

SHIRE OF MOORA



ORDINARY COUNCIL MEETING

AGENDA

ORDINARY COUNCIL MEETING
TO BE HELD IN THE
Council Chambers, 34 Padbury Street, Moora
Wednesday 26 November 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 26 November 2025** commencing at **5.30pm**.

Yours faithfully,

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

GW Robins
Chief Executive Officer

21 November 2025

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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.

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

SHIRE OF MOORA

WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

Chief Executive Officer
Shire of Moora
PO Box 211
MOORA WA 6510

Dear Sir/Madam,

Re: **Written Declaration of Interest in Matter Before Council**

I, ⁽¹⁾ _____ wish to declare an interest in the following item to be considered by Council at its meeting to be held on ⁽²⁾ _____ .

Agenda Item & Title ⁽³⁾ _____

The type of interest I wish to declare is: ⁽⁴⁾

- Financial pursuant to Section 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Shire of Moora Code of Conduct for Council Members, Committee Members and Candidates.

The nature of my interest is ⁽⁵⁾

The extent of my interest is ⁽⁶⁾

I understand that the above information will be recorded in the Minutes of the meeting and recorded by the Chief Executive Officer in an appropriate Register.

Yours faithfully,

Signed

Date

1. Insert your name.
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in the matter under S. 5.68 of the Act).

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**1.1 DECLARATION OF OPENING**

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

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.

2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE**ATTENDANCE****APOLOGIES****3. DECLARATIONS OF INTEREST**

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

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

4. PUBLIC QUESTION TIME**4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE****4.2 PUBLIC QUESTIONS****5. PETITIONS / DEPUTATIONS / PRESENTATIONS****6. APPLICATIONS FOR LEAVE OF ABSENCE****7. ANNOUNCEMENTS BY THE PRESIDING MEMBER****7.1 DELEGATES REPORTS****8. CONFIRMATION OF MINUTES****8.1 SPECIAL COUNCIL MEETING - 29 OCTOBER 2025**

That the Minutes of the Special Meeting of Council held on 29 October 2025 be confirmed as a true and correct record of the meeting.

9. REPORTS OF OFFICERS

9.1 GOVERNANCE AND CORPORATE SERVICES

9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION I.15

REPORT DATE: 18th November 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 October 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

OFFICER RECOMMENDATION

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

Municipal Funds	EFT343410-34493	-\$1,230,279.99
Municipal Cheque	62689-62692	-\$2,590.00
Credit Card	DD17103.15	-\$11,873.52
Direct Debit	DD17401.1-DD17103.23	-\$118,494.31
NETT Pay	07/10/2025	-\$123,365.76
NETT Pay	21/10/2025	-\$117,582.87

PAYMENT TOTAL FOR OCTOBER 2025 **-\$1,604,186.45**

9.1.2 WRITE-OFF UNRECOVERABLE DEBTS

FILE REFERENCE: F/SUD1-4

REPORT DATE: 18 November 2025

APPLICANT/PROPONENT: Shire of Moora

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Geize Teixeira, Manager Financial Services

ATTACHMENTS: Nil

PURPOSE OF REPORT

To request Council's approval to (1) classify the listed Shire-owned property(ies) as exempt from rating under section 6.26(2)(a) of the Local Government Act 1995, and (2) write off rates and charges raised in error, in accordance with section 6.12(1)(c) of the Act.

The purpose of this report is to provide information that supports the write-off of rates and service charges outstanding for the Shire-owned property listed below. It is recommended that Council approve the write-off of monies totalling an amount of \$5,759.94, pursuant to sections 6.26(2)(a) and 6.12 (1)(c) of the Local Government Act 1995.

BACKGROUND

Section 6.26(2)(a) of the Local Government Act 1995 states that land owned by a local government is not rateable unless it is used for a commercial purpose. As part of the Shire's annual review of rating classifications and property use, some Shire-owned properties were identified as meeting the exemption criteria.

During the review, it was also identified that rates and charges had been incorrectly raised on these properties. Since the properties are non-rateable by law, these charges must be removed from the ledger and require a formal Council-approved write-off.

A list detailing the assessment, property address, and amount recommended for write-off is presented.

