

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

NOTICE OF MEETING

Dear Elected Member

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



GW Robins
Chief Executive Officer

13th November 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 NOVEMBER 2023
COMMENCING AT 5.30PM

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- 9.1.1 List of Payments Authorised Under Delegation 1.31
- 9.1.2 Statement of Financial Activity for Period Ended 30 September 2023
- 10.2 Schedule of Meeting Dates for 2024

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 - 18 OCTOBER 2023**

That the Minutes of the Ordinary Meeting of Council held on 18 October 2023 be confirmed as a true and correct record of the meeting.

8.1 SPECIAL COUNCIL MEETING - 25 OCTOBER 2023

That the Minutes of the Special Meeting of Council held on 25 October 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: 9 November 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

RECOMMENDATION

That Council notes and endorses the Payments from the Municipal and Trust Funds made under delegation 1.15

Municipal Funds	EFT30109-EFT30314	-\$951,064.97
Municipal Cheque	62583-62587	-\$3,488.25
Credit Card	DD15762.5	-\$1,538.15
Direct Debit	DD15747.1-DD15788.1	-\$104,643.23
NETT Pay	10/10/2023	-\$115,986.58
NETT Pay	24/10/2023	-\$111,723.34

PAYMENT TOTAL FOR OCTOBER 2023

-\$1,288,444.52

9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 SEPTEMBER 2023

REPORT DATE: 9 November 2023

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Travis Bate, RSM Australia

ATTACHMENTS: Statement of Financial Activity for the Period Ended 30 September 2023

PURPOSE OF REPORT

To receive and endorse the Statement of Financial Activity for the period ended 30 September 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 2023/24 adopted budget.

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATION

That Council endorses the Statement of Financial Activity for the period ended 30 September 2023.

9.1.3 MOORA & DISTRICTS MEMORIAL SWIMMING POOL FEES

FILE REFERENCE: F/BUE I

REPORT DATE: 13 November 2023

APPLICANT/PROPONENT: Gavin Robins, CEO

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Gavin Robins, Chief Executive Officer

ATTACHMENTS: Nil

PURPOSE OF REPORT

To recommend that Council waive the charging of entry fees to the public swimming pool for the 2023/24 swimming season.

BACKGROUND

Moora's key community services and governmental agency leaders have noted the expected long summer and its potential impact on the Moora community, and particularly its youth. Despite ongoing liaison with Avon Youth, the recruitment of a youth coordinator for Moora has proven to be very difficult. Consequently, the lack of organised programmes will heighten the potential risk to youth over this time.

The Shire supports the youth programme initiatives currently being promoted and conducted by governmental agencies and community groups. While the Shire supports these initiatives, it has very limited in the way of resources to assist these programmes however, the public pool has been identified as a key gathering place for Moora's youth.

If the Shire were to waive all swimming pool fees for the remainder of the current season, it would create a mechanism that encourages the town's youth to gather and remain at the pool throughout the day. It is expected that this would keep youth engaged and make supporting them easier. This initiative has the support of Moora's key agencies. It would also provide an opportunity for families to make much greater use of the pool than they otherwise might.

Based on the swimming pool entry fee revenue collected by the Shire in the previous two years (approximately \$31,700 and \$31,900), the cost to the Shire in revenue foregone would be approximately \$10,000. However, the cost of keeping youth engaged and active for significant parts of the day are expected to be materially greater. The opening hours of the pool may be reviewed and extended as the season progresses, subject to the availability of pool managers.

COMMENT

The Shire believes this initiative could make a significant contribution to the youth of the town at very little relative cost.

POLICY REQUIREMENTS

This initiative is consistent with Government and Shire policies that support family and youth well-being.

LEGISLATIVE REQUIREMENTS

There are no known legislative requirements related to this item.

STRATEGIC IMPLICATIONS

This initiative contributes to the Shire's strategic objective of strong, cohesive and resilient communities, while promoting community safety and well-being.

SUSTAINABILITY IMPLICATIONS**➤ Environment**

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

➤ Economic

Refer financial implications.

