



**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 Saturday **16 December 2023**, commencing at 12.00 noon.

*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

Lisa Keen – Senior Works Finance Admin Officer

Apologies

Travis Bate (RSM) – Financial Accountant

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## 3 CONFIRMATION OF MINUTES

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### 3.1 Ordinary Council Meeting – 23 November 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 23 November 2023 be confirmed as an accurate record of proceedings.

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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## 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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### 15.1 Audit Committee

File: 2.2  
Author: Bill Boehm – Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 12 December 2023  
Attachments: 15.1.1 Audit Committee Meeting Recommendations

#### Matter for Consideration

Amongst other things one of the objectives of the Audit Committee is to accept responsibility for the annual external audit and liaise with the local government's auditor so that Council can be satisfied with the performance of the local government in managing its financial affairs.

A copy of the Audit Committee Meeting Agenda and Attachments including the 2022/23 Financial Report has been separately circulated.

#### **Committee Recommendations**

To be provided considered following deliberations of the Audit Committee Meeting.

#### Voting Requirements

Simple Majority

<b>Committee Recommendations</b>		
<b>Moved: Cr</b>	<b>Seconded: Cr</b>	
<b>Carried/Lost</b>	<b>For</b>	<b>Against</b>

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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: 12 December 2023  
Attachments: Nil

#### Construction Crew

It is envisaged that the Construction crew will wrap up works on Thursday 14 December. The road will be opened up with no detours in place for the duration of the Christmas break. Some plant will be moved down to Geraldton for repairs and maintenance to be picked up in the New-Year. I would like to thank Mark and the crew for their input over the year. It will be a year that I think most of us would like to put behind us for various reasons.

#### Maintenance Crew

The one remaining maintenance grader has spent the last three weeks working on the SKA route doing maintenance with water carts and a multi-tire roller on the worst sections of the route. The New-Forrest/Yallalong and Coolcalalaya Roads have also been graded since Council last met.

#### SKA Route Upgrade Works

After a considerable amount of maintenance, we are back to doing some much-needed upgrade work. Both Walladar and Squires Resources have been busy with sheeting and a creek crossing at the Wooleen woolshed has been cement stabilized. A concrete cutoff wall will be installed in the new year.

#### New Grids

It is hoped two new grids will be installed in the new year, one immediately south of the Billabalong homestead and one approximately 20 km south of the Settlement.

#### Christmas Break

Last day of work for the crews will be Friday 15 December and they will start up on January 29 after the Australia Day long weekend. The Shire Office and Depot Office will open on January 2, 2024.

May I take this opportunity to thank all our Staff, Councilors and Contractors who have contributed over the last year. May we all have a peaceful Christmas and to those who will be travelling, safe travels and I look forward to seeing everyone in 2024.

#### **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: 12 December 2023  
Attachments: 17.1.1 EFT & Cheque Details for November 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 November 2023 be discussed behind closed doors
- 2 That Council receive and note attachment 17.1.1 EFT & Cheque Details for November 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 30 November 2023

File: 2.6  
Author: Travis Bate (RSM) – Financial Accountant  
Interest Declared: No interest to disclose  
Date: 12 December 2023  
Attachments: 17.2.1 Monthly Management Financial Report November 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 30 November 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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Nil

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## 19 ADMINISTRATION

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### 19.1 2024 Meeting Dates

File:	4.16
Author:	Bill Boehm – Chief Executive Officer
Interest Declared:	No interest to disclose
Date	12 December 2023
Attachments:	19.1.1 Proposed 2024 Council Meeting Day Calendar

#### Matter for Consideration:

Council to consider the meeting dates for Ordinary Council Meetings for 2024.

#### Background

The precedent is that Ordinary Council meetings are held on the fourth Thursday in each month commencing at 12 noon, with the exceptions of January, when a recess is traditionally observed and December which is to be held on the same day as the Shire Community Christmas Tree thereby allowing for the Christmas break.

