

**Shire of Moora
Ordinary Council Meeting
25th July 2018**

NOTICE OF MEETING

Dear Elected Member

The next Ordinary Council Meeting of the Shire of Moora
will be held on **Wednesday 25th July 2018**
in the Council Chambers, 34 Padbury Street, Moora
commencing at **5.30 pm**



AJ Leeson
Chief Executive Officer

23rd July 2018

The Shire of Moora Vision and Mission Statement

Vision

Our vision is that:

The Moora region will be a place of brilliant opportunity over the next twenty years. Sustainable growth will result in a vibrant, healthy, wealthy and diverse community.

Mission

Our mission is:

To identify and stimulate growth through creative leadership and a willingness to get things done.

SHIRE OF MOORA**WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL**

Chief Executive Officer
 Shire of Moora
 PO Box 211
 MOORA WA 6510

Dear Sir/Madam,

Re: Written Declaration of Interest in Matter Before Council

I, ⁽¹⁾ _____ wish to declare
 an interest in the following item to be considered by Council at its meeting to be held on ⁽²⁾
 _____ .

Agenda Item ⁽³⁾ _____

The type of interest I wish to declare is: ⁽⁴⁾

- Financial pursuant to Section 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007.

The nature of my interest is ⁽⁵⁾

The extent of my interest is ⁽⁶⁾

I understand that the above information will be recorded in the Minutes of the meeting and recorded by the Chief Executive Officer in an appropriate Register.

Yours faithfully,

 Signed

 Date

1. Insert your name.
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in the matter under S. 5.68 of the Act).

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SHIRE OF MOORA
ORDINARY COUNCIL MEETING AGENDA
25 JULY 2018
COMMENCING AT 5.30PM

TABLE OF CONTENTS

| | |
|---|-----------|
| 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS | 7 |
| 1.1 DECLARATION OF OPENING..... | 7 |
| 1.2 DISCLAIMER READING | 7 |
| 2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE | 7 |
| 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE | 7 |
| 4. PUBLIC QUESTION TIME | 7 |
| 5. PETITIONS AND PRESENTATIONS..... | 7 |
| 6. APPLICATIONS FOR LEAVE OF ABSENCE..... | 7 |
| 7. ANNOUNCEMENTS BY THE PRESIDING MEMBER..... | 7 |
| 8. CONFIRMATION OF MINUTES | 7 |
| 8.1 ORDINARY COUNCIL MEETING - 20 JUNE 2018 | 7 |
| 9. REPORTS OF OFFICERS..... | 8 |
| 9.1 GOVERNANCE AND CORPORATE SERVICES..... | 8 |
| 9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION 1.31 | 8 |
| 9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 JUNE 2018 | 10 |
| 9.1.3 DELEGATIONS REGISTER – PURCHASE ORDER AUTHORISATION..... | 11 |
| 9.1.4 CORPORATE BUSINESS PLAN REVIEW AND REPRIORITISATION..... | 13 |
| 9.2 DEVELOPMENT SERVICES..... | 15 |
| 9.2.1 1.8M FRONT FENCE APPLICATION - 38 KINTORE STREET, MOORA..... | 15 |
| 9.2.2 HERITAGE LIST | 17 |
| 9.2.3 CBH - ADDITIONAL BULKHEADS MOORA GRAIN RECEIVAL SITE..... | 19 |

| | |
|--|-----------|
| 10. REPORTS OF COMMITTEES | 21 |
| GENERAL PURPOSE COMMITTEE MEETING – 4 JULY 2018..... | 21 |
| 10.1 GREAT NORTHERN HIGHWAY – WALEBING, ACCOMMODATION WORKS FOR LOT 1, CERTIFICATE OF TITLE 1264/51 | 21 |
| 10.2 W.A GOVERNMENT – FUTURE OF EDUCATION IN MOORA..... | 22 |
| 11. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN | 23 |
| 11.1 ‘GREEN’ ALTERNATIVES FOR NEW SHIRE RELATED BUILDING PROJECTS | 23 |
| 12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL | 23 |
| 13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED | 23 |
| 14. CLOSURE OF MEETING | 23 |

