

Shire of Moora
Ordinary Council Meeting
11th October 2006

NOTICE OF MEETING

Dear Elected Member

The next Ordinary Council Meeting of the Shire of Moora
will be held on **Wednesday 11th October 2006**
in the Council Chambers, 34 Padbury Street, Moora
commencing at **3.30 pm**

SJ Deckert
Chief Executive Officer
6th October 2006

Please Note

Councillors and staff are required to bring to this meeting the financial reports for July and August that were attachments to the agenda for the previous Council Meeting held on 27 September 2006 and will now be considered at this meeting.

The Shire of Moora Vision and Mission Statement

Vision

Our vision is that:

The Moora region will be a place of brilliant opportunity over the next twenty years. Sustainable growth will result in a vibrant, healthy, wealthy and diverse community.

Mission

Our mission is:

To identify and stimulate growth through creative leadership and a willingness to get things done.

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,

Re: Written Declaration of Interest in Matter Before Council

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

Agenda Item ⁽³⁾ _____.

The type of interest I wish to declare is: ⁽⁴⁾ Financial / Proximity / Indirect Financial / Conflict (impartiality) pursuant to ⁽⁵⁾ Section 5.65 of the Local Government Act 1995 / Clause 1.3 of Councils Adopted Code of Conduct.

The nature of my interest is ⁽⁶⁾ _____

I wish to be present and participate in any discussion and/or decision making procedure relating to the item and therefore would like Council to declare that my interest in the matter is ⁽⁷⁾ _____

The extent of my interest is ⁽⁸⁾ _____

I understand that the above information will be recorded in the minutes of the meeting and placed in the Financial Interest Register.

Yours faithfully,

Signed

Date

- 11.2 Insert your name.
- 11.2 Insert the date of the Council Meeting at which the item is to be considered.
- 11.2 Insert the Agenda Item number and Title.
- 11.2 Delete type of interest not applicable.
- 11.2 Delete reference, which is not applicable.
- 11.2 Insert the nature of your interest.

Please note: The section pertaining to the following notes should only be completed if the Councillor making the declaration requires a Council decision to participate in the matter.

- 11.2 Insert either "Trivial" or "In common with a significant number of ratepayers or electors".
- 11.2 Insert the extent of your interest.

THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY.

SHIRE OF MOORA
ORDINARY COUNCIL MEETING AGENDA
11 OCTOBER 2006
COMMENCING AT 3.30PM

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* Separate Attachments

Item 11.2.3 List of Payments Authorised Under Delegation 1.31

Item 11.4.2 Community Safety and Crime Prevention Plan 2006-2008

Item 11.7.1 Be Active Report – September 2006

1. DECLARATION OF OPENING & WELCOME OF VISITORS***“Acknowledging of Country”***

I would like to show my respect and acknowledge the traditional owners of this land and acknowledge their contribution to the Shire of Moora as I do for all its people.

2. DISCLAIMER READING

To be read by the Shire President should members of the public be present at the meeting.

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

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

3. ATTENDANCE**APOLOGIES**

Mr SJ Deckert - Chief Executive Officer

LEAVE OF ABSENCE

The following Councillor was granted leave of absence for this meeting by Council resolution made at the Ordinary Meeting held on 23 August 2006:

D Clydesdale-Gebert - Councillor - Watheroo Ward

PUBLIC**4. DECLARATIONS OF INTEREST****5. QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH SECTION 5.24 OF THE ACT****6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE****7. APPLICATIONS FOR LEAVE OF ABSENCE****8. PETITIONS AND MEMORIALS****9. ANNOUNCEMENTS BY THE SHIRE PRESIDENT**

10. CONFIRMATION OF MINUTES OF THE PREVIOUS MEETINGS**10.1 ORDINARY COUNCIL MEETING - 27 SEPTEMBER 2006**

That the Minutes of the Ordinary Meeting of Council held on 27 September 2006, be confirmed as a true and correct record of the meeting.

11. REPORTS OF OFFICERS**11.1 ADMINISTRATION****11.1.1 Closure of Council Office over Christmas Period**

LOCATION: Moora
FILE: AD/CPEI
AUTHOR: Rebecca McCall, Corporate Services Officer
REPORT DATE: 28 September 2006
DECLARATION: Nil

BACKGROUND

In past years Council has closed the office between Christmas and New Year without any resulting problems.

