



Ordinary Council Meeting Agenda

Date: 25 March 2026

Time: 5.30pm

Venue: Council Chambers, 34 Padbury Street, Moora



Shire of Moora Notice of Ordinary Council Meeting

Notice is hereby given that the next Ordinary Council Meeting will be held in the Council Chambers, 34 Padbury Street, Moora on **Wednesday, 25 March 2026** commencing at **5.30pm**.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'M. Battilana', written in a cursive style.

Maurice Battilana
Acting Chief Executive Officer

20 March 2026

Disclaimer

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

The Shire of Moora disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation occurring during Council meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council meeting does so at that person's or legal entity's own risk.

In particular, and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Moora during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire.

The Shire of Moora wishes to advise that any plans or documents contained within the agenda or minutes may be subject to copyright law provisions (*Copyright Act 1968 (Cth)*, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction.

Members of the public should note that no action should be taken on any application or item discussed at a Council meeting prior to written advice on the resolution of Council being received.

All formal Council Meetings will be audio visually recorded and will be publicly available via the Shire of Moora's website.

Agendas 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).

Table of Contents

1.	Declaration of Opening and Announcement of Visitors.....	7
1.1	Declaration of Opening.....	7
1.2	Disclaimer.....	7
2.	Attendance, Apologies and Approved Leave of Absence	7
2.1	Attendance	7
2.2	Apologies	7
2.3	Approved Leave of Absence	7
3.	Declaration of Interest	7
4.	Public Question Time	7
4.1	Response to Previous Public Questions Taken on Notice	7
4.2	Public Questions	7
5.	Petitions, Deputations and Presentations	8
6.	Applications for Leave of Absence	8
7.	Announcements by the Presiding Member and Delegates’ Reports.....	8
7.1	Announcements by the Presiding Member.....	8
7.2	Delegates’ Reports	8
8.	Confirmation of Minutes.....	8
8.1	Ordinary Council Meeting – 25 February 2026	8
9.	Reports of Officers.....	8
9.1	Chief Executive Officer	8
9.1.1	Rathmona Biosolids Licence Application.....	8
9.1.2	Miling Townsite Great Northern Highway Bypass	14
9.1.3	Appointment to Committees, Working Groups and Representation to Other Various Community Groups	16
9.1.4	General Purpose Committee.....	21
9.2	Financial Services.....	23
9.2.1	List of Payments Authorised under Delegation 1.15	23
9.2.2	Statement of Financial Activity for the Period Ended 28 February 2026	24
9.2.3	2025/26 Budget Review	25
9.2.4	Adoption of New Fees and Charges / Amendment to Existing Fees and Charges	30
9.3	Governance and Corporate Services	34
9.3.1	Audit, Risk and Improvement Committee	34
9.4	Community Development and Stakeholder Services.....	36

9.5	Infrastructure Services	36
9.6	Engineering Services.....	37
10.	Reports of Committees.....	37
11.	New Business of an Urgent Nature Introduced by Decision of Council.....	37
12.	Matters for Which the Meeting May Be Closed	37
13.	Closure of Meeting	37

1. Declaration of Opening and Announcement of Visitors

1.1 Declaration of Opening

The Presiding Member welcomed those in attendance and opened the meeting at 5.30pm.

The Shire of Moora acknowledges the traditional custodians of the land we are meeting on, the Yued people, and pay our respects to Elders past, present and emerging.

1.2 Disclaimer

The Presiding Member directed the public's attention to the Disclaimer and the paragraph that advises that formal meetings of Council will be audio visually recorded.

OR

There was no requirement for the Presiding Member to refer to the disclaimer and to advise of the recording of the meeting, as there was no public in attendance.

2. Attendance, Apologies and Approved Leave of Absence

2.1 Attendance

2.2 Apologies

2.3 Approved Leave of Absence

3. Declaration of Interest

Where a member has disclosed a financial or proximity interest in an item, they must leave the Chamber for consideration of that item.

Where a member has disclosed an impartiality interest in an item, they may remain in the Chamber. The member is required to bring an independent mind to the item, and decide impartially on behalf of the Shire of Moora and its community.

4. Public Question Time

4.1 Response to Previous Public Questions Taken on Notice

4.2 Public Questions

5. Petitions, Deputations and Presentations

6. Applications for Leave of Absence

7. Announcements by the Presiding Member and Delegates' Reports

7.1 Announcements by the Presiding Member

7.2 Delegates' Reports

8. Confirmation of Minutes

8.1 Ordinary Council Meeting – 25 February 2026

RECOMMENDATION

That Council confirm the Minutes of the Ordinary Council Meeting held on 25 February 2026 as a true and correct record of the meeting.

9. Reports of Officers

9.1 Chief Executive Officer

9.1.1 Rathmona Biosolids Licence Application

Report Date	5 March 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	13/21 – 17 February 2021
Author	Maurice Battilana, Acting Chief Executive Officer
Attachments	1. Correspondence from DWER (20 February 2026)

Purpose of Report

Council to endorse response submitted to the Department of Water and Environmental Regulation (DWER) regarding an application from the Water Corporation (on behalf of Rathmona Farm Pty Ltd) to locate a biosolids activity on Lot 70 on Plan 67751, Lot 9001 on Plan 67751 and Lot 804 on Diagram 421928 in the locality of Moora.

The application is in relation to a Category 61A – solid waste facility.

Background

Correspondence was received from DWER (see Attachment 1) seeking comment on the abovementioned application within 21 days from the date of the correspondence (i.e. closing date 13 March 2026).

The following email was sent to DWER on 24 February 2026 in response:

“It is very disappointing DWER has provided only 21 days for comment on this licence application. Such a short comment period does not allow Shire staff time to compile an informed report for Council consideration.

Therefore, I formally request a minimum two (2) month extension for comments on this application.

In addition, I wish to reiterate Council current position on this licence when requested in the past i.e.

The Shire of Moora opposes the granting of a licence to Rathmona Farm Pty Ltd to spread biosolids cake as detailed in application on the basis of:

- ***Proximity to the Moora townsite.***
- ***Potential for a detrimental impact on the residential amenity of the Moora townsite as a result of odour emanating from the biosolids cake.***

Council may review this position if enough time is provided to allow staff to present an informed & detailed report to Council on this matter.

