



AGENDA

ORDINARY MEETING OF COUNCIL

to be held on

Thursday, 14 September 2023 at 5:30pm

at the

**Shire of Morawa Council Chambers,
26 Winfield Street, Morawa**



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

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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 at 5:30pm.

Item 2 Acknowledgement of Traditional Owners and Dignitaries

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

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

President (Presiding Member) Councillor Karen Chappel

Deputy President Councillor Ken Stokes

Councillor Debbie Collins

Councillor Yvette Harris

Councillor Shirley Katona

Councillor Jane Coaker

Councillor Mark Coaker

Staff

Chief Executive Officer

Scott Wildgoose

Executive Manager Corporate & Community Services

Jackie Hawkins

Members of the Public**3.2 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****Item 7 Questions from Members without Notice**

Item 8 Announcements by Presiding Member without Discussion
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President's Meetings for the month of August 2023.

Date	Details of Meeting
2 August 2023	State Council Info Meeting
4 August 2023	MDHS 100 Year Celebrations
8 August 2023	Meeting - Minister Carey
10 August 2023	LGIS Board Meeting
10 August 2023	Midwest Development Commission - Audit & Risk Committee Meeting
10 August 2023	Shire of Morawa – Audit & Risk Management Committee Meeting
10 August 2023	Shire of Morawa – Ordinary Council Meeting
14 August 2023	Australian Bush Summit
14 August 2023	LG Election Seminar
15 August 2023	Senate Enquiry in Banking
23 August 2023	Finance and Services Meeting
23 August 2023	LG House Trust Meeting
23 August 2023	Lord Mayors Distress Relief Fund
23 August 2023	Brad Pettit Net Zero Workshop
25 August 2023	National Emergency Management Ministers Meeting
28 August 2023	Northern Country Zone of WALGA Meeting
29 August 2023	Dowerin Downtown
30 August 2023	WA Women's Hall of Fame Launch
30 August 2023	Shire of Morawa – Special Council Meeting
31 August 2023	RAC Vision 2030 Event

Item 9 Declaration by all Members to have given due consideration to All Matters Contained in the Business Paper before the Meeting
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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 10 August 2023 Ordinary Council Meeting were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 11 August 2023.

The Minutes of the 30 August 2023 Special Council Meeting were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 31 August 2023.

OFFICER'S RECOMMENDATION

That Council confirm that:

1. the Minutes of the Ordinary Council Meeting held 10 August 2023 are a true and correct record.
2. the Minutes of the Special Council Meeting held 30 August 2023 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 Actions Performed under Delegated Authority for August 2023**

Author: Executive Assistant

Authorising Officer: Chief Executive Officer

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

OFFICER RECOMMENDATION

That with respect to **Actions Performed under Delegated Authority for August 2023**, Council:

1. **Accept the Report.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To report back to Council, actions performed under delegated authority from the period 01 August 2023 to 31 August 2023.

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 August 2023 to 31 August 2023 ('the period') and are submitted to Council for information.

Bushfire

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

Caravan parks and campgrounds

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

Common Seal

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

Dangerous Goods Safety Act 2004

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

Food Act 2008

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

Hawkers, traders, and stall holders

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

Liquor Control Act 1988

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

Lodging houses

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

Public Buildings

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

Septic Tank Approvals

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

Planning Approval

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

Building Permits

No delegated decisions were undertaken by Shire pursuant to building permits during this 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)

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 Christmas Closure Period 2023-2024

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

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

OFFICER RECOMMENDATION

That Council:

- Note the proposed closure period for the 2022/2023 Christmas and New Year Period from 4:00pm on Friday, 22 December 2023, to 9:00am on Wednesday, 3 January 2024.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to be advised of the proposed Christmas and New Year Closure Period.

DETAIL

Council Policy ADM06 – Closure of Certain Facilities – Christmas/New Year Period states that Council may receive a report from the CEO no later than the Ordinary Council Meeting in October each year advising of the details of the forthcoming Christmas and New Year closure period.

The CEO plans to close the Shire of Morawa Office, Library, and Depot facility, to the public from 4pm on Friday 22 December 2023 to 9:00am on Wednesday 3 January 2024.

Policy ADM06 directs the CEO to re-open the office the second working day after the New Year Public Holiday. Monday 1 January 2024 is the public holiday, as such the second working day after New Year's Day is 3 January 2024.

The proposed opening and closing period is in line with Council Policy and in total the Shire will be closed for seven (7) weekdays, of which three (3) are public holidays. The late opening on the 3 January 2024, will be to accommodate an all of staff meeting to kick off the year.

The CEO will ensure the necessary staff continue to be available for performing core functions throughout the period the facilities are closed.

The Shire of Morawa Swimming Pool usually operates with normal opening hours over the holiday period, with minor modifications made by the CEO in agreement with operational staff. Any modifications will still work to ensure the community has access to the pool at least 9 days out of the 11 days from Saturday, 23 December 2023 to Tuesday, 2 January 2024.

LEVEL OF SIGNIFICANCE

Low – The CEO’s course of action aligns with Council Policy and the Christmas/New Year closure is an annual occurrence.

CONSULTATION

Senior Management Team

LEGISLATION AND POLICY CONSIDERATIONS

Council Policy ADM06 – Closure of Certain Facilities – Christmas/New Year Period

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

The CEO will ensure the necessary staff are available in case of an emergency or serious maintenance issue arising.

CONCLUSION

The CEO is implementing Council Policy and advising of the planned closure of the Administration Offices, Libraries and Works Depot during the Christmas Period.

