



murchisonshire

Ancient land under brilliant skies

Agenda for the Ordinary Meeting of the

Murchison Shire Council

To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
on Thursday **23 October 2025**, commencing at 12 Noon.

Ancient land under brilliant skies

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ATTACHMENTS

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Note that the Chief Executive Officer will open the open and chair the meeting until the successful conclusion of item 3.1 of the agenda, (Election of President).

Chief Executive Officer declared the meeting open at

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Note E Foulkes-Taylor, G Mead as incoming councillors are required to complete the Form 7 under the Local Government (Constitution) Regulations as well as this declaration being verbally undertaken before an Authorised Person pursuant as outlined in Schedule 2 of the Oaths, Affidavits and Statutory Declarations Act 2005 prior to taking Office.

Present

Councillors

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

Staff

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

3 ELECTION OF OFFICE BEARERS

3.1 Election of President

File: 4.1
Author: Bill Boehm – Chief Executive Officer
Interest Declared: No interest to disclose
Date: 19 October 2025
Attachments: 3.1.1 LGA Schedule 2.3 - Division 1 - President Elections
Note President Nomination Form sent out to councillors with Agenda

Matter for Consideration:

A President is to be elected from within Council for a two-year term of office expiring in October 2027.

Background

The Local Government Act prescribes that Council is to elect a President as the first matter dealt with at the first meeting of Council after an ordinary election's day.

Comment

Nominations are to be lodged in writing to the CEO, indicating consent of the nominee, prior to or at the Meeting. *(President Nomination Form sent out to councillors with Agenda).*

Councillors will cast their vote by secret ballot, votes will be counted, and the CEO will declare the results. If there is equality of votes between 2 or more candidates, then the meeting is to be adjourned for not more than seven days. Nominations may be withdrawn, or further nominations may be made before or when the meeting resumes. If the second round of voting results in a tie, then the CEO is to draw lots in accordance with regulations to determine which candidate is elected.

Statutory Environment:

LGA Schedule 2.3 Division 1. Copy is attached.

Nominations Received

Result of Election

Declaration of Office

The successful councillor will be required to complete the Form 7 under the Local Government (Constitution) Regulations as well as this declaration being verbally undertaken before an Authorised Person pursuant as outlined in Schedule 2 of the Oaths, Affidavits and Statutory Declarations Act 2005 prior to taking Office.

3.2 Election of Deputy President

File: 4.1
Author: Bill Boehm – Chief Executive Officer
Interest Declared: No interest to disclose
Date: 19 October 2025
Attachments: 3.1.1 LGA Schedule 2.3 - Division 2 – Deputy President Elections
Note Deputy President Nomination Form sent out to councillors with Agenda

Matter for Consideration:

The Deputy President is to be elected from within Council for a two-year term of office expiring in October 2025.

Background

The Local Government Act prescribes that Council is to elect a Deputy President as the next matter dealt with after the election of a President at the first meeting of Council after an ordinary elections day.

Comment

Nominations are to be lodged in writing to the CEO, indicating consent of the nominee, prior to or at the Meeting (*Deputy President Nomination Form sent out to councillors with Agenda*).

Councillors will cast their vote by secret ballot, votes will be counted and the CEO will declare the results. If there is equality of votes between 2 or more candidates, then the meeting is to be adjourned for not more than seven days. Nominations may be withdrawn or further nominations may be made before or when the meeting resumes. If the second round of voting results in a tie, then the CEO is to draw lots in accordance with regulations to determine which candidate is elected.

Statutory Environment:

LGA Schedule 2.3 Division 2. Copy is attached.

Nominations Received

Result of Election

Declaration of Office

The successful councillor will be required to complete the Form 7 under the Local Government (Constitution) Regulations as well as this declaration being verbally undertaken before an Authorised Person pursuant as outlined in Schedule 2 of the Oaths, Affidavits and Statutory Declarations Act 2005 prior to taking Office.

4 CONFIRMATION OF MINUTES

4.1 Ordinary Council Meeting – 26 September 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 26 September 2025 be confirmed as an accurate record of proceedings.

Voting Requirements:

Simple Majority

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

5 DISCLOSURE OF INTERESTS

6 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

7 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	Seconded: Cr	
Carried/Lost	For	Against

8 PUBLIC QUESTION TIME

9 NEXT MEETING

Thursday 27 November 2025 at 12.00noon

10 APPLICATIONS FOR LEAVE OF ABSENCE

11 URGENT BUSINESS

12 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

18.1.1 Account Listings Paid since the last list was presented to Council

13 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

14 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

15 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

15.1 Shire President

15.2 Councillors

16 REPORTS OF COMMITTEES

Nil

17 WORKS

17.1 Works Report

File: 12.42
Author: William Herold – Works Manager
Interest Declared: No interest to disclose
Date: 18 October 2025
Attachments: Nil

Construction

The Construction crew are making steady and pleasing progress at this stage on the Carnarvon-Mullewa Rd reconstruction and widening project. Unfortunately, I jinxed the plant performance in my last report with several fairly minor breakdowns, belts, hydraulic, hoses water tanker brackets and the like. All of the construction gear that is no longer under warranty has also been serviced in the week of 13 to 18 October as well as air conditioners. Hopefully we have a run in clear air in the lead up to the Christmas break. I am quietly confident we will have the majority of the pavement construction complete by the break. Floodway reconstruction will take up a reasonable amount of time, given that most in this section will have to be re-levelled in order to drain correctly and prevent silt deposit on the actual floodway.

