



MINUTES

ORDINARY MEETING OF COUNCIL

held on

Thursday, 19 August 2021



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Morawa for any act, omission, statement or intimation occurring during Council Meetings. The Shire of Morawa disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, and statement of intimation occurring during Council Meetings.

Any person or legal entity that acts or fails to act in reliance upon any statement, act or omission occurring in a Council Meeting does so at their own risk. The Shire of Morawa advises that any person or legal entity should only rely on formal confirmation or notification of Council resolutions.

Item 1 Opening of Meeting

The President declared the meeting open at 5.30pm.

Item 2 Acknowledgement of Traditional Owners and Dignitaries

The President acknowledges the traditional custodians, the Yamatji people, and recognises the contribution of Yamatji elder's past, present and future, in working together for the future of Morawa.

'This meeting is being recorded on audio tape and to assist with minute taking purposes. The public is reminded that in accordance with Section 6.16 of the Shire of Morawa Meeting Procedures Local Law 2012 that nobody shall use any visual or vocal recording device or instrument to record the proceedings of Council without the written permission of the presiding member'.

Item 3 Recording of Attendance**3.1 Attendance****Council**

President (Presiding Member) Councillor Karen Chappel (via telecommunication)
Deputy President Councillor Dean Carslake (via telecommunication)
Councillor Jane Coaker (via telecommunication)
Councillor Debbie Collins (via telecommunication)
Councillor Yvette Harris (via telecommunication)
Councillor Shirley Katona (via telecommunication)
Councillor Ken Stokes (via telecommunication)

Staff

Chief Executive Officer	Scott Wildgoose
Executive Manager Corporate & Community Services	Jackie Hawkins
Executive Manager Works and Assets	Paul Buist

Members of the Public

Nil

3.2 Attendance by Telephone / Instantaneous Communications

In accordance with section 14 of the *Local Government (Administration) Regulations 1996* "Meetings held by electronic means in public health emergency or state of emergency (Act s. 5.25(1)(ba))", the President to declare that this Meeting may take place via instantaneous communication. All Councillors and staff are to be available either via telephone (teleconference) or in person.

3.3 Apologies

Nil

3.4 Approved Leave of Absence

Nil

3.5 Disclosure of Interests

Nil

Item 4 Applications for Leave of Absence

Nil

Item 5 Response to Previous Questions

Nil

Item 6 Public Question Time

Important note:

‘This meeting is being recorded on audio tape and to assist with minute taking purposes. The public is reminded that in accordance with Section 6.16 of the Shire of Morawa Meeting Procedures Local Law 2012 that nobody shall use any visual or vocal recording device or instrument to record the proceedings of Council without the written permission of the presiding member.

Members of the public are also reminded that in accordance with section 6.17(4) of the Shire of Morawa Meeting Procedures Local Law 2012 mobile telephones must be switched off and not used during the meeting.’

6.1 Public Question Time

Nil

6.2 Public Statement Time

Nil

6.3 Petitions/Deputations/Presentations/Submissions

Nil

Item 7 Questions from Members without Notice

Nil

Item 8 Announcements by Presiding Member without Discussion

President's Meetings for the month of July 2021.

Date	Details of Meeting
2 July 2021	The Business of Local Government – Panellist
5 July 2021	Budget Meeting with Morawa Shire CEO, EMCCS
5 July 2021	LEMC Meeting
6 July 2021	Honours Panel Meeting
7 July 2021	State Council Meeting
8 July 2021	Shire of Morawa Briefing Session
9 July 2021	Midwest Development Commission Workshop
15 July 2021	Shire of Morawa Ordinary Council Meeting
21 July 2021	Morawa Midwest NAIDOC Event
21 July 2021	Meeting with Hon. John Carey MLA
22 July 2021	Meeting with Hon. Mark McGowan MLA
29 July 2021	Pre-SAC Meeting
29 July 2021	Meeting with Nick Sloan, WALGA

Item 9 Declaration by all Members to have given due consideration to All Matters Contained in the Business Paper before the Meeting

The Elected Members to declare that they had given due consideration to all matters contained in the agenda.

- President Councillor Karen Chappel
- Deputy President Councillor Dean Carslake
- Councillor Jane Coaker
- Councillor Debbie Collins
- Councillor Yvette Harris
- Councillor Shirley Katona
- Councillor Ken Stokes

Item 10 Confirmation of Minutes of Previous Meeting

The Minutes of the 15 July 2021 Ordinary Council Meeting were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 19 July 2021.