I question how DWER expect the Shire to provide any meaningful comment to this proposal in such a short timeframe and when no information has been provided regarding:

- a) *why biosolids are proposed to be stored, reprocessed, treated, or discharged onto the three (3) rural landholdings in question.*
- b) *what quantity of biosolids are proposed to be delivered and distributed across the land.*
- c) *which local roads are proposed to be used for the transport task including the size of all heavy vehicles proposed to be used and the frequency of deliveries.*
- d) *if reprocessing and treatment of biosolids are proposed on the land where will this be undertaken and what processes will be used.*
- e) *what arrangements will made to ensure biosolids are located, stored and managed in a manner that minimise the risk of dust, odour and nutrient runoff into existing creek lines and streams; and*
- f) *what are the separation distances between the area of application of biosolids on the land and the nearest existing residential dwellings and other possible sensitive land uses.*

The answers to these questions are important and needed to allow the Shire to determine if planning development approval is required or not. The Shire simply cannot respond to DWER's request for comment without more time and detailed information being provided.

As such the Shire remains unsupportive of this proposal until more information is provided to address this licence application.

*I finally wish to reiterate the Shire **formally request of a minimum two (2) month extension for comments on this application.***

I look forward to your response."

Comment

Council considered a previous application from Rathmona Farms Pty Ltd in February 2021 with the following resolution being made by Council at the time:

"13/21 Moved Cr Hamilton, seconded Cr Thomas that in respect of Licence application (L9276/2020/1) under the Environmental Protection Act 1986 and in response to the invitation from the Chief Executive Officer of the Department of Water and Environment to provide comment, the following comments be submitted as the Shire of Moora's official response-

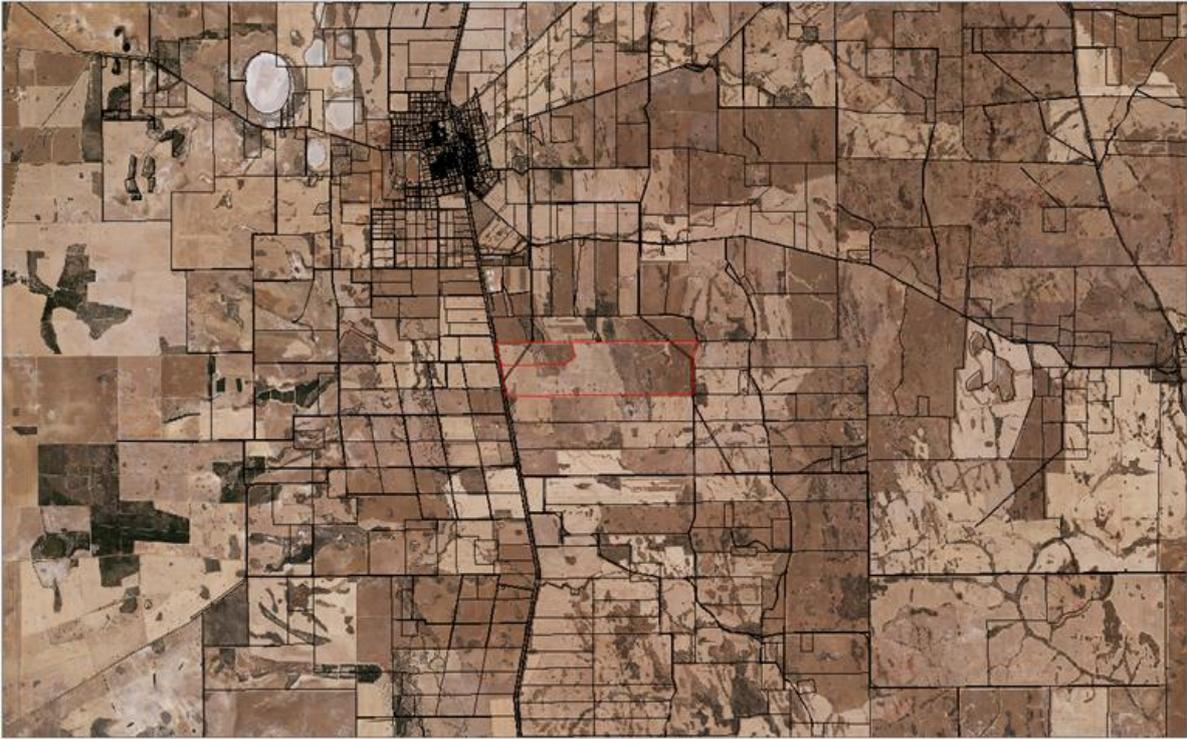
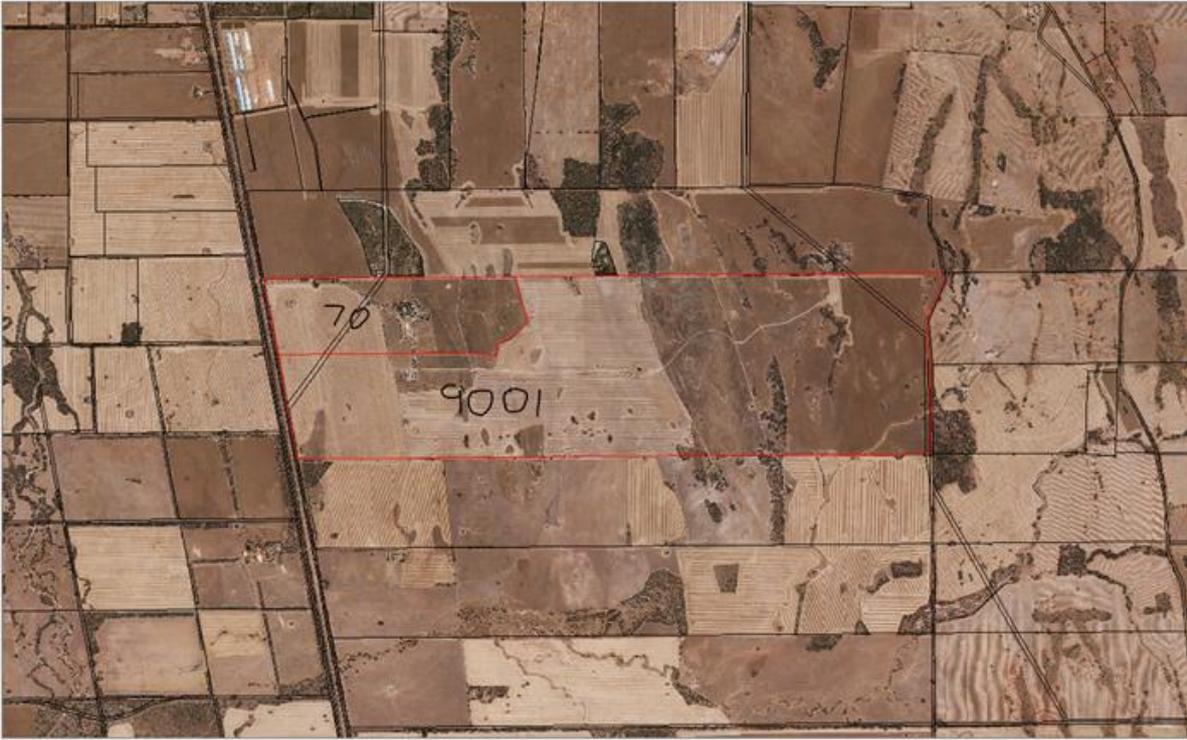
- *The Shire of Moora opposes the granting of a licence to Rathmona Farm Pty Ltd to spread biosolids cake as detailed in the Water Corporation Review of Environmental Factors report on the basis of;*
 - *Proximity to the Moora townsite;*
 - *Potential for a detrimental impact on the residential amenity of the Moora townsite as a result of odour emanating from the biosolids cake.*

