



MINUTES

ORDINARY MEETING OF COUNCIL

to be held on

Wednesday, 23 July 2025 at 1.30pm

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 1.30 pm.

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 Grant Chadwick
Councillor Dean Clemson
Councillor Mark Coaker

Council – Electronic Attendance

Councillor Debbie Collins

Staff – Attendance

Chief Executive Officer	Michael Cole
Exec Manager Corporate and Community Services	Brad Douglas
Governance and Executive Support Officer	Anish Varaghese

Members of the Public

Nick Sloan- Chief Executive Officer of WALGA
Tony Brown- Executive Director Member Services at WALGA

3.2 Apologies

Councillor Diana North

3.4 Approved Leave of Absence

Nil

3.5 Disclosure of Interests

Nil

Item 4 Applications for Leave of Absence

Cr Diana North has sought leave of absence for Maternity Leave from Council duties from 21 July 2025 to 30 September 2025.

COUNCIL RECOMMENDATION/ RESOLUTION**250704****Moved: Cr Stokes****Seconded: Cr Coaker**

That Council approve leave of absence for Cr North from 21 July 2025 to 30 September 2025.

CARRIED BY SIMPLE MAJORITY 6/0

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 June 2025.

Date	Details of Meeting
03 June 2025	Rural West Board Meeting
04 June 2025	State Council Information Session
09 June 2025	Meeting with Hon Hannah Beazley BA MLA, Minister of Local Government
10 June 2025	Meeting with Hon Tjorn Sibma MLC, Deputy Leader of the Opposition in the Legislative Council
11 June 2025	Regional Connectivity Policy Forum
12 June 2025	Renewable Energy Ministerial Forum
16 June 2025	Karara and Aurizon Mining Haulage, Deed Signing.
17 June 2025	Australian Local Government Association Executive meeting

17 June 2025	WALGA Emergency Management Forum
19 June 2025	Shire of Morawa Ordinary Council Meeting
20 June 2025	North Country Zone Meeting
20 June 2025	Mid West Development Commission, Budget Briefing with Hon Jackie Jarvis MLC Minister of Agriculture and Food
23 June 2025	Australian Local Government Association Board Meeting
24 June 2025	Australian Local Government Association Regional Forum

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

Item 10 Confirmation of Minutes of Previous Meeting

The Minutes of the 19 June 2025 Ordinary Council Meeting were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 24 June 2025.

OFFICER'S RECOMMENDATION/ RESOLUTION**250705****Moved: Cr Coaker****Seconded: Cr Clemson**

That Council confirm that:

1. the Minutes of the Ordinary Council Meeting held on 19 June 2025 are a true and correct record.

CARRIED BY SIMPLE MAJORITY VOTE 6/0

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 from Officers**11.1 Chief Executive Officer****11.1.1 Actions Performed under Delegated Authority for June 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

250706 Moved: Cr Stokes Seconded: Cr Chadwick

That with respect to Actions Performed under Delegated Authority for June 2025, that Council:

- 1. Accept the Report.**

CARRIED BY SIMPLE MAJORITY 6/0

PURPOSE

To report back to Council, actions performed under delegated authority from the period 01 June 2025 to 30 June 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 June 2025 to 30 June 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.

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 approvals during this period.

Building Permits

<i>Date of decision</i>	<i>Decision Ref.</i>	<i>Decision details</i>	<i>Applicant</i>	<i>Other affected person(s)</i>
03/06/2025	25/04	Sea Container	Carolyn Lewis	Nil

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

11.1.2 Voting Delegates for Western Australian Local Government Association (WALGA) 2025 Annual General Meeting

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

250707 Moved: Cr Collins Seconded: Cr Chadwick

That with respect to Voting Delegates for Western Australian Local Government Association (WALGA) 2025 Annual General Meeting, Council resolves to:

- 1. Elect the Shire President, Councillor Karen Chappel and the Deputy Shire President, Councillor Ken Stokes as Voting Delegates for the Shire of Morawa.**
- 2. Empower the CEO to choose a proxy from another attendee should the elected representatives fall ill or be unable to attend.**

CARRIED BY SIMPLE MAJORITY 6/0

PURPOSE

The purpose of this report is for Council to elect Voting Delegates for the Shire of Morawa in respect of the WALGA Annual General Meeting (AGM) for 2025.