ATTACHMENTS

Nil

11.1.3 Review of Entrance Cars

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

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

OFFICER RECOMMENDATION

That Council:

- 1. Endorse the CEO to relocate the cars associated with the Art on Wheels Project from the entrance to town to the Morawa Speedway.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to review the public art from the “Art of Wheels – Morawa Drug Aware” Project and its placement at the entrance to town.

DETAIL

At its ordinary Council Meeting on the 17 March 2022, Council voted:

That Council:

- 1. Approve the display of public art created for ‘Art on Wheels – Morawa Drug Aware Youth Week Event,’ at the town entrances (as per maps).**

CARRIED BY SIMPLE MAJORITY 6/0

Subsequently, two cars were painted by local youth with support from a Regional Arts WA Culture Drug Aware Youth Week Grant, the Morawa Speedway and Burnout Club, and Geraldton Artist Shahrar Jackey.

The youth week event was a great initiative that taught skills involved in planning, and creating art projects, but also created a public display that spread an anti-drugs and alcohol message.

The artwork utilised was designed with and painted by local youth and is colourful, abstract, and eye catching.

The cars were placed on display at the North and South entrances to town in April 2022.

Overtime it became evident that the vehicle at the North entrance was not well placed and did not allow for appropriate viewing. The two cars were moved together at the South entrance and an informative sign was placed with them for passersby to learn more about the project.

The vehicles have now been on display nearly 18 months, and over time are starting to fade and may serve a better drug aware purpose for a more stationary audience.

Public art of this type does not stay vibrant forever especially when exposed to the harsh Morawa weather conditions.

In order to keep the vehicles as a town attraction but relocate them to a more relevant location the CEO has spoken with Morawa Speedway about relocating the vehicles and signage to their site. The club is supportive of the move. The CEO is planning the relocation to occur in line with the clubs big October race and fireworks event.

LEVEL OF SIGNIFICANCE

Low – The cars have been on display for 18 months and the decision to relocate would likely need to be made at some stage unless the Shire plans to keep repainting and maintaining the vehicles to a high standard to maintain their appearance in alignment with town entrances.

CONSULTATION

Senior Management Team
President – Morawa Speedway Association

LEGISLATION AND POLICY CONSIDERATIONS

N/A

FINANCIAL AND RESOURCES IMPLICATIONS

It will take the Shire team a few hours to relocate the vehicles and signage. This will be managed within normal maintenance budgets.

RISK MANAGEMENT CONSIDERATIONS

N/A

CONCLUSION

The art on wheels project was a great success and having the vehicles on display for 18 months has achieved the desired goal. As such it is recommended that Council support the relocation of the cars to a venue where visitors can spend more time viewing and appreciating the artwork.

ATTACHMENTS

Nil

11.1.4 Council Policy – Local Gravel Supplies for Road Maintenance and Building Activities

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 RECOMMENDATION

That Council:

- 1. Adopt Council Policy ENG05 – Local Gravel Supplies for Road Maintenance and Building Activities**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to review and consider adopting a Council Policy in relation to local gravel supplies for road maintenance and building activities.

DETAIL

Australia has 575,000 km of gravel roads, comprising more than 60% of the nation's road length (ARRB's Unsealed Road's Best Practice Guide 2 (May 2020)).

- The approximate maintenance cost per year in relation to gravel roads is \$1 Billion
- Each road loses about 6 to 10mm of gravel per year across cross sections
- Total lost gravel quantity per year across the country based on the above gravel loss is approximately 22,986,400 m³

In general the costs of building and maintaining gravel roads is less than the costs associated with sealed roads, and if traffic volumes are low it is generally uneconomically to seal all roads in a District.

The Shire of Morawa maintains over 850km of unsealed roads in the District. Good quality roads offer a number of benefits to the community and visitors. They provide for a smoother and safer journey, ensure homes and businesses are accessible, and create connections between other areas or key infrastructure.

The Shire regularly assesses the quality and depth of gravel on the unsealed road network, and has recently developed a 5 year re-sheeting program to ensure new material is introduced to some road surfaces before serious safety issues arise.

In order to maintain and improve the unsealed road network the Shire requires access to gravel supplies.

Re-sheeting generally involves applying 100mm thick compacted crushed material to the road surface and then cutting and forming with a grader. On average approximately 5,000 tonnes of gravel is used to re-sheet a 3km section of road.

If the Shire needs to reform, or rebuild a road for improvement activities then this may utilise more gravel. General maintenance grading doesn't utilise gravel supplies unless a major deficiency is identified and the new material is needed to provide stability to the road.

Gravel is obtained from a number of sources such as quarries, ridge gravel deposits, but more often than not the Shire needs to utilise naturally occurring material close to the work location that is in a property managed/owned by a local land interest holder.

Current processes for gravel extraction, compensation payments, and for rehabilitation of excavations are not always consistent and this is a cause of dissatisfaction for landowners and a threat to the continuing supplies of gravel for road works.

In 2001, Main Roads WA (MRWA) developed a policy for entering public and private land and paying compensation for damage resulting from the extracting of materials. This addressed the previous perceived anomaly between Main Roads WA, which made no compensation payment, and Local Governments which in historic cases had made some compensation payments. However, there is inconsistency between Acts relating to payment of compensation for damage. This continues to create issues with landowners. From a private landowner viewpoint, the difference between MRWA or a Local Government taking gravel is not apparent so they do not see the logic of receiving different payments.

