

**Shire of Moora
Ordinary Council Meeting
11th December 2024**

NOTICE OF MEETING

Dear Elected Member

The next Ordinary Council Meeting of the Shire of Moora
will be held on **Wednesday 11th December 2024**
in the Council Chambers, 34 Padbury Street, Moora
commencing at **5.30 pm**



GW Robins
Chief Executive Officer

6th December 2024

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 & Title ⁽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
11 DECEMBER 2024
COMMENCING AT 5.30PM

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* Separate Attachments

- 9.1.1 List of Payments Authorised Under Delegation 1.15
- 9.1.2 Statement of Financial Activity for Period Ended 31 October 2024
- 9.1.3 Statement of Financial Activity for Period Ended 30 November 2024
- 9.1.4 Appendix 1- Public Interest Disclosure Guidelines and Application Form
- 9.2.1 List of Proposed Street Names from Yued Aboriginal Corporation

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 - 20 NOVEMBER 2024**

That the Minutes of the Ordinary Meeting of Council held on 20 November 2024 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: 5 December 2024

OFFICER DISCLOSURE OF INTEREST: Nil

AUTHOR: Gavin Robins, Chief Executive Officer

SCHEDULE PREPARED BY: Charlene 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	EFT32391-32571	-\$2,130,705.96
Municipal Cheque	62642-62645	-\$2,565.00
Credit Card	DD16528.2	-\$9,209.59
Direct Debit	DD16495.1-DD16528.26	-\$100,644.86
NETT Pay	05/11/2023	-\$121,708.16
NETT Pay	19/11/2023	-\$113,197.21

PAYMENT TOTAL FOR NOVEMBER 2024 **-\$2,478,030.78**

9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 OCTOBER 2024

REPORT DATE: 6 December 2024

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: RSM Accountants, Travis Bate

ATTACHMENTS: Statement of Financial Activity for the Period Ended 31 October 2024

PURPOSE OF REPORT

To receive and endorse the Statement of Financial Activity for the period ended 31 October 2024.

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 2024/25 adopted budget.

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATION

That Council endorses the Statement of Financial Activity for the period ended 31 October 2024.

9.1.3 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 NOVEMBER 2024

REPORT DATE: 6 December 2024

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: RSM Accountants, Travis Bate

ATTACHMENTS: Statement of Financial Activity for the Period Ended 30 November 2024

PURPOSE OF REPORT

To receive and endorse the Statement of Financial Activity for the period ended 30 November 2024.

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 2024/25 adopted budget.

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATION

That Council endorses the Statement of Financial Activity for the period ended 30 November 2024.

9.1.4 **REVIEW OF PUBLIC INTEREST DISCLOSURE GUIDELINES AND APPLICATION FORM**

FILE REFERENCE: PL/POPI
REPORT DATE: 3 December 2024
OFFICER DISCLOSURE OF INTEREST: N/A
PREVIOUS MEETING REFERENCES: 18 July 2009
AUTHOR: Victoria Anderson, Administration and Records Officer
ATTACHMENTS: Appendix 1: Public Interest Disclosure Guidelines and Application Form

PURPOSE OF REPORT

Review of Public Interest Disclosure Guidelines and Application Form for publication on Shire website in accordance with the Public Interest Disclosure Act 2003, and additional “Other Appointee” approval of Manager Corporate Service as Public Interest Disclosure Officer (PID Officer) to the Delegations Register.

BACKGROUND

The Public Interest Disclosure Act 2003 came into operation on 1 July 2003. Council is required to adopt a Public Interest Disclosure Policy and appoint a Public Interest Disclosure Officer who is to receive and deal with disclosures of public interest under this Act and is also to ensure that the identity of a person making a public interest disclosure is not disclosed.

COMMENT

Purpose of this Policy

These internal procedures provide for the manner in which the Shire of Moora will comply with its obligations under the Public Interest Disclosure Act 2003. They provide for the manner in which:

- disclosures of public interest information shall be made to the Public Interest Disclosure Officer (PID Officer).
- the PID Officer shall investigate the information disclosed or cause that information to be investigated.
- the PID Officer may take action following the completion of the investigation.
- the PID Officer shall report to the discloser as to the progress and outcome of that investigation and the action taken as a consequence.
- the confidentiality of the discloser, and any person who may be the subject of a public interest disclosure, shall be maintained.
- records as to public interest disclosures shall be maintained and reporting obligations complied with.

Object of the Act

The Public Interest Disclosure Act 2003 commenced operation on 1 July 2003. The object of the Act is to:

- facilitate the disclosure of public interest information;
- provide protection for those who make disclosures; and
- provide protection for those who are the subject of a disclosure.

This is achieved by:

- protecting the person making the disclosure from legal or other action;
- providing for the confidentiality of the identity of the person making the disclosure and the person who is the subject of a disclosure; and
- providing remedies for acts of reprisal and victimisation that occur substantially because the person has made a disclosure.

The rights and obligations created by the Act are described in Appendix 1 of these Procedures.

Designation of Public Interest Disclosure (PID) Officer

The person from time to time holding or acting in the position of Deputy Chief Executive Officer is designated as the Public Interest Disclosure Officer, or PID Officer, of the Shire of Moora. In the absence of this position, the Manager Corporate Services will become the “Other Appointee” under delegation. The PID Officer is responsible for receiving disclosures of public interest information relating to matters falling within the sphere of responsibility of the Shire of Moora.

