

**SHIRE OF MOORA**  
**ORDINARY COUNCIL MEETING MINUTES**  
**14 DECEMBER 2022**  
HELD IN THE COUNCIL CHAMBERS

**TABLE OF CONTENTS**

<b>1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS .....</b>	<b>2</b>
<b>1.1 DECLARATION OF OPENING.....</b>	<b>3</b>
<b>1.2 DISCLAIMER READING .....</b>	<b>3</b>
<b>2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE .....</b>	<b>3</b>
<b>3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....</b>	<b>3</b>
<b>4. PUBLIC QUESTION TIME .....</b>	<b>3</b>
<b>5. PETITIONS / DEPUTATIONS / PRESENTATIONS .....</b>	<b>4</b>
<b>6. APPLICATIONS FOR LEAVE OF ABSENCE.....</b>	<b>4</b>
<b>7. ANNOUNCEMENTS BY THE PRESIDING MEMBER.....</b>	<b>4</b>
<b>8. CONFIRMATION OF MINUTES .....</b>	<b>4</b>
<b>8.1 ORDINARY COUNCIL MEETING - 16 NOVEMBER 2022.....</b>	<b>4</b>
<b>9. REPORTS OF OFFICERS.....</b>	<b>5</b>
<b>9.1 GOVERNANCE AND CORPORATE SERVICES.....</b>	<b>5</b>
9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION 1.31 .....	5
9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 NOVEMBER 2022 .....	6
<b>9.2 DEVELOPMENT SERVICES.....</b>	<b>7</b>
9.2.1 EARLY CHILDHOOD DEVELOPMENT CENTRE .....	7
<b>9.3 ENGINEERING SERVICES.....</b>	<b>8</b>
9.3.1 ENGINEERING PROJECT WORKS AND ASSET RENEWAL PROGRAMME REPORT, DECEMBER 2022 .....	8
<b>10. REPORTS OF COMMITTEES .....</b>	<b>9</b>
<b>GENERAL PURPOSE COMMITTEE MEETING - 7 DECEMBER 2022.....</b>	<b>9</b>
10.1 BUSHFIRE RISK MANAGEMENT PLAN.....	9
10.2 2020-2021 ANNUAL FINANCIAL REPORT.....	9

**11. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 10**

**12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL..... 10**

**13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED ..... 10**

**14. CLOSURE OF MEETING ..... 10**

\* Separate Attachments  
9.1.1 *List of Payments Authorised Under Delegation 1.31*  
9.1.2 *Statement of Financial Activity for Period Ended 30 November 2022*  
10.1 *Bushfire Risk Management Plan*  
10.2 *2020-2021 Annual Financial Report*

## **I. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

### **I.1 DECLARATION OF OPENING**

*The Shire President declared the meeting open at 5.30pm, welcomed Mrs McMorran and announced:*

*I would like to acknowledge the traditional custodians of the land we are meeting on, the Yued people, and pay our respects to Elders past, present and emerging.*

### **I.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**

### **ATTENDANCE**

TL Lefroy	-	President / Presiding Member
SJ Gilbert	-	Deputy President
DV Clydesdale-Gebert	-	Councillor
EI Hamilton	-	Councillor
SA Bryan	-	Councillor
TL Errington	-	Councillor
KM Seymour	-	Councillor
GW Robins	-	Acting Chief Executive Officer

### **PUBLIC**

Cynthia McMorran AM	-	Shire Freeman
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## **3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

## **4. PUBLIC QUESTION TIME**

Cynthia McMorran

- i. Dandaragan Road repairs
- ii. Newsletter
- iii. Public notice board
- iv. reduction in Councillor numbers

**5. PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. ANNOUNCEMENTS BY THE PRESIDING MEMBER**

The following Council associated engagements were attended:

**Cr Lefroy, President**

- 21/11 Wheatbelt Development Commission
- 25/11 Avon Midlands
- 28/11 Kirsty Reid – Swimming Pool
- 30/11 Regional Economic Development Grants Gingin
- 09/12 Aboriginal Cultural Heritage Webinar
- 13/12 Central Midland Senior Highschool Awards Presentation

**Cr Hamilton**

- 17/11 Moora Frail Aged Lodge Committee
- 18/11 Sabrina Hahn horticultural presentation
- 22/11 Central Midlands Senior High – scholarship interviews
- 08/12 Moora Primary School Awards & End of year concert presented SoM award
- 12/12 Moora Chamber of Commerce & Industry meeting
- 13/12 Central Midland Senior Highschool Awards Presentation
- 13/12 Moora Drug Action Group/Bed Race organising committee.