The proposed Council Policy does not seek to address the inconsistency between Main Roads WA, private contractors, and the Shire. It instead seeks to provide a consistent and transparent process to be used by the Shire to ensure all land interest holders experience the same agreements and outcomes. MRWA and Private contractors generally have larger budgets and funding, and deliver projects in the Shire on a one off project basis whereas the Shire of Morawa is the key unsealed road maintenance agent in the District and will generally have a longer term relationship with land interest holders.

Grant funds for the upgrade, maintenance, and re-sheeting of unsealed roads is limited, and as such the Shire is limited as to how much works can be completed each year based on costs and resources available. As such given the vested interest in road safety that land interest holders have across the District, it is generally expected that land interest holders will be supportive of the Shire's requirement for low cost locally sourced gravel.

When considering gravel sources, it is always the Shire's preferred option to utilise material that is close to the work site to minimise staff and plant travel costs, which allows the Shire to renew and maintain more kilometres of road without excessive cost and rate increases.

Historically, the Shire of Morawa has generally obtained access to land to extract materials by consultation and agreements with land interest holders. The proposed policy seeks to retain this collaborative process but add more formality and structure to this process. The policy seeks to develop a clear Gravel Extraction Agreement that documents timeframes, processes, material needed, and other variables.

It is proposed that the Shire pay a fixed rate of \$1 (ex GST) per ton of gravel extracted and taken from site. The Shire machinery is able to weigh material, as it is loaded into trucks, and as such payment based on weight will be the simplest process to administer and offers the most

transparency. Implementing a fixed rate, will ensure all land interest holders have access to the same level of compensation thus removing disparity and conflict. The Policy also seeks to provide structure around the provision of private works in lieu of cash payment.

The Shire does have legislative powers to enter land and extract road building material, but the Council Policy outlines that the Shire will avoid utilising legislation as much as possible. If gravel supplies are refused and roads are not a major safety concern then the Shire will redeploy its works team to undertake improvement activities in another area with more cooperative land interest holders. Legislation will be restricted to instances where a safety concern is identified and works are reactive not preventative.

However, it is hoped that through clear communication, consistency, and collaborative relationships the Shire will be able to develop strong relationships with all land interest holders across the district.

LEVEL OF SIGNIFICANCE

Medium – The Shire has been sourcing gravel for a number of years without a consistent and documented approach, however recent feedback suggests some conflicting opinions around the methods used and fracturing of land owner relationships. As such this policy has been developed to improve practices and provide consistency. If the Council Policy is not adopted and requires modifications, it will not impact upon Shire deliverables.

CONSULTATION

Senior Management Team
Council
WALGA
Main Roads WA website

The Shire has consulted with a few neighbouring Local Governments. The Shire of Yalgoo paying no compensation for gravel as the majority of their Shire is pastoral lease. The Shire's of Perenjori and Chapman Valley offer a rate of \$1.5 a cubic metre – which is essentially the same as \$1 ton when a conversion rate is applied.

LEGISLATION AND POLICY CONSIDERATIONS

Acts of Parliament authorise the survey and extraction of materials by government agencies for public works. These Acts include the Land Administration Act 1997(LAA), the Local Government Act 1995(LGA), the Main Roads Act 1930 and the Public Works Act 1902.

All extraction of materials is also subject to other relevant State and Commonwealth legislation, such as:

- Biodiversity Conservation Act 2016
- Environmental Protection Act 1986
- Environment Protection and Biodiversity Conservation Act 1999 (Cth)
- Rights in Water and Irrigation Act 1914
- Native Title Act 1993 (Cth)
- Aboriginal Heritage Act 1972
- Native Title Act 1999 (WA), or

- Specific conditions may apply when operating in proclaimed Public Drinking Water Areas.

Before exercising the rights under the Local Government Act 1995, provisions to access land for the purposes of gravel extraction, approvals have to be sought under relevant legislation.

FINANCIAL AND RESOURCES IMPLICATIONS

Some land interest holders have historically supplied the Shire with gravel at no charge, however others have sought compensation greater than \$1 (ex GST) per ton. As such the Shire may experience cost increases or savings relating to some interactions, but holistically the price proposed fits within all current project budgets.

RISK MANAGEMENT CONSIDERATIONS

If all land interest holders refuse to supply gravel, the Shire will either need to implement a legislative component to all projects to extract materials or substantially increase all project budgets to externally source material. Both of these options will likely lead to rate increases, which would be applied to all land interest holders, to cover costs.

CONCLUSION

It is recommended that Council adopt the Draft Council policy – Local Gravel Supplies for Road Maintenance and Building Activities, to provide a more transparent and consistent approach to officer interactions with land interest holders.

ATTACHMENTS

Attachment 1 – 11.1.4a Draft Council Policy – Local Gravel Supplies for Road Maintenance and Building Activities

11.1.5 LRCIP Funding Phase 4B – Road Specific Projects

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 RECOMMENDATION

That Council:

- 1. Direct the Shire CEO to submit Winfield Street Drainage Maintenance and Improvement Project to the Department of Infrastructure, Transport, Regional Development, Communications and the Arts under Part B of Phase 4 of the Local Roads and Community Infrastructure Program, with a Project budget equivalent to the Shire’s grant allocation of \$230,110.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to determine the project to be submitted under Phase 4 Part B of the Local Roads and Community Infrastructure Program (LRCIP).