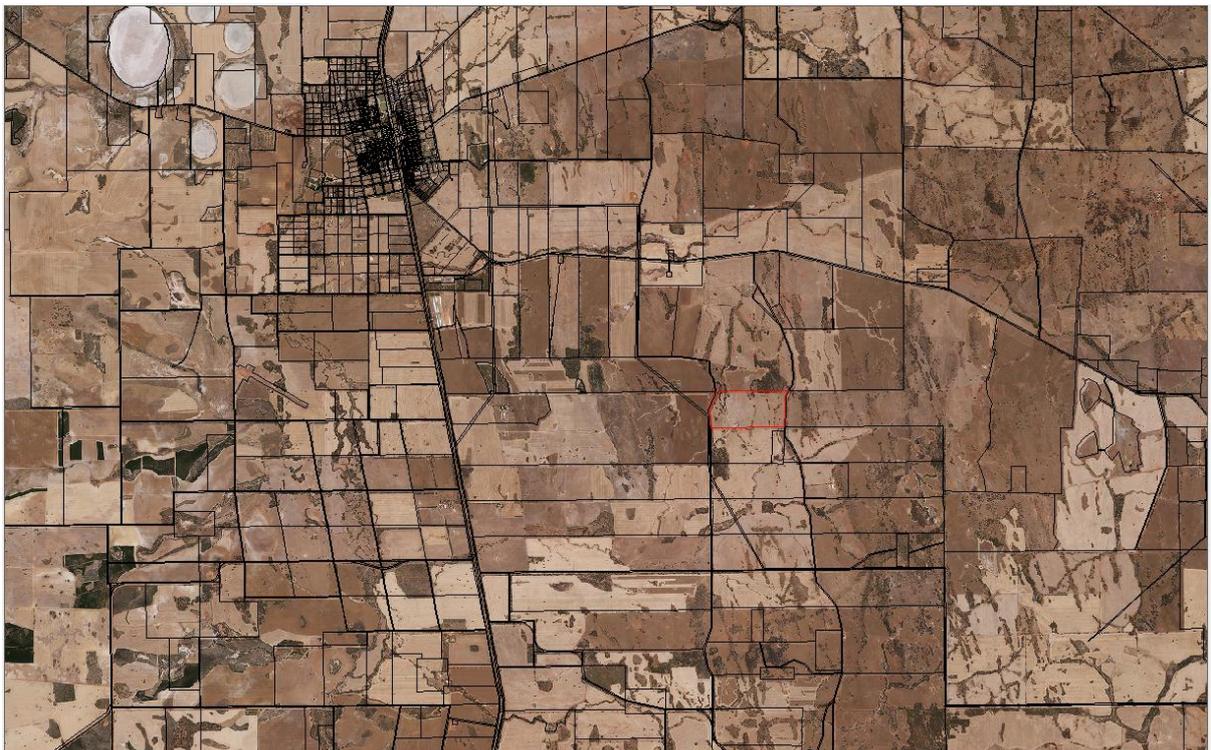
CARRIED 6/0"

Notice of the latest licence application has been posted on the Shire of Moora Facebook page providing links to the DWER website and details of where public submissions/comments can be lodged, which is info@dwer.wa.gov.au.

The land linked to the application and its proximity to the Moora townsite is shown below.

Distance from the southern boundary of the Moora townsite to the northern boundary of the nearest Lot for which the application has been submitted is approximately 4.2km.





The three (3) properties the subject of the application to DWER comprise a total combined area of approximately 873 hectares, have been extensively cleared of native vegetation for agricultural purposes (i.e. broadacre cropping and grazing), and contain shallow creek lines, which form part of the Moora River catchment area.

Policy Requirements

Biosolids Guidelines – The Western Australian Guidelines for Biosolids Management (DWER, December 2012)

Legislative Requirements

Environmental Protection Act 1986

Environmental Protection (Noise) Regulations 1997

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Strategic Implications

Goal 2: Value, protect, enhance and manage the natural environment.	
Outcome 2.2:	Valued quality water resources and capacity.
Outcome 2.5:	A protected natural environment.

Sustainability Implications

- **Environment**

There is a risk the proposed development will have a negative impact on the natural environment and the amenity of the Moora townsite more generally, if it is not managed and controlled in accordance with all relevant regulatory requirements.

- **Economic**

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

However, further investigation of the potential impacts on the local and State road network, including the unconstructed road reserve between Lots 9001 and 804, which appears to be used as part of the existing farming operations, is required.

- **Social**

Having a biosolid activity so close to the Moora townsite could result in social backlash and concern due to actual or perceived amenity and environmental impacts.

