

SHIRE OF MOORA
MINUTES OF THE ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS, MOORA
15 FEBRUARY 2023

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12.1 Statement of Financial Activity for Period Ended 31 December 2022

12.2 Statement of Financial Activity for Period Ended 31 January 2023

I. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

I.1 DECLARATION OF OPENING

The Shire President declared the meeting open at 5.30pm, welcomed members of the public and announced:

I would like to acknowledge the traditional custodians of the land we are meeting on today, the Yued people, and pay our respects to Elders past, present, and emerging.

I.2 DISCLAIMER READING

No responsibility whatsoever is implied or accepted by the Shire of Moora for any act, omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within fourteen (14) days of this meeting.

2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

ATTENDANCE

TL Lefroy	-	President / Presiding Member
SJ Gilbert	-	Deputy President
DV Clydesdale-Gebert	-	Councillor
EI Hamilton	-	Councillor
SA Bryan	-	Councillor
TL Errington	-	Councillor
KM Seymour	-	Councillor (via electronic means)
GW Robins	-	Acting Chief Executive Officer
MM Murray	-	Executive Support Officer

PUBLIC

Cynthia McMorran AM, Shire Freeman	(until 6.00pm)
Brian Watson	(until 6.00pm)
Bob Melbin	(until 6.00pm)

COUNCIL RESOLUTION

3/23 Moved Cr Bryan, seconded Cr Gilbert that Cr Ken Seymour be permitted to attend the meeting via electronic means.

CARRIED BY ABSOLUTE MAJORITY 6/0

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. **PUBLIC QUESTION TIME**

Mrs Cynthia McMorran

Asked who is responsible for checking on the dilapidated houses within the Shire.

ACEO advised the condition of buildings and properties is the responsibility of individual property owners.

Thanked the Council for lowering the flags to ½ mast for the funeral of past Freeman Frank Lewis OAM.

Mr Bob Melbin

Asked whether the Shire would consider erecting a no through road sign at the entrance to Broad Way, Moora. Mr Melbin commented that people in trucks, and with caravans are continuously turning into the street in error and then struggling to get out due to the small turning circle & with residents' cars parked.

ACEO advised that he would have the Manager Engineering Services and Works Supervisor investigate the issue.

Mr Brian Watson

Questioned whether the Shire has any authority to enforce property owners to clean up their properties. He is worried about the issue of built-up refuse, between the build-up of refuse between the neighbouring house and fence.

Mr Watson has seen vermin and is worried about the potential for snakes and the like to be drawn to the rubbish, which in turn he believes is a health and safety problem for his family and the day care centre which backs on to the property.

ACEO reaffirmed the responsibility for maintaining the order and cleanliness of a property is the owners. The Shire writes to the owners of properties that have accumulated rubbish or hazardous materials to have these cleared.

5. **PETITIONS / DELEGATIONS / PRESENTATIONS**

Nil

6. **APPLICATIONS FOR LEAVE OF ABSENCE**

The Shire President advised a written request for leave of absence had been received from Cr Clydesdale-Gebert for the meetings of Council to be held during the period 19 March to 5 April 2023.

COUNCIL RESOLUTION

4/23 Moved Cr Bryan, seconded Cr Hamilton that leave of absence be granted to Cr Denise Clydesdale-Gebert for the meetings of Council to be held during the period 19 March to 5 April 2023.

CARRIED 7/0

7. ANNOUNCEMENTS BY THE PRESIDING MEMBER

The following Council associated engagements were attended;

Cr Lefroy, President

20/12 Officiated a citizenship ceremony (Travis Peters)

11/1 Australia Day awards selection panel meeting

6/2 Meeting with Chris Bean & Sandy Burke, re Moora's recreational spaces

6/2 Meeting with Madeline Anderson re NAIDOC week celebrations

10/2 Meeting with Bec Lawson, CBH Group in Perth

Cr Gilbert, Deputy President

26/1 Presented awards to the Australia Day Awards winners at the Rotary Australia Day breakfast.

8/2 Meeting with Central Midlands Ag Society

Cr Seymour

3/2 Policy meeting, WALGA

10/2 Chaired, meeting of the Avon-Midland Country Zone of WALGA, York

Cr Hamilton

26/1 Australia Day Awards Ceremony

8. CONFIRMATION OF MINUTES

8.1 ORDINARY COUNCIL MEETING - 14 DECEMBER 2022

COUNCIL RESOLUTION

5/23 Moved Cr Gilbert, seconded Cr Clydesdale-Gebert that the Minutes of the Ordinary Meeting of Council held on 14 December 2022 be confirmed as a true and correct record of the meeting.