OFFICER'S RECOMMENDATION/RESOLUTION**210801 Moved: Cr Stokes****Seconded: Cr Katona**

That Council confirm the Minutes of the Ordinary Council Meeting held 15 July 2021 are a true and correct record.

CARRIED BY SIMPLE MAJORITY 7/0

AMENDMENT OF WORDING OF RESOLUTION 210701 FROM THE MINUTES OF SPECIAL MEETING OF COUNCIL 8 JULY 2021

Officers have identified an error in the wording of parts 2 and 3 of the resolution for the Adoption of the Rates Model and Setting of Differential Rates item presented to Council at the Special Meeting of Council 8 July 2021. The wording was such that Council adopted a 3% rate yield increase for GRV UV Rural Categories and a Nil Rate Yield Increase across the UV Mining category.

This differs from the actual rates models presented and the rates in the dollar presented as part of these models. In general Council modifies the rate in the dollar but modifications to the rateable values of properties are implemented by the valuer general and this does affect rate yield. As such projected rate yield from UV mining has increased even though the rate in the dollar has not.

As such the wording of the report and resolution should have been such that Council adopted a 3% rate in the dollar increase across the GRV and UV Rural Categories and a NIL increase to the rate in the dollar of the UV Mining Category.

The rates in the dollar have been advertised as part of differential rating and will be officially set at annual budget adoption.

OFFICER'S RECOMMENDATION/RESOLUTION**210802 Moved: Cr Carslake****Seconded: Cr Collins**

That Council:

- 1. Acknowledge the error in the wording of the report and resolution of Resolution Number 210701 and amend items 2 and 3 such that they read:**
- 2. Pursuant to sections 6.32, 6.33 and 6.35 of the Local Government Act 1995, adopt a 3% rate in the dollar increase across the GRV and UV Rural categories to form the basis of the proposed rate setting for the 2021/2022 budget.**

3. Pursuant to sections 6.32, 6.33 and 6.35 of the Local Government Act 1995, adopt a NIL rate in the dollar increase across the UV Mining category to form the basis of the proposed rate setting for the 2021/2022 budget as detailed below:

SHIRE OF MORAWA				
Proposed Rate Categories for 2021/2022				
	Rate in the \$	Number of Properties	Rateable Value \$	Projected Income 2021/2022
General Rates				
GRV Residential/Commercial	0.081287	267	2,790,744	226,851
UV Rural	0.023499	205	71,375,000	1,677,241
UV Mining	0.301974	27	705,024	212,899
Sub Total General Rates		499	74,870,768	2,116,991
Minimum Rates				
GRV Residential/Commercial	312	42	27,054	13,104
UV Rural	312	8	76,100	2,496
UV Mining	683	7	5,428	4,781
Sub Total Minimum Rates		57	108,582	20,381
Income Before Discounts				2,137,372

CARRIED BY ABSOLUTE MAJORITY 7/0

Disclaimer

Members of the public are cautioned against taking any action on Council decisions, on items in this agenda in which they may have an interest, until formal notification in writing from the Shire has been received. Decisions made at this meeting can be revoked pursuant to the Local Government Act 1995.

Item 11 Reports of Officers**11.1 Chief Executive Officer****11.1.1 Actions Performed under Delegated Authority for July 2021**

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author/Authorising Officer declares that he does not have any conflict of interest in relation to this item.

OFFICER RECOMMENDATION/RESOLUTION

210803 Moved: Cr Collins

Seconded: Cr Harris

That with respect to Actions Performed under Delegated Authority for July 2021, Council:

- 1. Accept the Report.**

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

To report back to Council, actions performed under delegated authority from the period 01 July to 31 July 2021.

DETAIL

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for –

- Development Approvals;
- Building Permits;
- Health Approvals;
- One off delegations to the Chief Executive Officer;
- Dangerous Goods;
- Affixing of Common Seal;
- Other Delegations as provided for in the Delegations Register.

The following outlines the actions performed within the Shire relative to Delegated Authority from the period 01 July 2021 to 31 July 2021 ('the period') and are submitted to Council for information.

Bushfire

No delegated decisions were undertaken by Shire pursuant to bushfire matters during the period.

