



**PUBLIC MINUTES
OF THE
ORDINARY MEETING
OF COUNCIL
HELD ON
THURSDAY 16 NOVEMBER 2023**

**Council Chambers
Honour Avenue
Wyalkatchem**

**Commencement: 4:01pm
Closure: 7:37pm**

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 23 November 2023.



Peter Klein
Chief Executive Officer

Confirmed Minutes

These minutes were confirmed at the Ordinary Meeting of Council held 21 December 2023.



Signed:
Cr Garner, 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.

DISCLOSURE OF INTEREST

Councillors and staff are reminded of the requirements of section 5.65 of the *Local Government Act 1995*, to disclose any interest or perceived interest in any matter to be discussed during a meeting, and also the requirement to disclose any item affecting impartiality.

Financial Interest:

Under section 5.60A of the *Local Government Act 1995*, a person is said to have a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the Local Government in a particular way, result in a financial gain, loss, benefit or detriment for the person.

Proximity Interest:

Under section 5.60B of the *Local Government Act 1995*, a person is said to have a proximity interest in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development of land that adjoins the person's land.

Impartiality Interest:

To maintain transparency, it is important to disclose all interests, including impartiality interests which include interests arising from kinship, friendship and membership of associations. If it is possible that your vote on a matter may be perceived as impartial, you should disclose your interest.

Disclosing an Interest:

Disclosures must be made, in writing, to the Chief Executive Officer prior to the meeting at which the matter in which you have an interest is to be discussed.

If you disclose a Financial or Proximity Interest, you must leave the room while the matter is discussed and voted on. Only after a decision has been reached may you return to the meeting, at which time the Presiding Person will inform you of Council's decision on the matter.

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1. DECLARATION OF OPENING

Shire President, Cr Garner, declared the meeting open at 4:01 pm.

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 4:01pm.

There were no questions.

2.3. Declaration of Public Question Time closed

Public Question Time closed at 4:01pm

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Members:

Cr. Owen Garner	Shire President
Cr. Christy Petchell	Deputy president
Cr. Mischa Stratford	
Cr Christopher Loton	
Cr. Tracy Dickson	
Cr. Justin Begley	
Cr. Rod Lawson Kerr	

Staff:

Peter Klein	Chief Executive Officer
Terry Delane	Manager of Works
Stephanie Elvidge	Governance Executive Officer

Visitors:

Eddie and Vera Garner

3.2. Apologies

Claire Trenorden, Manager of Corporate Services

3.3. Approved Leave of Absence

Nil

3.4. Applications for Leave of Absence

Nil

4. OBITUARIES

It was advised that long term residents of Wyalkatchem - Malcolm Borgward and Arnold (Toby) Donaldson had recently passed.

5. PETITIONS, DEPUTATIONS, PRESENTATIONS

5.1. Petitions

Nil

5.2. Deputations

Nil

5.3. Presentations

Eddie Garner (former Shire President) presented Cr Owen Garner (Newly Elected President) with his hand made presidency Gavel.

VOTING REQUIREMENT

Simple Majority

PRESIDENTS RECOMMENDATION/ COUNCIL RESOLUTION

(127/2023) Moved: Cr Petchell

Seconded: Cr Loton

That Council suspends Standing Orders in order to carry out a Fitness for Duty procedure.

CARRIED 7/0

Standing Orders were suspended at 4:07pm

VOTING REQUIREMENT

Simple Majority

PRESIDENTS RECOMMENDATION/ COUNCIL RESOLUTION

(128/2023) Moved: Cr Stratford

Seconded: Cr Begley

That Council resumes Standing Orders.

CARRIED 7/0

Standing Orders were resumed at 5:32pm

6. DECLARATIONS OF INTEREST

6.1. Financial and Proximity Interest

Nil

6.2. Impartiality Interests

Nil

PRESIDENTS RECOMMENDATION/ COUNCIL RESOLUTION

(129/2023) Moved: Cr Loton

Seconded: Cr Stratford

That Council move Items 7.1.1, 7.1.2 and 7.1.3 en bloc.