Financial Implications

There are no known direct financial implications to the Shire in relation to this item, aside from the possible unauthorised use of the unconstructed road reserve between Lots 9001 and 804, which creates a potential legal liability risk.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION***That Council:***

- 1. endorse the Acting Chief Executive Officer emailed response to DWER, dated 24 February 2026, in respect of Licence Application L3196/2026/1; and***
- 2. reiterate Council resolution 13/21 on 21 February 2021 on a previous application of this nature i.e.***

“The Shire of Moora opposes the granting of a licence to Rathmona Farm Pty Ltd to spread biosolids cake on the basis of:

- a) Proximity to the Moora townsite;***
- b) Potential for a detrimental impact on the residential amenity of the Moora townsite as a result of odour emanating from the biosolids cake.***
- c) A general lack of information regarding the purpose, quantity, delivery, reprocessing, treatment and management of biosolids on the land and separation distances to existing sensitive land uses.”***

9.1.2 Miling Townsite Great Northern Highway Bypass

Report Date	26 February 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	87/15 – Special Council Meeting – 24 June 2015
Author	Maurice Battilana, Acting Chief Executive Officer
Attachments	1. Main Roads WA - Correspondence

Purpose of Report

To obtain Council’s formal agreement for the proclamation of Batty Bog, Walebing, Bindi Bindi and Miling sections of Great Northern Highway H006, as stated in correspondence from Main Roads WA.

Background

The Miling Bypass project has been ongoing for many years and has now reached the point where Council’s formal resolution is required to allow Main Roads WA to finalise road responsibility and proclamation of the new alignment of the Great Northern Highway.

Council resolved the following at a special meeting held on 24 June 2015:

“87/15 Moved Cr McLagan, seconded Cr Keamy that

- 1) *The Shire of Moora Council accepts the invitation from the Minister for Transport, Hon Dean Nalder to provide feedback to him on the preferred alignment for a proposed heavy vehicle by-pass on Great Northern Highway at Miling.*
- 2) *The Shire of Moora Council submit to Minister for Transport, Hon Dean Nalder, feedback regarding the preferred alignment for a proposed heavy vehicle by-pass on Great Northern Highway at Miling.*
- 3) *The Shire of Moora employs a consultant to report to Council on a preferred alignment for a proposed heavy vehicle by-pass on Great Northern Highway at Miling.*
- 4) *The Shire of Moora Council provides in the 2015/16 budget, \$10 000 (ten thousand) exclusive of G.S.T to fund a report to Council regarding a preferred alignment for a proposed heavy vehicle by-pass on Great Northern Highway at Miling.*
- 5) *Objects clause:*
 - A) *The consultant reports to the Shire of Moora Council,*
 - B) *The consultant adhere to the Shire of Moora growth plan,*
 - C) *The consultant raise areas of concern from the Miling community on the preferred alignment for a proposed heavy vehicle by-pass on Great Northern Highway at Miling,*
 - D) *The consultant seek suggestion from the Miling community on the preferred alignment for a proposed heavy vehicle by-pass on Great Northern Highway at Miling,*
 - E) *The consultant issue a report to the Shire of Moora Council, for the consideration of Council, pertaining to the preferred alignment for a proposed heavy vehicle by-pass on Great Northern Highway at Miling.*
 - F) *The consultant issue a full and final report on the preferred alignment for a proposed heavy vehicle by-pass on Great Northern Highway at Miling, to the Shire of Moora Council four weeks from the date of engagement or no later than 31st August 2015.*
 - G) *Shire of Moora Council reserves the right to act on all, part or none of the consultant's report and recommendations.*

CARRIED 5/2"

Comment

As stated in correspondence from Main Roads WA, before an approach can be made to the Minister for Transport by the Commissioner for Main Roads, Council's formal endorsement is required.

Policy Requirements

No Policy or Procedure affected.

Legislative Requirements

Main Roads Act 1930 – Section 13

Strategic Implications

Goal 1: A proactive, healthy and safe community.	
Outcome 1.5:	A safe community.
Strategy 1.5.2:	Provide support for mechanisms that can be used to make the community safer. Contribute to private, state and/or federal initiatives.

Sustainability Implications

- **Environment**
All environmental aspects of the realignment have been dealt with by Main Roads WA.
- **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

There is no known financial implication envisaged

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council:

- 1. formally endorse the proclamation of Batty Bog, Walebing, Bindi Bindi and Miling sections of Great Northern Highway H006 forming part of the realignment of the Great Northern Highway at Miling; and*
- 2. authorise the Chief Executive Officer to sign the documents and drawings accordingly and return these to Main Roads WA.*

9.1.3 Appointment to Committees, Working Groups and Representation to Other Various Community Groups

Report Date	26 February 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Maurice Battilana, Acting Chief Executive Officer
Attachments	Nil

Purpose of Report

Council, biennially, in line with the Local Government Election Cycle, appoints Elected Members to Committees, Working Groups and representation to other various community groups.

Background

Below is a list of previous appointments to Committees, Portfolio, Working Groups and representation to other various community groups, with determination now required on:

1. Are all existing Committees, Working Groups and representation to other various community groups still relevant?
2. Are there any additional Committees, Working Groups and representation to other various community groups required?
3. Once items 1 and 2 above have been determined, appointments to the Committees, Working Groups and representation to other various community groups.