COMMENT

It is proposed to do the same for this Christmas period. Council endorsement is sought so that appropriate community notification of the office closure and rubbish collection arrangements can be advertised. It is proposed that the office close from 3.00pm on Friday 22 December 2006 and re-open Tuesday 2 January 2007.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

PRECEDENT

Closure of the Council Administration Centre during the Christmas period.

VOTING REQUIREMENTS

Simple Majority.

OFFICER RECOMMENDATION – ITEM 11.1.1

That Council endorse the closure of the administration centre over the Christmas and New Year period. The office will close from 3.00pm on Friday 22

December 2006 and re-open Tuesday 2 January 2007. Whilst the office is closed, some staff will be available for emergencies.

11.2 FINANCIAL DEVELOPMENT

PROCEDURAL MOTION – ITEM 11.2.1 and 11.2.2

At the Council Meeting held on 27 September 2006, Council passed a procedural motion that items 11.2.1 and 11.2.2 of that meeting, lay on the table. The effect of the procedural motion is that those two items will remain laying on the table until such time that a procedural motion is passed to lift them from the table for consideration.

If Council wishes to now consider these items, it is recommended:

That the July and August Financial Statements as per items 11.2.1 and 11.2.2 of the Ordinary Meeting of Council held on 27 September 2006 be lifted from the table and considered at this meeting a per the following two items of this agenda, namely items 11.2.1 and 11.2.2.

11.2.1 Statement of Financial Activity for the Period Ended 31 July 2006

AUTHOR: Jo-Anne Ellis, Financial Development Manager
REPORT DATE: 22 September 2006
DECLARATION: Nil

BACKGROUND

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

COMMENT

The July 2006 Monthly Financial Report is provided as a separate attachment.

STATUTORY ENVIRONMENT

Local Government Act 1995, Division 3, Section 6.4
Local Government (Financial Management) Regulations 1996, Sec. 34

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Year to date income and expenditure is provided by line item to enable comparison to 2006/07 adopted budget.

STRATEGIC IMPLICATIONS

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

PRECEDENT

Monthly reports are to be provided at the second meeting of each month.

VOTING REQUIREMENTS

Simple Majority

MANEX RECOMMENDATION – ITEM 11.2.1

That Council note and receive the Monthly Financial Report for the period ending 31 July 2006.

11.2.2 Statement of Financial Activity for the Period Ended 31 August 2006

AUTHOR: Jo-Anne Ellis, Financial Development Manager

REPORT DATE: 22 September 2006

DECLARATION: Nil

BACKGROUND

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

COMMENT

The August 2006 Monthly Financial Report is provided as a separate attachment.

STATUTORY ENVIRONMENT

Local Government Act 1995, Division 3, Section 6.4

Local Government (Financial Management) Regulations 1996, Sec. 34

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Year to date income and expenditure is provided by line item to enable comparison to 2006/075 adopted budget.

STRATEGIC IMPLICATIONS

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

PRECEDENT

Monthly reports are to be provided at the second meeting of each month.

VOTING REQUIREMENTS

Simple Majority

MANEX RECOMMENDATION – ITEM 11.2.2

That Council note and receive the Monthly Financial Report for the period ending 31 August 2006.

11.2.3 List of Payments Authorised Under Delegation 1.31

AUTHOR: Jo-Anne Ellis, Financial Development Manager
REPORT DATE: 4 October 2006
DECLARATION: Nil

BACKGROUND

At the December Ordinary Meeting of Council resolution 276/2005 delegated the authority of payments from Municipal and Trust Funds to the Chief Executive Officer.

COMMENT

Payments have been made under this delegated authority and a listing of these payments is attached for Council to note and endorse.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 6.10

Local Government (Financial Management) Regulations 1996 – Regulations 12 & 13.

POLICY IMPLICATIONS

Delegation 1.31 – Payments from Municipal and Trust Funds.

BUDGET IMPLICATIONS

Payments are in accordance with the adopted budget.

STRATEGIC IMPLICATIONS

Nil.

PRECEDENT

Accounts Paid under delegated authority are periodically presented to Council.

VOTING REQUIREMENTS

Simple Majority.

