Ordinary Council Meeting
Minutes

Date: 23 September 2026
Venue: Council Chambers, 34 Padbury Street, Moora

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Agendas and Minutes are available on the Shire's website www.moora.wa.gov.au.

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1. Declaration of Opening and Announcement of Visitors

1.1 Declaration of Opening

The Presiding Member welcomed those in attendance and opened the meeting at 5.30pm.

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

Councillors

KM Seymour	- President
EI Hamilton	- Deputy President
DV Clydesdale-Gebert	- Councillor
TW Dugan	- Councillor
SJ Gilbert	- Councillor
M James	- Councillor – via electronic means
AJ Phillips	- Councillor

Staff

G Robins	- Chief Executive Officer
B Hoogland	- Deputy Chief Executive Officer
G Teixeira	- Manager Financial Services
T Bates	- Financial Accountant RSM – via electronic means
H Ulferts	- Executive Support Officer

Public

Kate Andrews
Gina Whare

2.2 Apologies

Nil.

2.3 Approved Leave of Absence

Nil.

3. Declaration of Interest

Nil.

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

Kate Andrews – Keane Street Reserve

Question 1: Ms Andrews asked why a sign had recently been installed at the reserve on the corner of Keane Street and Clarke Street stating that push bikes, motorbikes, electric scooters and other similar vehicles were no longer permitted within the area. Ms Andrews clarified that she understood the reasoning behind restricting electric bikes and scooters but questioned why push bikes had also been included in the restriction.

Response: The CEO explained that the issue related primarily to motorised bikes and scooters and was not intended to target the use of push bikes. He stated that it was never the Shire's intention to restrict activities for children within the town. The CEO also advised that, in response to community feedback, a statement regarding the matter had been published on the Shire's social media page.

Question 2: Ms Andrews queried whether push bikes would be permitted back into the reserve, noting that the sign remained in place. She also questioned why the Shire's social media statement referred to *major earthworks*, when, in reality, children had only moved small amounts of soil using buckets and shovels to create jumps.

Response: The CEO advised that the matter would be taken on notice and that further information would be provided to Ms Andrews.

President Seymour emphasised that Council fully supports recreational areas and activities for children.

Ms Andrews and Ms Wahre left the meeting at 5.36pm.

5. Petitions, Deputations and Presentations

Nil.

6. Applications for Leave of Absence

Nil.

7. Announcements by the Presiding Member and Delegates' Reports

7.1 Announcements by the Presiding Member

President Seymour

7 September 2026	- WALGA training
16 September 2026	- WALGA Convention
17 September 2026	- WALGA Convention
18 September 2026	- WALGA Convention
23 September 2026	- Meeting with Woodside at Miling Fire Shed
23 September 2026	- Audit, Risk and Improvement Committee meeting

Deputy President Hamilton

29 August 2026	- Central Midlands Coastal Football League Grand Final in Cervantes
2 September 2026	- Moora Frail Aged Lodge Committee meeting
7 September 2026	- WALGA training
8 September 2026	- WALGA training
12 September 2026	- Moora Mavericks Awards Night
15 September 2026	- CMSHS Agricultural Advisory Committee meeting
16 September 2026	- WALGA Convention
17 September 2026	- WALGA Convention
18 September 2026	- WALGA Convention
19 September 2026	- Central Midlands 115th Annual Agricultural Show
22 September 2026	- Youth at Risk meeting
23 September 2026	- Audit, Risk and Improvement Committee meeting

Cr Dugan

2 September 2026	- Watheroo Development Association meeting
7 September 2026	- Regional Roads Group meeting
16 September 2026	- WALGA Convention

17 September 2026 - WALGA Convention
18 September 2026 - WALGA Convention

Cr Clydesdale-Gebert
7 September 2026 - WALGA training
8 September 2026 - WALGA training
16 September 2026 - WALGA Convention
17 September 2026 - WALGA Convention
18 September 2026 - WALGA Convention

