



murchisonshire

Ancient land under brilliant skies

Minutes for the Ordinary Meeting of the
Murchison Shire Council

Held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
on Thursday **25 March 2021**, commencing at 12 Noon.

Note meeting was conducted to meet COVID-19 restrictions.

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ATTACHMENTS

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Shire President declared the meeting open at 12.04pm.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Present

Councillors

Cr R Foulkes-Taylor – President

Cr E Foulkes-Taylor

Cr P Squires

Cr G Mead

Cr Q Fowler

Staff

Bill Boehm – CEO

Tatjana Erak – DCEO

William Herold – Works Manager

Leave of Absence

Cr A Whitmarsh – Deputy President

3 CONFIRMATION OF MINUTES

3.1 Ordinary Council Meeting – 25 February 2021

Background

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

Recommendation

That the minutes of the Ordinary Council meeting held on 25 February 2021 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple majority

Council Decision

Moved: Cr P Squires

Seconded: Cr Q Fowler

That the minutes of the Ordinary Council meeting held on 25 February 2021 be confirmed as an accurate record of proceedings.

Carried

For 5

Against 0

4 DISCLOSURE OF INTERESTS

Cr Fowler declared a financial interest in item 18.3.

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6 STANDING ORDERS

Matter for Consideration

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

Recommendation

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

8.2 Limitation on the number of speeches

8.3 Duration of speeches

Voting Requirements

Simple Majority

Council Decision

Moved: Cr E Foulkes-Taylor

Seconded: Cr G Mead

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

8.2 Limitation on the number of speeches

8.3 Duration of speeches

Carried

For

5

Against

0

7 PUBLIC QUESTION TIME

Nil

8 NEXT MEETING

Thursday 22 April 2021 commencing at 9:00am

9 APPLICATIONS FOR LEAVE OF ABSENCE

Cr Squires requested a leave of absence for the 22 April 2021 meeting.

Voting Requirements

Simple Majority

Council Decision

Moved: Cr E Foulkes-Taylor

Seconded: Cr Q Fowler

That Cr Squires be granted leave of absence for the 22 April 2021 meeting.

Carried

For

5

Against

0

10 URGENT BUSINESS

Recommendation

That urgent business be accepted.

Voting Requirements

Simple Majority

Council Decision			
Moved: Cr	E Foulkes-Taylor	Seconded: Cr	G Mead
That urgent business be accepted.			
Carried	For	5	Against 0

Recommendation

That Council allow for the consideration of pending further information relating to the following items:

- 1 Audit Committee Report and recommendations under Item 15.1
- 2 UDLA Final Draft Master Plan to be considered following presentation on the day under Item 18.2.

Voting Requirements

Absolute Majority

Council Decision			
Moved: Cr	E Foulkes-Taylor	Seconded: Cr	R Foulkes-Taylor
Recommendation			
That Council allow for the consideration of pending further information relating to the following Items:			
1 Audit Committee Report and recommendations under Item 15.1			
2 UDLA Final Draft Master Plan to be considered following presentation on the day under Item 18.2.			
Carried	For	5	Against 0

11 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

12 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

The next Murchison Country Zone meeting will be held on the 23 April 2020. Cr E Foulkes-Taylor will not be attend, so if Cr Whitmarsh, or any other Councillor can't go as a delegate, then the CEO, who is expected to attend as an observer can then fill in as delegate..

13 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

14 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

14.1 Shire President

Cr R Foulkes-Taylor

Attended the Audit Meeting on 4 March 2021 a report of which was emailed out to all councillors on the day.

14.2 Councillors

Cr E Foulkes-Taylor

Geotourism – 24 March 2021 – Zoom Meeting

Adam Murszewski and Mark Holdsworth attended as well. \$7,000 will be requested from the Shire this financial year, which is less than that budgeted for. Expected \$21,000 will be required next financial year. Funding is to go towards a Project Officer.

Cr P Squires

Main Roads WA Mid-West Regional Road Group – Murchison Sub Group Meeting – 11 March 2021

Attended with CEO and Works Manager via Phone.

- ~ The CEO has been invited onto the Technical Working Group in place of Rob Madsen (Cue Shire CEO)
- ~ Technical Working Group reviewed Floodway Scoring Category and recommended to the Sub-Group that it not be pursued at this stage. Further discussion with the Working Group to be undertaken.
- ~ Sub Group recommended a flood betterment proposal be pursued with DRWFA

15 REPORTS OF COMMITTEES

15.1 Audit Committee

File: 2.2
Author: Bill Boehm – Chief Executive Officer
Interest Declared: No interest to disclose
Date: 22 March 2021
Attachments: 14.1.1 Audit Committee Meeting 25.03.2021

Matter for Consideration

Amongst other things one of the objectives of the Audit Committee is to receive the Annual Compliance Return for the period 1 January to 31 December in each that is presented to the Audit Committee for review. The Audit Committee is to report to the Council the results of that review. The Compliance Audit Return is to be then adopted by Council and the certified copy is to be sent to the Director General of the Department of Local Government & Communities by 31 March of the following year.