Maintenance

Progress has been slow with only the one grader which is now doing a post Landor touch up on the Carnarvon-Mullewa Rd. Given the dry conditions I was pleasantly surprised to see how well this section of road stood up to the increased traffic flow. It would appear the second grader should be back on deck toward the end of the week of 20 October.

Pest Control

Feral and insect Pest Management have been to the Settlement to do the bi-annual treatment. Generally, pest loading appears to be down except for kangaroo and rabbits having increased dramatically. Cat numbers appear to have increased as well with it being a fairly common theme throughout the entire Shire. I do not recall seeing as many cats as I am seeing now on my travels around the Shire.

Water Upgrade

The new chlorinator has arrived and has been placed on the concrete slab. Failing any unforeseen delays commissioning should be underway by the time Council meets.

Flood Damage

We are back to a more normal program as far as these works go. My thanks to THEM Earthmoving for being so understanding in accommodating the disruption and continuing to deliver the expected standard of work.

SKA Route Works

Both our local contractors are progressing with work on the route. Both upgrade and maintenance work is taking place, Walladar on the CGG section of the Carnarvon-Mullewa Rd and Squires Resources being mainly north of the Boolardy homestead.

Roadhouse Fuel Bowsers

These will have to be upgraded to be more reliable than what they currently are. They have gone down several times over the last few months, including over the Landor weekend which created a little excitement.

Low Volume Roads Symposium

From 1 – 3 October 2025 I attended the Low Volume Roads Symposium in Alice Springs. The low volume road (LVR) network provides the vast majority, by length, of the Australian road network but are often treated as a lower priority when compared to high volume roads, which dominate in discussions, research, and investment. The Symposium brought together a range of key stakeholders, industry leaders, practitioners and decision-makers to share their wealth of knowledge and discuss ways to drive improved LVR outcomes. Copy of my report will be circulated to all elected members.

Recommendation

That the Works Report be noted

Voting Requirements

Simple Majority

Council Decision

Moved: Cr

Seconded: Cr

Carried/Lost

For

Against

18 FINANCE

18.1 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: 19 October 2025
Attachments: 18.1.1 EFT & Cheque Details for September 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 18.1.1 EFT & Cheque Details for September 2025 be discussed behind closed doors
- 2 That Council receive and note attachment 18.1.1 EFT & Cheque Details for September 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

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

The meeting was moved to behind closed doors at

3 Motion to open the meeting to the public

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

The meeting was moved out of closed doors at

2 Decisions Disclosed from the Closed Section of Meeting associated with Attachment Item 18.1

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

18.2 Financial Activity Statements 30 September 2025

File: 2.6
Author: Travis Bate (RSM) – Financial Accountant
Interest Declared: No interest to disclose
Date: 19 October 2025
Attachments: 18.2.1 Monthly Management Financial Report September 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. The following comments are provided

- 1 Statement of Financial Activity (Page 5).
 - a Closing Surplus at 30 September \$4.1M. This is up from \$1.9M at 31 August. Mainly due to rates raised in September and Capital Grants.
 - b Closing surplus \$673K above year-to-date budget. Main variances outlined in Note 2.
- 2 Note 2 Material Variances:
 - a Variances are largely the same as per August:
 - i Operating Grants – variance mostly related to Flood Damage – See Note 12
 - ii Capital Grants – variance mostly relates to SKA – See note 12
- 3 Note 4 – Total Cash balances \$11,442,864. Unrestricted \$3,550,037, restricted \$7,892,827.
- 4 Note 9 Capital Expenditure, main changes from August:
 - a Improvements to Drinking Water Reticulation \$138K
 - b Road infrastructure expenditure up \$412K from August – mainly for SKA Route and General Sealing Works

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 September 2025 as attached.

Voting Requirements

Simple Majority

Council Decision

Moved: Cr

Seconded: Cr

Carried/Lost

For

Against

19 DEVELOPMENT

19.1 Community Development Progress Report

File:

Author: Bec Fogarty – Community Officer

Interest Declared: No interest to disclose

Date: 19 October 2025

Attachments: Nil

Matter for Consideration

Community Development Progress Report October 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>

Tourism

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>
Civic Leadership Objective 4	<i>To provide Good Governance to the Murchison Shire through: Regional collaboration where possible;</i>