* Separate Attachments

- 9.1.1 List of Payments Authorised Under Delegation 1.31
- 9.1.2 Statement of Financial Activity for Period Ended 30 June 2018
- 9.1.3 Delegations Register – 13 Purchase Order Authorisation
- 9.1.4 Corporate Business Plan and Long Term Financial Plan
- 9.2.1 Drawing/plan
- 9.2.2 Heritage List
- 9.2.3 Plans
- 10.1 Letters & Map

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**1.1 DECLARATION OF OPENING****1.2 DISCLAIMER READING**

No responsibility whatsoever is implied or accepted by the Shire of Moora for any act, omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within fourteen (14) days of this meeting.

2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE****4. PUBLIC QUESTION TIME****5. PETITIONS AND PRESENTATIONS****6. APPLICATIONS FOR LEAVE OF ABSENCE****7. ANNOUNCEMENTS BY THE PRESIDING MEMBER****8. CONFIRMATION OF MINUTES****8.1 ORDINARY COUNCIL MEETING - 20 JUNE 2018**

That the Minutes of the Ordinary Meeting of Council held on 20 June 2018 be confirmed as a true and correct record of the meeting.

9. REPORTS OF OFFICERS

9.1 GOVERNANCE AND CORPORATE SERVICES

9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION 1.31

REPORT DATE: 16 July 2018

OFFICER DISCLOSURE OF INTEREST: Nil

AUTHOR: David Trevaskis, Deputy Chief Executive Officer

SCHEDULE PREPARED BY: Alida Fitzpatrick, Finance Creditors Officer

ATTACHMENTS: Accounts Paid Under Delegated Authority

PURPOSE OF REPORT

Payments have been made under delegated authority and a listing of these payments is attached for Council to note and endorse.

BACKGROUND

At the December 2005 Ordinary Meeting of Council resolution 276/2005 delegated the authority of payments from Municipal and Trust Funds to the Chief Executive Officer.

COMMENT

Accounts Paid under delegated authority are periodically presented to Council.

POLICY REQUIREMENTS

Delegation 1.31 – Payments from Municipal and Trust Funds.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 - Section 6.10

Local Government (Financial Management) Regulations 1996 – Regulations 12 & 13.

STRATEGIC IMPLICATIONS

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS

➤ Environment

There are no known significant environmental implications associated with this proposal.

➤ Economic

There are no known significant economic implications associated with this proposal.

➤ Social

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

Payments are in accordance with the adopted budget.

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATION

That Council notes and endorses the Payments from the Municipal and Trust Funds made under delegation I.31

| | | |
|------------------------------|--|-----------------------------------|
| <i>Municipal Fund</i> | <i>Cheques 62350 to 62357</i> | <i>\$18,615.33</i> |
| | <i>EFT 19639 to 19795</i> | <i>\$716,609.45</i> |
| | <i>Credit Card 03/05/18 to 03/06/18</i> | <i>\$6,310.15</i> |
| | <i>DD's 12016.1 to 12062.13</i> | <i>\$42,426.25</i> |
| | <i>Net Pays – PPE 12/06/18</i> | <i>\$88,636.81</i> |
| | <i>Net Pays – PPE 26/06/18</i> | <i>\$94,543.26</i> |
| <i>Trust Fund</i> | <i>Cheques 5363 to 5371</i> | <i>\$8,594.44</i> |
| <i>Total</i> | | <i><u>\$975,735.69</u></i> |

9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 JUNE 2018

REPORT DATE: 20 July 2018

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: David Trevaskis, Deputy Chief Executive Officer

ATTACHMENTS: Statement of Financial Activity for the Period Ended 30 June 2018

PURPOSE OF REPORT:

To note and receive the Statement of Financial Activity for the period ended 30 June 2018.