➤ Social

The social impacts of this initiative are significant but difficult to quantify. Ensuring law and order and creating healthy, active public spaces will deliver considerable benefits to individuals and the wider community.

FINANCIAL IMPLICATIONS

The financial implication of this initiative is expected to be in the vicinity of \$10,000 based on swimming pool revenue collected by the Shire in the previous two years, adjusted to recognise season passes purchased and other itinerant user fees.

VOTING REQUIREMENTS

Absolute Majority Required

RECOMMENDATION

That Council waive the payment of all public pool entry fees to the Moora & Districts Memorial Swimming Pool, effective from the school holiday period commencing Friday 15th December 2023, and ending Tuesday 30th January 2024.

10. REPORTS OF COMMITTEES

GENERAL PURPOSE COMMITTEE MEETING – 1 NOVEMBER 2023

10.1 APPOINTMENT TO COMMITTEES AND APPOINTMENT OF DELEGATES/ REPRESENTATIVES TO COMMUNITY GROUPS

FILE REFERENCE: PL/DELI

REPORT DATE: 31 October 2023

OFFICER DISCLOSURE OF INTEREST: Nil

AUTHOR: Gavin Robins, Chief Executive Officer

ATTACHMENTS: Nil

BACKGROUND

Council bi-annually in line with the Local Government Election Cycle appoints elected members to Committees, Portfolio / Working Groups and representation to other various community groups.

COMMENT

Since the 2019 Local Government Election, Council put in place project specific working Groups aligned to

- Sport and Recreation
- Early Learning Childhood Development and Education

It was suggested it is more feasible to work key portfolio / project / focus areas into the monthly meeting framework of the General Purpose Committee Agenda. This should facilitate a consistent level of context, input and information sharing across all Councillors and staff.

Audit Committee

Membership: 7 Shire Councillors

General Purpose Committee

Membership: 7 Shire Councillors

Key focus / portfolio areas

- Sport and Recreation Working Group
Membership: Cr Gilbert & Cr Errington

Sport and Recreation – Parks and Green Spaces Sub-Group
Membership: Cr Clydesdale-Gebert & Cr Bryan

- Cultural & Administrative Precinct Working Group
Membership: Cr Lefroy & CEO

It is suggested at least two Councillors are nominated representatives to lead any community engagement and collaboration that may be required from time to time across the community. Notwithstanding Councillors nominated to lead these key focus / portfolio areas, it is noted the Shire President may exercise discretion to work with the lead Councillors appointed.

Avon-Midland Country Zone WALGA

Membership: Two Councillors Cr with proxy Cr
(Cr Seymour & Cr Lefroy)

Meets: Aligns with WALGA State Council mtgs, held at alternating Shires within the Zone

Joint Development Assessment Panel

Membership: Two Councillors (*Cr Clydesdale-Gebert & Cr Gilbert*)
 Alternate members: Two Councillors (*Cr Lefroy & Cr Bryan*)
 Meets: On demand / when required by Department of Planning

Local Emergency Management Committee (LEMC)

Membership: Shire President (Chair), Chief Executive Officer, Community Emergency Services Manager plus representatives appointed by the LEMC Committee
 Meets: Quarterly in Moora

Council representation / membership to Community Groups / Community Committees

Community Resource Centre Mgmt. Committee - Cr with proxy Cr
 (no current representation)
 Meets: Monthly (2nd Wednesday)

Landcare Groups (Rural Water Council / West Koojan-Gillingarra LCDC) -
 (no current representation) Cr with proxy Cr
 Meets: 3 monthly in Northam, and Bi Monthly in Gillingarra

Wildflower Country Inc. Committee – Cr with proxy Cr
 Meets: Bi Monthly in Three Springs

Wheatbelt North Regional Road Group - Cr with proxy Cr
 (*Cr Gilbert with proxy Cr Hamilton*)
 Meets: Half Yearly in Northam

Moora Sub Regional Road Group - Cr with proxy Cr
 (*Cr Gilbert with proxy Cr Hamilton*)
 Meets: On demand / when required in Moora

Bush Fire Advisory Committee – Cr with proxy Cr
 (*Cr Lefroy with proxy Cr Seymour*)
 Meets: Twice, Pre & Post Fire Season in Moora

VOTING REQUIREMENTS

Absolute Majority Required

COMMITTEE RECOMMENDATION

It is recommended Council formally endorse the key focus / portfolio areas, Committee appointments, Delegate appointments and Community Committee representatives as discussed, and to be resolved at the Ordinary Meeting of Council held on 15 November 2023.