Information Bay Working Group

Attendees

Frances Pollock, Cr Greydon Mead, Bec Fogarty, Rachel Evans

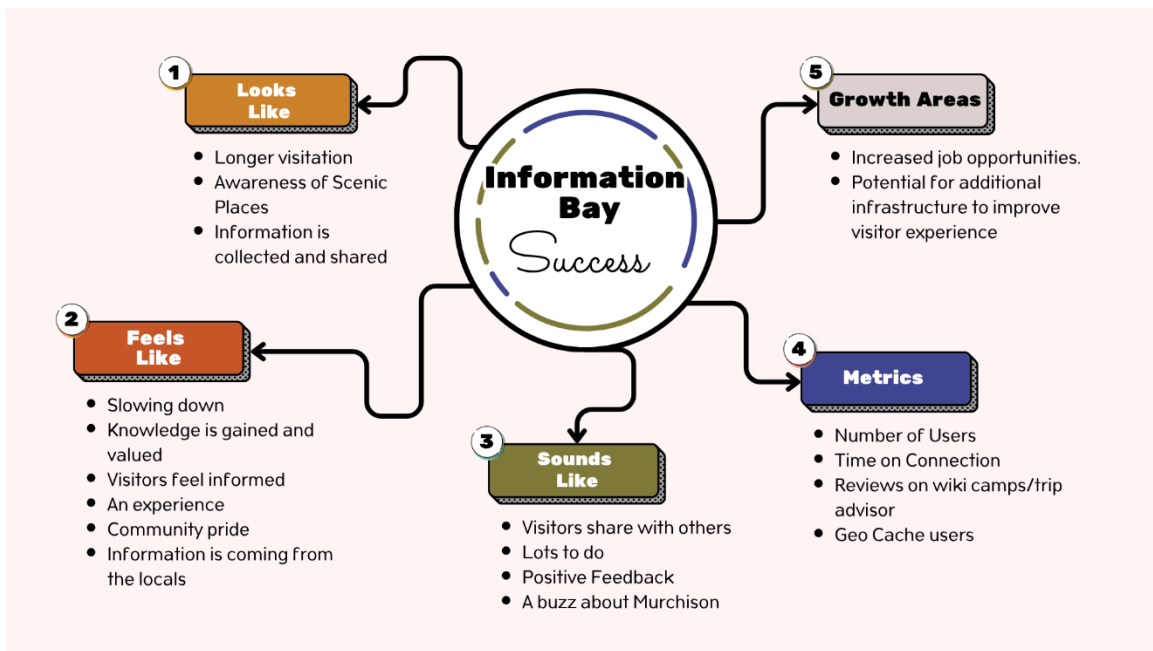
The Information Bay Working Group convened to revisit the original intent behind the bays and explore how their purpose could evolve through a digital approach. Discussions focused on identifying key information priorities, including:

- ~ Travel safety resources (e.g., maps, road condition reports, water safety alerts)
- ~ Directional signage to connectivity nodes
- ~ Strategic placement of bays
- ~ Static content to set expectations for accessible information when digitally connected

The group also defined success metrics by mapping what success would look like, feel like, and sound like—establishing qualitative and quantitative indicators for impact and growth potential.

Next Steps

- ~ Identify and map proposed bay locations
- ~ Assess the overall scope of the project
- ~ Determine resource requirements
- ~ Explore potential funding opportunities



Destination Marketing Strategy

The Destination Marketing Strategy project has advanced to its next phase. Initial feedback has been provided to Identity Perth for their first review. Once revisions are complete, the updated concepts will be released for public consultation.

The proposed branding concepts are closely aligned with Murchison's existing identity and are designed to authentically reflect the region—its landscape, community, and character. These concepts aim to tell compelling stories that enhance Murchison's appeal as a tourism destination, with a particular focus on promoting the Murchison Settlement.

Local Meat Initiative

Following recent attendance at the *Grounded in Bridgetown* event, concerns raised by food producers regarding access to custom kill services have sparked valuable conversations within the Murchison community. These discussions highlighted the opportunity for local producers to supply meat within the region—strengthening Murchison's identity and supporting local food systems.

Conversations with Cr Emma Foulkes-Taylor, Cr Greydon Mead, and community member Frances Pollock have revealed the potential to establish a local network that enables meat to be processed and packaged in Geraldton. This initiative would allow locally sourced meat to be sold through the Roadhouse and incorporated into Roadhouse meals.

The next steps involve researching viable service options and advocating for infrastructure that supports local butchering and packaging. This effort aims to enhance food accessibility, celebrate regional produce, and contribute to the economic and cultural vitality of Murchison.

Upcoming Events

Annual Christmas Tree 13th December and Community Swimming Pool and Splash Pad Opening.

Tourism Partner News

AGO

This year, AGO has opted to manage the planning and development of the 2026 Holiday Planner for the region internally. Draft versions of the redesigned Shire pages are currently being circulated for review. The updated designs feature a simplified layout with a stronger emphasis on visual content and a clean, modern aesthetic aimed at engaging a broad audience. We look forward to previewing the complete design in the coming stages.

Gascoyne Murchison Outback Pathways

The *Detour* campaign has been named a finalist in the upcoming State Tourism Awards, with winners to be announced in November. This recognition highlights the campaign's impact in promoting regional travel and storytelling.