Property exempt from rating:

- A1088 – 63 Gardiner Street – Moora – \$4,783.26 (Tennis Club)

▪ ESL & interest	\$ 311.98
▪ Sewerage & Fixtures	\$1,625.28
▪ Rubbish	<u>\$2,846.00</u>
▪ Balance to write off	\$4,783.26

ESL Charges:

- A1088 – 122 Gardiner Street – Moora – \$108.52
- A6420 – 32 Gardiner Street – Moora – \$108.052
- A6421 – 34 Gardiner Street – Moora – \$108.52
- A6422 – King Street – Moora – \$108.52
- A6423 – 44 Lee Steere Street – Moora – \$108.52
- A6424 – 42 Lee Steere Street – Moora – \$108.52
- A6426 – 67 Melbourne Street – Moora – \$108.52
- A6428 – 52 Ranfurly Street – Moora - \$108.52
- A6429 – 50 Ranfurly Street – Moora - \$108.52

POLICY REQUIREMENTS

Properties Exempt from rating

That the following land be recorded as exempt from rating –

- (a) Moora Frail Aged Lodge, lot 394 Dandaragan Street, Moora (GG 8 Dec 1989)
- (b) Moora Tennis Club Inc lots M34, 35, 36, 37, 38, 39 Gardiner Street, Moora, while used as a Tennis Club, as tennis courts.
- (c) Moora Lakeview Golf Club Loc 2444, Loc 966 Lot 1.
- (d) Miling Golf Club Loc 3813.
- (e) Moora Race Club, lot 200 Riley Road, Moora.
- (f) Moora Arts & Crafts Society, lot 407 Roberts Street, Moora.

Rates Collection Procedure

- (1) That as soon as practicable after 7 days following any rates or service charges falling due for payment, the CEO may issue a final notice for recovery of outstanding rates and service charges, allowing 14 days for payment.
- (2) That action for recovery be taken after that time, to the extent allowed in the Act.

Small Rates Balance Write Offs

The CEO or their delegate are authorised to write off rates balances up to and including \$20.00. All amounts over \$20.00 should be referred to Council for consideration.

LEGISLATIVE REQUIREMENTS

Local Government Act 1995

- Section 6.26(2)(a) – Land owned by a local government is not rateable.
- Section 6.12(1)(c) – Council may write off any amount of money owed to the local government.
- Section 6.40 – Requirement to review and impose rates on the correct basis each financial year.

STRATEGIC IMPLICATIONS

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

The write-off amount totals \$5,759.94. This adjustment is non-cash and will be reflected in the current financial year as a correction to rates revenue. There is no impact on the Shire's cash position.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council:

- 1. Approve the classification of the following Shire-owned properties as non-rateable land under section 6.26(2)(a) of the Local Government Act 1995, as detailed above; and*
- 2. Approve the write-off of rates and charges totalling \$5,759.94, raised in error on these Shire-owned properties.*

9.1.3 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2025

REPORT DATE: 24 September 2025

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: 46.25 Set aside at the Ordinary Council Meeting 1 October 2025

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

9.1.4 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 AUGUST 2025

REPORT DATE: 24 September 2025

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: 46.25 Set aside at the Ordinary Council Meeting 1 October 2025

AUTHOR: Travis Bate, Financial Accountant (RSM Australia)

ATTACHMENTS: Statement of Financial Activity for the Period Ended 31 August 2025

PURPOSE OF REPORT

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

9.1.5 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 SEPTEMBER 2025

REPORT DATE: 16 October 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 30 September 2025

PURPOSE OF REPORT

To receive and endorse the Statement of Financial Activity for the period ended 30 September 2025.

BACKGROUND

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

COMMENT

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

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996, Clause 34**STRATEGIC IMPLICATIONS**

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

SUSTAINABILITY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Year to date income and expenditure is provided by program to enable comparison to 2024/25 adopted budget.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council endorses the Statement of Financial Activity for the period ended 30 September 2025.

9.1.6 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 OCTOBER 2025

REPORT DATE: 20 November 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 October 2025

PURPOSE OF REPORT

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

BACKGROUND

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

COMMENT

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

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996, Clause 34

STRATEGIC IMPLICATIONS

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

SUSTAINABILITY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Year to date income and expenditure is provided by program to enable comparison to 2024/25 adopted budget.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

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

9.1.7 SALE OF LAND – LOT 161 BOTTLEBRUSH VIEW

FILE REFERENCE:	October 2025
REPORT DATE:	04 November 2025
APPLICANT/PROPONENT:	HEPAC Pty Ltd (ABN: 50 493 029 791)
ACN 686 000 466)	
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT

To advise Council of an offer by HEPAC Pty Ltd ATF HEP Trust (ABN: 50 493 029 791) to purchase industrial Lot 161 Bottlebrush View, Moora.

