



# **MINUTES**

## **ORDINARY MEETING OF COUNCIL**

to be held on

**Thursday, 15 May 2025 at 5:30pm**

at the

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



WESTERN AUSTRALIA'S  
**WILDFLOWER COUNTRY**

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

**DISCLAIMER**

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

*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.*

## 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.”*

This page is blank intentionally.

**Contents**

Item 1	Opening of Meeting .....	7
Item 2	Acknowledgement of Traditional Owners and Dignitaries .....	7
Item 3	Recording of Attendance .....	7
3.1	Attendance .....	7
3.2	Apologies .....	7
3.4	Approved Leave of Absence .....	7
3.5	Disclosure of Interests .....	7
Item 4	Applications for Leave of Absence .....	7
Item 5	Response to Previous Questions .....	7
Item 6	Public Question Time .....	8
Item 7	Questions from Members without Notice .....	8
Item 8	Announcements by Presiding Member without Discussion .....	8
Item 9	Declaration by all Members to have given due consideration to All Matters Contained in the Business Paper before the Meeting .....	8
Item 10	Confirmation of Minutes of Previous Meeting .....	9
Item 11	Reports of Officers .....	10
11.1	Chief Executive Officer .....	10
11.1.1	Actions Performed under Delegated Authority for April 2025 .....	10
11.1.2	Request from Main Roads Western Australia to assess the suitability of numerous Shire roads to modify the Restricted Access Vehicle Network (RAV) rating (D25#402985) and (D25#409333) .....	14
11.2	Executive Manager Corporate & Community Services .....	21
11.2.1	Monthly Financial Report – April 2025 .....	21
Item 12	Reports from Committees .....	25
Item 13	Motions of Which Previous Notice Has Been Given .....	25
Item 14	New Business of an Urgent Nature .....	25
Item 15	Matters for Which the Meeting May Be Closed (Confidential Items) .....	26
15.1	Matters for Which the Meeting May Be Closed (Confidential Items) .....	26
15.2	Confidential Report- CEO Recruitment .....	29
15.3	Confidential Item – Executive Manager Corporate and Community Services Recruitment .....	30
15.4	Confidential Item - Disposal of Property – 19 Waddilove Road Morawa and 2 Prater Street Morawa .....	31
15.5	Reopening of the Meeting to the Public .....	32
15.6	Presiding Member Publicly Confirms Confidential Item Resolutions .....	32

Item 16 Closure..... 32

16.1 Date of Next Meeting ..... 32

16.2 Closure ..... 32

**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 – In Person Attendance**

President (Presiding Member) Councillor Karen Chappel

Deputy President Councillor Ken Stokes

Councillor Dean Clemson

Councillor Diana North

Councillor Debbie Collins

**Council – Electronic Attendance**

Councillor Grant Chadwick

Councillor Mark Coaker

**Staff – Attendance**

Chief Executive Officer

Michael Cole

**Members of the Public****3.2 Apologies**

A/Exec. Manager Corporate and Community Services

Stuart Taylor

**3.4 Approved Leave of Absence****3.5 Disclosure of Interests**

Cr Diana North- 15.4 (Proximity)

**Item 4 Applications for Leave of Absence**

Nil

**Item 5 Response to Previous Questions**

Nil

**Item 6 Public Question Time**

Nil

**Item 7 Questions from Members without Notice**

Nil

**Item 8 Announcements by Presiding Member without Discussion**

President's Meetings for the month of April 2025.