BACKGROUND:

Council is provided with monthly financial reports to enable monitoring of revenues and expenditures against the adopted budget.

COMMENT:

The Statement of Financial Activity for the Period Ended is provided as a separate attachment in Program format.

POLICY REQUIREMENTS:

Nil

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996, Clause 34

STRATEGIC IMPLICATIONS:

Monitoring of actual revenues and expenditures against the adopted budget assists Council in being informed as to the financial health of the organisation.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Year to date income and expenditure is provided by program to enable comparison to 2017/18 adopted budget.

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATION

That Council notes and receives the Statement of Financial Activity for the period ended 30 June 2018.

9.1.3 DELEGATIONS REGISTER – PURCHASE ORDER AUTHORISATION

FILE REFERENCE: PL/DELI

REPORT DATE: 12 July 2018

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Alan Leeson, Chief Executive Officer

ATTACHMENTS: Delegations Register – 13 Purchase Order Authorisation

PURPOSE OF REPORT:

To seek Council approval to amend the Delegations Register in accordance with Section 5.46 (2) of the Local Government Act, specifically Delegation 13 – Purchase Order Authorisation.

BACKGROUND:

The Shire of Moora has delegated certain powers and duties to the Chief Executive Officer.

The Local Government Act 1995 Section 5.46 requires that a register of delegations be kept and that those delegations made must be reviewed at least once every financial year by the delegator (Council).

COMMENT:

Delegation 13 requires updating to conform with Councils Purchase Order requirements. Four amendments are required;

1. Removal of Level 2 Manager Development Services;
2. Replacement of Manager Assets & Wastewater Services Level 3 authority to Wastewater Supervisor (Peter Watts) as Level 4 authority (\$1,000, excluding capital items);
3. Addition of the Pool Manager (John Main) as Level 4 authority (\$1,000 excluding capital items); and
4. Update 'Record of use' in line with electronic procedures now undertaken. To read 'Duplicate (Office copy) of electronic purchase order to be handed to Creditor Clerk.'

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item.

POLICY REQUIREMENTS:

Included in Delegation where appropriate.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 Section 5.46

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

- **Economic**
There are no known significant economic implications associated with this proposal.
- **Social**
There are no known significant social implications associated with this proposal.

VOTING REQUIREMENTS

Absolute Majority Required

RECOMMENDATION

That Council endorse the changes to the Register of Delegations, Section 13 Purchase Order Authorisation as follows;

- *Removal of Level 2 Manager Development Services;*
- *Replacement of Manager Assets & Wastewater Services Level 3 authority with Wastewater Supervisor Level 4 authority;*
- *Addition of the Pool Manager as Level 4 authority; and*
- *Update 'Record of use' to read 'Duplicate (Office copy) of electronic purchase order to be handed to Creditor Clerk.'*

9.1.4 CORPORATE BUSINESS PLAN REVIEW AND REPRIORITISATION

REPORT DATE: 20 July 2018

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: David Trevaskis, Deputy Chief Executive Officer

ATTACHMENTS: Corporate Business Plan and Long Term Financial Plan

PURPOSE OF REPORT:

Annual review and reprioritisation of activities to ensure that the Shire is capable of meeting Corporate Business Plan (CBP) priorities and long term priorities established by the draft Strategic Community Plan 2018 – 2028.

BACKGROUND:

The CBP is the document that evidences the transfer of strategic goals, objectives and outcomes in actions and projects. The CBP covers all the Shire's operations for the four year period July 2018 to June 2022. It is a rolling plan subject to review annually and is integrated with Asset Management and the Long Term Financial Plan.

The Long Term Financial Plan is a 10 year rolling plan (July 2018 – June 2028) that informs the CBP in the activation of Strategic Community Plan priorities. It enables the Shire to set priorities based on resourcing capabilities and is an indicator of the Shire's long term financial sustainability. To retain alignment with the CBP the Long Term Financial Plan needs to be a rolling and iterative document that is subject to annual review.

