AGENDA

ORDINARY MEETING OF COUNCIL

to be held on

Tuesday, 25 August 2026 at 5.30pm

At the

Shire of Morawa Council Chambers,
26 Winfield Street, Morawa

'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.'

DISCLOSURE OF FINANCIAL/ IMPARTIALITY/ PROXIMITY INTERESTS

Local Government Act 1995 – Section 5.65, 5.70 and 5.71 Local Government (Administration) Regulation 34C

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			
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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Contents

Item 1 Opening of Meeting

The Presiding Member to declare the meeting open at 5.30pm.

Item 2 Acknowledgement of Traditional Owners and Dignitaries

The Presiding member 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
Deputy President (Presiding Member) Councillor Ken Stokes
Councillor Grant Chadwick
Councillor Mark Coaker
Councillor Diana North
Councillor Dean Clemson
Councillor Naomi Francis

Staff – Attendance

CEO	Marty Symmons
EMCCS	Kristy Van Kuyl
EMWS	Graeme Hedditch
GESO	Anish Thomas

3.2 Apologies

President Councillor Karen Chappel AM

3.3 Approved Leave of Absence

3.4 Welcoming Member of Public

Item 4 Announcements by Presiding Member without Discussion

President's Meetings for the month of July 2026.

Date	Details of Meeting
12 July 2026	Additional Audit, Risk & Improvement Committee, Morawa
13 July 2026	NAIDOC Day, Morawa
28 July 2026	Ordinary Committee Meeting, Shire of Morawa
28 July 2026	Local Emergency Management Committee, Shire of Morawa
28 July 2026	Acceptance of Lotterywest Grant from Hon Sandra Carr MP at Shire of Morawa
28 July 2026	Councillor Photoshoot, Shire of Morawa

Item 5 Public Question Time

5.1 Response to Previous Public Questions Taken on Notice.

5.2 Public Question Time

Item 6 Declaration of Interest

Agenda Item		
Disclosing Member	**Nature of Interest**	**The Nature being**

Item 7 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.

- Deputy President (Presiding Member) Councillor Ken Stokes
- Councillor Mark Coaker
- Councillor Grant Chadwick
- Councillor Diana North
- Councillor Dean Clemson
- Councillor Naomi Francis

CARRIED BY

Item 8 Confirmation of Minutes of Previous Meeting

The Minutes of the 28 July 2026 Ordinary Council Meeting were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 06th August 2026.

OFFICER'S RECOMMENDATION

That Council confirm that:

1. **the Minutes of the Ordinary Council Meeting held on the 28 July 2026 are a true and correct record.**

SIMPLE MAJORITY VOTE REQUIRED

Item 9 Public Statements, Petitions, Presentations and Approved Deputations

Item 10 Reports of Committees

10.1 Adoption of ARIC Minutes and Submission of 2025 Compliance Audit Return

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

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

OFFICER'S RECOMMENDATION

That Council:

1. **Receives the confirmed minutes of the Audit, Risk & Improvement Committee meeting held on 12 August 2026, as presented in Attachment 1.**

2. **Adopts the Shire of Morawa 2025 Compliance Audit Return, as presented in Attachment 2.**

3. **Authorises the Shire President and Chief Executive Officer to jointly certify the 2025 Compliance Audit Return.**

4. **Directs the Chief Executive Officer to submit the certified return to the Department of Local Government, Sport and Cultural Industries through the Inspectorate Portal.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To present the confirmed minutes of the Audit, Risk & Improvement Committee (ARIC) meeting held on 12 August 2026 and to seek Council's adoption of the Committee's recommendation to endorse and submit the Shire of Morawa 2025 Compliance Audit Return (CAR) to the Department of Local Government, Industry Regulation and Safety (LGIRS).

BACKGROUND

The ARIC convened a meeting on 12 August 2026 to review the completed 2025 Compliance Audit Return, in accordance with Regulation 14 of the Local Government (Audit) Regulations 1996. The CAR covers the period 1 January 2025 to 31 December 2025 and is a mandatory annual statutory compliance instrument.

The Committee considered the Officer's Report, noted the two areas of non-compliance disclosed in the CAR, and acknowledged that both matters have been fully rectified:

- Corporate Business Plan Review – delayed due to CEO leadership transition; completed and adopted in 2026.

- Elected Member Training – two members exceeded the 12-month completion window; full completion achieved in 2026.

The Committee resolved unanimously to recommend that Council adopt the CAR and authorise its certification and lodgement.

DETAILS

The confirmed ARIC minutes (Attachment 1) record the Committee's acceptance of the Officer's Report and its recommendation that Council:

1. Adopt the 2025 Compliance Audit Return as presented.
2. Authorise the Shire President and Chief Executive Officer to complete the joint certification.
3. Submit the certified CAR to the LGIRS via the Inspectorate Portal.

