



**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 **13 December 2025**, commencing at 12 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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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 G Mead  
Cr A Whitmarsh  
Cr E Foulkes-Taylor  
Cr P Squires

#### Staff

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

### Leave of Absence

Cr Q Fowler

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## 3 CONFIRMATION OF MINUTES

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### 3.1 Ordinary Council Meeting – 27 November 2025

#### 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 27 November 2025 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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To be determined as per Agenda Item 19.1

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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
- 21.1 Staff Matter

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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: 8 December 2025  
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 2024/25 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: 9 December 2025  
Attachments: Nil

#### Construction

The Construction crew have continued their steady progress since Councils last meeting. The culvert at SLK 201 has been installed and by the time the crew break for Christmas all but a few hundred metres of carted gravel will have been laid. The equipment that will be undergoing repair and maintenance will also have been transported to the depot. My thanks to Mark and the crew for another productive and trouble-free year.

#### Maintenance

The maintenance crew arrived back in the depot on Tuesday afternoon, did some maintenance to graders and camp equipment and made a start on Butchers Track, which has degraded rapidly over the last few weeks.

#### Flood Damage

Flood damage works are still running on schedule with all works being completed by early February. At this stage it is anticipated they will break for Christmas on December 19.

#### SKA Route Upgrade and Maintenance:

Squires Resources have made a start on a floodway reconstruction and about a 3.5 Km section of re-sheet between the Boolardy Kalli Rd. intersection and the Ventia Camp. Walladar have continued with re-sheet works on the CGG section of the Carnarvon Mullewa Rd.

#### New Grids

Two (2) new grids have been installed at SLK 198 and 203 on the Carnarvon-Mullewa Rd. to replace the old grids whose concrete had certainly seen better days.

#### Power Upgrade

The shed is up, minus the soundproof cladding and the new fuel tank is on site and most of the fitting has been completed.

#### A Busy Year

As the year draws to an end, I thought a brief recap of the year's activities/ developments would be appropriate.

The swimming pool and splash pad will finally be opened. The chlorinator has been installed and is functioning, we are just waiting for the final approvals to have potable water. The power upgrade is underway and should start to progress quickly in the new year. Road funding for various projects has increased dramatically thanks to CEO Bill's talent for successfully shaking the money tree. A new set of gloves are surely needed as his old ones must have worn out! SKA upgrade and maintenance continue at a brisk rate. The construction and maintenance crews are as busy as they have ever been. No wonder the year has flown by so quickly. The only negative I can think of is the dry weather conditions, especially in the northern part of the Shire.

Lastly, I would like to thank Council and Councilors for their support and service to our small community, CEO Bill and the Shire staff in the main office and last but not least the members of the outside crews whose contribution sometimes goes unnoticed.

I wish all a peaceful, restful and happy Christmas break. To those who will be travelling please do so carefully.

**Recommendation**

That the Works Report be noted

**Voting Requirements**

Simple Majority

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



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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: 8 December 2025  
Attachments: 17.1.1 EFT & Cheque Details for November 2025 (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 2025 be discussed behind closed doors
- 2 That Council receive and note attachment 17.1.1 EFT & Cheque Details for November 2025 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**

<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 2025

File: 2.6  
Author: Travis Bate (RSM) – Financial Accountant  
Interest Declared: No interest to disclose  
Date: 8 December 2025  
Attachments: 17.2.1 Monthly Management Financial Report November 2025

### 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.

### Comments

These statements are being presented to meet a statutory obligation to have each month's end and report presented within the following two months.

Few points to note.

- 1 Statement of Financial Activity (Page 5)
  - a Opening surplus:
    - i now reflects the final audit value at 30 June 2025 (note, no change from the October report).
    - ii The variance compared to the adopted budget is a \$354,664 reduction. This mainly relates to writeback of a receivable invoice at 30 June 2025. This will be addressed in the mid year budget review.
  - b Closing surplus at 30 November \$1,299,041, compared to budget of \$2,271,959. Variance can be largely attributed to:
    - i Timing of transport operating grants (SKA) \$753,240 below budget.
    - ii Timing of materials and contracts expenditure \$795,028 above budget.
    - iii Offset by above budget year to date rates and fees and charges revenue.Explanations for the se variances are provided in Note 2.
- 2 Note 4 Total Cash Balances \$10,658,742:
  - a Restricted \$9,030,585
  - b Unrestricted \$1,628,157
- 3 Note 7 Reserves:
  - a Note the transfer to Asset Management Reserve of \$1,109,712. This includes receipts from miscellaneous mining licences received in November.
  - b Grants Commission Reserve
    - i These are funds held from the advance payment of financial assistance grants in June 2025. These funds will start to be drawn down from December.
- 4 Note 9 Capital Expenditure, notable expenditure since October report relates to:
  - a Roadhouse Staff Accommodation \$307,916
  - b Depot Buildings & Improvements \$98,933
  - c SKA Route \$1,685,708
  - d Carnarvon-Mullewa Rd \$564,085
  - e Improvements to drinking water supply
  - f Power supply upgrade \$651,863

