



MINUTES

ORDINARY MEETING OF COUNCIL

to be held on

Thursday, 21 July 2022 at 5:30pm

at the

**Shire of Morawa Council Chambers,
26 Winfield Street, Morawa**



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

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DISCLOSURE OF FINANCIAL/ IMPARTIALITY/ PROXIMITY INTERESTS

Local Government Act 1995 – Section 5.65, 5.70 and 5.71 Local Government (Administration) Regulation 34C

<i>This form is provided to enable members and officers to disclose an Interest in a matter in accordance with the regulations of Section 5.65, 5.70 and 5.71 of the Local Government Act and Local Government (Administration) Regulation 34C</i>			
Name of person declaring the interest			
Position			
Date of Meeting			
Type of Meeting (Please circle one)	Council Meeting/ Committee Meeting/ Special Council Meeting Workshop/ Public Agenda Briefing/ Confidential Briefing		
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality

Signature: _____ Date: _____

Important Note:

Should you declare a **Financial** or **Proximity** Interest, in accordance with the Act and Regulations noted above, you are required to leave the room while the item is being considered.

For an **Impartiality** Interest, you must state the following prior to the consideration of the item:

“With regard to agenda item (read item number and title), I disclose that I have an impartiality interest because (read your reason for interest). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.”

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Item 1 Opening of Meeting

The President declared the meeting open at 5:30pm.

Item 2 Acknowledgement of Traditional Owners and Dignitaries

The President acknowledges the traditional custodians, the Yamatji people, and recognises the contribution of Yamatji elder's past, present and future, in working together for the future of Morawa.

Item 3 Recording of Attendance**3.1 Attendance****Council**

President (Presiding Member) Councillor Karen Chappel
Deputy President Councillor Ken Stokes
Councillor Mark Coaker
Councillor Jane Coaker
Councillor Debbie Collins
Councillor Yvette Harris
Councillor Shirley Katona

Staff

Chief Executive Officer	Scott Wildgoose
Executive Manager Corporate & Community Services	Jackie Hawkins
Executive Manager Works and Assets	Paul Devcic

Members of the Public

Nil

3.2 Attendance by Telephone / Instantaneous Communications

In accordance with section 14 of the *Local Government (Administration) Regulations 1996* "Meetings held by electronic means in public health emergency or state of emergency (Act s. 5.25(1)(ba))", the President to declare that this Meeting may take place via instantaneous communication. All Councillors and staff are to be available either via telephone (teleconference) or in person.

3.3 Apologies

Nil

3.4 Approved Leave of Absence

Nil

3.5 Disclosure of Interests

Nil

Item 4 Applications for Leave of Absence

Nil

Item 5 Response to Previous Questions

Nil

Item 6 Public Question Time

Important note:

Members of the public are also reminded that in accordance with section 6.17(4) of the Shire of Morawa Meeting Procedures Local Law 2012 mobile telephones must be switched off and not used during the meeting.'

6.1 Public Question Time

Nil

6.2 Public Statement Time

Nil

6.3 Petitions/Deputations/Presentations/Submissions

Nil

Item 7 Questions from Members without Notice

Nil

Item 8 Announcements by Presiding Member without Discussion
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President's Meetings for the month of June 2022.

Date	Details of Meeting
1 June 2022	Finance and Services - WALGA
1 June 2022	Special Council Meeting
2 June 2022	Art Show working group Meeting
2 June 2022	SAC Delegates Meeting
3 June 2022	State Bushfire Advisory Council - June Quarterly Meeting
7 June 2022	Local Government Convention Committee Meeting
7 June 202	Desert Blue Board Meeting
8 June 2022	WALGA Best Practice Governance Meeting
9 June 2022	Meeting with United in Diversity
9 June 2022	Audit and Risk Management Committee Meeting
9 June 2022	Shire of Morawa Agenda Settlement
13 June 2022	Local Government Service Delivery – Shire of Irwin
14 June 2022	Meeting with WALGA and Planning Institute of Australia
15 June 2022	Shire of Morawa Ordinary Council Meeting & Concept Forum
16 June 2022	Meeting with Karara Mining Ltd
18 June 2022	Australian Local Government Association Board & General Meeting- Canberra
18 June 2022	Australian Local Government Association Board Dinner
19 June 2022	ALGA Regional Forum
20 June 2022	National General Assembly
21 June 2022	Federal members and WALGA Breakfast
22 June 2022	Media Video and interview with Synergy
23 June 2022	LGIS Board Meeting
23 June 2022	Rural West Board Meeting
23 June 2022	East Metro Zone Meeting
24 June 2022	Thank A Volunteer Evening
27 June 2022	Northern Country Zone of WALGA Meeting
28 June 2022	Local Government Convention Committee Meeting
28 June 2022	WALGA Best Practice Governance Meeting
29 June 2022	Finance and Services Committee Meeting
29-30 June 2022	Pilbara 2022 Summit- Karratha

Item 9 Declaration by all Members to have given due consideration to All Matters Contained in the Business Paper before the Meeting

The Elected Members to declare that they had given due consideration to all matters contained in the agenda.