COMMENT:

The draft CBP (July 2018 – June 2022) and Long Term Financial Plan (July 2018 – June 2028) were presented to council for discussion in June 2018 as part of the annual budget process.

POLICY REQUIREMENTS:

Nil

LEGISLATIVE REQUIREMENTS:

Regulation 19BA of the Local Government (Administration) Regulations. "corporate business plan means a plan under regulation 19DA that, together with a strategic community plan, forms a plan for the future of a district in accordance with section 5.56"

Regulation 19DA (4) of the Local Government (Administration) Regulations. "A local government is to review the current corporate business plan for its district every year."

STRATEGIC IMPLICATIONS:

The Corporate Business Plan, Long Term Financial Plan and Asset Management Strategy are key elements of the Integrated Planning Framework and are based on the communities priorities, aspirations and vision that form the basis of the Shires Strategic Community Plan.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

- **Economic**
There are no known significant economic implications associated with this proposal.

- **Social**
There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Absolute Majority Required

RECOMMENDATION

That Council adopt the attached Corporate Business Plan July 2018 to June 2022 and; Long Term Financial Plan July 2018 to June 2028; as the annual review and reprioritisation of the Shire's future planning documents.

9.2 **DEVELOPMENT SERVICES**

9.2.1 **1.8M FRONT FENCE APPLICATION - 38 KINTORE STREET, MOORA**

FILE REFERENCE: TP/PAOI/1819

REPORT DATE: 12 July 2018

APPLICANT/PROPONENT: Desmond King

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Alan Leeson, Chief Executive Officer

ATTACHMENTS: Plans

PURPOSE OF REPORT:

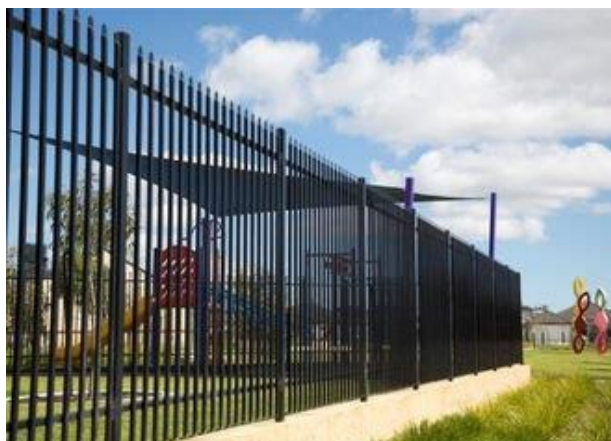
Council is in receipt of an application from Mr Des King the proponent, who seeks Council approval to construct a 1.8m high Garrison front fence with an electric opening gate and to replace part of the side fence that has rusted and in need of replacing. He wishes to come inside his boundary 1.5m to construct the fence and have the side fence finish at 1.5m where the front fence starts.

BACKGROUND:

38 Kintore Street is in the Residential Zone in the Town Site of Moora, the Shire Fencing By-Laws allows for a 1.2m high front fence and a truncated side fence from 1.8m to 1.2m commencing from in line with the side of the house to the front boundary to allow sight lines. It is permitted to have a higher fence but it must be an open style fence to allow for sight lines when backing out of the yard in a vehicle. Council has the power to vary this requirement upon request from the public.

COMMENT:

The proponent Mr King wishes to replace his front fence and include an electric opening gate for security reasons. The Garrison style fence allows this ability to see through the fence and meets the requirements of the Shire Fencing By-Laws.



POLICY REQUIREMENTS:

There are no known policy implications associated with this proposal.

LEGISLATIVE REQUIREMENTS:

Shire of Moora Fencing By-Laws/ Building Code of Australia.

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known significant environmental implications associated with this proposal.
- **Economic**
There are no known significant economic implications associated with this proposal.
- **Social**
There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATION

That Council approve the application by proponent Mr Des King to construct a 1.8m high Garrison style (permeable) front fence with an electric opening front gate with a 1.5 m setback from the front property boundary line.