Caravan parks and campgrounds

No delegated decisions were undertaken by Shire pursuant to caravan parks and camping grounds during the period.

Common Seal

No Common Seal actions were undertaken by the Shire during the period.

Dangerous Goods Safety Act 2004

No delegated decisions were undertaken by Shire pursuant to Dangerous Goods Safety matters during the period.

Food Act 2008

No delegated decisions were undertaken by Shire pursuant to the Food Act matters during the period.

Hawkers, traders, and stall holders

No delegated decisions were undertaken by Shire pursuant to Hawkers, traders, and stall holders during this period.

Liquor Control Act 1988

No delegated decisions were undertaken by Shire pursuant to liquor matters during the period.

Lodging houses

No delegated decisions were undertaken by Shire pursuant to lodging house matters during the period.

Public Buildings

No delegated decisions were undertaken by Shire pursuant to public buildings matters during the period.

Septic Tank Approvals

No delegated decisions were undertaken by Shire pursuant to the Health Act 1911 and Health (Treatment of Sewage and Disposal of Effluent Waste) Regulations 1974 during the period.

Planning Approval

No delegated decisions were undertaken by Shire pursuant to *Planning & Development Act 2005* during the period.

Building Permits

No building permits were issued by the Shire pursuant to *Building Act 2011* during the period.

Other Delegations

No other delegated decision was undertaken by Shire pursuant to this category during the period.

LEVEL OF SIGNIFICANCE

Low – report provided to Council for information purposes.

CONSULTATION

Nil

LEGISLATION AND POLICY CONSIDERATIONS

Building Act 2011

Bushfire Act 1954

Dangerous Goods Safety (Explosives) Regulations 2007

Health Act 1991

Health Act 1911

Health (Public Buildings) Regulations 1992

Liquor Control Act 1988

Local Government Act 1995

Planning & Development Act 2005

Shire of Morawa Local Planning Scheme No. 2

Shire of Morawa Cemeteries 2018 - Local Law

Shire of Morawa Dogs 2018 - Local Law

Shire of Morawa Extractive Industries 2018 - Local Law

Shire of Morawa Fencing 2018 Local Law

Shire of Morawa Health 2004 - Local Law

Shire of Morawa Public Places and Local Government Property 2018 - Local Law

Shire of Morawa Meeting Procedures 2012 - Local Law

Shire of Morawa Waste 2018 - Local Law

Shire of Morawa Delegations Register (2020)

Strategic Community Plan 2018 to 2028 (Desktop Reviewed June 2020)

Outcome 4.3 A local government that is respected, professional and accountable.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no known financial implications relating to this Item.

RISK MANAGEMENT CONSIDERATIONS

There are no known risk management implications relating to this Item.

ATTACHMENTS

Nil

11.1.2 Late Submission Shire of Morawa Local Planning Strategy and Local Planning Scheme No.3

Author: Planning Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION

210804 Moved: Cr Stokes

Seconded: Cr Carslake

That Council:

- 1. CONSIDERS** the submission received from Department of Education on the draft Local Planning Strategy and Local Planning Scheme No.3 in accordance with Regulation 14(1) and 25(2) respectively.
- 2. ADOPT** the draft Local Planning Strategy and Local Planning Scheme No.3, in accordance with Regulation 14(2)(b) and 25(3)(b), respectively, subject to the modifications detailed in the attached schedule of submission.
- 3. FORWARD** the relevant information on the draft Local Planning Strategy and Local Planning Scheme No. 3 to the Western Australian Planning Commission, in accordance with Regulations 14(3) and 28, respectively.

CARRIED BY ABSOLUTE MAJORITY 7/0

PURPOSE

To present Council with the late submission made on the Shire's Local Planning Strategy and Local Planning Scheme No. 3 by Department of Education *Attachment 1*.

DETAIL

The advertising period for the draft Local Planning Strategy and draft Local Planning Scheme No. 3 concluded on 16 June 2021. The Shire received the Department of Education submission on 15 July 2021.

Clause 25 in the *Planning and Development (Local Planning Schemes) Regulations 2015* states that the consideration period for a draft local planning scheme is 120 days after the end of the submission period. The Department of Education submission was received after the end of the submission period but before the ends of consideration period, therefore the Shire may consider the Department of Education's submission.