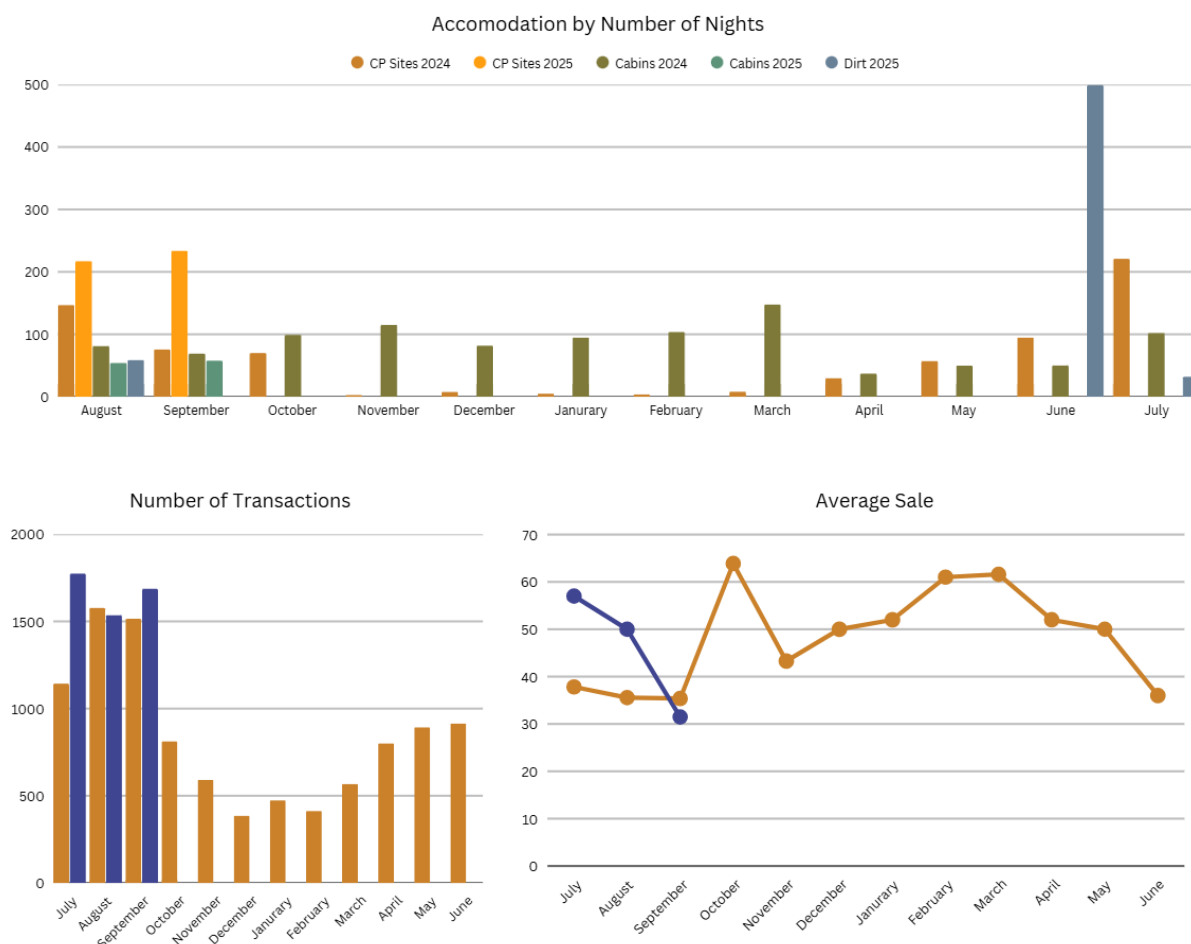
Planning is underway for the release of a new *Gascoyne Murchison Planner*, scheduled to support the 2026 tourism season. The updated planner will offer refreshed content and improved usability for visitors exploring the region.

In parallel, research and development efforts are progressing behind the scenes to enhance the *Outback Pathways* website. These improvements aim to better meet the evolving needs of travellers by offering more intuitive navigation, relevant content, and engaging digital experiences.

Tourism Council of WA

Tourism Council WA supports the *State Development Bill 2025* for commercial investment in *priority projects*. Tourism Council WA has long advocated for a legislative reform to create a *call-in power* for state significant tourism projects facing multiple approvals. Tourism Council WA has welcomed the State Government's new *State Development Bill 2025*, and is advocating to ensure small and regional tourism projects, as well as large resource projects, can be fast-tracked under the proposed bill.

Roadhouse Update



September saw a rise in site occupancy and transaction volume, indicating increased visitor activity across the region. However, cabin bookings experienced a slight decline compared to the same period last year.

The Roadhouse continues to diversify its food offerings. In addition to recent specials, the team is now incorporating locally sourced produce into homemade pies—featuring vegetables from the community garden.

Seasonal fruits such as lemons and cumquats harvested from the grounds have been transformed into curds using local eggs. These products are available for purchase.