9.2.2 **HERITAGE LIST**

FILE REFERENCE: GA/HEC1

REPORT DATE: 3 July 2018

APPLICANT/PROPONENT: Shire of Moora

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: 16/8/17 (resolution 153/17)

AUTHOR: Peter Williams, Manager Development Services

ATTACHMENTS: Heritage List

PURPOSE OF REPORT:

To provide to Council a Heritage List of properties within the Shire that have been identified by members of the Heritage Committee as worthy of recognition for their contribution to the History of the Shire of Moora.

BACKGROUND:

On the 16th August 2017 Council approved the Shire of Moora Heritage Policy which referred to the Shire Heritage List which was at that stage yet to be developed. The Heritage committee has worked hard to develop this Heritage List as a starting point in determining those properties within the Shire that warranted recognition for their part in the history of Moora. The committee agreed that it should not stop owners of properties from where necessary demolishing buildings that are on this list however instead that a plaque should be placed at the front of the property recognising the significance of the property. These plaques will describe the property which could be included in a walking trail map of Moora similar to the maps provided for the City of Claremont showing a story of the various premises depicted on the map. This has the possibilities of keeping caravaners and visitors to Moora in the Town, and allowing them to learn about Moora's history. The Heritage Council does make allowance for the provision of such plaques but only a limited number are available each year upon application.

COMMENT:

Once Council approves the list it will be advertised to the public for comment after which possible changes can be made to a public approved Shire of Moora Heritage List. The list will be recognised by Council as those premises of primary significance to the History of Moora and worthy of recognition by placement of a plaque at the front of the property.

POLICY REQUIREMENTS:

Shire of Moora Heritage Policy

LEGISLATIVE REQUIREMENTS:

Shire of Moora Town Planning Scheme No 4 Amendment 12

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

- **Economic**
There are no known significant economic implications associated with this proposal.

- **Social**
The Heritage List will be advertised for comment to the public

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATION

That Council approve the Shire of Moora Heritage List that represents buildings of heritage significance to the Shire of Moora and it be advertised for public comment.

9.2.3 CBH - ADDITIONAL BULKHEADS MOORA GRAIN RECEIVAL SITE

FILE REFERENCE: TP/PA02/1819

REPORT DATE: 20 July 2018

APPLICANT/PROPONENT: Cooperative Bulk Handling Ltd (CBH)

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Alan Leeson, Chief Executive Officer

ATTACHMENTS: Plans

PURPOSE OF REPORT:

The Shire is in receipt of an application by Cooperative Bulk Handling (CBH) to install extra capacity for grain storage, by installing two additional open bulkheads at the Moora grain receival site.

BACKGROUND:

The proposed development includes;

- Internal Roads to, around and from the sand pads for the open bulkheads;
- Two 27,000 tonne capacity open bulk heads;
- Stormwater drains around the internal roads to connect to existing drains.

Estimated value of development: \$972,000

This is a low-level development not requiring a building application therefore it is only Town Planning consent that is requested.

The Industrial Zone:

Objectives

- (a) To provide for the needs of industry to support the community;
- (b) To provide appropriate buffers between industry and adjacent land uses, so as to avoid land use conflicts;
- (c) To provide landscaped buffers along the branch of the Moore River to the established industrial area;
- (d) To avoid direct discharge of storm water drainage or the discharge of any deleterious substances into the Moore River;
- (e) To avoid non-industry related uses establishing in the industrial area.

COMMENT:

The proposed structure will be located within the required land use zone of “industrial” and is therefore recommended for approval.

POLICY REQUIREMENTS:

There are no known policy requirements for this application.