- President (Presiding Member) Councillor Karen Chappel
- Deputy President Councillor Ken Stokes
- Councillor Mark Coaker
- Councillor Jane Coaker
- Councillor Debbie Collins
- Councillor Yvette Harris
- Councillor Shirley Katona

Item 10 Confirmation of Minutes of Previous Meeting

The Minutes of the 1 June 2022 Special Council Meeting and 15 June 2022 Ordinary Council Meeting were provided under separate cover via the Shire of Morawa's secure portal to all Councillors on 12 July 2022 and 17 June 2022 respectively.

OFFICER'S RECOMMENDATION/RESOLUTION**220701****Moved: Cr Collins****Seconded: Cr Katona**

That Council confirm that:

- 1. The Minutes of the Special Council Meeting held 1 June 2022 are a true and correct record.**
- 2. The Minutes of the Ordinary Council Meeting held 15 June 2022 are a true and correct record.**

CARRIED BY SIMPLE MAJORITY 7/0

Disclaimer

Members of the public are cautioned against taking any action on Council decisions, on items in this agenda in which they may have an interest, until formal notification in writing from the Shire has been received. Decisions made at this meeting can be revoked pursuant to the Local Government Act 1995.

Item 11 Reports of Officers**11.1 Chief Executive Officer****11.1.1 Actions Performed under Delegated Authority for June 2022**

Author: Executive Assistant

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author/Authorising Officer declares that they do not have any conflict of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION**220702****Moved: Cr Stokes****Seconded: Cr Coaker**

That with respect to Actions Performed under Delegated Authority for June 2022,
Council:

1. Accept the Report.

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

To report back to Council, actions performed under delegated authority from the period 01 June 2022 to 30 June 2022.

DETAIL

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for –

- Development Approvals;
- Building Permits;
- Health Approvals;
- One off delegations to the Chief Executive Officer;
- Dangerous Goods;
- Affixing of Common Seal;
- Other Delegations as provided for in the Delegations Register.

The following outlines the actions performed within the Shire relative to Delegated Authority from the period 01 June 2022 to 30 June 2022 ('the period') and are submitted to Council for information.

Bushfire

No delegated decisions were undertaken by Shire pursuant to bushfire matters during the period.

Caravan parks and campgrounds

No delegated decisions were undertaken by Shire pursuant to caravan parks and camping grounds during the period.

Common Seal

No Common Seal actions were undertaken by the Shire during the period.

Dangerous Goods Safety Act 2004

No delegated decisions were undertaken by Shire pursuant to Dangerous Goods Safety matters during the period.

Food Act 2008

No delegated decisions were undertaken by Shire pursuant to the Food Act matters during the period.

Hawkers, traders, and stall holders

<i>Date of decision</i>	<i>Decision Ref.</i>	<i>Decision details</i>	<i>Applicant</i>	<i>Other affected person(s)</i>
29/6/2022		Approval of Commercial Traders License	L.Sofetly	

Liquor Control Act 1988

No delegated decisions were undertaken by Shire pursuant to liquor matters during the period.

Lodging houses

No delegated decisions were undertaken by Shire pursuant to lodging house matters during the period.

Public Buildings

No delegated decisions were undertaken by Shire pursuant to public buildings matters during the period.

Septic Tank Approvals

No delegated decisions were undertaken by Shire pursuant to the Health Act 1911 and Health (Treatment of Sewage and Disposal of Effluent Waste) Regulations 1974 during the period.

Planning Approval

Date of decision	Decision Ref.	Decision details	Applicant	Other affected person(s)
28/6/2022		Extension of Approval for Temporary Bulkheads.	CBH	

Building Permits

No delegated decisions were undertaken by Shire pursuant to building permits during this period.

Other Delegations

Date of decision	Decision Ref.	Decision details	Applicant	Other affected person(s)
28/6/2022		Temporary Closure of Burton Road 19/09/2022- 13/1/2022	CBH	

LEVEL OF SIGNIFICANCE

Low – report provided to Council for information purposes.

CONSULTATION

Nil

LEGISLATION AND POLICY CONSIDERATIONS

Building Act 2011

Bushfire Act 1954

Dangerous Goods Safety (Explosives) Regulations 2007

Health Act 1991

Health Act 1911

Health (Public Buildings) Regulations 1992

Liquor Control Act 1988

Local Government Act 1995

Planning & Development Act 2005

Shire of Morawa Local Planning Scheme No. 2

Shire of Morawa Cemeteries 2018 - Local Law

Shire of Morawa Dogs 2018 - Local Law

Shire of Morawa Extractive Industries 2018 - Local Law

Shire of Morawa Fencing 2018 Local Law

Shire of Morawa Health 2004 - Local Law

Shire of Morawa Public Places and Local Government Property 2018 - Local Law

Shire of Morawa Meeting Procedures 2012 - Local Law

Shire of Morawa Waste 2018 - Local Law

Shire of Morawa Delegations Register (2020)

Strategic Community Plan 2018 to 2028 (Desktop Reviewed June 2020)

Outcome 4.3 A local government that is respected, professional and accountable.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no known financial implications relating to this Item.

RISK MANAGEMENT CONSIDERATIONS

There are no known risk management implications relating to this Item.

