



UNCONFIRMED

MINUTES

ORDINARY MEETING OF COUNCIL

held on

Thursday 15 July 2021

at 5:30 pm



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

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Item 1 Opening of Meeting

The President declared the meeting open at 5:33pm.

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.

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

joined the meeting online at 6:37pm

Councillor Shirley Katona

Councillor Ken Stokes

Staff

Chief Executive Officer

Scott Wildgoose

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

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 intimidation 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.

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 June 2021.

Date	Details of Meeting
2 June 2021	State Council
8 June 2021	Shire of Irwin with WALGA and LGIS
	WALGA - Three Day Shire Tour
9 June 2021	Mingenew, Three Springs and Coorow Shires
10 June 2021	Carnamah and Perenjori Shires
10 June 2021	Morawa Council Briefing
11 June 2021	City of Geraldton, Chapman Valley and Northampton Shires
12 June 2021	Netball Court Opening
14 June 2021	WALGA President Meeting
15 June 2021	Minister Care
16 June 2021	WALGA Selection Committee
17 June 2021	Community Morning Tea
17 June 2021	Shire of Morawa Ordinary Council Meeting
19 June 2021	ALGA Board Meeting
20 June 2021	Regional Development Conference
21 June 2021	ALGA NGA
22 June 2021	ALGA NGA
23 June 2021	ALGA NGA
24 June 2021	East Metropolitan Zone Meeting
25 June 2021	Avon Midland Country Zone Meeting
28 June 2021	South Metropolitan Zone Meeting
29 June 2021	Minister Sanderson

Item 9 Declarations of All Members to have Given Due Consideration to All Matters Contained in the Business Paper before the Meeting

Cr Yvette Harris joined the meeting online at 6:37pm

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

The Minutes of the 8 July 2021 Special Meeting of Council were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 9 July 2021.

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION**210702*****Moved: Cr Coaker******Seconded: Cr Carslake***

That Council confirm that:

- 1. The Minutes of the Ordinary Council Meeting held 17 June 2021 are a true and correct record.**
- 2. The Minutes of the 8 July 2021 Special Meeting of Council are a true and correct record.**

CARRIED BY SIMPLE 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 June 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'S RECOMMENDATION / COUNCIL RESOLUTION**210703*****Moved: Cr Carslake******Seconded: Cr Stokes***

That with respect to Actions Performed under Delegated Authority for June 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 June to 30 June 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 June 2021 to 30 June 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

One building permit was issued by the Shire pursuant to *Building Act 2011* during the period.

75 Yewers Avenue, Morawa		
02 June 2021	Building Permit (BA4) #06/21	Steel Framed Garage on Concrete Footings and Slab

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 Final Approval of the Shire of Morawa Local Planning Strategy and Town Planning Scheme No.3

Author: Senior Compliance and Project 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 / COUNCIL RESOLUTION

210704

Moved: Cr Collins

Seconded: Cr Stokes

That Council:

- 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.**

CARRIED BY ABSOLUTE MAJORITY 7/0

PURPOSE

To present Council with the outcome from advertising the Shire's Local Planning Strategy and Local Planning Scheme No. 3 and to request Council to adopt the Draft Local Planning Strategy (the Strategy) and Local Planning Scheme No.3 (the Scheme), subject to modifications.

DETAIL

The advertising period has concluded for draft Local Planning Strategy and draft Local Planning Scheme No. 3.

This report recommends final approval of the Strategy and Scheme (subject to modifications) and that they be forwarded to the Western Australian Planning Commission and Minister for Planning for final endorsement.

The Local Planning Scheme has been developed to comply with the Model Scheme Text requirements for all new schemes being prepared within the state of Western Australia.

Under the *Planning and Development Act 2005* local governments can prepare a local planning scheme for any land within its district to make suitable provisions for the improvement, development and use of land. The *Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations)* require that local planning schemes are reviewed on a five-yearly basis, or within two years of the Regulations coming into operation.

Local planning schemes provide the statutory framework for managing land use development within a local government. It also provides the spatial plan for where particular land uses should occur within the locality. A local planning strategy is a strategic document that sets the land use vision for the local government area as well as a local profile of the locality and its community.

A local planning strategy sets out the long-term planning directions for a local government, considering any relevant regional or state planning policies and provides the rationale for any zoning or classification of land under the local planning scheme. The local planning strategy is a precursor for the preparation of the local planning scheme.

