



**MINUTES
OF THE
ORDINARY MEETING
OF COUNCIL
HELD ON
THURSDAY 17 March 2022**

**Council Chambers
Honour Avenue
Wyalkatchem**

**Commencement: 4:11pm
Closure: 6:52pm**

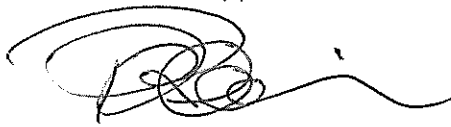
Preface

When the Chief Executive Officer approved these Minutes for distribution they are in essence "Unconfirmed" until the following Ordinary Meeting of Council, where the minutes will be confirmed subject to any amendments.

The "Confirmed" Minutes are then signed off by the Presiding Member.

Unconfirmed Minutes

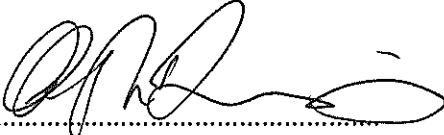
These minutes were approved for distribution on 18 March 2022



Peter Klein
Chief Executive Officer

Confirmed Minutes

These minutes were confirmed at the Ordinary Meeting of Council held 21 April 2022.

Signed: 

Cr Davies, Shire President and Presiding Member
Shire of Wyalkatchem

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Wyalkatchem for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decisions, which will be provided within ten days of this meeting.

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1. DECLARATION OF OPENING

The Chairperson, Shire President Cr Davies, opened the meeting at 4:11pm.

2. PUBLIC QUESTION TIME

2.1. Response to Public Questions Previously Taken on Notice

Nil

2.2. Declaration of Public Question Time opened

Public Question Time opened at 4:12pm

Bobby Reilly respectfully asked if the Shire could assist with encouraging the neighbourhood to tidy up their blocks, especially the street view.

The Shire has been taking steps towards various aspect of dilapidation in the town. While having no authority, the Council Members urge all of the community to contribute to the welfare and reputation of the town by tidying up their front yards and removing debris such as car shells etc. If you need assistance, please call the shire to discuss.

It is the 20 year anniversary of Wyalkatchem winning the Tidy Towns award on 3 April 2023. It was requested that we hold a celebration that reflects on this achievement. Council to consider its position on this matter.

Sheryl Wood explained that one of the Tidy Town books/ album hasn't been located. She requested permission to go through the Shire archives. It was agreed that Lesley would contact Sheryl to make arrangements.

Sheryl Wood and Bobby Reilly thanked Council and left the meeting at 4:26pm.

2.3. Declaration of Public Question Time closed

Public Question Time closed at 4:26pm

Mr Delane left the meeting at 4:33pm

Mr Delane returned to the meeting at 4:35pm

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Members: Cr. Quentin Davies
Cr. Owen Garner
Cr. Emma Holdsworth
Cr. Stephen Gamble
Cr. Mischa Stratford
Cr. Christy Petchell

| | | |
|--------|-------------------|-------------------------------|
| Staff: | Peter Klein | Chief Executive Officer |
| | Stephanie Elvidge | Governance Executive Officer |
| | Terence Delane | Manager of Works |
| | Raj Sunner | Manager of Corporate Services |

Visitors: Christopher Loton
Sheryl Wood
Bobby Riley

3.2. Apologies

Nil

3.3. Approved Leave of Absence

CEO Peter Klein will be on annual leave commencing Monday 21 March, returning Thursday 7 April 2022.

3.4. Applications for Leave of Absence

Nil

4. OBITUARIES

5. PETITIONS, DEPUTATIONS, PRESENTATIONS

5.1. Petitions

Nil

5.2. Deputations

Nil

5.3. Presentations

Nil

6. DECLARATIONS OF INTEREST

6.1. Financial and Proximity Interest

6.2. Impartiality Interests

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

7.1.1. Ordinary Meeting of Council – February 2022

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 17 February 2022 (Attachment 7.1.1).

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(16/2022) Moved: Cr Stratford

Seconded: Cr Gamble

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 17 February 2022 (Attachment 7.1.1) be confirmed as a true and correct record.

CARRIED 6/0

7.1.2. BUSINESS ARISING

Shire Council Meeting Actions Status Report

7.2. Receipt of Minutes

7.2.1. Local Emergency Management Committee Meeting Minutes – 2 March 2022

Minutes of the LEMC Meeting of Wednesday 2 March 2022 (Attachment 7.2.1).

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(17/2022) Moved: Cr Holdsworth

Seconded: Cr Petchell

That the minutes of the LEMC Meeting of Wednesday 2 March 2022 (Attachment 7.2.1) be received.

CARRIED 6/0

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Cr Davies commented on living in COVID times and thanked those that attended the COVID preparedness meeting. Cr Davies urges us all to keep on doing the right thing and staying safe.

The Caravan Park has been sold, subject to settlement, to Brendan and Michelle Eaton. Cr Davies acknowledged the frustration of Council and Community over the past years and looks forward to the future opening of the Park.

The Community Event was postponed and Council will be planning another date.

The Shire held a meeting with Catholic Homes– the meeting was well received and informative. Cr Davies thanked those that attended.

Cr Davies reminded the community that there is the opportunity to meet with him for a one to one chat on the 31st March. Please call the Shire to book your appointment.

Cr Davies urged the community to be patient regarding the new doctor. We are hoping to have good news by the end of this month.

Budget meetings are fast approaching – Cr Davies asked that councillors do their best to make themselves available for these meetings.

