

**Shire of Moora  
Ordinary Council Meeting  
19<sup>th</sup> April 2023**

**NOTICE OF MEETING**

Dear Elected Member

The next Ordinary Council Meeting of the Shire of Moora  
will be held on **Wednesday 19<sup>th</sup> April 2023**  
in the Council Chambers, 34 Padbury Street, Moora  
commencing at **5.30 pm**



GW Robins  
Chief Executive Officer

17<sup>th</sup> April 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, <sup>(1)</sup> \_\_\_\_\_ wish to declare an interest in the following item to be considered by Council at its meeting to be held on <sup>(2)</sup> \_\_\_\_\_.

Agenda Item <sup>(3)</sup> \_\_\_\_\_

The type of interest I wish to declare is: <sup>(4)</sup>

- 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 <sup>(5)</sup>

---



---



---

The extent of my interest is <sup>(6)</sup>

---



---



---

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).

THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY.

**SHIRE OF MOORA**  
**ORDINARY COUNCIL MEETING AGENDA**  
**19 APRIL 2023**  
COMMENCING AT 5.30PM

**TABLE OF CONTENTS**

<b>1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS .....</b>	<b>7</b>
<b>1.1 DECLARATION OF OPENING.....</b>	<b>7</b>
<b>1.2 DISCLAIMER READING .....</b>	<b>7</b>
<b>2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE .....</b>	<b>7</b>
<b>3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....</b>	<b>7</b>
<b>4. PUBLIC QUESTION TIME .....</b>	<b>7</b>
<b>5. PETITIONS / DEPUTATIONS / PRESENTATIONS .....</b>	<b>7</b>
<b>6. APPLICATIONS FOR LEAVE OF ABSENCE.....</b>	<b>7</b>
<b>7. ANNOUNCEMENTS BY THE PRESIDING MEMBER.....</b>	<b>7</b>
<b>8. CONFIRMATION OF MINUTES .....</b>	<b>7</b>
<b>8.1 ORDINARY COUNCIL MEETING - 15 MARCH 2023 .....</b>	<b>7</b>
<b>9. REPORTS OF OFFICERS.....</b>	<b>8</b>
<b>9.1 GOVERNANCE AND CORPORATE SERVICES.....</b>	<b>8</b>
9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION 1.15 .....	8
9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 28 FEBRUARY 2023.....	10
9.1.3 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 MARCH 2023.....	11
9.1.4 MOORA CENTRAL BUSH FIRE BRIGADE .....	13
<b>10. REPORTS OF COMMITTEES .....</b>	<b>16</b>
<b>GENERAL PURPOSE COMMITTEE MEETING – 5 APRIL 2023.....</b>	<b>16</b>
10.1 LOCAL GOVERNMENT ORDINARY ELECTIONS: 2023 .....	16
10.2 WRITE OFF DEBTOR BALANCES .....	18
10.2 NETBALL COURT REDEVELOPMENT .....	20
10.3 2022-2023 BUDGET REVIEW.....	23

**11. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN 25**

**12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL ..... 25**

    12.1    AUDIT COMMITTEE MEETING MINUTES – 17 APRIL 2023 ..... 25

**13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED ..... 25**

**14. CLOSURE OF MEETING ..... 25**

\* Separate Attachments

- 9.1.1 List of Payments Authorised Under Delegation 1.31
- 9.1.2 Statement of Financial Activity for Period Ended 28 February 2023
- 9.1.3 Statement of Financial Activity for Period Ended 31 March 2023
- 9.1.4 Monochrome response & Topographic response maps

**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****7. ANNOUNCEMENTS BY THE PRESIDING MEMBER****8. CONFIRMATION OF MINUTES****8.1 ORDINARY COUNCIL MEETING - 15 MARCH 2023**

*That the Minutes of the Ordinary Meeting of Council held on 15 March 2023 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:** 3 April 2023

**OFFICER DISCLOSURE OF INTEREST:** Nil

**AUTHOR:** Gavin Robins, 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



<b>RECOMMENDATION</b>
-----------------------

***That Council notes and endorses the Payments from the Municipal and Trust Funds made under delegation I.15***

Municipal Funds	28854-29060	-\$ 439,480.28
Municipal Cheque	62554-62557	-\$ 4,977.00
Credit Card	DDI5336.I	-\$ 2,214.48
Direct Debit	DDI5322.I-DDI535I.I4	-\$ 117,827.07
		<hr/> -\$ 564,498.83
Trust Cheque	5630-563I	-\$ 61.65
		<hr/> -\$ 564,560.48
NETT PAY	14/03/2023	-\$ 124,674.40
NETT PAY	28/03/2023	-\$ 125,791.19
		<hr/> -\$ 815,026.07
<b>PAYMENT TOTAL MARCH 2023</b>		<b><u>-\$ 815,026.07</u></b>