At the Ordinary Meeting of 23 July 2013, Council resolved to prepare its first comprehensive Strategy, along with a draft Scheme to replace the existing Shire of Morawa Local Planning Scheme No. 2.

The Shire of Morawa Local Planning Scheme No. 2 was originally gazetted on 21 May 2007. Local Planning Scheme No.2 is outdated and is required to be reviewed to align with the current planning regulatory framework.

The Shire received funding via the (then) Department of Planning's Northern Planning Projects funding scheme to assist with the preparation of a new Strategy and Scheme. The grant covered the consultancy cost associated with the preparation of the new Strategy and Scheme. The new Scheme was required to comply with the Western Australian Planning Commission's (WAPC) Model Scheme Text as are all new schemes being prepared in Western Australia.

At the Ordinary Meeting of 19 December 2016, Council resolved as follows:

“

1. *Supports the Draft Local Planning Strategy as presented;*
2. *Forwards the Draft Local Planning Strategy to the Western Australian Planning Commission for endorsement; and*
3. *Advertise the availability of the Draft Local Planning Strategy to members of the public for a period of not less than 90 days from the date of notice upon approval of the strategy by the Western Australian Planning Commission.*

“

At the Ordinary Meeting of 19 December 2016, Council resolved as follows:

“

1. *Supports the Draft Local Planning Scheme No. 3 as presented;*
2. *Forwards the Draft Local Planning Scheme No.3 to the Western Australian Planning Commission for endorsement; and*
3. *Advertise the availability of the Draft Local Planning Scheme to members of the public for a period of not less than 90 days from the date of notice upon approval of the strategy by the Western Australian Planning Commission.”*

“

Following the above resolution, the documents were forwarded to the WAPC for consent to advertise. On 30 March 2020, the Shire received notice from the WAPC stating:

“The WAPC has examined the scheme under regulation 21(4) of the Planning and Development (Local Planning Schemes) Regulations 2015 and advises that it is suitable to be advertised.”

The Scheme Text is included as **Attachment 1** and the Scheme Maps are included as **Attachment 2** and the Local Planning Strategy is included as **Attachment 3**.

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

As a result of the advertising, a total of four submissions were received for the Strategy and a total of seven submissions were received for the Scheme. All submissions submitted are listed below:

Local Planning Strategy

- Astro tourism WA
- Agriculture Resource Management Assessment Sustainability and Biosecurity
- Main Roads Western Australia
- Mid-West Gascoyne Region Department of Water and Environmental Regulation

Local Planning Scheme

- Tourism Western Australia
- City of Greater Geraldton
- Public Transport Authority of Western Australia
- Agriculture Resource Management Assessment Sustainability and Biosecurity
- Department of Fire and Emergency Services
- Main Roads Western Australia
- Mid-West Gascoyne Region Department of Water and Environmental Regulation

A schedule of the submissions received for the Strategy and the Scheme is included in **Attachment 4**. 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 that 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 Strategy

The key modifications proposed to the local planning strategy as a result of advertising are outlined below. A full list of the proposed modifications and justification is provided in the schedule of submissions.

Minor administrative changes or text updates

There are some minor administrative changes proposed to the local planning strategy such as:

Strategy Section – Part 1	Text Updates
Section 4.9 Tourism of the Strategy	Astro tourism to be acknowledged
4.6 Agricultural & Rural land use planning Table 3: Agricultural Gross Value (pg10)	That the dates of the Gross Value statistics shown in Table 3 are included in the table heading, i.e. 2000-2009
5.4 Built Form and Infrastructure Table 28: Built form objective B6 (pg24)	Reword Strategies to say, <i>"Maintain a general presumption against further fragmentation and subdivision of rural zoned land, to align with SPP 2.5"</i>
5.8 Agricultural and Rural land use planning Table 37: Agricultural and Rural Land Use Planning (pg27)	Reword Action 2 to say, <i>"Maintain a strong relationship with the Central Wheatbelt Biosecurity Association"</i>
5.8 Agricultural and Rural land use planning Table 37: Agricultural and Rural Land Use Planning (pg27)	Reword Strategies to say, <i>"Promote alternative crops such as carbon, biodiversity and sandalwood cropping for consistently unproductive or less versatile agricultural land"</i>
4.5.3 Geology and soils (pg34) and Section 5.3.2 Topography & soils (pg50)	Reword to say, <i>"Morawa contains five primary soil landscape units: the undulating country of the 'Morawa' (Mw) unit; alluvial plains of the 'Noolagabbi' (Ng) unit; sandplains of the Pindar (Pi) unit; the dissected country of the Peterwangy (Pe) unit in the west; and broad valley flats of the 'Saline Drainage' (Sd) unit, dominantly to the south-east of Morawa"</i>
4.8.4 Public drinking water (pg12)	Remove <i>Water Corporation plan to upgrade water supply to the Morawa townsite in 2016 by providing reticulated portable water supply along the western boundary of the townsite.</i>
4.8.5 Environmental recommendations (pg12)	Remove point 5 <i>Undertake a Fauna Survey of the District;</i>

