



AGENDA

ORDINARY MEETING OF COUNCIL

to be held on

Thursday, 29 April 2021

at 5.30pm



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

'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.'

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.

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DISCLOSURE OF FINANCIAL/ IMPARTIALITY/ PROXIMITY INTERESTS

Local Government Act 1995 – Section 5.65, 5.70 and 5.71 Local Government (Administration) Regulation 34C

<i>This form is provided to enable members and officers to disclose an Interest in a matter in accordance with the regulations of Section 5.65, 5.70 and 5.71 of the Local Government Act and Local Government (Administration) Regulation 34C</i>			
Name of person declaring the interest			
Position			
Date of Meeting			
Type of Meeting (Please circle one)	Council Meeting/ Committee Meeting/ Special Council Meeting Workshop/ Public Agenda Briefing/ Confidential Briefing		
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality

Signature: _____ **Date:** _____

Important Note:

Should you declare a **Financial** or **Proximity** Interest, in accordance with the Act and Regulations noted above, you are required to leave the room while the item is being considered.

For an **Impartiality** Interest, you must state the following prior to the consideration of the item:

“With regard to agenda item (read item number and title), I disclose that I have an impartiality interest because (read your reason for interest). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.”

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Item 1 Opening of Meeting

The President to declare the meeting open.

Item 2 Acknowledgement of Traditional Owners and Dignitaries

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

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

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

Staff

Acting Chief Executive Officer	Gavin Treasure
Executive Manager Corporate & Community Services	Jackie Hawkins
Executive Manager Works and Assets	Paul Buist
Executive Assistant	Rondah Toms

Members of the Public**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**3.4 Approved Leave of Absence****3.5 Disclosure of Interests**

Item 4 Applications for Leave of Absence**Item 5 Response to Previous Questions****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**6.2 Public Statement Time**

6.3 Petitions/Deputations/Presentations/Submissions

Submission from Maryanne Milloy-Rakich who requested her thanks to be passed on to staff and Council regarding the Morawa Community Gym.

March 16, 2021

Mr Scott Wildgoose
Chief Executive Officer
Shire of Morawa
PO Box 14
MORAWA WA 6623

Dear Scott and Shire Councillors,

I have just had the pleasure of viewing the new Morawa Community Gym, and I would like to extend to yourself and council my sincerest thanks for seeing this project come to fruition.

I had my first meeting with the then Youth/Community Development Officer Jo Draper, some five years ago, followed by meetings with three CEOs, the Economic Development Officer and finally the Executive Manager Corporate & Community Services in March 2020.

I would like to thank three people specifically, Rob Paull, for his support and direction, Karen Chappel, for her unwavering commitment to making Morawa a healthier and inclusive community, and finally, John van der Meer, for his professionalism, support and guidance.

When I met with John, I had almost given up any hope of this project ever getting off the ground, and I never anticipated some of the awful backlash myself, my family, friends and some councillors would endure from misinformed individuals within our community.

But despite this I wish to thank all of council for having the fortitude and vision to see this worthy, community facility open. The quality of the fit out and the equipment in the gym is outstanding, far surpassing anything I could have imagined, and I am excited to see so many using it already, not only local community members, but visitors to town.

The gym really does add something special to our community that everyone can enjoy, and I look forward to seeing you all there for a workout!

Regards
Maryanne Milloy-Rakich

Item 7 Questions from Members without Notice**Item 8 Announcements by Presiding Member without Discussion**

President's Meetings for the month of March 2021.

Date	Details of Meeting
2 March 2021	State Council Agenda Briefing
3 March 2021	Leadership matters Breakfast with Mark McGowan
3 March 2021	Australian Government Blackspot Consultative Panel Meeting
3 March 2021	State Council Meeting
10 March 2021	Rural West Board Meeting
11 March 2021	Shire of Morawa, Audit and Risk Committee Meeting
11 March 2021	Shire of Morawa, Briefing Session
18 March 2021	Shire of Morawa, Ordinary Council Meeting
18 March 2021	Australian Citizenship Ceremony
24 March 2021	ALGA Board Meeting
25 March 2021	ALGA Board Meeting
25 March 2021	Meeting with Hon Catherine King, Hon Jason Clare, Hon Tanya Plibersek and Dr Anne Aly.
29 March 2021	Local Government Advisory Board Meeting
29 March 2021	Desert Blue Connect Meeting
30 March 2021	Meeting with School Bus Service and Public Transport Authority

Item 9 Declarations of 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.