DETAIL

On the 15 August 2023, the Shire CEO signed a grant agreement with the Department of Infrastructure, Transport, Regional Development, Communications and the Arts (the Department), for Phase 4 of the LRCIP. The grant agreement allocates the Shire of Morawa a maximum grant amount of \$629,037 split across two parts. Part A was for \$398,927 and was applicable to local road and community infrastructure projects with guidelines and acceptable expenditure very similar to Phases 1-3 of the program. Part B was for \$230,110 and was applicable for approved road projects in regional, rural, and outer urban areas.

In July 2023, the Shire Council made the determination to allocate Part A funds towards delivering aspects of the Solomon Terrace Community Precinct Masterplan. Part B funds have yet to be allocated.

In general, the Shire’s road program fully utilises Shire staff and road renewal works are well supported by the Regional Road Group and Road to Recovery funding programs. In terms of rural road works, projects generally revolve around gravel re-sheeting or widening and sealing initiatives. \$230,110 is not a large project budget if the Shire was to try and engage contractors to undertake re-sheeting or sealing works using the Part B funds.

As such it is recommended that Council look to allocate the funds to smaller more bespoke road projects that can engage more specialised contractors that may find the project budget attractive.

One area of road works that can utilise contractors for a shorter time period but still expend the required funds, are projects related to drainage or safety initiatives such as speed bumps or roundabouts. The Shire has no need for safety modifications at this stage so the administration has sought drainage initiatives.

One suggestion was around concreting/sealing the Shire's floodway's that suffer regular wash out in rain events. This suggestion has merit and will contribute to long term sustainability, however, project costs would likely be wasted with contractors having to relocate to different locations around the Shire. The administration will instead investigate floodway upgrades that align to larger road works in the area – this will likely be eligible for roads to recovery funding.

Another drainage project of importance relates to Townsite Drainage (in particular Winfield Street).

At a high level the Shire administrations understands that the Townsite Drainage system is not ideal and the drainage pipework on Winfield Street is nearing its end of useful life stage.

Holistically, the townsite drainage is heavily constrained by the rail line, the existing ground conditions and the existing road network. More specifically:

- The rail line culvert (north side of Stokes Road) is made up of 3x DN450 pipes (only 2 of which are functioning). The invert level of the culvert is ~RL271.42. Due to the townsite's ground conditions (clay/ gravel/ rock with minimal infiltration), all of the drainage system directly upstream of the rail line has been constructed above this level. This minimum level has constrained the network and meant that any underground pipework within Winfield Street is shallow with limited cover.
- Winfield Street itself is a particularly heavy constraint due to its flat longitudinal grade (~0.22%). The flat longitudinal grade coupled with the above level constraint, has meant that any underground pipework running north-south along Winfield is also very flat – much flatter than ideal to provide any flow rate performance.
- There is no below ground drainage network west of Winfield Street. Therefore the White Ave and Prater Street intersections receive runoff from their upstream catchments in an uncontrolled unlimited flow fashion

Essentially, all of the water on the west side of town runs down to Winfield Street and then attempts to flow under the rail line, and flows to Stokes Road either through the Solomon Terrace public open space or directly under the rail line.

In May 2023, to better understand the drainage issues on Winfield Street the Shire engaged Porters engineering to undertake an initial drainage review and site analysis.

In particular Porters provided feedback in relation to two areas where water pooled being the intersections of White Avenue and Winfield Street, and Prater Street and Winfield Street.

Porters commentary around potential intersection improvements are summarised below:

White Avenue/ Winfield Street Intersection

- The intersection of White Ave and Winfield Street is quite flat and often holds water around the sweeps during storm events. Due to the lack of drainage collection pits along White Ave, runoff flows over Winfield Street in larger events causing a safety risk to vehicles passing through.
- It is proposed to install MRWA gully pits, and connect the gullies to the existing drainage network within Winfield Street. This will reduce the amount of runoff entering the intersection in larger events and allow ponding water to drain away in smaller events.
- The existing DN300 pipework within Winfield Street is very shallow (~350mm cover). In order to connect the new gully pits to the existing, It is proposed to install DN300RCP Class 4 pipes. Note the new pipe under Winfield Street will have a similar 350mm cover, though cover will be improved as the pipe extends up White Avenue.
- There is an existing Asbestos Water Main within the north west verge of the intersection. The Water main bends 90 degrees at the intersection and so will have a large thrust block. Any disturbance of this thrust block will cause the water main to blow out. We have therefore recommend pushing the designed pipe alignment away from this thrust-block.

Prater Street/ Winfield Street Intersection

- There is an existing low point on the west side of the intersection that holds water during storm events. It is proposed to install MRWA gully pits, and connect the gullies to a new drainage (pipe or culvert) within Winfield Street. This will reduce the amount of runoff entering the intersection in larger events and allow ponding water to drain away in smaller events.
- It is also understood that the existing pipework within Winfield Street between Prater Street and Davis Street has reached its design life and is in need of replacement. Due to the proximity of the existing pipe to the shop frontages/ footpath etc, we propose to install a new drainage (pipe or culvert) on a wider alignment within Winfield Street.
- If the existing pipe is still functioning (not blocked or damaged), we recommend leaving the pipe in-situ and allowing it to continue functioning. The additional available volume within this pipe will continue to aid the drainage network until such time that it becomes unserviceable. At that time, the pipe can be decommissioned and grout filled.
- We understand the existing buildings discharge their stormwater at the road surface (through the kerb). Connecting the buildings to the underground system can be considered.