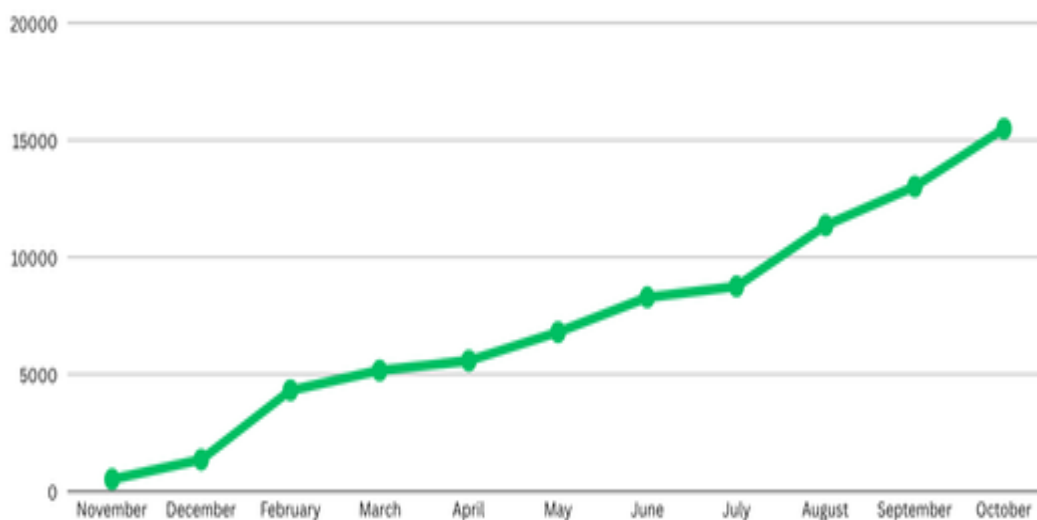
To promote these new offerings, the team has been actively sharing updates and visuals on social media, helping to boost community engagement and raise awareness of the region's unique local produce.

Meanwhile we extend heartfelt congratulations to Gracie and Gage on the birth of their son. We sincerely thank them for their dedication and contributions to the Roadhouse and Caravan Park over the past 10 months. Their efforts have been greatly appreciated, and we wish them every success in their new role and this exciting new chapter.

Containers for Change Recycling

Economic Objective 1	<i>To develop the region's economic potential to encourage families and businesses to stay in the area.</i>
Interpretive Centre	<i>Development of an Interpretative Centre was identified within the Tourism Development Strategies of the 2013 Strategic Community Plan.</i>
Tourism Development	<i>To promote and support a sustainable tourism industry in the Shire of 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 and assisting in coordinating projects and events as required.</i> <i>Supporting community groups.</i>
Support for Community Groups	<i>Provision of Human Resources to assist community groups.</i>

Containers collected and donated to the Shire for Community Groups



The latest return of containers has seen the total number of recycled vessels reach 15,490 produced or donated to the shire that is a running total of \$1,549.00 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 orchard is now being mulched to protect from weeds and to retain the ground water during the summer heat. This year all fruit has been removed to focus growth on the plants themselves rather than fruiting at their young age.

Staff members are getting more involved in the garden and new an exciting things are happening with the addition of a pod for rhubarb, more herbs, spring onions, and variety of capsicum and eggplant seeds being blocked for future planting.

Eggs from the community coop are also being used for producing products and meal in the Roadhouse from lemon curd to a bacon and egg burger.

Local Loyalty Scheme

We have received a total of 16 applications to this point and expect this to increase with the connection of the loyalty card to pool access for local residents.

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
 - Murchison Shire Restricted Burning and Fire Break Notice
 - 2 Burringurrah Department of Transport Visits
 - Murchison Shire Call for Nominations – Extraordinary Election
 - Feral & Insect Pest Management

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

Council Decision

Moved: Cr

Seconded: Cr

Carried/Lost

For

Against

20 ADMINISTRATION

20.1 2025 Extraordinary Election Update

File:	4.9
Author:	Bill Boehm - Returning Officer
Interest Declared:	No interest to disclose
Date	19 October 2025
Attachments:	Nil

Matter for Consideration

Update report to the Council on the conduct of the 2025 Extraordinary Council Election.

Background

As indicated at the September 2025 Meeting prior to the conduct of the 2025 Elections, the Western Australian Electoral Commission (WAEC) was engaged to prepare a resident's roll and conduct the 2025 Ordinary Council Elections. Part of this approach included the following

- ~ Notice of Enrolling to Vote
- ~ Notice calling for nominations
- ~ Declaration of nominations received

At the close of the nomination for the 2025 Ordinary Council Elections two nominations were received for the three vacancies on Council. The following persons were duly elected to the office of councillor until 20 October 2029.

FOULKES-TAYLOR, Emma
MEAD, Greydon

As a result, an Extraordinary Election is required to be held to fulfill the remaining vacancy.

At the September 2025 Meeting the Council then resolved as follows.