Cr James
19 September 2026 - Central Midlands 115th Annual Agricultural Show

Cr Gilbert
16 September 2026 - WALGA Convention
17 September 2026 - WALGA Convention
18 September 2026 - WALGA Convention

Cr Phillips
7 September 2026 - WALGA training
8 September 2026 - WALGA training
16 September 2026 - WALGA Convention
17 September 2026 - WALGA Convention
18 September 2026 - WALGA Convention
23 September 2026 - Installing of Carnaby Cockatoos statue with Tafe students

7.2 Delegates' Reports
Nil.

8. Confirmation of Minutes

8.1 Ordinary Council Meeting – 26 August 2026

COUNCIL RESOLUTION

101/26 Moved Cr Dugan, seconded Cr Phillips, that Council confirm the Minutes of the Ordinary Council Meeting held on 26 August 2026 as a true and correct record of the meeting.

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

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

COUNCIL RESOLUTION

102/26 Moved Cr Dugan, seconded Cr Clydesdale-Gebert, that Council amend the officer recommendation to the following;

1. *Council direct the CEO to create an application form and policy for residents to apply for an exemption to the Dogs Local Law 2016 two-dog limit and present to Council for the next meeting; and*
2. *Council defer a decision on Mr Manns application until the application form and policy have been adopted.*

DEFEATED: 3/4

For: Crs Dugan, James and Clydesdale-Gebert.
Against: Crs Seymour, Hamilton, Gilbert and Phillips.

COUNCIL RESOLUTION

103/26 Moved Cr Gilbert, seconded Cr Hamilton, 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.

CARRIED: 4/3

For: Crs Seymour, Hamilton, Gilbert and Phillips.
Against: Crs Dugan, James and Clydesdale-Gebert.

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

COUNCIL RESOLUTION

104/26 Moved Cr Gilbert, seconded Cr Dugan, 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**

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

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

COUNCIL RESOLUTION

105/26 Moved Cr Dugan, seconded Cr Gilbert, that Council endorse the Statement of Financial Activity for the period ended 31 July 2026.

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

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

COUNCIL RESOLUTION

106/26 Moved Cr Dugan, seconded Cr Phillips, that Council endorse the Statement of Financial Activity for the period ended 31 August 2026.

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

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

COUNCIL RESOLUTION

107/26 Moved Cr Gilbert, seconded Cr Dugan, that Council approve the replacement of the Fencing Property Adjoining Shire Land Policy with the recommended Contribution to Boundary Fences Policy.

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

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

COUNCIL RESOLUTION

108/26 Moved Cr Gilbert, seconded Cr Dugan, that Council amend the Shire of Moora Policy Manual, removing the Sewer Connection Policy.

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

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

After deliberations, Council decided to substitute the four proposed road names with the names suggested by Mr and Mrs Adams as follows:

1. Robin Way to Postal Place
2. Wattlebird Way as originally proposed
3. Raven Way to Walebing Way
4. Thornbill Way to Wellbin Track

COUNCIL RESOLUTION

109/26 Moved Cr Dugan, seconded Cr Clydesdale-Gebert, that Council endorse the proposed names for the four roads (Postal Place, Wattlebird Way, Walebing Way and Wellbin Track) and authorise the Manager Engineering Services to proceed with the official naming of the roads.

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

10. Reports of Committees

Nil.

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

11.1 Tender No. 04/26 – Supply of Road Surface Sealing Services and 05/26 – Supply of Road Surface Stabilisation Services

PROCEDURAL MOTION

110/26 Moved Cr Gilbert, seconded Cr Phillips, that Council accept Item 11.1 "Tender No. 04/26 – Supply of Road Surface Sealing Services and 05/26 – Supply of Road Surface Stabilisation Services" as a late item to the agenda.