At the Ordinary Meeting of 15 July 2021, Council resolved to:

1. CONSIDER the submissions received on the draft Local Planning Strategy and Local Planning Scheme No.3 in accordance with Regulation 14(1) and 25(2) respectively.
2. ADOPT the draft Local Planning Strategy and Local Planning Scheme No.3, in accordance with Regulation 14(2)(b) and 25(3)(b), respectively, subject to the modifications detailed in the attached schedule of submission.
3. FORWARD the relevant information on the draft Local Planning Strategy and Local Planning Scheme No. 3 to the Western Australian Planning Commission, in accordance with Regulations 14(3) and 28, respectively.

No additional changes have been made from the original council item at the Original Meeting of 15 July 2021.

Consultation

In accordance with the Regulations, the local planning scheme was advertised for a minimum of 90 days. The Regulations stipulate that a local planning strategy be advertised for a period of 21 days. However, given the relationship between the two documents, they were concurrently advertised for 100 days.

The advertising period commenced on 02 March 2021 and concluding on 16 June 2021 and involved the following:

1. A notification was published in the Government Gazette on 02 March 2021.
2. A notice appeared in the West Australian on 02 March 2021.
3. Copies of the Strategy and Scheme documents and associated mapping were made available for viewing at the Shires Administration Office.
4. Copies were also available for viewing at the Department of Planning, Lands and Heritage Perth Office.
5. Details of the Strategy and Scheme were published on the Shire's website and copies of the documents and associated mapping were available for download.

Submissions

A schedule of the submissions received for the Strategy and the Scheme is included in *Attachment 2 and Attachment 3*. The schedule provides a summary of the comments received, the Shire's response and any proposed modifications to the Scheme and Strategy as a result of the submissions. It is considered no further advertising is required for the Strategy or the Scheme as the proposed modifications are considered standard amendments and does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

If the Western Australian Planning Commission or the Minister deem the proposed modifications to be 'significant modifications' re advertising is required in accordance with Regulation 26 in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Summary of Modifications to Local Planning Scheme

The key modifications proposed to the local planning scheme are outlined below. A full list of the proposed modifications is provided in the schedule of submissions.

Local Planning Scheme Text

- No modifications proposed

Local Planning Scheme Maps

- Amend the scheme maps to appropriately reflect the Western Australian College of Agriculture – Morawa boarding facilities to Public Purpose Education

Local Planning Strategy

- No modifications proposed

LEVEL OF SIGNIFICANCE

High - The new Strategy and Scheme represent a major overhaul of the Council's planning instruments as it involves the consolidation and modernisation of existing strategies, schemes, and local planning policies. As part of the wider local planning framework, the Strategy and the Scheme will play a significant role in shaping the development of the Shire for the next 15 years.

CONSULTATION

Department of Education

LEGISLATION AND POLICY CONSIDERATIONS

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

The adoption of the Draft Strategy and Scheme will fulfil the Shire's obligations under the Regulations of preparing, maintaining and reviewing a Local Planning Strategy and Local Planning Scheme.

CONCLUSION

The Draft Scheme and Strategy presents a clear vision and certainty for future development and residents within the Shire of Morawa and it is recommended that Council supports the Local Planning Strategy and Local Planning Scheme No. 3 in accordance with Regulations 14 (2)(b) and 25(3)(b), respectively, of the Planning and Development (Local Planning Schemes) Regulations 2015, subject to the modifications detailed in the attached schedule of submissions.

ATTACHMENTS

Attachment 1 – 11.1.2 Department of Education Submission

Attachment 2 – 11.1.2 Local Planning Scheme No.3 Schedule of Submissions – Late Submission

Attachment 3 – 11.1.2 Local Planning Strategy Schedule of Submission – Late Submission

11.1.3 Voting Delegates for Western Australian Local Government Association (WALGA) Annual General Meeting

Author: Governance and Executive Support Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author/Authorising Officer declare that both have no conflicts of interest pertaining to this item.

OFFICER RECOMMENDATION/RESOLUTION

210805 Moved: Cr Stokes Seconded: Cr Coaker

That with respect to Voting Delegates for Western Australian Local Government Association (WALGA) Annual General Meeting, Council resolves to elect:

- 1. The Shire President, Councillor Karen Chappel and the Deputy Shire President, Councillor Dean Carslake as Voting Delegates for the Shire of Morawa.**
- 2. Councillor Jane Coaker and Councillor Debra Collins as Proxy Voting Delegates for the Shire of Morawa.**

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

The purpose of this report is for Council to elect Voting Delegates for the Shire of Morawa in respect of the WALGA Annual General Meeting (AGM) for 2021.