## **9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 28 FEBRUARY 2023**

**REPORT DATE:** 13 April 2023

**OFFICER DISCLOSURE OF INTEREST:** Nil

**PREVIOUS MEETING REFERENCES:** Nil

**AUTHOR:** Rhona Hawkins, LG Best Practices

**ATTACHMENTS:** Statement of Financial Activity for the Period Ended 28 February 2023

### **PURPOSE OF REPORT**

To receive and endorse the Statement of Financial Activity for the period ended 28 February 2023.

### **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 2022/23 adopted budget.

### **VOTING REQUIREMENTS**

Simple Majority Required

**RECOMMENDATION**

*That Council endorses the Statement of Financial Activity for the period ended 28 February 2023.*

**9.1.3 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 MARCH 2023**

**REPORT DATE:** 13 April 2023

**OFFICER DISCLOSURE OF INTEREST:** Nil

**PREVIOUS MEETING REFERENCES:** Nil

**AUTHOR:** Rhona Hawkins, LG Best Practices

**ATTACHMENTS:** Statement of Financial Activity for the Period Ended 31 March 2023

**PURPOSE OF REPORT**

To receive and endorse the Statement of Financial Activity for the period ended 31 March 2023.

**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 2022/23 adopted budget.

**VOTING REQUIREMENTS**

Simple Majority Required

**RECOMMENDATION**

*That Council endorses the Statement of Financial Activity for the period ended 31 March 2023.*

#### **9.1.4 MOORA CENTRAL BUSH FIRE BRIGADE**

**FILE REFERENCE:** LO/MOFI

**REPORT DATE:** 7 March 2023

**OFFICER DISCLOSURE OF INTEREST:** Nil

**PREVIOUS MEETING REFERENCES:** Nil

**AUTHOR:** Nicholas Parry, Community Emergency Services Manager

**ATTACHMENTS:** Monochrome response map (attach 1)  
Topographic response map (attach 2)

#### **PURPOSE OF REPORT**

The purpose of this item is to have council establish a *Moora Central Bush Fire Brigade* under the *Bush Fire Act 1954* and Shire of Moora Local Laws.

#### **BACKGROUND**

The Shire Council are requested to consider the establishment of a new *Moora Central Bush Fire Brigade* based in the Moora townsite. While the current Volunteer Fire & Rescue Service covers the Moora town site, it does not extend beyond the town limits, creating a response gap in the area that the Bush Fire Brigade would be expected to cover.

Although there are already five Bush Fire Brigades within the Shire, none are situated in close proximity to Moora townsite.

This gap has been identified as a potential safety issue and we believe that establishing a Central Bush Fire Brigade in Moora would provide a solution to this issue. Furthermore, Moora has a larger residential base, which could provide volunteer opportunities for the new brigade attraction and retention. It is important to note that the new brigade would not only serve the outer Moora area but would also provide backups for all other calls within the Shire.

In the current financial year, there have been 31 calls that this new brigade could have responded to and or backed up.

As per attached mapping, the highlighted areas reflect current approximate response areas, this is often based on a day-to-day determination of conditions and caller information, as you can see there is a large unshaded area surrounding the outer Moora town site.

There is a small red shaded area around the inner town, this is the authority of the Volunteer Fire and Rescue Service under the *Fire Brigades Act* however does not extend past the shaded area.

As the population and volunteer availability decreases in the outlying towns of Moora, it is more critical than ever to back them up with a brigade that is able to source additional membership through larger populations.

We ask that the Shire Council seriously consider the establishment of a new bush fire brigade in Moora, in order to provide adequate protection for the residents of the area and to address the response gap.

The Volunteer Fire & Rescue Service have provided a letter of support in the establishment of the Moora Central Bush Fire Brigade and are willing to assist the Shire in the management, leadership, training, and volunteers to ensure this brigade is successful.

As such, the Shire will also be seeking funding from the Department of Fire and Emergency Services through the Local Government Grant Scheme (LGGs) to establish a new Combined Emergency Services Complex that is intended to house this Bush Fire Brigade, State Emergency Services and eventually Fire & Rescue Services.

