



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 **22 October 2020**, commencing at 12 Noon.

Note meeting was conducted in accordance with COVID-19 restrictions.

Ancient land under brilliant skies

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ATTACHMENTS

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 12.05pm.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Present

Councillors

Cr R Foulkes-Taylor – President
Cr A Whitmarsh – Deputy President
Cr E Foulkes-Taylor
Cr Q Fowler
Cr P Squires
Cr G Mead

Staff

Bill Boehm – CEO
Tatjana Erak – DCEO
William Herold – Works Supervisor

Meeting adjourned at 12.05pm and reconvened at 12.13pm.

3 CONFIRMATION OF MINUTES

3.1 Ordinary Council Meeting – 24 September 2020

Background

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

Recommendation

That the minutes of the Ordinary Council meeting held on 24 September 2020 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple majority

Council Decision

Moved: Cr A Whitmarsh

Seconded: Cr G Mead

That the minutes of the Ordinary Council meeting held on 24 September 2020 be confirmed as an accurate record of proceedings.

Carried

For 6

Against 0

4 DISCLOSURE OF INTERESTS

Nil

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 6

Against 0

7 PUBLIC QUESTION TIME

Nil

8 NEXT MEETING

The next council meeting had been advertised as being Thursday 26 November 2020. UDLA had been scheduled to be onsite in the settlement before the council meeting to begin the place-making framework, the Midwest Development Corporation (MWDC) is now scheduled to meet on the 26 November and Cue Parliament is on the 27 November which will have several attendees from the Shire. To accommodate these meetings council agreed to move November's OCM to Wednesday 25 November 2020.

Recommendation

That the date of November's council meeting be changed to Wednesday 25 November 2020 at 12 noon.

Council Decision

Moved: Cr A Whitmarsh

Seconded: Cr G Mead

That the date of November's council meeting be changed to Wednesday 25 November 2020 at 12 noon.

Carried

For 6

Against 0

9 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

10 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

11 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

12 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

13 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

13.1 Shire President

Cr R Foulkes-Taylor recently attended a Rangelands Producer meeting with the intention of forming a Southern Rangelands grower group, which it did. The Murchison Shire's landcare approach to road building was noted and commented upon favourably by Councillors from other Shires.

13.2 Councillors

Cr E Foulkes-Taylor

MWDC Board - October 16 2020

Lara Dalton's term is finished and she has been replaced by Hayley Wells, co-owner of the Illegal Tender rum distillery in Dongara. Hayley is a councillor for the Shire of Irwin.

Discussion around the Strategic and Business plans and a new project management model.

Wiluna Shire will be transferring to the Goldfields-Esperance Development Corporation (GEDC).

The MWDC is signing off on the Goldfields Hwy project as a priority - it will now be in the GEDC area. The Federal government have committed \$16m and the State government \$4m towards the project.

Priorities going forward are getting the Oakajee Estate up and running; and the Commission have been talking with interested parties. Access to 'clean' energy is a big drawcard for industry and, the Carnarvon to Muchea route - in particular the Northampton to Dongara- including the Gtn bypass.

Gavin Treasure is retiring and will be leaving in Dec. A broad recruitment process will be happening for a new CEO.

The board will be holding its next meeting in Cue the day before Cue Parliament and will be attending Cue Parliament.

Geo-Tourism Working Group - Zoom meeting 19 October 2020

Purpose of the meeting was to acknowledge the completion of stage one of the project and to define and discuss moving on to stage two. The next stage is to become an aspiring geopark and the ultimate end stage is to be recognised as a UNESCO Geo Park....but there is a lot of work to do before that.

Time was very limited and there is much to work out.

Adam Murszewski will source a 'roadmap' from an established geo park and use this to draft a plan for feedback by the group.

Cr P Squires

Mid-West Regional Road Group – 19 October 2020

On 19 October I attended a meeting of the Midwest Regional Road Group in Geraldton as a proxy voting delegate.