POLICY REQUIREMENTS

There is no Policy Relevant to this matter.

LEGISLATIVE REQUIREMENTS

Public Interest Disclosure Act 2003

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

There are no financial implications to Council in relation to this item.

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATION

That Council

- 1) Adopt the attached Public Interest Disclosure Guidelines and Application Form (Appendix I);***
and
- 2) Agree to update the Delegations Register to add the Manager Corporate Services as an “Other Appointee” PID Officer in the absence of a Deputy CEO.***

9.2 DEVELOPMENT SERVICES

9.2.1 MOORA STREET NUMBERING PROJECT – RENAMING OF STREETS

FILE REFERENCE: TP/RSA1

REPORT DATE: 5 December 2024

APPLICANT/PROPONENT: Shire of Moora

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES:

AUTHOR: Dawn Ardley, Manager Infrastructure Services

ATTACHMENTS: List of Proposed Street Names from Yued Aboriginal Corporation

PURPOSE OF REPORT

For Council to consider the Re-naming of streets within the Moora townsite due to bifurcation caused by the Moore River.

BACKGROUND

As part of the street numbering project, the Shire has been made aware that the northern portion of Long, Moore, Melbourne and Ranfurly Streets, which are bifurcated by the Moore River, must be renamed.

A southern portion of Lefroy Street (past Drummond) also requires renaming because of insufficient numbering south of Drummond Street. This is due to Landgate's policies and standards for Geographical Naming in Western Australia. Landgate no longer allows the same name to continue once a street is discontinued / cut at some point. It will not accept a continuation of the original name i.e. Long Street North.

COMMENT

Council does not have a formal policy position in relation to the naming of streets and roads within the Shire of Moora. The most recent naming of a street in Moora was Carnaby Place, Moora. The position taken by Council at that juncture was to name any streets within the Landcorp subdivision after flora, fauna and topographic features of the district

Previous road name proposals have not been based upon any themes such as local flora or fauna features.

Road naming can potentially be a very delicate issue and the subject of public input and comment, particularly where road names proposed are after families in the district. Naming roads after families in the past has been common practice; however, in more recent times (past 25-30 years) naming roads has been based more upon themes. This approach has evolved as public scrutiny and interest in local government has increased significantly to reflect more strongly, societal change and public interest. Consequently, the naming of roads is a subject of public interest. On that basis, it is recommended that Council adopt as a matter of principal, a "theme" based naming approach as a future reference point. The use of names belonging to pioneers, Elders, or prominent people should be discontinued to avoid tension within the community. As 1.4.2 of the *Policies and Standards for Geographical Naming in Western Australia* states, "Landgate will not accept a commemorative naming proposal of a person whilst they are still alive for a road or locality."

The Yued Aboriginal Corporation (YAC) was contacted for its input to assist Council with its decision. On the 14th November the Yued Cultural Advice Committee (CAC), a subgroup of YAC, met and considered the suggested names provided for the streets that require renaming in the Moora townsite.

The CAC was not supportive of the suggested names for this project and indicated that the names of generic native species is commonly used in many towns and suburbs and would prefer names of Yued Noongar Elders past and present of the district to be honoured.

A meeting with Yued Community members suggested the use of native plant species to the area would be suitable, so as not to cause any angst or disruption among the Yued Community in Moora. Care was taken by one of the Yued members to drive to the relevant sections of town and check that the names suggested were suitable and matched the area of the Streets which require re naming.

It has been confirmed that Yued members of the Moora community support the use of the flora names as follows;

ACACIA Street – south portion of Lefroy Street
 SHEOAK Street – North of River of Long Street
 GREVILLEA Street – East of River of Moore Street
 BANKSIA Street – North of River of Ranfurly Street
 BOTTLEBRUSH Street – North of River of Melbourne Street

POLICY REQUIREMENTS

There are no known policy implications in respect of naming roads as Council adopts State planning and statutory provisions in respect of naming roads.

LEGISLATIVE REQUIREMENTS

Land Administration Act 1997, Part 2 – General Administration, Division 3 – General

When naming roads, Council must have regard to “Policies and Standards for Geographical Naming in Western Australia Version 03:2017”. The broad context of this document will form the primary basis for the Geographic Names Committee considering and road name proposal put forward by Council.

A basic guideline is contained at Pp 12-14 - Commemorative names of the *Policies and Standards for Geographical Naming in Western Australia* (Version 03:2017).

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**
As previously stated, the naming of roads may be the subject of some public interest and disquiet where a proposed name, or the exclusion of a name, may cause discomfort for some. Example themes that may be used include, but are not limited to;
 - Local fauna/flora, topography
 - Topographic or geographic features
 - Rivers and waterways

FINANCIAL IMPLICATIONS

Minimal, ordering of 5 Street signs

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATIONS*That Council*

1. endorse the following names for the renaming of 5 portions of existing streets;

ACACIA Street – south portion of Lefroy Street

SHEOAK Street – North of River of Long Street

GREVILLEA Street – East of River of Moore Street

BANKSIA Street – North of River of Ranfurly Street

BOTTLEBRUSH Street – North of River of Melbourne Street

2. compile a list of theme based “proposed” street and road names for the Shire of Moora giving consideration to, but not necessarily limited to; local flora, fauna, topography, aboriginal culture.

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

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

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

13. **CLOSURE OF MEETING**