- 1 *That Council note the Chief Executive Officer's Report on the 2025 Extraordinary Election.*
- 2 *That Council, having decided to undertake the 2025 Extraordinary Election agrees that the Shire President should fix the Election date.*
- 3 *That the CEO conduct the election*

Update

Since this time

- ~ The Shire President has fixed the Extraordinary Election Date as 5 December 2025
- ~ Approval has been obtained from the WAEC to use the current electoral roll
- ~ Call for nominations has been advertised. Nominations opened on Wednesday 15 October 2025 and close 4.00pm Wednesday 22 October 2025

A further update will be provided on Council Meeting Day once nominations have closed

Strategic Implications

Nil

Policy Implications

Nil

Budget/Financial Implications:

Provision has been made within the 2025/26 budget

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

Recommendation

That Council note the Chief Executive Officer's Report on the 2025 Extraordinary Election Update Report.

Voting Requirements

Simple Majority

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

20.2 Committees Working Groups & Outside Organisations Operation

File: 14.24
Author: Bill Boehm – Chief Executive Officer
Interest Declared: No interest to disclose
Date: 19 October 2025
Attachments: 20.2.1 Policy 1.3 Committees and Working Groups
20.2.2 Membership of Current Committees, Working Groups and Other Organisations
20.2.3 Terms of Reference for each Committee
20.2.4 Terms of Reference for each Current Working Group

Matter for Consideration

Pursuant to the *Local Government Act 1995* Council is to determine the membership of all Committees following the day of Ordinary Elections (21 October 2023).

It has also been past practice that the opportunity is taken for the renewal of membership for those groups that have been established as Working Groups that provide advice to the CEO and to appoint delegates of other organisations that Council is involved in.

At this time, it would also be prudent to also review the current Terms of Reference for each Working Group or Committee.

Policy 1.3 Committees and Working Groups, which outlines current requirements, rationale and practice is attached. A copy of the Membership of current Committees, Working Groups and Other Organisations is attached as is the existing Terms of Reference for each current Committee / Working Group as applicable.

Committees

A local government may establish committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

Committees are to report to Council and provide appropriate advice and recommendations on matters relevant to their terms of reference in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

At any given time, each Councillor is entitled to be a member of at least one committee and if a Councillor nominates himself or herself to be a member of such a committee or committees, Council is to include that Councillor in the persons appointed to at least one of those committees, as the Council so decides.

If at a meeting of the Council, a local government is to make an appointment to a committee that has or could have a Councillor as a Member and the President informs the local government of his wish to be a member of the committee, the local government is to appoint the President to be a member of the committee.

If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —

- (a) to be a member of the committee; or
- (b) that a representative of the CEO be a member of the committee,

the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

An absolute majority of Council is required to appoint each member to a committee.

Where a Councillor is appointed as a member of a committee, the Councillor's membership of the committee continues until:

- (a) the Councillor no longer holds the office of Councillor.
- (b) the Councillor resigns from membership of the committee.
- (c) the committee is disbanded; or
- (d) the next ordinary elections day,

whichever occurs first.

With the exception of the Audit Committee, which now has to have the Presiding Member appointed by Council, members of each committee are to elect a presiding member from among themselves in accordance with the Act. The members of a committee may elect a deputy presiding member among themselves, but any such election is to be in accordance with the Act.

At the current time Council has two committees being Audit Committee and the Murchison Community Fund Management Committee whose main purpose is to manage written applications of request for financial assistance from community members and community groups.

Working Groups

Working Groups are essentially established to make recommendations to the CEO for presentation to Council. As such that are not formal committees under the *Local Government Act 1995*.

Members are to be appointed having due regard for their particular skills and expertise in the area of interest for which the Working Group has been formed. Community Positions have historically been advertised. If there are more Community applicants than positions, then Council will decide the successful applicant(s), having due regard for their particular skills and expertise.

I have reviewed the allocation of staff members and made suggested changes from the previous list as per the recommendation below.

Delegates

Delegate positions are those that Council is required to appoint as representatives on other organisations.

Comments

From my perspective the current operation of Committees and Working Groups has worked well even if the meeting frequency may be less than desirable, a situation brought about more by lack of time and human resources than any lack of intent. Recent appointment of the Tourism Community Development Support Officer plus expanded role for the Community Manager has operationally made a significant positive difference with update reports direct to Council. Summary comments regarding operation over the past two years is shown as follows.

Committees

- 1 The Audit Committee has diligently addressed those governance issues within its remit. Recent changes to legislation foreshadowed will require a new Audit, Risk, and Improvement Committee to be established and to have an Independent Presiding Member and Deputy Independent Presiding Member (essentially a proxy for the Independent Presiding Member) once section 87 of the 2024 Local Government Amendment Act commences. Regulations for this reform are still under development but will include some transitional provisions to allow each local government time to make changes to the relevant Terms of Reference. Meanwhile the current terms of reference will suffice but the Presiding Member must be a Council appointment.
- 2 Murchison Community Fund Management Committee last met as part of assessment of Fire Fighting Units on Stations. Previous advice concerning how this fund could be managed moving forward has also been provided and is worth reviewing moving forward.
- 3 Local Emergency Management Committee have infrequent meetings and last met in 2024 to endorse an updated Murchison Shire Local Recovery Plan.