### **COMMENT**

A Shire of Moora Central Bush Fire Brigade is predicted to considerably enhance the Shire's capability to mitigate and response to hazards such as bushfire. The ability for recruitment and retention of volunteer membership is significantly higher than the other five brigades through the Shire, as the population and occupation of people within the township allows for more volunteer activities.

The Moora Central Brigade will initially be supported with at least one high season fire appliance from the Department of Fire and Emergency Services until further risk to resources assessments can determine an appropriate full time fire appliance. The establishment of the Central Brigade will encourage volunteers in supporting functions such as incident management, communications, welfare support and training on top of incident response.

The Department of Fire and Emergency Services also support the establishment of a Moora Central Bush Fire Brigade.

### **CONSULTATION**

Shire of Moora Bush Fire Advisory Committee

Moora Volunteer Fire & Rescue

Shire of Moora CEO - Gavin Robins

Shire of Moora Chief Bush Fire Control Officer - Brendon Pratt

Moora Fire Control Officer - Hugh Bryan

Department of Fire and Emergency Services – Felix McQuistan

### **POLICY REQUIRMENTS**

Nil

### **STATUTORY CONTEXT**

*Bush Fire Act 1954*

Division 2 — Bush fire brigades

- 41. Bush fire brigades

(1) For the purpose of carrying out normal brigade activities a local government may, in accordance with its local laws made for the purpose, establish and maintain one or more bush fire brigades and may, in accordance with those local laws, equip each bush fire brigade so established with appliances, equipment and apparatus.

Shire of Moora Model Local Laws – Bush Fire Brigade Local Law

Part 2 — Establishment of Bush fire brigades

- 2.1 Establishment of Bush Fire Brigade

(1) The Local Government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.

(2) A bush fire brigade us established on the date of the local government's decision under subclause (1)

“Normal brigade activities’ This term is defined in section 35A of the Act (*Bush Fire Act 1954*)

**STRATEGIC IMPLICATIONS:**

Bushfire Risk Management Plan 2022

Strategic Community Plan 2018 – 2028

Outcome 1.5: A safe community.

Outcome 2.1: A protected natural environment.

**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**

Initial development of the Moora Central Bush Fire Brigade will be at no cost to the Shire. There will be expenses ongoing for the cost of PPE, Equipment, Training etc however this is covered by the Local Government Grant Scheme (LGGs). The Shire will also reduce capital LGGs expenditure by locating several Fire and Emergency Services resources together rather than individual facilities.

**VOTING REQUIREMENTS**

Simple Majority Required

**OFFICER RECOMMENDATION**

*That the Shire of Moora Council move to establish a 'Moora Central Bush Fire Brigade' under Division 2 - s. 41 of the Bush Fire Act 1954 and Shire of Moora Model Local Laws 'Bush Fire Brigade Local Law' Part 2 - s.2.1.*

## 10. REPORTS OF COMMITTEES

### GENERAL PURPOSE COMMITTEE MEETING – 5 APRIL 2023

#### 10.1 LOCAL GOVERNMENT ORDINARY ELECTIONS: 2023

**FILE REFERENCE:** EM/ELC7-2

**REPORT DATE:** 29 March 2023

**OFFICER DISCLOSURE OF INTEREST:** Nil

**PREVIOUS MEETING REFERENCES:** N/A

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

**ATTACHMENTS:** Nil

#### **PURPOSE OF REPORT:**

For Council to resolve to appoint the Western Australian Electoral Commission to carry out the 2023 Ordinary Election as a Postal Election on 21 October 2023.

#### **BACKGROUND:**

Council has outsourced the election process since 2009. Many Local Governments utilise the services of the Electoral Office in managing the election process as it streamlines the process and allows staff to progress other priority areas within the organisation.

The Shire of Moora has engaged the Western Australian Electoral Commission to carry out the past seven Ordinary Elections as Postal Elections.

#### **COMMENT:**

Many positive comments were received from Councillors, staff and members of the public in regard to the use of postal voting for the 2009, 2011, 2013, 2015, 2017, 2019 and 2021 Ordinary Elections.

The benefits in utilising the Electoral Commission included:

- Voter turnout increasing;
- Less interruptions to the day to day administration of the Shire;
- Administration processes that were streamlined and more efficient reporting due to standardised processes used;
- Increased perception of independence of the Returning Officer from Council and staff.