It was also recommended to investigate water flow from Waddilove Road down to Winfield Street to attempt to divert water flow and volume before it reaches the main drainage system. White Avenue water could be diverted in to native bushland adjacent to the road, however this would likely involve spoon drainage and a catchment to stop overflow into residential or caravan park blocks. Prater Street water could be diverted to the school site or to some form of sunk drainage pit aligned to the town hall car park, consideration could be given to diverting some water run off from Caulfield Road in to the Shire block adjacent to the old catholic school convent, again overflow would need to be well managed. The goal of diversion isn't necessarily to stop water going to Stokes Road and the town dams, more just to slow the flow and delay the waters arrival at Winfield Street to alleviate pooling on the main street.

Essentially any replacement drainage infrastructure within Winfield Street needs to be shallow and flat. This will likely require a box culvert solution as box culverts make up their volume capacity with a wider base without needing to be too deep. Minimum covers are also reduced as

the boxes are designed as bridges in their own right. This may lead to a more visible water flow that circular covered pipes but it will likely alleviate any pooling issues in small to moderate rain events, thus improving the useability, safety, and attractiveness of the main street.

Porters Engineering provided some initial concept designs in relation to intersection works and an opinion of probable cost for the works. At a high level, Porters would expect the works to improve Winfield Street drainage to cost \$450-500K.

Porters Engineering did make a point to note that the Shire and Townsite is still constrained by the Railway Line and the Shire should open discussions with ARC around potential under rail drainage improvements, but at this stage this will likely be a longer term project with its own risks and budget implications.

The LRCIP Part B funding of \$230,110 could support up to 50% of the drainage improvement works being completed. Given the location of major shops and regular pooling at the Prater Street intersection, it is recommended that the Shire prioritise the upgrade works at the Winfield St/Prater St intersection and the associated drainage network down to Davis St and the rail crossing.

A detailed scope of works would be required before going to market but given Part B has until June 2025 to be completed, the administration proposes that part of the 2023/2024 annual budget be used to undertake the detailed design and specification works, with the construction budget to be utilised in the 2024/2025 financial year.

It is estimated that the works would take approximately 2 months, so timeframe for delivery is not a concern at this stage.

Council could allow the existing drainage to continue as is until it eventually fails, however at that point in time there would be an urgent need to replace the existing drainage and this would become more pronounced if this failure occurs during a rainy period.

The proposed methodology, allows the existing drainage to remain whilst it continues to function but also utilises a new drainage system to deal with the water pooling issues. The new drainage would be instantly utilised should the old drainage fail due to pipe ageing.

LEVEL OF SIGNIFICANCE

Low – The CEO's is recommending that the Shire finalise its draft work schedule for LRCIP funding purposes. However the grant agreement stipulates a cut off date of 31 December 2024 for the submission of draft Work Schedules, so the Shire has time to reconsider if Council are not comfortable supporting this recommendation.

CONSULTATION

Senior Management Team
Porters Engineering

LEGISLATION AND POLICY CONSIDERATIONS

N/A

FINANCIAL AND RESOURCES IMPLICATIONS

The Shire will likely need to use part of its engineering and general consultancy budget to finalise the drainage design and scope of works for this project. Quotes are yet to be received for detailed design but will be reviewed and if outside current budget parameters then will involve a budget review later in the year.

All construction works will likely occur in 2024/2025 depending on how long the design and scoping stage takes.

The LRCIP program does not require a co-contribution but depending on tender submissions the Shire may need to co-contribute to deliver the works depending on market pricing at the project tendering stage.

RISK MANAGEMENT CONSIDERATIONS

There is a risk the project may not be eligible for LRCIP funding, however a review of the guidelines suggests that the project would come under the Part B road maintenance category, and if the drainage fails it could be a drainage issue so we likely will meet the requirements.

There is a risk the current drainage may fail before the new works are appropriately scoped. At this stage this seems unlikely, and it is appropriate to ensure that a drainage project is well scoped for delivery.

CONCLUSION

It is recommended that Council support the further designing of improvements to Winfield Street and the application to allocate LRCIP Part B funding towards delivering components of the drainage works.

ATTACHMENTS

Attachment 1 – 11.1.5a LRCIP Phase 4 guidelines

11.1.6 Potential Closure and Amalgamation of part of Nanekine Rd, Road Reserve

Author: Planning Officer

Authorising Officer: Chief Executive Officer

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

OFFICER'S RECOMMENDATION

That Council:

1. In principle support the permanent closing of a portion of the Nanekine Road Reserve adjacent to Lot 3, Plan 006277, Vol 2033 Fol 388 and the amalgamation of the closed portion of the road reserve with this adjoining freehold lot. Subject to:
 - a. All costs associated with the process being covered by the party requesting the closure and amalgamation
 - b. Department of Planning, Lands, and Heritage support for the process and the amalgamation of crown land