OFFICER RECOMMENDATION – ITEM 11.2.3

That Council note and endorse the Payments from Municipal and Trust Funds made under delegation 1.31

<i>Municipal Fund</i>	<i>Chq 55118 - 55276</i>	<i>\$ 421,533.29</i>
<i>Direct Debits</i>	<i>137-147</i>	<i>\$ 5,035.13</i>
<i>Total</i>		<i>\$426,568.42</i>

11.2.4 Application for Extension of Time to Submit Financial Report to Auditors

FILE: F/AUDI
AUTHOR: Jo-Anne Ellis, Financial Development Manager
REPORT DATE: 4 October 2006
DECLARATION: Nil

BACKGROUND

By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —

- (a) the accounts of the local government, balanced up to the last day of the preceding financial year; and
- (b) the annual financial report of the local government for the preceding financial year.

COMMENT

The Shire of Moora implemented a new accounting system in the 2005/06 financial year, which presented some challenges and consumed a considerable staff resource. Additionally there was a shortage of staff resources in the finance area during the implementation process resulting in additional workload for all finance staff in particular the Financial Development Manager. This increased workload has resulted in difficulties checking the integrity of data in the new system.

Prior to the completion of the 2005/06 Annual Report the integrity of this information needs to be reviewed to ensure the report provides a true and fair view of the financial transactions of the Shire of Moora for the 2005/06 financial year. This process will require some time and could not be completed by the 30 September deadline to submit the accounts and report to audit.

Our auditors are not due to visit until early November so the extension of time will not impact on them.

Discussions with the Department of Local Government and between the Financial Development Manager and Chief Executive Officer resulted in the Chief Executive Officer supporting an application for an extension of time to submit the accounts to audit until 31 October 2006.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 6.4 (3)

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

There are no budget implications

STRATEGIC IMPLICATIONS

Additional time to ensure integrity of financial data and cross referencing of financial information will ensure a true and fair set of financial reports.

PRECEDENT

Extensions to deadlines are requested from time to time. This sets no precedent.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 11.2.4

That Council endorses the application for an extension of time until 31 October 2006 to submit the 2005/06 Financial Report to its auditor.

11.3 OPERATIONAL DEVELOPMENT

Nil

11.4 COMMUNITY DEVELOPMENT**11.4.1 Town Planning Scheme No 4 – Delegation of Powers**

LOCATION: Moora
FILE: TP/PTM11
AUTHOR: Michael Prunster, Community Development Manager
REPORT DATE: 4 October 2006
DECLARATION: Nil

BACKGROUND

Council resolved by absolute majority at the Council meeting held on the 25 February 2004, to delegate the Manager Corporate Services (now Community Development Manager) to approve planning applications that meet all the requirements of Councils Town Planning Scheme, for an indefinite period of time and amend its Register of Delegations accordingly, and that Council be provided with a list monthly of planning approvals issued under delegate authority.

APPLICANT (S)

The following Town Planning Applications have been approved under this delegated authority for the period ended 4 October 2006.

- *Mr GT & Mrs LA Tudor – 2 Melbourne Street, Moora – establishment of home occupation ‘ovenclean’ franchise business - Zoning Residential. (Ref 16 /0607)*
- *Dempster Steel on behalf of Miling Seed Cleaners – Lot 1 Great Northern Highway – construct steel framed shed extension to existing Miling Seed Cleaners shed – Area 58.62m² - Zoning Farming – Value \$57,650. (Ref 17/0607)*
- *Mr J & Mrs K Messenger – Lot 9 Saleeba Street, Moora – construct steel framed shed on concrete slab, hardiplank walls to*

match existing house with zincalume roof – Area 68.95m² – Zoning Special Rural – Value \$11,565. (Ref 18/0607)

- *Mr D & Mrs B Cova – Lot A of Lot 103 Long Street, Moora – construction of steel framed storage shed with horse yard at rear – Total Area of shed & yard 171m²- Zoning Residential – Value \$9,600. (Ref 19/0607)*
- *Lions Club of Moora – Cnr Padbury & Clinch Streets, Moora – display vinyl information sign on fence of the Reserve A 22780 for varying periods – Area 1.8m x 1.2m x 50mm – Zoning Public Purpose. (Ref 20/0607)*
- *Miling Fuel & Merchandise – Lot 6 Gt Northern Hwy, Miling – establishment of liquor store in current premises – Zoning Rural Townsite. (Ref 21/0607)*

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 11.4.1

That Council note the town planning applications approved under delegated authority.

