



Ordinary Council Meeting Agenda

Date: 23 September 2026

Time: 5.30pm

Venue: Council Chambers, 34 Padbury Street, Moora



Shire of Moora

Notice of Ordinary Council Meeting

Notice is hereby given that the next Ordinary Council Meeting will be held in the Council Chambers, 34 Padbury Street, Moora on **Wednesday, 23 September 2026** commencing at **5.30pm**.

Yours faithfully,



Gavin Robins
Chief Executive Officer

17 September 2026

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SHIRE OF MOORA
WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

Chief Executive Officer
Shire of Moora
PO Box 211
MOORA WA 6510

Dear Sir/Madam,

Re: Written Declaration of Interest in Matter Before Council

I, ⁽¹⁾ _____ wish to declare an interest in the following item to be considered by Council at its meeting to be held on ⁽²⁾ _____.

Agenda Item & Title ⁽³⁾ _____

The type of interest I wish to declare is: ⁽⁴⁾

- ☐ Financial pursuant to Section 5.60A of the Local Government Act 1995
☐ Proximity pursuant to Section 5.60B of the Local Government Act 1995
☐ Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
☐ Shire of Moora Code of Conduct for Council Members, Committee Members and Candidates.

The nature of my interest is ⁽⁵⁾

The extent of my interest is ⁽⁶⁾

I understand that the above information will be recorded in the Minutes of the meeting and recorded by the Chief Executive Officer in an appropriate Register.

Yours faithfully,

Signed

Date

1. Insert your name.
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in the matter under S. 5.68 of the Act).

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1. Declaration of Opening and Announcement of Visitors

1.1 Declaration of Opening

The Shire of Moora acknowledges the traditional custodians of the land we are meeting on, the Yued people, and pay our respects to Elders past, present and emerging.

1.2 Disclaimer

The Presiding Member is to direct the public's attention to the Disclaimer and the paragraph that advises that formal meetings of Council will be audio visually recorded.

2. Attendance, Apologies and Approved Leave of Absence

2.1 Attendance

2.2 Apologies

2.3 Approved Leave of Absence

3. Declaration of Interest

Where a member has disclosed a financial or proximity interest in an item, they must leave the Chamber for consideration of that item.

Where a member has disclosed an impartiality interest in an item, they may remain in the Chamber. The member is required to bring an independent mind to the item and decide impartially on behalf of the Shire of Moora and its community.

4. Public Question Time

4.1 Response to Previous Public Questions Taken on Notice

Deb Fisher – 27 Lefroy Street, Moora – Derelict House

Question: Ms Fisher asked a question on behalf of her son, who owns a property on Lefroy Street, regarding the neighbouring property at No. 27 Lefroy Street. She raised concerns about the condition of the derelict property, which she stated had presented an ongoing health and fire risk for several years. Although asbestos had been removed from the property, the site remained severely overgrown and attracted rodents and vermin. Ms Fisher advised that her son was concerned about the potential impact of the property's condition on neighbouring property values, including the future sale of his property and his rates. She asked why the structure was still permitted to remain in its current condition.

Response: Since the condition of 27 Lefroy Street was first raised, the Shire has taken the necessary steps to address the matter in accordance with relevant legislation. The Shire has been in regular contact with the property owner and has requested that the building be demolished and the property cleared. Unfortunately, due to the complexity of these matters, this is not a fast-moving process, with each step having mandated processes and legislated “time to respond.”

The Shire has now obtained court orders requiring the demolition of the building and is currently obtaining quotations for the demolition works.

Should the owner be unable to meet the cost of the demolition, the Shire has limited options available to it. If the Shire is required to undertake the demolition works itself, it will need to follow the necessary funding and procurement processes and seek to recover the costs from the owner. Due to the potential for cost impacts to ratepayers, this will require a specific report to and decision by, Council.

Ms Fisher has also been provided with a more detailed response to her written complaint.

Jen Murray – Pool Inspection Fees

Question 1: Ms Murray advised that she pays an annual pool inspection fee as part of her rates. She noted that the Shire has changed its inspection process and now conducts inspections every three years rather than annually. Ms Murray questioned why an annual fee continues to apply. She also advised that, when she contacted Shire staff, she was informed that pool owners had previously been undercharged and that the fee had since been increased to the correct amount.

Response:

The WA (State Government) Building Regulations of 2012 requires swimming pool owners to provide childproof fencing. The same Regulations have assigned to local government the responsibility for inspecting this fencing every 4 years.

The state specifies that fees for inspections must be no more than the average cost of inspections and capped at \$312 (indexed annually). Shire of Moora (and the Dept of Local Government advises that this is true of many Councils) divides this by 4 and charges this with the rate notice annually rather than invoicing at the time of the inspection.

