



Ordinary Council Meeting Agenda – PUBLIC VERSION

Date: 24 June 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, 24 June 2026** commencing at **5.30pm**.

Yours faithfully,



Gavin Robins
Chief Executive Officer

18 June 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

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 – 27 May 2026

RECOMMENDATION

That Council confirm the Minutes of the Ordinary Council Meeting held on 27 May 2026 as a true and correct record of the meeting.

9. Reports of Officers

9.1 Chief Executive Officer

Nil.

9.2 Financial Services

9.2.1 List of Payments Authorised under Delegation I.15

Report Date	9 June 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 May 2026

Purpose of Report

For Council to note and endorse the payments made under delegated authority for May 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 notes and endorses the Payments from the Municipal and Trust Funds made under delegation 1.15.

Municipal Funds	EFT35479-35660	-\$ 1,761,065.44
Municipal Cheque	62718-62721	-\$2,636.75
Credit Card	DD17499.4	-\$4,691.23
Direct Debit	DD17454.1-DD17501.10	-\$121,310.04
NETT Pay	05/05/2026	-\$133,588.67
NETT Pay	20/05/2026	-\$122,943.82
PAYMENT TOTAL FOR MAY 2026		<u>\$2,146,235.95</u>

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

Report Date	17 May 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Travis Bate, Financial Accountant (RSM Australia)
Attachments	I. Statement of Financial Activity for the Period Ended 31 May 2026 (This attachment will be circulated as a late item)

Purpose of Report

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

9.3 Governance and Corporate Services

9.3.1 Policy Manual Review – Works and Plant Policies

Report Date	10 June 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Bob Hoogland, Deputy Chief Executive Officer
Attachments	1. Works and Plant Policies from Current Policy Manual 2. Works and Plant Policies as recommended

Purpose of Report

To recommend amendments to the Shire of Moora Policy Manual relating to Works and Plant Policies 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, Works and Plant Policies are now recommended for consideration.

Comment

The Works and Plant Policies cover a variety of topics and are therefore addressed individually rather than generally:

4.1 Farm Drainage – although this Policy is not applied often, the Policy is still useful and the terms appropriate and is therefore recommended for adoption unchanged, the title being amended to more generally reflect Earthworks in the Shire, rather than specifically to farms – Earthworks Affecting Council Drainage Policy.

4.2 Crossover Policy – similarly, this Policy is not applied often, but is still useful in clarifying Council's requirements and contributions towards crossovers. Although the intent and the terms are generally still fit for purpose, the wording has been simplified and specific amounts replaced with reference to Fees and Charges.

4.3 Plant – is recommended to be deleted in its entirety, as the terms are outdated and the intent is dealt with in Council’s adopted Motor Vehicle and Procurement Policies.

4.4 Picking of Wildflowers Policy – The intent of the Policy is still relevant, but is broader than picking of wildflowers. It is therefore recommended that the title of the Policy be changed to Disturbance of Soil or Flora on Council Reserves and the wording re-arranged accordingly.

4.5 Brick Paved Footpath – A Policy to guide footpath management is still relevant and many of the conditions appropriate, although unnecessarily complex. As the Policy is broader than brick paved footpaths, it is recommended that the Policy be titled Footpath Management. The recommended Policy has been drafted to still retain the intent, but provide more general guidance rather than detail and technical specifications.

4.6 Donations of Work to Organisations – This Policy is considered necessary and appropriate and can be retained with minor changes.

4.8 Council Heavy Transport Vehicle Policy – Since adoption/review of this Policy, legislation has been adopted, which makes this redundant and the policy can be deleted in its entirety.

4.9 Use of Council Plant at Fires – Although the intent and content of the Policy is still relevant, it is considered that this should be guided by a CEO adopted Procedure due to its operational nature.

4.10 Loan/Use of Council Plant/Equipment – It is recommended that this Policy be deleted in its entirety as being no long necessary or appropriate.

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. Although there is a Policy specifically related to disturbance of flora, the intent is unchanged.
- **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 with respect to Works and Plant Policies, as recommended, by:

1. Deleting the following Policies:

- 4.3 Plant*
- 4.8 Heavy Transport Vehicle*
- 4.9 Use of Council Plant at Fires*
- 4.10 Use of Council Plant by Employees*

and;

2. Adopting the following Policies:

- (a) Policies Earthworks affecting Council drainage*
- (b) Crossovers*
- (c) Disturbance of soil or flora on Council reserves*
- (d) Footpath management*
- (e) Donations of work to organisations*

9.4 Community Development and Stakeholder Services

Nil.

9.5 Infrastructure Services

Nil.

9.6 Engineering Services

Nil.

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

12.1 Sale of Land – LOT 101, Dookling Drive, Miling

Report Date	12 June 2026
Applicant/Proponent	Mr Flynn Daffen
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Gavin Robins, Chief Executive Officer
Attachments	Nil

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION

That Council close the meeting to the public at ____ pm to consider the Sale of Lot 101, Dookling Drive, Miling, in accordance with section 5.23(2)(e) of the Local Government Act 1995.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council open the meeting to the public at ____ pm.

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION***That Council:***

- 1. Approve the statutory public notice of the prospective sale of Lot 101 Dookling Drive, Miling, in accordance with the Local Government Act 1995;***
- 2. Approve, subject to the expiry of the public notice period and consideration of any public comment, the sale of Lot 101 Dookling Drive, Miling, on suitable terms as agreed by the Shire for no less than \$18,000 (GST Inc); and***
- 3. Consent to rezone Lot 101 Dookling Drive, Miling from “Rural Townsite” to land use categorised as “Light Industry”, as an “A” category use within the Rural Townsite of Miling in accordance with the Shire of Moora Town Planning Scheme No. 4.***

13. Closure of Meeting