A copy of the Audit Committee Meeting Report and Attachments from the meeting on 25 March 2021 including the Compliance Audit Return that has been separately circulated is attached.

Recommendation from Audit Committee Meeting

Committee Decision			
Moved: Cr	Q Fowler	Seconded: Cr	R Foulkes-Taylor
That the Audit Committee			
1 report to the 25 March 2021 Ordinary Meeting of Council that the Compliance Audit Return 2020 has been prepared by the CEO as required and			
2 recommends that Council adopt the Compliance Audit Return 2020 as presented.			
Carried	For	2	Against 0

Recommendation

That Council

- 1 accepts the Audit Committees Report and recommendations from their meeting of 25 March 2021, noting that the Compliance Audit Return 2020 has been prepared by the CEO as required and recommending that Council adopts the Compliance Audit Return 2020, and
- 2 adopts the Compliance Audit Return 2020 as presented.

Voting Requirements

Simple Majority

Council Decision			
Moved: Cr	Q Fowler	Seconded: Cr	P Squires
That Council			
1 accepts the Audit Committees Report and recommendations from their meeting of 25 March 2021, noting that the Compliance Audit Return 2020 has been prepared by the CEO as required and recommending that Council adopts the Compliance Audit Return 2020, and			
2 adopts the Compliance Audit Return 2020 as presented.			
Carried	For	5	Against 0

16 WORKS

16.1 Works Report

File:
Author: William Herold – Works Manager
Interest Declared: No interest to disclose
Date: 20 March 2021
Attachments: Nil

Construction Crew

The construction crew are progressing with the seal preparations on the south end of the Carnarvon-Mullewa Rd and will continue there up to the Easter Break. We have decided to add in another 4 floodways to cater for bigger rainfall events. Once the bitumen is down there will be a considerable amount of work remaining on this section. The bulk will be improving and rectifying drainage which is problematic especially south of the Bullardoo Homestead. There will also be a lot of shoulder reconstruction. Prep work was also done on the 1km section outside the Curbur Homestead from 12th to 17th March.

Maintenance Crew

The maintenance Crew have been given the run around over the last month working on roads that have already had their Flood pickups done, these include the Carnarvon-Mullewa Rd north of the Settlement, Beringarra-Byro Rd unsealed section of the Beringarra-Cue Rd, part of the Mt Gould Rd, Erong Rd and Butchers Track. Once the pickup on the Beringarra-Pindar Rd is completed they will head down to the south boundary and work back towards Beringarra, skipping the Mt Wittenoorn and Boolardy-Kalli Roads as there is still ongoing Flood 6 work to be done.

Flood 6

Them Earthmoving should complete their contracted works towards the end of March. Squires Resources still have 2 or so months left before their works are completed. It will be interesting to see how the next pickup (for Flood 8) will be interpreted by DFES.

Sealing Works

Boral have been delayed slightly, the start date will now be 8th April with mobilisation commencing on the 6th April.

Flood Event 18 January - 8 February 2021

The Department of Fire and Emergency Services have declared the Tropical Low and Associated Flooding 18 January - 8 February 2021 to be declared disaster event AGRN951 in the Shires of Carnarvon, Derby-West Kimberley and Upper Gascoyne. Whilst Murchison Shire was not initially included, we have been advised that following our submission this issue has been rectified.

Recommendation

The Works Report be received and accepted.

Voting Requirements

Simple Majority

Council Decision			
Moved: Cr	G Mead	Seconded: Cr	E Foulkes-Taylor
The Works Report be received and accepted.			
Carried	For	5	Against 0

17 FINANCE

17.1 Accounts Paid since the last list was adopted/endorsed by Council

File: 4.37.1
Author: Tatjana Erak - Deputy Chief Executive Officer
Interest Declared: No interest to disclose
Date: 22 March 2021
Attachments: 17.1.1 EFT & Cheque Details for January 2021
17.1.2 EFT & Cheque Details for February 2021

Matter for Consideration

The *Local Government (Financial Management) Regulations 1996 Regulation 13* requires that if the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, then the CEO is to prepare a list of accounts paid by the CEO for each month and present this to the next ordinary meeting of the Council after the list has been prepared and have this 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

Payment from the Municipal, Trust and Reserve Bank Accounts.