Item 10 Confirmation of Minutes of Previous Meeting

The Minutes of the 18 March 2021 Ordinary Council Meeting were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 22 March 2021.

OFFICER'S RECOMMENDATION

That Council confirm that:

- 1. The Minutes of the Ordinary Council Meeting held 18 March 2021 are a true and correct record.**

SIMPLE MAJORITY VOTE REQUIRED

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 Integrated Planning and Reporting – March 2021**

Author: Executive Assistant

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

That Council receive the Integrated Planning and Reporting (IPR) update for the month of March 2021.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

All local governments are required to produce a plan for the future under S5.56(1) of the *Local Government Act 1995*. To ensure there is a regular and open flow of information between the Shire's administration, the Council and the community, the following monthly update is provided.

DETAIL

The information provided (**Attachment 1**) is generated from the Shire's IPR software Envisio. This informs Council and the community of the current outcomes relating to the objectives of the Shire's Strategic Community Plan 2018-2028 and the Corporate Business Plan 2018-2022.

LEVEL OF SIGNIFICANCE

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

CONSULTATION

Senior Management Team

LEGISLATION AND POLICY CONSIDERATIONS

Local Government Act 1995 S5.56 (1)

Local Government (Administration) Regulations 1996

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

The expenditure associated with the provision of the software used to monitor and report on IPR has been budgeted in the 2020/2021 financial year.

RISK MANAGEMENT CONSIDERATIONS

There are no known risk management implications in relation to this item.

CONCLUSION

That Council receive the IPR March 2021 update (*Attachment 1*).

ATTACHMENT

Attachment 1 – 11.1.1 IPR March 2021

11.1.2 Actions Performed under Delegated Authority for March 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

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

1. Accept the Report.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To report back to Council, actions performed under delegated authority from the period 01 March 2021 to 31 March 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 March 2021 to 31 March 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 camp grounds

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 delegated decisions were undertaken by 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

11.1.3 Appointment of Bush Fire Control Officers

Author: Community Emergency Services Manager

Authorising Officer: Acting 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

The Bush Fire Advisory Committee recommends to Council the following:

1. Richard Sasse be appointed to the position of Chief Bush Fire Control Officer
2. Keven Beattie be appointed to the position of Deputy Chief Bush Fire Control Officer No. 1
3. Wayne Kowald be appointed to the position of Deputy Chief Bush Fire Control Officer No 2.
4. The following brigade members be appointed to the position of Fire Control Officer for the Shire of Morawa:-
 - Community Emergency Services Manager Rick RyanBrigades:
 - Canna/Gutha
 - Jerome Short
 - Garry Collins
 - Jeromey Wasley
 - Robert Kowald
 - Koolanooka
 - Glen Tapscott
 - Morawa West
 - Darren Yewers
 - Pintharuka
 - Mark Coaker
 - Laurie North
5. The Following Fire Control Officers be appointed as Permit issuing Officers:
 - Chief Bush Fire Control Officer Richard Sasse
 - Deputy Chief Bush Fire Control Officers Keven Beattie & Wayne Kowald
 - Canna/Gutha Garry Collins
 - Town Fire Control Officer Keven Beattie
 - Community Emergency Services Manager Rick Ryan
 - Chief Executive Officer Shire of Morawa Scott Wildgoose
6. That Colin Malcolm and Jerome Short be appointed to the position of Shire of Morawa Fire Weather Officers.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for the Bush Fire Advisory Committee to nominate Officers to hold the positions of Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer, Fire Control Officer, Permit Issuing Officers, Fire Weather Officer and make a recommendation to Council in relation to those nominations.

DETAIL

All Positions are required to be endorsed by Council every year to allow for changes. minutes of bush fire advisory committee meeting held in Morawa fire station on 15 March 2021 are attached (**Attachment 1**).

LEVEL OF SIGNIFICANCE

High – Bush Fire Officers are required to appointed.

CONSULTATION

CEO

LEGISLATION AND POLICY CONSIDERATIONS

The Functions of the Bush Fire Advisory Committee are in accordance with Section 67 of the *Bush Fires Act 1954*.

3.11 Bush Fire Advisory Committee to nominate bush fire control officers

As soon as practicable after the annual general meeting of each bush fire brigade in the district, the Bush Fire Advisory Committee is to nominate to the local government, from the persons nominated by each bush fire brigade, a person or persons for the position of a bush fire control officer(s) for the brigade area.