Working Groups

- 4 The Works Manager has, from time to time, discussed various matters associated with members of the Plant, Settlement Water Supply and Settlement Power Supply Working Group, even if formal meetings may not have been undertaken.
- 5 Wild Dog Control Working Group, whilst not formally meeting has had both council members advancing financial support activities for local doggers.
- 6 Whilst the Settlement Redevelopment and Museum Working Group have not met, a large number of improvements have been rolled out within the Settlement.
- 7 Information Bay Working Group has had one informal catch up and as indicated in this month's Community Development Report recently met at Wooleen.
- 8 Murchison Camp Oven Muster Festival Working Group was formed and assisted in the successful running of the 2024 and 2025 Festivals as a continuing endeavor.
- 9 Settlement Playground Working Group was formed in 2024 and has assisted in influencing the design of a new playground to be located adjacent to the new splash pad as a specific project.
- 10 There is no specific Community Garden Working Group per se but regular dialogue and discussions concerning continuous improvements that are reported back top Council through the Community Development Report.

Organisations

- 11 Murchison Regional Road Group, WALGA Country Zone and Murchison Geo Region organisations have regularly met with Murchison Council delegates always present and contributing. Over the past few years, the Shire President Cr R Foulkes Taylor been Council's delegate on the Murchison Regional Road Group and is the current chair and as a consequence was subsequently appointed by that group to be a proxy representative on the Mid-West Regional Road Group. As CEO I have also been appointed to the Technical Reference Group. Understanding and contributing on these Forums is essential especially given our strong roads-based focus. One committed councillor representative is advantageous

Working Group Arrangements Review

Apart from changes to staff a number of elements have arisen during the past two years which warrant a review of the makeup, but not intent of the current working group arrangements. These elements include the following.

- a Ideally the need for and makeup of Working Groups should follow an overall strategy. Whilst this doesn't formally exist, the closeness of the councillors to what is a very small community and close interaction means that by and large there is no major issue in ensuring community alignment with Shire actions that underpin the rationale behind having working groups in the first place. A wider pastoral community focus could however add value.
- b Continued decline in the pastoral sector make-up, as shown by the following changes to the WAEC residents roll within the Murchison Shire, highlights the difficulties in having in-person Working Group Meetings which are inherently of more value than those undertaken remotely. This limited pool is also affected by distances to the Settlement and recognising that for many the Murchison Settlement is not a regular or convenient destination. This suggests that some consolidation might be warranted from a practicality viewpoint so that wider community dialog can be more readily obtained in improved value for time basis.

Item	2025	2023	2021	2019
Total No on WAEC Electoral Roll	58	78	75	73
Pastoralists No People	29	35	38	37
Pastoralists No Stations Represented	13	14	17	15

- c Increased scope and emphasis on tourism locally through operational activities including through the Roadhouse and regionally through the Murchison Executive Group and Community Development Officer Meetings with outcomes reported to Council. The Museum and Information Bay operations forms part of this wider approach and as such direct community input could still be obtained and add value as a wider group. Community Garden could also be added.
- d Recent discussions at Councillor Workshop level and the advent of the 2026 International Year of Rangelands and Pastoralism have highlighted the need for a wider pastoral focus which could potentially incorporate the functions of the Wild Dog Control Working Group.

- e The “nuts & bolts” type Shire Working Groups (Plant, Settlement Drinking and Settlement Power Supply Working Groups) have in the past been relevant but discussions and dialogue have over time replace formal meetings. These are operational in nature with consultation aimed at the experience of several councillors, not because they person is necessarily a councillor but because of the individual’s experience and technical knowledge. Eg Plant. In addition, the water and power upgrade projects are almost completed, and in any event underpinned by external specialist advice and already included in future budgets.

Summary

Overall further discussion is suggested around the best form, of some of the working group makeups along the following lines as outlined in the recommendation below.

Redundant	Plant Working Group, Settlement Drinking Water Working Group, Settlement Power Supply Working Group
Retain	Murchison Camp Oven Muster Festival Working Group, Settlement Playground Working Group
Review & Reform	Wild Dog Control Working Group. <i>(Potentially within and expanded Pastoral Group)</i> Settlement Redevelopment, Working Group, Museum Working Group, Information Bay Working Group. <i>(Potentially within and expanded Tourism Group)</i>
Others	From time to time add as circumstances dictate

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

- 1 That Council note the Chief Executive Officer’s Committees Working Groups & Outside Organisations Operation Report
 - 2 That formally review the operations and needs of the Murchison Community Fund
 - 3 That actions nominally allocated to the Plant Working Group, Settlement Drinking Water Working Group, Settlement Power Supply Working Group be 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.
- ~ That the operations undertaken by the Wild Dog Control Working Group, Settlement Redevelopment, Working Group, Museum Working Group and Information Bay Working Group be reviewed and new working groups formed to cover off on current and future roles
 - ~ 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 and if required makes minor changes to the Respective Terms of Reference to reflect any positional changes.
 - ~ That following completion of a review of the Murchison Community Fund and Working Groups identified for review that Council call for community nominations

Notes

- ~ Council will need to determine from its ranks the relevant member appointments as part of a final resolution
- ~ Ideally reviews of the Murchison Community Fund and Working Groups identified for review should be completed by the December Meeting and outcomes included in the Christmas Tree Day Community Meeting so that community nominations can be called for and finalised for the February 2026 Meeting.