ATTACHMENTS

Nil

11.1.2 Council Position of State Government Draft Child Safe Awareness Policy

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION**220703****Moved: Cr Harris****Seconded: Cr Collins**

That Council:

- 1. Acknowledge the thorough process undertaken in developing the Draft Child Safe Awareness Policy for Local Government and that the Shire of Morawa agrees fundamentally the policy and its driving principles**
- 2. Directs the CEO to provide feedback on the Draft Child Safe Awareness Policy, as detailed in the report, to inform the Department of Communities finalization of the policy**

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

For Council to provide a response to the consultation around the draft child safe awareness policy developed by the Department of Communities (DoC) and Department of Local Government (DoLG).

DETAIL

On 12 November 2012 the then Prime Minister, Julia Gillard, announced that she would recommend to the Governor-General that a Royal Commission be appointed to inquire into institutional responses to child abuse.

Following this announcement, the Terms of Reference were established and six Commissioners were appointed on Friday, 11 January 2013 by Her Excellency Quentin Bryce, Governor-General of the Commonwealth of Australia. The Hon. Justice Peter McClellan AM was the chair of the Royal Commission and worked with the five other Commissioners, Mr Bob Atkinson AO APM, Justice Jennifer Coate, Mr Robert Fitzgerald AM, Professor Helen Milroy and Mr Andrew Murray.

On 15 December 2017 the Royal Commission presented a final report to the Governor-General, detailing the culmination of a five year inquiry into institutional responses to child sexual abuse and related matters.

Recommendation 6.12 of the report was:

With support from governments at the national, state and territory levels, local governments should designate child safety officer positions from existing staff profiles to carry out the following four functions:

- a. Developing child safe messages in local government venues, grounds, and facilities.
- b. Assisting local institutions to access online child safe resources.
- c. Providing child safety information and support to local institutions on a needs basis.
- d. Supporting local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds.

This recommendation was accepted in principle by the WA State Government, and the DoC and DoLG undertook sector consultation on the recommendation with WA Local Governments in 2020-21. The attached consultation paper and draft child safe awareness policy for local government, detail the outcomes of consultation resulting in a draft policy template to be modified by local governments to demonstrate their commitment to promoting child safety awareness.

This paper provides Council with an opportunity to review the consultation and draft policy and provide Shire feedback to the DoC.

In terms of the consultation questions posed on page seven (7) of the consultation paper the author provides the below comments:

1. Do you have any comment/feedback in relation to the purpose of the policy as explained in the policy statement?

The policy statement is clear and concise, and the Morawa Shire actively supports and values children, and can accept the majority of the statement.

The second sentence of the policy statement could be construed to suggest Local Government is a support and protection agency, which is not the intention the policy or the State. It is suggested that the sentence be modified to “Local Government will champion and promote the safety and wellbeing of children across the community” or similar – this change is to emphasise that Local Government does not have a support or protection role and instead is tasked with ensuring child safe information and resources are accessible to our community.

2. Do you have any comment/feedback in relation to the principles guiding the policy?

The guiding principles are broad but cover the core aim of the policy. The only principle the author thinks may need review is principle five (5) “The best interests of children and young people come first when making decisions”. Adopting a Council Policy that sets a comes first stance for decision making could result in other groups being detrimental or the Shire not having a balanced view in decision making. It is suggested that this principal refocus towards the aim of the policy which is the safety and wellbeing of children. The suggested modification is “The safety and wellbeing of children and young people will be considered, and protected when making decisions.”

3. Do you have any comment/feedback in relation to the roles and responsibilities within the policy?

The policy roles and responsibilities should emphasise that it is not Local Government’s role to respond to allegations, develop child safe messages, or develop overarching principles or policies in relation to child safety at other organisations, maybe using clearer language or bullets or bold text.

4. Do you have any concerns about the policy?

No.

5. What is needed to support the implementation of the policy by local governments?

A simple mechanism for Local Government to access resources and information without it becoming an onerous job to find or replicate. Grants towards promotional material or events should be available.

6. Please specify any additional general feedback in relation to the policy you would like to provide.

Nil.

LEVEL OF SIGNIFICANCE

Low significance – Whilst this policy will have operational impacts on the Shire, the guiding principles align with the Shire’s role as a community leader and the sharing of government information is already done in many other areas.

CONSULTATION

Nil.

LEGISLATION AND POLICY CONSIDERATIONS

If implemented by the WA Government post consultation the onus will be on the Shire to adopt a Child Safe Awareness Policy aligned to the template.

The Shire should also consider adopting a Child Safety Policy aligned to its venues and services to demonstrate best practice to the community.

FINANCIAL AND RESOURCES IMPLICATIONS

Given the State Government intends to supply promotional material and resources and does not require investigative or oversight services from Local Government, the financial and resource implications on the Shire should be minimal.

RISK MANAGEMENT CONSIDERATIONS

There are no known risks associated with responding to the consultation paper.

CONCLUSION

It is recommended that Council provide in principle support to the draft Child Safe Awareness Policy and direct the CEO to provide the feedback on the policy as detailed in the report to inform the DOC’s further policy development

ATTACHMENTS

Attachment 1 – Draft Child Safe Awareness Policy for Local Government

Attachment 2 – Child Safe Awareness Policy – Consultation Paper

11.1.3 Review of Council Delegation Register and Authorisation Register

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author/Authorising Officer declares that he does not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION**220704****Moved: Cr Stokes****Seconded: Cr M Coaker**

That with respect to the Review of Council Delegation and Authorisation Registers, Council:

1. Adopts the July 2022 review of the Delegation Register being a continuation of the delegations currently in place Attachment 1 with the addition of four new delegations (Attachment 3) relating to:
 - a. Restricted Access Vehicles (RAV) on Shire Roads
 - b. Responding to Exploration Licence Application Referrals
 - c. Long Service Leave
 - d. Control of Environmental Health Matters

2. Adopts the July 2022 review of the Authorisation Register being a continuation of the current authorisations as per Attachment 2.