Date	Details of Meeting
01 April 2025	Presenter at the IMPACT Audit
02 April 2025	Meeting with Town Teams
03 April 2025	WALGA- Northern Country Zone Meeting
04 April 2025	LGIS- Board Meeting
09 April 2025	WALGA- Aboriginal Engagement Forum
11 April 2025	Leadership Breakfast- Hon Peter Dutton MP and Hon Melissa Price MP
15 April 2025	Meeting with Hon Hannah Beazley BA MLA (Minister of Local Government)
16 April 2025	Meeting with Hon Amber- Jade Sanderson BA MLA (Minister of Energy and Decarbonisation)
17 April 2025	Shire of Morawa- Ordinary Council Meeting
24 April 2025	Leadership Breakfast- Anthony Albanese
25 April 2025	Attended Morawa-Gutha RSL Anzac Day Service
28 April 2025	Meeting with Hon Matthew Swinbourne BA LLB MLC (Minister of Environment)
29 April 2025	Local Government Advisory Committee- State Road Funds Meeting
30 April	Meeting with David Bolt MLA

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

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

- President (Presiding Member) Councillor Karen Chappel
- Deputy President Councillor Ken Stokes
- Councillor Grant Chadwick
- Councillor Dean Clemson
- Councillor Mark Coaker
- Councillor Debbie Collins
- Councillor Diana North

**Item 10 Confirmation of Minutes of Previous Meeting**

The Minutes of the 17 April 2025 Ordinary Council Meeting were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 24 April 2025.

The Minutes of the 06 April 2025 Special Council Meeting were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 23 April 2025

---

**OFFICER'S RECOMMENDATION/ RESOLUTION****250501****Moved: Cr Stokes****Seconded: Cr Collins****That Council confirm that:**

- 1. the Minutes of the Ordinary Council Meeting held 17 April 2025 are a true and correct record.**
- 2. the Minutes of the Special Council Meeting held 06 April 2025 are a true and correct record.**

**CARRIED BY SIMPLY 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 April 2025**

**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/RESOLUTION****250502****Moved: Cr North****Seconded: Cr Collins**

**That with respect to Actions Performed under Delegated Authority for April 2025, that 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 April 2025 to 30 April 2025.

**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 April 2025 to 30 April 2025 ('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.

<b><i>Date of decision</i></b>	<b><i>Decision Ref.</i></b>	<b><i>Decision details</i></b>	<b><i>Applicant</i></b>	<b><i>Other affected person(s)</i></b>
08/04/2025	N/A	Registration of Food Business	Morawa Speedway	

***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**

<b>Date of decision</b>	<b>Decision Ref.</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
11/04/2025	N/A	Proposed outbuilding	Peter and Shirley Katona	

**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 (2025)*

**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*

<b>11.1.2</b>	<b>Request from Main Roads Western Australia to assess the suitability of numerous Shire roads to modify the Restricted Access Vehicle Network (RAV) rating (D25#402985) and (D25#409333)</b>
---------------	---

**Author:** Manager Works and Services

**Authorising Officer:** Chief Executive Officer

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

---

## OFFICER'S RECOMMENDATION/ RESOLUTION

**250503**

**Moved: Cr Stokes**

**Seconded: Cr North**

That with respect to the Road Owner Support request from Main Roads Western Australia (Heavy Vehicle Section) to assess the suitability of sections of numerous Shire roads for modification to the Restricted Access Vehicle Network (RAV) rating, Council:

1. Note the RAV Route Assessment (Attachment 2); and
2. Support Munckton Rd from Morawa Yalgoo Rd SLK 0.00 to Fallon Rd SLK 14.26 being classified Tandem Drive Network 7 with the following conditions
  - a. All operators must carry written support from the road manager acknowledging the operator's use of the road.
  - b. 10 km/h below posted speed limit
3. Does not support Jones Lake Road from Wubin-Mullewa Rd SLK 0.00 to Judge Rd / Hoey Rd SLK 12.06 being classified as a Tandem Drive Network 7 road due to current stacking distance issues associated with the close proximity of the rail crossing at SLK 0.03 to the Wubin-Mullewa Rd
4. Does not support Fitzgerald Road from Morawa Yalgoo Rd SLK 0.00 to Taseff Rd SLK 5.15 to be classed as conditional "Type A" Low Volume RAV 7.1 road due to the swept path issues identified when entering the Wubin-Mullewa Rd from Fitzgerald Rd
5. Does not support Bore Road from Johnson Rd SLK 0.00 to Gutha East Rd SLK 8.05 to be classed as conditional "Type A" Low Volume RAV 7.1 road due to it currently being a school bus route and sightline issues identified at both intersections.
6. Notes that Madden Road, Johnson Road, Williamson Road and Gutha East Road were assessed and presented to Council at the November 2024 OCM and support not given to upgrading these roads to Tandem Drive Network 7 status and the same outcome be used again in these applications under delegation given to the CEO.
7. Notes the Wubin Mullewa Road falls under the control of Main Roads Western Australia.