BACKGROUND

As with lots 162, 165, 166 and 167, Lot 161 Bottlebrush View is an un-serviced industrial lot owned by the Shire in the Tootra Street industrial precinct. Along with other properties, this property has been listed for sale for several years. Until recently, the Shire has not been able to secure buyers for these industrial lots which were initially offered for sale at values ranging from \$72,000 to \$90,000 excl GST.

A recent reappraisal of the lots in the industrial precinct determined that lots without water, sewerage or electricity were not priced in a manner consistently or competitively with the current market. This

was underscored by the absence of offers during the period the properties have been listed for sale with Jurien Bay Realty.

HEPAC Pty Ltd ATF HEP Trust (ABN: 50 493 029 791) has lodged an unconditional offer of \$50,000 (GST Incl) to purchase lot 161 Bottlebrush View.

COMMENT

The offer in respect of lot 161 is consistent with the Shire's advertised price, which reflects the reduced price for which the Shire has recently officed industrial lots for sale.

Section 3.58 (3) of the LGA Act states that if Council wishes to accept an offer for the sale of property, the Shire must give local public notice of the proposed disposition of land invite public submissions for no less than two weeks before agreeing to accept an offer. The notice is to include details of the property concerned, the names of all interested parties, the consideration to be received and the market value of the property as ascertained by a valuation carried out and declared by resolution of the Shire. Experience has shown there are challenges in receiving a meaningful and reliable valuation for vacant industrial lots in Moora. Independent valuations in Moora can be expensive, \$2,000-\$2,500, and the contracted Valuers, usually not from Moora, may have relatively limited knowledge of the local market, typically rely on a very small sample of sales for their assessment due to low volumes of property movements in the area.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Local Government Act 1995 s.3.58(3)

Sec (3): A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives Statewide public notice of the proposed disposition —

- (i) describing the property concerned;
- (ii) giving details of the proposed disposition; and
- (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

STRATEGIC IMPLICATIONS

Shire of Moora Community Strategic Plan

Outcome 4.1 A Strong and diversified economic base.

Strategy 4.1.4 The sale and provision of commercial land is a strategic strategy of the Shire.

FINANCIAL IMPLICATIONS

Accepting any offer will introduce a positive unbudgeted revenue flow that offsets year end expenditure balances.

The sale of the Lot will offset the long-term holding costs already incurred by the Shire. As with other sales, the sale of lot 161 Bottlebrush View will unlock the flow of rate revenue, while the collective development of the Lots will create the potential for other revenue flows and a further expansion of the Shire's economic base.

OFFICER RECOMMENDATION

That Council, subject to prevailing conditions of sale and caveats, authorise the sale of Lot 161 Bottlebrush View, Moora to HEPAC Pty Ltd ATF HEP Trust (ABN: 50 493 029 791) for the sum of \$50,000 (GST Exc).

9.2 DEVELOPMENT SERVICES

9.2.1 KERKHOFF CARNABY'S GROUP

FILE REFERENCE:	Kerkhoff Carnaby's Group – Big Cockatoo Structure
REPORT DATE:	19 November 2025
APPLICANT/PROPONENT:	Kerkhoff Carnaby's Group
OFFICER DISCLOSURE OF INTEREST:	NIL
PREVIOUS MEETING REFERENCES:	Kerkhoff Carnaby's Group
AUTHOR:	Chief Executive Officer
ATTACHMENTS:	NIL

PURPOSE OF REPORT

To recommend to Council the repositioning of the Carnaby's Big Cockatoo Structure to Apex Park.

BACKGROUND

The Carnaby's Big Cockatoo project is an initiative of the Kerkhoff Carnaby's Group; it has been on foot for several years and is supported and funded largely by community donations. It has experienced a range of development issues over the years. The question of the structure's location has been a perennial issue. Most recently, it was thought that the location of the structure at the Sport and Recreation Precinct had been settled. Council proposed this location because of the relatively unrestricted space, ample safe off-road car and caravan parking, potential for future site development, the long unrestricted viewing lines, its proximity to town and facilities, public toilets supplemented by the *disabled changing place* and the then emerging issues arising from the Cultural Heritage Act, and ease of connection with the Carnaby's cockatoo trail. More recently, community input has highlighted a preference for the Carnaby's Big Cockatoo structure to be located in Apex Park.