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

Report Date	22 September 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Keith Dickerson, Manager Engineering Services
Attachments	1. Tender Assessment Bitumen 2026-27 2. Tender Assessment Stabilising 2026-27

Purpose of Report

Council calls tenders in accordance with the requirements of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996* for the value of services over $250,000.

Background

Each year tenders are called for the supply and spray of bitumen products including aggregate and for road cement stabilisation services. Tenders for the stabilisation services and the tender for supply of road surface sealing have been requested and received.

To assist with the tender process, the WALGA Proforma tender document is used to simplify tenderers understanding of council requirements. Within the Request for tender document under Appendix D there is a reference to a Regional Price Preference Policy. In the case of both Tenders 04/26 and 05/26 Regional Price Preference will not apply as no local companies can provide these services.

To undertake Councils Road sealing and road works programme, it is necessary to call tenders for the supply of bitumen and cement stabilisation services.

Comment

In summary, tenders were called for the following quantities across the following roads;

	Stabilising	2 Coat Bitumen
• Miling Watheroo Rd	41,000m2	23,700m2
• Old Geraldton Road	20,000m2	14,000m2
• Namban West Road		16,000m2
• Namban West Road		8,500m2
• Miling East Road		12,500m2

Supply, Spray and Cover of 2 Coat Bitumen Products (Full Service including aggregate)

Council will require approximately 224,000 litres of class 170 bitumen (80,000m^2 two coat) for the 2026-2027 road programme.

04/26 Tenders received:

1	Bitutek Pty Ltd	Compliant	Tendered price $10.58 p/m2 inc. GST
2	Downer EDI Works Limited	Compliant	Tendered price $14.77 p/m2 inc. GST
3	W A Sprayseals Pty Ltd	Compliant	Tendered price $39.29 p/m2 inc. GST
4	Fulton Hogan	Non-Compliant	The price information in the tender document called for pricing p/litre and the document was changed to reflect a cost p/square metre, making it impossible to determine a cost p/litre.
5	Safety Grooving Australia Pty Ltd	Non-Compliant	This tender was received after the cut-off date and by email. It is clearly stated in the Request for Tender that all tenders must be in the form of hard copy and emailed tenders will not be accepted.

Supply of Road Stabilisation

Council will require approximately 61,000m2 of stabilisation services for the 2026-2027 road programme.

05/26 Tenders Received:

Note: All tendered prices have been adjusted to include mobilisation/demobilisation, traffic control, water trucks to supply water to the stabiliser, design as requested and estimated stand down cost where a tenderer has specified the number of days that is beyond the capability of the Shire works crew.

1	Chittering Valley Contractors	Compliant	Tendered price $11.31 p/m2 inc. GST
2	Fulton Hogan	Compliant	Tendered price $11.03 p/m2 inc. GST
3	Western Stabilisers	Fully Compliant	Tendered price $10.15 p/m2 inc. GST Note: Western Stabilisers were the only company that arranged and attended the mandatory site visit, that makes their tender the only fully compliant one.
4	Raubex Construction	Compliant	Tendered price $12.88 p/m2 inc. GST
5	Downer EDI Works Pty Ltd	Compliant	Tendered price $15.25 p/m2 inc. GST
6	WCP Civil Pty Ltd	Compliant	Tendered price $10.95 p/m2 inc. GST

Policy Requirements

Nil.

Legislative Requirements

Local Government Act 1995 – s.3.57
Local Government (Functions and General) Regulations 1996 – s11 (1) & 18

Strategic Implications

Goal 3: A built environment focusing on people and supporting economic and community growth.	
Outcome 3.2:	Consultatively plan and develop a safe, efficient and reliable transport network.
Strategy 3.2.1:	Maintain and enhance the transport infrastructure in the Shire.

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

The purchase of various products and services as per these items are within the budgeted allocations for the Shire's 2026-2027 Roadworks Programme, adopted on Wednesday 12th August 2026.