---

**CARRIED BY SIMPLE MAJORITY 7/0**

**PURPOSE**

Council is requested to consider the request by MRWA for an assessment of the roads to determine whether road owner support would be provided for the upgrade to the Tandem Drive Network 7 (RAV 7) category.

**DETAIL**

James Ballantyne and Jungle and Son Transport through Main Roads WA Heavy Vehicle Services (HVS) are seeking to modify access approval on the following roads: Jones Lake Rd, Gutha East Rd, Munckton Rd, Fitzgerald Rd, Madden Rd, Bore Rd, Johnson Rd and Williamson Rd (**Attachment 1**), to allow Class 3 vehicles with AMMS Level 1 Mass to utilise these networks.

Under Main Roads Western Australia (MRWA) RAV networks conditions, there is a need to seek feedback on roads controlled by the Shire of Morawa.

The HVS application is to add the following section of roads onto the RAV 7 Network:

Dimension Requirements					
Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
5110076	Madden Rd	Morawa Yalgoo Rd (0.00)	McWhirter Rd (5.15)	Tandem Drive Network 4.1, Tri Drive 1.1, PBSTD1B.1	Tandem Drive Network 7
5110004	Gutha East Rd	Stephens Rd (25.04)	Mullewa Wubin Rd & Gutha West Rd (29.290)	Tandem Drive Network 4.1, Tri Drive 1.1, PBSTD1B.1	Tandem Drive Network 7
5110069	Fitzgerald Rd	Morawa Yalgoo Rd (0.00)	Taseff Road (5.14)	Tandem Drive Network 4.1, Tri Drive 1.1, PBSTD1B.1	Tandem Drive Network 7
5110006	Munckton Rd	Morawa Yalgoo Rd (0.00)	Fallon Rd (14.26)	Tandem Drive Network 4.1, Tri Drive 1.1, PBSTD1B.1	Tandem Drive Network 7
5110012	Jones Lake Rd	Wubin Mullewa Rd (0.00)	Judge Rd & Hoey Rd (12.06)	Tandem Drive Network 4.1, Tri Drive 1.1, PBSTD1B.1	Tandem Drive Network 7
5110033	Johnson Rd	Bore Rd (7.72)	Morawa Yalgoo Rd (11.43)	Tandem Drive Network 4.1, Tri Drive 1.1, PBSTD1B.1	Tandem Drive Network 7
5110068	Bore Rd	Johnson Rd (0.00)	Gutha East Rd (8.05)	Tandem Drive Network 4.1, Tri Drive 1.1, PBSTD1B.1	Tandem Drive Network 7

5110026	Williamson Rd	Fabling Rd & Swanson Rd (0.00)	Canna North East Rd (11.230)	Tandem Drive Network 4.1, Tri Drive 1.1, PBSTD1B.1	Tandem Drive Network 7
---------	---------------	--------------------------------	------------------------------	--	------------------------

The proposed routes consist of a combination of sealed and unsealed pavements, with varying widths.

Munckton Road is a bitumen sealed road and is designated unconditional RAV 4.1, deemed suitable for vehicles up to 27.5m.

Gutha East Road is a bitumen sealed road and is designated conditional RAV 4.1, deemed suitable for vehicles up to 27.5m.

Jones Lake Road is a bitumen sealed road and a gravel/natural material formed road it is designated conditional RAV 4.1 from SLK 0.05 to SLK 12.06, deemed suitable for vehicles up to 27.5m.