CARRIED 7/0

9. REPORTS OF OFFICERS

9.1 GOVERNANCE AND CORPORATE SERVICES

9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION 1.15

REPORT DATE: 6 February 2023

OFFICER DISCLOSURE OF INTEREST: Nil

AUTHOR: Gavin Robins, Acting Chief Executive Officer

SCHEDULE PREPARED BY: Charly Sawyer, Creditors Officer

ATTACHMENTS: Accounts Paid Under Delegated Authority

PURPOSE OF REPORT

Payments have been made under delegated authority and a listing of these payments is attached for Council to note and endorse.

BACKGROUND

At the December 2005 Ordinary Meeting of Council resolution 276/2005 delegated the authority of payments from Municipal and Trust Funds to the Chief Executive Officer.

COMMENT

Accounts Paid under delegated authority are periodically presented to Council.

POLICY REQUIREMENTS

Delegation 1.15 – Making Payments from Municipal and Trust Funds

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 - Section 6.10

Local Government (Financial Management) Regulations 1996 – Regulations 12 & 13.

STRATEGIC IMPLICATIONS

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS

➤ Environment

There are no known significant environmental implications associated with this proposal.

➤ Economic

There are no known significant economic implications associated with this proposal.

➤ Social

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

Payments are in accordance with the adopted budget.

VOTING REQUIREMENTS

Simple Majority Required

COUNCIL RESOLUTION

6/23 Moved Cr Errington, seconded Cr Gilbert that Council notes and endorses the Payments from the Municipal and Trust Funds made under delegation 1.15.

December 2022

<i>Municipal Fund</i>	<i>EFT's 28417-28573</i>	<i>-\$2,357,529.87</i>
<i>Municipal Cheque</i>	<i>62547-62549</i>	<i>-\$4,530.00</i>
<i>Credit Card</i>	<i>DD15200.1</i>	<i>-\$6870.15</i>
<i>Direct Debit</i>	<i>DD15155.1-DD15190.12</i>	<i>-\$104,892.14</i>
		<i><u>-\$2,473,822.16</u></i>
<i>Trust Cheque</i>	<i>5625-5626</i>	<i><u>-\$252.08</u></i>
		<i>-\$2,474,074.24</i>
<i>Nett Pay</i>	<i>PPE 06/12/2022</i>	<i>-\$123,252.37</i>
<i>Nett Pay</i>	<i>PPE 20/12/2022</i>	<i><u>-\$141,486.68</u></i>
	<i>Total Payments</i>	<i><u>-\$2,738,813.29</u></i>

January 2023

<i>Municipal Fund</i>	<i>EFT's 28574-28595</i>	<i>-\$1,342,277.69</i>
<i>Municipal Cheque</i>	<i>62550-62550</i>	<i>-\$1,510.00</i>
<i>Credit Card</i>	<i>DD15238.7</i>	<i>-\$3,574.28</i>
<i>Direct Debit</i>	<i>DD15187.1-DD15238.34</i>	<i><u>-\$140,958.22</u></i>
		<i>-\$1,488,320.19</i>
<i>Trust Cheque</i>	<i>5627-2628</i>	<i><u>-\$184.95</u></i>
		<i>-\$1,488,505.14</i>
<i>Nett Pay</i>	<i>PPE 03/01/2023</i>	<i>-\$133,290.06</i>
<i>Nett Pay</i>	<i>PPE 17/01/2023</i>	<i>-\$118,705.82</i>
<i>Nett Pay</i>	<i>PPE 31/01/2023</i>	<i><u>-\$121,404.14</u></i>
	<i>Total Payments</i>	<i><u>-\$1,861,905.16</u></i>

CARRIED 7/0

10. REPORTS OF COMMITTEES**GENERAL PURPOSE COMMITTEE MEETING – 1 FEBRUARY 2023****10.1 CEO RECRUITMENT PROCESS**

Shire President, Cr Lefroy advised that Council was required to endorse several key steps in the recruitment of the CEO, the engagement of an independent recruitment agent to undertake the advertising assist with recruitment process and appointment of a recruitment panel for a Chief Executive Officer for the Shire of Moora.

**COUNCIL RESOLUTION
(COMMITTEE RECOMMENDATION)**

7/23 Moved Cr Seymour, seconded Cr Hamilton that Council

- 1. Engage FitzGerald Strategies to undertake recruitment of a Chief Executive Officer for the Shire of Moora.*
- 2. Identify and agree to the qualifications and selection criteria necessary for the appointment of a suitable CEO.*
- 3. Approve the Job Description Form outlining the qualifications, selection criteria and responsibilities of the position.*
- 4. Establish a selection panel, including Cr Lefroy, Cr Gilbert, and Snr Sgt Rob Cox to conduct the selection process.*

CARRIED 7 /0

11. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL

The Chief Executive Officer presented two items of urgent business titled 'Statement of Financial Activity for Period Ended 31 December 2022' and 'Statement of Financial Activity for Period Ended 31 January 2023' For Council Consideration.