Council Committees (Required by Legislation)

a) Audit, Risk and Improvement Committee

This Committee membership is being dealt with separately and in accordance with legislative requirements.

b) Local Emergency Management Committee (LEMC)

Previous Membership: Shire President (Chair), Chief Executive Officer, Community Emergency Services Manager, plus representatives appointed by the LEMC Committee

c) Bush Fire Advisory Committee

Previous Membership: Cr Lefroy with proxy Cr Seymour

External Organisations (Representation Required by Legislation)

d) Joint Development Assessment Panel

Previous Membership: Two Councillors – Cr Lefroy and Cr Gilbert

Previous Alternate members: Two Councillors – Cr Bryan and Cr Dugan

Council Committees (Not Required by Legislation yet Established by Resolution of Council)

e) General Purpose Committee

Previous Membership: All Elected Members

Council Established Working Groups

f) Cultural and Administrative Precinct Working Group

Previous Membership: Cr Lefroy and Chief Executive Officer

g) Sport and Recreation Working Group

Previous Membership: Cr Gilbert and Cr Errington

External Working Groups; Community Committees/Organisations**h) Avon-Midland Country Zone WALGA**

Previous Membership: Two Councillors – Cr Lefroy with proxy Cr Seymour

i) Community Resource Centre Mgmt. Committee

Previous Membership : Cr Errington with proxy Cr Bryan

j) Landcare Groups (Rural Water Council / West Koojan-Gillingarra LCDC)

Previous Membership: Cr Lefroy with proxy Cr Bryan

k) Wildflower Country Inc. Committee

Previous Membership: Cr Bryan with proxy Cr Clydesdale-Gebert

l) Wheatbelt North Regional Road Group

Previous Membership: Cr Gilbert with proxy Cr Seymour

m) Moora Sub Regional Road Group

Previous Membership: Cr Gilbert with proxy Cr Seymour

Comment

It is recommended Council Suspend Standing Orders to discuss:

1. Are all existing Committees, Working Groups and representation to other various community groups still relevant?
2. Are there any additional Committees, Working Groups and representation to other various community groups required?

Once a consensus is made on the above two items, a resolution can be developed to reflect the outcome of discussion and representation/appointments made by a decision of Council.

Policy Requirements

No Policy or Procedure affected.

Legislative Requirements

The establishment and legislative conditions of Local Government Committees is detailed in section 5.9(2)(a) of the *Local Government Act 1995*, and is required to be resolved by Absolute Majority.

Strategic Implications

Goal 5: A community that collaborates effectively, nourishes local leadership and advocates for its future.

Outcome 5.1:	Well-developed partnerships are evident and effective within the community.
Strategy 5.1.1:	Promote collaboration with other Councils on a local and regional level.
Strategy 5.1.2:	Support strategic alliances, stakeholder forums and advisory committees and local town progress associations that assist with the development of the Shire.

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

No significant financial implications envisaged.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

That Council endorse the continuation and/or establishment of the Committees, Working Groups and Community Groups/Organization listed below and appoint the following representatives:

1. **Council Committees (Required by Legislation)**
 - a) **Audit, Risk and Improvement Committee**
(Being dealt with as a separate item by Council)
 - b) **Local Emergency Management Committee (LEMC)**
 - **Shire President**
 - **Chief Executive Officer**
 - **Emergency Services Manager**
 - **Others as appointed by LEMC**
 - c) **Bush Fire Advisory Committee**
 - **Cr _____**
 - **Cr _____**
2. **External Organisations (Representation Required by Legislation)**
 - d) **Joint Development Assessment Panel**

- Cr _____
- Cr _____

Proxy Representatives

- Cr _____
- Cr _____

3. Council Committees (Not Required by Legislation yet Established by Resolution of Council)

a) General Purpose Committee

- All Councillors

4. Council Established Working Groups

a) Cultural and Administrative Precinct Working Group

- Cr _____
- Chief Executive Officer

b) Sport and Recreation Working Group

- Cr _____
- Cr _____

5) External Working Groups; Community Committees/Organisations

a) Avon-Midland Country Zone WALGA

- Cr _____
- Cr _____

b) Community Resource Centre Mgmt. Committee

- Cr _____

Proxy

- Cr _____

c) Landcare Groups (Rural Water Council / West Koojan-Gillingarra LCDC)

- Cr _____

Proxy

- Cr _____

d) Wildflower Country Inc. Committee

- Cr _____

Proxy

- Cr _____

e) Wheatbelt North Regional Road Group

- Cr _____

Proxy

- Cr _____

f) Moora Sub Regional Road Group -

- *Cr* _____

Proxy

- *Cr* _____

9.1.4 General Purpose Committee

Report Date	4 March 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Briefing Session – 25 February 2026
Author	Maurice Battilana, Acting Chief Executive Officer
Attachments	Nil

Purpose of Report

To obtain Council agreement to discontinue with holding the General Purpose Committee (GPC) Meetings each month for a trial period.

Background

At the February 2026 Briefing Session, there was discussion on the need for Council to hold a GPC meeting every month in addition to the monthly Ordinary Council Meeting (OCM), as items presented to the GPC (in Agenda Report Format) are presented to an OCM Agenda anyway. The GPC was considered a duplication and placed Shire staff in a continual “*Report Preparation Mode*” of compiling Agendas and Reports two weeks apart, which is a waste of their time and takes them away from focusing on their core operational duties.

Comment

The GPC recommendations, which have not been presented to Council for consideration, cannot be actioned by staff, as the GPC does not have any delegated authority. Therefore, recommendations made by the GPC cannot be actioned until Council has determined if the recommendation is endorsed, rejected or modified.

As reported, the GPC comprises of all seven (7) Elected Members, with recommendations being made to the same seven (7) Elected Members at an OCM, which does not seem practicable.

The Briefing Session consensus was to recommend to Council for the GPC to only be convened if/when there is a need to discuss a specific issue to give staff directions on how to present an Agenda Report to Council. It was suggested the change to be for a trial period up to 30 June 2026.

It must also be remembered, in the event there is an issue that requires an urgent decision of Council, a Special Meeting of Council can be called at any time.

The Briefing Sessions are important, as they provide staff with the opportunity to advise/update Council on the status of projects, issues, etc. These sessions are integral for staff to obtain feedback from Elected Members on specific items/matters, so they can take this into account when developing Agenda Reports and Recommendations to Council for consideration at an OCM.

Policy Requirements

No Policy or Procedure affected.

Legislative Requirements

No legislative requirements relevant.

Strategic Implications

Goal 5: A community that collaborates effectively, nourishes local leadership and advocates for its future.	
Outcome 5.2:	Community leadership is encouraged and supported.
Strategy 5.2.1:	Develop an environment of support for existing and emerging community leaders.
Strategy 5.2.2:	Ensure there is transparency in all the activities of the elected members of council.

