

SHIRE OF MOORA
MINUTES OF THE ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS, MOORA
01 OCTOBER 2025

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

The Shire President declared the meeting open at 5.35 pm and announced:

I would like to acknowledge the traditional custodians of the land we are meeting on today, the Yued people, and pay our respects to Elders past, present, and emerging.

1.2 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

ATTENDANCE

TL Lefroy	-	President
SJ Gilbert	-	Deputy President
DV Clydesdale-Gebert	-	Councillor
KM Seymour	-	Councillor
SA Bryan	-	Councillor
TL Errington	-	Councillor
TW Dugan	-	Councillor
GW Robins	-	Chief Executive Officer
B Hoogland	-	Deputy Chief Executive Officer

APOLOGIES

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Public question time was attended by 18 members of the community to ostensibly ask questions as to where the Kerkhoff Carnaby Cockatoo structure would be located. Written questions were not received in advance and a lack of respect for public question time protocols resulted in a less than disciplined and productive session. Several opinions as to the location of the cockatoo structure were expressed, including Apex Park, the swimming pool carpark and Sport and Recreation Precinct. After approximately an hour, public question time was called to a close.

5. PETITIONS / DELEGATIONS / PRESENTATIONS

Competing petitions regarding the proposed location of the Kerkhoff Carnaby's Cockatoo structure were handed up from the gallery by the Kerkhoff Carnaby Group and another group identified as *residents and visitors of Moora*.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. ANNOUNCEMENTS BY THE PRESIDING MEMBER

The following Council associated engagements were attended;

Cr Lefroy, President

3rd September: Transmission network service providers forum
 9 September: AEIC and WA Local Government Leaders
 12 September: Energy Policy WA meeting
 18 September: Business News breakfast; Wheatbelt Development Commission
 22 September: Wheatbelt North Regional Roads Group meeting
 25 September: Regional Leaders Network Meeting
 30 Sept: Teams meeting with Shires of VP, Moora and WA: Funding application proposal: Renewables for Community Resilience

Cr Gilbert, Deputy President

22-24 September WALGA Annual Convention

Cr Bryan

22-24 September WALGA Annual Convention

Cr Clydesdale-Gebert

22-24 September WALGA Annual Convention

Cr Dugan

22-24 September WALGA Annual Convention

Cr Errington

22-24 September WALGA Annual Convention

8. CONFIRMATION OF MINUTES

8.1 ORDINARY COUNCIL MEETING - 27 AUGUST 2025

COUNCIL RESOLUTION

41/25 Moved Cr Dugan, seconded Cr Gilbert that the Minutes of the Ordinary Meeting of Council held on 27 August 2025 be confirmed as a true and correct record of the meeting.

CARRIED 7/0

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

9. REPORTS OF OFFICERS

9.1 GOVERNANCE AND CORPORATE SERVICES

9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION I.15

REPORT DATE: 25 September 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 August 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 I.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

COUNCIL RESOLUTION (OFFICER RECOMMENDATION)

42/25 Moved Cr Seymour, seconded Cr Bryan, that Council notes and endorses the Payments from the Municipal and Trust Funds made under delegation 1.15

Municipal Funds	EFT34004-34139	-\$853,543.10
Municipal Cheque	62682-62683	-\$2,360.00
Credit Card	DD17020.1	-\$7,633.97
Direct Debit	DD16956.1- DD16991.17	-\$222,684.06
NETT Pay	12/08/2025	-\$115,286.37
NETT Pay	26/08/2025	<u>-\$112,883.22</u>
PAYMENT TOTAL FOR AUGUST 2025		-\$1,314,396.72

CARRIED 7/0

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

9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 JULY 2025

REPORT DATE: 24 September 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 31 July 2025

PURPOSE OF REPORT

To receive and endorse the Statement of Financial Activity for the period ended 31 July 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 the 2025/26 adopted budget.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

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

The CEO noted the temporary unavailability of the report author, Mr Travis Bate.

COUNCIL RESOLUTION

43/25 Moved Cr Gilbert, seconded Cr Clydesdale-Gebert that the matter lay on the table.

CARRIED 7/0

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

9.1.3 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 AUGUST 2025

REPORT DATE: 24 September 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 31 July 2025

PURPOSE OF REPORT

To receive and endorse the Statement of Financial Activity for the period ended 31 July 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 the 2025/26 adopted budget.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

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

The CEO noted the temporary unavailability of the report author, Mr Travis Bate.

COUNCIL RESOLUTION

44/25 Moved Cr Seymour, seconded Cr Errington that the matter lay on the table.

CARRIED 7/0

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

COUNCIL RESOLUTION

45/25 Moved Cr Gilbert, seconded Cr Seymour that Items 9.1.2 and 9.1.3 be returned to the table.

CARRIED 7/0

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

The CEO noted that the report author, Mr Travis Bate, would not be available to present the reports to the Council Meeting.

COUNCIL RESOLUTION

46/25 Moved Cr Errington, seconded Cr Clydesdale-Gebert that Items 9.1.2 and 9.1.3 lay on the table.

CARRIED 7/0

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

9.1.4 REVIEW OF RISK MANAGEMENT POLICY

FILE REFERENCE: PL/POPI-2
REPORT DATE: 02/09/2025
APPLICANT/PROPONENT: Shire of Moora
OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil**AUTHOR:** Bob Hoogland, Deputy CEO**ATTACHMENTS:** Proposed Risk Management Policy, Risk Management Policy from the Risk Management Framework**PURPOSE OF REPORT:**

This report recommends that Council adopt a revised Risk Management Policy

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 policies.