The meeting included, amongst other things, consideration of items that arose from the Murchison, North Midlands and Coastal Subgroups which primarily considered matters that arose from the Technical Working Group Recommendations. Key resolutions included endorsement of:

- 2020-21 Black Spot Funding submissions
- 2021-22 MW RRG RPG Funding submissions
- 2020-21 Reserve Project Listing
- Removal of the 5 points heavy vehicle score from the TWG assessment
- Updated guidelines for longitudinal linemarking placing the responsibility for mark out and initial cost with the Council.

It was noted that some Councils, particularly from the Murchison Sub Group, submitted 4 or 5 good scoring projects with endorsement that 2022-23 Project Grant Funding criteria be amended so that:

1. Projects involving the application of top coat seal to previous RPG funded works will remain as a priority. (No change to current process.)
2. Each of the sixteen Councils will be guaranteed full funding for their highest scoring project in accordance with the current maximum project cap arrangements and disregarding whether a top coat seal project has already been funded;
3. Thereafter the funds shall be allocated in score order until the Indicative Funding Amount is reached;
4. The maximum total Road Project Grant allocation for any individual Local Government shall be 20% of the funding pool remaining after funds are allocated from 1 and 2 above.
5. Contiguous Projects. Councils are now permitted to submit multiple projects on the same road. Maximum of 3.

Other points of note:

- Wildlife ratings
- Looking at how suggestion from Murchison to include floodway considerations can be incorporated into the assessment.
- Additional grant funding expected for road safety with focus on widening.
- Information bay funding possibilities.
- Noted increase difficulties in obtaining suitable contractors.

Aboriginal Cultural Heritage Bill 2020 Submissions – Geraldton 25 September 2020

If land is not heritage but is *part of the story*, then it could be considered heritage.

14 REPORTS OF COMMITTEES

14.1 Audit Committee

File: 2.2
Author: Bill Boehm – Chief Executive Officer
Interest Declared: No interest to disclose
Date: 16 October 2020
Attachments: Nil

Matter for Consideration

Amongst other things two of the duties and responsibilities of the Audit Committee are to:

- ~ Provide guidance and assistance to Council as to the carrying out the functions of the local government in relation to audits; and
- ~ Consider the CEO's reviews of the appropriateness and effectiveness of the local governments systems and procedures in regard to risk management, internal control and legislative compliance and following such reviews the Committee is report to the council the results of those reviews.

A copy of the Audit Committee Meeting Agenda and Attachments for the meeting on 22 October 2020 has been separately circulated.

Note: Specific recommendations from the Audit Committee Meeting will follow the Committee's deliberations which will then be provided to Council following the Audit Committee Meeting as per the recommendations below. These will be formally addressed by Council outlined under Items 16.3 and 18.1.

16.3 Interim Audit Results 2019-20 Annual Financial Report

Committee Recommendation to be provided following the Audit Committee Meeting.

18.1 Audit Regulation Section 17 Review

Committee Recommendation to be provided following the Audit Committee Meeting.

Recommendation

That Council receive and note the recommendations from the Audit Committee following its meeting held 22 October 2020 and formally address each item in under the relevant Agenda Item.

Voting Requirements

Simple Majority

Council Decision

Moved: Cr A Whitmarsh

Seconded: Cr P Squires

That Council receive and note the recommendations from the Audit Committee following its meeting held 22 October 2020 and formally address each item in under the relevant Agenda Item.

Carried

For 6

Against 0

15 WORKS

15.1 Works Report

File:
Author: William Herold – Works Supervisor
Bill Boehm – Chief Executive Officer
Interest Declared: No interest to disclose
Date: 20 September 2020
Attachments: 15.1.1 Mervyn Tomkins Request

Construction Crew

The construction crew are progressing well with the re-sheet of the Carnarvon-Mullewa Road down at Bullardoo. On their return from the Landor break, Ivor re-joined them after his knee replacement, all seems to have gone well. I would like to thank Roger Criddle for stepping in while he was away. Apart from some small mechanical issues the plant seem to be going ok.

