



AGENDA

ORDINARY MEETING OF COUNCIL

to be held on

Thursday, 16 May 2024 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 to declare 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 Grant Chadwick

Councillor Dean Clemson

Councillor Mark Coaker

Councillor Debbie Collins

Councillor Diana North

Staff

Chief Executive Officer

Scott Wildgoose

Executive Manager Corporate & Community Services

Jackie Hawkins

Members of the Public**3.2 Apologies****3.4 Approved Leave of Absence****3.5 Disclosure of Interests****Item 4 Applications for Leave of Absence****Item 5 Response to Previous Questions****Item 6 Public Question Time****Item 7 Questions from Members without Notice**

Item 8 Announcements by Presiding Member without Discussion
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President's Meetings for the month of April 2024.

Date	Details of Meeting
10 April 2024	MWDC Audit and Risk Committee Meeting
10 April 2024	Preplanning meeting Shire of Morawa and OAG
15 April 2024	Art Show Working Group Meeting
17 April 2024	LG House Trust
17 April 2024	WALGA Finance & Services
18 April 2024	Shire of Morawa – Ordinary Council Meeting
19 April 2024	National Road Safety Ministers Meeting
20 April 2024	LGIS
21 April 2024	National Emergency Management Ministers Meeting
22 April 2024	Northern Country Zone Meeting
23 April 2024	State Road Funds to Local Government Advisory Committee
23 April 2024	Pathways to Politics for Women UWA Advisory Committee Meeting
25 April 2024	ANZAC Day Ceremony
26 April 2024	Morawa Sinosteel Future Fund Committee Meeting
30 April 2024	Zone Chair Induction

Item 9 Declaration by all Members to have given due consideration to All Matters Contained in the Business Paper before the Meeting
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The Elected Members to declare that they had given due consideration to all matters contained in the agenda.

Item 10 Confirmation of Minutes of Previous Meeting

The Minutes of the 18 April 2024 Ordinary Council Meeting were provided under separate cover via the Shire of Morawa’s secure portal to all Councillors on 24 April 2024.

OFFICER’S RECOMMENDATION

That Council confirm that:

1. the Minutes of the Ordinary Council Meeting held 18 April 2024 are a true and correct record.

SIMPLE MAJORITY VOTE REQUIRED

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 April 2024**

Author: Governance and Executive Support Officer

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 RECOMMENDATION

That with respect to **Actions Performed under Delegated Authority for April 2024**, Council:

1. **Accept the Report.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To report back to Council, actions performed under delegated authority from the period 01 April 2024 to 30 April 2024.

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 April 2024 to 30 April 2024 ('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

No delegated decisions were undertaken by Shire pursuant to hawkers, traders, and stall holders during this period.

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

No delegated decisions were undertaken by Shire pursuant to *Planning & Development Act 2005* during the period.

Building Permits

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

Other Delegations

No other delegated decision was undertaken by Shire pursuant to this category during the period.

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)

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 Development Approval for Proposed Renewable Energy Facility (Wind Measurement Mast)

Author: Coordinator Planning & Compliance Services

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

That Council approve the development application subject to the following conditions:

1. Development shall be in accordance with the attached approved plan(s) dated 16 May 2024 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.
2. This development approval authorises the use of Renewable Energy Facility (Wind Measurement Mast) to continue for a period of 5 years only from the date of this development approval, after which the development approval shall expire and the land use shall not be further carried on and the Wind Measurement Mast is to be dismantled and the materials removed entirely from the property.
3. All stormwater is to be disposed of on-site to the approval of the local government.
4. Any lighting device is to be positioned and shielded as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries.
5. The materials of the Wind Measurement Mast are to be non-reflective and the colour finish is to be unobtrusive as possible in order to minimise the visual impact of the new construction on the immediate surrounding area.
6. The internal access road shall be constructed to a compacted gravel standard and thereafter maintained to the approval of the local government.
7. All mechanical service systems associated with the development are to be designed and installed to prevent emitted noise levels from exceeding the relevant decibel levels as set out in the Environmental Protection (Noise) Regulations 1997 (as amended).
8. Prior to commencement of the development, the proponent is responsible to ensure that a Construction Management Plan is lodged with the local government for its approval, and is approved by the local government setting out in detail the management commitments applicable to construction traffic movement, safety, signage, dust management, hours of work and construction program in relation to the approved development during the transportation/construction phase. Once approved, the proponent from time to time is responsible to ensure, that all installations, activities and processes are carried out at all times and in all respects in

accordance with the Construction Management Plan.