DETAIL

All member local governments are entitled to be represented by two voting delegates at the WALGA AGM to be held on Monday 20 September 2021 commencing at 8:00 am.

Two representatives for the Shire of Morawa attending the WALGA AGM should be elected as voting delegates on behalf of the Shire of Morawa. It is open for Council to also elect two Proxy Voting Delegates.

At this stage the Shire has four elected members registered to attend the WALGA Convention – Cr Chappel, Cr Carslake, Cr Coaker and Cr Collins. Given the roles of Cr Chappel and Cr Carslake as President and Deputy President of the Shire respectively it seems prudent that they act as the Shire's voting delegates and that the other two councillors in attendance at the convention be allocated as proxies in case of the absence of a voting delegate.

Also attached to this report is the notice of proposed amendments to the WALGA constitution. The attached notice provides good detail on the proposed amendments and no further commentary is provided at the officer level.

LEVEL OF SIGNIFICANCE

Low

CONSULTATION

Shire President

LEGISLATION AND POLICY CONSIDERATIONS

Nil

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

Nil

CONCLUSION

That Council elect two Voting Delegates and two Proxy Voting Delegate (if applicable) in respect of the WALGA Annual General Meeting for 2020.

ATTACHMENTS

Attachment 1 - 11.1.3 Notice of Annual General Meeting, Western Australia Local Government Association.

Attachment 2 - 11.1.3 Notice of Proposed Amendments to the Association Constitution

11.1.4 Modification to Morawa Swimming Pool Opening Times

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author/Authorising Officer declare that both have no conflicts of interest pertaining to this item.

OFFICER RECOMMENDATION/RESOLUTION

210806 Moved: Cr Collins

Seconded: Cr Carslake

That Council

- 1. Direct the Chief Executive Officer to amend the opening hours of the Morawa Swimming Pool for the 2021/2022 Season, such that the standard opening hours would become Tuesday to Sunday 12pm – 7pm (Closed Mondays)**
- 2. Agree to review the ongoing opening times of the Swimming Pool at the completion of the 2021/2022 Season.**

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

The purpose of this report is for Council to review and consider amending the opening times of the Morawa Swimming Pool.

DETAIL

The Council Policy (RTED09) Morawa Swimming Pool provides that the Morawa Swimming Pool will open on the third Saturday of October each year and close at the end of the first term school holidays.

Currently the Morawa Swimming Pool is open varied hours across six days a week during the open season.

Monday	Closed		
Tuesday to Friday	6am – 8am	10am – 12pm	2pm – 7pm
Saturday and Sunday	12pm – 7pm		

This results in an opening period of fifty (50) hours a week across six (6) days during the open season.

This is comparatively high across our region:

	Open Days	Hours	Weekly Hours
Perenjori	Tue to Sun	12 - 6 (everyday)	36
Carnamah	Fri to Wed	6 - 7.30 & 12.30 - 6 (Mon - Wed) 11 - 6 (Fri - Sun)	42
Three Springs	Thur to Tue	12 - 6 (everyday)	36
Coorow	Tue to Sun	11 - 6 (everyday)	42

This year the Morawa Pool Manager is set to take a substantial portion of the season off on leave and the Shire has found it difficult to recruit cover for this period with a suggestion that the number of hours and the fragmentation of shifts across the day are unattractive to prospective candidates.

There is also fatigue concerns around the effectiveness of a lifeguard working 50 hours a week for a 6-month season.

In terms of the fragmentation of opening times, the usage statistics from the last 3 years suggest that over twice as many people attend the pool on weekday afternoons than in the morning. In general, the data for each time slot shows:

Opening Time Slot	3 Year Average Attendance
6am to 8am	4 - 5 patrons
10am to 12pm	9 patrons
2pm to 7pm	38 – 39 patrons
12pm to 7pm (weekends)	51 patrons

It is also worth noting that in the 2017/2018 year the Chief Executive Officer revised opening in response to cooler weather such that the pool was open 10 – 12, 2 – 6 and 12 – 6 on weekends.