3.12 Local government to have regard to nominees

When considering persons for the position of a bush fire control officer, the local government is to have regard to those persons nominated by the Bush Fire Advisory Committee, but is not bound to appoint the persons nominated.

3.13 Bush Fire Advisory Committee to consider bush fire brigade recommendations

The Bush Fire Advisory Committee is to make recommendations to the local government on all recommendations received by the Bush Fire Advisory Committee from bush fire brigades.

Section 38 of the *Bush Fires Act 1954* states as follows:

38. Local government may appoint bush fire control officer

(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

(2A) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

(2E) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the FES Commissioner, by the FES Commissioner.

(4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —

(a) carrying out normal brigade activities;

[(b), (c) deleted]

(d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;

(e) procuring the due observance by all persons of the provisions of Part III.

(5A) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.

(8) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.

(9) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by subsection (17).

(10) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.

(13) The local government shall give notice of an appointment made under subsection (8) or (10) to the FES Commissioner and cause notice of the appointment to be published at least once in a newspaper circulating in its district and the FES Commissioner shall cause notice of the appointment to be published once in the *Government Gazette*.

(17) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is “catastrophic”, “extreme”, “severe” or “very high”, and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.

(18) Subsections (6) to (18) do not authorise the burning of bush —

(a) during the prohibited burning times; or

(b) during the period in which, and in the area of the State in respect of which, a total fire ban is declared under section 22A to have effect.

Outcome 3.3 Retain a safe environment.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no known financial implications in relation to this matter.

RISK MANAGEMENT CONSIDERATIONS

This proposal does not contain any notable risk implications.

CONCLUSION

The following positions are able to be included in a recommendation to Council:

1. Nominations for the position of Chief Bush Fire Control Officer;
2. Nominations for the position of Deputy Chief Bush Fire Control Officer No.1;
3. Nominations for the position of Deputy Chief Bush Fire Control Officer No.2;
4. Nominations for the position of Fire Control Officers;

The Bush Fire Advisory Committee has the option of nominating a Fire Weather Officer in accordance with s.39 (8) of the *Bush Fires Act 1954*.

ATTACHMENTS

Attachment 1 – 11.1.3 Minutes of 15 March 2021 Bush Fire Advisory Meeting

11.1.4 Application for Exploration Licence – No.70/5738 on Various Lots

Author: Planning Officer

Authorising Officer: Acting 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

That with respect to Application for Exploration Licence – No.70/5738 on Various Lots, Council:

1. Raise no objection in principle to the Application subject to the following conditions:-
 - a. That dust suppression is carried out so that others are not adversely affected;
 - b. That any saline ground water found is contained by pumping it into a water trailer and disposed of through normal mining practices under the terms of the company's mining conditions;
 - c. Any ground water that escapes onto the ground around the drill site is to be bunded so that it does not spread;
 - d. All plastic bags used for soil samples are to be removed from the site and disposed of in a suitable manner;
 - e. All rubbish is to be disposed of in the appropriate manner;
 - f. A firefighting unit is to be available at all times, and drilling is to cease if a total fire and harvest ban is called;
 - g. No drill holes are to extend under any public roadways or interfere with road drainage;
 - h. All drill holes are to be capped as soon as possible/practical after drilling; and
 - i. No drilling is to occur within any Shire gravel pits.