CARRIED 7/0

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

7.1.1. Ordinary Meeting of Council – 19 October 2023

Minutes of the Shire of Wyalkatchem Ordinary Meeting of Council held on Thursday 19 October 2023 (Attachment 7.1.1)

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 19 October 2023 (Attachment 7.1.1) be confirmed as a true and correct record subject to amendment of item 5.3 Presentations – surname Towell to be removed and replaced with Hawser.

CARRIED 7/0

7.1.2. Special Meeting of Council – 25 October 2023

Minutes of the Shire of Wyalkatchem Ordinary Meeting of Council held on Wednesday 25 October 2023 (Attachment 7.1.2)

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the Shire of Wyalkatchem Special Meeting of Council of Wednesday 25 October 2023 (Attachment 7.1.2) be confirmed as a true and correct Record.

CARRIED 7/0

7.1.3. Audit and Risk Committee Meeting – 17 August 2023

Minutes of the Shire of Wyalkatchem's Audit and Risk Committee Meeting held on the 17 August 2023 (Attachment 7.1.3)

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the Wyalkatchem Audit and Risk Committee Meeting held on the 17 August 2023 (Attachment 7.1.3) be received.

CARRIED 7/0

PRESIDENTS RECOMMENDATION/ COUNCIL RESOLUTION

(129/2023) Moved: Cr Stratford

Seconded: Cr Petchell

That Council move Items 7.2.1, 7.2.2 and 7.1.3 en bloc.

CARRIED 7/0

7.2. Receipt of Minutes

7.2.1. NEWROC Council Meeting – 31 October 2023

Minutes of the Shire of the NEWROC Council Meeting held on Tuesday 31 October 2023 (Attachment 7.2.1).

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the NEWROC Council Meeting held on Tuesday 31 October 2023 (Attachment 7.2.1) be received.

CARRIED 7/0

7.2.2. NEWTRAVEL Annual General Meeting – 26 October 2023

Minutes of the NEWTRAVEL General Meeting held on Thursday 26 October 2023 (Attachment 7.2.2).

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the NEWTRAVEL General Meeting held on Thursday 26 October 2023 (Attachment 7.2.2) be received.

CARRIED 7/0

7.2.3. NEWTRAVEL General Meeting – 31 October 2023

Minutes of the NEWTRAVEL General Meeting held on Thursday 31 October 2023 (Attachment 7.2.3).

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

That the minutes of the NEWTRAVEL General Meeting held on Thursday 31 October 2023 (Attachment 7.2.3) be received.

CARRIED 7/0

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Shire President Cr Garner welcomed the new Councillors and made comment on their enthusiasm and willingness to learn.

Cr Garner congratulated Cr Stratford for her well received speech at the WALGA New Councillor Seminar.

Cr Garner reflected on Retired Councillors Quentin Davies, Stephen Gamble and Emma Holdsworth and the lengthy terms they served.

Cr Garner wished CEO Peter Klein all the best and a smooth transition into his new position as CEO with the Shire of Katanning.

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Item 14.1 Temporary CEO Contract

10.REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – OCTOBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	07 November 2023
Reporting Officer:	Parul Begum
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for Payment – October 2023

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.

COMMENT

The payment listing for October 2023 is presented to Council for endorsement.

Bank Account	Payment Type	Last Number	First Number in the report
Municipal and Trust	EFT	EFT 3114	EFT 3068
DD	DD	DD 2883.11	DD 2863.1

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 2023/2024 Annual Budget.

COMMUNITY and 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’S RECOMMENDATION/ COUNCIL RESOLUTION

(130/2023) Moved: Cr Petchell

Seconded: Cr Lawson Kerr

That Council endorse the total payments for the month of October 2023 being \$203,844.70 which comprised of:

- 1. Electronic Funds Transfer (EFT) payments from the Municipal Fund totalling \$161,252.66;***
- 2. Direct Debit (DD) payments from the Municipal Fund totalling \$42,592.04.***

CARRIED 7/0

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARD – SEPTEMBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	07 November 2023
Reporting Officer:	Parul Begum, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	File Ref: 12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Card – September 2023

BACKGROUND

Council governance procedures require the endorsement of credit card payments at each OMC. The attached credit card payment report has been reviewed by the Manager of Corporate Services and the CEO.

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 6 – Financial Management s.6.4
Local Government (Financial Management) Regulations 1996, R34

POLICY IMPLICATIONS

Policy Number 2.1 – Purchasing Policy.
 Policy Number 2.3 – Credit Card Policy.