Given the low morning usage statistics and the impost on the pool manager having to open and close the pool multiple times a day it is the recommendation of the author that the Shire alter the opening times for the Morawa Swimming Pool for the 2021/2022 season such that the pool opening times would be:

Tuesday to Sunday 12pm to 7pm

These revised opening times would still see the pool open for 42 hours per week but would allow the manager to just attend the facility once each day.

It is hoped that the reduced hours and single time slot will assist the Shire with attracting and paying for a pool manager cover. The Shire will be paying directly for every hour worked by the relief pool manager and given the Shire is committed to keeping the pool affordable for the community it seems unwise to maintain time slots that aren't successful. Some data shows that the pool opened some days in the morning (4 hours) to service five (5) or less patrons.

Another point to consider is that the Shire has now introduced a 24/7 Community Gym which provides an alternate health and well being option for those community members wishing to exercise early in the morning.

LEVEL OF SIGNIFICANCE

Medium – the Morawa Swimming Pool is one of the Shire’s key community assets and provides an invaluable service to the community.

CONSULTATION

Pool Manager

LEGISLATION AND POLICY CONSIDERATIONS

Nil

FINANCIAL AND RESOURCES IMPLICATIONS

Reducing the opening hours by eight (8) hours per week should reduce the cost of engaging a relief pool manager on a casual or contractual basis.

RISK MANAGEMENT CONSIDERATIONS

Employee wellbeing and patron health and safety risks have been considered and the proposed course of action aims to address some concerns relating employee fatigue.

CONCLUSION

That Council agree to modify the opening hours of the Morawa Swimming Pool for the 2021/2022 Season and agree to review usage data at the end of the season to review the implementation of the change on a permanent basis.

ATTACHMENTS

Nil

11.2 Executive Manager Corporate & Community Services

11.2.1 Statement of Financial Activity – July 2021

Author: Senior Finance Officer

Authorising Officer: Executive Manager Corporate & Community Services

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION

210807 Moved: Cr Stokes Seconded: Cr Coaker

That Council receive;

- 1) the Statement of Financial Activity for the period ending 31 July 2021.**
- 2) the Bank Reconciliation Report for period ending 31 July 2021.**
- 3) the attached List of Payments for the period ending 31 July 2021, including credit card transactions.**
- 4) Acknowledgement that no reimbursement applications were made by the Chief Executive Officer for the period ending 31 July 2021**

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

The Statement of Financial Activity is prepared to provide Council with a comprehensive report on the financial position on a monthly basis.

The Statement of Financial Activity Report will include the Monthly Financial Report, Bank Reconciliation Report and the List of Payments made.

DETAIL

In accordance with the provisions of Section 6.4 of the *Local Government Act 1995* and Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996*, a local government is to prepare each month a Statement of Financial Activity (**Attachment 1**) reporting on the revenue and expenditure as set out in the Annual Budget each month.

Under the regulations the report must include the following items,

- Annual Budget estimates
- Budget estimates to the end of the month to which the statement relates,
- Actual amounts of expenditure, revenue, and income.
- Material variances between budget and actual
- Net current assets

- The report is to be accompanied by documents containing an explanation of the net current assets, material variances and other relevant supporting documentation.

As part of the monthly report a bank reconciliation report will be completed and included as **Attachment 2**. *Unpresented payments \$9,165.52 relates to Superannuation from 21 July payroll that did not leave the bank until 02 August 2021. Outstanding deposits \$212 relates to receipt from 30 and 31 July that could not be banked until 04 August 2021 (due to bank opening days and times)*

The summary of the report for 31 July is as follows:

Account	Balance
Municipal Account	924,031.35
Municipal Online Account	1,026,844.57
Trust Account	20,281.04
Reserve Account	3,310,760.55
Term Deposits (Reserves)	2,100,000.00
Total Cash & Investments	\$7,381,917.51

Pursuant to Section 5.42 of the *Local Government Act 1995*, Council has resolved to delegate to the Chief Executive Officer the authority to make payments from the municipal and trust funds.

As a result of this delegation there is a requirement under the *Local Government (Financial Management) Regulations 1996* – Reg 13(3) for a list of payments to be prepared and presented to Council.

The list of accounts paid for the period 1 July to 31 July 2021 is presented as an attachment to this report (**Attachment 3**) and is summarised in the table below.

