



# AGENDA

## ORDINARY MEETING OF COUNCIL

to be held on

**Monday, 15 December 2025 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 – In Person Attendance**

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

**Staff – Attendance**

Chief Executive Officer  
Executive Manager Corporate & Community Services  
Manager- Works & Service  
GESO

Marty Symmons  
Brad Douglas  
Graeme Hedditch  
Anish Thomas

**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**

President's Meetings for the month of November 2025.

Date	Details of Meeting
03 Nov 2025	ALGA Executive.
04 Nov 2025	Emergency Management Webinar.
04 Nov 2025	WALGA - State council Info Session.
10 Nov 2025	ALGA Board meeting.
11 Nov 2025	ALGA Roads Congress 2025.
12 Nov 2025	ALGA Roads Congress 2025.
13 Nov 2025	Australian of the Year Awards, WA
14 Nov 2025	WALGA - New Councillor Seminar
18 Nov 2025	Meeting Hon Minister Kristy McBain MP
20 Nov 2025	Meeting at Local Government House Trust, Perth.
21 Nov 2025	National Infrastructure Ministers Meeting (ITMM)
24 Nov 2025	WALGA - Northern Country Zone Meeting
27 Nov 2025	Morawa Audit Exit Meeting

**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.

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

The Minutes of the 20<sup>th</sup> November 2025 Ordinary Council Meeting were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 25<sup>th</sup> November 2025.

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**OFFICER'S RECOMMENDATION**

That Council confirm that:

1. the Minutes of the Ordinary Council Meeting held on the 20 November 2025 are a true and correct record.

***SIMPLE MAJORITY VOTE REQUIRED***

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***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 November 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.

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**OFFICER RECOMMENDATION**

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

1. Accept the Report.

***SIMPLE MAJORITY VOTE REQUIRED***

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**PURPOSE**

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

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*

**11.1.2 Annual Report and Annual Financial Statements and Audit Report**

<b>Author:</b>	Executive Manager Corporate and Community Services
<b>Authorising Officer:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

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**OFFICER'S RECOMMENDATION****That Council:**

1. **Receive the Annual Report for the 2024-2025 financial year inclusive of the Annual Financial Report and Auditor Opinion.**
2. **Direct the Chief Executive Officer to convene a general meeting of electors for Thursday, 5 February 2026 at 5:30pm.**
3. **Reschedule the February Ordinary Council Meeting from 24 February 2026 to 5 February 2026 to coincide with the general meeting of electors.**

***ABSOLUTE MAJORITY VOTE REQUIRED***

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**PURPOSE**

The purpose of this report is to present to the Audit, Risk and Improvement Management Committee (the Committee) the 2024-2025 Annual Report, Audit Report and Audited Financial Statements with the recommendation for Council adoption and to set the meeting time and date of the annual electors' meeting.

**DETAIL**

Council has an obligation under the Local Government Act 1995 to prepare an Annual Report which includes audited financial statements. The 2024-2025 audit has been completed by the Office of the Auditor General contractor Armada. The audit findings and financial statements are presented in the 2024-2025 Annual Report - *Attachment 1*.

As required by the Local Government Act 1995 the Local Government is required to present the report to an Annual Electors Meeting within 56 days of accepting the Annual Report by Council, giving at least 14 days' public notice. The Shire will advertise the meeting and the availability of the 2024-2025 Annual Report on the Shire Website, noticeboards and other local communication channels.

In order to reduce the meeting burden upon Councillors it is proposed that the date for the February council meeting coincide with the electors meeting.

The Annual Report and Audited Financial Statements includes:

- Shire President's Report

- Chief Executive Officer's Report
- Statutory Reports
- Freedom of Information Statement
- Audited Financial Statements
- Audit Report

The reports outline other activities undertaken during 2024-2025 together with the financial position of the Shire of Morawa as at 30 June 2025.

The Audit exit meeting was held on 27 November 2025 with Cr Karen Chappel, CEO Marty Symmons, EMCCS Brad Douglas, Suraj Karki from the OAG, Marcia Johnson & Ebin Johnson from Armada. The final reports are now presented to the Committee to review and receive the financial statements as audited.

### **LEVEL OF SIGNIFICANCE**

High – The sequence and timing of acceptance and meetings are prescribed by legislation.

### **CONSULTATION**

Audit and Risk Management Committee  
Chief Executive Officer  
Executive Manager Corporate and Community Services

### **LEGISLATION AND POLICY CONSIDERATIONS**

*The Local Government Act 1995 – Sections 5.53, 5.56 & 5.54*  
*The Local Government (Financial Management) Regulations 1996*

### **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**

Nil

### **RISK MANAGEMENT CONSIDERATIONS**

If Council choose not to accept the Annual Report at this meeting, then the risk of non-compliance may arise if a suitable special meeting date cannot be found prior to 31 December 2025.