DETAIL

All member local governments are entitled to be represented by two voting delegates at the WALGA AGM to be held on Tuesday 23 September 2025 commencing at 2:30pm.

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

At this stage the Shire has Cr Stokes registered to attend the WALGA Convention and Cr Chappel will be attending in her role as WALGA President. Given the roles of Cr Chappel and Cr Stokes as President and Deputy President of the Shire respectively it seems prudent that they act as the Shire's voting delegates.

The Officer recommendation allows the CEO to assign a proxy should only one voting delegate be able to attend the AGM due to sickness or another unexpected reason.

LEVEL OF SIGNIFICANCE

Low – although WALGA is the member association most key items of advocacy are voted on throughout the year at State Council.

CONSULTATION

Shire President
CEO

LEGISLATION AND POLICY CONSIDERATIONS

Nil

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

Nil

CONCLUSION

That Council elect Cr Chappel and Cr Stokes as the two Voting Delegates and empower the CEO to appoint two Proxy Voting Delegates (if applicable), depending on if any other Councillors register for the Annual Conference, in respect of the WALGA Annual General Meeting for 2025.

ATTACHMENTS

Nil

11.1.3 Review of Council Delegation and Authorisation Registers

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

250708

Moved: Cr Stokes

Seconded: Cr Clemson

That Council:

1. Adopts the July 2025 review of the Delegation Register being a continuation of the delegations currently in place as per Attachment 1.
2. Adopts the July 2025 review of the Authorisation Register being a continuation of the current authorisations as per Attachment 2.

CARRIED BY ABSOLUTE MAJORITY 6/0

PURPOSE

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

DETAIL

In 2023 the CEO conducted a thorough review of the Delegation and Authorisations Registers, with minor amendments made to five (5) Delegations and no amendments to Authorisations.

In 2024, following review by the CEO, apart from one additional delegation relating the Affixing the Common Seal, all existing Delegations were proposed to be continued. This was endorsed by Council.

Similarly in 2025, the CEO has reviewed all delegations. The only changes proposed in this review relate to changes in officer titles as follows:

1. Executive Manager Works and Assets (EMWS) now known as Manager Works and Services (MWS)
2. Coordinator Works and Operations (CWO) replaced by Manager Works and Services (MWS)
3. Planning Officer (PO) now known as Coordinator Planning and Compliance Services
4. Executive Assistant (EA) now known and Governance and Executive Support Officer (GESO)

LEVEL OF SIGNIFICANCE

High significance - Council needs to be assured that it defines the level of delegation to the Chief Executive Officer. Council needs to ensure that delegations and authorisations are lawfully established.

CONSULTATION

Senior Management

LEGISLATION AND POLICY CONSIDERATIONS

The following sections of the Local Government Act 1995 applies:

S5.18 - A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.

S5.42: - Delegation of some powers and duties to CEO

- (1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under:*
- (a) this Act other than those referred to in section 5.43; or*
 - (b) the Planning and Development Act 2005 section 214(2), (3) or (5)'.*

Absolute majority required.

Strategic Community Plan 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

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

RISK MANAGEMENT CONSIDERATIONS

With adequate controls to be managed by specific procedures and subject to monitoring by the Chief Executive Officer – Delegations, Authorisations, and the subsequent on delegation of power by the CEO are an effective and efficient means of managing the organisation.

Delegations with a higher level of risk have appropriate conditions and exceptions in place.

CONCLUSION

This review is in line with improving the day-to-day function of the Shire and to comply with the legal requirement to review the registers at least once every financial year.

The proposed changes are minor and relate to changes in officer titles.

Council is requested to adopt the Delegation and Authorisation Registers as attached.