COMMENT:

LGIS delivered a recommended Risk Management approach to WA local governments in 2014 and this was adopted by Shire of Moora and reviewed in 2019.

The Risk Management system includes a Framework and Profile. The Framework includes a Risk Management Policy, and the Profile is effectively a Risk Register and risk review process.

Management is using the Profile to review risks, and a 2025 risk review has been undertaken and a report prepared for the Audit Committee. There is no recommendation to change from this approach and this is incorporated in the proposed Risk Management Policy.

The Framework and Policy, as currently in place is detailed and complex, unnecessarily so for the Shire of Moora. It is recommended, therefore, that the proposed Risk Management Policy be adopted to replace the Framework and Policy from the LGIS approach.

POLICY REQUIREMENTS:

The report relates directly to the Risk Management Policy.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 – s2.7 (2) (b) Identifies one of the roles of Council is to determine the policies of the local government

The Policy identifies the relevant legislation.

STRATEGIC IMPLICATIONS:

Strategic Community Plan 2018-2028:

Strategy 5.2.2: Elected Members and staff adopt and implement governance processes to achieve and communicate legislative compliance

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known significant environmental implications associated with this proposal.
- **Economic**

There are no known significant economic implications associated with this proposal.

➤ **Social**

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS

Simple Majority Required

COUNCIL RESOLUTION (OFFICER RECOMMENDATION)

47/25 Moved Cr Seymour, seconded Cr Dugan that Council adopt the Risk Management Policy as proposed.

CARRIED 7/0

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

AGAINST: Nil

9.1.5 REVIEW OF FENCING PROPERTY ADJOINING SHIRE LAND POLICY

FILE REFERENCE: PL/POPI-2

REPORT DATE: 02/09/2025

APPLICANT/PROPONENT: Shire of Moora

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Bob Hoogland, Deputy CEO

ATTACHMENTS: From Moora Shire Policy Manual – Fencing Property Adjoining Shire Land, Proposed Contribution to Boundary Fences Policy

PURPOSE OF REPORT:

This report recommends that Council adopt an amended Contribution to Boundary Fences Policy

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 existing policies.

COMMENT:

Council has an adopted Policy that reasonably adequately covers many of the scenarios that could arise with respect to requests for contributions towards the fencing for properties adjoining Council owned land.

The proposed policy provides more structure to a process and flexibility with respect to the approach to this type of request and is therefore recommended for Council consideration.

POLICY REQUIREMENTS:

The report relates directly to the Fencing Property Adjoining Shire Land Policy.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 – s2.7 (2) (b) Identifies one of the roles of Council is to determine the policies of the local government

The Policy identifies the relevant legislation.

STRATEGIC IMPLICATIONS:

Strategic Community Plan 2018-2028:

Strategy 5.2.2: Elected Members and staff adopt and implement governance processes to achieve and communicate legislative compliance

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known significant environmental implications associated with this proposal.
- **Economic**
There are no known significant economic implications associated with this proposal.
- **Social**
There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS

Simple Majority Required

The meeting noted that the standards identified in the proposed policy for standard fencing do not necessarily represent current and may be outdated requiring updates. DCEO to review wording for standard fencing and represent the policy for Council consideration.

COUNCIL RESOLUTION (OFFICER RECOMMENDATION)

48/25 Moved Cr Dugan, seconded Cr Seymour that Council the matter lay on the table.

CARRIED 7/0

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

9.1.6 PROPOSED POLICY – MEMORIALS IN PUBLIC PARKS AND RESERVES

FILE REFERENCE: PL/POPI-2
REPORT DATE: 18/08/2025
APPLICANT/PROPONENT: Shire of Moora
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: Nil
AUTHOR: Bob Hoogland, Deputy CEO
ATTACHMENTS: Proposed Policy – Memorials in Public Parks and Reserves

PURPOSE OF REPORT:

This report recommends that Council adopt a new Policy providing guidelines for considering applications for the placement of memorials in Council controlled parks and reserves.

BACKGROUND:

The Local Government Act identifies one of the functions of a local government is to determine its policies. Management is progressively reviewing existing policies.

As well as reviewing existing policies, management will be recommending new Policies if there is perceived to be a significant requirement.

COMMENT:

As Council is aware, Shire of Moora has been managing the issue of appropriate arrangements for memorials in the Peace Grove, arising from flood damage in some cases and the end of life in the case of memorial trees.

On that basis, it is recommended that a policy would provide guidance to Council, staff and the community with respect to memorials in public places. The proposed Policy provides structure and rigour to the process with appropriate flexibility, considering the emotions that can be associated with memorials.

POLICY REQUIREMENTS:

The report relates directly to the Memorials In Public Parks and Reserves Policy.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 – s2.7 (2) (b) Identifies one of the roles of Council is to determine the policies of the local government

STRATEGIC IMPLICATIONS:

Strategic Community Plan 2018-2028:

Strategy 5.1.2 Elected Members and staff identify and engage with local stakeholders to enhance service delivery

Strategy 5.2.1: Elected Members and staff adopt and implement governance processes to achieve and communicate legislative compliance

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known significant environmental implications associated with this proposal.
- **Economic**
There are no known significant economic implications associated with this proposal.
- **Social**
There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Nil

VOTING REQUIREMENTS

Simple Majority Required

COUNCIL RESOLUTION (OFFICER RECOMMENDATION)

49/25 Moved Cr Dugan, seconded Cr Gilbert that Council adopt the Memorials in Public Parks and Reserves Policy as proposed.

CARRIED 7/0

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

9.2 DEVELOPMENT SERVICES

Nil

10 REPORTS OF COMMITTEES

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 6.44pm.

CONFIRMED

PRESIDING MEMBER