The quote obtained from the Electoral Commission as an estimate for the 2023 elections is \$22,000 including GST. This is based on the following assumptions by the Electoral Commission:

- 1,700 electors
- response rate of 50%
- 3 vacancies
- count to be conducted at the offices of the Shire of Moora
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

The quote does not include:

- any legal expenses other than those determined to be borne by the WA Electoral Commission in a Court of Disputed Returns
- the cost for a staff member to assist the Returning Officer on Election day or night



- any additional postage rate increases by Australia Post; and
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

A letter of agreement has been obtained from the Electoral Commissioner as per the requirements of the Local Government Act 1995.

#### **POLICY REQUIREMENTS:**

Nil

#### **LEGISLATIVE REQUIREMENTS:**

Requirements of the Local Government Act 1995 section 4.20 (4)

#### **STRATEGIC IMPLICATIONS:**

Strategic Community Plan 2018-2028

Outcome 5.2: Community leadership is encouraged and supported.

Outcome 5.5: Ensure effective and efficient corporate and administrative services.

#### **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:**

The quoted estimate from the Electoral Commission is \$22,000 to Council if a postal election is conducted by the Western Australian Electoral Commission for the Ordinary Council election to be held on Saturday 21<sup>st</sup> October 2023. This would be a budgeted item in the 2023/2024 financial year.

#### **VOTING REQUIREMENTS**

Absolute Majority Required

#### **COMMITTEE RECOMMENDATION**

*That Council;*

- 1. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary elections together with any other elections or polls which may be required; and*
- 2. Decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election.*

**10.2 WRITE OFF DEBTOR BALANCES****FILE REFERENCE:** F/SUDI**REPORT DATE:** 29 March 2023**OFFICER DISCLOSURE OF INTEREST:** Nil**PREVIOUS MEETING REFERENCES:** Nil**AUTHOR:** Gavin Robins, Chief Executive Officer**ATTACHMENTS:** Nil**PURPOSE OF REPORT:**

To request Council, write off eight outstanding sundry debtor balances totalling an amount of \$3,118.11.

**BACKGROUND:**

During the conduct of the final audit for the 2021/22 financial year all outstanding balances were reviewed to assess the likelihood of recovering the outstanding balances.

Following the management review of outstanding debtor balances as at 30 June 2022, it was concluded that 8 outstanding Childcare debtor balances totalling \$3,118.11 were considered as highly unlikely to be recovered.

**COMMENT:**

All outstanding balances have been outstanding for two or more years, or are minimal, and relate to families that are no longer using the service; those accounts have been classed inactive. Attempts have been made over the years to recover the outstanding balances with minimal response received from account holders. The Shire has sent statements, letters, emails and tried phoning on numerous occasions to discuss repayment plans to no avail. Need assistance from outside agencies to help with intervention, budgeting and Centrelink. Called into the local Centrelink office in the arcade but they were not very helpful and advised that we can set up direct payment, but this must be done through Centrelink.

Debtor Number	Debtor Name	Outstanding Amount	Comments
2027851	Corey NARRIER	\$799.43	Outstanding Child Care Fees 2018 no longer using service
2027823	Xenedra INDICH-PACIEJUN	\$500.00	Outstanding Child Care Fees 2019 no longer using service
2027541	Sashia INDICH	\$142.00	Outstanding Child Care Fees 2021 no longer using service
1949869	Bernadette GILLA	\$23.30	Outstanding Child Care Fees 2022 no longer using service
1688522	Rhonda FLOWERS	\$651.60	Outstanding Child Care Fees 2021 no longer using service
1688431	Dakota MIPPY	\$314.44	Outstanding Child Care Fees 2021 no longer using service
2027854	Jayde NUNN	\$461.50	Outstanding Child Care Fees 2021 no longer using service
1688472	Kiri KINGI	\$225.84	Outstanding Child Care Fees 2021 no longer using service
<b>Total Amount</b>		<b>\$ 3,118.11</b>	

Should Council not want to write off the debtor balances, there is the option to pursue further legal action to recover these debts. The risk associated with this is that such legal costs may not be recovered in the event of the amounts not being recovered in full.

Given that some of the debtors are no longer active, while other amounts are insignificant in nature, it is recommended that all balances be written off.

#### **POLICY REQUIREMENTS:**

There are no known policy requirements related to this matter.