COMMENT

The Shire has continued its engagement with the Kerkhoff Carnaby's Group in respect of various aspects of the project. Over recent months considerable discussion and reflection has focussed on the location of the structure and the practicalities of changing its planned location. Following long and careful deliberation, the Shire has noted community wishes in respect of the location of the structure and recommends that Council endorse Apex Park as the location for the cockatoos.

In making this recommendation, the Shire notes that many of the previous issues that underpinned the former decision to locate the structure at the Sport and Recreation Precinct will now need to be reconsidered. A budget allocation will need to be created and issues primarily of safety, security and park amenity will need to be revisited.

As agreed with the Kerkhoff Carnaby's Group, the project will remain under its direction and control until fully completed and formally accepted by the Shire as a piece of community infrastructure.

NOTE:

Cr Dugan submitted the Member Motion (recommendations only below) in respect of this matter.

Member Motion Endorsement of Revised Big Carnaby Statue Location – Apex Park

That Council:

- 1. Acknowledges the recent community feedback and the unanimous request from the KCG to relocate the project to Apex Park; and***
- 2. Approves and endorses the relocation of the project from the previously endorsed site to Apex Park; and***
- 3. Endorses the continuation of project planning and design at the new location.***

While the officer recommendations consistent with the Shire's discussion with the Kerkhoff Carnaby's Group appear below in the Officer's Recommendation, the Member Motion, the recommendation of which appear above, should be considered.

POLICY REQUIREMENTS

There are no known policy issues in respect of this proposal at this time. Subsequent experience with the structure may necessitate revised or new policy considerations.

LEGISLATIVE REQUIREMENTS

There are no known legislative requirements related to this item at this time.

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**
The Shire will become responsible to the ongoing costs of insuring, maintaining and ensuring the safety of the structure.
- **Social**
The Shire will need to be alert to the potential for a change in social interactions arising from the changed activity dynamic in Apex Park.

FINANCIAL IMPLICATIONS

This decision will give rise to presently unquantified costs associated with the creation of new services and facilities and adoption of this infrastructure.

VOTING REQUIREMENTS

Simple or Absolute Majority

OFFICER RECOMMENDATION***That Council***

- 1. Endorse the proposal that the Big Carnaby's Cockatoo structure be located in Apex Park***
And
- 2. The Shire undertakes the planning and development of a budget to support the project following its transfer to the Shire.***

9.3 ENGINEERING SERVICES

9.3.1 TENDER NO. 03/2025– SUPPLY OF ROAD SURFACE STABILISATION SERVICES, AND TENDER NO. 02/2025 – SUPPLY OF ROAD SURFACE SEALING SERVICES

FILE REFERENCE: L/TER1-3
 REPORT DATE: 15/10/2025
 OFFICER DISCLOSURE OF INTEREST: Nil
 PREVIOUS MEETING REFERENCES: Nil
 AUTHOR: Keith Dickerson, Manager Engineering Services
 ATTACHMENTS: Matrix of Tenders received

PURPOSE OF REPORT

Council calls tenders in accordance with the requirements of the Local Government Act and Regulations for the value of services over \$250,000.

BACKGROUND

Each year tenders are called for the supply and spray of bitumen products including aggregate and for road cement stabilisation services. Tenders for the stabilisation services and the tender for supply of road surface sealing have been requested for, full service where the shire works crew will not be involved in the works.

To assist with the tender process, the WALGA Proforma tender document is used to simplify tenderers understanding of council requirements. Within the Request for tender document under Appendix D there is a reference to a Regional Price Preference Policy. In the case of both Tenders 02/25 and 03/25 Regional Price Preference will not apply as no local companies can provide these services.

To undertake Councils Road sealing and road works programme, it is necessary to call tenders for the supply of bitumen and stabilisation services.

COMMENT

In summary, tenders were called for the following quantities across the following roads;

	<u>Stabilising</u>	<u>2 Coat Bitumen</u>	<u>Resealing</u>
• Miling Watheroo Rd	42,800m ²	23,700m ²	
• Miling West Rd	20,000m ²	14,000m ²	
• Carot Well Rd	82,000m ²	66,900m ²	
• Watheroo West Rd	17,000m ²	13,600m ²	
• Railway Rd			38,600m ²
• Moora Miling Rd			3,300m ²
• Miling North Rd			32,480m ²
• Coomberdale East Rd			3,450m ²
• Atbara Street			1,610m ²
• Watheroo Town Streets			11,400m ²
• Miling Town Streets			9,750m ²

Supply of Road Stabilisation (Full Service) Council will require approximately 161,800m² of stabilisation services for the 2025-2026 road programme.