Committee	Member	Member	Member	CEO	Staff	Community
Audit Committee	Presiding Member	1	1	N/A	N/A	N/A
Murchison Community Fund Management Committee	To be reviewed					
Local Emergency Management Committee	Shire President or Delegate			CEO	Works Manager	Refer LEMA

Working Group	Member	Member	Member	CEO	Staff	Community
Plant Working Group	Operations reflected in direct discussions with Councillors with the requisite expertise as well Council as a whole.					
Settlement Drinking Water Working Group	Operations reflected in direct discussions with Councillors and individuals with the requisite expertise as well Council as a whole.					
Settlement Power Supply Working Group	Operations reflected in direct discussions with Councillors and individuals with the requisite expertise as well Council as a whole.					
Wild Dog Control Working Group	Review and Reform			CEO	Review & Reform To include Works Manager, Community Manager and Recreation Officer (previous Tourism Community Development Support Officer).	Review & Reform
Settlement Redevelopment Working Group				CEO		
Museum Working Group				CEO		
Information Bay Working Group				CEO		
Murchison Camp Overn Muster Festival Working Group	Cr E Foulkes-Taylor	1		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.
Accident Prevention Working Group	The Accident Prevention Group has been discontinued for now but if circumstances change this this group could be resurrected.					

Organisation	Delegate	Delegate	Proxy	Observer	Observer	Community
Murchison Regional Road Group	1		1	CEO	Works Manager	N/A
WALGA Zone Delegates	1	1		CEO		N/A
Murchison GEO Region	Cr E Foulkes - Taylor				Community Manager	N/A

Voting Requirements

Council Committees
Working Groups and Delegates

Absolute Majority.
Simple Majority

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

21 CEO ACTIVITY REPORT

File:

Author: Bill Boehm – Chief Executive Officer

Interest Declared: No interest to disclose

Date 19 October 2025

Attachments: Nil

General

The following update of activities is provided.

Date	Activity
23.09.2025	TOIL
24.09.2025	MRWA Work. Timesheet checks. General Administration. Catch up with Community Manager & Tourism Community Development Support Officer
25.09.2025	Complete & submit WALGA Local Government Road Assets & Expenditure Report 2024-25. Catch up with Works Manager & Community Manager. Touch base on phone with Shire President.
26.09.2025	Council Meeting & Workshops. Council Minutes.
27.09.2025	Council Minutes.
28.09.2025	MRWA Roads Analysis Work
29.09.2025	Public Holiday. MRWA Roads Analysis Work. Finalise and send off Grants Commission Supplementary Submission relating to Shires without State Roads.
30.09.2025	Election Work. General Administration
1.10.2025	Election Work. General Administration. Brief Catch up with Andrew Whitmarsh
2.10.2025	Travel to Fremantle TOIL.
3.10.2025	Attend by invite launch of the International Year of Rangelands and Pastoralists at the Perth Royal Show.
4.10.2025	General Administration Work
6.10.2025	Meetings work Community Manager & Works Manager. Housing Cabins Contract finalisation. Election Work. General Administration
7.10.2025	Election Work. Attend MRWA RRG Murchison Sub-Group Meeting via Teams. General Administration
8.10.2025	Catch up with Community Manager. SKA Route, Fuel Review Work and General Administration
9.10.2025	TOIL. Drive to Fremantle for vehicle check with dealer. General Administration Emails
10.10.2025	TOIL. Vehicle check with dealer. General Emails & Administration
13.10.2025	Meeting with Community Manager & Works Manager. Works Fuel and Election Work. Telephone catch up with Leon Wilson MRWA regarding SKA work. General Administration
14.10.2025	Catch up with Community Manager & Works Manager. Housing Contract Finalisation. General Administration
15.10.2025	Catch up with Community Manager & Works Manager. Election Work. General Administration
16.10.2025 & 17.10.2025	Agenda Work. General Administration. Election Work. Catch up with Community Manager & Works Manager
17.10.2025	Agenda Work. General Administration. Election Work. Catch up with Community Manager & Works Manager
18.10.2025 to 20.12.2025	Agenda Work

Recommendation

That Council note the CEO's Activity Report.

Voting Requirements

Simple Majority

Council Decision

Moved: Cr

Seconded: Cr

Carried/Lost

For

Against

22 OTHER ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Nil

23 MEETING CLOSURE

The Shire President closed the meeting at.