Maintenance Crew

Since Council last met, Neil & Lou have completed Butchers Track, Meeberrie-Wooleen and Twin Peaks-Wooleen Roads. They will then do the Carnarvon-Mullewa Road south of the bitumen as far as the construction crew and then work on Woolgorong Road before moving to the New-Forrest Yallalong and Coolcalalaya Roads.

Flood 6

The flood damage contractors are progressing steadily with work of a high standard. Handover of West Package work (Them Earthmoving) is pencilled in for Friday 23rd October. A hand over of work on the East package (Squires Resources) was done on Tuesday 13th October. The opportunity was also taken to review some of the proposed sealing work on the Beringarra /Cue Road with Josh Kirk from Greenfields. We are awaiting a report from Greenfields in this regard.

Flood 7

Flood 7 works are now complete with the handover on the Mt Gould Road.

New Grids

By the time Council meets two new grids on the Beringarra-Pindar Road would have been installed. One is the Beringarra–Nookawarra boundary, the other is the Murgoo-Twin Peaks boundary grid. This will complete the grid upgrades on the Beringarra-Pindar Road.

LRCIP Extension Program

As part of the 2020/21 Commonwealth Budget the Government has announced that it will provide \$1.0 billion over two years from 2020-21 to extend the Local Roads and Community Infrastructure Program (LRCIP) to support local councils to maintain and deliver social infrastructure, improve road safety and bolster the resilience of our local road network.

The funding boost will allow councils to engage local businesses and workforces to deliver priority projects and support economic recovery post-COVID-19. This investment increases the total funding provided for the Local Roads and Community Infrastructure Program to \$1.5 billion. This measure builds on the July 2020 Economic and Fiscal Update measure titled COVID-19 Response Package - Infrastructure Stimulus.

At this stage individual Council allocation details have yet to be published. In the initial round we received \$602,000 which is being allocated to sealing around 13.0km of the Carnarvon-Mullewa Road with us undertaking the construction as separate projects. Allocations of this additional funding will need to be spent by 31 December 2021 so we need to plan and mobilise to ensure that this can be achieved.

Carnarvon- Mullewa Road

As indicated under Construction Crew item above the construction crew are progressing well with the re-sheet of the Carnarvon-Mullewa Road down at Bullardoo. This is also in preparation for sealing under the initial LRCIP Program.

Subject to the final MRWA Regional Roads Group Meeting concerning next year Main Roads Allocations we should be in a position be able to construct and seal an additional 3.9km. Upgrading the Roads 2030 classification for this road has certainly increased our calculated rating score, which was higher than normal, despite healthier than normal competition.

Proposed changes to Regional Roads Group Funding criteria, if endorsed, will also help such that it “may” be possible in the future that we may on occasions be able to achieve two successful projects allocations. This will depend upon competition from 15 other Councils and is only be possible for the Carnarvon-Mullewa Road as it is the only Road in the Shire considered to be of sufficient Regional importance and with the level of traffic that would warrant a score high enough to squeeze in at the lower end of the funding ladder.

With the potential to use expected funding under the LRCIP Program Extension Program the gap of gravel road within our Shire is shrinking and could rapidly further shrink in a quicker than expected time frame.

Meanwhile in preparation we are in the process of engaging Greenfields to undertake the survey and design for around 6km of gravel road through some hilly sections and also looking at sourcing additional gravel sources.

Request to Seal Beringarra-Pindar Road at Nookawarra

Council has received a request from Mervyn Tomkins of Nookawarra Station, as attached, to seal at least 1km of the Beringarra-Pindar Road adjacent to the Nookawarra Station. We understand the merit of the request and that in the past such measures have been undertaken in other similar situations elsewhere.

How these works stack up in priority terms with other parts of the Works Program is open to question, but in programming terms it can be placed in a potential project as part of a rolling program of works if Council so wishes. If the request is agreed to it would be desirable to indicate to Mervyn Tomkins that as always proceeding will be subject to funding and other works priorities; especially as we have a raft of accelerated works in the pipeline as part of the COVID-19 stimulus funding and that will for the medium term stretch our resources.