Madden Road, Johnson Road, Fitzgerald Road, Bore Road and Williamson Road, are gravel/natural material formed roads and are designated conditional RAV 4.1, deemed suitable for vehicles up to 27.5m.

HVS has requested that the Shire provide any comments relating to road condition, road user safety, suitability, planning conflicts, development issues and any other factors which may be impacted by adding the above roads to the RAV 7 network.

The Prime Mover Trailer Combinations - Vehicle Categories as defined by MRWA listed below, highlight the different vehicle characteristics between categories.

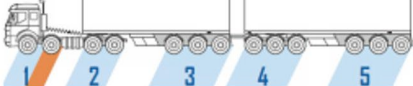
Category 4 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
4A	 A-Double (Prime Mover, Semi Trailer & Dog Trailer)	≤27.5 m	Level 1	93.5 t	5 t	N4.1
			Level 2	96.5 t	8 t	N4.2
			Level 3	100 t	12 t	N4.3

Image 1

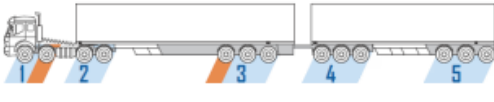
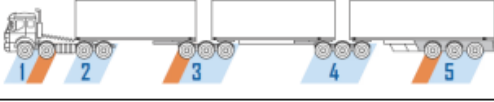
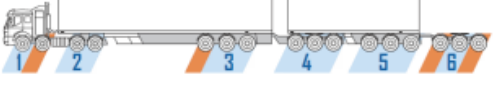
Category 6 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
6A	 A-Double (Prime Mover, Semi Trailer & Dog Trailer)	>27.5 m ≤36.5 m	Level 1	93.5 t	5 t	N6.1
			Level 2	96.5 t	8 t	N6.2
			Level 3	100 t	12 t	N6.3
6B	 B-Triple	>27.5 m ≤36.5 m	Level 1	93.5 t	5 t	N6.1
			Level 2	96.5 t	8 t	N6.2
			Level 3	100 t	12 t	N6.3
6C	 A-Double towing a Dolly	27.5 m + dolly	Level 1	93.5 t + dolly	5 t	N6.1
			Level 2	96.5 t + dolly	8 t	N6.2
			Level 3	100 t + dolly	12 t	N6.3

Image 2

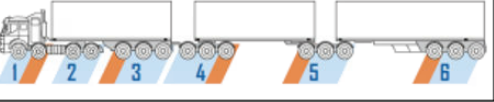
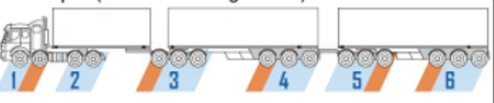
Category 7 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
7A	 AB-Triple (Prime Mover, Semi Trailer & B-double)	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3
7B	 BA-Triple (B-double & Dog Trailer)	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3

Image 3

The RAV Route Assessment undertaken by the Shire (Manager Works and Services) seeks to identify any significant deficiencies that may render the road(s) unsuitable for RAV 7 access and is included as **Attachment 2**.



**Image 4. Morawa RAV Road Network. Red lines indicate roads in the HVS application. Blue lines indicate surrounding RAV 4 classified network roads.**

The application from both James Ballantyne and Jungle and Sons Transport is seeking to increase load capacity and reduce the number of heavy vehicle movements required to traverse the Shire's Road network from various gateways from paddocks to CBH facilities located within the Shire of Morawa. This has several positive outcomes including reduced emissions, less vehicle movements on Shire roads, improved harvest productivity for farming industries, reduced congestion and associated crash exposure.

The transport task associated with James Ballantyne's application lists an estimated annual tonnage of 6,000T across an estimated 110 loaded movements per year. While Jungle and Sons Transport list an annual estimated tonnage of 4,000T across an estimated 80 loaded movements per year.