**Cr Seymour**

- 20/11 Avon Midlands
- 28/11 WALGA Work Health & Safety Workshop
- 07/12 WALGA State Council

**8. CONFIRMATION OF MINUTES**

**8.1 ORDINARY COUNCIL MEETING - 16 NOVEMBER 2022**

**COUNCIL RESOLUTION**

**85/22 Moved Cr Gilbert, seconded Cr Clydesdale-Gebert that the Minutes of the Ordinary Meeting of Council held on 16 November 2022 be confirmed as a true and correct record of the meeting.**

**CARRIED 7/0**

## **9. REPORTS OF OFFICERS**

### **9.1 GOVERNANCE AND CORPORATE SERVICES**

#### **9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION 1.31**

**REPORT DATE:** 03 December 2022

**OFFICER DISCLOSURE OF INTEREST:** Nil

**AUTHOR:** Gavin Robins, Acting Chief Executive Officer

**SCHEDULE PREPARED BY:** Jen Young, Manager Financial Services

**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

<b>COUNCIL RESOLUTION</b>
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**86/22 Moved Cr Hamilton, seconded Cr Errington that Council notes and endorses the Payments from the Municipal and Trust Funds made under delegation 1.15.**

<i>Municipal Fund</i>	<i>EFT's 8057-28208</i>	<i>-\$3,153,984.06</i>
<i>Municipal Cheque</i>	<i>62542-62544</i>	<i>-\$3,020.00</i>
<i>Credit Card</i>	<i>DDI5061.3</i>	<i>-\$2,327.87</i>
<i>Direct Debit</i>	<i>DDI4982.6-DDI5061.17</i>	<i>-\$116,649.96</i>
		<i>-\$3,275,981.89</i>
<i>Trust Cheque</i>	<i>5619-5622</i>	<i>-\$61.65</i>
		<i>-\$3,276,043.54</i>
<i>Nett Pay</i>	<i>PPE 10/11/2022</i>	<i>-\$119,874.12</i>
<i>Nett Pay</i>	<i>PPE 24/11/2022</i>	<i>-\$145,811.19</i>
	<i>Total Payments</i>	<i>-\$3,557,487.66</i>

**CARRIED 7/0**

**9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 NOVEMBER 2022**

**REPORT DATE:** 14 December 2022

**OFFICER DISCLOSURE OF INTEREST:** Nil

**PREVIOUS MEETING REFERENCES:** Nil

**AUTHOR:** Jen Young, Manager Financial Services

**ATTACHMENTS:** Statement of Financial Activity for the Period Ended 30 November 2022

**PURPOSE OF REPORT:**

To receive and endorse the Statement of Financial Activity for the period ended 30 November 2022.

**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 2021/22 adopted budget.

**VOTING REQUIREMENTS**

Simple Majority Required

**COUNCIL RESOLUTION**

**87/22 Moved Cr Bryan, seconded cr Gilbert that Council endorses the Statement of Financial Activity for the period ended 30 November 2022.**

**CARRIED 7/0**

**9.2 DEVELOPMENT SERVICES****9.2.1 EARLY CHILDHOOD DEVELOPMENT CENTRE**

Fleetwood Australia Pty Ltd has further refined the design and quantities for the construction of the Early Childhood Development Centre. The company delivered its revised cost estimate for the project, which still contains some unquantified items. Matthews & Scavelli, architects have sought an explanation from Fleetwood Australia as to aspects of the reduced costs. The outstanding issue is the \$660K for provisional items in the budget, which the Shire has asked to be converted to firm costs.

The project budget is approaching a point that provides greater cost certainty – to the extent that this can be achieved in the current environment, and where the Shire would be able to commit to commencement of stage 1 of the project.