Strategy Section – Part 2	Text Updates
4.7 Road Network (pg37)	Amend Section 4.7.1 Road Network to say <i>“The Morawa townsite is directly accessible from the Wubin-Mullewa Road”</i>
4.7.1 Road Network (pg37)	Add to Section 4.7.1 Road Network <i>“Any development adjacent to a primary distributor (MRWA) road will need to be referred to MRWA for approval to access the network. This is to maintain the efficient and safe operation of the State’s Road network, ensure that access requirements are managed and promote secondary networks that join with primary distributor roads at appropriate locations”</i>
4.7.1 Road Network (pg37)	Add to Section 4.7.1 Road Network <i>“Where secondary networks constructed within a development can provide access to the Main Roads Network via local roads or an existing crossover, Main Roads is unlikely to support future connections. Main Roads suggests including information in the Local Planning Strategy to inform future development of local network access requirements. This position is reflected within the Development Control Policy 5.1 Regional Roads (Vehicular Access)”</i>
4.7.1 Road Network (pg37)	Add to Section 4.7.1 Road Network <i>“Where rezoning, structure planning, subdivision or development of land could have an impact on a primary distributor (MRWA) road, all applications are submitted together with a Traffic Statement or Assessment (as appropriate), produced in accordance with the WAPC’s Transport Assessment Guidelines for Developments”</i>
Draft Government Sewerage Policy (pg14)	Remove ‘draft’ to reflect <i>The Government Sewerage Policy</i>

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 designation of “Primary Distributor Road” and ensure correct boundaries and road hierarchy throughout.
- Amend the scheme maps to appropriately reflect road / intersection alignment.

Shire Recommendations

- Amend the map legend to ensure compliance with Schedule 3 - Legends used in Scheme within the Planning and Development (Local Planning Schemes) Regulations 2015.
- Enlarge Pintharuka Townsite for transparency create a separate map for example to align with Canna Townsite and Gutha Townsite
- Enlarge Koolanooka Townsite for transparency create a separate map for example to align with Canna Townsite and Gutha Townsite

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

Attachment 5 list agencies and public authorities that were considered to be affected by the Strategy and the Scheme and were notified of the public advertising period.

LEGISLATION AND POLICY CONSIDERATIONS

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

FINANCIAL AND RESOURCES IMPLICATIONS

The Shire received funding via the (then) Department of Planning's Northern Planning Projects funding scheme to assist with the preparation of a new Local Planning Strategy and Scheme for the District. This grant covers the consultancy costs associated with the preparation and modification to the draft strategy and Scheme.

The Shire's budget for 2020/21 includes an amount of \$15k for the finalisation and advertising of the Strategy/Scheme (not including staffing costs). The drafting of the Strategy and Scheme maps has largely been completed albeit with some suggested modifications. Allocated funds will be spent to support proposed modifications changes and gazettal of the Local Planning Scheme No.3 text and maps.

It is expected that ongoing expenditure on the Strategy and the Scheme beyond 2021 will be limited.

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 Local Planning Scheme No.3 Text

Attachment 2 – 11.1.2 Local Planning Scheme No.3 Maps

Attachment 3 – 11.1.2 Local Planning Strategy

Attachment 4 – 11.1.2 Schedule of the submissions

Attachment 5 – 11.1.2 Advertising and notification list for Draft Local Planning Strategy and Draft Local Planning Scheme No.3

11.1.3 Review of Council Delegation Register

Author: Governance and Executive Support Officer

Authorising Officer: Chief Executive Officer

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

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

210705

Moved: Cr Stokes

Seconded: Cr Coaker

That with respect to the Review of Council Delegation and Authorisation Registers, Council:

- 1. Adopts the Delegation Register as per Attachment 2; and**
- 2. Adopts the Authorisation Register as per Attachment 3.**

CARRIED BY ABSOLUTE MAJORITY 7/0

PURPOSE

For Council to review and adopt the Delegation and Authorisation Registers.