Settlement Building Works

Under this year’s budget arrangements for renovations and other Capital Works for various Council Houses including 2 Office Road, 10A, 10B, 12A and 12B Kurara Way and 14 Mulga Crescent are well advanced. Tatjana has now moved into the new 8 Mulga Crescent with Ivor & Vicki into the new 10 Mulga Crescent. When each of building becomes vacant, we are taking the opportunity to renovate the main living areas and to rectify any major design issues. Most were built 30 years ago and internally their age is showing.

The timing of each building renovation will dictate when each relevant employee, who is scheduled to shift, can move. At the end of the process all current employees and future plant operator will be provided with staff accommodation, with the Museum Cottage then becoming vacant once again.

The Council budget provided for an allocation of \$422,000 for a new Staff House at 12 Mulga Crescent. In part this was to ensure that we would always have at least one additional one bedroom house spare but also in recognition that if the makeup of our staff changes where we no longer have two employees sharing one house, we could be able to accommodate the change.

Agenda Comment

We are always reviewing options, including the potential to convert some, or all of the four existing one bedroom units into two bedroom ones at relatively low cost. As a result, it is considered that at this stage the construction of proposed new Staff House at 12 Mulga Crescent can be deferred and revisited at some later stage. As such we will refrain for calling tenders but still finalise designs and specifications.

Comments from Meeting

New update information was provided at the Meeting where it was noted that accommodation requirements for the new Plant Operator and family will mean that the proposed new Staff House at 12 Mulga Crescent will now not be deferred. A small one bedroom addition to 10A Mulga Crescent will also be required.

Council discussed the request from Mr Tomkins and updated the recommendation to accommodate that “... *should Council agree to the above request from Mervyn Tomkins of Nookawarra Station to Seal Beringarra-Pindar Road at Nookawarra it is desirable that it be prefaced on the basis that it will proceed subject to funding and other works priorities*”.

Amended Recommendation

That Council resolve as follows:

- 1 The Works Report be received and accepted.
- 2 That Council note the request from Mr Tompkins of Nookawarra Station to seal 1km of the Beringarra-Pindar Road at Nookawarra as a dust suppression measure, subject to the availability of funding and other works priorities.

Voting Requirements

Simple Majority

Council Decision

Moved: Cr P Squires

Seconded: Cr E Foulkes-Taylor

That Council resolve as follows:

- 1 The Works Report be received and accepted.
- 2 That Council note the request from Mr Tompkins of Nookawarra Station to seal 1km of the Beringarra-Pindar Road at Nookawarra as a dust suppression measure, subject to the availability of funding and other works priorities.

Carried

For 6

Against 0

16 FINANCE

16.1 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: 19 October 2020
Attachments: 16.1.1 EFT & Cheque Details for September 2020 (*To be provided when available*)

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 G Mead **Seconded: Cr** P Squires

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** 6 **Against** 0

16.2 Financial Activity Statements 31 August 2020

File:

Author: Tatjana Erak – Deputy Chief Executive Officer

Interest Declared: No interest to disclose

Date: 19 October 2020

Attachments: 16.2.1 Monthly Management Financial Report August 2020 (*To be provided when available*)

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 August 2020 as attached.

Voting Requirements

Simple Majority

Council Decision

Moved: Cr P Squires

Seconded: Cr Q Fowler

That Council adopt the financial statements for the period ending 31 August 2020 as attached.

Carried

For 6

Against 0

16.3 Interim Audit Results 2019-20 Annual Financial Report

File: 2.1
Author: Bill Boehm – Chief Executive Officer
Interest Declared: No interest to disclose
Date: 16 October 2020
Attachments: 16.3.1 OAG Interim Audit Results 2020 Annual Financial Report

Matter for Consideration

The Council is to consider the Audit Committee's Report in relation to the letter dated 21 September 2020 received from Office of the Auditor General (OAG) in relation to the Interim Audit Results for the 2019/20 Annual Financial Report.

Background

During May 2020 Mr Dominic Zappa and Ms Volha Romanchik of RSM Australia, acting as a contractor to the OAG, undertook the interim audit for the year ending 30th June 2020. In the normal course of events this would have constituted an onsite visit but due to the COVID-19 pandemic this was conducted by a combination of Council staff uploading various documents to a dedicated portal, answering telephone and email queries and meetings held by Microsoft Teams.