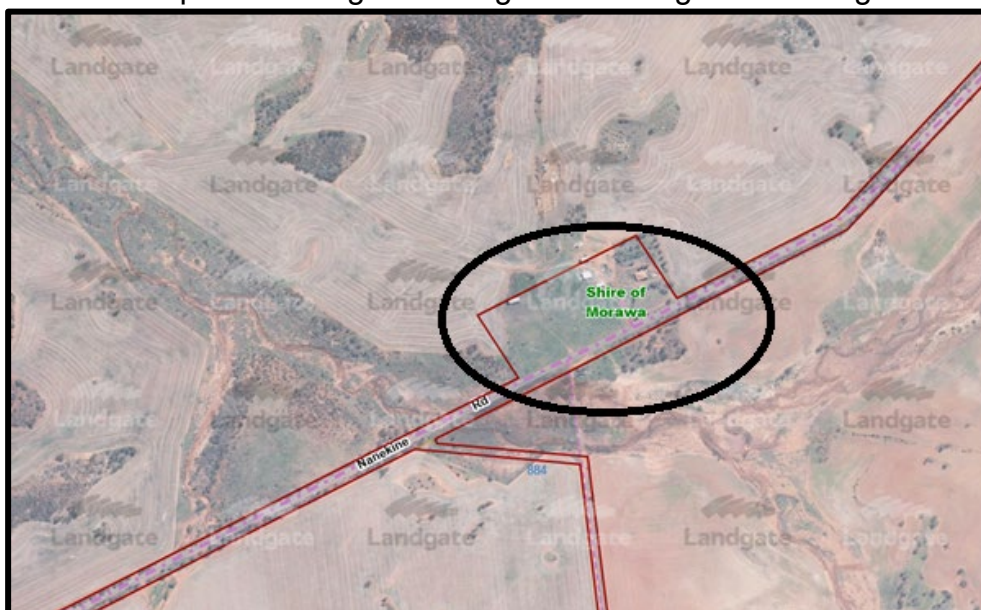
SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

For Council to review a request relating to the closure and amalgamation of a road reserve.

DETAIL

The Shire has received a request, *Attachment 1*, to assess and provide feedback in relation to the closure and amalgamation of a road reserve. The request relates to a portion of the road reserve on Nanekine Road, Canna, shown in the below image as the area of the road reserve that deviates to the top of the image as being an area larger than the general reserve area.



The original survey of the area in 1919 indicates that the road reserve was aligned in this location to contain the “Indar Soak” - *Attachment 2*.

The land contained within a road reserve is Crown land, administered by the Department of Planning, Lands and Heritage (DPLH) with responsibility for care, control and management delegated to Local Government.

After receiving correspondence regarding the road reserve having been built upon, the Shire undertook a site inspection to investigate if the area was still relevant to the road in terms of a “soak”, drainage, or other reason to warrant it being protected as part of the road reserve. No obvious use for the land outside the normal road reserve width and windrows etc. could be identified.

In certain cases, where a road reserve or portion of a road reserve is no longer required it may be permanently closed in accordance with section 58 of the Land Administration Act, 1997. If closed, the land within the road reserve becomes unallocated Crown land and can be disposed of by DPLH (generally at market value) to be amalgamated into an adjoining lot, or lots.

Effectively the proponent wishes the Shire to support the closure of the part of the road reserve that contains the existing house and other infrastructure. The subject property is currently on the market for sale and part of the infrastructure is on the public road reserve, as such the seller and or buyer will likely want some long term certainty as to whether the infrastructure can stay, and if it is covered under insurance etc. given it is built on crown land.

Whilst the Shire administration cannot see any reason as to why the Shire would retain the land in question as part of the road reserve, the process for resurveying land, closing road reserves, and amalgamating crown land can be a time consuming and costly exercise, as such the administration recommends that all costs involved with this process be put back on the proponent. In theory the Shire could fence the road reserve and remove access to the farm infrastructure given it is on crown land, as such it is in the proponents interest to pursue and pay for the required course of action to obtain the crown land.

In terms of the land sale value, the land would be designated crown land and once resurvey and no longer a road reserve, the sale price would be determined by DPLH, as such we can't provide feedback to the proponent on this matter other than to suggest that it will be at market value and they would need to liaise with DPLH.

In general, it appears that the area of land in question would have had some value when the road was being established but over the years has not been used, as such it has been utilised by the local farmer and built upon – to some extent planning and building approval processes should have picked up on this anomaly, however it is likely in the 1950s that no approvals of this type would have been sought. Given the area has no ongoing value to the Shire or the road, it is recommended that the Shire support the closure request and the amalgamation process but does not weather any of the costs associated with the process.

LEVEL OF SIGNIFICANCE

Medium significance – the proponent requires advice on this matter to align with their property sale

CONSULTATION

CEO
DPLH
Nutrien Harcourts WA

LEGISLATION AND POLICY CONSIDERATIONS

Section 58 of the Land Administration Act, 1997

Strategic Community Plan 2022 - 2032

N/A

FINANCIAL AND RESOURCES IMPLICATIONS

It is likely this process will require some unrecoverable office time but the majority of costs will be payable by the proponent or recoverable through application fees.

RISK MANAGEMENT CONSIDERATIONS

The only risk with supporting this request is that the land has some unidentified value to the road and Shire. Given the length of time it has been utilised for other purposes, it is unlikely this will occur.

CONCLUSION

That Council in principle support the permanent closing of this portion of the road reserve and its amalgamation with the adjoining freehold lot, with all costs to be covered by the proponents, and the process to be subject to DPLH approval as the crown land administrators.

ATTACHMENTS

- Attachment 1 – 11.1.6a Request for feedback on potential closure and amalgamation of road reserve*
- Attachment 2 – 11.1.6b Deposited Plan 202210*

11.1.7 Roadwise Council

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

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

OFFICER RECOMMENDATION

That Council:

- 1. Accept WALGA’s invitation to register as a RoadWise Council and empower the Shire CEO and President to sign the RoadWise declaration on behalf of the Shire.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to consider the invitation from WALGA to register as a RoadWise Council.

DETAIL

On the 8 August 2023, the CEO of WALGA wrote to the Shire CEO to invite the Shire of Morawa to become a RoadWise Council.

The Shire of Morawa has been a party to the RoadWise initiative for a number of years and historically has had road safety groups and representation on regional groups in relation to road safety. Roads and road safety remains a high priority for the Council and Community.