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

10.REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – FEBRUARY 2022

| | |
|-------------------------|--|
| Applicant: | Shire of Wyalkatchem |
| Location: | Shire of Wyalkatchem |
| Date: | 10 March 2022 |
| Reporting Officer: | Parul Begum – Finance Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | 12.10.02 |
| Attachment Reference: | Attachment 10.1.1 – Accounts for Payment – February 2022 |

SUMMARY

To provide Council with a list of accounts paid by the Chief Executive Officer in accordance with his delegated authority and for Council to endorse the payments made for the prior month.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996, s13(1)*, requires that if a local government has delegated to the CEO 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 showing all payments since the last such list was prepared.

Council has delegated to the CEO (delegation number 1.2.17) the power to make payments from the municipal fund or trust fund.

Please note that the above does not include payments made via Direct Debit (DD) as they are not in sequential number order.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations, S13.1

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2021/2022 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

| Goal No. | Strategies | | Actions |
|----------------|--|------|--|
| Goal 10 | Transparent, accountable and effective governance | 10.1 | <ul style="list-style-type: none"> Ensuring a well-informed Council makes good decisions for the community |
| | | 10.2 | <ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long term financial sustainability |
| | | 10.3 | <ul style="list-style-type: none"> High quality corporate governance, accountability and compliance |
| | | 10.4 | <ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans |

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(18/2022) Moved: Cr Gamble

Seconded: Cr Stratford

That Council endorse the payments for the month of February 2022, (refer attachment 10.1.1) being \$352,744.75, which comprised of:

- 1. Electronic Funds Transfer (EFT) payments from the Municipal Fund totalling \$204,298.49(EFT 1819 – 1759);*
- 2. Direct Debit (DD) payments from the Municipal Fund totalling \$48,956.13;*
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$99,490.13.*

CARRIED 6/0

10.1.3. MONTHLY FINANCIAL REPORT – FEBRUARY 2022

| | |
|-------------------------|--|
| Applicant: | Shire of Wyalkatchem |
| Location: | Shire of Wyalkatchem |
| Date: | 10 March 2022 |
| Reporting Officer: | Rajinder Sunner, Manager of Corporate Services |
| Disclosure of Interest: | No interest to disclose |
| File Number: | 12.10.02 |
| Attachment Reference: | Attachment 10.1.3 – Monthly Financial Report February 2022 |

BACKGROUND

The *Local Government (Financial Management) Regulations 34* requires a local government to prepare a monthly financial statement that reports on actual revenue and expenditure against the annual budget prepared under regulation 22(1)(d).

Council has adopted a material variance on 10% or \$10,000 whichever is the greater.

COMMENT

The attached report includes:

- Statement of Financial Activity by Program (p.3)
- Statement of Financial Activity by Nature and Type (p.4)

The statements provide details of the Shire's operations on an actual year to date basis.

These statements and Notes 1 (p.5) and 2 (p.6) are statutory requirements and must be presented to Council.

The remaining notes to the Statements of Financial Activity are provided for Councillors' information.

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 6 – Financial Management S6.4

Local Government (Financial Management) Regulations, R34

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

FINANCIAL IMPLICATIONS

Total Cash Available as at 28 February 2022 is \$4,541,173. Cash available is made up of Unrestricted cash \$1,980,048 and Restricted cash \$2,561,125 backed by various reserves.

Rates Debtors balance as at 28 February 2022 is \$145,029 Rates Notices for 2021-22 were issued in August 2021. Rates collected as at end of February 2022 was \$1,243,413 – 89.60%.

Feb 2022: Operating Revenue – Operating revenue of \$2,417,379 is made up of Rates - 56%, Grants - 35%, Fees and Charges - 9%.

Operating Expenses – Operating expenses of \$3,110,817 is made of Depreciation - 32%, Employee Costs – 26%, Materials and Contracts – 33%, Insurance – 5% and Utility – 3% and Other Charges – 1%.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

Goal: Transparent, accountable and effective governance.

| Goal No. | Strategies | | Actions |
|----------------|--|------|--|
| Goal 10 | Transparent, accountable and effective governance | 10.1 | <ul style="list-style-type: none"> Ensuring a well-informed Council makes good decisions for the community |
| | | 10.2 | <ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long term financial sustainability |
| | | 10.3 | <ul style="list-style-type: none"> High quality corporate governance, accountability and compliance |
| | | 10.4 | <ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans |

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(20/2022) Moved: Cr Stratford

Seconded: Cr Garner

That Council accepts the Statement of Financial Activity for the month ending 28 February 2022 (refer attachment 10.1.3).

CARRIED 6/0

10.1.4. 2021/2022 MID-YEAR BUDGET REVIEW

| | |
|-------------------------|--|
| Applicant: | Shire of Wyalkatchem |
| Location: | Shire of Wyalkatchem |
| Date: | 10 March 2022 |
| Reporting Officer: | Rajinder Sunner, Manager of Corporate Services |
| Disclosure of Interest: | No interest to disclose |
| File Number: | 12.05.06 |
| Attachment Reference: | Attachment 10.1.4 – 2021/2022 Budget Review, Statement of Budget Review by Program, notes on closing funds and budget Amendments |

SUMMARY

To consider the Shire of Wyalkatchem financial position as at 28 February 2022 and performance for the period 1 July 2021 to 28 February 2022 in relation to the adopted budget and projections estimated for the remainder of the financial year.