Their findings are contained in the attached letter which details the Interim Audit Results for 2020 Annual Financial Report for the Committee's consideration. Also included is our response to the findings.

Comment

As indicated in the attachments to the OAG's letter each "finding" has been listed. Each finding has been rated with definitions for each also provided but the key to each issue raised relates to the level of risk to which the entity is exposed "*if no action is taken*".

Significant	only occurs if the finding is not addressed promptly
Moderate	only warrants action "as soon as practicable"
Minor	not of primary concern but still warrants action

The DCEO's management comments within the attachments to the OAG letter explain circumstances surrounding each issue and are more related to resource and issues, not any substantive operational failure. Where rectifying action is required this is generally of a minor nature and either has been undertaken or will be within an acceptable time frame such that the "*potential*" risk is eliminated.

Statutory Environment

Only sections relevant to this item are shown

Local Government Act 1995

s7.9 *Audit to be conducted*

- (1) *An auditor is required to examine the accounts and annual financial report submitted for audit and, by the 31 December next following the financial year to which the accounts and report relate or such later date as may be prescribed, to prepare a report thereon and forward a copy of that report to —*
- (a) *the mayor or president; and*
 - (b) *the CEO of the local government; and*
 - (c) *the Minister.*

Local Government Audit Regulations

s16 *Functions of audit committee*

An audit committee has the following functions —

- (a) *to guide and assist the local government in carrying out —*
 - (i) *its functions under Part 6 of the Act; and*
 - (ii) *its functions relating to other audits and other matters related to financial management;*
- (b) *to guide and assist the local government in carrying out the local government’s functions in relation to audits conducted under Part 7 of the Act;*
- (e) *to support the auditor of the local government to conduct an audit and carry out the auditor’s other duties under the Act in respect of the local government;*

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Consultation

CEO and DCEO, RSM Australia, Moore Australia

Recommendation

Will arise following the Audit Committee’s Meeting on the 22 October 2020 where this Item will be considered by the Committee and a recommendation made for Council to address.

Voting Requirements

Simple Majority

Council Decision			
Moved: Cr	A Whitmarsh	Seconded: Cr	E Foulkes-Taylor
That Council accept the Audit Committee’s report and recommendation from its 22 October 2020 Committee Meeting and receive and note the Chief Executive Officers Report of the OAG’s Interim Audit Results 2020 Annual Financial Report letter dated 21 September 2020 in relation to the interim phase of their audit for the year ending 30 June 2020.			
Carried	For	6	Against 0

17 DEVELOPMENT

17.1 Settlement Projects Brief Update

File: 10
Author: Bill Boehm - Chief Executive Officer
Interest Declared: Nil
Date: 19 October 2020
Attachments: Nil

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

As per the adopted 2020/21 Budget, Council has finalised a separate list of capital works projects as listed below in and around the Murchison Settlement. These projects identified below are listed in no priority order. Once detailed scoping and design has been completed and then works prioritised it is expected Council will work through the final priority list until the funding runs out. A budget allocation amount of **\$1.55m** budget has been provided

PROJ A Transportable Classroom	PROJ H New -Caravan Park 2 Ensuite Units
PROJ D Community / Sports Centre Upgrade	PROJ I General Settlement Amenity Improvements
PROJ E Community Swimming Pool / Splash Pad	PROJ J Playground Upgrade
PROJ F New -Caravan Park Ablution Block	

Update

As indicated at the September Council Meeting the very small Councillor Settlement Projects Working Group comprising the CEO and Cr Andrew Whitmarsh and Cr Emma Foulkes-Taylor have briefly met on 24 September 2020 and amongst other things we have reviewed submissions for Place Making Consultants. As a result, UDLA from Fremantle have been appointed and are scheduled to visit the before the next Council Meeting for an initial overview / briefing. I expect that community engagement at the appropriate time will be a feature of this process.