### **CONCLUSION**

That the Audit and Risk Management Committee recommend Council adopt the recommendation as presented and authorise the CEO to undertaking the necessary notice periods as required under the *Local Government Act 1995* and associated regulations.

**ATTACHMENTS**

*Attachment 1 – 11.1.2a Shire of Morawa Annual Report 2024-25 including Annual Financial Statements and Auditor Opinion.*

**11.1.3 Regional Housing Support Fund**

**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.

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**OFFICER'S RECOMMENDATION**

**That Council:**

1. **Endorses the submission of an application to the Regional Housing Support Fund (RHSF) for the development of six (6) key worker dwellings.**
2. **Supports the potential development of Lot 274 Evans Street, Lot 306 Granville Street, Lot 75 Dreghorn Street, subject to the necessary processes, approvals and permits.**
3. **Authorises the Chief Executive Officer (CEO) to execute any and all documentation required for the submission of the grant application.**
4. **Notes that the grant application commits the Shire to a maximum 50% co-contribution.**
5. **Agrees that, in the event of a successful grant award, a further detailed report on the funding structure and proposed budget will be presented to Council before the project proceeds.**

***SIMPLE MAJORITY VOTE REQUIRED***

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**PURPOSE**

To seek Council endorsement for the Chief Executive Officer (CEO) to submit an application to the Regional Housing Support Fund (RHSF) for the development of six (6) key worker dwellings in Morawa.

**BACKGROUND**

The Shire of Morawa (the Shire), in line with its Strategic Community Plan, has identified the critical lack of secure, affordable housing as a major barrier to the recruitment and retention of essential key workers across the Shire's industries, including health, education, and local government.

The Western Australian Government has opened the Regional Housing Support Fund (RHSF), administered by the Department of Primary Industries and Regional Development (DPIRD), to deliver key worker housing solutions.

The proposed project involves the development of six (6) new dwellings on existing Shire-owned land that is appropriately zoned for residential development.

## **DISCUSSION**

The Shire has identified the RHSF grant as the only government grant stream currently available to address the housing needs of our community. The period to lodge grants is short with grant submissions required to be lodged by 19 December 2025.

The lack of housing limits local government, education and health organisation's ability to deliver essential services to the Morawa community. Our communities' current difficulties in recruiting and retaining key personnel are directly attributable to the lack of available, secure, and affordable housing.

The Shire has sought support of local stakeholders for our application and received Letters of Support as attached.

This project represents a direct, strategic intervention to support the needs of our community in this area, as well as delivering on the Western Australian Government's 2025-2029 priorities:

**HOUSING:** The provision of six new dwellings directly supports the State's priority of "Ensuring every Western Australian has a home" by delivering much-needed residential assets in a critical regional centre.

**HEALTH:** Securing housing for health professionals is fundamental to the State's commitment of "Ensuring all Western Australians can access the healthcare we need, when we need it." Without this accommodation, the community's access to vital medical services is severely compromised.

**JOBS & INFRASTRUCTURE:** By stabilising our workforce, we directly contribute to the State's priority of maintaining WA as the strongest economy and delivering "quality infrastructure and services across our State." Staffing shortfalls currently halt local infrastructure projects and prevent the continuous delivery of high-quality local government services.

<https://www.wa.gov.au/government/wa-government-priorities-2025-2029>

If this grant is not secured, work invested in developing our submission can be used to apply in future tranches which due to the subscription to this round of funding are likely to roll out in the medium term.

The long-term cost to the Morawa community through delayed, critical infrastructure projects, service gaps, and high staff turnover will significantly exceed the required contribution amount, representing a strategic failure in regional service delivery.

The matching requirement is strategically managed and demonstrates fiscal responsibility, aligning with the Government's approach of continuing strong financial management. Every dollar contributed by the Shire is effectively doubled by the State, resulting in six new, high-value, income-generating assets that guarantee long-term housing stability and revenue for reinvestment.



## DETAIL

The Shire maintains a number of vacant, undeveloped lots within the townsite. Following an assessment of suitability and proximity to essential street utilities, three (3) lots have been formally identified as suitable for the construction of new key worker dwellings:

- Lot 274 Evans Street
- Lot 306 Granville Street
- Lot 75 Dreghorn Street



Each of these lots is sized appropriately to accommodate a minimum of two (2) homes, providing a total capacity of six (6) new dwellings with relatively straightforward access to existing utility infrastructure. Comprehensive details, including Titles, Diagrams, and utility information, are provided in the attached documentation.