DETAIL

In 2020 the Acting CEO conducted a thorough review of the Delegation and Authorisations Registers. With various additions and amendments made to improve compliance and the organisations operations.

Only minor amendments have been made to the delegation register. The main change is that the delegations from the CEO to other Employees have been separated into a new register as these on delegations are at the discretion of the CEO and do not require Council review/adoption.

No changes have been made to the Shire's authorisation register at this review.

LEVEL OF SIGNIFICANCE

High significance - Council needs to be assured that it defines the level of delegation to the Chief Executive Officer.

Council needs to ensure that delegations and authorisations are lawfully established.

CONSULTATION

Senior Management

LEGISLATION AND POLICY CONSIDERATIONS

The following section of the *Local Government Act 1995* applies:

S5.18

“A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.”

S5.42:

“Delegation of some powers and duties to CEO

(1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under:*

(a) this Act other than those referred to in section 5.43; or

(b) the Planning and Development Act 2005 section 214(2), (3) or (5)’.

** Absolute majority required.*

Strategic Community Plan 2018 to 2028

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

FINANCIAL AND RESOURCES IMPLICATIONS

There are no known financial implications in this matter.

RISK MANAGEMENT CONSIDERATIONS

Sound delegations and authorisations are key to the efficient operation of the Shire. Adequate policies and controls need to be implemented to govern the application of delegated authority.

CONCLUSION

This review is in line with improving the day to day function of the Shire and to comply with the legal requirement to review the registers at least once every financial year. Council is requested to adopt the Delegation and Authorisation Registers as attached.

ATTACHMENTS

Attachment 1– 11.1.3 Council Delegation of Authority Register (2020)

Attachment 2 – 11.1.3 Council Delegation of Authority Register Reviewed (2021)

Attachment 3 – 11.1.3 Authorisation Register

11.2 Executive Manager Corporate & Community Services

11.2.1 Banks Reconciliations – June 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 reconciliations report for 30 June 2021.

COUNCIL RESOLUTION

210706

Moved: Cr Carslake

Seconded: Cr Katona

That items 11.2.1, 11.2.2 and 11.2.3 are moved en bloc.

CARRIED BY SIMPLE MAJORITY 7/0

Reason for change:

For expediency, Council considered Items 11.2.1, 11.2.2 and 11.2.3 could be moved en bloc.

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

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 30 June 2021

Account	2021
Municipal Account	\$2,137,421.54
Bonds & Deposits Account	\$20,281.04
Reserve Account	\$3,310,499.41
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 30 June 2021 with a comparison for 30 June 2020 is as follows:

Account	30 June 2020	30 June 2021
Municipal Account	\$1,873,608.77	\$2,137,421.54
Bonds & Deposits Account	\$20,013.04	\$20,281.04
Total Reserve Accounts	\$5,244,142.84	\$5,410,499.41

RESERVE ACCOUNTS

The Reserve Funds of \$5,410,499.41 as at 30 June 2021 were invested in:

- Bank of Western Australia \$3,310,499.41 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 June 2021 with a comparison for June 2020 is as follows:

	June 2020	June 2021
Leave Reserve	\$225,004.19	\$230,502.55
Swimming Pool Reserve	\$60,673.14	\$80,807.52
Plant Reserve	\$467,291.28	\$420,976.28
Building Reserve	\$114,195.53	\$134,448.47
Economic Development Reserve	\$3,513.32	\$3,521.08
Sewerage Reserve	\$222,620.40	\$273,113.48
Unspent Grants and Contributions Reserve	\$0.00	\$0.00
Community Development Reserve	\$1,255,036.72	\$1,259,335.42
Morawa Future Funds Reserve	\$2,025,597.13	\$2,035,349.77
Morawa Future Funds Interest Reserve	\$274,395.57	\$206,820.54
Refuse Transfer Station Reserve	\$0.00	\$0.00
Aged Care Units Reserve Units 1 - 4	\$70,593.03	\$70,749.38
Aged Care Units Reserve Unit 5	\$56,668.88	\$56,794.41
Aged Care Units Reserve Units 6 - 9	\$9,484.63	\$34,505.64
Business Units Reserve	\$145,805.73	\$166,128.67
Legal Fees Reserve	\$26,093.52	\$26,151.31
Road Reserve	\$147,129.54	\$197,455.41
Covid-19 Reserve	\$140,040.23	\$108,350.39
Jones Lake Road Rehabilitation Reserve	0.00	50,000.00
Old Hospital Reserve	0.00	50,000.00
Morawa Yalgoo Road Reserve	0.00	5,489.09
TOTAL	\$5,244,142.84	\$5,410,499.41