SIMPLE MAJORITY VOTE REQUIRED

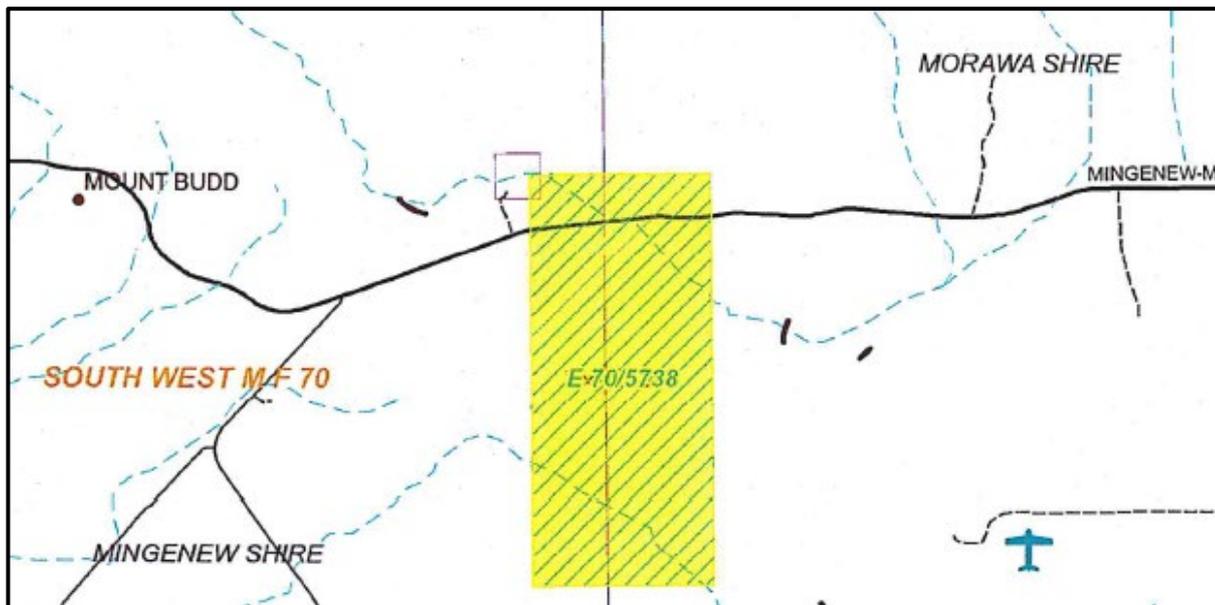
PURPOSE

This report seeks Council's consideration in relation to an application for an exploration license over various lots that has been submitted by Southern Sky Energy Pty Ltd.

DETAIL

Council has received notice of an application for an exploration licence from Southern Sky Energy Pty Ltd. for a mining exploration licence over various lots located within the locality of Merkanooka. The land subject to the application is understood to consist of privately owned land.

A copy of the application is included as ***Attachment 1***.



Where Council believes there are good grounds to raise an objection to the application, an objection may be lodged to the application with the Mining Registrar within 21 days of being served the Notice (before 23 March 2021). In relation to the matter before Council, the Shire is not aware of any such grounds to raise an objection to the application.

Under Sections 23 to 26 of the *Mining Act 1978*, mining may be carried out on certain classes of land with the written consent of the Minister for Mines and Petroleum. The *Mining Act 1978* and its associated Regulations sets out the process for a variety of licences and lease types, including requirements for mineral exploration. A guideline summary of exploration licences from Department of Mines and Petroleum documentation is provided as follows:

12. Exploration Licence

- On 28 June 1991 a graticular boundary (or block) system was introduced for Exploration Licences.
- The minimum size of an Exploration Licence is one block, and the maximum size is 70 blocks, except in areas not designated as mineralised areas, where the maximum size is 200 blocks.
- An Exploration Licence is not marked out.
- An application may be made at any Mining Registrar's office (see Appendix A); or lodged electronically via the department's website using MTO.
- An application fee and rental is payable.
- There is no limit to the number of licences a person or company may hold but a security (\$5,000) is required in respect of each licence.
- Term and Compulsory Surrender:
 - For licences applied for prior to 10 February 2006, the term is five years plus two possible extensions of two years and further periods of one year thereafter. At the end of both the third and fourth year of its term, the licensee is required to surrender 50 per cent of the licence.
 - For licences applied after 10 February 2006, the term is five years plus possible extension of five years and further periods of two years thereafter, 40 per cent of ground to be surrendered at the end of year six.
- The holder of an Exploration Licence may in accordance with the licence conditions, extract or disturb up to 1000 tonnes of material from the ground, including overburden, and the Minister may approve extraction of larger tonnages.

Source: – Exploration Licence Guidelines from DMP Mining Act Guidelines Basic Provisions.

An exploration licence remains in force for a period of 5 years although this can be extended by the Minister for Mines and Petroleum.

LEVEL OF SIGNIFICANCE

Low significance – a response is required to be lodged at the mining register’s office on or before 23 March 2021.

CONSULTATION

Acting Chief Executive Officer
Executive Manager Works and Assets

LEGISLATION AND POLICY CONSIDERATIONS*Mining Act 1978*

There are no known policy implications in relation to this item.

FINANCIAL AND RESOURCES IMPLICATIONS

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

RISK MANAGEMENT CONSIDERATIONS

There are no known risk management implications in relation to this item.

CONCLUSION

That subject to conditions that address protecting the local amenity and Shire road reserves, it is considered appropriate that Council raise no objection to the Application for Exploration Licence – No. 70/5738 by Southern Sky Energy Pty Ltd.

