



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 **28 September 2023**, commencing at 12 Noon.

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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

Cr A Whitmarsh

Cr E Foulkes-Taylor

Cr G Mead

Staff

Bill Boehm – CEO

Travis Bate (RSM) – Financial Accountant

Apologies

William Herold – Works Manager

Leave of Absence

Cr Q Fowler

Cr M Fowler

3 CONFIRMATION OF MINUTES

3.1 Ordinary Council Meeting – 24 August 2023

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 24 August 2023 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 26 October 2023

9 APPLICATIONS FOR LEAVE OF ABSENCE

10 URGENT BUSINESS

11 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

17.1.1 Account Listings Paid since the last list was presented to Council.

12 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

13 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

14 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

14.2 Councillors

15 REPORTS OF COMMITTEES

Nil

16 WORKS

16.1 Works Report

File: 12.42
Author: William Herold – Works Manager
Interest Declared: No interest to disclose
Date: 23 September 2023
Attachments: 16.1.1 2022-23 SKA Works Summary

Construction Crew

The Construction crew continue steadily, the next section was opened up on Tuesday 19 September starting from the grid just south of the Billabalong entrance. (SLK 218.48) Final prep work for the stabilizing is scheduled to begin when the Landor traffic has once again headed south. It is hoped the stabilizing will be completed by late November with sealing to commence as soon thereafter as possible.

Maintenance Crew

The maintenance crew should reach the north boundary on the Carnarvon- Mullewa Rd. by 26 or 27 September, they will then turn and patch grade some sections on the way south behind the Landor traffic as well as picking up batters and drains. Byro-Woodleigh Rd., Muggon Rd. and Butchers Track will also be picked up as they head south.

Caravan Park Ablution Block

At the last Council Meeting tender for the construction of an Ablutions Block at the Murchison Caravan Park. Tenders was awarded to MI Global. CEO Bill, Lisa, Warren and Olive together with myself met with two representatives from MI Global Construction for an onsite meeting. We, the Shire management team have a few loose ends to tie up with regard to exact location and some specs, mainly regarding the septic and plumbing. The build should commence in the next month or so and if all goes according to plan they should have made a start onsite by about end of March 2024.

SKA Road Upgrade Works

Walladar have started on their next section around the 10 M mine site entrance. Due to availability and quality of material they will move north a bit and haul the material a little further than would be ideal to begin with. The positives are the quality of the material and as they progress, they get closer to the stockpile.

Squires Resources are still busy on the Boolardy-Wooleen Rd. and still need to complete the section on the Beringarra-Pindar Rd. This package has had a considerable amount of floodway and drainage correction, which has taken some time.

Summary of works undertaken on the SKA Routes in 2022/23 is attached.

Main Roads WA Funding

As previously advised, we have put forward 4 projects (the maximum) for reconstruction and widening sections of the Carnarvon-Mullewa Road as part of 2024/25 Road Project Grant submission(s) as well as and an updated Three-Year Works Program. Each project cost is \$450,000 with a \$300,000 grant. The Technical Working Group are scheduled to meet on 4 October 2023 with recommendations to go to each respective Subgroup shortly thereafter.

Recommendation

That Council resolve that 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: Bill Boehm – Chief Executive Officer
Interest Declared: No interest to disclose
Date: 23 September 2023
Attachments: 17.1.1 EFT & Cheque Details for August 2023 (Elected Members Only)

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

Nil

Recommendation

- 1 That that pursuant to LGA s5.23(2)(b) & (e) of the *Local Government Act 1995* that attachment 17.1.1 EFT & Cheque Details for August 2023 be discussed behind closed doors
- 2 That Council receive and note attachment 17.1.1 EFT & Cheque Details for August 2023 and that the accounts since the last report to Council, as provided to Councillors be recorded in the minutes as being presented to Council.

Voting Requirements

Simple Majority

1 Item to be Discussed behind closed doors

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

The meeting was moved to behind closed doors at

3 Motion to open the meeting to the public

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

The meeting was moved out of closed doors at

2 Decisions Disclosed from the Closed Section of Meeting associated with Attachment Item 17.1.1

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

17.2 Financial Activity Statements 31 July 2023

File: 2.6
Author: Travis Bate (RSM) – Financial Accountant
Interest Declared: No interest to disclose
Date: 22 September 2023
Attachments: 17.2.1 Monthly Management Financial Report July 2023

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 and 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.

Budget/Financial Implications:

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

Consultation

RSM Australia

Recommendation

That Council note the financial statements as presented for the period ending 31 July 2023 as attached.

Voting Requirements

Simple Majority

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

17.3 Financial Activity Statements 31 August 2023

File: 2.6
Author: Travis Bate (RSM) – Financial Accountant
Interest Declared: No interest to disclose
Date: 22 September 2023
Attachments: 17.3.1 Monthly Management Financial Report August 2023

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 and 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.

Budget/Financial Implications:

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

Consultation

RSM Australia

Recommendation

That Council note the financial statements as presented for the period ending 31 August 2023 as attached.

Voting Requirements

Simple Majority

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

17.4 2022/23 Audit Update - September 2023

File: 2.6
Author: Bill Boehm – Chief Executive Officer
Interest Declared: No interest to disclose
Date: 23 September 2023
Attachments: Nil

Matter for Consideration

Update Progress on the conduct of the external Audit for 2022/23.

Update

For the 2023 Audit the Auditor General has appointed Armada Audit to conduct the external audit on behalf of the Auditor General.

Armada Audit have provided a schedule that includes the following timetable.