Consultation

Moore Australia

Recommendation

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

Voting Requirements

Simple Majority

Council Decision

Moved: Cr P Squires

Seconded: Cr G Mead

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

Carried

For

5

Against

0

17.2 Financial Activity Statements 31 January 2021

File:

Author: Tatjana Erak - Deputy Chief Executive Officer

Interest Declared: No interest to disclose

Date: 22 March 2021

Attachments: 15.2.1 Monthly Management Financial Report January 2021

Matter for Consideration

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

Budget/Financial Implications:

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

Consultation

Moore Australia

Recommendation

That Council adopt the financial statements for the period ending 31 January 2021 as attached.

Voting Requirements

Simple Majority

Council Decision			
Moved: Cr	G Mead	Seconded: Cr	R Foulkes-Taylor
That Council adopt the financial statements for the period ending 31 January 2021 as attached.			
Carried	For	5	Against 0

17.3 Audit Update

File:

Author: Tatjana Erak - Deputy Chief Executive Officer

Interest Declared: No interest to disclose

Date 22 March 2021

Attachments: Nil

Matter for Consideration

Brief progress update of the 2019-20 audit process.

Update

Since the last update to Council in February 2021, the Shire President, CEO and DCEO met with Domenic Zappa (RSM), David Wall (RSM), Jay Teichert (OAG) and Subha Gunulan (OAG) on the 4 March 2020 via Teams. It was agreed that the Shire would continue to update the auditor portal until 26 March 2021 whilst RSM will review and verify all items on the checklist and send any queries.

The CEO and DCEO have kept in regular contact with RSM to monitor the upload of items with another catch up scheduled for this Friday 26 March.

The final audit field work will commence 6 April 2021 with the anticipation that the audited financial report, together with the 2019-20 Annual Report may be presented to Council at April's council meeting. Subsequently the Annual Elector's Meeting should be able to be held.

Consultation

RSM Australia

Moore Australia

OAG

For Information Only

17.4 Budget Review March 2021

File:	2.2
Author:	Bill Boehm – Chief Executive Officer Tatjana Erak - Deputy Chief Executive Officer
Interest Declared:	No interest to disclose
Date	22 March 2021
Attachments:	17.4.1 2020-21 Budget Review Report

Matter for Consideration

A review of the 2019-20 Budget based on financial performance between 1 July 2020 and 22 March 2021 has been conducted and is presented to Council.

Background

As required by the Local Government Act 1995, Council adopted a budget for the 2020-21 financial year based on forward plans and best estimates at the time. According to the Local Government (Financial Management) Regulations 1996, each year, between 1 January and 31 March, a local government is to carry out a review of its annual budget for that year, considering its financial performance for at least the first six months of the year, its position at the date of review and its forecast position to the end of the financial year. This review is required to be submitted to the Council for consideration.

Comments

The Budget review for 2020-21 has been conducted and amendments are detailed in the Budget Review Report as attached. This followed an in depth review the relevant financials for each Chart of Account and where applicable individual job levels.

The following highlights are of note:

Opening Carried Forward figure

A precise opening figure was not able to be determined as Council's 2019-20 Financials have yet to be audited. The unaudited opening figure of \$2,694,204 has been reduced from the adopted budget of \$3,958,749 primarily due to the first 2020/21 Grants Commission Payment being paid June 2020 and being transferred into Council's Asset Rehabilitation Reserve. This sees a decrease in the carried forward surplus of \$1,264,545.

Operating Revenue

No appreciable change overall.

Operating Expenditure

No appreciable change overall.

Capital Expenditure - Infrastructure Roads

Budget Review reflects variations to the Capital Road Program as outlined and noted by Council through the Works Report to the February Council Meeting. This included:

- ~ deferral of works on the Beringarra-Cue Road to convert the existing seal to gravel and also seal some floodway sections.
- ~ consolidation of several projects on one section of the Carnarvon-Mullewa Road that cuts across several cost centres. These are currently bundled and can only be reasonably accounted for at the end of the project when the exact area of construction work and seal areas are determined.

Capital Expenditure - Building & Improvements

Capital expenditure on staff housing reflects the costs to provide one additional accommodation unit with part expenditure in 2020/21 plus renovations on 4 houses and purchase of several sea containers in lieu of sheds.

Budget \$1,545,000 expenditure on a raft of yet to be refined and prioritised building works within Murchison Settlement has been deferred but the amount has been transferred into the Settlement Building Reserve for later use.