Question 2: Ms Murray asked whether the Shire considered it appropriate for swimming pools to be inspected only once every three years.

Response:

As identified above, the state government has determined through the Building Regulations that pools should be inspected every 4 years. Rather than undertaking this inspection itself, state government has assigned the requirement to local government. The responsibility for constructing, maintaining, and correctly using pool fencing is and remains with the property owner or occupant. The inspection regime is determined and legislated by the state government.

4.2 Public Questions

5. Petitions, Deputations and Presentations

6. Applications for Leave of Absence

7. Announcements by the Presiding Member and Delegates' Reports

7.1 Announcements by the Presiding Member

7.2 Delegates' Reports

8. Confirmation of Minutes

8.1 Ordinary Council Meeting – 26 August 2026

RECOMMENDATION

That Council confirm the Minutes of the Ordinary Council Meeting held on 26 August 2026 as a true and correct record of the meeting.

9. Reports of Officers

9.1 Chief Executive Officer

9.1.1 Application to Keep Four Dogs

Report Date	9 September 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Gavin Robins, Chief Executive Officer
Attachments	1. Application for Approval to Keep Four Dogs

Purpose of Report

To consider a recommendation to decline an application to keep up to four dogs at 74 Melbourne Street, Moora.

Background

On 1 September 2026, the Shire received a written application from Mr Bradley Manns to keep four dogs at his property at 74 Melbourne Street in Moora. In his application, Mr Manns

states that he doesn't have the intention to breed the dogs and outlines details of the animals and property.

A search of Shire records did not locate any record of Mr Mann having made any prior or preliminary enquires as to the keeping of more than two dogs at the nominated address prior to making the current application for an exemption.

Preliminary enquiries would be a reasonable step to take as it is confirmed that two of the dogs are already registered with the Shire.

Comment

Mr Manns has sought Council exemption under s26 of the *Dog Act 1976* to keep four dogs at his nominated address. Section 26 states, at sub-sections (1) and (2) that:

- (1) *A local government may, by a local law under this Act —*
 - (a) *limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district; or*
 - (b) *limit the number of dogs of a breed specified in the local law that can be kept in or at premises in the local government's district.*
- (2) *A local law mentioned in subsection (1) —*
 - (a) *may limit the number of dogs that can be kept in or at premises to 2, 3, 4, 5 or 6 only; and*
 - (b) *cannot prevent the keeping in or at premises of one or 2 dogs that have reached 3 months of age and any pup of either of those dogs under that age; and*
 - (c) *cannot apply to dogs kept at premises that are licensed under section 27 as an approved kennel establishment; and*
 - (d) *cannot apply to dangerous dogs (declared) or dangerous dogs (restricted breed)*

Council has exercised its local law-making authority under the *Dogs Local Law 2016* at s3.2 by limiting to two, the number of dogs, over the age of 3 months, that can be kept at a premises in the Moora district.

Section 26 (3) states;

- (3) *Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —*
 - (a) *may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and*
 - (b) *cannot authorise the keeping in or at those premises of —*
 - (i) *more than 6 dogs that have reached 3 months of age; or*

- (ii) *a dog under that age unless it is a pup of a dog whose keeping is authorised by the exemption;*
- and*
- (c) *may be revoked or varied at any time.*

Council has previously upheld the application of this section of the Local Law and declined to approve the granting of an exemption for reasons such as:

- The existing local law is explicit and treats dog owners equally while respecting the rights of residents to the quiet enjoyment of their residences and communities – creating a precedent would result in the Shire facing additional demands
- Defending Shire policies and laws in the face of further similar applications would become increasingly difficult as the scope and extent of applications progressively widens.
- Creating an exemption will likely lead to the need to develop additional policies to manage exemptions and consequently, an increasingly broad mix of exemption conditions.
- Approving an exemption would further increase the burden of compliance, enforcement and potential disputation arising from inconsistencies between conditions applied to exemptions.

In late July 2026, the State Administrative Tribunal reaffirmed Council's right and authority within the *Dogs Local Law 2016*, to enforce the consistent application of limits on the number of dogs that may be kept at residential addresses within the town of Moora.

Policy Requirements

Local Planning Scheme No 4 – sets zoning and land uses across the Shire.

Legislative Requirements

Dogs Local Law 2016 – imposes the rules by which dogs may be kept in the Shire.

Strategic Implications

Goal 5: Professionally, collaboratively and accountably advocate for and nurture the community	
Outcome 5.2:	A professional and accountable organisation modelling legislative compliance, equity and tolerance actively advocating for community outcomes
Strategy 5.2.1:	Elected members and staff develop and implement governance processes to achieve and communicate legislative compliance

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

Nil.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council reaffirm the application of s3.2 of the Dogs Local Law 2016 and decline the exemption from this section as requested by Mr Manns.