## STRATEGY

Given the remote nature of the community, which often results in elevated construction costs and logistical complexity, a modular housing approach is proposed. This strategy provides an efficient and high-quality solution that meets the RHSF grant requirement for nominated projects to be "shovel ready," facilitating rapid deployment and construction.

The construction is intended to utilise durable, purpose-built modular homes, with configurations focusing on maximising capacity and functionality for key workers:

- Two-bedroom, one-bathroom duplex
- Two-bedroom, two-bathroom dual residence
- One-bedroom, one-bathroom dual residence

Attached for review are two plan options displaying the one-bed/one-bath and two-bed/two-bath dual residence arrangements, as well as the two-bed/two-bath mirrored dual residence configuration.

The estimated total project cost for developing the six (6) dwellings, encompassing necessary groundworks, service connection and commissioning, project management, construction, delivery, and associated professional fees, is projected to be up to \$2 million. The Shire would be committed to a maximum co-contribution of 50% of this total cost.

The development is structured to ensure long-term financial sustainability. Upon completion, the subsequent proceeds from the lease or sale of these properties are anticipated to significantly offset the initial capital investment over time. By strategically constructing multiple homes and leveraging the grant contribution, the project maximises the delivery of quality, essential housing for the most affordable cost.

## **LEVEL OF SIGNIFICANCE**

Medium – Endorses the application for the RHSF grant. Subsequent project matters are to be returned to Council for Resolution.

## **CONSULTATION**

CEO  
Mid West Development Commission  
REED WA  
Morawa District High School  
MEEDAC  
Morawa Family Daycare Services

## **LEGISLATION AND POLICY CONSIDERATIONS**

Local Government Act 1995  
Local Government (Financial Management) Regulations 1996  
Shire of Morawa Local Planning Scheme No. 3

**STRATEGIC COMMUNITY PLAN 2022 - 2032**

Be future focused in all we do:

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

Strategic Community Plan (SCP)	Alignment
Theme 2: Economic Prosperity	Supports economic development and business viability by facilitating key worker retention.
Theme 4: Infrastructure and Assets	Leverages grant funding to increase the Shire's asset base and improve key social infrastructure.
Long Term Financial Plan (LTFP)	Securing external funding reduces the reliance on Shire rates and contributes to long-term financial sustainability through asset creation and rental income generation.

**FINANCIAL AND RESOURCES IMPLICATIONS**

- The preliminary cost estimate for the construction of six dwellings, including project management, site works and utility connections, is up to \$2,000,000.
- The RHSF grant sought is for \$1,000,000 (50% of the total cost).
- The RHSF guidelines require the applicant (the Shire) to contribute up to 50% of the project cost. This means a required contribution of up to \$1,000,000.
- The costs and the Shire's contribution will be actively sought to be minimised through:
  - In-Kind costs.
  - Accounting for the value of project management and civil works oversight.
  - Leveraging existing Shire civil works capacity (e.g., basic site preparation, minor road tie-ins) at a cost below commercial rate.
- The proceeds from anticipated strategic divestment of a number of unmaintained Shire dwellings are identified as a potential funding mechanism to offset the initial capital investment.
- The commitment to the cash component will require a formal budget inclusion in a future Annual Budget, subject to a successful grant application outcome.

**RISK MANAGEMENT CONSIDERATIONS**

Nil

**CONCLUSION**

This proposal represents a strategic and fiscally responsible solution to the critical shortage of key worker housing within the Shire by attempting to leverage a grant to minimise council costs. By utilising efficient modular construction on three pre-assessed lots, the project will deliver six essential, high-quality dwellings while meeting the 'shovel ready' requirements of the Regional Housing Supply Fund (RHSF).

The recommendation before Council is to formally endorse the immediate submission of the RHSF grant application and authorise the use of Shire owned land for this purpose. Furthermore, Council is asked to authorise the Chief Executive Officer to execute any and all documentation required for the submission of the grant application, thereby securing the immediate submission of the grant to support the delivery of this vital community infrastructure project.

