

SHIRE OF MOORA



ORDINARY COUNCIL MEETING

AGENDA

ORDINARY COUNCIL MEETING
TO BE HELD IN THE
Council Chambers, 34 Padbury Street, Moora
Wednesday 27 August 2025 at 5.30pm

Shire of Moora

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 27 August 2025** commencing at **5.30pm**.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'GW Robins', is written over a faint, light blue circular official stamp.

GW Robins
Chief Executive Officer

21 August 2025

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Agenda and minutes are available on the Shire's website www.moora.wa.gov.au

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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I. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**I.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.

I.2 DISCLAIMER

The Presiding Member directed 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 / APPROVED LEAVE OF ABSENCE**ATTENDANCE**

Councillors

Officers

APOLOGIES**3. DECLARATIONS 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 / PRESENTATIONS****6. APPLICATIONS FOR LEAVE OF ABSENCE****7. ANNOUNCEMENTS BY THE PRESIDING MEMBER****7.1 DELEGATES REPORTS**

8. CONFIRMATION OF MINUTES**8.1 ORDINARY COUNCIL MEETING - 23 JULY 2025**

That the Minutes of the Ordinary Meeting of Council held on 23 July 2025 be confirmed as a true and correct record of the meeting.

9. REPORTS OF OFFICERS**9.1 GOVERNANCE AND CORPORATE SERVICES****9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION 1.15**

REPORT DATE: 12TH August 2025

OFFICER DISCLOSURE OF INTEREST: Nil

AUTHOR: Gavin Robins, Chief Executive Officer

SCHEDULE PREPARED BY: Charlene Sawyer, Creditors Officer

ATTACHMENTS: Accounts Paid Under Delegated Authority

PURPOSE OF REPORT

For Council to note and endorse the payments made under delegated authority for July 2025. and a listing of these payments is attached.

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 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 – Reg.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	EFT33851-34003	-\$826,492.71
Municipal Cheque	62676 - 62681	-\$3769.75
Credit Card	DD16924.1	-\$12,902.91
Direct Debit	DD16891.1 - DD16953.3	-\$148,495.47
NETT Pay	01/07/2025	-\$119,491.68
NETT Pay	15/07/2025	-\$126,407.48
NETT Pay	29/07/2025	-\$127,654.39

PAYMENT TOTAL FOR JULY 2025 **-\$1,365,214.39**

9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 MAY 2025

REPORT DATE: 08 July 2025

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Travis Bate, Financial Accountant (RSM Australia)

ATTACHMENTS: Statement of Financial Activity for the Period Ended May 2025

PURPOSE OF REPORT

To receive and endorse the Statement of Financial Activity for the period ended 31 May 2025.

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 2024/25 adopted budget.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council endorses the Statement of Financial Activity for the period ended 31 May 2025.

9.1.3 SUBMISSION FOR PROPOSED 2025/26 DIFFERENTIAL RATES

FILE REFERENCE: PA/DRI

REPORT DATE: 20 August 2025

APPLICANT/PROPONENT: Nil

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Special Council Meeting on 16 July 2025

AUTHOR: Travis Bate, Financial Accountant (RSM Australia)

ATTACHMENTS: Appendix A – Analysis of 2-25/26 Differential Rates Submissions

PURPOSE OF REPORT

That Council acknowledges and considers the submissions received regarding the proposed rate increase. See Appendix A.

BACKGROUND

In preparation for the implementation of the 2025/2026 budget, a proposal to apply differential rates for the next financial year was put forward to Council. The following resolution was passed at the 16 July 2025 Special Council Meeting:

1. *That the 2025-26 Rates Review Report, comprising Appendices A-F be noted.*
2. That Council endorse the following proposed differential rates and minimum payments for the 2025-26 Financial Year for the purpose of giving local public notice of its intentions to impose differential rates, general rates and minimum payments for the 2025-26 Financial Year.