FINANCIAL IMPLICATIONS

Nil. Reported expenditure is assessed by management as being consistent with the FY22/23 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

This matter is consistent with the following Strategic Community Plan goal.

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’S RECOMMENDATION/ COUNCIL RESOLUTION

(131/2023) Moved: Cr Stratford *Seconded: Cr Loton*
That Council endorses credit card payments for the period 29 August 2023 to 28 September 2023 totalling \$4,396.54 (refer to attachment 10.1.2).

CARRIED 7/0

10.1.3. MONTHLY FINANCIAL REPORT – OCTOBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 November 2023
Reporting Officer:	Claire Trenorden, Manager of Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	25.08
Attachment Reference:	Attachment 10.1.3 – Monthly Financial Report October 2023

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 of 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 all relate to the Statements of Financial Activity.

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 31 October 2023 is \$6,100,875;

- cash available is made up of unrestricted cash \$2,870,569 (47.05%) and
- restricted cash \$3,230,306 (52.95%).

Rates Debtors balance as at 31 October 2023 is \$320,449 and Rates Notices for 2022-23 were issued in July 2023. Rates collected as at end of October 2023 was \$1,193,927 - 79%.

October 2023: Operating Revenue – Operating revenue of \$1,807,559 is made up of Rates - 80%, Grants - 10%, Fees and Charges - 10%, Interest earnings – 0% and other – 0%.

Operating Expenses – Operating expenses of \$1,229,501 is made of Employee Costs – 38%, Materials and Contracts – 45%, Depreciation – 0%, Insurance – 14% and Utility – 3% and Other Charges – 0%.

COMMUNITY AND 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’S RECOMMENDATION/ COUNCIL RESOLUTION

(132/2023) Moved: Cr Begley

Seconded: Cr Petchell

That Council accepts the Statements of Financial Activity for the month ending 31 October 2023 (refer attachment 10.1.3).

CARRIED 7/0

10.2. GOVERNANCE AND COMPLIANCE

10.2.1. CHIEF EXECUTIVE OFFICER'S REPORT – OCTOBER / NOVEMBER 2023

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 November 2023
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 scheduled to attended the following substantial meetings and events to progress community and Council's interests;

- NEWROC Council meeting, Mukinbudin
- NEWROC re Place Based Capital Program
- Paul Godfrey – Town & Country Asbestos Removal
- Josh Kirk, Greenfields Consulting re airport resurfacing
- Stephanie Brown – re family day care services
- Shauna Wells - re family day care services
- Craig Cooper re aged care services
- Nathan Gough – contract Building Inspector re 13 Piesse St
- Adam Watts – McLeods Lawyers re unpaid rates
- Doug Reynolds – Ampol re demolition of fuel depot
- Dr Emmanuel Awogun, Jannah Stratford, Cr Garner & Quentin Davies re GP service

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 direct 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'S RECOMMENDATION/ COUNCIL RESOLUTION

(133/2023) Moved: Cr Petchell

Seconded: Cr Dickson

That Council accepts the Chief Executive Officer's report.

CARRIED 7/0

10.2.2. CHIEF EXECUTIVE OFFICER RECRUITMENT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 November 2023
Reporting Officer:	Peter Klein, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 10.2.2 – CEO Recruitment Terms of Reference

DISCUSSION

The Shire of Wyalkatchem has adopted the model standards, endorsed by Government, for the recruitment, selection, performance management and termination of a local government CEO.

The Shire of Wyalkatchem’s CEO has resigned and will complete his notice period on 1 December 2023. Council is therefore required to undertake a recruitment process and this process is required to comply with the adopted model standards.

The *Local Government Act 1995* (the Act) provides the Council with the authority to form a committee that involves an independent person (s5.8 & s5.9(2)(d)) and *s5.17(1)(c) enables the Council to delegate any of its powers or duties that are necessary or convenient for the proper management of an event, such as the selection of a CEO.*

STATUTORY ENVIRONMENT

The *Local Government Act (1995)*, as referenced above provides the Council with the authority necessary to for the Committee and to delegate its responsibilities.

POLICY IMPLICATIONS

The draft Terms of Reference draw on the model standards, for the recruitment of a CEO that have been adopted by Council.