9. The removal/clearing of existing remnant vegetation on the property is not permitted, except for the establishment of a fire break or the internal access road, unless otherwise approved in writing by the local government.
10. Only one Wind Measurement Mast is permitted to be constructed as shown on the attached approved location plan.
11. Low intensity steady hazard/warning obstacle lights are required to be installed on the wind measurement mast to assist with its visibility for other users of the airspace.
12. The landowner/proponent at the time shall be responsible to compensate the local government for the repair of (or shall if the local government so agrees repair) any facility existing on the road reserve adjacent to the site which is damaged in the process of construction, establishment or installation of the development/land use.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The applicant is seeking Development Approval for proposed renewable energy facility (wind measurement mast) to conduct climatic monitoring on Lot 9705 Morawa – Yalgoo Road, Pintharuka. The applicant has request that the application be approved subject to a condition limiting the approval term to a period of five (5) years rather than the standard two (2) years. *Attachment 1 and Attachment 2.*

DETAIL

The proposed met mast is to be located at Lot 9705 Morawa-Yalgoo Road Pintharuka, a 409.353 ha lot that forms part of an agricultural landholding. The land use is best classified as 'Agriculture-Extensive' under the Shire of Morawa's Local Planning Scheme No. 3 (LPS3).



Image: Aerial Site Plan – Element Advisory

The proposed met mast falls within the definition of ‘Renewable Energy Facility’, defined by the Scheme as:

“means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or relating to, the generation of energy by a renewable resource. It does not include renewable energy electricity generation where the energy produced principally supplies a domestic and/or business premises and any on selling to the grid is secondary.”

The subject site is zoned ‘Rural’ under the Shire’s Local Planning Scheme No. 3 (LPS3). Pursuant to Table 3 – Zoning Table, the proposal is classified as an ‘A’ use which

“means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving notice in accordance with clause 64 of the deemed provisions.”.

The subject site is located approximately 150km south east of Geraldton, 11km north of the small townsite of Pintharuka, and approximately 30km north east of the larger Morawa townsite.

The subject site shares its eastern boundary, and a portion of its southern and northern boundary, with a neighbouring property.

The proposed met mast is fundamentally a guyed radio mast structure containing meteorological measuring equipment. The mast is secured by concrete foundations and tethered to the ground by a series of guy anchors. In total, each mast arm contains 13 guy wires with a maximum span of 110m. The area required for the met mast is approximately 0.038km².

The met mast measures weather data independently and following construction subsequent activity on the site should be minimal. The composition of the met mast is made up two main elements; the main mast structure and mast ancillaries which support the measurement of wind data, and are described below:

Met Mast Structure Summary:

- 151m in height above the natural ground level;
- Anchored by three (3) mast arms, oriented north or 30 degrees, south-west or 150 degrees and south-east or 270 degrees;
- Tethered by nine (9) anchor footings (concrete foundations) with a total of 39 guy wires;
- Each guy anchor is secured by fencing measuring 1.83m in height and 2.1m in width;
- Secured by a mast base (concrete foundations);
- The met mast base is secured by fencing measuring 1.83m in height and 2.1m in width, with anti-climbing equipment located directly above;
- The met mast includes one (1) lightning rod; and
- Constructed from various grades of steel.

Mast Ancillaries:

In addition to the main structure, the met mast will include the following equipment:

- 11 anemometers;
- Four (4) wind vanes;
- Seven (7) junction boxes;
- Two (2) aviation lights;
- Two (2) temperature and humidity measuring equipment;
- Two (2) solar panels;
- One (1) Anti-climb equipment;
- One (1) AV1 distribution cabinet;
- Campbell Scientific Data Logger; and
- One (1) pressure sensor.

No protected areas (. e.g. national parks, nature reserve, RAMSAR sites, important wetlands) are located in vicinity of the proposed met mast location. While native vegetation is present in proximity of the proposed met mast, no native vegetation clearing and/or impacts to flora and

fauna habitat would occur as all works would be constrained to the previously disturbed cropping area *Attachment 3*.

It is noted that the proposed met mast is located within a designated Bushfire Prone area. Given the nature of the proposed development, it can be classified as infrastructure, and is not a vulnerable land use *Attachment 4*.

Advertising:

The development application has been advertised for a period of 14 days 23 February 2024 to 8 March 2024 as per *clause 64 of the deemed provisions*. A total of five (5) submissions were received, three (3) from local landowners one (1) adjoining land owner and two (2) related to the subject property and two (2) from the aviation industry *Attachment 5*.

On referral to Airservices Australia they advised of a minimum six (6) week assessment turnaround time. Therefore, the application has been sitting pending after the official advertising period awaiting on their assessment.