Differential Rate Types	Proposed	
	Rate in dollar (cents)	Min payment (\$)

GRV – General	0.102330	\$838
UV – Rural	0.004671	\$838
UV – Urban Farmland	0.008326	\$838

3. That Council adopts the Objects and Reasons for Differential Rates and Minimum Payments for 2025-26 as attached in Appendix E.
4. Publicly advertise the Shire of Moora's intention to impose differential rates, pursuant to section 6.36(1) of the Local Government Act 1995 and invite public submissions for a period of 21 days; and
5. Considers any submissions in respect of the imposition of differential rates as part of the 2025-26 Budget deliberations.
6. That management undertakes a comprehensive review of differential rating options for the 2026-27 Budget.

Local Public Notice of the proposed differential rates in compliance with the requirements of the Local Government Act was placed on 18 July 2025:

1. Local public notice was published:
 - a. In the West Australian Newspaper
 - b. On the Shire's Website
 - c. On the Shire's Facebook Page;
 - d. Northern Valley News
2. Displayed at the Shire Library

Submissions closed at 4pm on Friday 8th August 2025.

Comments

Thirty-two submissions were received covering thirty-nine assessments during the advertised period for submissions. These submissions have been analysed for common themes in the attached analysis report at Appendix A. The individual submissions are included in the report.

These submissions have been categorised for the purpose of summarising feedback according to the rating category applicable to the respondent's property. Where a submission covers assessments in multiple rating categories, it has been categorised in the following order:

1. UV Special Rural
2. UV Rural
3. GRV Commercial / Industrial
4. GRV Residential

This categorisation was applied, as the proposed differential rates apply to UV rated properties. A general rate is proposed to apply to GRV rated properties.

On this categorisation, the number of submissions received can be summarised as from the following categories

Rating Category	Support	Object	Total
UV Special Rural	1	11	12
UV Rural	-	7	7

GRV – Residential	-	12	12
GRV – Industrial / Commercial	-	1	1
Total	1	31	32

For context, the total number of properties in each category and the number of submissions received is presented below:

Rating Category	Total # of Assessments	# of Submissions
GRV – Residential	712	12
GRV – Moora Industrial / Commercial	101	1
GRV – Other Town Site Residential	123	-
GRV – Other Town Site Industrial / Commercial	11	-
UV – Rural	398	7
UV – Special Rural	72	12
UV – Mining	28	-
Total	1,445	32

The common themes identified from the review of the submissions are summarised in Appendix A and are:

1. Perceived lack of transparency and communication
2. Unclear classification and impact
3. Financial burden and equity concerns
4. Limited services for affected properties
5. Calls for due process and extended consultation

From the review of submissions, concerns relating to communication have been raised. It is also apparent that there is some misunderstanding in relation to how differential rates can be applied.

While the Shire has complied with the requirements of the *Local Government Act 1995* - s.6.36 and the *Local Government (Administration) Regulations 1996* reg. 3A(2) in respect of its intention to replace the general rate model – for some rate payers, with a differential rates model, a lack of understanding and comprehension likely indicates the need for a more robust consultation process prior to the implementation of a differential rate model.

Further to community issues, the recent intensification of government renewable energy plans to accelerate the renewable energy transition in the regions highlights the need for deeper preparations to facilitate the introduction of a differential rating system. It is evident that the general rating model is not sufficiently responsive or sustainable in the rapidly evolving land use environments now being promoted by Government and developers.

Although not without risks and challenges, the implementation of a differential rate model will be important for the establishment of mechanisms to enable the more equitable raising of revenue, aligned with the new and emerging changes in land uses across the Shire. The capacity to use differential rates to create a more equitable balance in rate revenues will be increasingly important (although subject to legal challenge) as diverse and incrementally larger renewable energy initiatives roll out across the shire. The arrival of large-scale solar farms and battery energy storage systems in the shire, facilities that absorb significant tracks of land, will be transformational.