Supply, Spray and Cover of 2 coat Bitumen Products (Full Service including aggregate) Council will require approximately 271,000 litres of class 170 bitumen (118,000m² two coat) for the 2025-2026 road programme.

Supply, Spray and Cover of S45R Bitumen Reseal Products (Full Service including aggregate) Council will require approximately 210,000 litres of modified S45R bitumen (100,000m² single coat) for the 2025-2026 road programme.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Section 3.57 of the Local Government Act 1995

Regulations 11 (1) & 18 of the Local Government (Functions & General) Regulations 1996

STRATEGIC IMPLICATIONS

Outcome 3.3: A safe and reliable transport system.

Strategy 3.3.1: Enhance the transport infrastructure in the Shire. Council needs to continue with the upgrading and maintenance of their road network.

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 purchase of various products and services as per these items are within the budgeted allocations for the Shire's 2025-2026 Roadworks Programme, adopted on Wednesday 17th of July 2024.

VOTING REQUIREMENTS

Simple Majority Required

OFFICER RECOMMENDATIONS

That Council accepts

1. *Tender RFT 03/2025 – received from Western Stabilisers Pty Ltd for the supply of road surface stabilisation services at 2.0% /weight of cement, as per the attached rate of \$11.06/m² incl GST.*

And

2. *Tender RFT 02/2025 – received from Bitutek for (one) the supply of road surface 2 coat sealing services, as per the attached rate of \$8.86/m² incl GST and (two) the supply of road surface single coat resealing sealing services using S45R bitumen, as per the attached rate of \$6.10/m² incl GST.*

9.3.2 TENDER NO. 04/25 GRADER CHANGE OVER.

FILE REFERENCE: L/TER1-3

REPORT DATE: 19/11/2025

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Keith Dickerson, Manager Engineering Services

ATTACHMENTS: Tender assessment

PURPOSE OF REPORT

Council is required to call tenders in accordance with the requirements of the Local Government Act and Regulations for the disposal of assets over the value of \$75,000 and the purchase of items over \$250,000.

BACKGROUND

Each year tenders are called for the supply and disposal of several items of plant following the adoption of the budget, this year Council agreed to dispose of the current 12M grader and to purchase a new equivalent size machine.

To assist with the tender process, the WALGA Proforma tender document is used to simplify tenderers understanding of council requirements. Within the Request for tender document under Appendix D there is a reference to a Regional Price Preference Policy. In the case of Tenders 04/25.

COMMENT

In summary, tenders were called through the WALGA Preferred Supplier Portal for 1 only new articulating motor grader, by trading in councils existing 2016 model Cat 12M motor Grader, Registration number 1GFO819, with 2 complying tenders being received. The noncomplying tenders from Hitachi who did not offer a purchase price and Komatsu who did not offer a trade in price for Councils current grader were not assessed.

As the Cat machine does not come with a reversable engine fan I have been in contact with Westrac "Geraldton Division" and negotiated the inclusion of a reversable engine cooling fan that helps to keep engine and transmission temperatures within a normal working range, they have offered to include the reversable fan at half price, being \$5,000 + gst with the Cat machines.

The warranty on the Cat graders includes a \$10,000 WesTrac credit to the Shire of Moora for Parts and Servicing. This in effect increases the value of the Cat 140 grader by \$10,000.

AFGRI Equipment

- a. 2023 model 620CP 12-foot blade for a changeover price of \$257,000 excluding GST. A 14 foot blade machine was not requested, therefore non-compliant.
- b. 2023 model 620CP 14-foot blade for a changeover price \$257,000 excluding GST. A 2-year-old machine was not requested, therefore non-compliant.
- c. 2025 model 620P (new Model) 12-foot blade for a changeover price \$ 321,000 excluding GST.

WesTrac

- A. 2025 140 model factory 12-foot blade for a changeover price \$298,300 excluding GST.
- B. 2025 140 model 14-foot blade for a changeover price \$301,575 excluding GST. A 2-year-old machine was not requested, therefore non-compliant.
- C. 2025 140 model Non-Factory Shortened 12-foot blade for a changeover price \$332,335 excluding GST.

Following completion of the request through the WALGA portal it became evident that to comply with Local Government Regulation 1996, clause 30 (3) (B) section 3.58 a separate tender for the disposal of the current 12M Cat Grader was required.