Council adoption is required prior to certification and lodgement.

LEVEL OF SIGNIFICANCE

High: The CAR is a statutory compliance requirement subject to oversight by the Local Government Inspector. Timely adoption and submission mitigate regulatory risk and support the Shire's governance assurance framework.

CONSULTATION

- Audit, Risk & Improvement Committee
- Chief Executive Officer
- Local Government Inspectorate (regarding Reg 17 review date entry).

LEGISLATION AND POLICY CONSIDERATIONS

Local Government Act 1995
Local Government (Audit) Regulations 1996
Local Government (Administration) Regulations 1996
Local Government (Financial Management) Regulations 1996

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

RISK MANAGEMENT

Adoption and submission of the CAR ensures compliance with statutory obligations and reduces exposure to regulatory intervention. The two disclosed non-compliance matters have been resolved, reducing residual risk.

ATTACHMENTS

Attachment 1 – 10.1a ARIC Minutes of Meeting 12 August 2026.
Attachment 2 – 10.1b 2025 Compliance Audit Return Form.

10.2 Minutes of WALGA State Council Meeting – July 2026

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

That Council receive:

1. **the Minutes of the WALGA State Council Meeting held 01 July 2026.**

SIMPLE MAJORITY VOTE REQUIRED

ATTACHMENTS

Attachment 1 – 10.2a Minutes of WALGA State Council Meeting, 01 July 2026.

10.3 Appointment of Bush Fire Control Officers

Author: Community Emergency Services Manager

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.

BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That Council endorse the following appointments for the relevant Bush Fire Control Officer positions:

- **Chief Bushfire Control Officer (CBFCO)**
- **Deputy Chief Bushfire Control Officer (DCBFCO)**
- **Bush Fire Risk Management Coordinator (BRMC)**

- **Fire Control Officers**
    - **Shire CEO**
    - **Shire Community Emergency Services Manager**
    - **Canna/Gutha Brigade**
    - **Koolanooka Brigade**
    - **Morawa West Brigade**
    - **Pintharuka Brigade**

- **Permit Issuing Officers**
    - **CBFCO**
    - **DBFCO**
    - **Canna/Gutha**
    - **Town Fire Control Officer Morawa VFES Captain**
    - **Shire Community Emergency Services Manager**
    - **Shire CEO**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for the Bush Fire Advisory Committee to nominate Officers to hold the positions of Chief Bush Fire Control Officer and Deputy Chief, Bush Fire Control Officer, Fire Control Officer, Permit Issuing Officers and make a recommendation to Council in relation to those nominations.

DETAIL

All Positions are required to be endorsed by Council every year. To allow for changes as per Minutes of Shire of Morawa Bush Fire Advisory Committee Annual General Meeting held in Shire of Morawa Chambers on 29th July 2026.

LEVEL OF SIGNIFICANCE

Medium – it is a statutory requirement that either Council or the CEO by delegated authority accept the Fire Control Officer appointments.

CONSULTATION

Senior Management Team.
Morawa Bushfire Advisory Committee.

LEGISLATION AND POLICY CONSIDERATIONS

The Functions of the Bush Fire Advisory Committee are in accordance with *Section 67 of the Bush Fires Act 1954.*
Section 38 of the Bush Fires Act 1954 sets the requirement for local governments to appoint such persons as it thinks necessary to be its Bush Fire Control Officers. A notice of the appointments is to be published.

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

All appointees are experienced Brigade Members and have demonstrated adequate capabilities to perform the relevant roles.

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

CONCLUSION

It is recommended that Council appoint the nominated people to the relevant roles as recommended by the Shire of Morawa Bushfire Advisory Committee.

ATTACHMENTS

Nil

Item 11 Reports of Officers

11.1 Chief Executive Officer

11.1.1 Actions Performed under Delegated Authority for July 2026

Author: Executive Assistant

Authorising Officer: Chief Executive Officer

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

OFFICER RECOMMENDATION

That with respect to Actions Performed under Delegated Authority for July 2026, Council:

1. **Accept the Report.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To report back to Council, actions performed under delegated authority from the period 01 July 2026 to 31 July 2026.

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 July 2026 to 31 July 2026 (‘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

Date of decision	*Decision Ref.*	*Decision details*	*Applicant*	*Other affected person(s)*
01/07/2026	2026/001	Temporary Food Stall Permit Granted	Niks Street Foods	
29/07/2026	2026/002	Temporary Food Stall Permit Granted	Rajin Cajuns	

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

Liquor Control Act 1988
No delegated decisions were undertaken by Shire pursuant to liquor matters during the period.