### 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 2025 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 Community Development Progress Report

File:

Author: Bec Fogarty – Community Manager

Interest Declared: No interest to disclose

Date: 8 December 2025

Attachments: Nil

#### Matter for Consideration

Community Development Progress Report December Council Meeting

#### Background

This report seeks to inform the Shire of the works undertaken in relation to references to the relevant objectives and strategies contained within the Community Strategic Plan, in accordance with the following Vision Statement.

Vision Statement	<i>Working together to preserve the unique character of the Shire, supporting diverse and sustainable lifestyle and economic opportunities.</i>
Objectives & Strategies	<i>Description</i>

#### Community Conversations

##### *Summary of IYRP Coffee & Cocktails Catch-Up*

Bec and Rachel joined an online IYRP (International Year of Rangelands and Pastoralists) Coffee and Cocktails session with participants from across the globe.

Key highlights included:

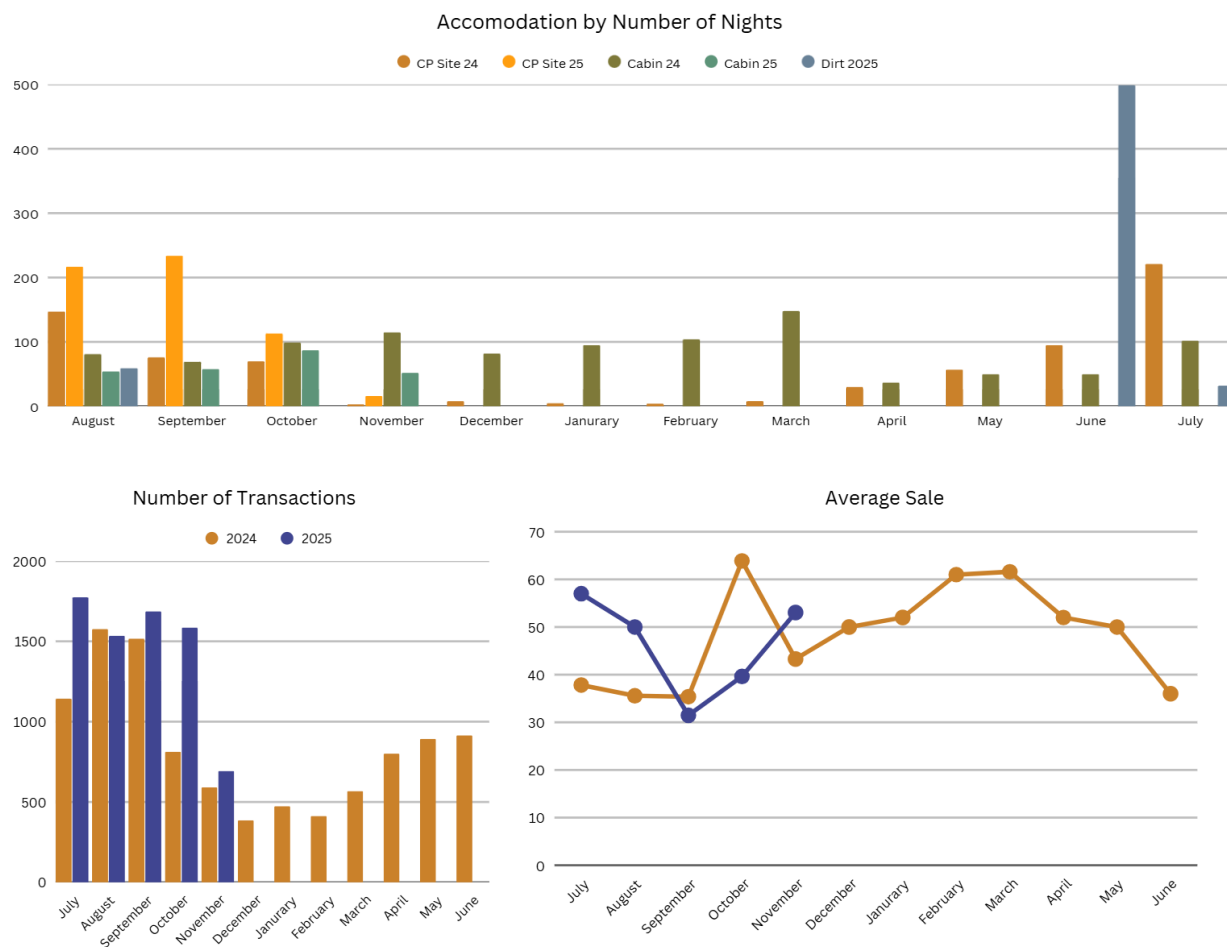
- ~ Updates on the **Global Pastoralist Women Conference** in Kathmandu.
- ~ Inspiring ideas for hosting gatherings in different countries and states.
- ~ A striking fact: **85% of Western Australia is rangelands**, primarily for pastoralism.
- ~ Globally, **50% of the pastoral industry workforce are women**.
- ~ Valuable resources shared, such as the **Perspectives on Pastoralism Film Festival**, which could be integrated into promoting IYRP themes.