WALGA has reviewed its approach to the RoadWise initiative and the new RoadWise Councils Framework informs the approach WALGA’s road safety team takes in supporting Local Governments in working towards delivering best practice road safety. The Framework takes into account the elements which determine the level of safety of the road transport system within the context of Local Governments.

This new initiative has been developed to encourage, motivate and support Local Governments to incorporate best practice road safety principles and policy across their business services to reduce the number of people killed and seriously injured on local roads. By becoming a RoadWise Council, the Shire will:

- Demonstrate a commitment to improving road safety outcomes within our community using our available resources.
- Have access to the RoadWise Council logo for use on Shire of Morawa promotional communications or infrastructure.
- Gain priority access to WALGA’s road safety services and products. Including;

- exclusive quarterly meetings and support from a Road Safety Advisor
- priority access to participate in WALGA’s road safety policy development, training, professional development forums and knowledge-sharing workshops
- access to incentives and sponsored programs
- Be eligible for formal recognition for road safety management and actions, including support in benchmarking and monitoring progress of road safety outcomes through the RoadWise Recognised initiative.

The Roadwise Recognised aspect of being a RoadWise Council provides formal recognition for, and enables benchmarking and monitoring of road safety management, actions and interventions. It aims to assist Local Governments with continuous improvement in road safety actions and outcomes through regular support, monitoring and sharing of information. This initiative will provide the Shire with access to specialist advice and assistance in managing road safety at a local level to the best of the Shire’s capacity and capability.

Road safety is important to the Shire and participation in RoadWise comes at no extra cost to the Shire.

WALGA have requested at least two personnel be nominated as primary contacts for road safety matters. It is recommended that the CEO and Roads Supervisor be the primary contacts, given the operational nature of most initiatives. Strategic initiatives and projects will be shared with Council for consideration. If a working group or advisory committee is needed or formed then Council representation will be sought at this stage.

LEVEL OF SIGNIFICANCE

Medium – Road Safety is a high priority for the Shire and the RoadwWise initiative whilst not prescriptively delivering a safety improvement, will provide a conduit for continuous improvement in this space.

CONSULTATION

Senior Management Team
WALGA Road Safety Advisor

LEGISLATION AND POLICY CONSIDERATIONS

Road authorities owe all road users a duty of care and must do what is reasonable to be aware of deficiencies in the road transport system, to assess and prioritise them, and have a system for remedying them.

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

Nil

CONCLUSION

The Shire has a long history of involvement with Road Safety initiatives, and it seems logical to support an ongoing commitment to this by accepting the invitation to become a RoadWise Council

ATTACHMENTS

Nil

11.1.8 Request from the Sporting Shooters Association of Australia Club Seeking the Donation of a Water Tank

Author: Chief Executive 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

That Council:

- 1. Do not support the request from the Sporting Shooters Association of Australia Morawa Branch Inc. for the donation of the 4,500 litre water tank currently located at the Shire depot.**
- 2. Approves the CEO to donate an older water tank to the Sporting Shooters Association of Australia Morawa Branch Inc. subject to the older water tank being replaced by the Shire as part of end of life processes and any relocation costs being borne by the club.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is to provide Council with information relating to a request seeking donation of a water tank that is currently not in use and stored at the Shire depot.

DETAIL

The Sporting Shooters Association of Australia Club (SSAAC) is seeking donation of a Shire owned 4500 litre water tank to replace the damaged fibreglass water tank at the Morawa Sporting Shooters Range, Koolanooka Road, Morawa.

Council Policy *FIN08 Disposal of Property (other than land)*, states that all furniture, equipment or goods valued up to \$10,000 in value, based on a 'reasonable judgement' valuation, shall be disposed of firstly through a local public tender process with a subsequent report presented to Council.

In September 2020 Council authorised the tender process for the sale of surplus plant, vehicles, and equipment. On the list of items available for purchase was a 10,000 and 9,000 litre truck mounting fibreglass water tank, the offers received for these tanks were \$1,200 and \$1,500 respectively and the tender submissions for these were accepted at the December 2020 Ordinary Council Meeting.

The Shire, prior to receiving this request, had no intention of disposing of the 4,500 litre water tank at the Shire depot. It would be estimated that a new 4,500 litre poly water storage tank would cost over \$1,000. Under policy disposal would normally be via tender or at least via an expression

of interest process with community groups, neither of these processes have been conducted. It is assumed that if an EOI process was conducted then more than one group may demonstrate interest and as such a Council resolution would be required.

After the clubs request was received Shire officers have reviewed the tank and determined that it is in better condition than some other older tanks in use around the district, such as the existing water tank nearing its end of useful life expectancy that is currently in used at Koolanooka Springs Campsite.

The sporting shooters club have indicated that their existing water tank is damaged and unrepairable, this subsequently impacts on the water available to their remote site.

It is the opinion of the CEO that whilst the clubs damaged water tank is a concern, and the Shire supports sporting groups, it would set a bad precedent for the Shire to create a view that items not in use at the depot were open to offers. In general the Shire retains stock and equipment above its day to day requirements to ensure it has redundancies in place to replace failing equipment in a short timeframe, if needed. Responding to this request would also break from established Council Policy and historical processes, again this would set a bad precedent.

The CEO suggests that Council approve the CEO to offer the club a second hand older water tank if the Shire decides to swap out an old water tank with the newer water tank at the depot, however the Shire would not be obligated to make the changeover and would expect the club to be responsible for the relocation of any donated old tank.