9.2 Financial Services

9.2.1 List of Payments Authorised under Delegation 1.15

Report Date	3 September 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Gavin Robins, Chief Executive Officer
Schedule Prepared by	Charlene Sawyer, Creditors Officer
Attachments	1. Credit Card Expenditure 2. List of Payments August 2026

Purpose of Report

For Council to note and endorse the payments made under delegated authority for August 2026.

Background

Council has delegated authority to the Chief Executive Officer to exercise the power to make payments from Municipal and Trust Funds. The Chief Executive Officer is required to present a list to Council of those payments made since the last payment list was submitted.

Comment

Accounts paid under delegated authority are periodically presented to Council.

All invoices have been verified, and all payments have been duly authorised in accordance with the Council's procedures. The payment schedules are included as an attachment to this report.

Policy Requirements

Delegation 1.15 – Making Payments from Municipal and Trust Funds

Legislative Requirements

Local Government Act 1995 – Section 6.10 Financial Management Regulations

Local Government (Financial Management) Regulations 1996 – Regulations 12, 13 and 13A

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

OFFICER RECOMMENDATION

That Council note and endorse the Payments from the Municipal and Trust Funds made under delegation 1.15.

Municipal Funds	36024-36144	-\$955,923.76
Municipal Cheque	62734-62735	-\$1,660.00
Credit Card	DD17660.14	-\$3,152.53
Direct Debit	DD17653.1-DD17683.16	-\$252,618.08
NETT Pay	12/08/2026	-\$123,545.47
NETT Pay	26/08/2026	-\$142,379.22

PAYMENT TOTAL FOR AUGUST 2026 **-\$1,479,279.06**

9.2.2 Statement of Financial Activity for the Period Ended 31 July 2026

Report Date	27 August 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Travis Bate, Financial Accountant (RSM Australia)
Attachments	1. Statement of Financial Activity for the Period Ended 31 July 2026

Purpose of Report

To receive and endorse the Statement of Financial Activity for the period ended 31 July 2026.

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 31 July 2026 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 – Regulation 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 the 2025/26 adopted budget.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council endorse the Statement of Financial Activity for the period ended 31 July 2026.

9.2.3 Statement of Financial Activity for the Period Ended 31 August 2026

Report Date	16 September 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Travis Bate, Financial Accountant (RSM Australia)
Attachments	1. Statement of Financial Activity for the Period Ended 31 August 2026

Purpose of Report

To receive and endorse the Statement of Financial Activity for the period ended 31 August 2026.

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 31 August 2026 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 – Regulation 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 the 2025/26 adopted budget.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council endorse the Statement of Financial Activity for the period ended 31 August 2026.

9.3 Governance and Corporate Services

9.3.1 Review of Policy – Fencing Property Adjoining Shire Land

Report Date	3 September 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	48/25 – 1 October 2025 OCM
Author	Bob Hoogland – Deputy Chief Executive Officer
Attachments	1. Draft Policy – Contribution to Boundary Fences 2. Current Policy – Fencing Property Adjoining Shire Land

Purpose of Report

To review and recommend replacing the current Policy with respect to Fencing Property Adjoining Shire Land with a revised Policy – Contribution to Boundary Fences.

Background

This is part of the ongoing review of the Shire of Moora Policy Manual.

The revised Policy was considered by the Ordinary Council Meeting of 1 October 2025. The draft Policy was considered appropriate, except:

The meeting noted that the standards identified in the proposed policy for standard fencing do not necessarily represent current and may be outdated requiring updates.

The meeting requested revised standards be provided for Council consideration.

Comment

The draft Policy wording has been reviewed and a draft prepared as per Council's direction.

On that basis, broader terminology has been identified and presented for Council consideration, which meets the requirement of clarifying the intention of Council contribution without detailing specifics which could be outdated.

Policy Requirements

The Report applies directly to the specified Council Policy.

Legislative Requirements

Local Government Act 1995 – s2.7 (2) (b) Identifies one of the roles of Council is to determine the policies of the local government.

Strategic Implications

Goal 5: Professionally, collaboratively and accountably advocate for and nurture the community	
Outcome 5.2:	A professional and accountable organisation modelling legislative compliance, equity and tolerance actively advocating for community outcomes
Strategy 5.2.1:	Elected members and staff develop and implement governance processes to achieve and communicate legislative compliance

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

Nil.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council approve the replacement of the Fencing Property Adjoining Shire Land Policy with the recommended Contribution to Boundary Fences Policy.

9.3.2 Policy Manual Review – Sewer Connection Policy

Report Date	10 September 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Bob Hoogland, Deputy Chief Executive Officer
Attachments	1. Current Sewer Connection Policy

Purpose of Report

To recommend amendments to the Shire of Moora Policy Manual, removing the Sewer Connection Policy as part of the ongoing review of the Policy Manual.