Since this time updated detailed designs for PROJ F “New - Caravan Park Ablution Block” have been obtained. More or less they are a refinement of the existing concept previously provided to Councillors. Unlike all of the above other projects the design and location of this project is of separate consideration and does not impact on the overall Place Making master plan work. It has also been identified by Council as a priority and is essential to meet the operational requirements of the Caravan Park.

Given the need to undertake as much COVID-19 related economic stimulus as soon as possible and to cater for next year’s tourist season it is considered appropriate that Council proceed with the requisite procurement processes for PROJ F “New -Caravan Park Ablution Block” now as the first of the budgeted Settlement Projects.

Strategic Implications

These projects are of significant strategic and community importance and are relevant to the implementation Shire of Murchison Community Strategic Plan as follows:

Shire of Murchison Vision Statement

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

Economic Objective 1

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

Strategies to Achieve Economic Outcomes

Tourism Development

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

Economic Development

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

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.*

Strategies to Achieve Social Outcomes

Refurbishment of Community Centre

The Community Centre is a key building within the Murchison Settlement. The Centre was built in the 1980's and has been maintained since this time, however is due to refurbishment.

Explore Education Opportunities

Explore potential opportunities to improve access to existing education services for residents within the Shire.

Statutory Environment

Local Government Act 1995.

Sustainability Implications

There are no known significant Environmental, Economic or Social considerations

Policy Implications

Nil

Financial Implications

Project is funded from the approved 2020/21 budget.

Recommendation

That Council resolve that

- 1 The Chief Executive Officer's Settlement Projects Brief Update Report be received and noted.
- 2 The Chief Executive Officer is authorised to proceed with the requisite procurement processes for PROJ F New - Caravan Park Ablution Block as the first of the budgeted Settlement Projects.

Voting Requirements

Simple Majority

Council Decision

Moved: Cr A Whitmarsh

Seconded: Cr P Squires

That Council resolve that

- 1 The Chief Executive Officer's Settlement Projects Brief Update Report be received and noted.
- 2 The Chief Executive Officer is authorised to proceed with the requisite procurement processes for PROJ F New - Caravan Park Ablution Block as the first of the budgeted Settlement Projects.

Carried

For 6

Against 0

18 ADMINISTRATION

18.1 Audit Regulation Section 17 Review

File:	2.2
Author:	Bill Boehm – Chief Executive Officer
Interest Declared:	No interest to disclose
Date	16 October 2020
Attachments:	18.1.1 Risk Dashboard Report October 2020 18.1.2 Risk Management Governance Framework 18.1.3 Risk Dashboard Report Summary 2014-2020

Background

The Local Government (Audit) Regulations requires the Audit Committee to review and report on the CEO's review the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management, internal control and legislative compliance. This review must be undertaken by the CEO every three financial years and the results reported to the Audit Committee, who in turn must report their considerations of the review to Council.

The last review was presented to the Audit Committee on the 16 December 2016, who in turn reported on it the same day to Council.

Prior to that on 18 December 2014 Council adopted the Audit Committees and adopted a Risk Management Policy and Procedures (Risk Management Framework), which sets out the Shire's approach to the identification, assessment, management, reporting and monitoring of risks. A copy is attached. This includes detailed explanation and definitions that underpin the evaluation and rating.

Broadly, the Policy states that Risk Management will form part of the Strategic, Operational, Project and Line Management accountabilities and that every employee within the Shire is recognised as having a role in risk management, from the identification of risks to implementing risk treatments. The Risk Management Framework is to be reviewed for appropriateness and effectiveness at least every four years.

Comment

This is the third Audit Regulation 17 Review. It considered that given the financial and resource constraints faced by the Shire, the controls that are in place are adequate and effective, minimising the risks to the Shire. In addition, the review identified areas of improvement and the actions to be taken to achieve that improvement.

The attached Risk Dashboard Report identifies risk profiles for 15 themes across the areas of risk management, internal control and legislative compliance, listing actions to be taken to reduce risk and/or improve control, by either due date.

Under each of the 15 Risk Profiles comments have been provided to illustrate the rationale behind the rating and where applicable providing comment as on previous actions that were identified as part of the 2016 review and where appropriate providing some explanation.