Sustainability Implications

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

Financial Implications

There is no known significant financial implication envisaged with this item.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That:

1. ***Council discontinue holding the General Purpose Committee Meetings every second Wednesday of the month, and only hold these Committee Meetings on an as needs basis for a trial period up to 30 June 2026; and***

- 2. an Agenda item be brought to the July 2026 Ordinary Council Meeting to determine the timing for holding General Purpose Committee meetings in the future.**

9.2 Financial Services

9.2.1 List of Payments Authorised under Delegation 1.15

Report Date	9 March 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Geize Teixeira, Manager Financial Services
Schedule Prepared by	Charlene Sawyer, Creditor Officer
Attachments	1. Credit Card Expenditure 2. List of Payments

Purpose of Report

For Council to note and endorse the payments made under delegated authority for February 2026

Background

Council has delegated authority to the Chief Executive Officer to exercise the power to make payments from Municipal and Trust Funds. The Chief Executive Officer is required to present a list to Council of those payments made since the last payment list was submitted.

Comment

Accounts Paid under delegated authority are periodically presented to Council.

All invoices have been verified, and all payments have been duly authorised in accordance with Council's procedures. The payment schedules are included as an attachment to this report.

Policy Requirements

Delegation 1.15 – Making Payments from Municipal and Trust Funds

Legislative Requirements

Local Government Act 1995 – Section 6.10 Financial Management Regulations

Local Government (Financial Management) Regulations 1996 – Regulations 12, 13 and 13A

Strategic Implications

There are no known strategic implications associated with this proposal.

Sustainability Implications

- **Environment**

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

- **Economic**

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

- **Social**

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

Financial Implications

Payments are in accordance with the adopted budget.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council notes and endorses the Payments from the Municipal and Trust Funds made under delegation 1.15.

<i>Municipal Funds</i>	<i>EFT34970-25085</i>	<i>-\$563,877.71</i>
<i>Municipal Cheque</i>	<i>62704-62705</i>	<i>-\$1,930.00</i>
<i>Credit Card</i>	<i>DD17326.11</i>	<i>-\$1,947.00</i>
<i>Direct Debit</i>	<i>DD17292.1-DD17326.21</i>	<i>-\$233,356.40</i>
<i>NETT Pay</i>	<i>10/02/2026</i>	<i>-\$134,209.67</i>
<i>NETT Pay</i>	<i>24/02/2026</i>	<i>-\$153,447.91</i>
<i>PAYMENT TOTAL FOR FEBRUARY 2026</i>		<i><u>\$1,088,769.59</u></i>

9.2.2 Statement of Financial Activity for the Period Ended 28 February 2026

Report Date	19 March 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Travis Bate, Financial Accountant (RSM Australia)
Attachments	1. Statement of Financial Activity for the Period Ended 28 February 2026

Purpose of Report

To receive and endorse the Statement of Financial Activity for the period ended 28 February 2026.

Background

Council is provided with monthly financial reports to enable monitoring of revenues and expenditures against the adopted budget.

Comment

The Statement of Financial Activity for the Period Ended is provided as a separate attachment in Program format.

Policy Requirements

Nil.

Legislative Requirements

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Regulation 34

Strategic Implications

Monitoring of actual revenues and expenditures against the adopted budget assists Council in being informed as to the financial health of the organisation.

Sustainability Implications

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

Financial Implications

Year to date income and expenditure is provided by program to enable comparison to the 2025/26 adopted budget.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

That Council endorses the Statement of Financial Activity for the period ended 28 February 2026.

9.2.3 2025/26 Budget Review

Report Date	20 March 2026
--------------------	---------------

Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Travis Bate, Financial Accountant (RSM Australia)
Attachments	1. Annual Budget Review Report 2025/26

Purpose of Report

To note the annual budget review based on financial performance between 1 July 2025 to 31 December 2025 for presentation at the Ordinary Council meeting on 25 March 2026 and endorsement of the recommendations.

Background

As required by the *Local Government Act 1995*, Council adopted a budget for the 2025/26 financial year based on forward plans and best estimates at the time. According to the *Local Government (Financial Management) Regulations 1996*, each year, between 1 January and 31 March, a Local Government is to carry out a review of its annual budget for that year, considering its financial performance for at least the first six months of the year, its position at the date of review and its forecast position to the end of the financial year. This review is required to be submitted to the Council for consideration.

The budget review for 2025/26 has been conducted, and suggested amendments are detailed in the Budget Review Report, as attached. This followed an in-depth review of the relevant financials for each Chart of Account code and, where applicable, individual job levels.

A copy of the review and Council decision is to be provided to the Department of Local Government, Sport and Cultural Communities within 30 days of the decision by Council.

The following highlights are of note:

Opening Carried Forward Figure

With the adoption of the 2025/26 budget, a precise opening figure could not be determined as the Council's 2024/25 financial statements were yet to be finalised for audit. The unaudited opening balance of \$1,133,320 has been decreased to \$890,439, based on the 2024/25 audited financial statements.

Operating Revenue

Operating revenue has decreased overall, driven primarily by reductions in grants, fees and charges, and interest income.

- Grants, Subsidies and Contributions decreased by \$118,805, mainly due to a lower Financial Assistance Grants reduction of \$160,160 following final allocation advice, along with reductions of \$100,000 for the Hay Bales and \$20,000 for MPAC grants.
- These were partially offset by increased DFES Operational Grant (LGGS - BFB) of \$42,024 and Transport Direct grants of \$59,341.
- Fees and Charges decreased by \$115,363, reflecting:

- **Decreases:**
 - Standpipe Revenue \$64,008 – in line with extrapolated year-to-date
 - Chalet Charges \$30,000
 - Pool Admission Charges \$25,000
 - Leases / Rentals – Rec Centre and Ovals \$17,000
- **Increases:**
 - Caravan Park Fees \$12,000
- Interest Earnings decreased by \$34,000, largely due to lower Municipal Fund interest, with minor increases in penalty and instalment interest.