LEVEL OF SIGNIFICANCE

Medium – while the request holds low impact in and of itself, the resulting precedence the outcome may set, may result in other similar requests.

CONSULTATION

Senior Management Team

LEGISLATION AND POLICY CONSIDERATIONS

Local Government Act 1995 s.3.58

Local Government (Functions and General) Regulations 1996 s.30

Council Policy *FIN08 Disposal of Property (other than land)*

Strategic Community Plan 2022 - 2032

N/A

FINANCIAL AND RESOURCES IMPLICATIONS

Council is being asked to consider the disposal of an asset with a value of around \$1,000.

RISK MANAGEMENT CONSIDERATIONS

Supporting the request could set a precedence for the public to request Shire assets with the expectation that the request be granted without following due process set out in Council Policy *FIN08 Disposal of Property (other than land)*.

The likelihood that the asset would be of effective use to the Shire before its end of useful life expectancy, should be considered. The purchase of a new water tank would cost a similar approximate value, however, freight cost and lead times to order and deliver could see the Shire disadvantaged from donating the asset.

CONCLUSION

It is recommended that Council deny the request for the 4,500 litre poly water tank at the Shire depot, and approve the CEO to donate another older water tank to the club subject to it aligning with Shire operational practices to change over an asset nearing end of life.

ATTACHMENTS

Attachment 1 – 11.1.8a Request from SSAAC

11.2 Executive Manager Corporate & Community Services

11.2.1 Statement of Financial Activity – August 2023

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:

1. the Monthly Financial Report including the Statement of Financial Activity for the period ending 31 August 2023.
2. the Bank Reconciliation Report for period ending 31 August 2023.
3. the attached List of Payments for the period ending 31 August 2023.
4. with respect to the Chief Executive Officer authorisations and reporting to Council;
 - 4.1. Reimbursement applications made by the Chief Executive Officer for the period ending 31 August 2023

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The Monthly Financial Report is prepared to provide Council with a comprehensive report on the financial position on a monthly basis.

The Monthly Financial Report includes the Statement of Financial Activity Report, Bank Reconciliation Report and the List of Payments made during the reporting month.

DETAIL

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

Under the regulations the report must include the following items:

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

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

As part of the monthly report a bank reconciliation report will be completed and included as **Attachment 2**. The summary of the report for 31 August 2023 is as follows:

Account	Balance
Municipal Account	2,152,927.95
Municipal Online Account	543,832.44
Trust Account	1,525.11
Reserve Account	4,637,324.91
Term Deposits (Reserves)	2,100,000.00
Total Cash & Investments	\$9,435,610.41

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

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

The list of accounts paid for the period 1 August 2023 to 31 August 2023 is presented as an attachment to this report (**Attachment 3**) and is summarised in the table below.

Bank	Payment Description	Amount
Municipal	Electronic Funds Transfers (EFT)	673,570.12
Municipal	Cheques No:	0.00
Municipal	Direct Debit Transactions	10,309.56
Municipal	Bank Transfers / Payroll / Other Payments	276,108.33
Municipal	Corporate Credit Cards	2,452.88
Trust	Electronic Funds Transfers (EFT)	0.00
	TOTAL	\$962,440.89

Reimbursement Applications

There have been \$0 of reimbursements claimed and 0 days of leave taken by the Chief Executive Officer during the month of August 2023.

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

Overdue Rates Levied and Outstanding as at 30 June 2023 \$460,146.31.

Payments received as at 31 July 2023 (excluding excess rates paid in advance) were \$16,779.78 with the balance outstanding as at 01 August 2023 \$443,366.53 (prior to new rates Levied for 2023 – 2024 current year). Residents have been proactive in paying their rates this year with \$669,162 being receipted as at 6 September 2023 which equates to 17% of the outstanding rates.

LEGISLATION AND POLICY CONSIDERATIONS

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

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

Role of council

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

Local Government (Financial Management) Regulations 1996

Regulations 34(1)

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

Regulation 13

- (1) If the local government has delegated authority to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month.

- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting

Procurement Policy

Use of Corporate Credit Card Policy

CEO Leave Authorisations and Other Approvals Policy

Strategic Community Plan 2023 - 2032

Be future focused in all we do:

1. Ensure the Shire and its assets are well resourced and sustainable.

FINANCIAL AND RESOURCES IMPLICATIONS

As presented.

RISK MANAGEMENT CONSIDERATIONS

The risks identified as part of this report being inaccurate information is mitigated by Council

receiving financial statements on a monthly basis and in the form that is in accordance with the Local Government Act 1995 and associated regulations in the format called Statutory Reporting and is considered Low Risk.

CONCLUSION

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

ATTACHMENTS

Attachment 1 - 11.2.1a Monthly Financial Report for the period ending 31 August 2023

Attachment 2 – 11.2.1b Bank Reconciliation for the period ending 31 August 2023

Attachment 3 – 11.2.1c List of Accounts Paid for the period ending 31 August 2023

Item 12 Reports from Committees

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

OFFICER'S RECOMMENDATION

That Council:

- 1. Amends the commencement time of the next ordinary meeting of Council such that the meeting will be amended from Thursday, 19 October 2023 commencing at 5.30pm to being held on Thursday, 19 October 2023 commencing at 1.30pm, to accommodate attendance and interaction with school students.**

SIMPLE MAJORITY VOTE REQUIRED

16.1 Date of Next Meeting

Subject to resolution of the above, the date of the next ordinary meeting of Council will be on Thursday, 19 October 2023 commencing at either 5:30pm or 1.30pm.

16.2 Closure

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