ATTACHMENTS

Attachment 1 – 11.1.3a Proposed 2025 Delegation Register

Attachment 2 – 11.1.3b Proposed 2025 Authorisation Register

11.2 Executive Manager Corporate & Community Services

11.2.1 Monthly Financial Report – July 2025

Author: Executive Manager Corporate & Community 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

250709

Moved: Cr Collins

Seconded: Cr Chadwick

That Council receive:

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

CARRIED BY SIMPLE MAJORITY 6/0

PURPOSE

The Monthly Financial Report is prepared to provide Council with a comprehensive report on the financial position on a monthly basis. The report provided interim results for the 2024/25 financial year and will be subject to the end of financial year audit.

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 June 2025 is as follows:

Account	Balance
Municipal Account	1,426,545.02
Municipal Online Account	1,143,581.78
Trust Account	1,525.11
Reserve Account	5,640,797.59
Term Deposits (Reserves)	2,100,000.00
Total Cash & Investments	10,312,449.50

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 June to 30 June 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)	1,022,059.79
Municipal	Cheques No:	
Municipal	Direct Debit Transactions	54,581.03
Municipal	Bank Transfers / Payroll / Other Payments	584,407.22
Municipal	Corporate Credit Cards / Fuel Cards	4,493.52
Trust	Electronic Funds Transfers (EFT)	
	TOTAL	1,665,541.56

Reimbursement Applications

There have been no reimbursements claimed during the month of June 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 governs the local government's affairs; and is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council's role includes the following—
 - a. oversee the allocation of the local government's finances and resources; and
 - b. determining 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 the previous 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 June 2025

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

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

11.2.2 Differential Rates – Response to Advertising

Author: Executive Manager Corporate and Community 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**250710****Moved: Cr Stokes****Seconded: Cr Chadwick**

Council note that no submissions were received in response to the advertising of proposed differential rates for 2025/26.

CARRIED BY SIMPLE MAJORITY 6/0

PURPOSE

To consider any submissions received on Council's intention to levy differential rates during the advertised public comment period.

DETAIL

At its meeting of 12 June 2025, Council proposed to adopt differential rates in 2025/25 Annual Budget. It is necessary to advertise the proposed rates in accordance with s6.36 of the Local Government Act 1995, review any submission/s received and authorise the Chief Executive Officer (CEO) to apply for ministerial approval prior to the adoption of the budget or imposition of any such rate.

Ministerial approval is needed to be obtained to impose a differential rate which is more than twice the lowest general rate imposed. This is the case for UV Mining rates.

LEVEL OF SIGNIFICANCE

High significance – Setting the 2025-2026 rate in the dollar (RID) is a significant part of the development of the 2025-2026 budget.

CONSULTATION

Local public notice given with submission closing 4.00pm 17 July 2025.

LEGISLATION AND POLICY CONSIDERATIONS

- S6.33 (1) of the Local Government Act 1995
- Financial Management Regulation 52A - a local government may impose a differential rate.

An application to the Minister for Local Government is required for approval to impose a differential general rate under s6.33 (3) of the Local Government Act 1995 that is more than twice the lowest differential rate being imposed. The Shire's current UV Mining rate is 18 times the UV Rural rate.

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

For Council to maintain the service levels it prides itself on an increase to the rates revenue raised is required. While the revenue increases may seem high, the Shire's cost portfolio is constantly increasing and the current economic market is applying constant upward pressure. Thus without extra own source income the only option would be to reduce service provision.

RISK MANAGEMENT CONSIDERATIONS**Financial Risk**

The current differential rate levels pose a strategic risk to the Shire such that the Shire is reliant on Ministerial approval to maintain current differentials, this could cause budget delays or loss of income if the Minister withholds approval.

Compliance Risk

Under the Shire's risk governance framework non-compliance with the requirements regarding differential rates is a major risk – i.e. imposed penalties. Such a penalty would be imposed by the DLGSC. Through complying with the requirements of the DLGSC Rating Policy: Differential General Rates, the risk is mitigated from High to Low.

CONCLUSION

That Council notes no submissions were received.

ATTACHMENTS

Nil

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)

Nil

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

The date of the next ordinary meeting of Council will be on 21 August 2025 commencing at 5.30pm, in the Council Chambers.

16.2 Closure

There being no further business, the Presiding Member declared the meeting closed at 1.37pm.



Presiding Member