- (a) Audit Entrance Meeting - 27 September 2023
- (b) Deadline for draft financial statements to be provided – 9 October 2023
- (c) Audit Field Work on Site - 23 to 27 October 2023
- (d) Audit Exit Meeting – 5 December 2023
- (e) Audit Report Issued – 8 December 2023
- (f) Council adoption of Financial Statements – 16 December 2023

Comment

Every endeavour will be made by management and staff to meet the Auditors Timetable, although from experience this may vary along the way.

In relation to point (b) the date suggested and agreed to is beyond the legislative requirement to provide this information to the Auditor by 30 September 2023 as required under *s6.4.3 of the Local Government Act 1995*. Whilst we were aiming to achieve this statutory deadline it was thought prudent to seek Ministerial Approval to request for an extension in time to submit the draft Annual Financial Report to the Auditor in line with the Auditors timetable. It is a requirement that any such request must be made prior to the 30 September 2023.

This aspect is not unusual and has been a regular feature over a number of years and merely reflects the number of resources available and time commitments associated with the tasks. In any event when a request has been made the required documents have been provided within any amended deadline.

Accordingly, an application was made on 21 September 2023. Amongst other things the following reasons were provided.

- ~ RSM has been engaged to prepare financial statements from as part of their engagement role with Council. From preparation of July and August 2023 Financial Statements, it is evident that there are some matters which will need to be addressed in the FY23 AFS.
- ~ Unforeseen delays due to public holiday on 25 September 2023 impacting on our workflows.
- ~ Issues related to 2024 rates requiring attention.

Consultation

RSM Australia, Armada Audit

Recommendation

That Council note the 2022/23 Audit Update Report - September 2023

Voting Requirements

Simple Majority

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

18 DEVELOPMENT

Nil

19 ADMINISTRATION

19.1 2023 Election Update

File:

Author: Bill Boehm – Chief Executive Officer

Interest Declared: No interest to disclose

Date 23 September 2023

Attachments: Nil

Matter for Consideration

Update Progress on the conduct of the 2023 Ordinary Elections

Update

As previously advised conduct of the Ordinary Council Elections was outsourced to the WA Election Commission who appointed Frances Pollock from Wooleen Station as Returning Officer.

At the close of nominations three nominations for the three vacancies were received. As a result the following persons were elected unopposed and will commence their 4 year term following being sworn in after the 21 October Election Date.

FOULKES-TAYLOR, Rossco
WHITMARSH, Andrew
FOWLER, Quentin

For Information

20 CEO ACTIVITY REPORT

File:

Author: Bill Boehm – Chief Executive Officer

Interest Declared: No interest to disclose

Date 23 September 2023

Attachments: 20.1.1 Extract Murchison Settlement Power & Water Upgrade Project Business Case

General

The following update of activities is provided.

With respect to Grants Commission submission follow up work we have been advised that *“the Commission recognises the unique situation in regard to power generation in the Shire and has agreed to review the Special needs cost adjustor with the intent to uplift this. DLGSC will be completing some more analysis and calculations to present to the Commission at the next meeting, which should be in October. Any changes to the special needs cost adjustor would be applicable for the 2024/25 Financial Assistance Grants.”*

This was a result of additional information being provided to the Commission as part of the 2020/21 and 2021/22 Grants Commission returns relating to the costs of operating the Murchison Settlement which are well above other what other local governments would be responsible for, as we do not have a town nor any external utility provider.

Upon receipt of this advice additional updated information that formed part of the State Government Infrastructure Development Fund Application was also forwarded, as attached, as this included future water, power and housing works not just previous capital and operating costings.

Date	Activity
28.08.2023	General Administration
28.08.2023	Toolbox Meeting. Follow up post Council Meeting Actions
29.08.2023	Follow up post Council Meeting Actions. Skype Meeting with David Edgerton APV Valuers regarding Asset Management
30.08.2023	State Government Infrastructure Development Fund Application.
31.08.2023	State Government Infrastructure Development Fund Application. Telephone discussions with Karin Grima and Adam Murszewski (MWDC)
1.09.2023	Water & Power Pics. Infrastructure Development Fund Application.
2.09.2023 to 4.09.2023	Infrastructure Development Fund Application.
5.09.2023	Attend PIA School Council Meeting via Webex. Meetings with Shire President. Rossco and Works Manager. Administration work
6.09.2023	Administration Work. Audit Response Work. Carnarvon- Mullewa Road Opening Work. Fuel Review Work
7.09.2023	Touch base with Works Manager & Senior Works Finance Admin Officer. Fuel Review Work. Admin
8.09.2023	Administration. Carnarvon-Mull Road Opening & Picnic.
11.09.2023	TOIL. Arrange tyre changeover on vehicle. Follow up emails
12.09.2023	TOIL. Follow up emails. Grants Commission submission follow up. Fuel Review.
13.09.2023	TOIL. Deliver and pick up car from service. Follow up emails. Audit Review Work.
14.09.2023	Annual Leave
15.09.2023	Annual Leave
18.09.2023	Admin & Emails. Low Traffic Volume Road Expense Survey.
19.09.2023	Admin & Emails. Audit Work
20.09.2023	Site Meeting at Ablution Block with MI Global. Audit Work. MRWA RRG Submission follow up
21.09.2023 to 22.09.2023	2023 Roads to Recovery Own Source & WALGA Road Expenses Return. Asset Management Plan Update. DLGRC Webinar
23.09.2023 to 24.09.2023	Agenda Work
25.09.2023	Public Holiday

Recommendation

That Council note the CEO's Activity Report.

Voting Requirements

Simple Majority

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

21 OTHER ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

22 MEETING CLOSURE

The Shire President closed the meeting at.