Avon-Midland Country Zone WALGA

Membership: Two Councillors - Cr Lefroy with proxy Cr Seymour

Joint Development Assessment Panel

Membership: Two Councillors - Cr Lefroy & Cr Gilbert

Alternate members: Two Councillors - Cr Bryan & Cr Dugan

Local Emergency Management Committee (LEMC)

Membership: Shire President (Chair), Chief Executive Officer, Community Emergency Services Manager plus representatives appointed by the LEMC Committee

Council representation / membership to Community Groups / Community Committees

Community Resource Centre Mgmt. Committee - Cr Errington with proxy Cr Bryan

Landcare Groups (Rural Water Council / West Koojan-Gillingarra LCDC) -
Cr Lefroy with proxy Cr Bryan

Wildflower Country Inc. Committee – Cr Bryan with proxy Cr Clydesdale-Gebert

Wheatbelt North Regional Road Group – Cr Gilbert with proxy Cr Seymour

Moora Sub Regional Road Group - Cr Gilbert with proxy Cr Seymour

Bush Fire Advisory Committee – Cr Lefroy with proxy Cr Seymour

10.2 2024 COUNCIL MEETING SCHEDULE REVIEW

FILE REFERENCE: EN/COAI

REPORT DATE: 2 November 2023

DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Michelle Murray, Executive Support Officer

ATTACHMENTS: Schedule of Meeting Dates for 2024

PURPOSE OF REPORT:

To provide dates for Council approval for meeting dates for the 2024 year to enable public advertising as required by the Local Government Act 1995.

BACKGROUND:

The current format of holding a General-Purpose Committee Meeting on the first Wednesday of each month and the Ordinary Meeting of Council on the third Wednesday of each month has been effective and is recommended this format be continued with.

COMMENT:

Attached is a schedule of proposed dates for Council meetings for the 2024 year.

In past years, the schedule has identified the need to adjust the regular meeting dates for the likes of the Local Government Convention which also provides the opportunity for professional development during the week. Council has the flexibility and autonomy to change meeting dates around the annual WALGA Convention and other conferences and conventions of strategic significance. The only requirement in changing meeting dates is to give adequate notice in accordance with legislative requirements.

Dates for the 2024 WALGA Convention are yet to be decided.

POLICY REQUIREMENTS:

There are no council policies relative to this matter.

LEGISLATIVE REQUIREMENTS:

Section 5.25 (g) of the Local Government Act 1995 stipulates that Regulations may make provision in relation to the giving of public notice of the date and agenda for Council or committee meetings.

Regulation 12 of the Local Government (Administration) Regulations 1996 states;

- I. At least once each year a local government is to give local public notice of the dates on which and the time and place at which –
 - (a) the ordinary council meetings; and
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,are to be held in the next 12 months.

Sections 5.98 and 5.99 of the Local Government Act 1995 and Regulation 30 of the Local Government (Administration Regulations) 1996 sets the minimum and maximum amounts for the payment of meeting fees.

STRATEGIC IMPLICATIONS:

Enables Council to provide effective local government to the district.

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. The holding of Council meetings including all associated costs is provided for in the current budget and will be provided for in future budgets.

VOTING REQUIREMENTS:

Simple Majority Required

COMMITTEE RECOMMENDATION

That Council;

- 1. Adopts the meeting schedule for the period February 2024 to December 2024 as attached;*
- 2. Advertises the meeting dates in accordance with section 5.25 of the Local Government Act 1995 and Regulation 12 (1) of the Local Government (Administration) Regulations 1996.*

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