The session sparked several lightbulb moments and reinforced the importance of collaboration and storytelling in supporting pastoral communities worldwide. We look forward to encouraging our community to be involved and using this important initiative as an opportunity to raise awareness about the pastoral region we live in.

To assist in progress I have agreed to be involved with the SRPA IYRP Working Group

## Roadhouse Update

### Statistics



### Operational Summary

The hot weather is here and that has brought about significant decline in tourists. While data shows that we are above 2024 visitation and transactions we have also felt the significant decline.

### Local Loyalty Scheme

Local Loyalty Scheme will roll over into 2026 with applications available at Community Christmas Tree.

### Containers for Change Recycling

#### Economic Objective 1

*To develop the region's economic potential to encourage families and businesses to stay in the area.*

#### Interpretive Centre

*Development of an Interpretative Centre was identified within the Tourism Development Strategies of the 2013 Strategic Community Plan.*

#### Tourism Development

*To promote and support a sustainable tourism industry in the Shire of Murchison.*

#### Environmental Objective 2

*To improve the sustainability of land use and improve the condition of the environment.*

#### Social Objective 3

*To develop, co-ordinate, provide and support services and facilities which enhance the quality of community life in the Shire by:*

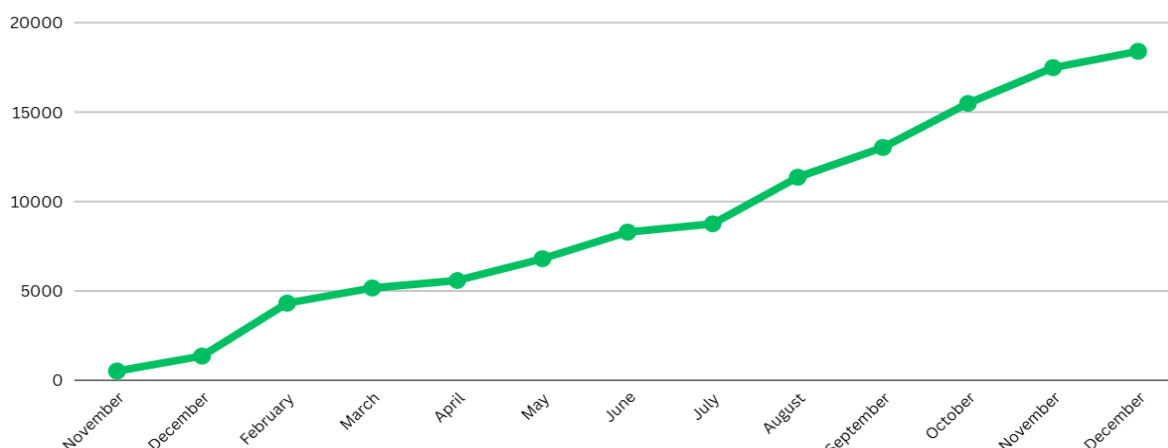
*Supporting and assisting in coordinating projects and events as required.*

*Supporting community groups.*

#### Support for Community Groups

*Provision of Human Resources to assist community groups.*

## Containers collected and donated to the Shire for Community Groups



The latest return of containers has seen the total number of recycled vessels reach 18,399 produced or donated to the shire that is a running total of \$1,839.90 going back to community initiatives. Thank you to all Shire residents for supporting the recycling program and changing the bin you put your rubbish in.