The Shire should avoid a piecemeal, segment by segment approach to the implementation of differential rates if it is to minimise the risk of multiple community and sectoral interest exposures and issues. A well-tuned implementation of differential rating is imperative to the success of this change. Taking the time to set the stage, implement a universal differential rate model and temporarily foregoing the benefit of revenue from a partial introduction of differential rates will deliver a stronger, more balanced rate revenue maximising model longer term.

Based on the feedback received, it is recommended that:

1. The Shire defers implementation of the differential rate model as advertised on 18 July 2025
2. That management undertake a comprehensive review of differential rating models for the 2026-27 Budget, as per resolution 30/25 point 6 of the 16 July 2025 Special Council Meeting.

POLICY REQUIREMENTS

There are no known policy implications.

LEGISLATIVE REQUIREMENTS

Local Government Act 1995 s6.32 – Rates and Service Charges.

Local Government Act 1995 s6.33 – Differential General Rates.

Local Government Act 1995 s6.35 – Minimum Payment.

Local Government Act 1995 s6.36 – Local government to give notice of certain rates.

Local Government (Financial Management) Regulations 1996 – Part 5, Regulation 52A Characteristics prescribed for differential general rates (as per LGA s6.33).

STRATEGIC IMPLICATIONS

Shire of Moora Strategic Community Plan 2018 – 2028

Shire of Moora Corporate Business Plan 2019 - 2023

Shire of Moora Long Term Financial Plan 2019 - 2029.

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

Should the officer's recommendation be accepted, a general rate model will need to be adopted for the 2025/26 budget.

The Long-Term Financial Plan recommends an annual increase in rates of CPI plus 0.5%. However, this level of increase is no longer sufficient to meet the Shire's current operating environment or costs.

It should be noted that rate increases for the 2021 (no increase), 2022 and 2023 Financial Years were below CPI, as illustrated in the table below:

Comparison of Rate Increases over term of Long Term Financial Plan						
Inflation Comparison						
CPI						
Year	LTFP Forecast	Actual	Expected Rate Increase *	Actual Rate increase applied	Var	Actual Rate Increase Variance to CPI
2020	2.50%	-0.30%	0.20%	3.00%	2.80%	3.300%
2021	2.50%	3.80%	4.30%	0.00%	-4.30%	-3.800%
2022	2.50%	6.10%	6.60%	5.00%	-1.60%	-1.100%
2023	2.50%	5.40%	5.90%	5.00%	-0.90%	-0.400%
2024	2.50%	3.60%	4.10%	5.00%	0.90%	1.400%
2025	2.50%	3.80%	4.30%	5.00%	0.70%	1.200%
* Calculated as actual CPI + 0.5%						

The table below provides a comparison between a 4% increase under the differential model and a 5% increase under the general model.

Shire of Moora

Comparison of Differential Rate Model and General Rate Model

	4%	5%	Var
	Differential	General 12/8/25	
GRV Residential	1,123,125.96	1,135,742.13	12,616.17
GRV Comm/Ind Moora	339,178.53	342,949.44	3,770.91
GRV Other T Site Residential	112,648.70	115,654.02	3,005.32
GRV Other T Site Comm/Ind	15,682.42	16,014.81	332.39
UV Rural	3,641,653.49	3,678,574.69	36,921.20
UV Special Rural/Moora T Site	77,129.56	64,796.68	- 12,332.88
UV Mining	23,464.00	24,416.00	952.00
	5,332,882.66	5,378,147.77	45,265.11

VOTING REQUIREMENTS

Absolute Majority Required.