BACKGROUND

The budget review has been prepared to include information required by the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The report for the period 1 July 2021 to 28 February 2022 shown in the attachment has been prepared incorporating year to date budget variations and forecasts to 30 June 2022 and is presented for council’s consideration.

Consideration of the status of various projects and programs was undertaken to ensure any anticipated variances were captured within the review document where possible.

COMMENT

The budget review report includes Statement of budget review by Program, note on closing funds and budget amendments.

Features of the budget review include:

| | |
|--|-------------|
| Opening Balance Adjustments | \$16,099 |
| Revenue from Operating Activities – Increase | \$61,758 |
| Expenditure from Operating Activities - Increase | (\$126,866) |
| Investing Activities – Decrease | \$1,039,009 |
| Financing Activities – Borrowing etc - Decrease | (\$990,000) |
| Overall Change (surplus) | \$0 |

Consultation:

Chief Executive Officer
 Manager of Work and Services

STATUTORY ENVIRONMENT

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires:

- (1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
- (2A) (a) Consideration and review is to be given to a local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year.
- (b) Consideration and review is to be given to the local government's financial position as at the review date.
- (c) Review of the outcomes for the end of the financial year that are forecast in the budget is to be undertaken.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
**Absolute majority required.*
- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Section 6.8(1) (b) of the *Local Government Act 1995* provides that expenditure can be incurred when not included in the annual budget provided it is authorised in advance by resolution (absolute majority required).

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

FINANCIAL IMPLICATIONS

The budget will be amended to reflect the variances to estimated budget position.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

Goal: Transparent, accountable and effective governance

| Goal No. | Strategies | | Actions |
|----------------|--|------|--|
| Goal 10 | Transparent, accountable and effective governance | 10.1 | <ul style="list-style-type: none"> Ensuring a well-informed Council makes good decisions for the community |
| | | 10.2 | <ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long-term financial sustainability |
| | | 10.3 | <ul style="list-style-type: none"> High quality corporate governance, accountability and compliance |
| | | 10.4 | <ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans |

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(21/2022) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council suspends Standing Orders at 4:48pm to discuss the matters presented.

CARRIED 6/0

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(22/2022) Moved: Cr Garner

Seconded: Cr Gamble

That Council resumes Standing Orders at 5:50pm.

CARRIED 6/0

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(23/2022) Moved: Cr Stratford

Seconded: Cr Petchell

1 That Council adopt by absolute majority the 2021/2022 midyear budget review as attached.

2 That Council adopt by absolute majority the following budget amendments to the 2021/2022 adopted annual budget.

CARRIED 6/0

SHIRE OF WYALKATCHEM
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 28 FEBRUARY 2022

4. BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

| GL Account Code | Description | Council Resolution | Classification | Original Budget | Proposed Amended Budget | No Change - (Non Cash Items) Adjust. | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance | Comments |
|-----------------|--|--------------------|---------------------------------|------------------|-------------------------|--------------------------------------|----------------------------|----------------------------|--------------------------------|-------------------------------------|
| | | | | | | \$ | \$ | \$ | \$ | |
| | Budget Adoption | | Opening Surplus(Deficit) | 1,793,011 | 1,809,110 | | 16,099 | | 16,099 | Increase in audited opening Surplus |
| CIO011 | Replacement of South Cricket Wicket | | Capital Expenses | 0 | (10,000) | | | (10,000) | 6,099 | |
| 5110381 | REC - Transfers from Reserve | | Capital Revenue | 0 | 10,000 | | 10,000 | | 16,099 | |
| CIO013 | Airport Runway Reseal | | Capital Expenses | 0 | (294,443) | | | (294,443) | (278,344) | |
| 3120610 | AERO - Grants | | Capital Revenue | 0 | 294,443 | | 294,443 | | 16,099 | |
| BC001 | Chambers Refurbish | | Capital Expenses | (35,000) | (25,000) | | 10,000 | 0 | 26,099 | |
| BC018 | 59 Flint St Renovations | | Capital Expenses | (6,000) | 0 | | 6,000 | | 32,099 | |
| BC041 | Nurses Accommodation | | Capital Expenses | (1,000,000) | 0 | | 1,000,000 | | 1,032,099 | |
| | Proceeds from new debentures | | Capital Revenue | 0 | 1,000,000 | | | (1,000,000) | 32,099 | |
| BC040 | New Depot Butlin St | | Capital Expenses | (280,000) | (387,991) | | | (107,991) | (75,892) | |
| PC004 | Minor Plant Purchases | | Capital Expenses | (60,000) | (20,000) | | 40,000 | | (35,892) | |
| PC0101 | Dolly TDM | | Capital Expenses | (30,000) | 0 | | 30,000 | | (5,892) | |
| PC0102 | Fuel Storage | | Capital Expenses | (33,000) | 0 | | 33,000 | | 27,108 | |
| CIO011 | Wyalkatchem Tip New Cell | | Capital Expenses | (50,000) | 0 | | 50,000 | | 77,108 | |
| CIO007 | Cemetery Improvements | | Capital Expenses | (7,000) | (25,000) | | | (18,000) | 59,108 | |
| CIO009 | Water tank for Rec Centre | | Capital Expenses | (10,000) | 0 | | 10,000 | | 69,108 | |
| CIO011 | Replacement of South Cricket Wicket | | Capital Expenses | (10,000) | (14,000) | | | (4,000) | 65,108 | |
| | | | | | | | | | 65,108 | |
| | | | | | | | | | 65,108 | |
| 3030121 | RATES - Account Enquiry Charges | | Operating Revenue | 1,500 | 3,000 | | 1,500 | | 66,608 | |
| 3030138 | RATES - Discount on Rates Levied | | Operating Revenue | (40,000) | (45,000) | | | (5,000) | 61,608 | |
| 3050135 | FIRE - Other Income | | Operating Revenue | 0 | 500 | | 500 | | 62,108 | |
| 3050221 | ANIMAL - Animal Registration Fees | | Operating Revenue | 1,700 | 1,100 | | | (600) | 61,508 | |
| 3110120 | HALLS - Hall Hire | | Operating Revenue | 300 | 500 | | 200 | | 61,708 | |
| 3110320 | REC - Fees & Charges | | Operating Revenue | 800 | 40,800 | | 40,000 | | 101,708 | |
| 3110710 | OTH CUL - Grants - Other Culture | | Operating Revenue | 10,000 | 0 | | | (10,000) | 91,708 | |
| 3110720 | OTH CUL - Fees & Charges | | Operating Revenue | 1,300 | 0 | | | (1,300) | 90,408 | |
| 3120200 | ROADM - Street Lighting Subsidy | | Operating Revenue | 1,600 | 0 | | | (1,600) | 88,808 | |
| 3120210 | ROADM - Direct Road Grant (MRWA) | | Operating Revenue | 110,610 | 117,668 | | 7,058 | | 95,866 | |
| 3130220 | TOUR - Barracks Fees and Charges | | Operating Revenue | 44,000 | 62,000 | | 18,000 | | 113,866 | |
| 3130302 | BUILD - Commission - BSL & CTF | | Operating Revenue | 600 | 100 | | | (500) | 113,366 | |
| 3130320 | BUILD - Fees & Charges (Licences) | | Operating Revenue | 1,500 | 500 | | | (1,000) | 112,366 | |
| 3140120 | PRIVATE - Private Works Income | | Operating Revenue | 1,000 | 10,000 | | 9,000 | | 121,366 | |
| 3140220 | ADMIN - Fees & Charges | | Operating Revenue | 2,000 | 8,000 | | 6,000 | | 127,366 | |
| 3140301 | PWO - Other Reimbursements | | Operating Revenue | 500 | 0 | | | (500) | 126,866 | |
| | | | | | | | | | 126,866 | |
| 2030112 | RATES - Valuation Expenses | | Operating Expenses | (5,000) | (1,500) | | 3,500 | | 130,366 | |
| 2040104 | MEMBERS - Training & Development | | Operating Expenses | (7,500) | (10,000) | | | (2,500) | 127,866 | |
| 2040109 | MEMBERS - Members Travel and Accommodation | | Operating Expenses | (1,000) | (2,000) | | | (1,000) | 126,866 | |
| 2040130 | MEMBERS - Insurance Expenses | | Operating Expenses | (7,839) | (9,258) | | | (1,419) | 125,447 | |
| 2040212 | OTH GOV - Public Relations Expense | | Operating Expenses | (5,000) | (2,500) | | 2,500 | | 127,947 | |
| 2040287 | OTH GOV - Other Expenses | | Operating Expenses | (618) | (1,200) | | | (582) | 127,365 | |
| 2050165 | FIRE - Maintenance/Operations | | Operating Expenses | (750) | (1,200) | | | (450) | 126,915 | |
| 2050216 | ANIMAL - Contract Ranger Services | | Operating Expenses | (7,800) | (8,500) | | | (700) | 126,215 | |
| 2050287 | ANIMAL - Other Expenditure | | Operating Expenses | (550) | 0 | | 550 | | 126,765 | |
| 2050507 | ESL BFB - Clothing & Accessories | | Operating Expenses | (4,000) | (12,000) | | | (8,000) | 118,765 | |
| 2050565 | ESL BFB - Maintenance Plant & Equipment | | Operating Expenses | (26,000) | (20,000) | | 6,000 | | 124,765 | |
| 2080365 | FAMILIES - Daycare Operating Expense | | Operating Expenses | (3,000) | 0 | | 3,000 | | 127,765 | |
| 2080388 | FAMILIES - Daycare Building Expense | | Operating Expenses | 0 | (10,000) | | | (10,000) | 117,765 | |
| 2080392 | FAMILIES - Depreciation | | Operating Expenses | (2,301) | (4,000) | | | (1,699) | 116,066 | |
| 2080692 | AGED OTHER - Depreciation | | Operating Expenses | (2,175) | 0 | | 2,175 | | 118,241 | |
| 2110718 | OTH CUL - Community Grants Scheme | | Operating Expenses | (3,000) | (48,500) | | | (45,500) | 72,741 | |
| 2110743 | OTH CUL - Other Festival Events | | Operating Expenses | (9,000) | (12,500) | | | (3,500) | 69,241 | |
| 2120211 | ROADM - Road Maintenance | | Operating Expenses | (693,587) | (583,407) | | 110,180 | | 179,421 | |
| 2130288 | TOUR - Railway Barracks Expenses | | Operating Expenses | (75,000) | (85,000) | | | (10,000) | 169,421 | |