#### **LEGISLATIVE REQUIREMENTS:**

Local Government Act 1995 section 6.12

s. 6.12 Power to defer, grant discounts, waive or write off debts

(1) Subject to subsection (2) and any other written law, a local government may —

- (a) when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or
- (b) waive or grant concessions in relation to any amount of money; or
- (c) **write off any amount of money, which is owed to the local government.**

#### **STRATEGIC IMPLICATIONS:**

There are no known strategic implications for this item.

#### **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:**

The Shire of Moora Childcare Fees balance will be decreased therefore reducing the Shire's net cash position by \$3,118.11.

#### **VOTING REQUIREMENTS:**

Simple Majority Required

#### **COMMITTEE RECOMMENDATION**

*That Council write off the following sundry debtor Childcare fees:*

- **Corey Narrier - \$799.43**
- **Xenedra Indich-Paciejun - \$500.00**
- **Sashia Indich - \$142.00**
- **Bernadette Gilla - \$23.30**
- **Rhonda Flowers - \$651.60**
- **Dakota Mippy - \$314.44**
- **Jayde Nunn - \$461.50**
- **Kiri Kingi - \$225.84**

## 10.2 **NETBALL COURT REDEVELOPMENT**

**FILE REFERENCE:** BA/BNCD1

**REPORT DATE:** 29 March 2023

**OFFICER DISCLOSURE OF INTEREST:** Nil

**PREVIOUS MEETING REFERENCES:** Nil

**AUTHOR:** Amy Watts, Manager Community Development

**ATTACHMENTS:** Nil

### **PURPOSE OF REPORT:**

To provide Council with a report and cost estimate for the resurfacing of the netball courts.

### **BACKGROUND:**

As identified in the Moora Sport and Recreation Masterplan, the current netball courts at the Moora Recreation Grounds are in disrepair and unplayable. Following the receipt of a grant to resurface the bowling rinks, restoration of these courts was recognised as a priority due to their proposed multi use and the number of participants involved.

Two companies engaged in playing surface restoration inspected the courts in early 2022. Both companies advised that the courts are beyond economic repair and required full removal and replacement.

Consistent with the Sport & Recreation Masterplan, quotes were sought to have the courts rebuilt as multipurpose Netball, Basketball, and Tennis Courts. Meetings have been convened with the Moora Districts Tennis Club, Central Midlands Netball Association (CMNA), Moora Mavericks Netball Club, and the Central Midlands Basketball Association (CMBA). All clubs reaffirmed their satisfaction with the four multi-purpose courts as previously confirmed during the Masterplan consultation process.

### **COMMENT:**

As part of the planning process and sequencing of works and grant applications, the two companies that inspected the current courts provided advice as to the orientation of the courts and related costs.

While east-west oriented courts are slightly less expensive overall, this orientation is not favourable to the playing experience due to players facing into the sun. As with other similar court-based sports, the north-south orientation is the preferred option for the new courts. Tennis Australia and Netball WA have been engaged to provide additional advice in respect of the courts and their orientation.

The approximate cost of establishing the four-sport courts is set out below. Included in the table is the allocation of funding by prospective participating funders.

Item	Quote 1 – N-S Orientation	Quote 2 – Tennis Courts E-W
Fencing – 3.6m high to all sides, 95m x 40m	\$61,486	\$61,486
Demolition and reconstruction of Asphalt	\$272,590	\$272,590
Acrylic surfaces and line marking	\$55,800	\$55,800
Netball/Tennis/Basketball Fixtures	\$80,000	\$30,000

4 x 3 tier 6m Grandstands	\$16,128	\$16,128
<b>TOTAL</b>	<b>\$486,004</b>	<b>\$436,004</b>
	<b>Contribution Excl GST</b>	
Shire of Moora	\$162,000	
State Gov DGLSC	\$162,000	Grant application due July 2023 for funding in 24/25
Central Midland Netball Association	\$10,000	
Moora Mavericks Netball	\$10,000	
Central Midlands Basketball Association	\$-	
Moora Districts Tennis Club	\$-	
Netball WA Community Facilities Fund	\$7,000	Annually – open June, approval announced Nov
Lottery west	\$50,000	
Tennis Australia Court Rebate	\$65,000	Annually – open June, approval announced Nov
Other – Fundraising	\$20,000	
<b>TOTAL</b>	<b>\$486,000</b>	

This body of work is intended to inform the overarching Sport and Recreation Centre development plan and sequencing of activities, while clearing the way to apply for future funding. At this time, the CMNA and Moora Mavericks have agreed in principle to contribute \$10,000 each towards the project. CMBA does not currently have the capacity to commit to a contribution due to limitations associated with holding a competition on one court.

