



**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 **23 November 2023**, commencing at 12.00noon.

*Ancient land under brilliant skies*

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## ATTACHMENTS

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## 1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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The Shire President declared the meeting open at

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## 2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

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Present

Councillors

Cr R Foulkes-Taylor  
Cr A Whitmarsh  
Cr E Foulkes-Taylor  
Cr Q Fowler  
Cr G Mead  
Cr M Fowler

Staff

Bill Boehm – CEO  
William Herold – Works Manager  
Travis Bate (RSM) – Financial Accountant

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## 3 CONFIRMATION OF MINUTES

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### 3.1 Ordinary Council Meeting – 26 October 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 26 October 2023 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple Majority

**Council Decision**

**Moved: Cr**

**Seconded: Cr**

**Carried/Lost**

**For**

**Against**

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## 4 DISCLOSURE OF INTERESTS

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## 5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

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Nil

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## **6 STANDING ORDERS**

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### 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

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

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## **7 PUBLIC QUESTION TIME**

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## **8 NEXT MEETING**

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Saturday 16 December 2023

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## **9 APPLICATIONS FOR LEAVE OF ABSENCE**

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## **10 URGENT BUSINESS**

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## **11 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

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

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## **12 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

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## **13 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

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## **14 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

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### **14.1 Shire President**

### **14.2 Councillors**

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## **15 REPORTS OF COMMITTEES**

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Nil

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## 16 WORKS

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### 16.1 Works Report

File: 12.42  
Author: William Herold – Works Manager  
Interest Declared: No interest to disclose  
Date: 18 November 2023  
Attachments: Nil

#### Construction Crew

The construction crew have made steady progress over the last month and apart from any major breakdowns are on track to achieve the goal of completing the reconstruction and widening of various narrow sections of the Carnarvon-Mullewa Road leading up to the Twin-Peaks/ Wooleen Rd intersection. They were down a water tanker for a swing which did cause some delay, hopefully the problem with the old Kenworth 604 is now sorted out.

#### Maintenance Crew

The maintenance crew completed the Carnarvon-Mullewa Rd to the Settlement and then headed over to Boolardy making a start on the Boolardy-Kalli Rd then continued south west on the SKA route skipping works already completed or in progress. They should have reached the new Murchison River crossing by the time Council meets. An assessment will then be made with regard to their next move, it may well be back to the Boolardy-Kalli Rd. with some work on the Beringarra-Pindar Rd south of the Boolardy-Wooleen Rd. intersection.

#### SKA Route Upgrade Works

Since Council last met there has been a greater emphasis on maintenance, hopefully we will be able to once again focus on upgrade work in the run up to the Christmas break. These works have not been without their challenges at times. There was also a near miss incident between the Shire Road Train and a service vehicle heading to the SKA site.

#### MEG Meeting

Together with the CEO I attended the MEG meeting in Cue on 17 November 2023 and gave a brief report / summary of our Roads for Rehydration works at various points around the Shire. Several complimentary remarks were made about the works done on the Beringarra-Cue Rd.

#### Heritage Walkovers

Several Heritage walkovers were conducted from Tuesday 31 October to Thursday 2 November with various Yamatji mobs. I am pleased to report that no issues have been identified. One mob (Mullewa Wadjari) have insisted on spotters being present during the clearing and stockpiling phase. Next step is to acquire the clearing permits.

#### **Recommendation**

That Council resolve that the Works Report be noted.

#### Voting Requirements

Simple Majority

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

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## 17 FINANCE

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### 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: 18 November 2023  
Attachments: 17.1.1 EFT & Cheque Details for October 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 October 2023 be discussed behind closed doors
- 2 That Council receive and note attachment 17.1.1 EFT & Cheque Details for October 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**

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

*The meeting was moved to behind closed doors at*

**3 Motion to open the meeting to the public**

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

*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**

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>



## 17.2 Financial Activity Statements 31 October 2023

File: 2.6  
Author: Travis Bate (RSM) – Financial Accountant  
Interest Declared: No interest to disclose  
Date: 18 November 2023  
Attachments: 17.2.1 Monthly Management Financial Report October 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 October 2023 as attached.