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

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

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

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

Building Permits

Date of decision	*Decision Ref.*	*Decision details*	*Applicant*	*Other affected person(s)*
31/07/2026	08/26	Granted	Parc Engineering	

Other Delegations
No other delegated decision was undertaken by Shire pursuant to this category during the period

LEVEL OF SIGNIFICANCE

Low – report provided to Council for information purposes.

CONSULTATION

Nil

LEGISLATION AND POLICY CONSIDERATIONS

Building Act 2011
Bushfire Act 1954
Dangerous Goods Safety (Explosives) Regulations 2007
Health Act 1991
Health Act 1911
Health (Public Buildings) Regulations 1992
Liquor Control Act 1988
Local Government Act 1995
Planning & Development Act 2005
Shire of Morawa Local Planning Scheme No. 2
Shire of Morawa Cemeteries 2018 - Local Law
Shire of Morawa Dogs 2018 - Local Law
Shire of Morawa Extractive Industries 2018 - Local Law
Shire of Morawa Fencing 2018 Local Law
Shire of Morawa Health 2004 - Local Law
Shire of Morawa Public Places and Local Government Property 2018 - Local Law
Shire of Morawa Meeting Procedures 2012 - Local Law
Shire of Morawa Waste 2018 - Local Law
Shire of Morawa Delegations Register (2020)

FINANCIAL AND RESOURCES IMPLICATIONS

There are no known financial implications relating to this Item.

RISK MANAGEMENT CONSIDERATIONS

There are no known risk management implications relating to this Item.

ATTACHMENTS

Nil

11.1.2 Nomination – Rural Health West Board of Directors (Country Local Government Director)

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

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

OFFICER'S RECOMMENDATION

That Council:

1. **Endorses the nomination of President Karen Chappel AM to the Rural Health West Board of Directors for the Country Local Government Director position, and notes that the completed nomination form will be submitted in accordance with Rule 19 of the Rural Health West Constitution.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To advise Council that the Shire of Morawa is submitting a nomination for President Karen Chappel AM to the Rural Health West Board of Directors for the Country Local Government Director position, in accordance with Rule 19 of the Rural Health West Constitution.

BACKGROUND

Rural Health West has called for nominations to fill the Board of Directors for the Country Local Government Director position, which will become vacant at the 2026 Annual General Meeting. Nominations must be lodged with the Returning Officer by 6.00pm, 1 September 2026.

The Shire of Morawa is a financial Organisational Member of Rural Health West and is therefore eligible to nominate a representative. President Karen Chappel AM meets all eligibility requirements under Rule 19.2.2, including being the appointed representative of a rural Local Government authority and demonstrating significant experience and achievement in her field.

DETAILS

President Chappel's nomination reflects her longstanding leadership within the regional Local Government sector and her commitment to improving access to health services in rural and remote communities. Her governance experience, sector advocacy and practical understanding of rural health challenges position her as a strong candidate to contribute to the strategic direction of Rural Health West.

A 200-word supporting statement has been provided as required and will accompany the ballot papers issued to members.

LEVEL OF SIGNIFICANCE

Low: The nomination of President Karen Chappel AM to the Rural Health West Board does not alter Council policy, financial commitments, or service delivery arrangements. It represents routine organisational participation in sector governance processes and supports continued engagement with regional health advocacy bodies. The decision does not require public consultation and has no impact on the Shire's statutory obligations.

CONSULTATION

Nil

LEGISLATION AND POLICY CONSIDERATIONS

Nil

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

ATTACHMENTS

Attachment 1 – 11.1.2a Rural Health West Nomination Form – President Karen Chappel AM

11.1.3 Strategic Review of Shire-Owned Residential Vacant Land: Development Options for RHSF Housing Delivery

Author: Chief Executive Officer & Coordinator Planning & Compliance 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

That Council:

1. **Notes the strategic review of Shire-owned residential vacant land undertaken in accordance with Council Resolution 251204 (Item 6).**

2. **Endorses the progression of the three originally nominated RHSF project lots, Lot 274 (4) Evans Street, Lot 306 (4) Granville Street, and Lot 75 (59) Dreghorn Street, as the preferred sites for delivery of the six key worker dwellings, on the basis that these lots are fully serviced, assessed as high development potential, and align with the shovel-ready requirements of the RHSF grant.**

3. **Authorises the Chief Executive Officer to proceed with all necessary actions to deliver the RHSF project on the confirmed lots in accordance with the grant agreement.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To seek Council's endorsement to investigate development opportunities for Shire-owned residential vacant land and to support Council decision-making regarding the final selection of shovel-ready sites for delivery under the Regional Housing Support Fund (RHSF), which has now been awarded to the Shire.