Transfer of Funds

- \$20,000.00 to Building Reserve as per 2020-2021 Budget.
- \$250,000.00 to Plant Reserve as per 2020-2021 Budget.
- \$5,000.00 to Long Service Leave Reserve as per 2020-2021 Budget.
- \$50,000.00 to Sewerage Reserve as per 2020-2021 Budget.
- \$25,000.00 to Aged Care Units 6-9 Reserve as per 2020-2021 Budget.
- \$20,000.00 to Business Units Reserve as per 2020-2021 Budget.

- *\$50,000.00 to Road Reserve as per 2020-2021 Budget.*
- *\$20,000.00 to Swimming Pool Reserve as per 2020-2021 Budget.*
- *\$50,000.00 to Jones Lake Road Rehabilitation Reserve as per 2020-2021 Budget.*
- *\$50,000.00 to Old Hospital Reserve as per 2020-2021 Budget.*
- *\$5,489.09 to Morawa Yalgoo Road Reserve as per 2020-2021 Budget.*
- *\$297,350.00 from Plant Reserve to Municipal Account to cover for plant purchased throughout the year as per 2020-2021 Budget.*
- *\$32,000.00 from Covid-19 Reserve to Municipal Account to cover for gym setup expenditure for the year as per 2020-2021 Budget.*

Investment Transfers

- *\$800,000.00 from Future Funds to Term Deposit Future Funds 1 for 90 days @ 0.51% interest – Matures 30 September 2021*
- *\$800,000.00 from Future Funds to Term Deposit Future Funds 2 for 90 days @ 0.51% interest – Matures 30 September 2021*
- *\$500,000.00 from Community Development Fund to Term Deposit Community Development Fund for 90 days @ 0.51% interest – Matures 30 September 2021*

ATTACHMENTS

Nil

11.2.2 Accounts Due for Payment – June 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 totalling \$1,128,104.02 under delegated authority, represented by:

- **Municipal bank transfer amounting to \$11.00**
- **Municipal EFT Payment Numbers EFT14308 to EFT14434 amounting to \$957,218.92**
- **Municipal Direct Debit Payment Numbers DD7847.1 to DD7893.1 amounting to \$53,560.53**
- **Total Payroll in June 2021: \$116,097.50**
 - **09/06/2021 - \$57,345.52**
 - **23/06/2021 - \$58,751.98**
- **Total Credit Card payment in June 2021: \$1,216.07**

COUNCIL RESOLUTION

15705 CARRIED EN BLOC

PURPOSE

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

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 – June 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 30 June 2021.

COUNCIL RESOLUTION

15705 CARRIED EN BLOC

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

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 Annual 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 June 2021 Monthly Financial Activity Report

Attachment 2 – 11.2.3 June 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 / COUNCIL RESOLUTION

210707

Moved: Cr Carslake

Seconded: Cr Coaker

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

- 1. Council receives the information presented to this meeting that the Chief Executive Officer took no leave since the last Ordinary Council Meeting held on 20 May 2021.**
- 2. Council receives the information presented to this meeting that the credit card transactions made by the Chief Executive Officer using his corporate credit card in May 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 of no reimbursement application made by the Chief Executive Officer in May 2021.**

CARRIED BY SIMPLE MAJORITY 7/0

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 month of June 2021. No leave was taken for this period.

Corporate Credit Card

This report covers May 2021 credit card statement **Attachment 1**.

Reimbursement Application

This report covers the month of June 2021. No reimbursements were claimed 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;
- corporate credit card expenses; and
- work related expenses/reimbursements.

ATTACHMENTS

Attachment 1 – 11.2.4 CEO Credit Card Statement.