LEVEL OF SIGNIFICANCE

High significance

CONSULTATION

CEO

LEGISLATION AND POLICY CONSIDERATIONS

Shire of Morawa Town Planning Scheme No.3

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulation 2015

Strategic Community Plan 2022 - 2032

Be future focused in all we do:

1. Ensure the Shire and its assets are well resourced and sustainable.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no known financial or resource implications in relation to this item.

RISK MANAGEMENT CONSIDERATIONS

The proponent may lodge an application for review to the State Administrative Tribunal if the Council's decision was to refuse the proposal.

CONCLUSION

That Council approve the proposed met mast development application. Note that any future

'wind farm' proposal on Lot 9705 Morawa-Yalgoo Road Pintharuka would be subject to a separate future application.

ATTACHMENTS

Attachment 1 – 11.1.2a Met Mast Development Application

Attachment 2 – 11.1.2b Met Mast Development Plans

Attachment 3 – 11.1.2c Remnant Native Vegetation

Attachment 4 – 11.1.2d Bushfire Prone Areas

Attachment 5 – 11.1.2e Advertising Schedule of Submissions

11.1.3 Planning Assessment - Proposed Change of Use of the Existing Building to a 'Single House' and Associated Internal Works – Lot 167 (No. 14) Caulfield Road, Morawa

- Author:** Chief Executive Officer with input from Element WA, Planning Consultants
- 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

That Council grant development approval for the proposed change of use of the existing building to a 'Single House' and associated internal works at Lot 167 (No. 14) Caulfield Road, Morawa, subject to the following conditions:

1. This approval is for a Single House as defined in the Shire of Morawa Local Planning Scheme No. 3 and the subject land may not be used for any other use without the prior approval of the Shire.
2. The Development shall be in accordance with the attached approved plan(s), dated 16 May 2024, and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.
3. The development shall be connected to reticulated sewer unless otherwise provided with an onsite effluent disposal system approved by the Shire.
4. All stormwater is to be disposed of on-site to the approval of the local government.
5. Prior to use of the development, a solid fence or landscaped screening must be installed on the western lot boundary as depicted on the approved plans, and thereafter permanently maintained, to restrict views from the subject lot into the adjacent land to the satisfaction of the Shire. The solid fence or landscaped screening shall be a minimum height of 1.6 metres above the finished floor level and must comply in all respects with the requirements of Clause 5.4.1 (Visual Privacy) of the Residential Design Codes.
6. The development/land use is to be located entirely within the property boundary.
7. Any lighting device is to be positioned and shielded as not to cause any direct, reflected or incidental light to encroach beyond the property boundaries or cause any glare nuisance to any nearby residents or passing motorists.

Advice

- (a) This is a Development Approval issued by the Shire of Morawa under its Local Planning Scheme No. 3. It is not a building permit or an approval to commence or

carry out development under any other law. It is the responsibility of the applicant to obtain any other necessary approval, consents or licenses require under any other law, and to commence and carry out development in accordance with all relevant laws.

- (b) This approval does not authorise commencement of any building and/or demolition works. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit must be obtained prior to the commencement of any works.
- (c) The landowner / applicant is responsible for applying to the Shire for the approval of a new crossover.

Notes

- i. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval shall lapse and be of no further effect.
- ii. Where an approval has so lapsed, no development must be carried out without the further approval of the local government have first been sought and obtained.
- iii. If an applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

Planning approval is sought for a change of use from 'Place of Worship' to 'Single House' and associated internal works at Lot 167 (No. 14) Caulfield Road, Morawa. The works are not exempt from planning approval under the Planning and Development (Local Planning Schemes) Regulations 2015 as the property is listed on the Shire's Local Heritage Survey as St Paul's Lutheran Church (former) (Place No. 5).

DETAIL

This application proposes to convert the former St Paul's Lutheran Church to a family residence. The associated works are enclosed within the existing form of the church building and include the construction of single leaf brick walls to form 4 bedrooms, an open plan kitchen, dining and living room, and a bathroom and ensuite within the internal space of the building.

Local Planning Scheme No. 3

The subject site is zoned 'Residential' under Local Planning Scheme No. 3 (LPS3). The proposed use of the site is most appropriately classified as a 'Single House' which is defined in the Residential Design Codes as a dwelling standing wholly on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services and excludes dwellings on titles with areas held in common property.

A 'Single House' is a 'P' permitted use in the Residential zone.