Bank	Payment Description	Amount
Municipal	Electronic Funds Transfers (EFT)	290,718.93
Municipal	Cheques	22,209.64
Municipal	Direct Debit Transactions	49,404.09
Municipal	Bank Transfers / Payroll / Other Payments	112,676.89
Municipal	Corporate Credit Cards	378.61
Trust	Electronic Funds Transfers (EFT)	0.00
	TOTAL	\$475,388.16

Reimbursement Applications

There have been NIL reimbursements claimed by the Chief Executive Officer during the month of July 2021.

LEVEL OF SIGNIFICANCE

Low significance - report is presented to Council for information purposes only.

CONSULTATION

Chief Executive Officer
Executive Manager Corporate & Community Services

OFFICER'S COMMENTS

This report currently shows NIL budget transactions as Council is yet to adopt its 2021/2022 Annual Budget. As such any procurement that currently occurs is for day to day operations or carry forward capital projects expenditure only. Once the 2021/2022 Budget is adopted the report will show the variances as required.

LEGISLATION AND POLICY CONSIDERATIONS

Section 5.42 *Local Government Act 1995* Delegation of some powers and duties to the CEO.

Section 2.7 of the *Local Government Act 1995* states:

Role of council

- (1) The council —
 - (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
 - (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies.

Local Government (Financial Management) Regulations 1996

Regulations 34(1)

- (1) A local Government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d) for each month.

Regulation 13

- (1) If the local government has delegated authority to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month.
- (3) A list prepared under sub regulation (1) or (2) is to be –
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting

Procurement Policy

Use of Corporate Credit Card Policy

CEO Leave Authorisations and Other Approvals Policy

- Strategic Community Plan 2018-2028

Outcome 4.3 A local government that is respected, professional and accountable.

Outcome 4.5 Long Term Financial Viability

FINANCIAL AND RESOURCES IMPLICATIONS

As presented.

RISK MANAGEMENT CONSIDERATIONS

The risks identified as part of this report being inaccurate information is mitigated by Council receiving financial statements on a monthly basis and in the form that is in accordance with the Local Government Act 1995 and associated regulations in the format called Statutory Reporting and is considered Low Risk.

CONCLUSION

Council is requested to receive the attached the Statement of Financial Activity, the Bank Reconciliation report, the list of accounts paid and credit card transactions and the list of any work-related expenses/reimbursements submitted by the Chief Executive Officer.

ATTACHMENTS

Attachment 1 – 11.2.1 Statement of Financial Activity for the period ending 31 July 2021.

Attachment 2 – 11.2.1 Bank Reconciliation for the period ending 31 July 2021.

Attachment 3 – 11.2.1 List of Accounts Paid for the period ending 31 July 2021.

11.3 Executive Manager Works and Assets

11.3.1 Trojan Haulage - Restricted Access Vehicle (RAV) 7 Networks Permit

Author: Executive Manager Works & Assets

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION

210808 Moved: Cr Stokes Seconded: Cr Coaker

1. That with respect to RAV Permit – Trojan Haulage, as the local road asset owner, Council approve a Restricted Access Vehicle (RAV) 4 to 7 Networks Class 4 to 7 Permit to Trojan Haulage to operate combinations up to 36.5 metres to operate in the Shire of Morawa on the following roads, subject to the following conditions (as determined by Main Roads WA):

a. 5110014 - Fallon Road

Conditions:

- i. Max Speed - 60 km/h
- ii. All operators must carry current written approval from the road asset owner permitting use of the road.
- iii. Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40).
- iv. Headlights to be switched on at all times
- v. No operation on unsealed road segment when visibly wet, without road owner's approval.
- vi. When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover.

b. 5110006 - Munckton Road

Conditions:

- i. Max Speed - 60 km/h
- ii. All operators must carry current written approval from the road asset owner permitting use of the road.
- iii. Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40).
- iv. Headlights to be switched on at all times

- v. No operation on unsealed road segment when visibly wet, without road owner's approval.
- vi. When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover.

c. 5140142 - Mungada Road

Conditions:

- i. Max Speed - 60 km/h
- ii. All operators must carry current written approval from the road asset owner permitting use of the road.
- iii. Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40).
- iv. Headlights to be switched on at all times.
- v. No operation on unsealed road segment when visibly wet, without road owner's approval.
- vi. When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover.

d. 511051 - Koolanooka Springs Road

Conditions:

- i. Max Speed - 60 km/h
- ii. All operators must carry current written approval from the road asset owner permitting use of the road.
- iii. Direct radio contact must be maintained with other restricted access vehicles to establish their position on or near the road (suggested UHF channel 40).
- iv. Headlights to be switched on at all times
- v. No operation on unsealed road segment when visibly wet, without road owner's approval.
- vi. When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover.