| | | | | | | | | |
|--|---|--------------------|-----------|-----------|--------|-----------|-------------|---|
| 2130652 | ECONDEV - Consultants | Operating Expenses | 0 | (750) | | (750) | 168,671 | |
| 2140204 | ADMIN - Training & Development | Operating Expenses | (15,050) | (24,050) | | (9,000) | 159,671 | |
| 2140205 | ADMIN - Recruitment | Operating Expenses | (3,000) | (4,500) | | (1,500) | 158,171 | |
| 2140206 | ADMIN - Fringe Benefits Tax (FBT) | Operating Expenses | (14,816) | (26,816) | | (12,000) | 146,171 | |
| 2140209 | ADMIN - Travel & Accommodation | Operating Expenses | (10,155) | (5,155) | 5,000 | | 151,171 | |
| 2140210 | ADMIN - Motor Vehicle Expenses | Operating Expenses | (30,000) | (25,000) | 5,000 | | 156,171 | |
| 2140215 | ADMIN - Printing and Stationery | Operating Expenses | (12,626) | (16,626) | | (4,000) | 152,171 | |
| 2140230 | ADMIN - Insurances | Operating Expenses | (24,500) | (28,000) | | (3,500) | 148,671 | |
| 2140241 | ADMIN - Subscriptions and Memberships | Operating Expenses | (40,000) | (46,000) | | (6,000) | 142,671 | |
| 2140252 | ADMIN - Consultants | Operating Expenses | (15,655) | (25,655) | | (10,000) | 132,671 | |
| 2140253 | ADMIN - Valuations | Operating Expenses | (15,000) | 0 | 15,000 | | 147,671 | |
| 2140286 | ADMIN - Expensed Minor Asset Purchases | Operating Expenses | (5,000) | (2,500) | 2,500 | | 150,171 | |
| 2140306 | PWO - Fringe Benefits Tax (FBT) | Operating Expenses | (5,000) | 0 | 5,000 | | 155,171 | |
| 2140310 | PWO - Motor Vehicle Expenses | Operating Expenses | (55,000) | (45,000) | 10,000 | | 165,171 | |
| 2140329 | PWO - Insurances | Operating Expenses | (17,755) | (21,200) | | (3,445) | 161,726 | |
| 2140411 | POC - External Parts & Repairs | Operating Expenses | (90,979) | (78,979) | 12,000 | | 173,726 | |
| 2140413 | POC - Tyres and Tubes | Operating Expenses | (10,840) | (5,840) | 5,000 | | 178,726 | |
| 2140417 | POC - Insurance | Operating Expenses | (35,930) | (31,600) | 4,330 | | 183,056 | |
| BM001 | Council Chambers Maintenance Expenses | Operating Expenses | (1,467) | (2,500) | | (1,033) | 182,023 | |
| WO013 | Fire Breaks / Slashing - External | Operating Expenses | (300) | (2,000) | | (1,700) | 180,323 | |
| AO001 | Animal Control Expense | Operating Expenses | (146) | (500) | | (354) | 179,969 | |
| AO002 | Animal Control Training & Development | Operating Expenses | (1,000) | (500) | 500 | | 180,469 | |
| WO009 | Dog Cemetery Expense | Operating Expenses | (550) | 0 | 550 | | 181,019 | |
| WO15 | Animal - other expenditure | Operating Expenses | 0 | (500) | | (500) | 180,519 | |
| BM004 | 1 Slocum Street | Operating Expenses | (14,050) | (11,050) | 3,000 | | 183,519 | |
| BM006 | 2a Slocum Street | Operating Expenses | (7,816) | (18,000) | | (10,184) | 173,335 | |
| BM007 | 22a Flint Street | Operating Expenses | (4,870) | (8,500) | | (3,630) | 169,705 | |
| BM008 | 51 Flint Street | Operating Expenses | (15,600) | (11,600) | 4,000 | | 173,705 | |
| BM009 | 43 Wilson Street | Operating Expenses | (9,530) | (7,500) | 2,030 | | 175,735 | |
| BM010 | 45 Wilson Street | Operating Expenses | (6,173) | (8,500) | | (2,327) | 173,408 | |
| BM011 | 4 Slocum Street | Operating Expenses | (8,188) | (4,188) | 4,000 | | 177,408 | |
| BM012 | 10 Honour Ave | Operating Expenses | (12,684) | (15,684) | | (3,000) | 174,408 | |
| BM014 | 53 Piesse Street | Operating Expenses | (8,701) | (5,701) | 3,000 | | 177,408 | |
| BM015 | 22b Flint Street | Operating Expenses | (6,696) | (9,696) | | (3,000) | 174,408 | |
| BM016 | 57 Flint Street | Operating Expenses | (23,100) | (15,100) | 8,000 | | 182,408 | |
| BM017 | 58 Flint Street | Operating Expenses | (11,724) | (7,724) | 4,000 | | 186,408 | |
| BM018 | 59 Flint Street | Operating Expenses | (8,640) | (5,640) | 3,000 | | 189,408 | |
| WO001 | Vergeside Waste Collection | Operating Expenses | (42,000) | (36,000) | 6,000 | | 195,408 | |
| WO002 | Street Bins | Operating Expenses | (14,255) | (12,255) | 2,000 | | 197,408 | |
| WO004 | Wyalkatchem Tip Maintenance | Operating Expenses | (16,313) | (65,000) | | (48,687) | 148,721 | |
| BM019 | Town Hall Expenses | Operating Expenses | (28,030) | (25,030) | 3,000 | | 151,721 | |
| BM020 | Korrellocking Hall Expenses | Operating Expenses | (17,670) | (11,670) | 6,000 | | 157,721 | |
| BM021 | Swimming Pool Maintenance | Operating Expenses | (72,000) | (92,000) | | (20,000) | 137,721 | |
| PGM004 | Railway Terrace Park | Operating Expenses | (43,381) | (33,381) | 10,000 | | 147,721 | |
| PGM005 | Pioneer Park | Operating Expenses | (41,405) | (31,405) | 10,000 | | 157,721 | |
| IOM002 | Dams | Operating Expenses | (9,398) | (75,000) | | (65,602) | 92,119 | |
| OM001 | Main Oval | Operating Expenses | (83,502) | (160,000) | | (76,498) | 15,621 | |
| OM003 | Cricket Wicket | Operating Expenses | (11,779) | (55,000) | | (43,221) | (27,600) | |
| PGM002 | Korrellocking Reserve | Operating Expenses | (14,554) | (8,554) | 6,000 | | (21,600) | |
| PGM003 | Roadhouse Gardens | Operating Expenses | (8,471) | (3,471) | 5,000 | | (16,600) | |
| PGM008 | Trails | Operating Expenses | (7,409) | (1,409) | 6,000 | | (10,600) | |
| WCC01 | Community Club Decking | Operating Expenses | (100,000) | (60,000) | 40,000 | | 29,400 | |
| BM022 | Recreation Centre Building | Operating Expenses | (41,500) | (61,500) | | (20,000) | 9,400 | |
| BM023 | Museum House Building Expense | Operating Expenses | (6,309) | (4,309) | 2,000 | | 11,400 | |
| BM024 | CBH Museum Building Expense | Operating Expenses | (5,929) | (5,329) | 600 | | 12,000 | |
| AM001 | Airstrip & Grounds Maintenance/Operations | Operating Expenses | (22,000) | (8,200) | 13,800 | | 25,800 | |
| BM025 | Terminal Building Expenses | Operating Expenses | (8,390) | (16,390) | | (8,000) | 17,800 | |
| BM030 | Railway Station Expenses | Operating Expenses | (10,938) | (5,938) | 5,000 | | 22,800 | |
| BM032 | ADMIN - Admin Office Building Expenses | Operating Expenses | (46,535) | (50,535) | | (4,000) | 18,800 | |
| PGM007 | ADMIN - Admin Office Garden Maintenance | Operating Expenses | (30,059) | (20,059) | 10,000 | | 28,800 | |
| PWO002 | Training & Development - Outside Staff | Operating Expenses | (25,000) | (22,000) | 3,000 | | 31,800 | |
| PWO003 | OHS and Toolbox Meetings | Operating Expenses | (4,000) | (6,500) | | (2,500) | 29,300 | |
| BM033 | Depot Building Expenses | Operating Expenses | (12,136) | (35,136) | | (23,000) | 6,300 | |
| BM037 | DEPOT - TOP | Operating Expenses | (6,682) | (12,082) | | (5,400) | 900 | |
| BM039 | OLD MAIN ROADS DEPOT | Operating Expenses | (1,650) | (500) | 1,100 | | 2,000 | |
| BM040 | Depot (Butlin St) Building Expenses | Operating Expenses | 0 | (2,000) | | (2,000) | 0 | |
| Amended Budget Cash Position as per Budget Review Report | | | | | 0 | 1,935,115 | (1,935,115) | 0 |