### Community Garden & Orchard

Economic Objective 1	<i>To develop the region's economic potential to encourage families and businesses to stay in the area.</i>
Tourism Development	<i>To promote and support a sustainable tourism industry in the Shire of Murchison.</i>
Economic Development	<i>Retain existing industries and encourage the establishment of new industries to broaden the region's economic base through the provision of residential and industrial land / buildings in Murchison</i>
Environmental Objective 2	<i>To improve the sustainability of land use and improve the condition of the environment.</i>
Social Objective 3	<i>To develop, co-ordinate, provide and support services and facilities which enhance the quality of community life in the Shire by:</i> <i>Supporting community groups.</i> <i>Supporting and maintaining social infrastructure (i.e. Parks, Gardens, Cemetery) and support those groups who use them.</i>
Support for Community Groups	<i>Provision of Human Resources to assist community groups.</i>

The community garden has had some love lately. Weeding and planting of seedlings and seeds along with new trees to fill the final holes in the community orchard. Here's hoping we have a productive summer of capsicum, watermelon, pumpkins and cucumbers.

### Communications

Civic Leadership Objective 4	<i>To provide Good Governance to the Murchison Shire through:</i> <i>Regional collaboration where possible;</i> <i>Detailed and professional administration;</i> <i>High levels of accountability;</i> <i>Compliance with statutory requirements;</i> <i>High-quality forward planning, particularly for assets and finances;</i> <i>Openness and transparency and enhanced consultation and public participation;</i> <i>Provision of quality customer services, good financial management and pursuit of excellence in professional administration and communication.</i>
Strategies	
Communication Strategies and more involvement with Pia Wadjari	<i>Increase communication between the Council and all sectors of the Community (both ways).</i>

### *Email Communications*

- 1 5 Community Announcements
  - Coffee and Cocktails with IYRP
  - Roadhouse Christmas Hours
  - 2 Midwest Freight Delivery Changes
  - Murchison Christmas Calendar

### *Social Media Communications*

The Shire continues to share developments within the settlement and Shire through Facebook. This month has been used to present tourism within the shire in a positive light.

### *Mail Communications*

None

### Statutory Environment

*Local Government Act 1995.*

### 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

Murchison Shire Council Community Strategic Plan as detailed above for each item.

### **Recommendation**

That Council note the Community Development Progress 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>



## 18.2 SRPA International Year Rangelands & Pastoralists Request

File:

Author: Bill Boehm – Chief Executive Officer  
Bec Fogarty – Community Development Manager

Interest Declared: No interest to disclose

Date 8 December 2025

Attachments: 18.2.1 SRPA International Year Rangelands & Pastoralists Request

### Matter for Consideration

Invitation from the Southern Rangelands Pastoral Alliance (SRPA) to consider how Council might be involved with SRPA and the International Year Rangelands & Pastoralists (IYRP) 2026.

### Invitation

Copy of the invitation and attachments is attached. In this SRPA have suggested that Council might be involved with SRPA and IYRP 2026 by hosting or supporting local events and sharing stories from our community as they coordinate activities and events across the Southern Rangelands.

SRPA have indicated our contribution, and participation will be recognised as part of this international celebration in all relevant promotional materials, events, and communications, ensuring our Shire is recognised as a key partner in this international celebration.

IYRP 2026 is a global initiative offering a unique opportunity to showcase the importance of Western Australia's rangelands and pastoral communities, fostering recognition and collaboration both nationally and internationally as indicated in the introduction brochure, IYRP monthly themes graphic, and IYRP global themes adapted for Australia.

An invitation to meet or speak with us to discuss how our Shire can be involved in IYRP 2026 has also been provided.

### Comment

Council has already recognised the opportunity that has been presented by SRPA and IYRP 2026 and is in the process of undertaking kitchen table conversation with local pastoralists and expanding the working group model to include a wider pastoral group; so the requests and suggestions support this process. Presence of our Community Development Manager on the SRPA IYRP Working Group will also assist.

A potential way forward could be to firstly highlight this and other Pastoral Related Initiatives that the Shire is pursuing firstly by communication with the community through the email network, verbally conversations including those apart of the Kitchen Table conversations, with an outline included as part of the and at 2025 Christmas Tree Community Meeting.

In the main the IYRP monthly themes revolve around describing what suggested messages and stories are and allocating these to a particular month for wider communication and distribution. Our role is to support via local communications this process but the stories behind the messages need to come from our local pastoral sector; hence the recommendation that the Pastoral Working Group be actively involved. If there are specific events such as "a Pastoralist Women gathering" or adding to the Camp Oven Muster Festival Program that may arise then we can then provide appropriate support.