CARRIED BY ABSOLUTE MAJORITY 7/0

PURPOSE

For Council to review and adopt the Delegation and Authorisation Registers.

DETAIL

In 2020 the Acting CEO conducted a thorough review of the Delegation and Authorisations Registers. With various additions and amendments made to improve compliance and the organisations operations.

The Registers were again reviewed in 2021 with only minor modifications made.

In 2022 the CEO proposes that the existing Delegations and Authorisations continue as is, as per attachments 1 and 2, with the only change being the review date.

The CEO proposes that four new delegations be added to the Shire's delegation register to achieve two goals, one to improve efficiency in relation to recurring council items and two to better demonstrate compliance with current operations.

The four new delegations are:

Restricted Access Vehicles (RAV) on Shire Roads

Throughout the year the Shire receives various RAV application referrals from Main Roads WA or direct permit requests where main roads approval has already been given and the contractor only needs a Shire letter of authority to meet the given conditions.

The delegation will allow the administration to streamline the process improving service to applicants and reducing workloads. For instance, in circumstances where the road is already been used by other users in a given configuration safely and as such equity of use would suggest the application would be supported. Or if the road has historically been used to perform a task and a new company requires approval to conduct the same task.

The delegation conditions limit the authority to road routes that have already been assessed as of suitable condition to allow the vehicle configuration safely by Main Roads WA and have previously received a determination by Council for the applicant in question or another applicant for the use of that configuration on that road.

Applicants can always appeal CEO decisions and all appeals would be referred to Council.

Responding to Exploration Licence Application Referrals

The Department of Mining, Industry Regulation, and Safety regulate and manage Exploration Licencing through the Mining Registrar on behalf of the Minister. Essentially the legislation states that the Department must consult with stakeholders, prior to granting a licence as such they always request Local Government input.

In most instances licence applications relate to private or crown land, and is highly unlikely to impact on the Shire, its operations, or the broader community. Exploration allows for some digging and material gathering but it is not significant in size and this factor is regulated by the State so Shire inputs wouldn't impact their determination in this area.

As such the referral of exploration licence applications from the Department to Council is in essence a procedural process given the Shire has a standard set of conditions it asks be incorporated into any licence granted but very rarely has an objection of substance to raise.

As such for efficiency purposes and to help meet the State's 21-day feedback timeline it is proposed that response on exploration licence applications be delegated with the implementation of the standard conditions as a condition of the delegation.

Long Service Leave and Control of Environmental Health Matters

Both delegations relate to actions taken by the Shire implementing its duties under legislation or regulation. Historically the administration has implemented and controlled these matters as relevant.

Given the wording of the legislation references the Local Government, it is prudent to have a delegation to provide clear authority for the organisation to manage its obligations at the administrative level.

LEVEL OF SIGNIFICANCE

High significance - Council needs to be assured that it defines the level of delegation to the Chief Executive Officer.

Council needs to ensure that delegations and authorisations are lawfully established.

CONSULTATION

Senior Management

LEGISLATION AND POLICY CONSIDERATIONS

The following section of the *Local Government Act 1995* applies:

S5.18

“A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.”

S5.42:

“Delegation of some powers and duties to CEO

(1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under:*

(a) this Act other than those referred to in section 5.43; or

*(b) the Planning and Development Act 2005 section 214(2), (3) or (5)’.
* Absolute majority required.*

Strategic Community Plan 2018 to 2028

Outcome 4.3 A local government that is respected, professional and accountable.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no known financial implications in this matter.

RISK MANAGEMENT CONSIDERATIONS

The overall level of risk is considered to be ‘High’ but with adequate controls to be managed by specific procedures and subject to monitoring by the Chief Executive Officer.

CONCLUSION

This review is in line with improving the day to day function of the Shire and to comply with the legal requirement to review the registers at least once every financial year. Council is requested to adopt the Delegation and Authorisation Registers as attached.

ATTACHMENTS

Attachment 1 – 11.1.3 Delegation Register (adopted July 2021)

Attachment 2 – 11.1.3 Authorisation Register (adopted July 2021)

Attachment 3 – 11.1.3 Proposed Additions to the Delegation Register

11.1.4 Acceptance of Draft Arts and Culture, and Tourism Plans for Public Comment period

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author/Authorising Officer declares that he does not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION**220705****Moved: Cr Harris****Seconded: Cr Katona**

That Council:

- 1. Accept the Draft Shire of Morawa Arts and Culture Plan for the purpose of public comment**
- 2. Accept the Draft Shire of Morawa Tourism Plan for the purpose of public comment**
- 3. Direct the CEO to distribute the draft plans and seek public comment for no less than 14 days.**

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

For Council to review and accept the drafts of the Arts and Culture, and Tourism Plans for the purpose of seeking public comment on the proposed plans.