When undertaking the route assessment Shire officers are mindful of the benefits associated with reduced vehicle movements and the general sector move towards larger vehicles, however with larger vehicles comes increased road requirements and different causation factors that may lead to a road injury or fatality that must also be taken into account.

Fitzgerald Road requires swept-path analysis to be undertaken on various scenarios to identify conflicts at intersection and property entries.

Bore Road forms a section of the school bus route and has identified issues with sightlines not reaching the requirement of 252m based on Austroads Guidelines

Based on the significant safety concerns identified in this report and associated route assessment, there would be substantial risk in holistically supporting this application without a formal route assessment undertaken by a suitably qualified traffic engineer. This should be undertaken by MRWA HVS team.

The Shire should remain open to this proposal once the formal route assessment outcomes have been addressed, noting that road improvements may be significant and costly, but there is industry precedent for these to fall back on the applicant if they are adamant the new vehicle configurations are required.

It should be noted that Main Roads Heavy Vehicle Services can still approve the request without Shire support, however given safety concerns have been raised they will likely undertake formal route inspections and assessments before doing so (if they choose to approve).

## **LEVEL OF SIGNIFICANCE**

Medium significance – response required to be provided back to HVS before the end of November 2024 and has the potential to impact on the Shire's road network, infrastructure, and future maintenance scheduling.

## **CONSULTATION**

Manager Works and Services  
Chief Executive Officer

## **LEGISLATION AND POLICY CONSIDERATIONS**

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

## **FINANCIAL AND RESOURCES IMPLICATIONS**

There are no known financial and resource implications associated with this Reports recommendation. Should MRWA HVS approve this request, there may be an increase in construction and/or maintenance costs along these roads.

## **RISK MANAGEMENT CONSIDERATIONS**

High. Primary risks relate to road user safety, network upgrades and increased road maintenance costs.

## **CONCLUSION**

This report, and the RAV route assessment completed by Shire Officers, identifies significant deficiencies which deem many of the routes unsuitable for RAV 7 access.

This report recommends that Council consider recommending to HVS that the routes (as defined above) not be added to the RAV 7 network – with the exception of Munckton Road From SLK 0.00 to SLK 14.26

**ATTACHMENTS**

*Attachment 1 - (HVS) Application – Ballantyne*

*Attachment 2 - (HVS) Application – Jungle and Son*

*Attachment 3 - RAV Route Assessment – Bore Road*

*Attachment 4 - RAV Route Assessment – Fitzgerald Road*

*Attachment 5 - RAV Route Assessment – Jones Lake Road*

*Attachment 6 - RAV Route Assessment – Munkton Road*

*Attachment 7 - Restricted Access Vehicle Route Assessment Guidelines*

## 11.2 Executive Manager Corporate & Community Services

### 11.2.1 Monthly Financial Report – April 2025

**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/RESOLUTION

**250504 Moved: Cr North**

**Seconded: Cr Clemson**

**That Council receive:**

- 1. The Monthly Financial Report including the Statement of Financial Activity for the period ending 30 April 2025.**
- 2. The Bank Reconciliation Report for the period ending 30 April 2025.**
- 3. The attached List of Payments for the period ending 30 April 2025.**
- 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 30 April 2025.**

***CARRIED BY SIMPLE MAJORITY 7/0***

---

### 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 30 April 2025 is as follows:

Account	Balance
Municipal Account	1,713,563.88
Municipal Online Account	1,136,569.44
Trust Account	1,525.11
Reserve Account	5,117,978.88
Term Deposits (Reserves)	2,100,000.00
<b>Total Cash &amp; Investments</b>	<b>10,069,637.31</b>

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 April to 30 April 2025 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)	480,835.15
Municipal	Cheques No:	0
Municipal	Direct Debit Transactions	86,099.14
Municipal	Bank Transfers / Payroll / Other Payments	188,925.32
Municipal	Corporate Credit Cards / Fuel Cards	7,919.59
Trust	Electronic Funds Transfers (EFT)	0.00
	<b>TOTAL</b>	<b>759,001.76</b>

### Reimbursement Applications

There have been no reimbursements claimed during the month of April 2025.