10.2. GOVERNANCE AND COMPLIANCE

10.2.1. CHIEF EXECUTIVE OFFICER'S REPORT – FEBRUARY to 9 MARCH 2022

| | |
|-------------------------|---------------------------------------|
| Applicant: | Shire of Wyalkatchem |
| Location: | Shire of Wyalkatchem |
| Date: | 9 March 2022 |
| Reporting Officer: | Peter Klein – Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | 13.05.01 |
| Attachment Reference: | Nil |

SUMMARY

This report is prepared by the CEO to provide Council and the Wyalkatchem community with information about CEO activities and Council operations.

COMMENT

Since the last report the CEO has attended the following substantial meetings and events to progress community and Council's interests;

- Hon. Bill Johnston MLA re power reliability
- Trent Tyler & Owen Garner re-sustainability
- CEACA Executive Meeting
- Chris Liversage – Conway Highbury re local law review
- Daniel Hendriksen, Dennis Reid, Trent Tyler, Councillors re BFB management
- Local Emergency Management Committee (LEMC)
- NEWROC Executive meeting
- Laura Pikoss – EHO familiarisation
- James Gault – WAPOL re Rodeo
- Sue Bruse, Sheryl Wood & Di Davies re Waterwise Garden

STATUTORY ENVIRONMENT

There are no direct statutory implications in relation to this item.

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

The CEO's activity promotes the Strategic Community Plan objectives particularly, those outlined in Goal 10 which calls on transparent, accountable and effective governance.

Goal 10 Transparent, accountable and effective governance and 12 Form strategic partnerships and advocate for the Community.

| Goal No. | Action No. | Actions |
|--|------------|--|
| 10 Transparent, accountable and effective governance | 10.1 | Ensuring a well-informed Council makes good decisions for the community |
| | 10.4 | Maintaining Integrated Strategic and Operational plans |
| 12 Form strategic partnerships and advocate for the community | 12.1 | Developing strategic partnerships with regional, State & Federal governments |
| | 12.2 | Ensuring that the Shire of Wyalkatchem is well positioned to meet future needs |

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(24/2022) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council accepts the Chief Executive Officer's report for the month of February to 9 March 2022.

