

SHIRE OF MOORA
MINUTES OF THE ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS, MOORA
15 NOVEMBER 2023

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- 9.1.1 List of Payments Authorised Under Delegation 1.31
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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**1.1 DECLARATION OF OPENING**

The Shire President declared the meeting open at 5.31pm and announced:

I would like to acknowledge the traditional custodians of the land we are meeting on today, 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**ATTENDANCE**

TL Lefroy	-	President
SJ Gilbert	-	Deputy President
DV Clydesdale-Gebert	-	Councillor
KM Seymour	-	Councillor
SA Bryan	-	Councillor
TL Errington	-	Councillor
TW Dugan	-	Councillor
GW Robins	-	Chief Executive Officer

PUBLIC

Cynthia McMorran AM JP, Shire Freeman
Melissa Dugan
Wesley Porter

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME**Wes Porter**

Raised the government's proposed firearm law reform and sought Council's advocacy and support for firearm reform that recognises the distinct needs of primary producers. Noting the potential closure of the public consultation period, the Shire to consider writing a letter of support for the interests of primary producers.

5. PETITIONS / DELEGATIONS / 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

31/10 Launch of REDS grants, including side-meeting with Hon. Don Punch, Minister for Regional Development

2/11 Auspire announcements of the WA recipients of the 2024 Australian of the Year Awards, Government House

8/11 Youth at Risk meeting

9/11 Childcare farewell

13/11 meeting with Luke Aitken from Broomehill re Land Use Policy / renewable energy projects, Perth

14/11 Parliament House for Parliamentary Friends of the Arts, invited by Hon. Darren West

Cr Gilbert, Deputy President

30/10 WNRRG Moora Sub Group meeting, Moora

Cr Bryan

9/11 Childcare farewell

1/11 Laid wreath at the Remembrance Day service on behalf of Council.

8. CONFIRMATION OF MINUTES**8.1 ORDINARY COUNCIL MEETING - 18 OCTOBER 2023****COUNCIL RESOLUTION**

90/23 Moved Cr Errington, seconded Cr Gilbert 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.

CARRIED 7/0

FOR: Cr's Lefroy, Gilbert, Clydesdale-Gebert, Errington, Seymour, Bryan & Dugan

8.1 SPECIAL COUNCIL MEETING - 25 OCTOBER 2023**COUNCIL RESOLUTION**

91/23 Moved Cr Errington, seconded Cr Dugan 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.

CARRIED 7/0

FOR: Cr's Lefroy, Gilbert, Clydesdale-Gebert, Errington, Seymour, Bryan & Dugan

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

COUNCIL RESOLUTION

92/23 Moved Cr Gilbert, seconded Cr Errington 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		<u>-\$1,288,444.52</u>

CARRIED 7/0

FOR: Cr's Lefroy, Gilbert, Clydesdale-Gebert, Errington, Seymour, Bryan & Dugan

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

COUNCIL RESOLUTION

93/23 Moved Cr Bryan, seconded Cr Errington that Council endorses the Statement of Financial Activity for the period ended 30 September 2023.

CARRIED 7/0

FOR: Cr's Lefroy, Gilbert, Clydesdale-Gebert, Errington, Seymour, Bryan & Dugan

Cr Lefroy declared a financial interest in item 9.1.3 as her children are members of the Moora Swimming Club and pay pool fees and left the meeting at 5.41pm.

At 5.41pm Deputy President, Cr Gilbert assumed the Chair.

9.1.3 MOORA & DISTRICTS MEMORIAL SWIMMING POOL FEES

FILE REFERENCE: F/BUE1
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 charging 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.

The Shire collected swimming pool revenue of approximately \$31,700 and \$31,900 over the two previous swimming seasons. If the entry fee is waived for the season, or any part thereof, the shire would forego approximately \$10,000 - \$15,000 subject to adjustments for annual pool passes and other fees. However, the benefits of keeping Moora's 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 relatively minimal 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 - \$15,000 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

COUNCIL RESOLUTION (OFFICER RECOMMENDATION)
--

94/23 Moved Cr Bryan, seconded Cr Seymour 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.