BACKGROUND

Following the impacts of Cyclone Seroja in April 2021, a number of residential properties within the Morawa townsite were significantly damaged or rendered uninhabitable. As part of subsequent recovery and insurance processes, several of these properties have since been passed to the ownership of the Shire, resulting in an increased number of vacant residential lots under Shire control.

In December 2025, Council endorsed the submission of an application to the Regional Housing Support Fund (RHSF) for the development of six key worker dwellings. The Shire has since been successful in securing the RHSF grant, committing the organisation to deliver six dwellings on shovel-ready sites. The grant agreement required confirmation of final lot selections to enable DPIRD to finalise project documentation, servicing approvals and construction mobilisation.

DETAILS

1. Assessment Methodology

A detailed review of all Shire-owned residential vacant lots was undertaken, drawing on:

- Zoning and density coding under Town Planning Scheme No. 3
- Servicing availability (sewer, power, water, telecommunications)
- Site constraints (easements, caveats, reserve status)
- Lot size and development yield
- Proximity to existing residential clusters
- Alignment with grouped dwelling permissibility under the R-Codes

This assessment is supported by the Vacant Lots Register (Attachment 1) and the Development Potential Assessment Map (Attachment 2).

2. Development Potential Classification

The 24 lots have been categorised into three development potential tiers.
(colours as per the Assessment Map)

High Development Potential – All Services Available

These lots have full servicing and are located within established residential areas. They represent the most cost-effective and immediately developable sites.

High Development Potential All services easily accessible
4 Club Road
4 Granville Street
31 Valentine Street
41 Valentine Street
53 Valentine Stret
57 Valentine Street
24 Richter Avenue
4 Evans Street
8 Evans Street
59 Dreghorn Street

Moderate Development Potential – Minor Servicing Constraints

These lots have most services available but may require minor upgrades or connections (for example, power located on the opposite side of the road). They remain viable but at higher cost.

Moderate Development Potential Minor servicing constraints
22 Harley Street
64 Dreghorn Street
66 Dreghorn Street
34 Valentine Street

36 Valentine Street
38 Valentine Street
40 Valentine Street
1 Manning Street
3 Manning Street
35 Soloman Terrace
37 Soloman Terrace

Low Development Potential – Significant Constraints

These lots face servicing limitations, isolation, or legal encumbrances. They may be suitable only for long-term consideration or alternative uses.

Low Development Potential
53 Gill Street Easement burden for sewerage purposes
4 Manning Street Reserve: Department of Planning Lands and Heritage
21 Dreghorn Street Caveat by state housing commission

3. Strategic Review of Alternative Land Parcels

The strategic review identifies multiple high-potential lots capable of supporting grouped dwellings under R30 and R40 coding, including the Valentine Street cluster, Evans Street cluster, Richter Avenue, Granville Street and Dreghorn Street. These clusters provide opportunities for multi-lot staging, paired developments or modular duplex configurations aligned with RHSF delivery requirements.

4. Comparison with Previously Selected Lots

Council previously identified the following lots for the RHSF project:

- Lot 274 (4) Evans Street
- Lot 306 (4) Granville Street
- Lot 75 (59) Dreghorn Street

The strategic review confirms that all three remain high-potential sites, with full servicing and capacity for two dwellings each.

While the officer recommendation is to retain the three originally nominated lots, Council may elect to substitute one or more lots with alternative high-potential sites identified in the strategic review. Any variation would require rapid engagement with the Department of Primary Industries and Regional Development (DPIRD) to seek amendment of the RHSF grant agreement and may be subject to departmental approval.

LEVEL OF SIGNIFICANCE

Medium: The matter carries a medium level of significance due to the Shire's successful award of the Regional Housing Support Fund (RHSF) grant and the requirement to deliver shovel-ready housing projects within strict State-imposed timeframes. Any change to the lots previously nominated in the grant submission must be resolved promptly to enable the necessary amendments to the grant agreement and to maintain compliance with funding conditions.

There is a possibility that DPIRD may express reluctance to alter the agreed project arrangement, given the State's strong emphasis on shovel-ready delivery and the need to minimise administrative delays. Council's direction on preferred land parcels is therefore time-critical and will directly influence the Shire's ability to meet contractual obligations, construction readiness milestones, and the overall delivery schedule for the six key worker dwellings.

CONSULTATION

CEO
Council
Department of Planning, Lands and Heritage
Mid West Development Commission

LEGISLATION AND POLICY CONSIDERATIONS

Local Government Act 1995
Local Government (Financial Management) Regulations 1996
Shire of Morawa Local Planning Scheme No. 3
Residential Design Codes (R-Codes)
Regional Housing Support Fund (RHSF) Grant Agreement – Department of Primary Industries and Regional Development (DPIRD)
Department of Planning, Lands and Heritage (DPLH) – Land Tenure and Reserve Management Requirements

FINANCIAL AND RESOURCES IMPLICATIONS

The Shire has been awarded $1,498,036 under the Regional Housing Support Fund (RHSF) for the development of six key worker dwellings. The Shire's required co-contribution, as confirmed in the approved application, is $1,219,567, representing the balance of the total project cost.