DETAIL

Since January 2022 the Shire CEO and Element Advisory Pty Ltd (element), have been working together to undertake community engagement and strategic planning for the Shire's revised Strategic Community Plan and supporting Strategic Plans being:

1. Shire of Morawa Tourism Plan
2. Shire of Morawa Arts and Culture Plan

Whilst the Strategic Community Plan forms the overarching vision, aspirations, and focus areas for Morawa as a whole needing inputs and action from all stakeholders including the community, the role of supporting plans in the integrated planning framework is to align specific strategies to outcomes that support the achievement of the community plan. The supporting plans are more focused on providing achievable actions as well as strategic goals to provide the Shire and other stakeholders with deliverables that contribute towards strategic goals that align to the community's overall vision and aspirations.

With the Shire of Morawa Council accepting the draft community vision, aspirations, and strategic focus areas associated with the Strategic Community Plan for Stage 2 consultation in June 2022.

Now seems like an opportune time to extend that community consultation to encompass the draft supporting plans as attached.

To develop these plans engagement with community and key stakeholders was held in March and April 2022, with element and the Shire receiving a variety of inputs that have informed the strategic goals and actions of both plans.

Arts and Culture Plan

The development of the Shire's Arts and Culture Plan has been funded through the Department of Local Government Sport and Cultural Industries and the Department of Primary Industries and Regional Development under the leveraged creative and cultural planning grant.

The aims of the grant are to:

- support the creation of co-designed creative and cultural plans for regional local governments, groups of regional local governments or regional zones in WA
- ensure integration of creative and cultural plans with regional local government Strategic Community Plans
- increase support for the development of the arts, cultural infrastructure, heritage and creative industries in regional WA
- improve economic and jobs growth in regional communities
- support activities that encourage cultural tourism opportunities and the creative and cultural industries
- contribute to the vibrancy and social wellbeing of regional communities.

Under the funding parameters the Shire needs to adopt its plan by December 2022.

The administration believes that the draft plan meets the grant criteria, especially aligning arts and culture to the new strategic plan, tourism opportunities, and contributing to the vibrancy and social wellbeing of the community.

The Shire of Morawa Arts and Culture Plan analyses various stakeholder strategies, the current arts and culture profile of the Shire, the regional offerings available, and community and stakeholder engagement inputs to form a set of strategic goals and an action plan for the next 10 years.

The Shire of Morawa's proposed goals for Arts and Culture are:

1. Grow: capacity-building and development for the local arts and culture sector
2. Celebrate: increasing access to arts and cultural activity for the wider regional community
3. Attract: arts and cultural tourism and attracting visitors to the area

There are clear synergies between these goals and the draft Strategic Community Plan aspirations, as well as with the draft Tourism Plan (cross overs highlighted as part of the plan).

Most action areas require collaboration with others but the plan is aimed at being achievable and relevant to the size and scope of Morawa.

Tourism Plan

In December 2022 the Shire Council implemented a CEO KPI to develop a Tourism Plan for the Shire.

The draft Shire of Morawa Tourism Plan has been developed using a similar methodology to the Arts and Culture Plan to ensure it is relevant for Morawa given constraints and resources.

Again a thorough analysis of strategic plans, regional offerings, and community and stakeholder engagements inputs formed the basis of the strategic goals and action areas identified.

The Shire of Morawa's proposed goals for Tourism are:

1. Leverage: Build upon the existing services and attractions in Morawa
2. Enrich: Enrich experiences culturally, seasonally, and recreationally
3. Support: Provide supporting infrastructure to maximise tourism, social and economic benefits.

A lot of the action areas are enhancements to existing attractions, infrastructure, and services which fits well with the Shire's asset management and financial management principles which centre around doing more with what we have.

Both plans are based on the draft 2022 – 2032 Strategic Community Plan so may receive minor modification depending on Stage 2 consultation outcomes.

LEVEL OF SIGNIFICANCE

Medium significance – Appropriate supporting strategies will be key to the success of the Strategic Community Plan.

CONSULTATION

Draft based on engagement with:

Councillors

Shire Staff

MEEDAC

Morawa Visitor Centre and Museum Volunteers

Community members

Tourism WA

MWDC

North Midlands Project

DLGSCI

Yamatji Aboriginal Corporation

LEGISLATION AND POLICY CONSIDERATIONS

The following section of the *Local Government Act 1995* applies:

Section 5.56 Planning for the Future

- (1) A local government is to plan for the future of the district

The council, community and administration each has a unique role and responsibilities for the development of effective and sustainable integrated plans for the local area, and reporting on the progress of those plans. Whilst only the Strategic Community Plan and Corporate Business Plan are legislated, the Department's Integrated Planning and Reporting guidelines place an expectation on local governments to develop various informing plans and strategies to inform their strategic direction and resource allocation.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no financial implications associated with the public comment period as it will only be advertised locally and across stakeholders via email but the adoption of the plan will have financial impacts in future years.

RISK MANAGEMENT CONSIDERATIONS

There is minimal risk involved in seeking public comment on the draft plan and in fact it is likely to add value to the end product.

CONCLUSION

After an extensive consultation, analysis, and development period the administration recommends that Council adopt the draft Arts and Culture, and Tourism Plans for public comment.