**COUNCIL RESOLUTION**

**88/22 Moved Cr Bryan, seconded Cr Seymour that Council notes the oral report and the proposal to circulate an out of session decision paper prior to the Christmas closure**

**CARRIED 7/0**

### **9.3 ENGINEERING SERVICES**

#### **9.3.1 ENGINEERING PROJECT WORKS AND ASSET RENEWAL PROGRAMME REPORT, DECEMBER 2022**

**FILE REFERENCE:**

**REPORT DATE:** 12 December 2022

**APPLICANT/PROPONENT:**

**OFFICER DISCLOSURE OF INTEREST:** Nil

**PREVIOUS MEETING REFERENCES:**

**AUTHOR:** Mr K Dickerson, Manager Engineering Services

**ATTACHMENTS:** Nil

**PURPOSE OF REPORT:**

To inform Council of the progress of major road and engineering projects and the progress of the asset renewal programme.

**BACKGROUND:**

Council approved a comprehensive list of road and engineering projects as part of the 2022-2023 Annual Budget. Similarly, Council approved an asset renewal programme to augment the road and engineering projects and ensure Councils major plant remained capable of reliably undertaking works on which those assets and machinery were required. Key projects on which the Shire's equipment has proven to be essential include the Wheatbelt Secondary Freight Network, Roads to Recovery Programme and Shire repair and upgrade works typified by the work undertaken to repair recent flood damage.

**COMMENT:**

The following engineering works have been completed or are in progress:

- WSN, Watheroo West Road
- WSN Carot Well Road
- RRG Bindi Toodyay Road
- CRF06 Dalwallinu West Road
- Prices and Namban Roads
- RTR Reseal works – Dandaragan Street from Roberts Street to Moore River bridge and Old Geraldton Road
- Koojan West Road from SLK0.09 to 1.56

The following plant changeover is in train:

- New oval mower. Delivered October 2022
- New John Deere 620GP grader. Delivery 15<sup>th</sup> November 2022
- New 920K Caterpillar Loader. Delivery May 2023
- New Light truck crew cab. Delivery May 2023
- New Boom lift. Delivery April 2023

### **COUNCIL RESOLUTION**

**89/22 Moved Cr Seymour, seconded Cr Gilbert that Council note progress in respect of road and engineering works and the renewal of plant and machinery.**

**CARRIED 7/0**



## **10. REPORTS OF COMMITTEES**

### **GENERAL PURPOSE COMMITTEE MEETING - 7 DECEMBER 2022**

#### **10.1 BUSHFIRE RISK MANAGEMENT PLAN**

Council is required to develop and agree a Bushfire Management Plan in conjunction with the Department of Fire and Emergency Services. This plan is central to the overarching State Hazard Fire Plan and subsidiary plans that govern firefighting efforts in Western Australia.

The Bushfire Risk Management Plan has been developed and reviewed extensively with the Department of Fire and Emergency Services to reflect the plan's intersection of the statutory framework governing responsibility for firefighting and the allocation of firefighting resources. The plan also has regard to the broad range of other policy and procedure documents issued by agencies directly or indirectly impacted by the State's firefighting policy. Its primary purpose is to establish the roles and responsibilities of officers across agencies to ensure the effective deployment of firefighting resources to protect lives and assets.

The Shire has worked extensively on this plan and supports its direction and intent.

It is recommended Council endorse the Bushfire Risk Management Plan and note that the Plan requires Council to provide Government with an annual report at the end of the financial year.

#### **COUNCIL RESOLUTION (COMMITTEE RECOMMENDATION)**

**90/22 Moved Cr Bryan, seconded Cr Gilbert that Council endorse the Shire of Moora Bushfire Risk Management Plan 2022-2027.**

**CARRIED 7/0**

#### **10.2 2020-2021 ANNUAL FINANCIAL REPORT**

The *Local Government Act* requires Council to submit its Annual Financial Report to the Department of Local Government following endorsement by Council and sign-off by the Auditor General.

The Annual Financial Report accurately reflects the Shire's financial affairs and its activities for the year 30 June 2021. The attached 2020-2021 Annual Financial Report for the Shire of Moora has been finalised and signed by the Auditor General and has been submitted to the Department of Local Government as required.

#### **COUNCIL RESOLUTION (COMMITTEE RECOMMENDATION)**

**91/22 Moved Cr Gilbert, seconded Cr Errington Council endorse the Annual Financial Report for the period ended 30 June 2021 and approve its lodgement with the Department of Local Government Sport and Cultural Industries.**

**CARRIED 7/0**

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

Nil

**12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL**

Nil

**13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

**14. CLOSURE OF MEETING**

*There being no further business, the Shire President declared the meeting closed at 6.50pm.*

**CONFIRMED**

**PRESIDING MEMBER**