FINANCIAL IMPLICATIONS

CEO recruitment expenses are unbudgeted and will need to be addressed during the mid-year budget review.

COMMUNITY & STRATEGIC OBJECTIVES

This initiative promotes the following Strategic Community Plan objectives;

Goal No.	Action No.	Actions
10 – transparent accountable & effective governance	10.1	A well-informed Council makes decisions that benefit the community.

VOTING REQUIREMENT

Simple Majority

1. OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(134/2023) Moved: Cr Loton

Seconded: Cr Lawson Kerr

That Council approves the attached Terms of Reference for the CEO Selection Committee.

CARRIED 7/0

VOTING REQUIREMENT

Absolute Majority

2. OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(135/2023) Moved: Cr Petchell

Seconded: Cr Begley

- 1. That Council approves the establishment of a CEO Selection Committee, notes that standing orders will apply to the conduct of Committee meetings and appoints all Elected Members onto this Committee.***

- 2. That Council delegate the following responsibilities to the CEO Selection Committee;***
 - a) Appointment of a professional recruitment consultant;***
 - b) Recruitment of an independent member to the committee;***
 - c) Approval of the position description, selection criteria & remuneration package;***
 - d) Establishment of contract terms for appointment of the CEO;***
 - e) Conducting and reporting on interviews and for overseeing agreed due diligence processes;***
 - f) Responsibility for recommending to Council the appointment of their preferred candidate and the terms and conditions of their appointment.***
 - g) The Committee may recommend to Council that no candidate be appointed and if so, the position will be readvertised and the processes repeated.***

CARRIED 7/0

10.2.3. REGIONAL LANDFILL

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 November 2023
Reporting Officer:	Peter Klein, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 10.2.3 – Draft Letter of Council Endorsement

DISCUSSION

The North Eastern Wheatbelt Regional Organisation of Councils (the NEWROC) previously engaged ASK Waste Management (ASK) to assess their current facilities and regional situation and develop achievable concepts and strategies to improve waste management across the region.

Within the NEWROC region, there are nine operating landfills and while each of them is registered, only Dowerin’s landfill is gated and manned.

Common challenges seen at these facilities include;

- commercial waste being dumped (sometimes illegally), non-residents depositing waste at the sites, and maintaining site compliance.
- The uncontrolled disposal of waste at all the NEWROC sites also means that there are no gate fees being recovered.
- Currently residential rates are subsidising commercial waste disposal from businesses, organisations and State departments located in the region.
- Without any monitoring, there is also no way to collect data or be sure of exactly what kinds of waste are being deposited.
- Potential environmental risks of unmonitored landfills include air pollution, groundwater contamination and public health issues, for example contact with hazardous substances or disease spread through live-in rodents and other animal vectors.
- It is also possible that waste generated in Shires close to the NEWROC are transported to the NEWROC landfills to avoid paying gate fees elsewhere.

As per DWER policy and in alignment with the NEWROC objective to solve problems as a collective, NEWROC has been exploring scenarios to aggregate landfills to create a regional solution that results in less but larger and more efficiently run landfills.

Progress in recent times has been hampered by competing priorities, our inability to agree on a regional landfill site and funding constraints.

This matter was discussed during the recent NEWROC meeting in Bencubbin and it was resolved to explore making a funding application to the Federal Government’s recently released Regional Precincts and Partnership Program. This project appears to meet the Program’s objectives which are to;

- facilitate place-based approaches to planning, characterised by collaborative partnerships,
- engaging in shared design, stewardship and accountability of planned outcomes,

- provide targeted benefits related to productivity, equity and resilience for the people of regional, rural or remote Australia,
- support community priorities for rural or remote centres and areas, and
- reflect the Government’s approach to regional investment as outlined under the Regional Investment Framework.

To be successful the submission to the funds needs to be endorsed by each of NEWROC’s member councils.

It is intended that the preparation of a funding application submission be approved during NEWROC’s next scheduled meeting on 28 November 2023.

STATUTORY ENVIRONMENT

DWER are the custodians of standards for the management of landfills in WA. A regional landfill will reduce the Council’s risk of failing a landfill compliance test.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

No matching contribution from applicants is necessary under the *Federal Government’s Regional Precincts and Partnership Program*.