Capital Expenditure – Plant

As per plant replacement program.

Capital Revenue

Capital Grants Review an additional \$405,889 grant under Phase 2 of the Local Roads Community Infrastructure Fund

Reserve Transfers reflect changes with the transfer from the Beringarra-Cue Road Reserve not being now required. The prepayment of part of the 2020/21 Grants Commission Income received in June 2020 that has been transferred into the Asset Rehabilitation Reserve in 2019/20 has also been accounted for with this amount being transferred out of this reserve as revenue as revenue for 2020/21.

Loans as budgeted totalling \$2,750,000 are still shown as revenue but have yet to be taken up. The General \$2,000,000 Covid19 General Loan has been proposed to operate over a short 3-year period, but the term may need to be modified. The \$750,000 Microgrid Power loan is geared for an 8 year life but will only be taken up when the Project commences.

Other

Review includes transition expenses to enable Council to directly operate the Murchison Oasis Roadhouse and Caravan Park and to also operational expenses since taking over on 1 March 2021.

Closing Carried Forward Figure

The closing carried forward review figure is shown in the attached documents has increased by \$462,271.

Reserve Transfer Summary

Overall summary of all reserves highlighting Balances and movements is detailed in the attached 2020-21 Budget Review Report

Combined Net Current Assets and Reserves

Overall summary of balances of Net Current Assets and Reserves are detailed in the attached 2020-21 Budget Review Report

2020-21 Budget Review Report

As attached. Additional Supplementary Information from Moore Australia will be provided when available.

Statutory Environment

Local Government (Financial Management) Regulations 1996

33A Review of Budget

- (1) *Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must –*
 - (a) *Consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) *Consider the local government's financial position as at the date of review; and*
 - (c) *Review the outcomes for the end of that financial year that are forecast in the budget.*

- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to council.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendation made in the review.*
- *Absolute majority required.*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

Strategic Implications

The budget has been developed based on existing strategic planning documents adopted by council.

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

Policy Implications

The budget is based on the principles contained in the Strategic Community Plan, Corporate Business Plan and informing strategies.

Financial Implications

The changes suggested in the budget review are based on the local government's financial performance for the financial year up to 22 March 2021. Adjustments have been made to better reflect actual performance for the period and to give a more accurate projection of an increased surplus at 30 June 2021.

Consultation

CEO, DCEO, Works Manager
Moore Australia

Recommendation

That Council

- 1 Receive and note the 2020/21 Budget Review Report as attached which amongst other things highlights various explanations including the notional two indicative forecasts which maintains the strategic focus as envisaged when the 2020/21 budget was adopted.
- 2 Adopt the 2020/21 Budget Review as presented in the attached Budget Review Report
- 3 Amend the 2021/21 Budget as outlined in the 2020/21 Budget Review.

Voting Requirements

Absolute Majority.

Council Decision

Moved: Cr E Foulkes-Taylor

Seconded: Cr Q Fowler

That Council

- 1 Receive and note the 2020/21 Budget Review Report as attached which amongst other things highlights various explanations including the notional two indicative forecasts which maintains the strategic focus as envisaged when the 2020/21 budget was adopted.
- 2 Adopt the 2020/21 Budget Review as presented in the attached Budget Review Report.
- 3 Amend the 2021/21 Budget as outlined in the 2020/21 Budget Review.

Carried

For 5

Against 0

Council Comment

Item 17.4 was discussed, and motion passed at the end of the meeting.

Meeting was adjourned for lunch at 1.17pm and resumed at 2.17pm.

18 DEVELOPMENT

18.1 Settlement Projects Brief Update

File: 10
Author: Bill Boehm - Chief Executive Officer
Interest Declared: Nil
Date: 22 March 2021
Attachments: 18.1.1 Murchison Settlement Masterplan Report

Matter for Consideration

Brief progress update of a variety of projects, the scope of which has yet to be determined, in and around the Murchison Settlement.

Background

At the last Council Meeting the following update was provided

Our very small Settlement Projects Working Group comprising the CEO, Cr Andrew Whitmarsh and Cr Emma Foulkes-Taylor will be meeting with Scott Lang of UDLA who have been contracted to undertake placemaking and master planning work for the Settlement and a suit of projects.

At the November Meeting the following a verbal update from the Working Group was provided at the meeting.

The Working Group, two representatives of UDLA had fruitful briefing session including a walking tour of the area that supplemented what that had already seen. Many questions about the community and their interactions were answered. The site visits and general discussions were positively received.

