes Taylor with assistance if Cr R Foulkes-Taylor, Cr A Whitmarsh and Cr Q Fowler with and those in attendance offered an opportunity gain more insight prior to providing formal feedback and comment.

At the meeting it was made clear that the plan was not final and opportunity for comment and feedback was still required but that some finite time should apply to this public consultation process.

It is suggested that this be formalised. A two-month period would seem reasonable.

Recommendation

That the community be advised that public input and comment in relation to the Murchison Settlement Masterplan Report formally close on 31July 2021.

Voting Requirements

Simple Majority.

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

19 ADMINISTRATION

Nil

20 CEO ACTIVITY REPORT

File:

Author: Bill Boehm – Chief Executive Officer

Interest Declared: No interest to disclose

Date 23 May 2021

Attachments: Nil

General

A significant amount of work and focus this month has been involved with assisting the Relief Finance Manager and reviewing and improving Fuel Management for the Roadhouse and Works Areas. I am delighted that the Yuck Circus performance was successful with the touring party engaging well with the community.

Summary of activities which highlights the areas worked in is shown as follows:

Date	Activity
19.04.2021	Staff Meeting. Meeting with Will. Roadhouse Policy Work. Recruitment work. Touch base with Russell Barnes Moore Australia. Telephone discussion and email with Alan Carmichael DLGC.
20.04.2021	Catch up Emails. Clean Energy Fund application. Touch base and welcome Finance Manager and Wife and prepare briefing. Meetings with DCEO and Works Manager.
21.04.2021	Brief Finance Manager. Clean Energy Fund Application
22.04.2021	Clean Energy Fund Application. Council Meeting
23.04.2021	Travel to Cue and back. Murchison Zone WALGA Regional Local Government Meeting. Telephone & email follow up
24.04.2021	Council follow up actions
25.04.2021	Assist Carnarvon RAC.
26.04.2021	Anzac Day Public Holiday. Catch up Work.
27.04.2021	Rates Notice Review. Audit Review Work.
28.04.2021	Audit Review Work.
29.04.2021	Initial welcome and briefing with Community Manager – DCEO on his start. Touch base with Roadhouse Manager and Services Officer and Community Manager - DCEO at Roadhouse. Roads to Recovery and Asset Audit Acquisitions
30.04.2021	Meeting with Roadhouse Services Officer at Roadhouse. Briefing with Community Manager - DCEO. Audit Review Work. Yuck Circus. Telephone discussions with Shire President and Cr Emma Foulkes-Taylor
1.05.2021 to 2.05.2021	Audit Review & Fuel Allocation Review
3.05.2021 to 4.05.2021	TOIL. Email & Phone hook-ups.
5.05.2021	Roadhouse Fuel. Meeting and Briefing with Community Manager - DCEO. Meeting with Roadhouse Manager and Services Officer @ Roadhouse. Meetings with Finance Manager
6.05.2021	Staff Meeting @ Roadhouse. Briefing catch up with Community Manager - DCEO, Roadhouse Manager and Services Officer. Brief AGFIX on various potential building projects. Remote Teams with RSM and Auditor General. Catch up briefing with Finance Manager. Roadhouse Fuel Template Work. Meetings with Finance Manager
7.05.2021	Roadhouse Fuel Template Work and fuel corrections. Meetings with Finance Manager

Date	Activity
8.05.2021	Road Closures. Roadhouse Fuel Template Work and fuel corrections. Touch base with Roadhouse Services Officer in first day of opening of roadhouse under new staff. Meetings with Finance Manager
9.05.2021 to 12.05.2021	Roadhouse Fuel Template Work and fuel corrections. Audit Review Work. Meetings with Community Manager - DCEO & Finance Manager
13.05.2021	Meetings with Community Manager - DCEO, Roadhouse Manager and Services Officer and Finance Manager. Audit Review Fuel work. Yuck Circus Preparation
14.05.2021	Meeting with Museum Caretaker. Meetings with Finance Manager. Catch up and briefing with Yuck Circus
15.05.2021	Works Fuel. Catch up and briefing with Yuck Circus with a successful event undertaken.
16.05.2021	Works Fuel. Meetings with Works Manager & Community Manager - DCEO. Meetings with Finance Manager
17.05.2021	Works Fuel. Meetings with Works Manager & Community Manager - DCEO. Meetings with Finance Manager. Finalise RAUV Airport Grant Agreement
18.05.2021 to 21.05.2021	Works Fuel. Meetings with Will & Community Manager - DCEO. Meetings with Finance Manager
22.05.2021 to 23.05.2021	Agenda Work

Recommendation

That the CEO's Activity Report be accepted.

Voting Requirements

Simple Majority

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

21 NOTICE OF MOTION

21.1 Cyclone Seroja Donation

Author: Cr R Foulkes-Taylor
Interest Declared: No interest to disclose
Date: 22 May 2021
Attachments: Nil

Cr R Foulkes-Taylor has provided notice that he intends to move the following motion at the May Council Meeting

“That the Murchison Shire provide a donation of an amount of \$3,000 to the Lord Mayors Tropical Cyclone Seroja Appeal 2021 Relief Fund to assist with Cyclone Seroja recovery efforts.”

Explanation

Cr Rossco Foulkes-Taylor has indicated that our Shire was extremely lucky to just avoid the worst effects of Cyclone Seroja’s destruction and that in the circumstances a Shire donation of some sort would be appropriate.

Cr R Foulkes-Taylor has indicated that whilst we have likely used up our donations amount for the year but even that if we have thought a donation of around \$3000 (the same as the Carnarvon Shire) to the Lord Mayors relief fund would be a very good gesture.’

Financial Implications

Council has budgeted \$1,700 for Members Subscriptions and Donations with \$1,490 remaining of which an amount of up to \$500 will be required to support Shelly Fowlers’ biggest morning tea cancer fund raising event. If agreed to the \$3,000 suggested will mean a budget overrun which can be accommodated within Councils normal operations

CEO Comment

Nil

Voting Requirements

Absolute Majority

Council Decision		
Moved: Cr	Seconded: Cr	
Carried/Lost	For	Against

22 ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

23 MEETING CLOSURE

The Shire President closed the meeting at.