RECOMMENDATIONS

That Council resolves to:

- 1. Defer the implementation of the differential rate model as advertised on 18 July 2025.*
- 2. Adopt a 5% general rate increase based on the attached rate model for the 2025/2026 budget to comply with S6.2 of the Local Government Act 1995.*
- 3. Undertakes a comprehensive review of differential rating options for the 2026-27 Budget, as per resolution 30/25 point 6 of the 16 July 2025 Special Council Meeting.*

9.1.4 2025/26 BUDGET

FILE REFERENCE: F/BUAI
REPORT DATE: 20 August 2025
APPLICANT/PROPONENT: Shire of Moora
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: Nil
AUTHOR: Travis Bate, RSM and Geize Teixeira, Manager Financial Services
ATTACHMENTS: 2025/2026 Budget and 2025/2026 Schedule of Fees and Charges

PURPOSE OF REPORT:

For Council to consider the adoption of the 2025/2026 Budget.

BACKGROUND:

The 2025/2026 draft Budget has been prepared consistent with the requirements of the Local Government Act 1995, Local Government (Financial Management) Regulations 1996, Australian Accounting Standards (AAS) and Australian International Reporting Financial Standards (AIFRS) the budget document has been prepared in its statutory format.

COMMENT:

The Budget for the 2025/2026 financial year includes the following information:

- Shire of Moora Draft Statutory Budget
- Capital Expenditure Program
- Road Replacement Program
- Schedule of Fees & Charges

Key features of the budget include:

- The draft budget is based on a suggested overall indexation of rate increase of 5%.
- Fees and charges have increased on average by 10% from the base set for the 2024/25 financial year, except for the buildings and facilities hire fees, which will not increase for community or individual use only.
- The sewerage service fees and charges and rates in the dollar have increased on average by 5% from the 2024/25 financial year.
- The sewerage service fees and charges and rate in the dollar have increased on average by 5% from the 2024/25 financial year.
- A capital works program totalling approximately \$17M for investment in property, plant and equipment and construction of infrastructure is planned. This includes a \$7.6M investment in roads, drainage and footpaths.
- An estimated surplus \$1.1M is anticipated to be brought forward from 30 June 2025. It should be noted that this is an unaudited estimate and may change. Any change will be addressed as part of the year end audit and or mid-year financial review.
- Principle grant funding for the year is estimated from:
 - Wheatbelt Secondary Freight Route - \$3.1M
 - Roads to Recovery - \$849K
 - Regional Road Group - \$1.4M
 - Financial Assistance Grants -\$567K

POLICY REQUIREMENTS:

The Budget is consistent with adopted Council policies and the Shire of Moora Rating Strategy. This strategy is available on the Shire's webpage www.moora.wa.gov.au.

LEGISLATIVE REQUIREMENTS:

LGA S6.2 requires that by no later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2024/2025 budget as presented is considered to meet statutory requirements.

STRATEGIC IMPLICATIONS:

The draft budget includes a number of operating and capital projects which will help Council deliver the priorities it has identified in its Community Strategic Plan and Corporate Business Plan.

The budget is based on an overall rate increase of 5%.

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 result of the following resolutions will be the adoption of the 2024/2025 Budget.

VOTING REQUIREMENTS

Absolute Majority Required

OFFICERS RECOMMENDATION

That Council adopts the 2025/2026 Statutory Annual Budget and Notes forming part of the budget for the year ending 30 June 2026 as presented including;

- (1) Imposing General Rate for Gross Rental Value (GRV) properties – the general rate be set at 10.3314 cents in the dollar on Gross Rental Values for all rateable land within the district;*
- (2) Imposing General Rate for Unimproved Value (UV) properties – the general rate be set at 0.4716 cents in the dollar on Unimproved Values for all rateable land within the district;*
- (3) Imposing Minimum Payment (Rates) for Gross Rental Value (GRV) properties – the Minimum Payment (Rates) be set at \$872 per assessment for GRV properties;*
- (4) Imposing Minimum Payment (Rates) for Unimproved Value (UV) properties – the Minimum Payment (Rates) be set at \$872 per assessment for all UV properties in the Shire of Moora;*
- (5) Imposing Sewerage Rate – the sewerage rate in the dollar be set at 7.72359 cents in the dollar, and that the following apply:*

That the minimum annual sewerage rates be as follows;