The subject site is afforded a residential density of R10/R30. Clause 26 (3) of LPS3 states that in areas coded R10/30, the development standards of R10 shall apply except where reticulated sewerage is to be provided or an onsite effluent disposal system is to be installed in which case the local government may permit development to the density of R30. A dwelling must be connected to reticulated sewerage or provided onsite effluent disposal in order to comply with the Government Sewerage Policy and relevant Australian Standards. It is unknown whether the site is currently connected to an onsite effluent disposal system or reticulated sewer; however, it is understood that the property is capable of being connected to sewer as there is a sewer junction and manhole within the property. It is recommended that a condition be applied such that the development is connected to reticulated sewerage or an appropriate effluent disposal system.

Heritage

The subject property is listed on the Shire of Morawa's Local Heritage Survey (Place No. 5, St Paul's Lutheran Church (former)): refer to Attachment 2 for a copy of the listing. The former Church is highly valued for the social significance of the worship and commemorative and celebratory events that have taken place and makes a considerable contribution to the historic townscape of Morawa. The property has a heritage classification of 'Category B' which seeks to retain and conserve the property.

The proposal was referred to the Shire's Heritage Advisor for comment. The key considerations from the Heritage Advisor's comments are described below:

- The proposed interior residential construction of walls, formation of rooms and fitouts will have no physical or visual impact on the exterior of the former church building, as the interior is not an element of its significance.
- The conservation of the former church to a residence will ensure the long-term conservation of the church building that makes a considerable significance as a landmark in the Morawa townsite.
- It is not possible to retain the church function as it has been deconsecrated, so conversion to a residence is an appropriate function that retains its integrity and makes no impact on the authenticity of the exterior fabric or form of the former church building.
- There are no perceived adverse impacts on the cultural heritage significance of the former church. The retention of the form and fabric with no visual or physical impact to the exterior, streetscape or the landmark value, is a considerable conservation benefit while also contributing to the longevity of the place.

It was recommended that the proposed residential conversion be supported and that the owners be commended on their well-considered proposal that have no impact on the physical or visual significance of the place. Refer to Attachment 3 for a copy of the Heritage Impact Statement.

Residential Design Codes

As the application proposes use of the existing building as a Single House, it was required to be assessed against the Residential Design Codes 2024 (R-Codes). Compliance with the R-Codes

can be achieved by way of meeting the ‘Deemed to Comply’ provisions or alternatively the relevant ‘Design Principles’. The development was assessed to generally meet the deemed to comply provisions with the exception of 5.2.3 Street Surveillance and 5.3.1 Outdoor Living Area. These provisions are considered against the Design Principles as follows.

5.2.3 Street Surveillance

C3.2 states that at least one major opening from a habitable room of the dwelling is to face the street. The rooms along the front of the dwelling are to be non-habitable therefore no major openings face the street. The design principle for Street Surveillance is set out below:

P3 Buildings designed to provide for passive surveillance between individual dwellings and the street and between common areas and the street, which minimise opportunities for concealment and entrapment.

It is worth noting that the proposal results in the adaptive reuse of a former church which is listed on the Shire’s Local Heritage Inventory. No external modifications are proposed to respect the form and fabric which is of considerable social value to the community. The property has no fencing and very little vegetation within the front setback which allows for passive surveillance and minimises the opportunities for concealment and entrapment.

5.3.1 Outdoor Living Area

C1.1 states out that an outdoor living area is to be provided directly accessible from the primary living space of the dwelling. There is no defined OLA. The logical location for an outdoor living area is behind the former church. This area is approximately 22m x 6m and is completely uncovered. The design principle for Outdoor Living Area is set out below:

P1.1 A consolidated outdoor living area is provided to each single house and grouped dwelling which provides space for entertaining, leisure and connection to the outdoors that is:

- *of sufficient size and dimension to be functional and usable;*
- *capable of use in conjunction with a primary living space of the dwelling;*
- *sufficient in uncovered area to allow for winter solar gain and natural ventilation into the dwelling;*
- *sufficient in uncovered area to provide for landscaping, including the planting of a tree(s); and*
- *optimises use of the northern aspect of the site.*

As discussed above, the logical location for an outdoor living area is behind the former church at the rear of the lot. This is a consolidated area capable of being used for entertaining and leisure and provides a connection to the outdoors. The internal floor plan has been well thought out to minimise the physical works required to retrofit the former church for use as a Single House; the outdoor living area is functional and can be easily accessed from the open plan living space via the side doors which lead to the outdoors. There is sufficient area to provide for landscaping.

CONSULTATION

Laura Gray – Heritage Intelligence (WA)

LEGISLATION AND POLICY CONSIDERATIONS

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Morawa Local Planning Scheme No. 3

Residential Design Codes

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

There are no known risks associated with this planning approval and the applicant will be required to obtain a building approval before commencing works.