## Strategic Implications

Murchison Shire Council Community Strategic Plan as detailed below.

Vision Statement	<i>Working together to preserve the unique character of the Shire, supporting diverse and sustainable lifestyle and economic opportunities.</i>
Objectives and Strategies	<i>Description</i>
Economic Objective 1	<i>To develop the region's economic potential to encourage families and businesses to stay in the area.</i>
Strategies	
Maintenance and Upgrade of Road Network	<i>To develop, maintain and improve an efficient road system to support the transport requirements associated with the pastoral and mining industries and tourism.</i>
Small Scale Support for Vermin Control	<i>The Pastoral industry is a key industry within the Shire. Vermin issues, in particular wild dogs, have the ability to impact on the ongoing viability of the Pastoral industry within the Shire. The Shire supports a range of measures in relation to vermin control.</i>
Tourism Development	<i>To promote and support a sustainable tourism industry in the Shire of Murchison.</i>
Economic Development	<i>Retain existing industries and encourage the establishment of new industries to broaden the region's economic base through the provision of residential and industrial land / buildings in Murchison</i>
Environmental Objective 2	<i>To improve the sustainability of land use and improve the condition of the environment.</i>
Strategies	
Policy on Road Drainage	<i>Preparation of an evidence-based report to support off reserve remediation work, including downstream dispersal.</i>
Continuation of Bunding and Remediation of Old Roads and Borrow Pits	<i>Continuation of the Shire's current management practices in relation to bunding and remediation of old roads</i>
Social Objective 3	<i>To develop, co-ordinate, provide and support services and facilities which enhance the quality of community life in the Shire by:</i> <i>Supporting and assisting in coordinating projects and events as required.</i> <i>Providing information on services (funding opportunities, Grant processes etc.).</i> <i>Supporting community groups.</i> <i>Supporting and maintaining social infrastructure (i.e. Parks, Gardens, Cemetery) and support those groups who use them.</i>
Strategies	
Support for Community Groups	<i>Provision of Human Resources to assist community groups.</i>
Civic Leadership Objective 4	<i>To provide Good Governance to the Murchison Shire through:</i> <i>Regional collaboration where possible;</i> <i>High-quality forward planning, particularly for assets and finances;</i> <i>Openness and transparency and enhanced consultation and public participation;</i> <i>Provision of quality customer services, good financial management and pursuit of excellence in professional administration and communication.</i>
Strategies	
Communication Strategies and more involvement with Pia Wadjari	<i>Increase communication between the Council and all sectors of the Community (both ways).</i>
Regional Collaboration	<i>Work collaboratively with neighbouring shires, state and federal government and private enterprise to ensure the efficient and effective use of the Shire's scarce resources.</i>
Strategic Planning	<i>Ongoing reviews of the Community Strategic Plan.</i>
Asset Management	<i>Meet the required level of service in the most cost-effective manner for present and future residents.</i>

## Statutory Environment

*Local Government Act 1995.*

### Sustainability Implications

Environmental There maybe environmental considerations.

Economic There are potentially significant positive economic considerations.

Social There are potentially significant positive social considerations.

### Consultation

Community Development Manager, Works Manager.

### **Recommendation**

That Council resolve as follows

- 1 That the SRPA International Year Rangelands & Pastoralists Request Report be noted
- 2 That Council advise SRPA that it look forward to hosting or supporting local events and sharing stories from our community as part of the International Year Rangelands & Pastoralists in conjunction with SRPA.
- 3 The Pastoral Working Group be tasked with developing and assisting in implementing a Pastoral sector response which the Shire can then support.

### Voting Requirements

Simple Majority

### **Council Decision**

**Moved: Cr**

**Seconded: Cr**

**Carried/Lost**

**For**

**Against**

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## 19 ADMINISTRATION

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### 19.1 2026 Meeting Dates

File:	4.16
Author:	Bill Boehm – Chief Executive Officer
Interest Declared:	No interest to disclose
Date	8 December 2025
Attachments:	19.1.1 Proposed 2026 Council Meeting Day Calendar

#### Matter for Consideration:

Council to consider the meeting dates for Ordinary Council Meetings for 2025.

#### 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.

#### Comments

It is not proposed to move any meeting days away from the traditional with 2026 dates not appearing to clash with public holidays

However, based on recent practice over the past 12 months with additional presentations being undertaken on matters for future consideration being more of the norm, a slightly later start to the Council Meeting is considered appropriate. A 12:30pm start is recommended.