COMMUNITY & STRATEGIC OBJECTIVES

This initiative promotes the following Strategic Community Plan objectives;

Goal No.	Action No.	Actions
Goal 9. Sustainable management of resources.	3.1.1.5	Providing effective & efficient waste management services; and Maintain built assets in a manner consistent with asset service expectations

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(136/2023) Moved: Cr Stratford

Seconded: Cr Dickson

That Council endorse an application by NEWROC to the Federal Government’s Regional Precincts and Partnership Program to;

- a) Investigate and determine a preferred regional landfill site;*
- b) Deliver a masterplan for the preferred site;*
- c) Undertake studies and obtain approval from relevant authorities for site operation as a landfill;*

- d) Design & cost transfer stations for each participating NEWROC shire;**
- e) Develop a detailed business case to underpin individual council decisions regarding their future commitments to this project and to support future grant applications for physical project delivery.**
- f) Design & implement a consultation and communications plan to satisfy the information needs of both community & potential funding partners.**

CARRIED 7/0

10.2.4. NEWTRAVEL – ADDITIONAL FUNDING SUPPORT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 November 2023
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 10.2.4.1 – NEWTRAVEL Events Support Proposal Attachment 10.2.4.2 – 2023-2024 NEWTRAVEL Marketing

BACKGROUND

NEWTRAVEL has been working diligently to bring positive tourism initiatives and marketing of our region through various projects and activities. In May of this year, NEWTRAVEL shared financial commitments and plans for the 2023-2024 financial year with your Council.

COMMENT

NEWTRAVEL is pleased to inform you of the outcomes of the recent Annual General Meeting, during which the 2023-2024 Council Membership Fees and Financial Contributions were finalised and will remain the same as previously projected - the total Council contribution for the year would be \$7,900.00 (attachment 10.2.4.2)

NEWTRAVEL has secured external grant funding for an Events Support Project, an exciting endeavour that will greatly benefit our communities and events tourism in the region. The grant amounts to \$69,200.00, which is undoubtedly good news, however, it falls short by \$20,000 in comparison to the initial application to ensure the successful execution of this project.

Over the past few months, NEWTRAVEL has been exploring alternative avenues to bridge this financial gap. In the attached project proposal (attachment 10.2.4.1) you will find the comprehensive plan.

NEWTRAVEL kindly requests additional financial assistance from member Councils to cover the travel costs outlined in the project budget over the course of the 18-month project. This commitment would require each Council to allocate a total of \$1,175.00 to support NEWTRAVEL in achieving the project's goals by June 30, 2025.

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

By entering into the agreement, the Shire will be committing to a two-year contribution of \$1,175.00.

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.

Objective: Transparent, accountable and effective governance and community and customer service focus

Outcome	Action No.	Actions
High quality corporate governance, accountability & compliance.	4.1.1.3	Workplace safety is proactively managed and demonstrates our care for each other & community
Community is engaged in the direction & decisions of Council.	4.2	Effective communication & engagement with the community, including local groups and organisations

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(137/2023) Moved: Cr Begley

Seconded: Cr Loton

That Council agree to support the NEWTRAVEL Events Support Proposal (see attachment 10.2.4.1 at an additional financial contribution of:

- 1) 2023-2024: \$470.00 per NEWTRAVEL Member Council*
- 2) 2024-2025: \$705.00 per NEWTRAVEL Member Council*

CARRIED 7/0

10.2.5. APPOINTMENT OF MEMBERS TO COUNCIL COMMITTEES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 November 2023
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 10.2.5 – ARC Terms of Reference

BACKGROUND

Following the Local Government Election, Council is required to appoint elected members to committees.

In accordance with sections 5.8, 5.9 and 5.10 of the *Local Government Act 1995* Council has formally established just one committee, the Audit and Risk Management Committee (ARC). The terms of reference for this committee are attached.

The tenure of members of Council Committees expired on the date of the Local Government Election.

Under the Committee’s terms of reference, membership must comprise at least three members and the majority of them are to be Councillors. It is expected that legislative changes will be made in 2024 which will require an independent member to be appointed to this committee.

Previously, Council has appointed all elected members to the Audit and Risk Management Committee and it is recommended that this practice continue.