UDLA were impressed with how they see the place as unique and expressed openness on what to deliver. Members of the Working Group expressed had confidence that the uniqueness will be upheld. All are looking forward to the project and concepts being delivered.

Scott Lang and Julian Jeeves-Bonte also met with Councillors during the day.

Since this time a significant amount of work has been undertaken. Concepts have been developed, presented to the Working Group, feedback obtained via two Remote Team Meetings during this period, changes made and refined.

The overall Master Plan has been “signed off to a *“draft in principle level”* by the Working Group. It is envisaged that will be presented in its complete form by UDLA to the next Council Meeting Day where there will be ample opportunity to view and understand.

Update

Following further review of UDLA’s work by the Working Group, it is now considered that the document is it such a stage that it can be presented formally to Council as a briefing. There are a few minor tweaks, but these are very minor.

A remote presentation has been arranged for all councillors prior to the meeting to explain in more detail the rationale behind the document. If Council so chooses the Final Masterplan Report can then being formally included into the Council Agenda as an Item of Urgent Business.

It was always envisaged that when councillors are au fait with the Masterplan that public input be invited.

Comment

The Settlement Masterplan is strategic in nature but also at a level that allows works to be delivered within an identified footprint. It was always envisaged that once finally adopted implementation could be undertaken over several years. The Masterplan dovetails in with a raft of other settlement projects. It has been presented to amongst other things describes a good story and importance within the context of the entire Shires and sustainability. It has the potential to attract significant grant funding.

Financial Implications

Council has budgeted an amount of \$1,545,000 to kick start this work with this amount being transferred into the Settlement Building Reserve for later use. It is intended that this will be supplemented by additional grant revenue and any other future budget allocations that Council may choose to use.

Recommendation

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

Voting Requirements

Simple Majority.

Council Decision			
Moved: Cr	E Foulkes-Taylor	Seconded: Cr	G Mead
That Council endorse in Principle the Murchison Settlement Masterplan Report prepared by UDLA and that public input and comment be sought.			
Carried	For	5	Against 0

Council Comment

Working date for the community presentation to be 8 May 2021.

18.2 Murchison Oasis Roadhouse

File: 13.11
Author: Bill Boehm - Chief Executive Officer
Interest Declared: Nil
Date: 22 March 2021
Attachments: 18.2.1 Murchison Oasis Roadhouse Transition Update 22 March 2021
18.2.2 Murchison Oasis Community Flyer 27 February 2021

Matter for Consideration

Update of progress in transitioning the operation of the Murchison Oasis Roadhouse and Caravan Park following the existing sublessee decision to withdraw their request for an extension of the existing sublease.

Update

As indicated in the attached Transition Update since commencement on 1 March 2021 progress of transition has been steady and significant. A summary of several actions is shown as follows:

Operations

Currently we have engaged on a casual basis a customer service food preparation person locally (Christine Densley) who is also helping with the transition. A more experienced person (Sarah Fitzgerald) is in line for weekend work. Wendy Bavoillot is casually employed as cleaner. All work well together but Christine looks like relocating from the Settlement.

We are rapidly learning that just like recruiting for Councils normal operations recruitment of staff will be a continual challenge. It is not confined to us as similar operations in remote and even regional areas have the same issue. Expressions of interest advertisements have been undertaken locally via email, through the Geraldton Guardian, Seek and via word of mouth. Response has been good number wise but not necessarily suitable or skilled as hoped.

As indicated in the attached notice we are officially closed to front of house operations but servicing those that have or will book accommodation. Thus far this has worked out well with occasional assistance from other staff. We have however been able to trade with success when front of house staff have been working. It is intended that this level of operation be sustained as a base minimum level. A full time locally based operator with back up is required as a priority.

Front of House operations will be entirely dependent on staff availability. In theory, depending on the maximum hours that each member of staff can be legally engaged for, an FTE of between 3.3 and 4.2 plus casual cleaners to operate the previous opening current hours. (Mon-Fri 7am-7pm, Sat 8am -6pm and Sun 9am-12noon). Some rationalisation will be inevitable.

Back of House Support

Accounting Operations (Xero) still being worked on with the process of integration with our accounting system still to be refined. Point of Sale (Beacon) put on hold whilst we set this up. EFTPOS has been established and we are trading as we speak.

Budget

Other than information provided as part of the sub lease arrangements we have no real definitive knowledge of actual running costs and income. We have however estimated operating costs based on our expectation of our staff costs plus what we can predict, as well as using information provided as part of previous sub lease arrangements. These along with savings associated not having to pay previous outgoings have been included in the March Budget Review. Initial capital works required have also been included. Preliminary estimates for future works have also been notionally flagged for future years.