#### Comment

As the fourth Thursday in the month falls on Anzac Day, it is proposed to move the Meeting day the Wednesday prior; otherwise dates have been recommended in accordance with Council Practice

#### Statutory Environment

*Regulation 12(1) of the Local Government (Administration) Regulations 1996 requires that:*

- (2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held -*
  - (a) the ordinary council meetings; and*
  - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.*

#### Strategic Implications

Nil

#### Policy Implications

Nil

#### Financial Implications

Nil

#### Consultation

Nil

**Recommendation**

That Council gives local public notice of its Ordinary Meetings of Council for 2024 as follows:

*Murchison Shire 2024 Ordinary Council Meetings*

The following ordinary Council meetings are open to the public commencing at 12 Noon on the dates as shown below. All meetings are held in Council Chambers, Murchison Settlement, WA.

January 2024 (No meeting)	Thursday 25 July 2024
Thursday 22 February 2024	Thursday 22 August 2024
Thursday 28 March 2024	Thursday 26 September 2024
Wednesday 24 April 2024	Thursday 24 October 2024
Thursday 23 May 2024	Thursday 21 November 2024
Thursday 27 June 2024	Saturday 14 December 2024

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 Committees Working Groups & Outside Organisations Operation

File: 14.24  
 Author: Bill Boehm – Chief Executive Officer  
 Interest Declared: No interest to disclose  
 Date: 12 December 2023  
 Attachments: 19.2.1 PIA Wadjarri Remote Community School Working Group Request

### Matter for Consideration

Finalisation of the membership of Committees and Working Groups following the day of Ordinary Elections (21 October 2023) and appointment of Councillor representatives to the Murchison Sports Club.

### Background

At the October Council Meeting positions for Committees and Working Groups were determined by Council with appointments for community members to be filled following nominations being received from members of the community

At the October Council Meeting, Council reviewed the operation and makeup of a range of Committees and Working Groups with a number of councillor appointments made. Some groups involve community representatives and as per normal practice, members of the community are invited to nominate as representatives to the following:

After this meeting public invitations were invited with a number of nominations, as outlined below being received.

In addition, under the rules of the Murchison Sports Club, there is provision made for Council to have up to three (3) elected members appointed to the Sports Club Management Committee.

### Update

#### *Committees & Working Groups*

The following Committee and Working Group Positions as highlighted remain to be filled. Where nominations have been received these have been included

Committee	Member	Member	Member	CEO	Staff	Community
Murchison Community Fund Management Committee	Cr R Foulkes-Taylor			CEO	N/A	<b>2 Positions</b> Paul Squires

  

Working Group	Member	Member	Member	CEO	Staff	Community
Settlement Drinking Water Working Group	Cr R Foulkes-Taylor	Cr Q Fowler		CEO	Works Manager Health Officer	<b>1 Position</b> Henry Foulkes-Taylor
Settlement Power Supply Working Group	Cr R Foulkes-Taylor	Cr G Mead		CEO	Works Manager	<b>1 Position</b> Tom Foulkes-Taylor
Wild Dog Control Working Group	Cr A Whitmarsh	Cr G Mead		CEO		<b>2 Positions</b> Tom Foulkes-Taylor
Settlement Redevelopment Working Group	Cr E Foulkes-Taylor	Cr A Whitmarsh	Cr M Fowler	CEO	Works Manager, Senior Works Finance Admin Officer, Community Development Officer	<b>3 Positions</b> Julia Foulkes-Taylor Frances Pollock Colleen Herold

Working Group	Member	Member	Member	CEO	Staff	Community
Museum Working Group	Cr E Foulkes-Taylor	Cr M Fowler		CEO	Works Manager, Senior Works Finance Admin Officer, Community Development Officer	<b>2 Positions</b> Julia Foulkes-Taylor Frances Pollock Jo Squires
Information Bay Working Group	Cr G Mead			CEO	Works Manager, Senior Works Finance & Admin Officer. Community Development Officer	<b>2 Positions</b> Frances Pollock Paul Squires