Purpose:	The objective of the ARC is to oversee the annual external audit and liaise with the Shire’s auditor on their findings.
Meeting Frequency:	Quarterly
Next Meeting:	21 December 2023
Current Meeting Day:	Thursday
Current Representatives:	All Elected Members

STATUTORY ENVIRONMENT

- *Local Government Act 1995, Part 5 Administration, Division 2 Council meetings, committees and their meetings and electors’ meetings.*
- *Emergency Management Act 2005 Section 38 – Local Emergency Management Committees.*

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 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 and 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

Absolute Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(138/2023) Moved: Cr Petchell

Seconded: Cr Stratford

That Council appoints all elected members to the Audit and Risk Management Committee.

CARRIED 7/0

10.2.6. APPOINTMENT OF MEMBERS TO ADVISORY COMMITTEES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 November 2023
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 10.2.6 – LEMC Terms of Reference

BACKGROUND

Following the Ordinary Council Election Council is required to appoint elected members and where appropriate its staff to committees.

Council has established the Local Emergency Management Committee as an advisory committee.

COMMENT

Local Emergency Management Committee (LEMC):

Purpose	This committee is made up of Hazard Management Agencies (HMA’s), operational and combat agencies. While LEMC is a non-operational committee, if requested by the HMA members may become an Incident Support Group (ISG) to assist in an incident. This Committee is also to assist in the development of the local government’s emergency plans and procedures
Meeting Frequency	Minimum of twice/ year.
Next Meeting	6 March 2024
Current Meeting Day	Wednesday
Current Council Representatives:	Shire President Chief Executive Officer Governance and Emergency Officer
Term of Reference	As attached
Officers Comment	Term of reference developed 2021 – to revisit and update at the next meeting.

STATUTORY ENVIRONMENT

- *Local Government Act 1995, Part 5 Administration, Division 2 Council meetings, committees and their meetings and electors’ meetings.*
- *Emergency Management Act 2005 Section 38 – Local Emergency Management Committees.*

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 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 and 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

Absolute Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(139/2023) Moved: Cr Petchell

Seconded: Cr Loton

That Council:

- 1. Appoints the following elected members to the Local Emergency Management Committee (LEMC);**
 - *Shire President*
- 2. Appoint the following Shire employees to the LEMC;**
 - *Chief Executive Officer*
 - *Manager of Works*
 - *Governance Executive Officer*
- 3. Appoint representatives from emergency and community organisations as per the Terms of Reference, attachment 10.2.5**

CARRIED 7/0

10.2.7. DELEGATES TO EXTERNAL COMMITTEES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 November 2023
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(140/2023) Moved: Cr Stratford

Seconded: Cr Lawson Kerr

That Council appoint the following delegates:

- **Northam District Operational Advisory Committee.**
 - *Delegate 1: Chief Bush Fire Control Officer (primary)*
 - *Delegate 2: Fire Control Officer (primary)*
 - *Delegate 3 (Proxy): Cr Begley(alternate)*
 - *Delegate 4 (Proxy): Chief Executive Officer (alternate)*
- **Pioneers Pathway Advisory Committee**
 - *Delegate 1: Cr Lawson Kerr*
 - *Delegate 2 (Proxy): Governance Executive Officer*
- **NEWTravel**
 - *Delegate 1: Cr Petchell*
 - *Delegate 2 (Proxy): Governance Executive Officer*
- **Development Assessment Panel**
 - *Delegate 1: Shire President (primary)*
 - *Delegate 2: Cr Loton (primary)*
 - *Delegate 3 (Proxy): Cr Petchell (alternate)*
 - *Delegate 4 (Proxy): Cr Dickson (alternate)*

CARRIED 7/0

SUMMARY

To appoint Council delegates to external committees to which the Shire of Wyalkatchem has voting rights.

BACKGROUND

The Shire of Wyalkatchem is a member at a number of external groups and organisations. These external groups and organisations provide a regional collaborative approach to the objectives of the individual groups.

These committees are independent of Council.

The following are details of external committees on which the Shire of Wyalkatchem participates. The Council is required to appoint delegates, with voting rights, to these committees.