The tender process for the disposal of the current 12M Cat Grader was completed resulting in receipt of one tender from Darren Keeffe for \$131,000 + GST. This tender was not accepted as WesTrac offered \$141,000 + GST trade in against the new machine. Darren was advised by phone and letter that his tender was not accepted.

POLICY REQUIREMENTS

Nil

LEGISLATIVE REQUIREMENTS

Section 3.57 of the Local Government Act 1995

Regulations 11 (1) & 18 of the Local Government (Functions & General) Regulations 1996

STRATEGIC IMPLICATIONS

Strategically the appropriate resourcing of heavy plant and equipment should be a priority of Council on an annual basis. Timely changing over of major plant and equipment will generally mitigate against the risk of major repairs and rebuilds.

It is understood there is always annual budget parameters and it's a difficult task to provide the appropriate fiscal resources to keep up with a plant and equipment replacement program.

In 2025-2026 Council included, in their budget replacement of one only articulating motor grader at a changeover cost of \$325,000.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

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

➤ **Economic**

Other than those highlighted above, 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 changeover allocation for the grader replacement as per the Shire's 2025-2026 plant budget adopted on Wednesday 17th of July 2025 is \$325,000 excluding GST.

The officer's recommendation for the changeover of the grader is below budget by \$21,700.

VOTING REQUIREMENTS

Simple Majority Required

RECOMMENDATION

That Council accepts Tender 04/25 – received from WesTrac for the trade in of the current 12M grader and the purchase of one only 2025 model Caterpillar 140 with a 12-foot mouldboard/blade at a changeover cost of \$298,300 + the cost of the reversable fan for \$5,000 excluding GST.

10. REPORTS OF COMMITTEES

GENERAL PURPOSE COMMITTEE MEETING – 12 NOVEMBER 2025

10.1 FINANCE REPORTS

Finance reports for July, August & September 2025 referred to Council for endorsement at Items 9.1.1; 9.1.2; 9.1.3; 9.1.4

Expenditure and Credit Card Reports for September 2025 referred to Council for endorsement at Items 9.1.5; 9.1.6

10.2 RATES CORRECTION AND BUDGET

Item referred to Civic Legal and Department of Local Government for finalisation of SAT application for review and consent to Ministerial direction.

10.3 ROAD WORKS CONTRACT & DISPOSAL OF MACHINERY.

Recommendations referred to Council for decisions at Items 9.3.1 and 9.3.2

10.4 RISK MANAGEMENT REVIEW REPORT

FILE REFERENCE: F/AUD1-2
 REPORT DATE: 03 June 2025
 OFFICER DISCLOSURE OF INTEREST: Nil
 PREVIOUS MEETING REFERENCES: Nil
 AUTHOR: Bob Hoogland, Deputy Chief Executive Officer
 ATTACHMENTS: Risk Management Review Report

PURPOSE OF REPORT:

For the Audit Committee to review and recommend Council receive the Risk Management Review Report 2025.

BACKGROUND:

In 2014, the Shire engaged the services of LGIS consultants to help prepare a Risk Management Framework and the Framework and associated Policies were reviewed in 2019. It was the intent of the Risk Framework and Policies that the identified risks be reviewed by management regularly and the findings reported to the Audit Committee and Council. The Audit Committee reviewed the report and recommended Council receive the report.

COMMENT:

Management have reviewed the detailed schedule of risks, in terms of the identified likelihoods, consequences, controls and issues/actions. Management have made the necessary amendments and updated risk management actions. The resulting report is provided for review by the Audit Committee and Council.

POLICY REQUIREMENTS:

Risk Management Framework/Policy

LEGISLATIVE REQUIREMENTS:

Nil

STRATEGIC IMPLICATIONS:

Risk management forms part of the Strategic, Operational, Project and Line Management responsibilities and where possible, should be incorporated within the Shire's Integrated Planning Framework.

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

COMMITTEE RECOMMENDATION

That Council receive the Risk Management Review Report

10.5 CEO'S REGULATION 17 SYSTEM REVIEW REPORT FOR 2025

FILE REFERENCE: F/AUD1-2
REPORT DATE: 20 July 2025
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: Nil
AUTHOR: Bob Hoogland, Deputy Chief Executive Officer
ATTACHMENTS: CEO's Regulation 17 Systems Review Report

PURPOSE OF REPORT:

For the Audit Committee to review and recommend Council receive the CEO's Regulation 17 System Review Report 2025.

BACKGROUND:

Regulation 17 of the Local Government (Audit) Regulations requires the CEO to review certain systems and procedures, specifically, the CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management, internal control and legislative compliance, not less than once in every three financial years.