**ATTACHMENTS**

*Attachment 11.1.3a - Regional Housing Support Fund Guidelines*

*Attachment 11.1.3b - 1x1 & 2x2 Dual Residence Plan*

*Attachment 11.1.3c - 2x2 & 2x2 Dual Residence Plan*

*Attachment 11.1.3d - Certificate of Title with Sketch 1544-911 4 Evans Street, MORAWA 6623*

*Attachment 11.1.3e - 4 Evans Street, MORAWA 6623 - Sketch for 1544-911*

*Attachment 11.1.3f - Telstra - RHFS - 4 Evans*

*Attachment 11.1.3g - Watercorp - RHFS - 4 Evans*

*Attachment 11.1.3h - Western Power - RHFS - 4 Evans*

*Attachment 11.1.3i - Certificate of Title with Sketch 1699-92 4 Granville Street, MORAWA 6623*

*Attachment 11.1.3j - 4 Granville Street, MORAWA 6623 - Sketch for 1699-92*

*Attachment 11.1.3k - Telstra - RHFS - 4 Granville*

*Attachment 11.1.3l - Watercorp - RHFS - 4 Granville*

*Attachment 11.1.3m - Western Power - RHFS - 4 Granville*

*Attachment 11.1.3n - SoM - RHFS - 4 Granville*

*Attachment 11.1.3o - Certificate of Title with Sketch 1686-432 59 Dreghorn Street, MORAWA 6623*

*Attachment 11.1.3p - 59 Dreghorn Street, MORAWA 6623 - Sketch for 1686-432*

*Attachment 11.1.3q - Western Power - RHSF - 59 Dreghorn*

*Attachment 11.1.3r - Watercorp - RHSF - 59 Dreghorn*

*Attachment 11.1.3s - Telstra - RHSF - 59 Dreghorn*

*Attachment 11.1.3t - SoM - RHSF - 59 Dreghorn*

*Attachment 11.1.3u - Letter of Support - CSWA - RHSF Morawa*

*Attachment 11.1.3v - Letter of Support - MDHS - RHSF Morawa*

*Attachment 11.1.3w - Letter of Support - MEEDAC - RHSF Morawa*

*Attachment 11.1.3x - Letter of Support - MFDS - RHSF Morawa*

*Attachment 11.1.3y - Letter of Support - MWDC - RHSF Morawa*

*Attachment 11.1.3z - Letter of Support - REED - RHSF Morawa*

## 11.2 Executive Manager Corporate & Community Services

### 11.2.1 Monthly Financial Report – November 2025

<b>Author:</b>	Executive Manager Corporate & Community Services
<b>Authorising Officer:</b>	Executive Manager Corporate & Community Services
<b>Disclosure of Interest:</b>	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

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### OFFICER'S RECOMMENDATION

That Council resolves to receive the following November 2025 Financial Reports and Statements at the Ordinary Council Meeting to be held in February 2026:

1. The Bank Reconciliation Report for the period ending 30 November 2025.
2. The List of Payments for the period ending 30 November 2025.
3. The Monthly Statement of Financial Activity Report for the period ending 30 November 2025.
4. Declarations of reimbursements made to the Chief Executive Officer for the period ending 30 November 2025.

***SIMPLE MAJORITY VOTE REQUIRED***

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### 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.

**OFFICER'S COMMENTS**

In line with the report adopted at the 21 November 2024 Ordinary Council Meeting (OCM) which specified OCM dates for 2025, that report Detail identifies that the deferral of financial reporting may occur when OCM's are scheduled early in the month.

The November Statements are currently being actively determined and remain unfinalised. They will therefore be referred for consideration and review at the next scheduled OCM.

Furthermore, audits are currently in progress for future reporting to Council and the Audit, Risk, and Improvement Committee being:

1. The Financial Management Systems Review (FMSR), and,
2. The Reg 17 audit.

**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**

The November Financial Statements are actively being finalised. To comply with the statutory timeframe for issuing the 15 December 2025 Ordinary Council Meeting (OCM) agenda, these unfinalised Statements must be formally deferred. They will therefore be presented for Council's consideration and review at the next scheduled OCM in February 2026.

**ATTACHMENTS**

*Nil*

**Item 12 Reports from Committees****12.1 Audit, Risk & Improvement Committee (ARIC) – December 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.

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**OFFICER'S RECOMMENDATION**

That Council receive:

1. the Minutes of the Audit, Risk & Improvement Committee Meeting held on 10<sup>th</sup> December 2025.

***SIMPLE MAJORITY VOTE REQUIRED***

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**ATTACHMENTS**

*Attachment 1 – 12.1a Minutes of Audit, Risk & Improvement Committee Meeting, 10 December 2025.*



**Item 13 Motions of Which Previous Notice Has Been Given****Item 14 New Business of an Urgent Nature****Item 15 Matters for Which the Meeting May Be Closed (Confidential Items)****Item 16 Closure****16.1 Date of Next Meeting**

The date of the next ordinary meeting of Council will be 5<sup>th</sup> February 2026 commencing at 6.00pm, in the Council Chambers.

**16.2 Closure**

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