Any change to the nominated lots may require formal amendment of the grant agreement and could result in administrative delays, additional servicing investigations, or revised site preparation costs. These factors may influence the timing of budget inclusion, procurement scheduling, and the allocation of internal resources.

Should DPIRD resist changes to the nominated lots, the Shire may be required to proceed with the originally approved sites to avoid jeopardising the $1,498,036 grant funding. In such circumstances, alternative lots may need to be deferred to future housing programs or separate funding streams.

Internal project management, civil works support, and in-kind contributions will continue to be leveraged to minimise the Shire's cash component. The proceeds from strategic divestment of unmaintained Shire dwellings remain a potential mechanism to offset capital investment.

RISK MANAGEMENT

There is a material risk that DPIRD may be reluctant to approve changes to the project arrangement, particularly where variations could affect shovel-ready status or delay mobilisation. Should the Department decline to accept alternative lots, the Shire would be required to proceed with the original sites to retain the $1,498,036 in grant funding.

Delays in confirming final lot selections may impact the Shire's ability to meet contractual milestones, including commencement deadlines, procurement sequencing, and construction readiness. Any slippage in these areas may result in reputational impacts, increased project costs, or the need for additional administrative negotiation with the Department.

Changing lots may also introduce risks associated with:

- servicing availability and connection lead times
- land tenure constraints or encumbrances
- additional planning or utility approvals
- variability in site preparation costs
- contractor scheduling and modular delivery windows

These risks can be mitigated through:

- prompt Council direction
- immediate engagement with DPIRD
- clear evidence supporting any proposed lot substitution
- early coordination with utility providers and DPLH
- retention of the original lots as a fallback option.

CONCLUSION

Shire-owned residential vacant land presents a strategic opportunity to respond to the current housing shortage and support the long-term growth of Morawa.

This strategic review fulfils Council's December 2025 direction by presenting a detailed, evidence-based assessment of all potentially suitable land parcels. Based on the assessment, the officer recommendation is to retain the three originally nominated lots, as they are fully serviced, high-potential sites that align with the shovel-ready requirements of the RHSF grant and minimise project risk.

Should Council wish to consider alternative lots, these options are outlined within the body of the report; however, any variation would require rapid engagement with DPIRD to seek amendment of the grant agreement and may be subject to departmental approval.

ATTACHMENTS

Attachment 1 – 11.1.3a Vacant Lots Register.
Attachment 2 – 11.1.3b Development Potential Assessment Map.
Attachment 3 – 11.1.3c RHSF Approval - OCM Minutes – 15 December 2025.

11.1.4 Amendment of Ordinary Council Meeting Schedule for 2026

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.

COUNCIL RECOMMENDATION

OFFICER'S RECOMMENDATION

That Council:

1. **Approve the amendment to the 2026 Ordinary Council Meeting schedule to:**

    - **Hold the September 2026 Ordinary Council Meeting in the standard evening timeslot; and**

    - **Hold the October 2026 Ordinary Council Meeting in a daytime timeslot to facilitate attendance by local school students.**

2. **Authorise the CEO to issue public notice of the amended meeting times in accordance with the Local Government Act 1995.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To seek Council endorsement for minor amendments to the 2026 Ordinary Council Meeting schedule to accommodate operational needs and community engagement opportunities.

BACKGROUND

The adopted 2026 meeting calendar schedules Ordinary Council Meetings for the fourth Tuesday of each month, ordinarily held in the evening. Following recent discussions, two adjustments are proposed:

The September 2026 meeting is recommended to revert to the standard evening timeslot, ensuring consistency with usual practice and facilitating attendance by community members who rely on after-hours sessions.

The October 2026 meeting is proposed to be held in a daytime timeslot, enabling participation by local school students as part of a civic engagement initiative coordinated with Morawa District High School.

These changes do not alter the statutory frequency of meetings and remain compliant with the Local Government Act 1995 and associated regulations.

DETAILS

The September adjustment restores the meeting to its conventional format.

The October daytime session provides an opportunity for students to observe Council proceedings, aligning with the Shire's commitment to civic education and youth engagement.

Public notice of the amended times will be issued in accordance with legislative requirements.

LEVEL OF SIGNIFICANCE

Low: The scheduling of the Ordinary Council Meetings is an administrative governance requirement necessary to comply with statutory processes.