11.2.5 Memorial Plaque at the Greater Sporting Ground Gatekeepers Hut

Author: Community Development 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 / COUNCIL RESOLUTION**210708****Moved: Cr Collins****Seconded: Cr Katona**

That Council approve the Morawa Football Club to erect a memorial plaque for the late Mr Robert Plozza and the late Mr Colin Watson on the gate keepers hut at the Greater Sporting Grounds.

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

The purpose of this item is to refer to Council on the Morawa Football Club's letter request to install a memorial plaque for Mr Robert Plozza and Mr Colin Watson on the gate keepers hut at the Morawa Greater Sporting Grounds.

DETAIL

Shire of Morawa Policy Manual states in ADM05 Memorials on Council Controlled Land, "The creation or placement of memorials or monuments on public land is not permitted unless the consent of the Shire of Morawa is provided". Therefore, Council approval is required for the Morawa Football Club to go ahead with this memorial plaque.

The Morawa Football Club sent the initial letter of request on 16 May 2021 with only Mr Robert Plozza's name in memorial on the plaque at the gatekeepers hut. Following further consultation with life members, the Football Club decided to withdraw this request from the June OCM and sent another letter on 22 June 2021 to also include the late Colin Watson's name on the memorial plaque. This letter is provided in the attachments.

The Football Club is paying for the design, manufacture, and installation of the plaque, which they request to put somewhere on the outside of the gatekeepers hut, or wherever Council allows at the Greater Sporting Grounds.

The plaque would be approximately 200mm x 200mm in a material called metal graph plate (silver) with the following text in black,

*Gatekeepers Hut
In memory of Colin Watson and Robert "Bob" Plozza*

LEVEL OF SIGNIFICANCE

Low significance – report is presented for Council to advise decision.

CONSULTATION

Chief Executive Officer
Executive Manager Corporate & Community Services
Executive Manager of Works & Assets

OFFICER'S COMMENTS

Nil

LEGISLATION AND POLICY CONSIDERATIONS

Strategic Community Plan 2018-2028

Outcome 3.2 Respect our cultural, indigenous and heritage assets

3.2.1 Support to community activities and events.

Outcome 3.5 Improved and well maintained community, recreational and civic infrastructure

Shire of Morawa Policy Manual

- ADM 05 Memorials on Council Controlled Land

FINANCIAL AND RESOURCES IMPLICATIONS

Nil – the Football Club has expressed its desire to pay for the design, manufacture, and installation of the memorial plaque. Council staff may be required to install the plaque at the location, and the Football Club would be invoiced for this expense.

RISK MANAGEMENT CONSIDERATIONS

There are no perceived risks associated with the Memorial Plaque installation.

CONCLUSION

That Council approve the Morawa Football Club to erect a memorial plaque for the late Mr Robert Plozza and the late Mr Colin Watson on the gate keepers hut at the Greater Sporting Grounds.

ATTACHMENTS

Attachment 1 – 11.2.5 Letter from Morawa Football Club

11.3 Executive Manager Works and Assets

11.3.1 Main Roads Western Australia RAV Request

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 / COUNCIL RESOLUTION

210709 *Moved: Cr Carslake* *Seconded: Cr Stokes*

That Council:

1. **With respect to the request from Main Roads Western Australia (Heavy Vehicle Section) to assess the suitability of sections of Munckton Road and Koolanooka Access Road to modify the Restricted Access Vehicle Network (RAV) rating:**
 - a. **Note the RAV assessment checklist *Attachment 1*; and**
 - b. **Does not object to Munckton Road from SLK 0.00 to SLK 14.26 being classified conditional type A Low Volume RAV 7 with the additional condition that the maximum speed to apply when the road is visibly wet is 40 km/h;**
 - c. **Note that the Koolanooka Access Road has no public access and the mine site is responsible for all maintenance, so Council supports the mine's position in relation to this road**
2. **Authorise the CEO to commence negotiations and development of a Road User Agreement with SMS/Rivett Mining Services with the draft agreement to be presented to Council prior to execution**

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

Council is requested to consider the request by Main Roads WA for an assessment of Munckton Road and the Koolanooka Access Road to determine if it is suitable to modify the Restricted Access Vehicle Network (RAV)

DETAIL

Main Roads Heavy Vehicle Section (HVS) has received applications to modify the following section of road(s) onto the RAV Network:

Road No./Name	From Location (SLK)	To Location (SLK)	Current RAV Network	Requested RAV Network	School Bus Route (Yes or No)	Traffic Count (AADT)
5110006	Munckton Rd	Morawa-Yalgoo RD	4	7		
511Z005	Koolanooka Access Road		0	7		

Should the roads be deemed unsuitable to be added to the RAV7 Network when assessed it may be considered for a Restricted Local Access Permit. This permit is for individual access to a road with specific combination and with suitable conditions to mitigate any risk.