ATTACHMENTS

Attachment 1 – 11.1.4 Draft Shire of Morawa Arts and Culture Plan

Attachment 2 – 11.1.4 Draft Shire of Morawa Tourism Plan

11.1.5 Response to request from Morawa Historical Society

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION**220706****Moved: Cr Stokes****Seconded: Cr M Coaker**

That Council:

- 1. Endorse the CEO to work with the Morawa District Historical Society to install prefabricated metallic animal cutouts in the area near the windmills at the southern entrance to town**
- 2. Note the Morawa District Historical Society's interest in the old water corporation office site at the northern entrance to town near the entrance to Widimia trail. Council reserves the right to make any decision on the land until after official management is given to the Shire.**

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

For Council to consider a request from the Morawa District Historical to enhance the southern entrance to town with metal cut outs around the existing two windmills.

DETAIL

On the 22 June 2022, the President of the Morawa District Historical Society wrote to the Shire CEO regarding two items:

1. The placement of metal cut outs near the southern entrance to town
2. Potential for the use of old Water Corp office site for a machinery display

In terms of item 2 given the land is still under the management of Water Corp and the Shire has not been notified of any potential transfer of management responsibilities the Shire has not reviewed the land or its future use in any detail. Should the transfer occur, the Shire would then need to review the management order, power to lease, and use provisions before making any decisions. As such Council should note the Historical Society Inc.'s request but refrain from comment or decision making at this time but agree to review the matter further once any transfer of management occurs.

In terms of item 1, the Historical Society had originally hoped to install the cut outs along with the large windmill at the northern entrance to town. Unfortunately, over time it has become evident that due to the Main Roads intersection and Rail corridor it is unsafe for caravans and travellers to stop in this location and a parking area is highly unlikely to ever receive Main Roads approval.

As such discussions over the last few months have focussed on alternate locations for the cut outs and accompanying signage to an area that better accommodates tourists.

As such the Historical Society has requested that the cut outs be installed at the southern entrance to town near the smaller windmills. This area is opposite the tourist info bay, public toilet, and caravan dump point, and has sufficient area surrounding for caravans to pull up leaving town. As such this is a suitable location where tourists coming into or out of the Morawa townsite could pull over for pictures. We are already seeing this occur with the painted car which is located on this block of land.

The parcel of land where the southern entrance statement is located is owned in freehold by the Shire there is no planning or land use issues with the proposal.



The metal cut outs are kangaroos and emus, mostly small as per pictures above with a few larger cut-outs.

Given the nature and layout of the entrance area, native animal cut-outs don't appear to detract from the aesthetics of the area and may add value in terms of variety to the space.

The materials used won't generate large maintenance costs and install should be relatively simple.

As such the officer supports this request and believes the Shire should agree to the animal cut outs being installed in the space near the entrance windmills. The Shire would accept the cut-outs from the Historical Society and install them in an appropriate location to appropriate standards for the area near a main access road.

LEVEL OF SIGNIFICANCE

Low significance – This request and implementation is of low significance and cost

CONSULTATION

Morawa District Historical Society Inc.

LEGISLATION AND POLICY CONSIDERATIONS

Nil.

FINANCIAL AND RESOURCES IMPLICATIONS

The cost of implementing the cut-outs with Shire staff and resources would be minimal and fit within normal maintenance costs.

RISK MANAGEMENT CONSIDERATIONS

The main risk is around the signage and tourists stopping in a main road area but given a tourist bay is across the road and vehicles have already slowed to 50 at this site, the risk is viewed as low.

CONCLUSION

It is recommended that Council support the implementation of metallic native animal cutouts at the southern entrance to town near the windmills.

ATTACHMENTS

Attachment 1 – 11.1.5 Letter from Morawa District Historical Society Inc.

11.2 Executive Manager Corporate & Community Services

11.2.1 Statement of Financial Activity – June 2022

Author: Corporate & Community Services Officer

Authorising Officer: Executive Manager Corporate & Community Services

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION

220707

Moved: Cr Stokes

Seconded: Cr Collins

That Council receive;

- 1) the Statement of Financial Activity for the period ending 30 June 2022.
- 2) the Bank Reconciliation Report for period ending 30 June 2022.
- 3) the attached List of Payments for the period ending 30 June 2022.
- 4) with respect to the Chief Executive Officer authorisations and reporting to Council;
 - 4.1) NIL reimbursement applications made by the Chief Executive Officer for the period ending 30 June 2022

CARRIED BY SIMPLE MAJORITY 7/0

PURPOSE

The Statement of Financial Activity is prepared to provide Council with a comprehensive report on the financial position on a monthly basis.

The Statement of Financial Activity Report will include the Monthly Financial Report, Bank Reconciliation Report and the List of Payments made.

DETAIL

In accordance with the provisions of Section 6.4 of the *Local Government Act 1995* and Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996*, a local government is to prepare each month a Statement of Financial Activity (**Attachment 1**) reporting on the revenue and expenditure as set out in the Annual Budget each month.

Under the regulations the report must include the following items,

- Annual Budget estimates
- Budget estimates to the end of the month to which the statement relates,
- Actual amounts of expenditure, revenue, and income.
- Material variances between budget and actual

- Net current assets
- The report is to be accompanied by documents containing an explanation of the net current assets, material variances and other relevant supporting documentation.