#### 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 2026 as follows:

### *Murchison Shire 2026 Ordinary Council Meetings*

The following ordinary Council meetings are open to the public commencing at 12:30pm on the dates as shown below. All meetings are held in Council Chambers, Murchison Settlement, WA.

January 2026 (No meeting)	Thursday 23 July 2026
Thursday 26 February 2026	Thursday 27 August 2026
Thursday 26 March 2026	Thursday 24 September 2026
Thursday 23 April 2026	Thursday 22 October 2026
Thursday 28 May 2026	Thursday 26 November 2026
Thursday 25 June 2026	Friday 12 December 2026

### Voting Requirements

Simple Majority

### **Council Decision**

**Moved: Cr**

**Seconded: Cr**

**Carried/Lost**

**For**

**Against**

## 19.2 2024/25 Annual Report

File: 1.2  
Author: Bill Boehm – Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 8 December 2025  
Attachments: 19.2.1 2024/25 Annual Report

### Background

Local Government is to prepare an Annual Report for each financial year containing information including but not limited to a report from the mayor or president, a report from the CEO, an overview of the plan for the future, the financial report for the financial year, information as may be prescribed in relation to payments to employees, the auditor's report for the financial year, information regarding Disability access and inclusion and details in the register of complaints. The Annual Report is to be the first item considered at the Annual General Meeting of Electors.

### Update

The finalisation of the Audited Financials by Councils Auditors and the Auditors Report has been completed within the required timeframes. At the 13 December 2025 Council Meeting, Council adopted the recommendations from the Audit Committee Meeting held on 13 December 2025 which amongst other things include a recommendation to adopt the 2024/25 Financial Report.

Under the *Local Government Act 1995*, The Annual Report must be accepted by the Council by 31 December unless the Auditors Report is not available in time for this to be included in the Annual Report and hence adopted within this deadline. The Draft Annual Report (less financials) has already been sent out to councillors for comment. Apart from a reorganisation of the Overview Section and inclusion of various graphs that could not be completed at the time the final Annual Report has not altered. The Annual Report 2024/25 is required to be presented at the Annual Meeting of Electors to be held within 56 days of the adoption of the report.

### Statutory Environment

#### 5.53 Annual reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
- (a) *a report from the mayor or president; and*
  - (b) *a report from the CEO; and*
  - (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
  - (f) *the financial report for the financial year; and*
  - (g) *such information as may be prescribed in relation to the payments made to employees; and*
  - (h) *the auditor's report for the financial year; and*
  - (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
  - (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including—*
    - (i) *the number of complaints recorded in the register of complaints; and*
    - (ii) *how the recorded complaints were dealt with; and*
    - (iii) *any other details that the regulations may require; and*
  - (i) *such other information as may be prescribed*

#### 5.54. Acceptance of annual reports

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.*  
*\* Absolute majority required.*
- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

#### 5.55 Notice of annual reports

*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.*

#### 5.27 Electors' general meetings

- (1) *A general meeting of the electors of a district is to be held once every financial year.*
- (2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
- (3) *The matters to be discussed at general electors' meetings are to be those prescribed.*

#### 5.29 Convening electors' meetings

- (1) *The CEO is to convene an electors' meeting by giving —*
  - (a) *at least 14 days' local public notice; and*
  - (b) *each council member at least 14 days' notice, of the date, time, place and purpose of the meeting.*

#### Strategic Implications

This is a statutory function.

#### Policy & Financial Implications

Nil

#### Consultation

Travis Bate Financial Accountant (RSM),.

#### Comments

Whilst the 2024/25 Annual Report must be finalised now the normal February Meeting will be beyond the 56-day time frame.

Last year following discussion with WALGA it appears that it is not an unusual occurrence for some local governments to be caught out with respect to some legislative time frames over the Christmas - New Year period where they do not meet in January. The Office of Local Government are aware of this as an issue but thus far not made any legislative changes. Two options have been suggested

- 1 Call the annual general electors meeting in accordance with s. 5.27 within 56 days of Council adopting the annual report. If no one turns up, no one turns up; or
- 2 Hold the annual electors meeting beyond 56 days and accept this constitutes non-compliance. There's no consequence from the State. It's more of an anomaly than an issue in which case we would be holding the meeting at the next practical opportunity.