Operationally overall, it "appears" to be around a break-even situation, but this will only be known once we have full operation.

Other

Two Community Flyers have been produced and distributed. More will follow. Handover still requires a significant amount of work but is in hand. Arrangements for management of the Freight Shed and Weather Readings have been put in place. Other issues are addressed as they arise.

General Comment

Now that we have some time (less than one month) under our belt and as we learn more and more, it has become abundantly clear already that whilst it will be a challenge, standards are increasing, feedback remains very positive and the efforts are certainly worthwhile.

Recommendation

That the Chief Executive Officer's Update Report on the Murchison Oasis Transition be received and noted.

Voting Requirements

Simple Majority

Council Decision			
Moved: Cr	E Foulkes-Taylor	Seconded: Cr	Q Fowler
That the Chief Executive Officer's Update Report on the Murchison Oasis Transition be received and noted.			
Carried	For	5	Against 0

18.3 Cancer Fund Raising Request

File:

Author: Bill Boehm - Chief Executive Officer

Interest Declared: Nil

Date: 22 March 2021

Attachments: 18.3.1 Shelly Fowler Fund Cancer Fund Raising Request

Matter for Consideration

Request from Shelly Fowler for Council support associated with a biggest morning tea cancer fundraising event.

Cr Fowler declared a final interest in this item and left the room at 2.39pm.

Comment

A formal letter from Shelly is attached. The event will have wide appeal and the request for Council to match \$ for \$ any amount raised up to an amount of \$500 seems reasonable and fits within Councils overall strategic approach to assist the community.

Recommendation

That Council support the request from Shelly Fowler to provide matching funds up to \$500 to aid in fundraising for a biggest morning tea cancer fundraising event as per the attached letter.

Voting Requirements

Simple Majority

Council Decision			
Moved: Cr	G Mead	Seconded: Cr	EFT
That Council support the request from Shelly Fowler to provide matching funds up to \$500 to aid in fundraising for a biggest morning tea cancer fundraising event as per the attached letter.			
Carried	For	4	Against 0

Cr Fowler returned to the chambers at 2.40pm.

18.4 Community Economic Development Overview

File:

Author: Bill Boehm - Chief Executive Officer

Interest Declared: Nil

Date: 22 March 2021

Attachments: 18.4.1 Budget Rationale July 2020
18.4.2 Murchison Tidy Towns Picture

Matter for Consideration

A consolidated overview of Council's actions and rationale in relation to the community, cultural and economic development.

Background

The preparation of this Agenda Item is very much focused on bringing together a range of elements around the same community, cultural and economic development theme. Various aspects include the following:

Roles and Function of a Council

As shown below, legislatively under the *Local Government Act 1995* the role and function is very broad and influenced by a range of specific legislative requirements under the *Local Government Act 1995* and a range of other Acts and regulations. How each Council Operates will be different to each community.

2.7 *Role of council*

(1) *The council —*

- (a) *governs the local government's affairs; and*
- (b) *is responsible for the performance of the local government's functions.*

(2) *Without limiting subsection (1), the council is to —*

- (a) *oversee the allocation of the local government's finances and resources; and*
- (b) *determine the local government's policies.*

3.1 *General function*

- (1) *The general function of a local government is to provide for the good government of persons in its district.*
- (2) *The scope of the general function of a local government is to be construed in the context of its other functions under this Act or any other written law and any constraints imposed by this Act or any other written law on the performance of its functions.*
- (3) *A liberal approach is to be taken to the construction of the scope of the general function of a local government.*

Community Strategic Plan

Councils March 2017 Community Strategic Plan has understandable strong community, economic development focus. Whilst a specific cultural element has not been formally included it is likely seen as a "given".

Shire of Murchison Vision Statement

Working together to preserve the unique character of the Shire, supporting diverse and sustainable lifestyle and economic opportunities.

Key Themes and Objectives

The issues identified during the Community Meeting and from the Community Survey, have been grouped under the following four community well-being priorities, Economic; Environmental; Social; and Civic Leadership.

Economic Objective 1:

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

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.*
- ~ *Providing information on services (funding opportunities, Grant processes etc.).*
- ~ *Supporting community groups.*
- ~ *Supporting and maintaining social infrastructure (i.e. Parks, Gardens, Cemetery) and support those groups who use them.*

Civic Leadership Objective 4:

To provide Good Governance to the Murchison Shire through:

- ~ *Regional collaboration where possible;*
- ~ *Detailed and professional administration;*
- ~ *High levels of accountability;*
- ~ *Compliance with statutory requirements;*
- ~ *High-quality forward planning, particularly for assets and finances;*
- ~ *Openness and transparency and enhanced consultation and public participation;*
- ~ *Provision of quality customer services, good financial management and pursuit of excellence in professional administration and communication.*

Budget Rationale July 2020

A copy of a briefing paper associated with the rationale behind the budget is attached. As indicated, there is a very heavy community economic development focus but also a strong cultural development element.