RAV Networks 2 to 7 and 9 to 10 consists of some Low Volume roads that do not strictly comply with the assessment guidelines. These roads have in the past been approved due to the low traffic volumes and are subject to the following conditions:

(a) “Type A” Low Volume roads:

- Maximum Speed to be determined whilst conducting on-site assessment, in accordance with the RAV Guidelines
- Current written approval from the road owner, endorsing use of the road, must be obtained, carried in the vehicle, and produced upon request,
- Headlights must be switched on at all times,
- 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,
- No operation on unsealed road segment when visibly wet, without road owner’s approval,
- Direct radio contact must be maintained with other RAV’s to establish their position on or near the road (UHF channel 40).
- Not to be used as a through route. For local delivery, pickup and garaging only. Driver must carry documentation as proof of local delivery, pickup, or garaging address.

(b) “Type B” Low Volume roads: All conditions stipulated for “Type A” Low Volume Roads apply;

- For a single lane road, the road must not be entered until the driver has established via radio contact that there is no other RAV on the road travelling in the oncoming direction, and
- The RAV must not exceed a speed of 40 km/h.

The proponents behind this request through Main Roads are SMS and Rivett Mining Services who are working in partnership with Sinosteel Midwest Corporation for the restart of the Koolanooka Mine for a period of up to 4 years. As described in the attached letter the group which to restart the use of the Tilly Siding for cartage to port but may have an interim period carting through to Mingenew and Geraldton using the road network. SMS Mining Services have indicated that they wish to enter into a road user agreement with the Shire to ensure they contribute towards the haulage route maintenance.

Whilst, increasing the RAV rating and haulage on Munckton Road may not be Council’s first choice the economic benefits of the Koolanooka mine restarting should outweigh the potential impacts of increased haulage. Increased mining activity within the Shire boundary brings potential opportunities for growth and development.

LEVEL OF SIGNIFICANCE

Low significance – response required to be provided back to HVS before the end of June 2021

CONSULTATION

Chief Executive Officer
Senior Staff

LEGISLATION AND POLICY CONSIDERATIONS

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

The Shire does not have a Policy in relation to reviewing RAV ratings for roads.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no known financial implications in relation to this item. It is not anticipated that a change to RAV 7 would significantly impact the maintenance cost and requirements on the roads, but the Shire would be seeking a maintenance contribution from the proponent to cover any impact of increased haulage.

RISK MANAGEMENT CONSIDERATIONS

As identified in the 'RAV assessment checklist' there are no known risk management implications in relation to this item

CONCLUSION

The RAV assessment checklist does not identify any significant deficiencies that may render the road(s) unsuitable for RAV7 access. This report recommends that Council consider recommending to HVS that the sections of Munckton Road and Koolanooka Access Road (as defined above) be conditionally added to the RAV7 network with a condition rating "Type A" Low Volume Road.

ATTACHMENTS

Attachment 1 – 11.3.1 Main Roads Western Australia – Assessment of Munckton and Koolanooka Access Roads
Attachment 2 – 11.3.1 Letter SMS Mining Services – Road Access for restart of operations at Koolanooka

Item 12 Reports of Committees**12.1 Unconfirmed Minutes of the WALGA Northern Country Zone ‘Flying Minute Meeting’ held on 27 April 2021**

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

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

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

210710

Moved: Cr Harris

Seconded: Cr Carslake

That Council receive the Confirmed Minutes of the WALGA Northern Country Zone ‘Flying Minute Meeting’ held on 10 May 2021 (Attachment 1 - 12.1).

CARRIED BY SIMPLE MAJORITY 7/0

Attachment 1 – 12.1 Unconfirmed Minutes WALGA Flying Minute Meeting 27 April 2021

Item 13 Motions of Which Previous Notice Has Been Given

Nil.

Item 14 New Business of an Urgent Nature

Nil.

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

The next ordinary meeting of Council will be held on Thursday, 19 August 2021 commencing at 5.30pm.

16.2 Closure

There being no further business, the President to declare the meeting closed 5:41pm.