At this stage with respect to community positions we have

- ~ Murchison Community Fund Management Committee.  
One community nomination (Paul Squires) for two community positions
- ~ Settlement Drinking Water Working Group  
One community nomination (Henry Foulkes-Taylor) for one community position
- ~ Settlement Power Working Group  
One community nomination (Tom Foulkes-Taylor) for one community position
- ~ Wild Dog Control Working Group  
One community nomination (Tom Foulkes-Taylor) for two community positions noting that two rather than three councillors have been appointed to this group.
- ~ Settlement Redevelopment Working Group  
Three nominations (Julia Foulkes-Taylor, Frances Pollock and Colleen Herold) for three community positions.
- ~ Museum Working Group  
Three nominations (Julia Foulkes-Taylor, Frances Pollock and Jo Squires) for two community positions.
- ~ Information Bay Working Group  
Two community nominations (Paul Squires and Francis Pollock) for two community positions, noting that there is yet no specific terms of reference yet determined for this group.

In most cases the number of nominations equals the number of vacant positions. If these nominations are accepted then only one Working Group (Museum Working Group) has an excess in nominations with a decision for appointment to be determined by Council.

In addition, as per the attached advice from the PIA Wadjarri Remote Community School a general request has been received for senior representatives and school staff members from the school to attend meetings and assist various of working groups.

#### *Murchison Sports Club*

As outlined above, under the rules of the Murchison Sports Club provision has been made for Council to have up to three (3) elected members appointed to the Sports Club Management Committee. It is recommended that these appointments be formally made by Council.

#### Statutory Environment

Local Government Act 1995

*LGA Subdivision 2 - Committees and their meetings. s5.8 to s5.25*

#### Strategic Implications

These groups support the overall implementation Shire of Murchison Community Strategic Plan as per the Shire of Murchison Vision Statement, *Working together to preserve the unique character of the Shire, supporting diverse and sustainable lifestyle and economic opportunities.*

Policy Implications

Policy 1.3 Committees and Working Groups

It is normal practice that Members are to be appointed having due regard for their particular skills and expertise in the area of interest for which the Working Group has been formed. If there are more Community applicants than positions, then Council will decide the successful applicant(s), usually at the December Ordinary Council Meeting, having due regard for their particular skills and expertise.

Financial Implications

Nil

**Recommendation**

That Council resolve as follows.

- 1 That Council accept the following nominations for the following Working Groups
  - ~ Murchison Community Fund Management Committee. (Paul Squires)
  - ~ Settlement Drinking Water Working Group. (Henry Foulkes-Taylor)
  - ~ Settlement Power Working Group. (Tom Foulkes-Taylor)
  - ~ Wild Dog Control Working Group. (Tom Foulkes-Taylor)
  - ~ Settlement Redevelopment Working Group. (Julia Foulkes-Taylor, Frances Pollock and Colleen Herold).
  - ~ Information Bay Working Group. (Paul Squires and Francis Pollock)
- 2 Council accepts two of the following nominations for the Museum Working Group. (Julia Foulkes-Taylor, Frances Pollock and Jo Squires)  
*Council to decide.*
- 3 That Council advise the PIA Wadjarri Remote Community School that Council is pleased to accept their offer to have senior representatives and school staff members from the school attend meetings and assist various of working groups as circumstances arise.
- 4 That Council appoints up to three (3) elected members to the Sports Club Management Committee.  
*Council to decide.*

Voting Requirements

Council Committees	Absolute Majority.
Working Groups and Other Appointments	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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## 20 CEO ACTIVITY REPORT

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File:

Author: Bill Boehm – Chief Executive Officer

Interest Declared: No interest to disclose

Date 12 December 2023

Attachments: 20.1.1 GeoRegion Update & Terrane Map

### General

The table below provides an update of activities undertaken since the last report. Despite the period preceding the December Period being short as indicated some important work has been undertaken

As this is the last Council Meeting for the year, I would like to formally thank all Councillors and staff for working so constructively and cooperatively in what continues to see significant and positive change. Continued support for Kaye and I continues to be invaluable and is very much appreciated.