CONSULTATION

Consultation has occurred between the Shire President, the Morawa District High School, and Senior Management.

LEGISLATION AND POLICY CONSIDERATIONS

Local Government Act 1995
Local Government (Administration) Regulations 1996

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

ATTACHMENTS

Nil

11.2 Executive Manager – Corporate and Community Services

11.2.1 Monthly Financial Report – July 2026

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

1. **That the Monthly Financial Report for the period ended 31 July 2026 be referred to the September 2026 Ordinary Council Meeting to enable administration to complete the required end-of-year financial processes and undertake the 2026/27 Annual Budget upload within the financial system.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

That the Monthly Financial Report for the period ended 31 July 2026 be referred to the September 2026 Ordinary Council Meeting for consideration to enable administration to complete the required end-of-year financial processes and undertake the 2026/27 Annual Budget upload within the financial system.

DETAIL

Regulation 34 of the Local Government (Financial Management) Regulations 1996 (the Regulations) requires a local government to prepare each month a statement of financial activity reporting on the revenue and expenditure, including:

a. The annual budget estimates;
b. Budget estimates to the end of the month;
c. The actual amounts of expenditure, revenue, income to the end of the relevant month;
d. Material variances between the comparable amounts between budget estimates to the end of the month and the year to date amount of expenditure, revenue and income to the end of the relevant month;
e. Net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.

Regulation 35 of the Regulations requires a local government to prepare each month a statement of financial position of the local government as at the last day of the previous month and the last day of the previous financial year.

OFFICER'S COMMENTS

The Monthly Financial Report for the period ending 31 July 2026 includes the following information as required by legislation:

- Statement of financial activity
- Statement of financial position
- Basis of preparation and significant accounting policies
- Notes to the statement of financial activity; and
- Explanation of material variances.

It is recommended this be referred to the September 2026 Ordinary Council Meeting for consideration to enable administration to complete the required end-of-year financial processes and undertake the 2026/27 Annual Budget upload within the financial system, as adopted at the Special Council Meeting held on Thursday, 13 August 2026.

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

CONSULTATION
Chief Executive Officer

LEGISLATION AND POLICY CONSIDERATIONS

Local Government (Financial Management) Regulations 1996
Regulation 34

(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 35

(1) requires a local government to prepare each month a statement of financial position of the local government as at the last day of the previous month and the last day of the previous financial year.

(2) A statement of financial position must be –

(a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
(b) recorded in the minutes of the meeting at which it is presented.

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

As the Monthly Financial Report for the period ended 31 July 2026 reflects Council's financial position at the commencement of the 2026/27 financial year, it is appropriate that the report be considered by Council at the September 2026 Ordinary Council Meeting.

ATTACHMENTS

Nil

11.2.2 List of Payments – July 2026

Author: Financial Services Coordinator
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

That Council receive:

1. **The List of Payments for the period ending 31 July 2026.**
2. **The Bank Reconciliation Report for period ending 31 July2026.**
3. **Declarations of reimbursements made to the Chief Executive Officer for the period ending 31 July 2026.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To present the list of accounts paid by the Chief Executive Officer under delegated authority for the month ended 31 July 2026.

DETAIL

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* requires a list of accounts paid to be presented to Council at the next Ordinary Council Meeting after the list has been prepared.

Pursuant to Section 5.42 of the *Local Government Act 1995*, Council has delegated authority to the Chief Executive Officer to make payments from the Municipal Fund and Trust Fund.

In accordance with these requirements, the list of accounts paid for the period 1 July 2026 to 31 July 2026 is attached to this report (**Attachment 1**) and summarised in the table below for Council's information and consideration.

Bank	Payment Description	Amount
Municipal	Electronic Funds Transfers (EFT) Less Fuel Cards	$585,660.46
Municipal	Cheques No:	0.00
Municipal	Direct Debit Transactions	$84,729.43
Municipal	Bank Transfers / Payroll / Other Payments	$282,382.48
Municipal	Corporate Credit Cards / Fuel Cards	$8,144.53
Trust	Electronic Funds Transfers (EFT)	0.00
	TOTAL	**$960,916.90**

The Bank Reconciliation Report for the period ended 31 July 2026 has been prepared in accordance with statutory requirements and is attached to this report (**Attachment 2**). A summary of the reconciliation is provided in the table below:

Account	**Balance**
Municipal Account	3,057,380.19
Municipal Online Account	1,189,434.17
Trust Account	1,525.11
Reserve Account	5,570,956.86
Term Deposits (Reserves)	2,100,000.00
Total Cash & Investments	**10,401,737.45**

Reimbursement Applications

There have been no reimbursements claimed during the month of July 2026.