### Voting Requirements

Simple Majority

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

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## 18 DEVELOPMENT

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### 18.1 Murchison Regional Strategy

File: 4.71  
Author: Bill Boehm – Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 18 November 2023  
Attachments: 18.1.1 Murchison Regional Strategy 2023 – 2033

#### Matter for Consideration

Endorsement of the Murchison Regional Strategy as prepared by the Murchison Economic Group

#### Background

The Murchison Executive Group (MEG) has been working in conjunction with the Mid-West Development Commission and Regional Development Australia to create a strategic working document to guide the future direction of the Murchison Region.

The Murchison Regional Strategy (Strategy) provides a comprehensive road map for the sustainable development and growth of the Murchison Region. The Strategy examines the regions evolution over the next decade and beyond, identifying economic, environmental, and social challenges. The aim of the Strategy is to provide strategic direction and focus for the participating Councils in the Murchison Region to work collaboratively with Local, State and Federal Government resources to achieve desired outcomes for the future of the Murchison Region.

At the 16 November MEG Meeting the Group formally adopted the document with the intention that it be endorsed by each member Council and by the Murchison Country Zone of WALGA. At the 17 November 2023 Meeting of the Murchison Country Zone of WALGA ,formal endorsement was obtained.

#### Comment

I understand that the Murchison Regional Strategy is an update from a previous 2015 version. It is extremely useful as amongst other things it allows each member council to reference this when making application for funds from external bodies. I have already used the draft in a recent Growing Regions Application. Formal Council endorsement is a logical and important step.

#### **Recommendation**

That Council endorse the Murchison Regional Strategy 2023 – 2033 as prepared by the Murchison Economic Group.

#### Voting Requirements

Simple Majority

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

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## 19 ADMINISTRATION

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### 19.1 Roadhouse Fuel Price Review

File:	14.24
Author:	Bill Boehm – Chief Executive Officer
Interest Declared:	No interest to disclose
Date	18 November 2023
Attachments:	19.1.1 Policy 5.3 Roadhouse Fuel 19.1.2 Roadhouse Fuel Review

#### Matter for Consideration

Review of pricing of fuel at the Murchison Oasis Roadhouse.

#### Background

The retail price of fuel sold from the Murchison Oasis Roadhouse is determined under the Roadhouse Fuel Policy as attached. Essentially Council aims for the Shire to operate these facilities at neither a profit nor loss over the medium to long term with prices to be set through periodic reviews of operating and capital costs of the facilities with the % variation on the purchase price of fuel then reviewed and adjusted through an adopted variation to Councils Fees and Charges.

The last actual review of price was undertaken in October 2019 when the genesis policy was adopted and % markup changed from 10% to 15%.

At the July 2023 Annual Meeting of Electors. the matter of pricing of fuel was raised in General Business where it was resolved that “*Council be requested that to investigate the price of fuel charged at the Roadhouse with such review including comparisons with other outlets in the region.*”

This report addresses the current pricing regime and includes regional comparisons.

#### Review

The attached analysis comprises the following.

#### *Fig 1A Fuel Sales Annually & Fig 1B Fuels Sales Monthly*

Amount of fuel sold has increased by 8.6% since 2016/17 with additional increases in the 2020/21 and 2021/22 during the COVID19 years.

#### *Fig 2A Diesel Price and Fig 2B ULP Price*

Both graphs highlight huge increases of some 69% in the in the Average Price of fuel sold since 2020/21. Also of note is the increased variation between maximum and minimum.

In essence this increase would not have been envisaged when the markup was changed in 2019.