ATTACHMENTS

Attachment 1 – 11.1.4 Application for mining tenement

11.2 Executive Manager Corporate & Community Services

11.2.1 Banks Reconciliations – March 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

That Council receive the bank reconciliation report for 31 March 2021.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

Local Government (Financial Management) Regulation 34 (1) (a) states that a Local Government must prepare financial statements monthly.

DETAIL

The information provided is obtained from the bank reconciliations carried out for Municipal, Reserves and Bonds & Deposits Bank accounts to ensure all transactions have been accounted for.

LEVEL OF SIGNIFICANCE

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

CONSULTATION

Acting Chief Executive Officer
Executive Manager Corporate & Community Services

LEGISLATION AND POLICY CONSIDERATIONS

Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

- *Section 3 – Finance 3.3 Risk Management Controls*
- *Section 3 – Finance 3.5 Investment Policy – Delegated Authority*
- 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 to Council.

RISK MANAGEMENT CONSIDERATIONS

As per Policy *Finance 3.3 Risk Management*

CONCLUSION

The Shire of Morawa's financial position is as follows:

BANK BALANCES AS AT 31 March 2021

Account	2021
Municipal Account	\$2,626,983.72
Bonds & Deposits Account	\$20,281.04
Reserve Account	\$3,117,664.94
Reserve Term Deposit (Community Development)	\$500,000.00
Reserve Term Deposit (Future Funds 1)	\$800,000.00
Reserve Term Deposit (Future Funds 2)	\$800,000.00

BANK RECONCILIATION BALANCES

The Bank Reconciliation Balances for 31 March 2021 with a comparison for 31 March 2020 is as follows:

Account	31 March 2020	31 March 2021
Municipal Account	\$1,214,013.25	\$2,626,983.72
Bonds & Deposits Account	\$22,572.73	\$20,281.04
Total Reserve Accounts	\$5,588,399.88	\$5,217,664.94

RESERVE ACCOUNTS

The Reserve Funds of \$5,217,664.94 as at 31 March 2021 were invested in:

- Bank of Western Australia \$3,117,664.94 in the Reserve Account
- Term Deposit (Future Funds 1) \$800,000.00
- Term Deposit (Future Funds 2) \$800,000.00
- Term Deposit (Community Development Fund) \$500,000.00

Breakdown for March 2021 with a comparison for March 2020 is as follows:

	March 2020	March 2021
Leave Reserve	\$219,920.96	\$225,417.02
Swimming Pool Reserve	\$40,657.75	\$60,784.46
Plant Reserve	\$838,653.78	\$468,148.63
Building Reserve	\$94,159.90	\$114,405.06
Economic Development Reserve	\$113,493.66	\$3,519.75
Sewerage Reserve	\$247,526.73	\$223,028.85
Unspent Grants and Contributions Reserve	\$0.00	\$0.00
Community Development Reserve	\$1,253,300.13	\$1,258,669.47
Morawa Future Funds Reserve	\$2,070,784.73	\$2,041,890.48
Morawa Future Funds Interest Reserve	\$274,291.76	\$224,892.49
Refuse Transfer Station Reserve	\$0.00	\$0.00
Aged Care Units Reserve Units 1 - 4	\$70,566.33	\$70,722.55
Aged Care Units Reserve Unit 5	\$56,647.44	\$56,772.86
Aged Care Units Reserve Units 6 - 9	\$9,481.04	\$9,502.04
Business Units Reserve	\$125,758.14	\$146,073.25
Legal Fees Reserve	\$26,083.65	\$26,141.39
Road Reserve	\$147,073.88	\$147,399.48
Covid-19 Reserve	\$0.00	\$140,297.16
TOTAL	\$5,588,399.88	\$5,217,664.94

TRANSFER OF FUNDS

Nil

Investment Transfers

Nil

ATTACHMENTS

Nil

11.2.2 Accounts Due for Payment – March 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

That Council endorse the list of accounts paid by the Chief Executive Officer under delegated authority, represented by:

- **Municipal EFT Payment Numbers EFT14032 to EFT14138 amounting to \$403,034.14**
- **Municipal Cheque Payment Numbers 12017 to 12017 amounting to \$30,315.29**
- **Municipal Direct Debit Payment Numbers DD7718.1 to DD7758.1 amounting to \$44,544.33**
- **Total Payroll in March 2021: \$166,129.23**

03/03/2021 - \$51,738.56
17/03/2021 - \$57,486.80
31/03/2021 - \$56,903.87
- **Total Credit Card payment in February 2021: \$152.61**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

A list of accounts is attached for Council's consideration in relation to all Shire payments made for the month of March 2021.