Community Participation

The attached Tidy Towns Photograph highlights the decline in community numbers, which whilst not unique to Murchison certainly has a greater than normal impact on such a large shire with a very small population base.

The Murchison Settlements development has largely and historically been the result of this wide participation.

Recent Developments

The previous three agenda Items add further flavour to what approach is being taken. This includes the following:

- ~ Settlement Projects Brief Update

The Murchison Settlement Masterplan Vision outlines Councils approach to community, cultural and economic development as follows”

“To ensure that Murchison Settlement is an attractive focal point that enables the Shire to function successfully and deliver a range of services that will underpin community, cultural and economic development within the Settlement and broader Shire”

- ~ Murchison Oasis Roadhouse

In taking over operation of the Murchison Oasis Roadhouse and Caravan Park Council did so on the basis that “

- *the transition of the Roadhouse a community business under the umbrella of Council's operation, and*
- *acknowledges that as part of the operation and development of the Roadhouse that be viewed as a community business, the rational of with will be developed and eventually incorporated into the 5.2 Roadhouse Operations Policy when it is developed*

~ Cancer Fund Raising Request

A great example of the typical community focused approach that is constantly undertaken.

Comment

As can be seen from the above there has been a consistent community cultural and economic focus to all things Murchison. What perhaps is missing is any desired role and function of the settlement by Council and with it the inevitable need to ensure whatever direction is desired that the Chief Executive Officer, and certainly at least senior staff have this front and centre in their mind in the reason for being here.

Whilst this is certainly the Leadership approach that my senior staff and I attempt to take it would seem essential that this principle, whilst perhaps seen as an unwritten “given,” be formally endorsed by Council.

Cultural change will take time, but it will never be sustainable without an expectation and direction set by Council that staff will operate on this understanding. Given the decline in community numbers there is a certain amount of self-interest for elected members as the burden will otherwise fall more heavily on councillors and other long standing community members.

Recommendation

That Council resolves as follows:

- 1 That the Chief Executive Officer's Community Economic Development Overview Report be received and noted.
- 2 That the Chief Executive Officers Cultural Economic Development approach be endorsed.

Note: any recommendation as to what Council desires with respect to the role and function of the settlement and whatever direction is desired that the Chief Executive Officer and staff take to bring this about is a matter for Council to decide.

Voting Requirements

Simple Majority

Council Decision			
Moved: Cr	P Squires	Seconded: Cr	E Foulkes-Taylor
That Council resolves as follows:			
1	That the Chief Executive Officer's Community Economic Development Overview Report be received and noted.		
2	That the Chief Executive Officers Cultural Economic Development approach be endorsed		
Carried	For	5	Against 0

19 ADMINISTRATION

19.1 Compliance Audit Return 2020

File:	4.18
Author:	Bill Boehm – Chief Executive Officer
Interest Declared:	No interest to disclose
Date	20 March 2021
Attachments:	19.1.1 Murchison Compliance Audit Return 2021

Matter for Consideration

Council to review a report from the Audit Committee and consider adopting the Compliance Audit Return 2020.

Background

A Compliance Audit Return for the period 1 January to 31 December in each year is to be carried out and presented to the Audit Committee for review. The Audit Committee is to report to the Council the results of that review. The Compliance Audit Return is to be then adopted by Council and the certified copy is to be sent to the Director General of the Department of Local Government & Communities by 31 March of the following year.

Comment

The Audit Committee met earlier today to review the Compliance Audit Return 2020 with its recommendation contained in Item 14.1 below.

Statutory Environment

Local Government Audit Regulations 1996

14 *Compliance audits by local governments*

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3A) *The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) *After the audit committee has reported to the council under sub regulation (3A), the compliance audit return is to be —*
 - (a) *presented to the council at a meeting of the council*
 - (b) *adopted by the council; and*
 - (c) *recorded in the minutes of the meeting at which it is adopted.*

15 *Compliance audit return, certified copy of etc. to be given to Executive Director*

- (1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*
 - (a) *a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
 - (b) *any additional information explaining or qualifying the compliance audit,**is to be submitted to the Executive Director by 31 March next following the period to which the return relates.*
- (2) *In this regulation — certified in relation to a compliance audit return means signed by —*
 - (a) *the mayor or president; and*
 - (b) *the CEO.*

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Consultation

Nil

Recommendation

Audit Committee Recommendation. (TBA after the meeting of the Audit Committee under Item 15.1)

Voting Requirements

Simple Majority

Council Decision

Note the decision on this item to adopt the Compliance Audit Return 2020 as presented was made by Council following consideration and accepting of the Audit Committees Report. Refer Council Decision following item 15.1.