#### *Fig 3 Roadhouse Fuel Sales and Expenses*

This graph shows the Fuel sold against all of the relevant operating costs. Depreciation has been included but not any capital costs which in the future will increase when a point-of-sale system and new fuel dipping equipment is installed.

Given this since the price markup was increased from 10% to 15% in 2019 in my view the intent of the policy; “*to operate these facilities at neither a profit nor loss over the medium to long term with prices to be set through*

periodic reviews of operating and capital costs of the facilities, has been met. The additional revenue of some \$61,516 generated since 2019 is not insignificant and welcome.

Notwithstanding this, the significant increases in the cost of fuel since 2020/21 has meant that there may be justification for some tempering of the current markup. *Fig 5 Fuel Sales Options* provides some guidance if Council so chooses.

#### *Fig 4 Fuel Price Comparisons 16.11.23*

Graph shows price comparison with other outlets in the region at a particular date.

Comparisons at a particular time are inherently difficult as there are many factors that come into play such as local competition, business interaction with respect to accompanying facilities, fuel company discounts if any, cost of fuel delivered at any particular point of time, distance from Perth and throughput. All of these factors are unknown.

What is inherently likely is that the revenue generated by accompanying roadhouse or retail facilities with margins of 30% to 100% depending on product, would dwarf any fuel markup of say 10%. In our situation any visitor deciding to not purchase fuel would only save around \$3.20 to cover the distance from Murchison to Mullewa to purchase “cheaper fuel” and most likely still purchase food and beverages from the Roadhouse (if open) anyway. Unlike other locations which are mainly on main roads, any flow on benefit to roadhouse sales by lowering the price would be minuscule. All that would be achieved is increasing the costs to the Shire.

From this comparison not unexpectedly Gascoyne Junction and Murchison have markedly higher prices most likely due to distance from Perth and lack of throughput. That said, even Gascoyne Junction would have a higher throughput as they also have a larger operation including bar facilities. On this basis the price at Murchison doesn't appear unreasonable. Whilst variation in relation to other fuel outlets may elicit comments from customers the reasons are entirely explainable.

#### *Fig 5 Fuel Sales Options*

There are a number of potential options for variations to the current markup that Council could decide to choose if it so desires. These range for a reduction in % markup to a straight \$ per litre markup or to a % markup with a cap. The associated graphs highlight several. Whilst future capital costs have not been factored in the effects by comparing to current operating costs have been shown.

#### Comment

In summary given that Council will soon be up for additional capital costs when a point-of-sale system and new fuel dipping equipment is installed, I am of the view that there is no appreciable reason, other than perception, to alter the current pricing regime.

If a perception-based approach is a factor on the basis a simple reduction to 10% would see the following effects which looks significant but in real terms not significant for any individual transaction.

<b>Fuel</b>	<b>Current 15% markup</b>	<b>10% markup</b>
Diesel (cents per litre incl GST)	244.8	234.2
ULP (cents per litre incl GST)	248.5	237.0

#### Financial Implications

Financial implications in the attached analysis. Estimated Capital costs for a point-of-sale system are around \$21,578 with support costs of around \$5,640 annually thereafter. Approximately half of these costs would be apportioned to the fuel component of the Roadhouse operation. Costs of new fuel dipping equipment have yet to be determined.

**Recommendation**

That Council note the Chief Executive Officer's Roadhouse Fuel Price Review Report

Voting Requirements

Simple Majority

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

## 19.2 Murchison Shire Information Statement 2023

File: 4.72  
Author: Bill Boehm – Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 20 November 2023  
Attachments: 19.2.1 Murchison Shire Information Statement 2023

### Matter for Consideration:

Council to consider accepting the Murchison Shire Information Statement 2023

### Background

The Freedom of Information Act 1992 (FOI Act) created a general right of access to documents held by state and local government agencies. The FOI Act requires agencies, including local governments, to make available details about the kind of information they hold and enables persons to ensure that personal information held by government agencies about them is accurate, complete, up-to-date and not misleading.