DETAIL

Local Government (Financial Management) Regulations 1996 – Reg 13.

On 20 June 2019, Council delegated the Chief Executive Officer (CEO) to make payments from the municipal fund or the trust fund as required. A list of all accounts paid by the CEO is to be prepared each month showing all accounts paid since the last list was prepared.

LEVEL OF SIGNIFICANCE

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

CONSULTATION

Acting Chief Executive Officer
Executive Manager Corporate & Community Services

LEGISLATION AND POLICY CONSIDERATIONS

Local Government (Financial Management) Regulations 1996 – Reg 13

- Strategic Community Plan 2018-2028

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

Outcome 4.5 Long Term Financial Viability

Use of Corporate Credit Cards Policy 3.7

FINANCIAL AND RESOURCES IMPLICATIONS

As per *Attachment 1*.

RISK MANAGEMENT CONSIDERATIONS

As per Policy Section 3 – Finance 3.3 Risk Management.

CONCLUSION

Council is requested to endorse the list of accounts paid by the Chief Executive Officer as provided in **Attachment 1**.

ATTACHMENTS

Attachment 1 - 11.2.2 List of accounts due and submitted.

11.2.3 Monthly Financial Statements – March 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

That Council receive the Statement of Financial Activity for the period ending 31 March 2021.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

Regulation 34(1) (a) of the *Local Government (Financial Management) Regulations 1996* states that a local government must prepare monthly financial statements for Council. The Monthly Financial Activity Report and Schedules are provided for Council's consideration.

DETAIL

As per the *Local Government (Financial Management) Regulations 1996*, a monthly statement of financial activity report on the sources and application of funds, as set out in the annual budget has the following details:

- Annual budget estimates.
- Operating revenue, operating income and all other income and expenses.
- Any significant variations between year-to-date income and expenditure and the relevant budget provisions to the end of the reporting period.
- Identification of any significant areas where activities are not in accordance with budget estimates for the relevant reporting period.
- Provision of likely financial projections for those highlighted significant variations and their effect on the end of year result.
- Inclusion of an operating statement.
- Any other supporting notes as required.

LEVEL OF SIGNIFICANCE

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

CONSULTATION

Acting Chief Executive Officer
Executive Manager Corporate & Community Services

OFFICER’S COMMENTS

Nil

LEGISLATION AND POLICY CONSIDERATIONS

Local Government (Financial Management) Regulations 1996

- 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

There are no perceived risks associated with the report.

CONCLUSION

This report is based on the 2020/21 Annual Budget adopted by Council on 30 July 2020 and the Budget Review adopted by Council on 18 March 2021.

This report contains the budget amounts, actual amounts of expenditure and income to the end of the month for the purpose of keeping Council abreast of the current financial position and the variances are explained under Note 2 of the report.

ATTACHMENTS

Attachment 1 – 11.2.3 March 2021 Monthly Financial Activity Report

Attachment 2 – 11.2.3 March 2021 Schedules 2 - 14

11.2.4 Chief Executive Officer Authorisations and Reporting to Council

Author: Senior Finance Officer

Authorising Officer: Executive Manager Corporate and 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

That with respect to the Chief Executive Officer Authorisations and Reporting to Council:

- 1. Council receive the information presented to this meeting that the Chief Executive Officer has taken approved unaccrued leave from 18 March 2021 to 31 March 2021 since the last Ordinary Council Meeting held on 18 March 2021.**
- 2. Council receive the information presented to this meeting that the credit card transactions made by the Chief Executive Officer using his corporate credit card in February 2021 and acknowledges that payments have been made in accordance with the Shire's procurement policy and Credit Card Agreement.**
- 3. Council receive the information presented to this meeting that includes one motor vehicle fuel reimbursement application made by the Acting Chief Executive Officer in April 2021.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this agenda item is to report to Council on Chief Executive Officer (CEO) leave applications, use of corporate credit card and any reimbursement(s) of CEO expense applications.

DETAIL

Due to the position held by the CEO, there is no other individual person authorised under the *Local Government Act 1995* (the Act) to approve or authorise the CEO's leave applications, use of the corporate credit card and the reimbursement of CEO expense applications.

These functions can only be approved by Council resolution.