CARRIED 6/0

Cr Holdsworth left the meeting at 5:54pm

Cr Holdsworth returned to the meeting at 5:57pm

Cr Stratford left the meeting at 5:58pm

Cr Stratford returned to the meeting at 5:59pm

Mr Delane left the meeting at 6:00pm

Mr Delane returned to the meeting at 6:01pm

10.2.2. WHITE DAM SUB-LEASE APPROVAL

| | |
|-------------------------|--|
| Applicant: | Shire of Wyalkatchem |
| Location: | Shire of Wyalkatchem |
| Date: | 10 March 2022 |
| Reporting Officer: | Peter Klein – Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | 13.05.01A20222.MARCH |
| Attachment Reference: | Attachment 10.2.2. – White Dam Sub-lease and map of area |

BACKGROUND

The Shire of Wyalkatchem entered into a 10-year lease with the Department of Lands on 30 July 2013 in respect to Lot 3000 on Deposited Plan 45085 (White Dam Block – 178.86ha). About 135ha of this block is arable.

The sole “Permitted Use” of the land under this lease agreement is “Community Purposes”.

Since obtaining control of the land in 2013, the Shire has subleased the land to local sporting clubs and the cash generated has been subsequently used to support the operation of these clubs.

It is proposed that the attached updated cropping sub-lease agreement be executed by the Parties to guide their relationship for the 2022/23 cropping season.

A copy of the draft Sub-lease is attached and includes the following key terms;

- The rental payable by the Sub-lessee will be \$1,000 per annum (ex GST);
- Lease term of 12 months;
- That all profits derived from the sub-leased land will be invested into activities that have the sole objective of delivering community or State benefits;
- That evidence will be submitted annually, showing the profit returned from the cropping enterprise, to the satisfaction of the Wyalkatchem Shire and/or Department of Lands; and
- That evidence will be submitted annually confirming where the profits have been invested, to the satisfaction of the Wyalkatchem Shire and/or Department of Lands.

The sub-lease agreement has been provided to the clubs and the terms are agreed in principle.

Under the Shire’s lease agreement with the Department of Lands, the Shire must not sub-lease the land without first obtaining the written consent of the Minister (clause 5.5). Subject to Council accepting the recommendation to sub-lease the land, the draft agreement will be issued to the Minister for his approval. The agreement will be executed by the parties only after the Minister’s consent is provided.

Concurrently, the Shire has also requested that the current lease fee it pays the Department of Lands be reviewed and reduced. If this request is unsuccessful, the draft sub-lease rental will need to be reviewed and for this reason the draft agreement may need to be represented to Council for further consideration.

STATUTORY ENVIRONMENT

Under the Land Administration Act 1997, the Shire is required to obtain the Minister's approval to enter into the sub-lease agreement.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil, providing Minister agrees to review and reduce the lease fee to \$1,000 (ex GST) or less.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council is consistent with the following Strategic Community Plan goal.

| Goal No. | Outcome | Action No. | Actions |
|-----------------|--|-------------------|---|
| 1.2 | Active & supported sporting, cultural and social clubs & groups | 1.1.2.1 | Assist clubs to identify & secure funds for activities & facilities |

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(25/2022) Moved: Cr Gamble

Seconded: Cr Petchell

That Council approves the execution of the White Dam Sub-lease, under Common Seal in accordance with the Local Government Act, section 9.49A subject to there being no material amendment and the receipt of Ministerial approval.

CARRIED 6/0

10.2.3. AIRPORT BLOCK LEASE APPROVAL

| | |
|-------------------------|--|
| Applicant: | Shire of Wyalkatchem |
| Location: | Shire of Wyalkatchem |
| Date: | 10 March 2022 |
| Reporting Officer: | Peter Klein – Chief Executive Officer |
| Disclosure of Interest: | No interest to disclose |
| File Number: | 13.05.01A20222.MARCH |
| Attachment Reference: | Attachment 10.2.3. – Airport Block Lease and map of area |

BACKGROUND

The Shire of Wyalkatchem was appointed by the Minister for Lands under a Management Order dated 24 July 2006, to care, control and manage Lot 27096 on Reserve 22949 (109.32 ha) – Airport Block.

Under this Management Order, the Minister transferred to the Shire of Wyalkatchem, the power to lease, the land, for the permitted purpose, for any term not exceeding 21 years, subject to the prior approval in writing from the Minister for Lands pursuant to section 18 of the Land Administration Act 1997 (LAA).

The land is to be utilised for the permitted purpose of “Aerodrome & Cropping” only.

A copy of the draft lease is attached and contains the following key terms;

- a) Lease term expires 31 March 2023;
- b) Rental payable – peppercorn rental (\$1/year);
- c) To invest all profits derived from the subleased land to activities that have the sole objective of delivering community benefits.
- d) To submit evidence of the profit returned from the cropping enterprise, to the satisfaction of the Wyalkatchem Shire and/or Department of Lands.
- e) To submit evidence of where the profits have been invested, to the satisfaction of the Wyalkatchem Shire and/or Department of Lands.
- f) At all times during the term to keep and maintain the land and all dams, tanks, windmills, gates, sheds, contour banks, fences, fixtures and fitting and any other improvements thereon in good and substantial repair and condition (fair wear and tear and damage by fire, earthquake, storm and tempest excepted).

STATUTORY ENVIRONMENT

Under the Land Administration Act 1997, the Shire is required to obtain the Minister’s approval to enter into the lease agreement.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council is consistent with the following Strategic Community Plan goals.

| Goal No. | Outcome | Action No. | Actions |
|----------|---|------------|---|
| 1.2 | Active & supported sporting, cultural and social clubs & groups | 1.1.2.1 | Assist clubs to identify & secure funds for activities & facilities |

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(26/2022) Moved: Cr Stratford

Seconded: Cr Gamble

That Council approves the execution of the Airport Block Cropping Lease, under common seal in accordance with the Local Government Act, section 9.49A subject to there being no material amendment and the receipt of Ministerial approval.