Section 96 (1) of the Freedom of Information Act 1992 requires each government agency, including local governments, to prepare and publish annually, an Information Statement that includes the following:

- ~ the Agency's Mission Statement.
- ~ details of legislation administered.
- ~ details of the agency structure
- ~ details of decision-making functions
- ~ opportunities for public participation in the formulation of policy and performance of agency functions.
- ~ documents held by the agency.
- ~ the operation of FOI in the agency.

### Comment

It is the aim of the Murchison Shire to make information available promptly, at the least possible cost and wherever possible, documents will be provided outside the Freedom of Information (FOI) process.

### Statutory Environment

*Freedom of Information Act 1992*

*Local Government Act 1995 Division 7 Access to Information*

### 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.

### Strategic Implications

This is a statutory function.

### Policy Implications

Nil

### Financial Implications

Nil

Consultation

Nil

**Recommendation**

That Council accepts the Murchison Shire Information Statement 2023 as presented and attached.

Voting Requirements

Simple Majority

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

**19.3 Christmas Office & Roadhouse Closure**

File:

Author: Bill Boehm – Chief Executive Officer

Interest Declared: No interest to disclose

Date: 20 November 2023

Attachments: Nil

Matter for Noting

Council to note arrangements for the annual Christmas shutdown period.

Background

In line with previous years well established practice the Office was closed for a two-week period. From all accounts this was well received by staff with minimal impact on the Councils operation.

Comment

In line with previous years well established practice and following discussions with staff it the administration office will be closed over the Christmas / New Year Period with Office being closed from Monday 18 December 2023 reopening on Tuesday 2 January 2024, after the Monday 1 January 2024 public holiday.

The Murchison Oasis Roadhouse and Caravan Park will be closed in line with Office Hours. Public toilets will remain open, and fuel will be available with 24-hour access to fuel bowser with card swipe facility.

**For Information**

## 20 CEO ACTIVITY REPORT

File:

Author: Bill Boehm – Chief Executive Officer

Interest Declared: No interest to disclose

Date: 18 November 2023

Attachments: 20.1.1 Town Team Convergence Conference Program  
20.1.2 Extract Murchison Regional Profile - RDA Mid-West Gascoyne

### General

The table below provides an update of activities undertaken since the last report.

Date	Activity
23.10.2023	General Administration
24.10.2023	Infrastructure Application Follow up. Roads Analysis. Meeting with Works Manager. Auditor related queries
25.10.2023	Catch up with Works Manager. Audit Queries
26.10.2023	Council Meeting. TOIL
27.10.2023	Emails Minutes. Town Team Convergence Conference @ Joondalup
28.10.2023	Town Team Convergence Conference @ Joondalup
30.10.2023	Catch up with Works Manager & Senior Works Finance & Admin Officer. Follow up on emails. Council Minutes. ESL Queries
31.10.2023 to 1.11.2023	Catch up with Works Manager & Senior Works Finance & Admin Officer. Follow up on emails. Audit queries
2.11.2023	Catch up with Gardener. Catch up with Works Manager & Senior Works Finance & Admin Officer. LRCIP Acquittal Work
3.11.2023	LRCIP Annual Report. Rates follow up Work. Meeting with Works Manager & Senior Works Finance & Admin Officer
6.11.2023	Catch up on Phone with Works Manager. Murchison Zone Shire Report. Attend Mid-West Regional Road Group Meeting via Teams. TOIL
7.11.2023	Emails Admin follow up queries. TOIL
8.11.2023	Emails. October Fuel Review. Community Role Strategic Outline and Recruitment Package
9.11.2023	Emails. Community Role Strategic Outline and Recruitment Package. Attend GRA Partners Pre-Budget Commitments Workshop. Teams catch-up meeting with Craig Vinci A/Regional Manager, DLGSC Mid-West - Gascoyne
10.11.2023	Roadhouse Fuel Work. TOIL
12.11.2023	Roadhouse Fuel Work
13.11.2023	MEG Meeting including Roads for Rehydration Presentation. MWDC Treasury Briefing. Roadhouse Fuel Work. Finalise MRWA Blackspot Report
14.11.2023	MEG Meeting Roads for Rehydration Presentation Work. Roadhouse Fuel Work. MRWA Blackspot Report. Recruitment Package work. TOIL
15.11.2023	Attend Local Government Roundtable with Commonwealth and State Treasury via Teams. Roadhouse Fuel Review Work. Emails. TOIL
16.11.2023	Attend MEG Meeting at Cue. Attend Cue Calcutta.
17.11.2023	Attend WALGA Murchison Country Zone Meeting at Cue and travel back to Murchison.
18.11.2023	Catch up with Works Manager. Agenda Work.
19.11.2023 to 20.11.2023	Agenda Work.