Voting Requirements

Simple Majority

COUNCIL RESOLUTION

111/26 Moved Cr Gilbert, seconded Cr Hamilton, that Council accepts

1. ***Tender RFT 04/2026 – received from Bitutek Pty Ltd for the supply of road surface two coat sealing services, as per the attached rate of $10.58 p/m^2 incl. GST; and***

2. ***Tender RFT 05/2026 – received from Western Stabilisers for the supply of road surface stabilisation services at 2.0%/weight of cement, as per the attached rate of $10.15 p/m^2 incl. GST.***

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

11.2 Compliance Audit Return (CAR) Report

PROCEDURAL MOTION

112/26 Moved Cr Gilbert, seconded Cr Hamilton, that Council accept Item 11.2 "Compliance Audit Return (CAR) Report" as a late item to the agenda.

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

Report Date	2 August 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Bob Hogland, Deputy Chief Executive Officer
Attachments	1. Draft Compliance Audit Return 2025 Calendar Year

Purpose of Report
To present the draft Compliance Audit Return for review.

Background
Local governments are required to submit a Compliance Audit Return (CAR) each year. The CAR seeks confirmation by the local government with respect to compliance with the broad suite of legislated obligations. This Report will be considered earlier today by the Audit Risk & Improvement Committee (ARIC).

Comment
Prior to the introduction of the Local Government Inspector, the CAR was due for lodging in by the end of March of each year for the previous calendar year. For the 2025 calendar year, this was postponed to the end of September.

A review of the compliance requirements for the Shire of Moora has been undertaken and provided to ARIC. Many of the legislated obligations are not relevant to the Shire of Moora and are noted as such. Where compliance was relevant, compliance was achieved in all except three:

> *CAR Local Government Act 1995* s. 3.16 - Has the local government reviewed local laws which have not been reviewed in the previous 8 years, to ensure compliance with Schedule 9.3, Clause 65?
>
> Response - No, in the sense that local laws have not been presented to Council. However, the status of Local Laws has been reviewed. Review period for Local Laws has been extended to 15 years. Cemeteries Local Law is the only one due for Review and will go to Council asap.

Local Government Act 1995 s. 5.46 - Has the CEO kept a register of all delegations made under Division 4 of the Local Government Act 1995 to the CEO and to employees?
Were all delegations made under Division 4 reviewed by the delegator at least once during the 2024/2025 financial year?

Response – A Register of Delegations has been kept but the review due during 2025 was not undertaken until OCM April 2026.

Local Government (Administration) Regulations 1996 – Reg 19DA - Has the local government reviewed its corporate business plan in accordance with Admin Regulation 19DA(4)? If yes, provide date of review

Response – No. The Shire is in the process of procuring a compliance calendar. The periodic assessment and review of key organisational plans will be added to the calendar as a compliance requirement. The Chief Executive Officer has undertaken a full review of departmental responsibilities, which includes a clear allocation of responsibilities for the review of key organisational plans.

The ARIC will also consider this report earlier today and any recommendations from that meeting should also be considered by Council.

Policy Requirements
Nil.

Legislative Requirements
Local Government Act 1995 s.7.13 specifies the requirements to undertake audits.
Local Government (Audit) Regulations 1996 r.11-15 details the requirements of the Compliance Audit Return.

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

COUNCIL RESOLUTION

113/26 Moved Cr Clydesdale-Gebert, seconded Cr Phillips, that Council note the recommendations of the Audit Risk and Improvement Committee and adopt the Compliance Audit Return for the 2025 Calendar Year for lodgement.

CARRIED: 7/0

For: Crs Seymour, Hamilton, Dugan, Gilbert, James, Phillips and Clydesdale-Gebert.
Against: Nil.

12. Matters for Which the Meeting May Be Closed

Nil.

13. Closure of Meeting

The Presiding Member thanked attendees and closed the meeting at 6.11pm.

Confirmed at the Ordinary Council Meeting on 28 October 2026.

Presiding Member