Leave Taken

This report covers leave taken by the CEO for the period between 1 March 2021 and 31 March 2021. The CEO has taken approved unaccrued leave from 18 March 2021 to 31 March 2021 as part of his approved paternity leave. All leave taken will be paid in accordance with the adopted request below:

In total the CEO is set to be on leave for 32 working days. This is planned to be taken in the form of:

- *2 days public holiday*
- *7 days annual leave*
- *9 days sick/carers leave*
- *14 days unpaid parental leave*

This leave request will put the CEO in negative balances for both sick/carers leave and annual leave given the short timeframe since his commencement with the Shire to accrue leave on a pro rata basis.

Corporate Credit Card

This report covers February 2021 credit card statements. (**Attachment 1**).

Reimbursement Application

This report covers March and early April 2021. One motor vehicle fuel reimbursement claim for \$84.01 was submitted by the Acting CEO during this period.

LEVEL OF SIGNIFICANCE

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

CONSULTATION

Senior Management Team

LEGISLATION AND POLICY CONSIDERATIONS

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.”

Shire of Morawa Policies

CEO Leave Authorisations and Other Approvals Policy

Use of Corporate Credit Cards Policy

Strategic Community Plan 2018 to 2028 (desktop Review June 2020)

Outcome 4.3 A local government that is respected, professional and accountable.
FINANCIAL AND RESOURCES IMPLICATIONS

There are no known financial or resource implications in relation to this item.

RISK MANAGEMENT CONSIDERATIONS

There are no known risk management implications in relation to this item.

CONCLUSION

That Council receive the information contained in this report addressing the CEO's:

- leave of any type;
- additional hours worked and claimed (none);
- corporate credit card expenses; and
- work related expenses/reimbursements (one).

ATTACHMENTS

Attachment 1 – 11.2.4 CEO Credit Card Statement.

11.3 Executive Manager Works & Assets

11.3.1 RAV Permit – QUBE Logistics

Author: Executive Manager Works and 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

That with respect to RAV Permit – QUBE Logistics, Council approve:

1. **A Restricted Access Vehicle (RAV) 7 Networks Class 2/3 Permit to QUBE Logistics to operate combinations up to 36.5 metres in the Shire of Morawa on the Morawa Yalgoo Road from Wubin Mullewa Road to the Shire of Yalgoo boundary subject to compliance with Main Roads WA specifications and the following conditions:**

Standard Conditions of Use:

- a) **Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage;**
- b) **Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage;**
- c) **Maximum speed of 40kms/hr in built up areas including the Morawa Town site;**
- d) **Only approved routes will be permitted in the Morawa Town site;**
- e) **Reduce speed to 60kms/hr and moving over to give way to oncoming traffic;**
- f) **Headlights on at all times;**
- g) **Removing dust from tyres rims when entering sealed roads;**
- h) **Compliance with maximum gross weight limits;**
- i) **Vehicle length not to exceed 36.5 metres;**
- j) **No operation after a heavy rainfall event;**
- k) **No operation during school bus routes drop off and pick up times (7.00am to 8.30am and 3.00pm to 5.00pm school days;**
- l) **Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place;**
- m) **Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit;**
- n) **Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is not repaired to the satisfaction of the Council's representative;**
- o) **Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads.**

2. The approval will be for the period 1 June 2021 to 31 May 2022:
 - i. with Shire of Morawa staff reviewing operations and road conditions on a regular basis (minimum of 6 monthly review); and
 - ii. subject to the review of operations and road conditions, this approval may be withdrawn by the Shire of Morawa at any time.
3. Should the applicant seek to continue operations beyond 31 May 2022 is recommended to reapply for new approval/s prior to the expiry of this permit.
4. The applicant must seek Main Roads approval for all RAV network permits.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

QUBE Logistics is seeking further approval for a Road Access Vehicle (RAV) Permit for the period 1 June 2020 to 31 May 2021 to operate heavy vehicle combinations of up to 36.5 metres on the Morawa Yalgoo Road from Wubin Mullewa Road to the Shire of Yalgoo boundary. 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

The Morawa Yalgoo Road from Wubin Mullewa Road to the Shire of Yalgoo boundary has been designated conditional RAV 7, requiring Council consent to operate heavy vehicle combinations on the section of road.

Permission for QUBE Logistics to operate RAV 7 network vehicles on the Morawa-Yalgoo Road have been approved by Council since June 2018. The most recent approval was issued by Council in May 2020 (Note resolution Council No. 200411).