<i>Residential properties</i>	<i>\$484</i>
<i>Commercial properties</i>	<i>\$496</i>
<i>Vacant Land properties</i>	<i>\$484</i>
<i>Ex-Gratia Commercial/Industrial properties</i>	<i>\$484</i>

a. That the maximum annual sewerage rate be as follows;

<i>Residential properties</i>	<i>\$1,271</i>
<i>Vacant Land properties</i>	<i>\$1,271</i>
<i>Commercial properties</i>	<i>\$5,975</i>

c. Non-Rateable Properties connected to sewer

Class 1 Institutional/Public & Charitable Purposes for each property:

<i>First major fixture</i>	<i>\$314 per annum</i>
<i>Each additional major fixture</i>	<i>\$131 per annum</i>

Class 2 State and Local Government properties of a commercial nature: \$1,743 per Connection

(6) Rubbish Removal Charges (per annum) – be set at;

<i>(i) Residential – Non-pensioner</i>	<i>\$510 per 240-litre bin (weekly) & recycling bin (fortnightly)</i>
<i>(ii) Residential– Pensioner</i>	<i>\$385 per 240-litre bin (weekly) & recycling bin (fortnightly)</i>
<i>(iii) Non-Residential</i>	<i>\$510 per 240-litre bin (weekly)</i>
<i>(iv) Transfer Station Key</i>	<i>\$290 (Watheroo and Miling)</i>

(7) Incentive for Early Payment of Rates – Council is offering a \$600 cash prize to ratepayers who pay their 2025/2026 rates, rubbish charges and arrears in full within 21 days from the issue date of the rate notice;

(8) Instalment Plan – The following options be made available to ratepayers: -

a. To pay in full within 35 days of service of the rates notice.

b. To pay by 2 equal instalments as under.

- (i) 50% of the rates within 35 days*
- (ii) 50% of the rates within 2 months of (i)*

c. To pay by 4 equal instalments as under.

- (i) 25% of the rates within 35 days*
- (ii) 25% of the rates within 2 months of (i)*
- (iii) 25% of the rates within 2 months of (ii)*
- (iv) 25% of the rates within 2 months of (iii) being 6 months from the expiration of the initial 35 day period and 6 months and 35 days from the date of service of the notice.*

In accordance with regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment of rates and charges in the 2025/2026 financial year:

<i>Issue Date</i>	<i>3rd September 2025</i>
<i>Payment in Full</i>	<i>8th October 2025</i>

Payment by Instalments

<i>First Instalment</i>	<i>10th October 2025</i>
<i>Second Instalment</i>	<i>12th December 2025</i>
<i>Third Instalment</i>	<i>13th February 2026</i>
<i>Fourth instalment</i>	<i>17th April 2026</i>

- (9) *Instalment Plan Interest Rate – a charge be set at 5.50% per annum calculated by simple interest method and applied to Rates and Rubbish Removal Charge;*
- (10) *Instalment Plan Administration Charge – a charge of \$12.00 per instalment excluding the first instalment and applied to Rates and Rubbish Removal Charge;*
- (11) *Late Payment Interest Rate – (Rates and Rubbish Removal Charge) - a charge be set at 6.5% per annum, calculated by simple interest method, be applied for instalments past the due date, or where the instalment option is not in place, 35 days after the date of issue of the rate notice;*
- (12) *Late Payment Interest Rate – (Sundry Debtors Charges) - a charge be set at 6.5% per annum, calculated by simple interest method, be applied for outstanding sundry debtors past the due date, 30 days after the date of issue of the invoice.*
- (13) *Reserve Accounts – Council confirms the names and purposes of its Reserve Accounts as listed within the Shire of Moora Budget 2025/2026.*
- (14) *Materiality Threshold – that the materiality threshold for monthly financial reporting (Statement of Financial Activity – Program) be set at plus or minus 5% and greater than \$10,000 at Program and Category levels.*
- (15) *Determine meeting fees to be paid to all Councillors at \$xxx per Committee meeting; and for Council meetings \$xxx per meeting to Councillors and \$xxx per meeting for the Shire President. Shire President's allowance is set at \$xxx per annum and Deputy President at \$xxx.*