As a broad overview a summary of all three Risk Dashboard Reports for 2014-2020 has been proved as attached. As indicated there has been steady improvement to what in all likelihood will be a stable level moving forward

A few points to note:

- 1 The review needs to be always recognised within the context of the size and nature of the Shire, the availability and skills of our small staff and the many competing priorities that invariably impinge on the available time required to address each area. In this instance the current Senior Management Team has only been in place for a little over 12 months, hence the slight delay in undertaking the review.
- 2 Over the past three years there has been a steady improvement across the board even though in most cases the ratings have remained relatively static. Given the nature of the Risk Matrix and definitions, this is unlikely to appreciably change but nevertheless shows a sound picture.
- 3 In 2016 the then only profile that was identified as being High Risk was Asset Sustainability. Principally this was then because Council, had have become aware of that since Asset Sustainability Ratios had been included in the Annual Financial Report and we needed to review our asset management practices over the next year to ensure that we can maintain/replace what we already have and to ensure that depreciation rates have been set to reflect the true useful remaining life and residual value of our assets.

Essentially this view was then formed using only one criterion, ie Asset Sustainability Ratios. As indicated in the relevant commentary there are a raft of other factors that have far more relevance to our situation and when examined collectively more than justify a revised rating in the 2020 Review as being more accurate. Further actions to improve this have also been outlined.

Statutory Environment

Only sections relevant to this item are shown

Local Government (Audit) Regulations 1996

s16 *Audit committee, functions of*

An audit committee —

- (c) *is to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to —*
- (i) *report to the council the results of that review;*
 - and*
 - (ii) *give a copy of the CEO's report to the council.*

s17 *CEO to review certain systems and procedures*

- (1) *The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —*
 - (a) *risk management; and*
 - (b) *internal control; and*
 - (c) *legislative compliance.*
- (2) *The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 3 financial years.*
- (3) *The CEO is to report to the audit committee the results of that review.*

Strategic Implications

Nil

Policy Implications

Refer Risk Management Policy and Procedures adopted December 2014.

Financial Implications

Nil. If this review was to be undertaken in conjunction with a third party consultant a significant outlay would needed to have been included in the budget in the year that the review is due.

Consultation

CEO and DCEO

Recommendation

That the Audit Committee, having reviewed the Chief Executive Officers Audit Regulation Review Report in relation to the Regulation 17 Review of the Councils local government systems, report to the 22 October 2020 Ordinary Meeting of Council recommending that Council receive and note the Chief Executive Officers such Report.

Voting Requirements

Simple Majority

Council Decision

Moved: Cr Q Fowler

Seconded: Cr G Mead

That Council accept the Audit Committee's Report and recommendation from its 22 October 2020 Committee Meeting and receive and note the Chief Executive Officers Audit Regulation Section 17 Review and Report of the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management, internal control and legislative compliance.

Carried

For 6

Against 0

19 CEO ACTIVITY REPORT

File:

Author: Bill Boehm – Chief Executive Officer

Interest Declared: No interest to disclose

Date: 20 September 2020

Attachments: Nil

General

The activities below show the extent of activity undertaken during the period. I continue to be very appreciative of the support received through time off associated with family support issues with Kaye expected home, and back to work in the first week of November.

