

**Shire of Moora
Ordinary Council Meeting
15th February 2023**

NOTICE OF MEETING

Dear Elected Member

The next Ordinary Council Meeting of the Shire of Moora
will be held on **Wednesday 15th February 2023**
in the Council Chambers, 34 Padbury Street, Moora
commencing at **5.30 pm**



GW Robins
Acting Chief Executive Officer

9th February 2023

The Shire of Moora Vision and Mission Statement

Vision

Our vision is:

Shire of Moora - a vibrant, affordable Regional Centre with a growing, caring community.

Mission

Our mission is:

To provide the leadership, services and infrastructure that will meet the needs of the community and surrounds.

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
- Shire of Moora Code of Conduct for Council Members, Committee Members and Candidates.

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
15 FEBRUARY 2023
 COMMENCING AT 5.30PM

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* Separate Attachments

9.1.1 List of Payments Authorised Under Delegation 1.31 December 2022 and January 2023

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**1.1 DECLARATION OF OPENING****Acknowledgement of Country**

The Shire of Moora acknowledges the traditional custodians of the land we are meeting on, the Yued people, and pay our respects to Elders past, present, and emerging.

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 / DEPUTATIONS / PRESENTATIONS****6. APPLICATIONS FOR LEAVE OF ABSENCE**

A written request for leave of absence has been received from Cr Clydesdale-Gebert for the meetings of Council to be held during the period 19 March to 5 April 2023.

7. ANNOUNCEMENTS BY THE PRESIDING MEMBER**8. CONFIRMATION OF MINUTES****8.1 ORDINARY COUNCIL MEETING - 14 DECEMBER 2022**

That the Minutes of the Ordinary Meeting of Council held on 14 December 2022 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 1.15

REPORT DATE: 6 February 2023

OFFICER DISCLOSURE OF INTEREST: Nil

AUTHOR: Gavin Robins, Acting Chief Executive Officer

SCHEDULE PREPARED BY: Charly Sawyer, 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 1.15 – Making 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.15

December 2022

<i>Municipal Fund</i>	<i>EFT's 28417-28573</i>	<i>-\$2,357,529.87</i>
<i>Municipal Cheque</i>	<i>62547-62549</i>	<i>-\$4,530.00</i>
<i>Credit Card</i>	<i>DD15200.1</i>	<i>-\$6870.15</i>
<i>Direct Debit</i>	<i>DD15155.1-DD15190.12</i>	<i>-\$104,892.14</i>
		<i>-\$2,473,822.16</i>
<i>Trust Cheque</i>	<i>5625-5626</i>	<i>-\$252.08</i>
		<i>-\$2,474,074.24</i>
<i>Nett Pay</i>	<i>PPE 06/12/2022</i>	<i>-\$123,252.37</i>
<i>Nett Pay</i>	<i>PPE 20/12/2022</i>	<i>-\$141,486.68</i>
	<i>Total Payments</i>	<i>-\$2,738,813.29</i>

January 2023

<i>Municipal Fund</i>	<i>EFT's 28574-28595</i>	<i>-\$1,342,277.69</i>
<i>Municipal Cheque</i>	<i>62550-62550</i>	<i>-\$1,510.00</i>
<i>Credit Card</i>	<i>DD15238.7</i>	<i>-\$3,574.28</i>
<i>Direct Debit</i>	<i>DD15187.1-DD15238.34</i>	<i>-\$140,958.22</i>
		<i>-\$1,488,320.19</i>
<i>Trust Cheque</i>	<i>5627-2628</i>	<i>-\$184.95</i>
		<i>-\$1,488,505.14</i>
<i>Nett Pay</i>	<i>PPE 03/01/2023</i>	<i>-\$133,290.06</i>
<i>Nett Pay</i>	<i>PPE 17/01/2023</i>	<i>-\$118,705.82</i>
<i>Nett Pay</i>	<i>PPE 31/01/2023</i>	<i>-\$121,404.14</i>
	<i>Total Payments</i>	<i>-\$1,861,905.16</i>

10. REPORTS OF COMMITTEES**GENERAL PURPOSE COMMITTEE MEETING – 1 FEBRUARY 2023****10.1 CEO RECRUITMENT PROCESS**

Shire President, Cr Lefroy advised that Council was required to endorse several key steps in the engagement of a recruitment agent to undertake the advertising and recruitment of a Chief Executive Officer for the Shire of Moora.

COMMITTEE RECOMMENDATION

That it is recommended that Council;

- 1. Engage FitzGerald Strategies to undertake recruitment of a Chief Executive Officer for the Shire of Moora.*
- 2. Identify and agree to the qualifications and selection criteria necessary for the appointment of a suitable CEO.*
- 3. Approve the Job Description Form outlining the qualifications, selection criteria and responsibilities of the position.*
- 4. Establish a selection panel, including Cr Lefroy, Cr Gilbert and Snr Sgt Rob Cox to conduct the selection process.*

11. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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**