### LEVEL OF SIGNIFICANCE

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

### CONSULTATION

Chief Executive Officer

**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

Regulation 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

**Strategic Community Plan 2022 - 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 as at 30 April 2025*

*Attachment 2 – 11.2.1b Bank Reconciliation for the period ending 30 April 2025*

*Attachment 3 – 11.2.1c List of Accounts Paid for the period ending 30 April 2025*

**Item 12 Reports from Committees**

Nil

**Item 13 Motions of Which Previous Notice Has Been Given**

Nil

**Item 14 New Business of an Urgent Nature**

Nil

**Item 15 Matters for Which the Meeting May Be Closed (Confidential Items)****15.1 Matters for Which the Meeting May Be Closed (Confidential Items)**

**Author:** Executive Assistant

**Authorising Officer:** Chief Executive Officer

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

---

**OFFICER'S RECOMMENDATION/RESOLUTION****250505****Moved: Cr North****Seconded: Cr Stokes**

**That Council:**

**That Council closes the meeting to the public under section 5.23 (2) (c) and (e) of the *Local Government Act 1995* and the *Shire of Morawa Meeting Procedures Local Law 2012* s 6.2 so that it can consider the following Items:**

- **15.2 Confidential Report – CEO Recruitment**
- **15.3 Confidential Report – Executive Manager Corporate and Community Services Recruitment**
- **15.4 Confidential Report – Disposal of Property – 19 Waddilove Road Morawa and 2 Prater Street Morawa**

**CARRIED BY SIMPLE MAJORITY 7/0**

---

**PURPOSE**

This item seeks Council's approval under s5.23 (2) of the Local Government Act 1995 to move into camera or closed session to consider confidential matters.

**DETAIL**

Under s5.23 (2) of the Local Government Act 1995, Council must resolve to move into camera or closed session. The following Items are 'confidential matters' as addressed below:

- **15.2 Confidential Report – CEO Recruitment**
- **15.3 Confidential Report – Executive Manager Corporate and Community Services Recruitment**
- **15.4 Confidential Report – Disposal of Property – 19 Waddilove Road Morawa and 2 Prater Street Morawa**

**LEVEL OF SIGNIFICANCE**

High – Confidential Items

**CONSULTATION**

Senior Management Team

**LEGISLATION AND POLICY CONSIDERATIONS**

Local Government Act 1995

Under section 5.23 (2) of the *Local Government Act 1995*, part of a council meeting may be closed, if the meeting deals with any of the following:

- (a) *a matter affecting an employee or employees;*
- (b) *the personal affairs of any person;*
- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
- (e) *a matter that if disclosed, would reveal —*
  - (i) *a trade secret;*
  - (ii) *information that has a commercial value to a person;*
  - (iii) *information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;*
- (f) *a matter that if disclosed, could be reasonably expected to —*
  - (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
  - (ii) *endanger the security of the local government's property;*
  - (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
- (g) *information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
- (h) *such other matters as may be prescribed.*

**Shire of Morawa Meeting Procedures Local Law 2012**

The key parts include:

6.2 Meetings not open to the public;

- (1) The CEO may, at any time, recommend that a meeting or part of a meeting be closed to members of the public.
- (2) The Council or a committee, in one or more of the circumstances dealt with in the Act, may at any time, by resolution, decide to close a meeting or part of a meeting.
- (3) If a resolution under subclause (2) is carried— (a) the presiding member is to direct everyone to leave the meeting except— (i) the members; (ii) the CEO; and (iii) any officer specified by the presiding member; and (b) the meeting is to be closed to the public until, at the conclusion of the matter justifying the closure of the meeting to the public, the Council or the committee, by resolution, decides otherwise.