OFFICER'S COMMENTS

The attached list details payments made during July 2026 under delegated authority. Payments have been processed via Electronic Funds Transfer (EFT), direct transfer, direct debit, purchasing cards, and reimbursements made to the Chief Executive Officer, in accordance with the Shire's financial management practices and delegated authority provisions.

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 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 list of payments made under the Chief Executive Officer's delegated authority and the bank reconciliation report for the period ending 31 July 2026.

ATTACHMENTS

Attachment 1 – 11.2.2a List of Accounts Paid for the period ending 31 July 2026.
Attachment 2 – 11.2.2b Bank Reconciliation for the period ending 31 July 2026.

11.2.3 CORP 04 - Non-Asset Based Aged Units Policy

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

That Policy CORP 04 - Non-Asset Based Aged Units Policy, as presented in the attached report, be endorsed and adopted.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The proposed Policy CORP 04 Non-Asset Based Aged Units is presented for Council's consideration. The policy establishes a framework for the administration and operation of the Shire's aged housing units located at Units 5, 6, 7, 8 and 9, 48 Yewers Avenue, Morawa, ensuring their fair, consistent and transparent management.

BACKGROUND

The Shire's non-asset based over 55s housing units have remained vacant for an extended period due to the absence of an adopted policy governing their allocation and management. While expressions of interest have been received over recent time, there has been no formal framework to assess applications or allocate the units in a fair, consistent and transparent manner.

DETAIL

The Shire currently holds a waitlist of prospective applicants seeking accommodation within the aged housing units at 48 Yewers Avenue, Morawa. Several applicants have been on the waitlist for an extended period, demonstrating ongoing demand for the limited accommodation available. In the absence of an adopted policy, there is a need to establish one to guide application assessment, eligibility requirements, allocation decisions and tenancy management. Adoption of the proposed policy will ensure applications are processed in a fair, consistent and transparent manner while supporting accountable decision-making and effective management of the Shire's aged housing accommodation.

LEVEL OF SIGNIFICANCE

Moderate significance.

This matter is considered to have moderate community significance due to:

- Supports the provision of accessible and affordable housing for older residents.
- Promotes the effective use of Shire-owned assets.
- Addresses an existing community demand for over 55s accommodation.

CONSULTATION
Chief Executive Officer

LEGISLATION AND POLICY CONSIDERATIONS

Local Government Act 1995 (WA)
Residential Tenancies Act 1987 (WA)
Retirement Villages Act 1992 (WA)
Retirement Villages Regulations 1992 (WA)
Aged Care Act 2024
Fair Trading Act 2010; and
Fair Trading (Retirement Villages Code) Regulations 2022

Strategic Community Plan 2022 - 2032

Occupy a safe and healthy living space 2. Occupy fit for purpose housing.

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 financial implications associated with the adoption of this policy. Rental income received from tenants assists in offsetting these costs, however, the Shire remains responsible for the continued operation and maintenance of the units.

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 adoption of the Non-Asset Based Housing Policy, which will establish a transparent and consistent framework for the allocation and management of the Shire's over 55s housing units being Units 5, 6, 7, 8, & 9, 48 Yewers Avenue, Morawa. Adoption will enable the Shire to progress allocations to eligible applicants and facilitate the occupants of the units that have remained vacant

ATTACHMENTS
Attachment 1 – 11.2.3a CORP04 Non-Asset Based Aged Care Units Policy

11.2.4 RTED 04 Morawa Caravan Park Policy

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

1. **That the Policy RTED 04 Morawa Caravan Park, as presented in the attached report, be adopted.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To present the updated Policy RTED 04 Morawa Caravan Park to Council for consideration and adoption.

BACKGROUND

The current Policy RTED 04 Morawa Caravan Park was last reviewed by Council on 16 December 2024. Since that time, sustained demand for accommodation within the Shire, driven by broader housing shortages and increased reliance on short-term options, has underscored the need to refresh the policy.

The proposed updates align the document with present operational practice as a short-stay caravan park, and do not introduce substantive changes to how the Caravan Park is managed. A more comprehensive review may be undertaken in future, particularly in connection with a planned assessment of booking processes for powered sites.

DETAIL

The Shire of Morawa owns and is responsible for the management and oversight of the Morawa Caravan Park, it is important that the policy reflects current operational requirements and provides a clear framework for the fair and effective management of the facility.

The revised policy has been developed to provide guidelines for the management, operation, maintenance, and occupancy of the Morawa Caravan Park. The amendments seek to ensure consistent and transparent decision-making, support the sustainable use of park facilities, clarify occupancy arrangements, while maintaining a positive experience for guests and protecting Council assets.

The primary change being the inclusion of clause a):

a) The Morawa Caravan Park is designated for short-stay accommodation only. Occupancy is limited to a maximum stay of seven consecutive days, unless otherwise approved by the Chief Executive Officer.