Operating Expenditure

Operating expenditure reflects a net reduction, with savings in staffing and materials partially offset by targeted increases:

- Employee Costs decreased by \$165,986 due to year-to-date vacancies.
- Materials and Contracts decreased by \$60,485 overall.
 - Key increases include:
 - Road Maintenance \$165,267
 - Cost of land sold \$101,200
 - Hay Bales \$90,000
 - Caravan Park Maintenance \$40,000
 - Consultancy – Town Planning \$20,000
 - These were offset by decreases across multiple areas, including:
 - Swimming Pool Maintenance \$144,358 (inclusive of budget amendments at the February Council Meeting)
 - Computer Maintenance Agreement \$68,375
 - Parts and Repairs \$66,375
 - Bridge Maintenance \$40,000
 - Legal Expenses \$30,767
 - Tyres and Tubes \$20,000
 - MPAC Maintenance \$18,000
- Utility costs increased slightly in line with actual usage trends.
- Interest expense decreased by \$17,582 due to reduced borrowings.

Capital Revenue

Capital Grants decreased by \$437,194, primarily due to timing changes in airstrip and recreation projects, partially offset by additional funding for the Moora Recreation Centre Stage 1A.

- **Decreases:**
 - Airstrip \$450,936
 - Sport and Recreation Facilities \$21,818
- **Increases:**
 - Moora Recreation Centre Stage 1A \$35,560

Capital Expenditure

Capital Expenditure decreased by \$772,083, reflecting delays or reprioritisation of major projects, including the airstrip, WACHS housing, footpaths, plant, and grader replacement. This was partially offset by increased investment in sewer infrastructure, fire tanker acquisition, and park works.

- **Decreases:**
 - Moora Airstrip \$450,936
 - WACHS Housing \$350,000
 - Footpath Construction \$112,000
 - Works Utes \$81,760
 - Replacement Grader \$55,000
- **Increases:**
 - Sewer Lines Point Repairs \$87,538 (as per Feb budget amendment)
 - Sever Access Chambers Refurbishment \$65,988
 - BFB Fire Tanker – Moora Central \$53,752
 - Park Infrastructure \$34,000

Finance and Reserves

Borrowings reduced by \$405,000, aligned with revised capital expenditure timing.

- Housing Revitalisation \$405,000
- Grader Replacement \$345,000

Reserve Transfers were adjusted, with the removal of a \$235,455 transfer to Infrastructure Reserve to support budget funding.

Transfers from reserves increased by \$105,563, mainly for sewerage and housing revitalisation projects:

- Sewerage Reserve \$87,538 (as per February budget amendment)
- Housing Revitalisation Reserve \$18,025

Closing Carried Forward Figure

The closing carried forward review figure is shown in the attached document of \$0.

2025/26 Budget Review Report

Overall summary of balances of Net Current Assets and Reserves is detailed in the attached 2025/26 Budget Review Report.

Policy Requirements

Nil

Legislative Requirements

Local Government (Financial Management) Regulations 1996

“33A. Review of budget

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (1A) *The review of an annual budget for a financial year must —*
 - a) *consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - b) *consider the local government’s financial position as at the date of the review; and*
 - c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.”*

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

The changes suggested in the budget review are based on the Local Government's financial performance for the financial year up to 31 December 2025. Adjustments have been made to better reflect actual performance for the period and to give a more accurate projection of the net result at 30 June 2026.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

That Council:

1. *approve the Budget Review for the period ended 31 December 2025, carried out in accordance with the Local Government Financial Management Regulations 1995 Section 33A;*
2. *amend the 2025/26 Budget as outlined in the 2025/26 Budget Review; and*
3. *forward a copy of the budget review to the Department of Local Government, Sport and Cultural Industries within 30 days of endorsement.*

9.2.4 Adoption of New Fees and Charges / Amendment to Existing Fees and Charges

Report Date	12 March 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Nil
Author	Amy Watts, Manager Community Development and Stakeholder Services Geize Teixeira, Manager Financial Services
Attachments	Nil

Purpose of Report

In accordance with section 6.16 of the *Local Government Act 1995*, the purpose of this report is to seek Council approval to introduce new fees and charges and amend an existing fee within the adopted 2025/26 Fees and Charges Schedule for the list below:

New Fees and Charges

- Lifeguard Fee – \$40 per hour (GST exclusive).

- Tennis Club Building Fee – \$66 per hour for commercial/business hire and \$28 per hour for community/individual hire (GST exclusive).
- Swimming Lessons Fee – \$20 per child, per lesson (GST exclusive).
- Swimming Lessons Fee – \$50 per child, per private lesson (GST exclusive).

Amendment of current Fee and Charges

Administration Charges (Rates)

- Rates, Orders and Requisitions – Update the wording from “Rates, Orders and Requisitions” to “Orders and Requisitions”.
 - Update the cost per requisition from \$133,00 to \$ 75,00 for both commercial/business and community/individual (GST Exclusive).

Buildings and Facilities

- Update the wording from “Hockey Oval” to “Hockey Oval & Building”.

Background

New Charges

Lifeguard Fee

The Shire wants to provide the service of additional lifeguard supervision for events and activities held at the Shire’s aquatic facilities.

At present, no specific fee exists within the adopted Fees and Charges Schedule for the 2025/26 financial year for this service.

Due to the need for cost recovery when additional lifeguards are required to be engaged for events, it is proposed that Council adopt a new fee.

Introducing this fee will assist in partially recovering the costs associated with providing this service and ensure equity between users and ratepayers.

Tennis Club Building Fee

The Shire wants to provide the service of hiring out the Tennis Club building for events and functions.

At present, no specific fee exists within the adopted Fees and Charges Schedule for the 2025/26 financial year for this service.

Due to increased demand for the use of the facility and the operational and maintenance costs associated with providing the venue, it is proposed that Council adopt a new fee.

Introducing this fee will assist in partially recovering the costs associated with providing this service and ensure equity between users and ratepayers.

Swimming Lessons Fees

The Shire wants to provide the service of swimming lessons at the Shire's aquatic facility.

At present, no specific fee exists within the adopted Fees and Charges Schedule for the 2025/26 financial year for this service.

Due to the need for cost recovery associated with delivering swimming lessons, including staffing and operational costs, it is proposed that Council adopt new fees.

Introducing these fees will assist in recovering the costs associated with providing swimming lessons and ensure that the service does not create an additional financial burden on ratepayers.

Amendment to an Existing Fee or Charge

Council adopted the 2025/26 Fees and Charges Schedule at the Ordinary Council Meeting held on 27 of August 2025.

Since adoption, it has been identified that the fee for Rates, Orders and Requisitions requires amendment due to this being incorrectly presented during the 2025/26 Budget adoption.