11.4.2 Community Safety and Crime Prevention Strategy Plan

FILE: LO/CRS I
AUTHOR: Michael J Prunster, Community Development Manager
REPORT DATE: 4 October 2006
DECLARATION: Nil

BACKGROUND

A Community Safety and Crime Prevention Partnership agreement between the Government of Western Australia and the Shire of Moora was signed and executed by the Shire President on the 18th July 2005.

The purpose of the agreement is to: -

- 1) Acknowledge that the State Government has primary responsibility for law enforcement, policing, community safety and crime prevention.
- 2) Acknowledge the important role the Shire of Moora has to play in the area of community safety and crime prevention.
- 3) Promote the development and implementation of a Community Safety and Crime Prevention Plan for the Shire of Moora community.
- 4) Develop effective lines of communication between the State Government and the Shire of Moora.

The agreement provided for grants from the State Government to assist with the cost of preparing the Plan and we received an initial grant of \$10,000 during 2005-06

year for the initial plan preparation and other associated costs. The cost of \$5,000 to prepare the attached plan was funded from this grant.

Council passed a resolution at their meeting held on the 10 May 2006 to appoint Mrs Debbie Fisher to prepare Councils Community Safety and Crime Prevention Plan.

Mrs Fisher has now completed this plan for the period 2006-2008 and it has been submitted to the Office of Crime Prevention who has given us their approval of the document.

COMMENT

Council is now required to adopt the plan so we can apply for a further grant of \$20,000 to assist with putting the plan into force. An Interagency Group meeting was held in July with the Key Stakeholders and it was decided that the first part of the plan would be to conduct surveys by Key Stakeholders during the period October/November and January/February to identify the problem areas associated with Community Crime.

The Plan is attached for Council information and consideration. It has been prepared into four priorities as identified at the stakeholder meetings.

It has become evident that the plan will not work unless there is a co-ordinator appointed to drive the plan and motivate the Stakeholders. Shire staff resources are fully occupied with current duties and responsibilities, and this plan represents “additional duties”. The funding for the co-ordinator can be provided from the 2006-07 grant funding.

STATUTORY ENVIRONMENT

Signed agreement with Government of Western Australia

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil cost to Shire. \$30,527 Grant funding included in the 2006-07 budget.

STRATEGIC IMPLICATIONS

Addressing anti social problems in Moora

VOTING REQUIREMENTS

Simple Majority.

OFFICER RECOMMENDATION – ITEM 11.4.2

That Council adopt the Shire of Moora Community safety and Crime Prevention Plan 2006-2008 and staff investigate the appointment of a co-ordinator to drive the plan with costs to be met from the budgeted 2006-07 grant funding.

11.5 ENVIRONMENTAL DEVELOPMENT

Nil

11.6 ECONOMIC DEVELOPMENT

Nil

11.7 SPORT AND RECREATION

11.7.1 “Be Active Co-Ordinator” – September Report

LOCATION: Moora
FILE: BA/REP I
AUTHOR: Michael Prunster, Community Development Manager
REPORT DATE: 4 October 2006
DECLARATION: Author has no financial interest in this matter

BACKGROUND

It is current practice for the Be Active Co-Ordinator to periodically provide Council with a report to date of programmes and activities carried out during the current financial year.

The report for the period ending September 2006 is attached for Council to note and receive.

COMMENT

The report prepared by Ms Angela Murray, Be Active Co-Ordinator, covers programmes and activities she has carried out within the four participating Shires (Moora, Chittering, Victoria Plains and Dandaragan).

Ms Murray has also provided the report to the other participating shires.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Continued activities through this programme within each participating Council's are of great benefit to the residents and youth of these Districts, which without this sponsorship the projects would not normally be available to them.

PRECEDENT

The Be Active report is provided to Council periodically throughout each year.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 11.7.1

That Council note and receive the Be Active Report for the period ended September 2006.

12 ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

At the previous meeting, Cr Pond gave notice that he will put the following motion to this Ordinary Meeting of Council;

12.1 Motion – Flood Mitigation Options for Moora Townsite

“That on-site inspections of the various sites identified in the 2000 Flood Management Report as options for a proposed detention basin be carried out by Councillors and staff.”

13 MOTIONS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL**14 NOTICE ON MOTIONS FOR THE NEXT COUNCIL MEETING****15 MATTERS BEHIND CLOSED DOORS****16 CLOSURE OF MEETING**