All staff are to be congratulated for their efforts and I thank all including Stuart Broad, Neil Combe, Brent Cowmeadow, Des O'Brien, Steven Cosgrove Nick Drew and Pixie Phillips, and other casual Roadhouse staff who have left our employ and who have made a positive contribution. New staff Olive Martina, Warren Tomlinson and Angela Pardoe (Roadhouse) and Gary Pardoe (Parks and Gardens) have adapted and contributing positively.

Of particular note is the performance of our Works Crew under Works Manager William Herold's leadership, ably assisted by Lisa Keen who doubles up on Finance matters, providing strong guidance to Vicki Dumbris and Robyne Hosking and support to Travis Bate and staff at RSM.

Despite-staff absences we have made steady progression in a large array of areas, some of which are outlined in the December issue of the Monologue.

I am confident that with the continued strong support from all councillors, successful recruitments that are underway that 2024 will round out an overall rich and achievable community vision that can be delivered operationally.

Date	Activity
20.11.2023	Agenda Work. Telephone catchups with Shire President and Cr Emma Foulkes-Taylor
21.11.2023	Staff Employee Contract Work. Attend DLGSC Local Government Reform Webinar Update via Teams. Brief DFES Fire Ban submission.
22.11.2023	Recruitment follow up. Council Financial Report amendment. Catch up with Works Manager & Senior Works Finance & Admin Officer. General Administration Work
23.11.2023	Meeting with 10M. Council Meeting & Minutes. Monologue Work
24.11.2023	Council Minutes. Monologue Work. Telephone discussion with Cr Emma Foulkes-Taylor. LRCI Work. Recruitment Work
25.11.2023	Monologue Work
26.11.2023	Monologue Work. Council Minutes
27.11.2023	Monologue Work. Attend Teams Meeting with Audit General Representatives and Senior Works Finance & Admin Officer regarding Audit of LG Management of Credit Cards. Telephone discussion with Cr Emma Foulkes-Taylor
28.11.2023	Meeting with Senior Works Finance & Admin Officer. Attend PIA Wajarri School Council Meeting at PIA. Monologue Work. Audit Work
29.11.2023	Monologue Work & General Administration

Date	Activity
30.11.2023	Catch up with Works Manager & Senior Works Finance & Admin Officer. Attend Audit Exit Meeting via teams. Monologue Work General Administration Work. Attend Power Outage
1.12.2023	Meeting with Karen Morrisey Murchison GeoRegion. Meeting with Richard Towel (Cue Shire). Monologue Work. Audit finalisation. Meeting with Senior Works Finance & Admin Officer
2.12.2023	Monologue Work. Performance Review Work
3.12.2023	Monologue Work. Emails Emergency Management Survey
4.12.2023	Meeting with Works Manager & Senior Works Finance & Admin Officer. Monologue Work. Finalise LRCIP Annual Report. Performance Review Work
5.12.2023	Monologue Work. Performance Review Work. General Administration
6.12.2023	Monologue. Performance Review & Recruitment Work
7.12.2023	Finalise Monologue. Performance Review Work
8.12.2023 and 11.12.2023	TOIL
12.12.2023 to 13.12.2023	Council Agenda Work

Various aspects are specifically highlighted as follows.

#### *Murchison GeoRegion*

As outlined above on 1 December 2023 I met with Karen Morrisey Murchison GeoRegion Project Officer, who is clearly passionate and dedicated, in Murchison.

Apart from discussing generally progress in developing the GeoRegion, as outlined in December edition of the Monologue as attached, a refinement on the way that GeoRegion may be evolve was discussed. In broad terms the Murchison Settlement itself may be considered as a Geosite and a potential hub / administrative centre for a future Murchison GeoRegion Geopark including potential UNESCO geopark which covers part of the Narryer Terrane. (Copy attached)

In essence the existing GeoRegion would be split into notionally 3 Geo Parks. Whilst eventual UNESCO recognition may be some way off the suggestion and direction seems strategically sound.

Locally we have features such as rock features at the cemetery, Virtual War Memorial Australia lone pine memorial, ANZAC memorial Park, Museum, Herbarium Rangeland Plant Species, Botanical Walk to add to the existing Errabiddy Bluff Site. Any developments and improvements plus any additional features that may be identified could then go into an expanded mix.

#### **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.*