Date	Activity
22.09.2020	Annual Report. Seal Program Outline
23.09.2020	Annual Report. Regional Road Group Meeting
24.09.2020	Touch base with Works Supervisor at Depot. Attend Council Meeting and Workshops. Start follow up Council actions
25.09.2020	TOIL
28.09.2020	Public Holiday
29.09.2020	TOIL
30.09.2020	Follow up actions from Council Meeting incl Aboriginal Cultural Heritage 2020 Bill Response. Finalise Waste Survey Return
1.10.2020	Follow up actions from Council Meeting incl Aboriginal Cultural Heritage 2020 Bill Response.
2.10.2020	Follow up actions from Council Meeting.
3.10/2020	
5.10.2020	Briefings with DCEO and Woks Supervisor. Telephone discussion with Cr Emma Foulkes-Taylor.
6.10.2020	Preliminary work on Community Operations Discussion Paper. Provide Microgrid Power analysis information to consultant. Road sealing discussions with Josh Kirk of Greenfield.
7.10.2020	Microgrid Power analysis Email. Meeting and site inspection of airstrip with Works Supervisor. Catch up with Josh Hosken of Hosken Electrical and Works Supervisor over various electrical works in the Settlement. Telephone discussions with Shire President and Cr Emma Foulkes-Taylor. Follow up Commonwealth budget announcements.
8.10.2020	Meetings with Will. Policy Manual Review. Telephone discussion with Mark Holdsworth Regional Development Australia.
9.10.2020	General operational and planning discussions with DCEO. Preliminary look at Office Layout. Discussion with Works Supervisor over road issues and planning. Review Regional Road Group Scoring Analysis.
12.10.2020	Telephone discussion with Kim Ingle Main Roads WA over Carnarvon-Mullewa Rd. Follow up Carnarvon-Mullewa Rd program analysis with Main Roads WA via E mail. Meetings with DCEO and Works Supervisor. Discussion with Recycle WA
13.10.2020	Recycle WA follow up. Start Agenda Preparation. Risk Dashboard Review
14.10.2020	Risk Dashboard Review. Meeting with DCEO and Works Supervisor. Work on Audit Committee Report and Council Agenda.
15.10.2020	Risk Dashboard Review. Work on Audit Committee Report and Council Agenda.
16.10.2020	Work on Audit Committee Report and Council Agenda. Discussions with Meekatharra CEO Roy McClymont over Regional Roads Group Funding
17.10.2020	Work on Audit Committee Report, Council Agenda. Policy Manual and other administrative tasks
19.10.2020	Finalise Audit Committee Report, Council Agenda.

Recommendation

That the CEO's Activity Report be accepted.

Voting Requirements

Simple Majority

Council Decision			
Moved: Cr	P Squires	Seconded: Cr	A Whitmarsh
That the CEO's Activity Report be accepted.			
Carried	For	6	Against 0

20 URGENT BUSINESS

Whilst not considered as Urgent Business earlier in the meeting under the Works Report the pending retirement of Bernie Miller from Main Roads WA was raised as was his contribution. The Council then decided that Council should is to write a letter to thanks Bernie Miller from Main Roads WA for his time and effort upon his retirement.

21 NOTICE OF MOTION

21.1 Murchison Country Zone of WALGA - Aboriginal Cultural Heritage Bill

Author: Cr R Foulkes-Taylor
Interest Declared: No interest to disclose
Date: 16 October 2020
Attachments: 21.1.1 Murchison Shire Aboriginal Cultural Heritage Bill 2020 Submission
21.1.2 Aboriginal Heritage Act Review Fact Sheets Response March 2020

Cr R Foulkes-Taylor has provided notice that he intends to move the following motion at the October Council Meeting

“That the Murchison Country Zone of WALGA consider using the Shire of Murchison’s submission regarding the Aboriginal Cultural Heritage Bill as a template to form the basis of the Zone’s submission to WALGA”

Background

At the October Council Meeting, Council met and considered the proposed Aboriginal Cultural Heritage Bill resulting in the attached submission being submitted.

Cr R Foulkes-Taylor’s explanation is that our Council feels the concerns raised in our submission will be issues that all Shires within our Zone may face in the future, hence the above proposed motion.

Voting Requirements

Simple Majority

Council Decision

Moved: Cr R Foulkes-Taylor

Seconded: Cr A Whitmarsh

That the Shire of Murchison presents the motion to the Zone and that the Murchison Country Zone of WALGA consider using the Shire of Murchison’s submission regarding the Aboriginal Cultural Heritage Bill as a template to form the basis of the Zone’s submission to WALGA.

Carried

For 6

Against 0

22 MEETING CLOSURE

The Shire President closed the meeting at 2.11pm.

Minutes of this meeting were confirmed at the Council Meeting held on 25 November 2020.

Signed.....

Presiding Officer