In these circumstances like last year it is considered appropriate to proceed with Option 2 and to have the Annual Electors Meeting on the day of the February Council Meeting. Also of note is that Council will also be conducting their Annual Community Meeting on 13 December 2025 as part of the 2025 Christmas Tree Xmas Tree functions and that unlike the Annual Electors Meeting, this meeting is always well attended.

#### **Recommendation**

That Council

- 1 adopts the Annual Report for 2024/25 as attached.
- 2 determines that the 2024/25 Electors Annual General Meeting be held within the Murchison Settlement at the Murchison Shire Council Chambers commencing at 1:30pm on 26 February 2025

#### Voting Requirements

Absolute 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 Committees Working Groups & Outside Organisations Operation

File: 14.24  
Author: Bill Boehm – Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 8 December 2025  
Attachments: 19.3.1 Membership Current Committees, Working Groups

### Matter for Consideration

Appointments of Councillors to Committees and Working Groups

### Background

At the October 2025 Council Meeting in consideration of the Chief Executive Officer's Committees Working Groups & Outside Organisations Operation Report the Council resolved as follows.

- 1 *That Council note the Chief Executive Officer's Committees Working Groups & Outside Organisations Operation Report*
- 2 *That Council formally review the operations and needs of the Murchison Community Fund*
- 3 *That the Plant Working Group and Settlement Power Supply Working Group be retained with the Settlement Drinking Water Working Group operations being consolidated as a normal operational function.*
- 4 *That the Murchison Camp Oven Muster Festival Working Group and Settlement Playground Working Group be retained in their current form and membership with expanded membership if circumstances dictate.*
- 5 *That the operations undertaken by the Wild Dog Control Working Group be expanded as part of a Pastoral Working Group.*
- 6 *The Information Bay Working Group be retained*
- 7 *The Settlement Redevelopment Working Group and Museum Working Group be reviewed and new working groups formed to cover off on current and future roles*
- 8 *That for each Committee, Working Group and Organisation as listed, that Council endorses the listing of staff and community positions and appointments for member positions as identified, noting that some Councilor appointments are to be held over until a future meeting and if required makes minor changes to the Respective Terms of Reference to reflect any positional changes.*
- 9 *That following completion of a review of the Murchison Community Fund and Working Groups identified for review that Council call for community nominations*

At this stage operational reviews as outlined above have yet to be undertaken, and as such calls for community members are not able to be progressed. However some councillor appointments can; hence this Agenda Item. For reference copy of previous appointments is attached.

### Comment

With respect to the operation of the Murchison Community Fund and regardless of any potential changes, I am of the view that it is more appropriate that any applications for financial assistance into the future be undertaken not by a committee but by Council, hence the recommendation below. This would also bring it into line with other forms of grants that the Council from time to time may make.

Given the strategic importance a similar approach is suggested for the wider Pastoral Group with all councillors to be involved with each bringing their own expertise on issues that from time arise; a bit like a portfolio basis.

### 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

Nil

### Financial Implications

Nil

### **Recommendation**

That for each Committee, Working Group and Organisation as listed, that Council endorses the listing of councillor and staff positions.

*Note appointments for member positions as shaded below to be decided on at the meeting.*

Committee	Member	Member	Member	CEO	Staff	Community
Murchison Community Fund Management Committee	Full Council to me members ahead of an operational review			-		

Working Group	Member	Member	Member	CEO	Staff	Community
Plant Working Group	1 (TBA)	1 (TBA)	1 (TBA)	CEO	Works Manager	
Settlement Power Supply Working Group	1 (TBA)	1 (TBA)	1 (TBA)	CEO	Works Manager	1
Pastoral Group (incl Wild Dog Control Working Group)	Full Council to me members ahead of an operational review			CEO	Review and Reform To include Works Manager, Community Manager and Recreation Officer (previous Tourism Community Development Support Officer).	Following review & reform
Settlement Redevelopment Working Group	Review and reform.			CEO		Following review & reform
Museum Working Group	Review and reform.			CEO		Following review & reform
Information Bay Working Group	1 (TBA)	1 (TBA)		CEO		2
Murchison Camp Oven Muster Festival Working Group	Cr E Foulkes-Taylor	1 (TBA)		CEO	Continuing Project Works Manager, Community Manager and Recreation Officer (previous Tourism Community Development Support Officer).	Continuing Project Julia Foulkes-Taylor, Jess Foulkes-Taylor, Chris Brayton Add to as required.
Settlement Playground 2025	Cr E Foulkes-Taylor			CEO	Continuing Project Community Manager	Continuing Project Julia Foulkes-Taylor Add to as required.
Murchison Regional Road Group	1(TBA)		1 (TBA)	CEO	Works Manager	N/A