Various aspects are specifically highlighted as follows.



### *Town Team Convergence Conference*

As foreshadowed at the last meeting, I along with the Senior Works Finance & Admin Officer attended the Town Teams Convergence Conference in Joondalup. Brochure describing content of meeting, which was attached as part of last month's Placemaking Item is again attached. There was no cost involved to attend the conference itself, and although not widely attended as I would have expected, the result was a significant success. The clearly committed strong support from the Minister and DLGSC was genuine and the skills, passion and commitment from the Town Convergence Team was notable. If it is replicated next year, it is suggested that we again attend, and if possible, make this a regular feature.

### *GRA Partners Pre-Budget Commitments Workshop*

As a GRA Client, albeit a fledgling one, we are able by invitation from GRA to participate in a range of regular client available briefings when they are conducted in Perth. In this instance I was in Perth and was able to attend in person in their Pre-Budget Commitments Workshop which included presentations from GRA staff who had recent experience working in the Labor Government Support Team and Treasury. External Labor and Liberal Perspectives were also provided.

### *MWDC Treasury Briefing*

Through the Mid-West Development Commission, I was able to attend via Teams a Local Government Roundtable with Commonwealth and State Treasury. In what is apparently an unusual occurrence, representatives from Treasury were in attendance in Geraldton with regional CEO's afforded an opportunity to present a basic 3–4-page summary of economic / social issues. In our instance the main focus was our "*punch above our weight*" approach, unique disadvantages, proactive development program and key message that we need modest infrastructure funding now and not flagging major treasury commitments later. Other Shires have greater expenditure needs and it was thought that at this stage a modest approach should be taken. The lack of a chlorinated water supply in Murchison was acknowledged.

### *MEG and WALGA Murchison Country Zone Meeting at Cue*

As usual both MEG and WALGA Murchison Country Zone Meetings were worth attending as was the Cue Calcutta, which I have up until this stage never attended. The Works Manager's Roads to Rehydration Presentation was well received at the MEG Meeting. Both meetings received a brief presentation from the Regional Australia Institute outlining the Murchison Regional Profile - RDA Mid-West Gascoyne as per the attached extract. Work done by the RDA Mid-West Gascoyne as well as MWDC continues to impress.

### *Recruitment*

As verbally advised and outlined above, recruitment packages for various staff positions (Mechanic, Plant Operators (2), Community Role, Finance Administration Officer and an additional Gardener) have been prepared. Advertisements are in the process of being actioned. Part of the target is to recruit persons with partners that could potentially fill a position other than each prospective primary role. Due to the end of year Christmas / New Year period there is no specific closing date, but applications received before 5 December 2023 will be considered as soon as practicable, otherwise a mid-January outcome is being aimed for.

### **Recommendation**

That Council note the CEO's Activity Report.

### Voting Requirements

Simple Majority

<b>Council Decision</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

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**21 OTHER ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

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Nil

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**22 MEETING CLOSURE**

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*The Shire President closed the meeting at.*