2. The approval will be for the period 1 July 2021 to 30 June 2022:

- a. With Shire of Morawa staff reviewing operations and road conditions on a regular basis (minimum of 6 monthly review); and
- b. Subject to the review of operations and road conditions, this approval may be withdrawn by the Shire of Morawa at any time.
- d. That should the applicant seek to continue operations beyond 30 June 2022 is recommended to reapply for new approval/s prior to the expiry of this permit.
- e. The applicant must seek Main Roads approval for all RAV network permits.

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

Trojan Haulage is seeking approval for a Road Access Vehicle (RAV) Permit for the period 1 July 2021 to 30 June 2022 to operate heavy vehicle combinations of up to 36.5 metres on Fallon Road, Munckton Road, Mungada Road and Koolanooka Springs Road. Under Main Roads Western Australia (WA) RAV networks conditions, there is a need to seek approval by users to travel on roads controlled by the Shire of Morawa.

DETAIL

Fallon Road, Munckton Road, Mungada Road and Koolanooka Springs Road have been designated conditional RAV 4, requiring Council consent to operate heavy vehicle combinations on the section of road.

Trojan Haulage are a bulk fuel carrier and have requested to operate heavy vehicles on Fallon Road, Munckton Road, Mungada Road and Koolanooka Springs Road on the days that the Shire of Perenjori close the access roads to Karara Mine site, operating with towing semitrailers up to 36.5 metres in length to deliver fuel.

Main Roads WA conditions established for are as follows for Fallon Road, Munckton Road, Mungada Road and Koolanooka Springs Road:

- A current written approval from Local Government, permitting use of the road must be carried and produced on demand.
- Speed conditions – 60 km/h speed limit.

LEVEL OF SIGNIFICANCE

Low

CONSULTATION

Senior Management Team

LEGISLATION AND POLICY CONSIDERATIONS

Local Government Act 1995
Road Traffic Act 1972
Road Traffic (Vehicles) Act 2012
Road Traffic (Vehicle Standards) Regulations 2002
Main Roads Act 1930

FINANCIAL AND RESOURCES IMPLICATIONS

There are no known financial and resource implications associated with this Report. Karara Mining who are the main user of Trojan's services pay a contribution towards the maintenance of Mungada Road, Fallon Road and Koolanooka Springs Road.

RISK MANAGEMENT CONSIDERATIONS

Low to Medium. The main risk relates to increase road maintenance costs but on the majority of these roads the contribution received by the mine serviced by the fuel carrier will cover and increased costs. In general, the Shire will also close these roads in heavy rain events.

CONCLUSION

With consultation with Mr Murray Lumsden from Trojan Haulage, it is my recommendation that a condition of the RAV 4 to 7 permit approval be that travel speed is restricted to 60 km/h on Fallon Road, Munckton Road, Mungada Road and Koolanooka Springs Road.

ATTACHMENTS

Nil

Item 12 Reports of Committees**12.1 Minutes of Morawa Sinosteel Future Fund Committee 15 July 2021**

Author: Community Development Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION

210809 Moved: Cr Katona **Seconded:** Cr Collins

That Council endorse the Minutes of the Morawa Sinosteel Future Fund Committee Circular Resolution from Thursday, 15 July 2021. (*Attachment 1 - 12.1*)

Noting the Committee's decision under Delegated Authority to fund the MDHS Early Childhood Committee's grant request for Installation of a Nature Playground at the Kindy/Pre-Primary building project: at a cost of \$5,950.

CARRIED BY SIMPLE MAJORITY 7/0

Item 13 Motions of Which Previous Notice Has Been Given

Nil

Item 14 New Business of an Urgent Nature

Nil

Item 15 Matters for Which the Meeting May Be Closed (Confidential Items)

Nil

Item 16 Closure**16.1 Date of Next Meeting**

The next special meeting of Council will be held on Wednesday, 25 August 2021 commencing at 5.30pm to consider the adoption of the 2021/2022 budget.

16.2 Closure

There being no further business, the President declared the meeting closed at 5.38pm.