The 2022 review was undertaken by an external contractor. The CEO determined that the skills, experience and independence were available “in house” to undertake the 2025 review. The Audit Committee reviewed the report and recommended Council receive the report.

COMMENT:

As required, the review assessed risk management processes, internal controls and legislative compliance, referring to legislation, internal reports and audit reports.

As per the Regulation 17 System Review Report, Policy and Procedure reviews are underway and Council’s participation in the Cyber Security Pilot Project (CSPP) is providing a vehicle to achieving additional risk management and internal control measures. Legislative compliance matters identified in external audit were found to have been addressed.

POLICY REQUIREMENTS:

Risk Management Framework/Policy

LEGISLATIVE REQUIREMENTS:

Local Government (Audit) Regulations 1996 – Regulation 17

STRATEGIC IMPLICATIONS:

Moora Strategic Community Plan 2018-2028

This review and report assist with meeting the objective of Strategy 5.2.1: Elected Members and staff develop 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

COMMITTEE RECOMMENDATION

That Council receive the CEO’s Regulation 17 System Review Report for 2025

10.6 DISPOSAL OF PUBLIC LAND.

Recommendations for Council’ decision considered at Item 9.1.7

II. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**II.1 MEMBER MOTION - CR DUGAN – MOORA HOUSING AND HOMELESSNESS COMMITTEE**

FILE REFERENCE:	DUGAN MM / HOUSING
REPORT DATE:	13 November 2025
APPLICANT/PROPONENT:	Cr Dugan
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Cr Dugan
ATTACHMENTS:	Moora Housing and Homelessness Committee - Motion

Member Motion: Establishment of a Housing & Homelessness Committee Motion**That Council:**

1. Establish a “Housing & Homelessness Committee” (the Committee) to investigate, advise and recommend strategies addressing housing affordability, limited rental availability, homelessness prevention, and the financial pressures affecting residents and businesses within the Shire of Moora.
2. Appoint membership as follows:
 - Two Councillors (nominated by Council);
 - One senior Shire officer (nominated by the CEO);
 - Three to five community and stakeholder representatives drawn from:
 - Local real estate and accommodation providers;
 - Community service or welfare organisations;
 - Local employers and business representatives;
 - Youth, Aboriginal or vulnerable community advocates; and
 - A representative from Shelter WA (or their regional liaison) to provide policy guidance and state-wide context.
3. Endorse the draft Terms of Reference (attached) as the operational framework for the Committee.
4. Request the CEO to:
 - Provide administrative and secretarial support for the Committee;
 - Include a budget allocation of up to \$5,000 in 2025/26 to support community consultation, data gathering, and research; and
 - Direct the Committee to deliver a Housing & Homelessness Action Report to Council by 31 May 2026.
5. Direct the Committee to:
 - Investigate rising housing costs and rental pressures in Moora and their impact on residents and businesses;
 - Identify available housing stock and land capacity to inform future planning and development;
 - Engage with local stakeholders to understand the financial and social effects of rental scarcity and home ownership barriers;
 - Review opportunities for collaboration with state and federal programs to stimulate affordable housing investment; and
 - Consider the framework used in Augusta–Margaret River as a reference model for Moora’s

own data-driven and collaborative approach in partnership with Shelter WA.

Rationale

The Shire of Moora is facing a critical shortage of available housing, rapidly rising rents and limited homes for purchase. These factors are creating financial strain for residents and affecting local business viability.

- Rental pressure: Rents have risen significantly, with very few properties available for lease.
- Ownership barriers: House prices and limited supply make home ownership increasingly out of reach.
- Business impacts: Employers are struggling to attract and retain staff without adequate housing options.
- Community impact: These pressures increase financial stress and risk of housing insecurity and homelessness.

Creating a dedicated Committee will enable Council to lead a coordinated response that combines local data, community input and expert guidance from Shelter WA. By drawing on the framework employed in Augusta–Margaret River as a planning and engagement model (rather than copying specific actions), Moora can develop a tailored strategy suited to its regional realities.

Terms of Reference – Housing & Homelessness Committee

Purpose: To advise Council on housing availability, affordability and homelessness prevention within the Shire of Moora.

Objectives:

1. Quantify local housing and rental pressures.
2. Facilitate collaboration between Council, community and industry.
3. Develop a Housing & Homelessness Action Report by 31 May 2026.
4. Identify funding and advocacy opportunities.
5. Promote awareness and community engagement on housing issues.

