

# SHIRE OF MOORA



## ORDINARY COUNCIL MEETING

### UNCONFIRMED MINUTES

ORDINARY COUNCIL MEETING  
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,



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](http://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, <sup>(1)</sup> \_\_\_\_\_ wish to declare an interest in the following item to be considered by Council at its meeting to be held on <sup>(2)</sup> \_\_\_\_\_.

Agenda Item & Title <sup>(3)</sup> \_\_\_\_\_

The type of interest I wish to declare is: <sup>(4)</sup>

- ☐ 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 <sup>(5)</sup>

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The extent of my interest is <sup>(6)</sup>

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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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UNCONFIRMED

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

### **I.1 DECLARATION OF OPENING**

The Presiding Officer welcomed those in attendance and opened the meeting at 5.30PM.

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

TL Lefroy	-	President
Sj Gilbert	-	Deputy President
DV Clydesdale-Gebert	-	Councillor
KM Seymour	-	Councillor
SA Bryan	-	Councillor
TL Errington	-	Councillor
TW Dugan	-	Councillor

#### Officers

GW Robins	-	Chief Executive Officer
B Hoogland	-	Deputy Chief Executive Officer
G Teixeira	-	Manager Financial Services
T Bate	-	Financial Services – RSM Australia

### **APOLOGIES**

Nil

#### Visitors

Mr Peter Vander Ende

## **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.

Nil

#### 4. PUBLIC QUESTION TIME

##### 4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

##### 4.2 PUBLIC QUESTIONS

Mr Vander Ende asked that if in view of the announced 15 November 2025 opening of the Carnaby Cockatoo structure, the Shire would be speaking with the Kerkhoff Carnaby Group about parking at the sport and recreation precinct and if the Shire would revisit the plans for the Precinct development.

The Chief Executive Officer advised the Shire would be consulting the Kerkhoff Carnaby Group as to parking at the sport and recreation precinct but in the absence of any activity or patronage information, it is premature to consider changing the scope of the proposed redevelopment.

##### 5. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

##### 6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

##### 7. ANNOUNCEMENTS BY THE PRESIDING MEMBER

##### 7.1 DELEGATES REPORTS

###### President Lefroy

25 July – Bringing Dowerin DownTown – guest of the Dowerin Field Days

1 August – Regional Leaders' Summit in Newcastle – supported by PoweringWA

15 August – Moora Chamber of Commerce – Fiona Wood dinner

22 August – Avon Midland Zone meeting (online)

###### Cr Gilbert

14 August – WALGA Road Engineering and Planning Conference, Perth

###### Cr Errington

15 August – Moora Chamber of Commerce – Fiona Wood dinner

###### Cr Seymour

14 August – WALGA Road Engineering and Planning Conference

15 August – Moora Chamber of Commerce – Fiona Wood dinner

##### 8. CONFIRMATION OF MINUTES

##### 8.1 ORDINARY COUNCIL MEETING - 23 JULY 2025

*38/25 Moved Cr Errington, seconded Cr Bryan, 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.*

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan

AGAINST: Nil

##### 8.2 SPECIAL COUNCIL MEETING - 16 JULY 2025



Consideration of the minutes of the Special Meeting of 16 July were deferred until later in the meeting due to an access issue.

## **9. REPORTS OF OFFICERS**

### **9.1 GOVERNANCE AND CORPORATE SERVICES**

#### **9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION 1.15**

**REPORT DATE:** 12<sup>TH</sup> 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**

***39/25 Moved Cr Errington, seconded Cr Gilbert that Council notes and endorses the Payments from the Municipal and Trust Funds made under delegation 1.15.***

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan  
AGAINST: Nil

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**

*40/25 Moved Cr Bryan, seconded Cr Gilbert that Council notes and endorses the Statement of Financial Activity for the period ended 31 May 2025.*

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan

AGAINST: Nil

**INTRODUCTION OF FURTHER BUSINESS – CONFIRMATION OF MINUTES OF SPECIAL MEETING OF 16 July 2025.**

*41/25 At 5.40PM it was moved Cr Bryan, seconded Cr Seymour that the meeting introduce the Minutes of the Special Meeting of 16 July 2025 for consideration and adoption.*

