

**Shire of Moora
Special Council Meeting
29th October 2025**

NOTICE OF MEETING

Dear Elected Member

A Special Council Meeting of the Shire of Moora
will be held on **Wednesday 29th October 2025**
in the Council Chambers, 34 Padbury Street, Moora
commencing at **5.30 pm**

The purpose of the meeting: Election & Swearing in of Shire President & Deputy Shire President.



GW Robins
Chief Executive Officer

29th October 2025

The Shire of Moora Vision and Mission Statement

Vision

Our vision is:

Shire of Moora - a vibrant, affordable Regional Centre with a growing, caring community.

Mission

Our mission is:

To provide the leadership, services and infrastructure that will meet the needs of the community and surrounds.

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 ⁽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
- ☐ Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007.

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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SHIRE OF MOORA
SPECIAL COUNCIL MEETING AGENDA
29 OCTOBER 2025
COMMENCING AT 5.30PM

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I. DECLARATION OF OPENING

I.1 DECLARATION OF OPENING

Chief Executive Officer to officially open the meeting and assume the chair until the election of the President.

Acknowledgement of Country

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 READING

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

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

2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

3. ELECTION OF PRESIDENT

The procedure for electing a President is set out in Schedule 2.3, Division 1, of the *Local Government Act 1995*. The election is to be conducted as the first matter at the first meeting of the Council following an ordinary election, with the Council to elect a councillor to fill the office for a two-year term.

Nominations for the office are to be received in writing to the Chief Executive Officer before the meeting, or during the meeting before the close of nominations. Nominations close at the meeting at a time announced by the Chief Executive Officer.

Councillors are to vote on the matter by secret ballot as if they were electors voting at an election. The votes cast are to be counted, and the successful candidate determined in accordance with Schedule 4.1.

If, when the votes cast are counted, there is an equality of votes between two or more candidates, the count is to be discontinued and the meeting is to be adjourned for not more than seven days. Should this occur, it is intended to initially adjourn the meeting for ten minutes, and then resume the meeting. Any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes. When the meeting resumes the councillors are to vote again by secret ballot as if they were electors voting at an election.

The Chief Executive Officer is to declare and give notice of the result in accordance with regulation 11F of the Local Government (Constitution) Regulations 1998.

SWEARING IN OF PRESIDENT

Section 2.29 of the Local Government Act 1995 requires a person who has been elected as the Shire President to make a declaration in the prescribed form before acting in the office. The declaration is to be made before a person before whom a statutory declaration can be made under the Oaths, Affidavits and Statutory Declarations Act 2005.

Ms Cynthia Brassington JP to officiate for this purpose.

4. ELECTION OF DEPUTY PRESIDENT

The procedure for electing a Deputy President is set out in Schedule 2.3, Division 2, of the *Local Government Act 1995*. The election is to be conducted as the next matter following the election of the President, at the first meeting of the Council after an ordinary election, with the Council to elect a councillor to fill the office for a two-year term.

The President will act as the Returning Officer for this election. Nominations for the office are to be received in writing to the President before the meeting, or during the meeting before the close of nominations. Nominations close at the meeting at a time announced by the President.

The President is to declare and give notice of the result in accordance with regulation 11F of the Local Government (Constitution) Regulations 1998.

SWEARING IN OF DEPUTY PRESIDENT

The same procedure applies. Ms Cynthia Brassington JP to officiate for this purpose.

5. APPOINTMENT OF WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION ZONE REPRESENTATIVES

6. PUBLIC QUESTION TIME

7. PETITIONS / DEPUTATIONS / PRESENTATIONS

8. APPLICATIONS FOR LEAVE OF ABSENCE

9. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Acknowledgement of Local Government Election Results

10. CLOSURE OF MEETING