Membership:

Two Councillors, one Shire staff member, three to five community/stakeholder representatives, and a Shelter WA representative (advisory).

Meeting Frequency: Bi-monthly until May 2026, then quarterly thereafter to monitor progress and advise on ongoing housing matters.

Reporting: Interim update in February 2026 and final report by 31 May 2026; quarterly updates thereafter.

Delegated Authority: Advisory only – recommendations to be considered by Council.

Duration: Ongoing. The Committee will continue beyond the initial report period, meeting quarterly to monitor implementation and emerging issues.

Action Schedule (Indicative)

Budget Allocation (2025/26)

Recommendation

That Council:

1. Adopts the Motion to establish the Housing & Homelessness Committee (Cr Dugan);

2. Approves the attached Terms of Reference;
3. Calls for nominations from Councillors and community stakeholders (including Shelter WA); and
4. Requests the CEO to include funding for the Committee in the 2025/26 Budget and support its ongoing operations after May 2026.

Period Key Actions

Dec 2025 – Jan 2026 (Establishment) Confirm membership, adopt ToR, gather initial data on rental and housing market conditions.

Feb – Mar 2026 (Engagement) Hold community and stakeholder sessions; identify short-term solutions to rising rents and housing scarcity.

Apr – May 2026 (Reporting) Finalise findings and deliver the Housing & Homelessness Action Report to Council by 31 May 2026.

June 2026 onward (Ongoing) Transition to quarterly meetings to monitor progress, review new data and update Council on policy or market changes.

Item Amount (AUD)

Community consultation & workshops	\$2,000
Data and research support	\$1,500
Reporting & communications	\$1,000
Contingency	\$ 500
Total	\$5,000

PURPOSE OF REPORT

Cr Dugan has submitted a Member’s Motion in which he proposes that Council establish the “Moora Housing and Homelessness Committee”.

BACKGROUND

The motion was received from Cr Dugan on 12 November 2025.

COMMENT

The Shire has not undertaken any developmental work in respect of this proposal. Community housing and homelessness are portfolio responsibilities of the Department of Communities. The Shire should seek departmental input into anything the Shire may do in respect of its portfolio responsibilities.

POLICY REQUIREMENTS

Unknown at this time – serious consideration would need to be given to the expectations such an initiative and responsibility would create.

LEGISLATIVE REQUIREMENTS

Unknown at this time.

STRATEGIC IMPLICATIONS

Unknown at this time – serious consideration would need to be given to the expectations and responsibility such an initiative would create.

SUSTAINABILITY IMPLICATIONS

➤ Environment

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

- **Economic**
Potentially significant depending on how such an initiative would be structured and framed.
- **Social**
As above – the Shire would need to be alert to the expectations such an initiative would create and where the work of such a committee might lead. As community housing and homelessness is not a Shire responsibility, Council and the Shire would need to be very clear about the purposes of such a committee before setting out on this path.

FINANCIAL IMPLICATIONS

As above.

VOTING REQUIREMENTS

Simple or Absolute Majority

OFFICER RECOMMENDATION

That Council does not commit to this proposal unless it is absolutely clear as to the Committee's purposes and expectations.

11.2 KERKHOFF CARNABY COCKATOO

Member Motion Endorsement of Revised Big Carnaby Statue Location – Apex Park

BACKGROUND

At its Ordinary Meeting held 19 June 2024, Council resolved to endorse the Big Carnaby statue location in the sports and rec precinct. Following the resolution, further community consultation by the Kerkhoff Carnaby Group has been undertaken. Recent community feedback and a unanimous decision by the KCG have indicated a strong preference to relocate the project to Apex Park where the original in principal support was given. The KCG has forwarded a formal request to Council to recognise and approve this change of location.

COMMENT

The proposed relocation to Apex Park reflects the current community sentiment and aligns with the KCG's unanimous request. Changing to this site will strengthen community ownership of the project and is supported by surrounding infrastructure, access, visibility, and alignment with strategic community outcomes.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

The relocation supports the Shire's strategic objective to provide high-quality community infrastructure that reflects the needs and preferences of the local community.

MEMBER MOTION

That Council:

1. Acknowledges the recent community feedback and the unanimous request from the KCG to relocate the project to Apex Park; and
2. Approves and endorses the relocation of the project from the previously endorsed site to Apex Park; and

3. Endorses the continuation of project planning and design at the new location

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

13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14. CLOSURE OF MEETING