CARRIED BY ABSOLUTE MAJORITY 5/1

FOR: Cr’s Gilbert, Errington, Seymour, Bryan, and Dugan

AGAINST: Cr Clydesdale-Gebert

At 5.45pm Cr Lefroy rejoined the meeting and resumed the Chair.

COUNCIL RESOLUTION

95/23 Moved Cr Dugan, seconded Cr Seymour that the Shire refund a sum of money equivalent to the percentage of entry fees relating to the school holiday period, commencing Friday 15th December 2023, and ending Tuesday 30th January 2024, to those patrons who have already purchased a season pass.

CARRIED BY ABSOLUTE MAJORITY 7/0

FOR: Cr’s Lefroy, Gilbert, Errington, Seymour, Bryan, Dugan and Clydesdale-Gebert

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/DEL1
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 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**

(no current representation)

Meets: Monthly (2nd Wednesday)

Landcare Groups (Rural Water Council / West Koojan-Gillingarra LCDC) -

(no current representation)

Meets: 3 monthly in Northam, and Bi Monthly in Gillingarra

Wildflower Country Inc. Committee

Meets: Bi Monthly in Three Springs

Wheatbelt North Regional Road Group

(Cr Gilbert with proxy Cr Hamilton)

Meets: Half Yearly in Northam

Moora Sub Regional Road Group

(Cr Gilbert with proxy Cr Hamilton)

Meets: On demand / when required in Moora

Bush Fire Advisory Committee

(Cr Lefroy with proxy Cr Seymour)

Meets: Twice, Pre & Post Fire Season in Moora

VOTING REQUIREMENTS

Absolute Majority Required

COUNCIL RESOLUTION (COMMITTEE RECOMMENDATION)
--

96/23 Moved Cr Bryan, seconded Cr Dugan that Council formally endorse the key focus / portfolio areas, Committee appointments, Delegate appointments and Community Committee representatives as discussed, and 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 Dugan with proxy Cr Seymour

CARRIED BY ABSOLUTE MAJORITY 7/0

FOR: Cr's Lefroy, Gilbert, Clydesdale-Gebert, Errington, Seymour, Bryan & Dugan

Note: Council replaced Cr Lefroy with Cr Dugan as the Council representative on the Bush Fire Advisory Committee.

10.2 **2024 COUNCIL MEETING SCHEDULE REVIEW**

FILE REFERENCE: EN/COA1
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 changes meeting dates around the annual WALGA Convention and other conferences and conventions of strategic significance. The only requirement in changing meetings 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;

1. 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

**COUNCIL RESOLUTION
(COMMITTEE RECOMMENDATION)**

97/23 Moved Cr Seymour, seconded Cr Gilbert 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.***

CARRIED 7/0

FOR: Cr's Lefroy, Gilbert, Clydesdale-Gebert, Errington, Seymour, Bryan & Dugan

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

Nil

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

The Chief Executive Officer presented an item of urgent business titled 'Adoption of the 2020/21 Annual Report' for Council consideration.

COUNCIL RESOLUTION

98/23 Moved Cr Bryan, seconded Cr Errington that Council considers the item of urgent business provided by the Chief Executive Officer titled 'Adoption of the 2020/21 Annual Report, Item 12.1.

CARRIED 7/0

FOR: Cr's Lefroy, Gilbert, Clydesdale-Gebert, Errington, Seymour, Bryan & Dugan

12.1 ADOPTION OF THE 2020/21 ANNUAL REPORT

APPLICANT/PROPONENT: Shire of Moora

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Gavin Robins, Chief Executive Officer

ATTACHMENTS: 2020/2021 Annual Report

VOTING REQUIREMENTS

Absolute Majority Required

COUNCIL RESOLUTION

99/23 Moved Cr Errington, seconded Cr Gilbert that Council adopt the 2020/21 Annual Report with the inclusion of;

- ***Shire Presidents Report***
- ***Chief Executive Officer's Report***
- ***Financial Report for the Period Ended 30 June 2021***
- ***Independent Audit Report for the Period Ended 30 June 2021.***

CARRIED BY ABSOLUTE MAJORITY 7/0

FOR: Cr's Lefroy, Gilbert, Clydesdale-Gebert, Errington, Seymour, Bryan & Dugan

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 6.04pm.

CONFIRMED

PRESIDING MEMBER