20 CEO ACTIVITY REPORT

File:
 Author: Bill Boehm – Chief Executive Officer
 Interest Declared: No interest to disclose
 Date: 22 March 2021
 Attachments: Nil

General

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

Date	Activity
23.02.2021	Council Agenda Preparation and Roadhouse Transition Work. Meetings with Staff relating to transition. Meetings with DCEO
24.02.2021	Council Agenda Preparation and Roadhouse Transition Work.
25.02.2021	Finalise Late Items. Council Briefing Session and Meeting. Actions following Meeting
26.02.2021	Actions following Meeting. Roadhouse Transition Work. Meetings with Technical Officer, Local Roadhouse Customer Officer & Nicole Mahony. Telephone catchup with DCEO.
27.02.2021	Roadhouse Transition Work.
28.02.2021	Roadhouse Transition Work. Stock Take walk through with Nicole Mahony
1.03.2021	Public Holiday. Roadhouse Translation Work including meetings with Local Roadhouse Customer Service Officer
2.03.2021	Roadhouse Transition Work incl meetings with Local Roadhouse Customer Officer and Gardener. Telephone discussions with DCEO and Works Manager. Work on Community Manager Recruitment Package
3.03.2021	Roadhouse Transition Work. Work on Community Manager Recruitment Package
4.03.2021	Staff Meeting @ Roadhouse. Roadhouse Transition Work. Telephone briefing and discussions with DCEO. Remote Teams Meeting with Auditor, Auditor General's Office, Shire President and DCEO
5.03.2021	Roadhouse Transition Work. Meeting with Woks Manager. View Caravan Park units, bedding and layout with Depot Officer, Cleaner and Technical Officer.
6.03.2021	Roadhouse Transition Stocktake Sheets. Touch base with Technical Officer and & Weekend Roadhouse Customer Officer
7.03.2021	Roadhouse Transition Stocktake Sheets.
8.03.2021	TOIL. Collect Freight. Roadhouse linen selection @ Spotlight with Kaye
9.03.2021	TOIL. Attend & Register CBA Bank
10.03.2021	Follow up emails and actions. Australia Post Postal Service Application. Touch base separately with Technical Officer, Depot Officer and Christine over Roadhouse Transition. Discuss road sealing and road closures with Works Manager. Touch base with Geraldton CEO over road closure
11.03.2021	Roadhouse Transition Work including meeting with Roadhouse Customer Officer. Touch base via phone with Sam Messina Mullewa. Regional Road Group Meeting via phone with Cr Paul Squires and Works Manager. Meeting with Works Manager. Touch base with DCEO via phone. Review Flood submission to DRWFA with northern Councils. Brief Hybrid wrt Microgrid Project and Clean Energy Fund Application
12.03.2021	Roadhouse Transition Work including meeting with Local Roadhouse Customer Service Officer and finalise on ground stock base. Community Manager Recruitment discussions. Touch base with northern Councils over DRWFA Betterment Option Submission. Meeting with Will over roadworks and other issues.
13.03.2021	Council Minutes. Budget Review
14.03.2021	Budget Review
15.03.2021	Travel to Cue. MEG Meeting in Cue

Date	Activity
16.03.2021	Travel back from Cue. Yuck Circus Video Conference. Touch base with Local Roadhouse Customer Service Officer. Assist RFDS Patient Transfer
17.03.2021	Budget Review and Roadhouse Transition Work. Telephone discussion with Cr Emma Foulkes-Taylor. Telephone discussion with Frances Pollock.
18.03.2021 to 20.03.2021	Budget Review and Agenda Work
21.03.2021	Agenda Work. Touch base with Weekend Roadhouse Customer Officer
22.03.2021	Agenda Work

Recommendation

That the CEO's Activity Report be accepted.

Voting Requirements

Simple Majority

Council Decision			
Moved: Cr	Q Fowler	Seconded: Cr	G Mead
That the CEO's Activity Report be accepted.			
Carried	For	5	Against 0

21 ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

22 MEETING CLOSURE

The Shire President closed the meeting at 2.58pm.

Minutes of this meeting were confirmed at the Council Meeting held on 22 April 2021.	
Signed.....	Presiding Officer