LEGISLATIVE REQUIREMENTS:

Local Planning Scheme Number 4

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known significant environmental implications associated with this proposal.
- **Economic**
There are no known significant economic implications associated with this proposal.
- **Social**
There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATION

That Council grant planning approval to Cooperative Bulk Handling Ltd for the construction of;

- *Internal Roads to, around and from the sand pads for the open bulkheads;*
- *Two 27,000 tonne capacity open bulk heads;*
- *Stormwater drains around the internal roads to connect to existing drains in accordance with drawings 2017-340-0070 revision A, S-056-A0000 revision 3 and S-119-A0000 revision 2, on Lot 250 Findlater Street, Moora W.A 6510.*

10. REPORTS OF COMMITTEES**GENERAL PURPOSE COMMITTEE MEETING – 4 JULY 2018****10.1 GREAT NORTHERN HIGHWAY – WALEBING, ACCOMMODATION WORKS FOR LOT 1, CERTIFICATE OF TITLE 1264/51****FILE REFERENCE:** S/MAII-2**REPORT DATE:** 28 June 2018**APPLICANT/PROPONENT:** Main Roads WA**OFFICER DISCLOSURE OF INTEREST:** Nil**PREVIOUS MEETING REFERENCES:** Nil**AUTHOR:** John Greay, Manager Engineering Services**ATTACHMENTS:** Letters and Maps**PURPOSE OF REPORT:**

Inform Council of Main Roads WA request for consent to enter property for the purpose of realigning the Great Northern Highway at Walebing.

BACKGROUND:

The Great Northern Highway has been undergoing upgrades for a number of years and this will be the last within the Shire of Moora. Council would have witnessed these upgrades during that time.

COMMENT:

At Walebing, Main Roads have identified the need to resume land from council property (where the old Walebing Hall was once situated) for this road improvement. The normal practice is to make an offer for the land and request consent to enter the land that they require for the upgrade.

An offer has been presented and is attached for councils' consideration. In addition to making this offer Main Roads are also seeking consent from the Shire to enter Lot 1 for the purpose of – refer letters attached:

- The above outlined accommodation works;
- for access to construct the portion of the Great Northern Highway realignment within the 5,808m² of land required from Lot 1 for the project; and
- for consent to construct the proposed driveway within Lot 1 between the Great Northern Highway and adjoining Lot M393 to provide access to the severed portion of M393 resulting from the realignment of the Midlands Road.

POLICY REQUIREMENTS:

Nil

LEGISLATIVE REQUIREMENTS:

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS:

A final upgrade at this point along the Great Northern Highway will improve safety and trafficability as we understand that eventually RAV 10 configurations will be able to operate along this route.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known significant environmental implications associated with this proposal.
- **Economic**
There are no known significant economic implications associated with this proposal.
- **Social**
There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Simple Majority Required

COMMITTEE RECOMMENDATION

That Council approve the offer made by Main Roads WA of \$8,100 for Lot 1, Certificate of title 1264/51 and give consent to enter the aforementioned property as requested.

10.2 W.A GOVERNMENT – FUTURE OF EDUCATION IN MOORA**COMMITTEE RECOMMENDATION**

That Council writes to the Premier requesting the Government:

- 1. Optimise the provision of Education for all students in the Central Midlands Region (inclusive of all education campuses (schools and TAFE)).*
- 2. Provide a 10 year guarantee that Years 7 - 12 at Central Midlands Senior High School be retained, further that the CMSHS retain its senior high school status and fully and appropriately funded 2019-28, with review in 2027.*
- 3. Commit funding towards the preparation of a business case / feasibility study that includes examination of the effective use of all educational facilities and resources in Moora to appropriately meet the educational needs of all students.*

11. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**11.1 'GREEN' ALTERNATIVES FOR NEW SHIRE RELATED BUILDING PROJECTS**

Cr Clydesdale-Gebert requested the following motion be put forward for consideration at the July 25th Council meeting;

'That the Shire of Moora review and consider amendment of council building policy with consideration be given to adopting sustainable and passive design principles to new Shire building projects such as solar panels and other renewable energy technology available.'

12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL**13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED****14. CLOSURE OF MEETING**