- (4) A person who fails to comply with a direction under subclause (3)(a) may, by order of the presiding member, be removed from the meeting.
- (5) While the resolution under subclause (2) remains in force, the operation of clause 8.9 is to be suspended until the Council or the committee, by resolution, decides otherwise.
- (6) A resolution under this clause may be made without notice.
- (7) Unless the Council resolves otherwise, once the meeting is reopened to members of the public, the presiding member is to ensure that any resolution of the Council made while the meeting was closed is to be read out including a vote of a member to be included in the minutes.

**Strategic Community Plan 2022 to 2032)**

Be future focused in all we do:

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

**FINANCIAL AND RESOURCES IMPLICATIONS**

Any known financial implications are addressed in the respective reports.

**RISK MANAGEMENT CONSIDERATIONS**

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

**CONCLUSION**

That Council closes the meeting to the public under section 5.23 (2) of the *Local Government Act 1995* and the *Shire of Morawa Meeting Procedures Local Law 2012* s 6.2 so that it can consider the reports as addressed.

**ATTACHMENTS**

*Nil*

**15.2 Confidential Report- CEO Recruitment**

**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/ RESOLUTION****250506****Moved: Cr Stokes****Seconded: Cr North**

**That Council:**

1. Agree to the recommencement of the CEO recruitment process through Lydia Highfield.
2. Request the advertisement for the role to state that previous applicants need not reapply.

***CARRIED BY ABSOLUTE MAJORITY 7/0***

---

**15.3 Confidential Item – Executive Manager Corporate and Community Services Recruitment**

**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/ RESOLUTION**

**250507                      Moved: Cr Coaker                      Seconded: Cr North**

**That Council:**

- 1. Accept the appointment of Mr Brad Douglas to the position of Executive Manager Corporate and Community Services at the Shire of Morawa.**

***CARRIED BY SIMPLE MAJORITY 6/1***

***Cr Chappel, Cr Chadwick, Cr Clemson, Cr Coaker, Cr North and Cr Collins voted for.  
Cr Stokes voted against.***

---

*Cr North left to meeting at 5.42pm.*

<b>15.4</b>	<b>Confidential Item - Disposal of Property – 19 Waddilove Road Morawa and 2 Prater Street Morawa</b>
-------------	---

**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/ RESOLUTION**

**250508**

**Moved: Cr Stokes**

**Seconded: Cr Clemson**

**That Council:**

- 1. Note that NIL responses were received during the Local Public Notice period.**
- 2. Accept the disposition of 19 Waddilove Road, Morawa and 2 Prater Street, Morawa to Ikonyx Medical Services for a purchase price of \$20,000 (plus GST).**
- 3. Authorise the Shire President and the CEO to expedite the sale of 19 Waddilove Road, Morawa and 2 Prater Street, Morawa finalizing, signing and applying the common seal to all relevant documentation, as well as liaise with Council's solicitors and purchases settlement agents.**

***CARRIED BY SIMPLE MAJORITY 6/0***

---

*Cr North returned to the meeting at 5.44pm.*

<b>15.5</b>	<b>Reopening of the Meeting to the Public</b>
-------------	---

**OFFICER'S RECOMMENDATION/ RESOLUTION****250509****Moved: Cr Collins****Seconded: Cr North**

**That Council reopens the meeting to the public.**

***CARRIED BY SIMPLE MAJORITY 7/0***

<b>15.6</b>	<b>Presiding Member Publicly Confirms Confidential Item Resolutions</b>
-------------	---

*The Presiding Member publicly confirms the Confidential Item Resolutions for:*

- 15.2 Confidential Report – CEO Recruitment
- 15.3 Confidential Report – Executive Manager Corporate and Community Services Recruitment
- 15.4 Confidential Report – Disposal of Property – 19 Waddilove Road Morawa and 2 Prater Street Morawa

<b>Item 16</b>	<b>Closure</b>
----------------	----------------

**16.1 Date of Next Meeting**

The date of the next ordinary meeting of Council will be on 19 June 2025 commencing at 3.00pm, in the Council Chambers.

**16.2 Closure**

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