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan

AGAINST: Nil

*42/25 At 5.41PM it was moved Cr Bryan, seconded Cr Seymour that the meeting be suspended for five minutes to allow councillors the opportunity to review the draft minutes of the Special Meeting of 16 July 2025.*

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan

AGAINST: Nil

*43/25 At 5.45Pm, it was moved Cr Seymour, seconded Cr Errington that the meeting reconvene to consider the draft minutes of the Special Meeting of 16 July 2025.*

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan

AGAINST: Nil

*44/25 At 5.46PM, the meeting reconvened and Cr Byran moved, seconded Cr Dugan, that the minutes of the Special Meeting of Council held on 16 July 2025 be confirmed as a true and correct record of the meeting.*

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan  
 AGAINST: Nil

### 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:

- I. 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 8<sup>th</sup> 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
<b>Total</b>	<b>1</b>	<b>31</b>	<b>32</b>

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	-
<b>Total</b>	<b>1,445</b>	<b>32</b>

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						
Year	CPI		Expected Rate Increase *	Actual Rate increase applied	Var	Actual Rate Increase Variance to CPI
	LTFP Forecast	Actual				
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%	
	Differential	General 12/8/25	Var
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
	<b>5,332,882.66</b>	<b>5,378,147.77</b>	<b>45,265.11</b>

## VOTING REQUIREMENTS

Absolute Majority Required.

## RECOMMENDATIONS

*45/25 Moved Cr Dugan, seconded Cr Clydesdale-Gebert 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.*

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan  
AGAINST: Nil

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](http://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 few 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**

*46/25 Moved Cr Gilbert, seconded Cr Bryan 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) **Residential – Non-pensioner**      **\$510 per 240-litre bin (weekly) & recycling bin (fortnightly)**
  - (ii) **Residential– Pensioner**      **\$385 per 240-litre bin (weekly) & recycling bin (fortnightly)**
  - (iii) **Non-Residential**      **\$510 per 240-litre bin (weekly)**
  - (iv) **Transfer Station Key**      **\$290 (Watheroo and Miling)**
- (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:**

<b>Issue Date</b>	<b>10<sup>th</sup> September 2025</b>
<b>Payment in Full</b>	<b>15<sup>th</sup> October 2025</b>

**Payment by Instalments**

<b>First Instalment</b>	<b>15<sup>th</sup> October 2025</b>
<b>Second Instalment</b>	<b>17<sup>th</sup> December 2025</b>
<b>Third Instalment</b>	<b>18<sup>th</sup> February 2026</b>
<b>Fourth instalment</b>	<b>22<sup>nd</sup> April 2026</b>

- (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) *Set meeting fees to be paid to all Councillors at \$235 per Committee meeting; and for Council meetings \$465 per meeting to Councillors and \$710 per meeting for the Shire President. Shire President's allowance is set at \$41,388 per annum and Deputy President at \$10,347.*
- (16) *In accordance with section 6.16 of the Local Government Act 1995 adopt the schedule of fees and charges as attached.*

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan  
AGAINST: Nil

#### **9.1.5 REVIEW OF ELECTED MEMBER & CEO POLICIES**

**FILE REFERENCE:** PL/POPI-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**

*47/25 Moved Cr Dugan, seconded Cr Clydesdale-Gebet 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.*

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan

AGAINST: Nil

**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**

*48/25 Moved Cr Errington, seconded Cr Dugan 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*

*And*

*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*

*And*

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

**CARRIED 7/0**

FOR: Cr's Lefroy, Gilbert, Bryan, Seymour, Errington, Clydesdale-Gebet and Dugan  
AGAINST: Nil

**9.2 DEVELOPMENT SERVICES**

NIL

**10. REPORTS OF COMMITTEES**

GENERAL PURPOSE COMMITTEE MEETING – 13 AUGUST 2025

Nil

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

Nil

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

Nil



**13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

**Nil**

**14. CLOSURE OF MEETING**

There being no further business, the Shire President declared the meeting closed at 5.53pm.

**CONFIRMED**

**PRESIDING MEMBER**

UNCONFIRMED