Background

The *Local Government Act 1995* identifies one of the functions of a local government is to determine its policies, which need to be reviewed. There is no legislated time frame for the frequency of review of policies, and this is always a balance between the risk of outdated and ineffective or inappropriate policies and appropriate use of the resources of Council.

As part of the ongoing review, the Sewer Connection Policy is now recommended for consideration.

Comment

A review of the Sewer Connection Policy was undertaken including consultation with Council's Contract Senior Environmental Health Officer, Department Local Government Industry Regulation & Safety and WA Water Corporation.

The Policy was prepared and adopted when the Moora Sewerage System was initiated, and residents were changing over from septic systems to the new sewerage system. At that time, a level of information, detail and administration was important and appropriate.

Now, connecting the sewerage system is required for new construction only and is regulated and administered by industry laws and guidelines. On that basis, this Policy is now redundant and can be removed from the Shire of Moora Policy Manual.

Policy Requirements

Nil.

Legislative Requirements

Local Government Act 1995 – s2.7 (2) (b) Identifies one of the roles of Council is to determine the policies of the local government.

Strategic Implications

Goal 5: Professionally, collaboratively and accountably advocate for and nurture the community	
Outcome 5.2:	A professional and accountable organisation modelling legislative compliance, equity and tolerance actively advocating for community outcomes
Strategy 5.2.1:	Elected members and staff develop and implement governance processes to achieve and communicate legislative compliance

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

Nil.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council amend the Shire of Moora Policy Manual, removing the Sewer Connection Policy.

9.4 Community Development and Stakeholder Services

Nil.

9.5 Infrastructure Services

Nil.

9.6 Engineering Services

9.6.1 Walebing Road Realignment and Road Naming

Report Date	7 September 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Keith Dickerson, Manager Engineering Services
Attachments	1. Road Name Suggestions – R and D Adams

Purpose of Report

Authorisation for Road Naming.

Background

Main Roads improvement works and realignment of the Walebing Curve on the Great Northern Highway was carried out and completed in 2021. The realignment required four sections of road to be named due to the nature of the works. Two are redundant sections of

the Highway, one is a short redundant section of Midlands Road and the last is the new road constructed by Main Roads connecting to the Highway as highlighted on the attached drawing.

These sections of roads have been retained to provide access to properties.

As part of the proclamation of the new highway alignment and de-proclamation of the remnant sections of roads, there is a requirement for the Shire of Moora to name the sections in accordance with Australian/New Zealand Standard *AS/NZS 4819:2011 Rural and Urban Addressing* and in consultation with Landgate Geographic Names.

Comment

The Landgate Policies and Standards for Geographical Naming in Western Australia is a 118-page document [*Landgate Policies & Standards*](#) highlighting what is required for the naming of roads.

Considering the complexity of the requirement for the naming of Roads and to simplify the process proposed names for each road have been included below, using bird names common to the Walebing area.

Names suggested for the sections of road;

Robin Way for the 120m remnant section of Midlands Road slk 0.00 to 0.12.

Wattlebird Way for the 250m remnant section of the Great Northern Highway slk 0.00 to 0.25.

Raven Way for the 1,000m remnant section of the Great Northern Highway slk 0.00 to 1.00.

Thornbill Way for the 300m section of road connecting the new highway alignment to the 1,000m remnant section of road slk 0.00 to 0.30.

Compliance from Landgate Geographic Names was requested on 30th August for the use of the suggested road names. At this time Landgate Geographic Names have not replied.

Landowners adjacent to the sections of roads have received letters detailing the need for the naming including the suggested names and asked for comment, particularly any concerns regarding the names. The attached email of road name suggestions was received from Ross and Diana Adams on 10 September 2026. They were then informed that their proposal would be presented to Council for consideration.

Policy Requirements

Nil.

Legislative Requirements

Australian/New Zealand Standard – AS/NZS 4819:2011 Rural and Urban Addressing

Landgate Geographic Names – Policies and Standards for Geographical Naming in Western Australia

Strategic Implications

Goal 5: Professionally, collaboratively and accountably advocate for and nurture the community	
Outcome 5.2:	A professional and accountable organisation modelling legislative compliance, equity and tolerance actively advocating for community outcomes
Strategy 5.2.1:	Elected members and staff develop and implement governance processes to achieve and communicate legislative compliance

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

Nil.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council endorse the proposed names for the four roads (Robin Way, Wattlebird Way, Raven Way and Thornbill Way) and authorise the Manager Engineering Services to proceed with the official naming of the roads.

10. Reports of Committees

11. New Business of an Urgent Nature Introduced by Decision of Council

12. Matters for Which the Meeting May Be Closed

13. Closure of Meeting