CARRIED 6/0

10.3. WORKS AND SERVICES

10.3.1. MANAGER OF WORKS OFFICER'S REPORT – FEBRUARY to 11 MARCH 2022

| | |
|-------------------------|---------------------------------|
| Applicant: | Not Applicable |
| Location: | Shire of Wyalkatchem |
| Date: | 11 March 2022 |
| Reporting Officer: | Terry Delane – Manager of Works |
| Disclosure of Interest: | No interest to disclose |
| File Number: | 13.05.01 |
| Attachment Reference: | Nil |

BACKGROUND

To inform Council of the activities of the works and services team during the months of December/ January / February.

COMMENT

SAFETY

1. Reported Incidents as follows;
 - a. Snake spotted in depot shed.
 - b. Close out report completed for shed doors

ROADS – MAJOR PROJECTS

- Regional Road Group.
 - Resealing of the Cunderdin and Tammin Roads have been assessed. Downer and Kee Surfacing submitted quotes, however only Kee supplied a quote for the roads and the airstrip jobs.
 - Total road cost \$ 663,862 RRG funding \$ 221,292 Shire input. It is recommended we accept the quote of Kee Surfacing. Work is not expected to be done until mid to late April.
 - Further to the discussion at the Zone meeting on the 28th Feb regarding the Tech Committee correspondence was received from Rod Munns on the 2nd March with a further outline and allegation of corruption in the Tech Committee and the hierarchy. This will require a delegate vote.

ROADS – OTHER

- West Lake Rd culvert extension completed
- Clearing work started on Mc Nee Rd North

PRIVATE WORKS

- Kununoppin Community Centre renovation work being delivered for the Trayning Shire on request.
- Hire of plant to Garn Nominees to trim and compact shed pad.
- Post Office redesign still to be discussed with the owner.

PARKS / TOWN SERVICES CREW

- Cemetery grading of western zone undertaken.
- General maintenance re-started

SWIMMING POOL RENOVATION

- The scope outlined by Contract Aquatics and the scope outlined by Peter Jacques are likely to be vastly different in cost. (\$50 - \$250k). Expected to go to market in the next few weeks.

GRACE ST DEPOT.

- Western Power application rejected with no explanation. WP have asked to resubmit but with no instruction. DJR Electrical consulted who advise that the application must come from the Shire as the end user.
- Work not completed;
 - Sewer line
 - ACROD / Female toilet.
 - Fuel storage
 - Doors damaged in the storm.
 - All other improvements deferred.

GAMBLE ST UPGRADE

- Project complete as per scope of works.
- There was no line marking in the original scope. The suggestion is to remark the Railway Tce intersection and remark Railway Tce while the contractor is here, depending on the design of the Streetscape. Gamble \$ 1,000 – other \$ 750

WYLIE WATERPROOFING - NATIONAL GRID CONNECTION PROJECT

- Solar pump RFQ sent – no costs to date, internal estimate one is circa \$ 33,000
- Still waiting for more quotes to install piping to the Town Dam.
- Estimate one is circa \$ 25,000
- **Town Dam**
 - Extremely low.
- **Recreation Ground**
 - New light pole to be installed this week.

RODEO

- Costs incurred to date for load and haul of sand and some miscellaneous earthworks.

STREETSCAPE

- Drain section across from Hotel has been filled in and kerbing removed.
- Difficulty compacting the area top accept seal.
- Resealing work under consideration as some sections may require reconstruction.
- Suggested design to suit the construction is to kerb around the existing trees and plant garden in the new median.

RUBBISH TIP

- New cell completed. We may squeeze another week out of the old pit before the new one is commissioned.

VEHICLE/PLANT

- Taken delivery of MCS Rav – now rego. 0001WM. Wylie plate is in storage.
- Hilux still doesn't have a build date yet.

STATUTORY ENVIRONMENT

There are no statutory environment implications in relation to this item.

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

The list before Council is generally in accordance with the desired outcome as expressed in the Shire of Wyalkatchem Strategic Community Plan.

Goal: Our built environment responds to the accessibility and connectivity needs of all.

| Outcome No. | | Action No. | Actions |
|---------------|--|------------|--|
| Goal 8 | Our built environment responds to the accessibility and connectivity needs of all | 8.1 | Improving safety on road, cycle and footpath networks |
| | | 8.2 | Developing & planning community infrastructure to improve use & social interaction |
| | | 8.3 | |
| | | 8.4 | Implement Aged Friendly Plan |
| | | | Implement the Disability Access and Inclusion Plan (DAIP |

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

(27/2022) Moved: Cr Gamble

Seconded: Cr Petchell

That Council accept the Manager of Work's Report for the months of February to 11 March 2022.

CARRIED 6/0

Mr Sunner left the meeting at 6:28pm

Mr Sunner returned to the meeting at 6:30pm

10.4. PLANNING AND BUILDING

Nil

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

14. MATTERS BEHIND CLOSED DOORS

Nil

15. CORPORATE PLAN

15.1. Action Plan Status Report

16. CLOSURE OF THE MEETING

There being no further business to discuss, the Chairperson thanked everyone for their attendance and closed the meeting at 6:52pm.