****Subject to Council consideration***

- (16) *In accordance with section 6.16 of the Local Government Act 1995 adopt the schedule of fees and charges as attached.*

9.1.5 REVIEW OF ELECTED MEMBER & CEO POLICIES

FILE REFERENCE: PL/POP1-2
REPORT DATE: 6 June 2025
APPLICANT/PROPONENT: Shire of Moora
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: Nil
AUTHOR: Bob Hoogland, Deputy CEO
ATTACHMENTS: Policies: Code of Conduct, Elected Member Training & Professional Development, Attendance at Events – Elected Members & CEO, Standards for CEO Recruitment & Performance Management, Purchasing & Tenders, Honorary Freeman, Caretaker Period, Fraud & Misconduct, Acquisition & Use of Council Vehicles

PURPOSE OF REPORT:

This report recommends that Council adopt the new and amended Policies presented for review.

BACKGROUND:

This matter has been before Council at previous Committee meetings and a Council meeting where it has been discussed, reviewed, minor changes made as directed by Council.

The Local Government Act 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.

The Local Government Act differentiates between the role of Council and the role of the CEO. Legacy policy may have been adopted that are more appropriately implemented by the CEO or have elements that should be removed and implemented as Procedures.

Policies:

- Provide consistency and certainty in the decision making of Council and the implementation of Council's intent by management and staff
- Identify Council priorities and matters of importance to Council and the community
- Achieve compliance by adopting policies specifically required by legislation

It is the intention of management to progressively review all of Council's adopted policies for review. Included in this process will be:

- Identification of Policies no longer required
- Identification of Policies that Council may wish to adopt
- Identification of Policies or elements of Policies that should be developed for implementation by the CEO as Procedures
- Identify a review period for each Policy and implement a program of regular Policy review

Council has reviewed these policies at a previous Council meeting and a recent Committee Meeting.

COMMENT:

With respect to the Policies presented for Council consideration, each of these policies: Code of Conduct, Elected Member Training & Professional Development, Attendance at Events - Elected Members & CEO, Purchasing & Tenders and Standards for CEO Recruitment & Performance Management; either have very specific legislated requirements with respect to content and these are presented according to the legislated Models or the legislation provides direction for the required content without providing a specific Model.

With respect to Code of Conduct, Attendance at Events - Elected Members & CEO and Standards for CEO Recruitment & Performance Management, the legislation providing the Model content is unchanged, these Policies are also unchanged and can be recommended for adoption, unamended.

Generally, the other policies have had minor changes or are new policies which Council has reviewed.

POLICY REQUIREMENTS:

The report relates directly to specific Policies.

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

Each of the respective individual policies identifies the legislation related to that specific policy.

STRATEGIC IMPLICATIONS:

Strategic Community Plan 2018-2028:

Outcome 5.2: Community Leadership is encouraged and supported

Outcome 5.5: Ensure effective and efficient corporate and administrative services.

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

Absolute Majority Required

OFFICER RECOMMENDATION

That Council adopt the Code of Conduct, Elected Member Training & Professional Development, Attendance at Events – Elected Members & CEO, Standards for CEO Recruitment & Performance Management and Purchasing & Tenders Policies, Honourary Freeman, Caretaker Period, Fraud & Misconduct, Elected Member Expense Reimbursement and Acquisition and Use of Council Vehicles as presented and cancel the Addendum to Council Purchasing and Tender Policy – Purchase Order Authorisation Procedure.

9.1.6 REVIEW OF PLANNING AND BUILDING POLICIES

FILE REFERENCE: PL/POPI-2
REPORT DATE: 27 June 2025
APPLICANT/PROPONENT: Shire of Moora
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: Considered and recommended by the August 2025 General Purpose Committee
AUTHOR: Bob Hoogland, Deputy CEO
ATTACHMENTS: Existing Shire of Moora Planning and Building Policies from the Policy Manual

PURPOSE OF REPORT:

This report recommends that Council delete the redundant Planning and Building Policies and adopt the amended Planning and Building Policies as proposed

BACKGROUND:

The Local Government Act 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.