Comment

The proposed fees reflect the estimated costs associated with delivering the services, and are considered reasonable when compared with similar Local Governments.

Policy Requirements

Nil.

Legislative Requirements

Under Section 6.16 of the *Local Government Act 1995*, a Local Government may impose fees and charges for goods or services it provides.

Section 6.19 of the Act requires that public notice be given before the introduction of a new fee or charge.

Strategic Implications

The introduction and amendment of the fees support the Shire's objective of financial sustainability by enabling appropriate cost recovery for services provided. This ensures that the costs associated with delivering the service are primarily borne by users rather than the broader ratepayer base, promoting equitable cost allocation and supporting the Shire's long-term financial management.

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

Lifeguard Fee

The proposed fee is expected to generate approximately \$2,400 per annum based on anticipated usage.

The revenue will contribute towards offsetting operational costs associated with providing the service, specifically the engagement of additional lifeguards required for events and activities held at the Shire's aquatic facilities.

Tennis Club Building Fee

The proposed fee is expected to generate approximately \$3,960 per annum based on anticipated usage.

The revenue will contribute towards offsetting operational costs associated with maintaining and operating the Tennis Club building when it is hired for events and functions.

Swimming Lessons Fees

The proposed fees are expected to generate approximately \$40,000 per annum based on anticipated participation in the swimming lesson program.

The revenue will contribute towards offsetting operational costs associated with delivering swimming lessons, including staffing and program delivery costs, ensuring the service does not create an additional financial burden on ratepayers.

Voting Requirements

Absolute Majority

OFFICERS RECOMMENDATION

That Council:

- 1. adopt the following new fees in accordance with section 6.16 of the Local Government Act 1995:***

Fee Description	Amount Commercial/ Business	Amount Community/Individual	GST
Lifeguard Fee (per hr)	\$ 40.00	\$ 40.00	Y
Tennis Club Building Fee (per hr)	\$ 66.00	\$ 28.00	Y
Swimming Lesson Fee (per 30 min group session)	NA	\$ 20.00	Y
Swimming Lesson Fee (per 30 min private session)	NA	\$ 50.00	Y

2. amend the following fee within the 2025/26 Fees and Charges Schedule:

Previous Fee description	New Fee description
Rates, Orders and Requisitions	Orders and Requisitions
Hockey Oval	Hockey Oval & Building

Fee description	Current Fee	Proposed Fee	GST
Orders and Requisitions	\$ 133.00	\$ 75.00	Y

and

3. give public notice of the new fees and the amended fees in accordance with section 6.19 of the Local Government Act 1995.

9.3 Governance and Corporate Services

9.3.1 Audit, Risk and Improvement Committee

Report Date	4 March 2026
Officer Disclosure of Interest	Nil
Previous Meeting References	Briefing Session – 25 February 2026
Author	Bob Hoogland, Deputy Chief Executive Officer
Attachments	<ol style="list-style-type: none"> 1. ARIC Draft Terms of Reference 2. Expressions of Interest for Independent Presiding and Deputy Presiding Members 3. News Release on ARICs

Purpose of Report

This report recommends that Council adopt Terms of Reference (ToR) for an Audit, Risk and Improvement Committee (ARIC); seek Expressions of Interest for an Independent Presiding Member and an Independent Deputy to the Presiding Member; and, appoint Elected Member representatives to the ARIC. The meeting attendance fee for the independent members should also be set by Council.

Background

As part of the WA Government Local Government reform agenda, amendments to the *Local Government Act 1995* and various Regulations have required the transition from the existing Local Government Audit Committees to an ARIC. This requires Council to appoint at least an independent Presiding Member and an Independent Deputy to the Presiding Member. Council may appoint additional independent members, as well as appointing Elected Members.

Comment

As part of the Local Government reform agenda, changes to legislation require Council to transition from the existing Audit Committee to an ARIC with at least an Independent Presiding Member and an Independent Deputy to the Presiding Member.

The option of sharing Independent Members of ARICs with other Local Governments is permitted and was investigated, but was identified as not viable. On that basis, it is recommended that Council seek Expressions of Interest from appropriately qualified persons for the two independent positions. The Expressions of Interest received would be provided to Council for consideration and appointment of Independent Members. The intention is that this would be provided for the April 2026 Ordinary Council Meeting.

It is considered that a large committee may be less workable than a smaller committee, and it is therefore recommended, at least in the first instance, that Council not appoint further independent members. For the same reason, it is also recommended that Council appoint two Elected Member representatives to the committee.

Council is required to adopt ToR for the ARIC, and recommended ToR are provided for Council consideration.

Independent Members of ARICs may be paid a meeting fee; this is determined by the Salaries and Allowances Tribunal (WA), and a range of \$105 - \$1,215 has been determined specifically for Independent ARIC members. On the basis of the number of meetings (usually no more than three per year) and the skillset and duties expected of the independent members of the ARIC, it is recommended that the fee for both Independent Members be set at \$450.

Policy Requirements

Nil.

Legislative Requirements

Local Government Act 1995 – Section 7.1 identifies the requirement to establish an ARIC and the membership of the ARIC.

Strategic Implications

Goal 5: A community that collaborates effectively, nourishes local leadership and advocates for its future.
--

Outcome 5.2:	Community leadership is encouraged and supported.
---------------------	---

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

The costs associated with seeking Expressions of interest and meeting fees of Independent Members are minor and managed within existing adopted budgeted expenditure.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

That Council:

1. *adopt the Terms of Reference for the Audit, Risk and Improvement Committee as recommended;*
2. *approve the seeking of Expressions of Interest for an Independent Presiding Member and an Independent Deputy to the Presiding Member of the Audit, Risk and Improvement Committee;*
3. *set the meeting fee for Independent Members of the Audit, Risk and Improvement Committee at \$450; and*
4. *appoint Cr and Cr as Elected Member representatives of the Audit, Risk and Improvement Committee.*

9.4 Community Development and Stakeholder Services

Nil.

9.5 Infrastructure Services

Nil.

9.6 Engineering Services

Nil.

10. Reports of Committees

11. New Business of an Urgent Nature Introduced by Decision of Council

12. Matters for Which the Meeting May Be Closed

13. Closure of Meeting