### Voting Requirements

Council Committees (Absolute Majority). Working Groups and Delegates (Simple Majority)

### **Council Decision**

**Moved: Cr**

**Seconded: Cr**

**Carried/Lost**

**For**

**Against**

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## 20 CEO REPORT

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### 20.1 CEO Activity Report

File:

Author: Bill Boehm – Chief Executive Officer

Interest Declared: No interest to disclose

Date 8 December 2025

Attachments: 20.1.1 Special Shire Christmas Tree Edition News 2025

#### General

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

#### Year Overview

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. Support for Kaye and my absences with her passing has been invaluable and is very much appreciated.

All staff are to be congratulated for their efforts, and I thank all including Lisa Keen, Michael Keen, Cheryl Knight, Colin Smith, Gary Pardoe, Brendan Bunter, Gale Bunter and Roadhouse Managers (Terry Bryans, Wendy Bryans, Gage Adams and Gracie Ayres) and other casual Roadhouse staff who have left our employ and who have made a positive contribution. . New incoming staff Rachel Evans, Noren Gregorio, Todd Mawdesley, Kim Stevens, the returning Lial Gall, Erin Sanders-Shaw, and new Roadhouse Managers Ronnie Urbonavicius and Darren Powell have adapted and contributing positively.

Of particular note is the performance of our Works Crew under Works Manager William Herold's leadership, and strong guidance by Bec Fogarty in an expanding community and Settlement amenity space and to Travis Bate and staff at RSM. From a regional perspective working with the WALGA Country Zone, Murchison Executive Group and Community Development Officer Network has increase relationships leading to improved outcomes.

Despite-staff absences we have made steady progression in a large array of areas, some of which are outlined in the monthly Works, and Community Development Reports and past Monologues

This year like previous years I indicated that I was confident that with the continued strong support from all councillors, successful recruitments that 2024 will round out an overall rich and achievable community vision that can be delivered operationally. I am delighted to say that this has panned out with a raft community development projects actions, the most recent involving a proactive Pastoral Focus is being actioned as we continue along the progressive path as shown by the attached Special Shire Christmas Tree Edition News.

As indicated, whilst there is a lot on now there is still much to do in with a raft of planning actions around 2026 and 2027 projects well in train so that these projects can be delivered. For a very small Shire staff wise this remains a challenge but is also very exciting for us all.

Whilst Council developed a terrific Settlement Masterplan and Road Precinct Plan 4 years ago, we always knew that this would likely be delivered over some length of time. 2024-27 seems to be when that time has arrived. The ride should continue to be enjoyable.

Date	Activity
25.11.2025	Administration. Council Workshop Work. Teams Meeting with Community Manager & Keston Economics. Catch up with Will.
26.11.2025	Administration. Council Workshop Work. Teams Meeting Community Manager & Mike Keeler (Keston Economics). Phone catchup with Cr Paul Squires. Meeting with Community Manager
27.11.2025	Council Meeting, Workshop & Audit Exit Meeting & follow up. Council Minutes
28.11.2025	Council Minutes. Council Agenda and Audit Committee Work. Catch up with Will
29.11.2025	Council Minutes Agenda Work
30.11.2025	Council Agenda Work. Fuel Review Work. Assist track driver with temporary storage of vehicle
1.12.2025	Fuel Review Work. Brief telephone touch base with Rossco
2.12.2025	Fuel Review. Timesheets. General Administration
3.12.2025	General Administration. Catch up with Community Manager & Tourism Support Recreation Officer. Housing Septic work
4.12.2025 to 7.12.2025	Council Agenda and end of year work. General Administration
8.12.2025	Council and Audit Committee Agenda. Safer Roads Program .End of year work.
9.12.2025 to 10.12.2025	Council and Audit Committee Agenda. General Administration

### 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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### Other Items to be Discussed behind closed doors

#### 21.1 Staff Matter

#### Recommendation

That that pursuant to LGA s5.23(2)(b)(c)(d) & (e) of the *Local Government Act 1995* that the following matters be discussed behind closed doors

#### 21.1 Staff Matter

#### 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>

*The meeting was moved to behind closed doors at*

### Motion to open the meeting to the public

#### Recommendation

That the meeting come from behind closed doors

#### 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>

*The meeting was moved out of closed doors at*

## Decisions Disclosed from the Closed Section of Meeting

### 21.1 Staff Matter

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

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## 22 MEETING CLOSURE

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*The Shire President closed the meeting at.*