This is part of the ongoing review of Council's Policies.

COMMENT:

Management have reviewed the Planning and Building Policies in Council's Policy Manual, in conjunction with Council's contracted Town Planner and Building Inspector.

Although these policies have not been reviewed for some time, most are still fit for purpose and can be retained, unchanged. A few have been identified as having become redundant due to changes in legislation or Council's Planning Scheme. Many of the Building Policies have been identified as either overlapping with or more appropriately categorised as Planning.

The recommended actions for each of the Policies, is, as follows:

Building Policies

- 6.1 Building near Sewers – retain unchanged
- 6.2 Verandah Posts – delete, no longer applicable/necessary
- 6.3 White Metal – delete, no longer applicable/necessary
- 6.4 Rubbish Tips - delete, no longer applicable/necessary
- 6.5 Outbuilding Policy Conditions - Cladding and Reflectivity – retain unchanged
- 6.6 Town Centre Zones – retain as a Planning Policy, deleting clause 6.6.1
- 6.7 Outbuilding Policy - Maximum Size Of - retain as a Planning Policy
- 6.8 Land Fill - retain as a Planning Policy
- 6.9 Construction of Outbuildings prior to Construction of Residential Homes - retain as a Planning Policy
- 6.10 Heritage Policy - retain as a Planning Policy

Planning Policies

- 7.1 Development across a Cadastral Boundary – retain unchanged
- 7.2 Amusement Parlours - delete, no longer applicable/necessary
- 7.3 Rezoning - delete, no longer applicable/necessary
- 7.4 Keeping Horses and Hooved Animals within Townsites – retain unchanged
- 7.5 Temporary Accommodation Policy - Special Rural and General Farming Zones – retain unchanged
- 7.6 Building and Development Control Strategies – retain unchanged
- 7.7 Agroforestry and Plantations – retain unchanged
- 7.8 Relocated Buildings – retain unchanged
- 7.9 Advertising Devices – retain unchanged
- 7.10 Sea Containers – retain unchanged
- 7.11 Home Occupation - delete, no longer applicable/necessary

POLICY REQUIREMENTS:

The report relates directly to the Building and Planning Policies.

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:

Strategic Community Plan 2018-2028:

Strategy 3.1.1: Monitor and manage the appropriateness of the Planning Scheme and associated plans and policies

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 Required

RECOMMENDATION

That Council adopt:

1. The Deletion of Policies 6.2 Verandah Posts, 6.3 White Metal, 6.4 Rubbish Tips, 7.2 Amusement Parlours, 7.3 Rezoning and 7.11 Home Occupation

2. The retention unchanged of Policies 6.1 Building near Sewers, 6.5 Outbuilding Policy Conditions - Cladding and Reflectivity, 6.7 Outbuilding Policy - Maximum Size Of, 6.8 Land Fill, 6.9 Construction of Outbuildings prior to Construction of Residential Homes, 6.10 Heritage Policy, 7.1 Development across a Cadastral Boundary, 7.4 Keeping Horses and Hooved Animals within Townsites, 7.5

Temporary Accommodation Policy - Special Rural and General Farming Zones, 7.6 Building and Development Control Strategies, 7.7 Agroforestry and Plantations, 7.8 Relocated Buildings, 7.9 Advertising Devices, 7.10 Sea Containers

3. The retention of Policy 6.6 Town Centre Zones, amended by the deletion of clause 6.6.1

9.2 DEVELOPMENT SERVICES

NIL

10. REPORTS OF COMMITTEES

GENERAL PURPOSE COMMITTEE MEETING – 13 UGUST 2025

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

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

13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14. CLOSURE OF MEETING