These permits have allowed QUBE Logistics to operate a number of heavy vehicles on the Morawa-Yalgoo Road to the boundary with the Shire of Yalgoo, with there being one vehicle movement a day. The trucks cart goods between Mildura (VIC) and Perth (WA) and operate towing semitrailers between 27.5 and 36.5 metres in length.

QUBE Logistics have advised that the “Report on Transporting Copper Concentrate” (***Attachment 1***) and “Journey Management Plan” (***Attachment 2***) have been updated for 2021.

Main Roads WA conditions established for Morawa-Yalgoo Road are as follows:

- A current written approval from Local Government, permitting use of the road must be carried and produced on demand.
- Speed conditions – 10km below posted speed limit.
- Not to operate during school bus run times.

The Shire has viewed the Review of the condition of the Morawa-Yalgoo Road (***Attachment 3***), with the previous review included (***Attachment 4***).

LEVEL OF SIGNIFICANCE

Low – No complaints have been received by the Shire during the period the applicant has been using the Morawa-Yalgoo Road.

The Shire is aware of one road incident during the current Permit period involving a QUBE Logistics vehicle, however this was addressed by the company and no repeat incidents have occurred. The Shire is not aware of any road accidents involving QUBE Logistics vehicles on this section of road.

CONSULTATION

Acting Chief Executive Officer
Mr Mark Dominish (QUBE Logistics)

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.

RISK MANAGEMENT CONSIDERATIONS

Low to Medium. The main risk relates to increased road maintenance costs.

CONCLUSION

As with previous Council approvals, subject to travel being restricted on the Morawa-Yalgoo Road between the hours of 7:00am to 8:30am and 3:00pm to 5:00pm Monday to Friday during school bus route runs and other appropriate conditions, further approval is considered acceptable.

ATTACHMENTS

- Attachment 1* – 11.3.1 Report on Transporting Copper Concentrate.
- Attachment 2* – 11.3.1 Journey Management Plan.
- Attachment 3* – 11.3.1 Review of the condition of the Morawa-Yalgoo Road report dated 30 March 2021.
- Attachment 4* – 11.3.1 Review of the condition of the Morawa-Yalgoo Road report dated 2 April 2020 (as a comparison component).
- Attachment 5* – 11.3.1 Deflector Mine Site Mud Map

Item 12 Reports of Committees

12.1 Minutes of WALGA State Council Meeting held 3 March 2021

Author: Acting Chief Executive Officer

Authorising Officer: Acting 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

That Council receive the Minutes from the Meeting of the Western Australian Local Government Association State Council held at WALGA, 170 Railway Parade, West Leederville on Wednesday, 3 March 2021. (*Attachment 1 - 12.1.*)

SIMPLE MAJORITY VOTE REQUIRED

12.2 Minutes of Morawa Sinosteel Future Fund Committee 8 April 2021

Author: Acting Chief Executive Officer

Authorising Officer: Acting 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

That Council endorse the Minutes from the Meeting of the Morawa Sinosteel Future Fund Committee held at the Morawa Shire Chambers, 26 Winfield Street, Morawa on Thursday, 8 April 2021. (*Attachment 1 - 12.2 Provided under separate cover.*)

SIMPLE MAJORITY VOTE REQUIRED

Matters Arising:

- 5.1 Grant Acquittals – Round 1 2020/2021***
- 5.2 Round 2 2020/21 Applications: MSFFG19 Morawa District Historical Society***
- 5.3 Round 2 2020/21 Applications: MSFFG20 Morawa Masonic Lodge***
- 5.4 Round 2 2020/21 Applications: MSFFG21 MDHS Early Childhood Committee***
- 5.5 Round 2 2020/21 Applications: MSFFG22 Morawa Volunteer Fire & Emergency Service***
- 5.6 Round 2 2020/21 Applications: MSFFG23 Morawa Community Resource Centre***
- 5.7 Round 2 2020/21 Applications: MSFFG24 Friends of Morawa Airport***
- 5.8 Financial Summary of 2020/2021 Morawa Sinosteel Future Fund***

Item 13 Motions of Which Previous Notice Has Been Given

Item 14 New Business of an Urgent Nature

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

Item 16 Closure

16.1 Date of Next Meeting

The next ordinary meeting of Council will be held on Thursday, 20 May 2021 commencing at 5.30pm.

16.2 Closure

There being no further business, the President to declare the meeting closed.