As part of the monthly report a bank reconciliation report will be completed and included as **Attachment 2**. The summary of the report for 30 June is as follows:

Account	Balance
Municipal Account	1,985,807.94
Municipal Online Account	1,027,697.32
Trust Account	6,373.11
Reserve Account	4,026,870.44
Term Deposits (Reserves)	2,100,000.00
Total Cash & Investments	\$9,146,788.81

Pursuant to Section 5.42 of the *Local Government Act 1995*, Council has resolved to delegate to the Chief Executive Officer the authority to make payments from the municipal and trust funds.

As a result of this delegation there is a requirement under the *Local Government (Financial Management) Regulations 1996* – Reg 13(3) for a list of payments to be prepared and presented to Council.

The list of accounts paid for the period 1 June 2022 to 30 June 2022 is presented as an attachment to this report (**Attachment 3**) and is summarised in the table below.

Bank	Payment Description	Amount
Municipal	Electronic Funds Transfers (EFT)	424,026.01
Municipal	Cheques No: 12032	1,306.97
Municipal	Direct Debit Transactions	28,909.48
Municipal	Bank Transfers / Payroll / Other Payments	110,243.90
Municipal	Corporate Credit Cards	3,379.48
Trust	Electronic Funds Transfers (EFT)	0.00
	TOTAL	\$567,865.84

Reimbursement Applications

There have been \$0 of reimbursements claimed by the Chief Executive Officer during the month of June.

LEVEL OF SIGNIFICANCE

Low significance - report is presented to Council for information purposes only.

CONSULTATION

Chief Executive Officer
Executive Manager Corporate & Community Services

OFFICER'S COMMENTS

The attached financial reports indicate that there is a surplus of \$3,037,685 at the end of June. This is not entirely correct as there are many year-end transactions / journals that need to take place including the entry of all outstanding capital transactions into Council's asset register. The final year end result will be shown in the completed Annual Financial Statements that will be audited in October 2022 and made available to Council soon after for adoption prior to 31 December 2022.

LEGISLATION AND POLICY CONSIDERATIONS

Section 5.42 *Local Government Act 1995* Delegation of some powers and duties to the CEO.

Section 2.7 of the *Local Government Act 1995* states:

Role of council

- (1) The council —
 - (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
 - (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies.

Local Government (Financial Management) Regulations 1996

Regulations 34(1)

- (1) A local Government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d) for each month.

Regulation 13

- (1) If the local government has delegated authority to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month.
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting

Procurement Policy

Use of Corporate Credit Card Policy

CEO Leave Authorisations and Other Approvals Policy

- Strategic Community Plan 2018-2028

Outcome 4.3 A local government that is respected, professional and accountable.

Outcome 4.5 Long Term Financial Viability

FINANCIAL AND RESOURCES IMPLICATIONS

As presented.

RISK MANAGEMENT CONSIDERATIONS

The risks identified as part of this report being inaccurate information is mitigated by Council receiving financial statements on a monthly basis and in the form that is in accordance with the Local Government Act 1995 and associated regulations in the format called Statutory Reporting and is considered Low Risk.

CONCLUSION

Council is requested to receive the attached Statement of Financial Activity, the Bank Reconciliation report, the list of accounts paid by the Chief Executive Officer and the list of any work-related expenses/reimbursements submitted by the Chief Executive Officer.

ATTACHMENTS

Attachment 1 – 11.2.1a Monthly Financial Report for the period ending 30 June 2022.

Attachment 2 – 11.2.1b Bank Reconciliation for the period ending 30 June 2022.

Attachment 3 – 11.2.1c List of Accounts Paid for the period ending 30 June 2022.

Item 12 Reports of Committees**12.1 Minutes of WALGA State Council Meeting held 6 July 2022**

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION

220708

Moved: Cr Stokes

Seconded: Cr Collins

That Council receive the Minutes of the WALGA State Council Meeting held 6 July 2022.
(Attachment 1 - 12.1)

CARRIED BY SIMPLE MAJORITY 7/0

Attachment 1 – 12.1 Minutes of WALGA State Council Meeting 06 July 2022

12.2	Ministerial Committee
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Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER’S RECOMMENDATION/RESOLUTION

220709

Moved: Cr M Coaker

Seconded: Cr Collins

That Council receive the final documents of the Local Government Reforms: Full Reform Proposal. (*Attachment 1 - 12.2*)

CARRIED BY SIMPLE MAJORITY 7/0

Attachment 1 – 12.2 Local Government Reforms: Full Reform Proposal

Item 13 Motions of Which Previous Notice Has Been Given

Nil

Item 14 New Business of an Urgent Nature

Nil

Item 15 Matters for Which the Meeting May Be Closed (Confidential Items)**15.1 Closure of the Meeting to the Public****Author:** Chief Executive Officer**Authorising Officer:** Chief Executive Officer**Disclosure of Interest:** The author has disclosed an interest relating to item 15.2.1 and 15.2.2 proposed to be a confidential item.**OFFICER'S RECOMMENDATION/RESOLUTION**

220710

Moved: Cr Stokes

Seconded: Cr Harris

That Council closes the meeting to the public under section 5.23 (2)(b)(c)(e) of the *Local Government Act 1995* and the *Shire of Morawa Meeting Procedures Local Law 2012* s 6.2 so that it can consider the following items:

- 15.2.1 Leasing of Industrial Business Unit Office Space
- 15.2.2 Midwest Regional Group Waste Collection Quotation

CARRIED BY SIMPLE MAJORITY 7/0**PURPOSE**

This item seeks Council's approval under s5.23 (2) of the *Local Government Act 1995* to move into a closed session to consider confidential matters:

DETAIL

Under s5.23 (2) of the *Local Government Act 1995*, Council must resolve to move into camera or closed session. The following items are 'confidential matters' as addressed below:

- 15.2.1 Confidential Report – Leasing of Industrial Business Unit Office Space
- 15.2.2 Confidential Report- Midwest Regional Group Wates Collection Quotation

LEVEL OF SIGNIFICANCE

High – Confidential Items

CONSULTATION

Senior Management Team

LEGISLATION AND POLICY CONSIDERATIONS

Local Government Act 1995

Under section 5.23 (2) of the *Local Government Act 1995*, part of a council meeting may be closed, if the meeting deals with any of the following:

- (a) *a matter affecting an employee or employees;*
- (b) *the personal affairs of any person;*
- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
- (e) *a matter that if disclosed, would reveal —*
 - (i) *a trade secret;*
 - (ii) *information that has a commercial value to a person;*
 - (iii) *information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;*
- (f) *a matter that if disclosed, could be reasonably expected to —*
 - (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
 - (ii) *endanger the security of the local government's property;*
 - (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
- (g) *information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
- (h) *such other matters as may be prescribed.*

Shire of Morawa Meeting Procedures Local Law 2012

The key parts include:

6.2 Meetings not open to the public

- (1) The CEO may, at any time, recommend that a meeting or part of a meeting be closed to members of the public.
- (2) The Council or a committee, in one or more of the circumstances dealt with in the Act, may at any time, by resolution, decide to close a meeting or part of a meeting.
- (3) If a resolution under subclause (2) is carried— (a) the presiding member is to direct everyone to leave the meeting except— (i) the members; (ii) the CEO; and (iii) any officer specified by the presiding member; and (b) the meeting is to be closed to the public until, at the conclusion of the matter justifying the closure of the meeting to the public, the Council or the committee, by resolution, decides otherwise.

- (4) A person who fails to comply with a direction under subclause (3)(a) may, by order of the presiding member, be removed from the meeting.
- (5) While the resolution under subclause (2) remains in force, the operation of clause 8.9 is to be suspended until the Council or the committee, by resolution, decides otherwise.
- (6) A resolution under this clause may be made without notice.
- (7) Unless the Council resolves otherwise, once the meeting is reopened to members of the public, the presiding member is to ensure that any resolution of the Council made while the meeting was closed is to be read out including a vote of a member to be included in the minutes.

Strategic Community Plan 2018 to 2028 (desktop Review June 2020)

Outcome 4.3 A local government that is respected, professional and accountable.

FINANCIAL AND RESOURCES IMPLICATIONS

Any known financial implications are addressed in the respective reports.

RISK MANAGEMENT CONSIDERATIONS

There are no known risk management considerations.

CONCLUSION

That Council closes the meeting to the public under section 5.23 (2) of the *Local Government Act 1995* and the *Shire of Morawa Meeting Procedures Local Law 2012* s 6.2 so that it can consider the reports as addressed.

ATTACHMENT

Nil

15.2.1 Confidential Report – Leasing of Industrial Business Unit Office Space

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION/RESOLUTION

220711

Moved: Cr Stokes

Seconded: Cr Collins

That pursuant to Section 3.58 of the *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996*, Council resolves:

1. To endorse the CEO leasing out the front office at the Morawa Business Unit (Unit 1A) under delegated authority, subject to the proposed lease:
 - a. Being for 36 months or less
 - b. Not interfering with the other uses of the site
 - c. Not resulting in any damage or pollution at the site
 - d. Using a per month rental charge of \$255 +GST per month
 - e. The tenant being responsible for all utility costs
 - f. a bond amounting to 3 months' full rent be paid to the Shire of Morawa prior to occupation.
2. Allow the CEO to grant a 50% discount for the first three month's rent at the front office of the Morawa Business Units (Unit 1A) for all leases of 12 months or longer

CARRIED BY SIMPLE MAJORITY 7/0

15.2.2 Midwest Regional Group Waste Collection Quotation

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER’S RECOMMENDATION/RESOLUTION

220712 Moved: Cr Collins Seconded: Cr Harris

That Council:

- 1.Endorse the CEO withdrawing Morawa from the Midwest Regional Group Waste Collection Contract and rejecting the submission received**

CARRIED BY ABSOLUTE MAJORITY 7/0

15.3 Reopening of the Meeting to the Public

OFFICER’S RECOMMENDATION/RESOLUTION

220713

Moved: Cr Stokes

Seconded: Cr Katona

That Council reopens the meeting to the public.

CARRIED BY SIMPLE MAJORITY 7/0


Item 16 Closure

16.1 Date of Next Meeting

The next ordinary meeting of Council will be held on Thursday, 18 August 2022 commencing at 5.30pm.

16.2 Closure

There being no further business, the President to declare the meeting closed at 5:40pm.



.....Presiding Member