A number of funding opportunities will be explored when there is final agreement and clarity in respect of the community agreed Sport and Recreation Centre Development Plan.

The following images provide a comparison between the existing courts and how the redeveloped courts would appear.



**POLICY REQUIREMENTS:**

There are no known policy requirements related to this matter.

**LEGISLATIVE REQUIREMENTS:**

There are no known legislative requirements at this time.

**STRATEGIC IMPLICATIONS:**

There are no known strategic implications for this item.

**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 for the Shire at this time.

**VOTING REQUIREMENTS:**

Simple Majority Required

**COMMITTEE RECOMMENDATION**

*That Council approve in principle a contribution of up to 1/3 of the project costs towards the redevelopment of the netball courts.*

### **10.3 2022-2023 BUDGET REVIEW**

**FILE REFERENCE:** F/BUD I  
**REPORT DATE:** 28 March 2023  
**APPLICANT/PROPONENT:** Shire of Moora  
**OFFICER DISCLOSURE OF INTEREST:** Nil  
**PREVIOUS MEETING REFERENCES:** Nil  
**AUTHOR:** Gavin Robins, Chief Executive Officer  
**ATTACHMENTS:** Nil

#### **PURPOSE OF REPORT:**

To note the annual budget review for presentation at the Ordinary Council meeting on 19 April 2023 and endorsement of the recommendations.

#### **BACKGROUND:**

Local Governments are required to formally conduct a budget review at least once each financial year, between 1 January and 31 March. The budget review allows a detailed comparison of the year-to-date actual results with the adopted or amended budget.

The budget review is to be submitted to Council within 30 days of the review for Council to consider and determine whether to adopt the review and any recommendations made within the review.

A copy of the review and Council decision is to be provided to the Department of Local Government, Sport & Cultural Communities within 30 days of the decision by Council.

#### **COMMENT:**

The budget review for the period 1 July 2022 to 31 January 2023 has been conducted by management.

The review was completed Wednesday 28 March 2022. In accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996, the budget review is to be submitted to Council within 30 days of the review for Council to consider and determine whether to adopt the review and any recommendations made within the review.

Council adopted the 2022/23 Budget with an operating surplus of \$0. As expected, the budget review identified the reasonably balanced nature of the 2022-2023 budget. This is despite several unplanned events (the oval light towers, Apex Park toilets and wastewater treatment plant) throughout the year have required reprioritisation of some expenditures. The cost of these unexpected events have been offset by the impact of ongoing supply chain issues, which in a budget sense, have created permanent changes to the 2022-2023 budget due to some high value procurements being carried forward into the 2023-2024 financial year.

Recurrent expenditure is largely as budgeted, with no material variations; the minor “over” and “under” budget line variations typical throughout the trading year will nett-off over the remainder of the financial year. The Budget Review document remains predicated on a balanced outcome, or \$0 operating surplus at 30 June 2023.

Following the budget review and based on the current stable financial position, and in view of this period of consolidation, management recommends that the budget should remain unchanged.

**POLICY REQUIREMENTS:**

There are no known policy implications.

**LEGISLATIVE REQUIREMENTS:**

Local Government (Financial Management) Regulations 1996

**33A. Review of budget**

- (1) Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.
- (2A) The review of an annual budget for a financial year must —
  - (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
  - (b) consider the local government's financial position as at the date of the review; and
  - (c) review the outcomes for the end of that financial year that are forecast in the budget.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

\*Absolute majority required.

- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

**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:**

The financial implications remain unchanged from those set out and tabled in the 2022/23 Budget documentation.

**VOTING REQUIREMENTS**

Absolute Majority Required



**COMMITTEE RECOMMENDATION*****That Council***

- 1. Approve the Budget Review for the period ended 31 January 2023 carried out in accordance with the Local Government Financial Management Regulations 1995 Section 33A; and***
- 2. Approve the retention of the 2022-2023 Budget as approved without amendment; and***
- 3. Forward a copy of the budget review to the Department of Local Government, Sport & Cultural Industries within 30 days of endorsement.***

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

Nil

**12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL****12.1 AUDIT COMMITTEE MEETING MINUTES – 17 APRIL 2023****13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED****14. CLOSURE OF MEETING**