CONCLUSION

Planning approval is sought for a change of use from 'Place of Worship' to 'Single House' and associated works at Lot 167 (No. 14) Caulfield Road, Morawa. Conditional approval is recommended as the proposed development is generally consistent with the provisions of the Residential Design Codes and is not considered to impact on the cultural heritage value of the place. The development represents an adaptive reuse of a heritage building that has remained vacant for some time.

ATTACHMENTS

Attachment 1 – 11.1.3a Development Plans

Attachment 2 – 11.1.3b Heritage Listing - Place No. 5, St Paul's Lutheran Church (former)

Attachment 3 – 11.1.3c Heritage Advisor Comments

11.2 Executive Manager Corporate & Community Services

11.2.1 Monthly Financial Report – April 2024

Author:	Executive Manager Corporate & Community Services
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

That Council receive:

1. the Monthly Financial Report including the Statement of Financial Activity for the period ending 30 April 2024.
2. the Bank Reconciliation Report for period ending 30 April 2024.
3. the attached List of Payments for the period ending 30 April 2024.
4. with respect to the Chief Executive Officer authorisations and reporting to Council;
 - 4.1. No Reimbursement applications made by the Chief Executive Officer for the period ending 30 April 2024.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The Monthly Financial Report is prepared to provide Council with a comprehensive report on the financial position on a monthly basis.

The Monthly Financial Report includes the Statement of Financial Activity Report, Bank Reconciliation Report and the List of Payments made during the reporting month.

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 bank reconciliation report currently shows a discrepancy between the Monthly Financial Report and the bank reconciliation. This is being investigated and rectified by Readytech. The summary of the report for 30 April 2024 is as follows:

Account	Balance
Municipal Account	556,719.67
Municipal Online Account	2,088,225.60
Trust Account	1,525.11
Reserve Account	4,754,857.17
Term Deposits (Reserves)	2,100,000.00
Total Cash & Investments	\$9,505,327.55

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 April 2024 to 30 April 2024 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)	962,428.19
Municipal	Cheques No: 12057	662.16
Municipal	Direct Debit Transactions	48,837.43
Municipal	Bank Transfers / Payroll / Other Payments	150,972.36
Municipal	Corporate Credit Cards	4,521.53
Trust	Electronic Funds Transfers (EFT)	0.00
	TOTAL	\$1,167,421.67

Reimbursement Applications

There have been no of reimbursements claimed and 5 leave days taken by the Chief Executive Officer during the month of April 2024.

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

1. 85.36% of outstanding rates have been collected.
2. Depreciation calculated for the period 1 July to 30 April 2024 is \$1,603,145.
3. Capital project spending currently at 42.3%, well below budget.

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 2023 - 2032

Be future focused in all we do:

1. Ensure the Shire and its assets are well resourced and sustainable.

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 Monthly Financial Report that contains the 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 April 2024

Attachment 2 – 11.2.1b Bank Reconciliation for the period ending 30 April 2024

Attachment 3 – 11.2.1c List of Accounts Paid for the period ending 30 April 2024

Item 12 Reports from Committees**12.1 April 2024 Minutes of Morawa Sinosteel Future Fund Committee**

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

That Council receive:

1. the Minutes of the Morawa Sinosteel Future Fund Committee Meeting held 26 April 2024.

SIMPLE MAJORITY VOTE REQUIRED

Attachment 1 – 12.1a Minutes of Morawa Sinosteel Future Fund Committee Meeting, 26 April 2024

12.2 May 2024 Minutes of WALGA State Council Meeting

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

That Council receive:

2. the Minutes of the WALGA State Council Meeting held 6 March 2024.

SIMPLE MAJORITY VOTE REQUIRED

Attachment 1 – 12.2a Minutes of WALGA State Council Meeting, 6 March 2024

Item 13 Motions of Which Previous Notice Has Been Given**Item 14 New Business of an Urgent Nature****Item 15 Matters for Which the Meeting May Be Closed (Confidential Items)****Item 16 Closure****16.1 Date of Next Meeting**

The date of the next ordinary meeting of Council will be amended from Thursday, 20 June 2024 commencing at 5:30pm, to being held on Monday, 17 June 2024 at 5:30pm to allow facilitation of a Citizenship Ceremony on the Monday afternoon.

OFFICER'S RECOMMENDATION

That Council:

1. Acknowledges and approves the date of the next ordinary meeting of Council will be amended from Thursday, 20 June 2024 commencing at 5:30pm, to being held on Monday, 17 June 2024 at 5:30pm.

SIMPLE MAJORITY VOTE REQUIRED

16.2 Closure

There being no further business, the President to declare the meeting closed.