LEVEL OF SIGNIFICANCE

This matter is considered to have moderate community significance due to improving clarity, consistency, and responsiveness to current accommodation demands. While the policy may affect caravan park users and operational practices, it does not represent a substantial change to Council's strategic objectives, financial commitments, or statutory responsibilities.

CONSULTATION

Nil

LEGISLATION AND POLICY CONSIDERATIONS

Caravan Parks and Camping Grounds Act 1995
Caravan Parks and Camping Grounds Regulations 1997
Local Government Act 1995

Strategic Community Plan 2022 - 2032

Create a sense of place for visitors 3. Embrace a commitment to excellent service 4. Ensure the townsite and its services are accessible to all.

FINANCIAL AND RESOURCES IMPLICATIONS

There are financial implications associated with the adoption of this policy, expected to be managed within existing operational budgets. However, any future capital works arising from the policy will be subject to Council consideration and budget allocation processes.

RISK MANAGEMENT CONSIDERATIONS

The adoption of the policy will assist the Shire in mitigating risks associated with regulatory non-compliance, inconsistent decision-making, asset management and maintenance responsibilities, community and customer disputes, and workplace health and safety obligations. The policy provides a clear framework for the management and operation of the Morawa Caravan Park, promoting consistency, accountability, and compliance with relevant requirements.

CONCLUSION

The adoption of the Policy RTED 04 Morawa Caravan Park will assist the Shire in delivering a well-managed, sustainable, and accessible caravan park for the benefit of visitors and the wider Morawa community.

ATTACHMENTS

Attachment 1 – 11.2.4a RTED 04 Morawa Caravan Park Policy.

11.3 Executive Manager – Works & Services.

11.3.1 Annual Road Maintenance Grading Program Update

Author: Executive Manager Works & Services

Authorizing Officer: Chief Executive Officer

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

OFFICER'S RECOMMENDATION

That Council:

1. **Receive the Annual Road Maintenance Program Update: July 2026.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

For Council to receive an update of the ongoing Shire of Morawa Annual Road Maintenance Program.

DETAIL

Council is being presented with an update on the annual program of road maintenance works to ensure transparency and ongoing oversight. This will provide the status of the annual program as of the end of the previous calendar month.

The Road Maintenance Grading Program schedule shows the routine grading activities scheduled to restore road surface condition, remove corrugations, and reinstate rainfall runoff functionality ahead of increased seasonal traffic demands.

The program targets approximately 1,788 km of maintenance grading per annum, with a primary focus on Restricted Access Vehicle (RAV) routes and school bus routes. This prioritisation ensures the delivery of a consistent base standard that supports a safe and reliable running surface for key transport corridors.

As part of the grading program, the following activities are completed to enhance long-term road performance:

- Gravel re-sheeting works, in accordance with the 2025–2035 Road Maintenance and Renewal Plan.
- Increase grading frequency during the dry season, where operationally feasible.

- Investigate the installation of additional mitre and table drains to improve drainage outcomes.
- Apply moisture conditioning prior to future grading activities to minimise material loss and improve compaction.

LEVEL OF SIGNIFICANCE

Low Significance: Provided for information purposes only.

LEGISLATION AND POLICY CONSIDERATIONS

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

In accordance with the adopted budget.

RISK MANAGEMENT CONSIDERATIONS

The Shire of Morawa Annual Road Maintenance program reduces the risk of premature costly renewals while improving road safety.

ATTACHMENTS

Attachment 1 – 11.3.1a Adopted 2024 – Ten Year Forward Works Program 2025-2035.
Attachment 2 – 11.3.1b Road Maintenance Schedule 2026-27.

Item 12 New Business of an Urgent Nature

Item 13 Application for Leave of Absence

Cr Dean Clemson has sought a leave of absence from Ordinary Council Meeting for Tuesday, 29 September 2026.

OFFICER COMMENT:
Cr Clemson has advised they will be unable to attend the Ordinary Council Meeting scheduled for 29 September 2026. The request meets the requirements of s.2.25 and is recommended for approval.

COUNCIL RECOMMENDATION

That Council:

1. **Approves a leave of absence from the Ordinary Council Meeting for Cr. Dean Cleamson scheduled for Tuesday, 29 September 2026.**

SIMPLE MAJORITY VOTE REQUIRED

Item 14 Motion of Which Previous Notice have been given

Item 15 Questions from Members without Notice

Item 16 Matters for Which the Meeting May Be Closed (Confidential Items)

Item 17 Closure

17.1 Date of Next Meeting

The date of the next ordinary meeting of Council will be Tuesday, 29 September 2026 commencing at 5.30pm, in the Council Chambers.

17.2 Closure

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