COUNCIL RESOLUTION

8/23 Moved Cr Clydesdale-Gebert, seconded Cr Bryan that Council consider the two items of urgent business provided by the Chief Executive Officer titled 'Statement of Financial Activity for Period Ended 31 December 2022', Item 12.1 and 'Statement of Financial Activity for Period Ended 31 January 2023', Item 12.2.

CARRIED 7/0

12.1 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 DECEMBER 2022

REPORT DATE: 9 February 2023

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Jennifer Young, Manager Financial Services

ATTACHMENTS: Statement of Financial Activity for the Period Ended 31 December 2022

PURPOSE OF REPORT

To receive and endorse the Statement of Financial Activity for the period ended 31 December 2022.

BACKGROUND

Council is provided with monthly financial reports to enable monitoring of revenues and expenditures against the adopted budget.

COMMENT

The Statement of Financial Activity for the Period Ended is provided as a separate attachment in Program format.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996, Clause 34

STRATEGIC IMPLICATIONS

Monitoring of actual revenues and expenditures against the adopted budget assists Council in being informed as to the financial health of the organisation.

SUSTAINABILITY IMPLICATIONS

➤ **Environment**

There are no known significant environmental implications associated with this proposal.

➤ **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

Year to date income and expenditure is provided by program to enable comparison to 2022/23 adopted budget.

VOTING REQUIREMENTS

Simple Majority Required

COUNCIL RESOLUTION

9/23 *Moved Cr Hamilton, seconded Cr Gilbert that Council endorses the Statement of Financial Activity for the period ended 31 December 2022.*

CARRIED 7/0

12.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 JANUARY 2023

REPORT DATE: 9 February 2023

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Jennifer Young, Manager Financial Services

ATTACHMENTS: Statement of Financial Activity for the Period Ended 31 January 2023

PURPOSE OF REPORT

To receive and endorse the Statement of Financial Activity for the period ended 31 January 2023.

BACKGROUND

Council is provided with monthly financial reports to enable monitoring of revenues and expenditures against the adopted budget.

COMMENT

The Statement of Financial Activity for the Period Ended is provided as a separate attachment in Program format.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996, Clause 34

STRATEGIC IMPLICATIONS

Monitoring of actual revenues and expenditures against the adopted budget assists Council in being informed as to the financial health of the organisation.

SUSTAINABILITY IMPLICATIONS**➤ Environment**

There are no known significant environmental implications associated with this proposal.

➤ Economic

There are no known significant economic implications associated with this proposal.

➤ Social

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

Year to date income and expenditure is provided by program to enable comparison to 2022/23 adopted budget.

VOTING REQUIREMENTS

Simple Majority Required

COUNCIL RESOLUTION

10/23 Moved Cr Gilbert, seconded Cr Hamilton that Council endorses the Statement of Financial Activity for the period ended 31 January 2023.

CARRIED 7/0

13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**COUNCIL RESOLUTION**

11/23 Moved Cr Errington, seconded Cr Hamilton that the meeting be closed to members of the public in accordance with section 5.23 (2)(c) of the Local Government Act 1995, to allow Council to discuss two items which are related to contracts that may be entered into, 13.1 'Moora Oval Lights – Engagement of Contractors' and 13.2 'Moora Early Childhood Development Centre – Construction Contract Arrangements',

CARRIED 7/0

At 6.00pm the public left the gallery and the meeting moved behind closed doors.

Cr Seymour, pursuant to Local Government (Administration) Regulations 1996, Clause 14CA subregulation (5) declared that as he was participating in the meeting remotely, and he could maintain confidentiality during the closed part of the meeting.

13.1 MOORA OVAL LIGHTS – ENGAGEMENT OF CONTRACTORS

Provided under confidential cover.

13.2 MOORA EARLY CHILDHOOD DEVELOPMENT CENTRE – CONSTRUCTION CONTRACT ARRANGEMENTS

Provided under confidential cover.

REOPENING OF MEETING TO PUBLIC**COUNCIL RESOLUTION**

14/23 Moved Cr Clydesdale-Gebert, seconded Cr Bryan that the meeting reopens to the public.

CARRIED 7/0

At 6.39pm the meeting reopened to the public.

14. CLOSURE OF MEETING

There being no further business, the Shire President declared the meeting closed at 6.40pm.

CONFIRMED

PRESIDING MEMBER