Committee Name:	Northam District Operational Advisory Committee. Previously known as: Great Eastern District Operations Advisory Committee (DOAC)
Purpose:	To represent and protect the interests of the Local Governments, Volunteer Advisory Bush Fire Brigade Committees and Volunteers within those Local Governments. As a representative committee, provide advice, direction and develop recommendations for fire management in the functional areas of Equipment, Training, Prevention, and Operational Preparation and Response.
Meeting Frequency:	At least two (2) meetings per year
Next Meeting:	To be confirmed
Current Meeting Day:	Non allocated
Meeting Location:	Generally, Northam.
Current Council Representatives:	Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer Chief Executive Officer
Comments	The committees' term of reference states the following; The Chief Bush Fire Control Officer or Fire Control Officer and Shire CEO or delegate from each Local Government shall have voting rights.

Committee Name:	Pioneers Pathway Advisory Committee
Purpose:	Comprising of six local government authorities working collaboratively developing tourism in the region by promoting a self-drive trail from Perth reminiscing the path of Pioneers' during the gold rush in eastern goldfields.
Meeting Frequency:	Quarterly
Next Meeting:	December 2023 - Online
Current Meeting Day:	Thursday
Meeting Location:	Various locations rotated between Members Council.
Current Council Representatives:	Governance Executive Officer and Community Development Officer

Committee Name:	NEWTRAVEL
Purpose:	To market and promote the Wheatbelt Way self-drive route and the tourism assets in the NEWTRAVEL area.
Meeting Frequency:	Quarterly
Next Meeting:	February 2023
Current Meeting Day:	Thursday
Meeting Location:	Various locations rotated between Members Council.
Current Council Representatives:	Cr Petchell Governance Executive Officer (proxy with voting rights)

Committee Name:	Development Assessment Panel
Purpose:	Council is required to nominate two primary and two alternate members to its Local Development Assessment Panel, however the likelihood of it meeting is remote (considers applications over \$2M).
Meeting Frequency:	N/A
Next Meeting:	N/A
Current Meeting Day:	N/A
Meeting Location:	Wyalkatchem
Current Council Representatives:	Nil

COMMENT

Council is requested to consider the role of its Councillors as delegate's external committees. Councillors need to be aware of the time commitment that can occur with attendance at meetings. Only appointed delegates have voting rights to these external committees, other members may attend as an observer only.

STATUTORY ENVIRONMENT

Local Government Act 1995

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 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 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

Absolute Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(140/2023) Moved: Cr Stratford

Seconded: Cr Lawson Kerr

That Council appoint the following delegates:

- **Northam District Operational Advisory Committee.**
 - ***Delegate 1: Chief Bush Fire Control Officer (primary)***
 - ***Delegate 2: Fire Control Officer (primary)***
 - ***Delegate 3 (Proxy): Cr Begley(alternate)***
 - ***Delegate 4 (Proxy): Chief Executive Officer (alternate)***

- **Pioneers Pathway Advisory Committee**
 - ***Delegate 1: Cr Lawson Kerr***
 - ***Delegate 2 (Proxy): Governance Executive Officer***

- **NEWTravel**
 - ***Delegate 1: Cr Petchell***
 - ***Delegate 2 (Proxy): Governance Executive Officer***

- **Development Assessment Panel**
 - ***Delegate 1: Shire President (primary)***
 - ***Delegate 2: Cr Loton (primary)***
 - ***Delegate 3 (Proxy): Cr Petchell (alternate)***
 - ***Delegate 4 (Proxy): Cr Dickson (alternate)***

CARRIED 7/0

10.2.8. REPRESENTATIVES TO COMMUNITY BASED COMMITTEES OR GROUPS

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 October 2023
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

SUMMARY

To appoint Council representatives to various community-based committees and groups.

BACKGROUND

Community based committees are an important part of the social structure of the wider community and give residents and ratepayers a voice in `their` community. Council representation on these committees demonstrates Council interest and allows for feedback to Council of community concerns and ideas.

In the past Council has had representation to the community committees and groups: Council representatives are not appointed as a delegate. Voting rights will be determined by the individual group or committee. The intent of attending these meetings is to act as a liaison between the community and the Shire.

COMMENT

The following is a list of community groups and previous representation

Organisation / Group	Representative
CBH Museum	Agenda and minutes only – Council representative to attend if required. Primary - Cr Owen Garner Secondary – Cr Holdsworth
Friends of the Cemetery	Nil
RSL	Primary - Cr Gamble Secondary - Cr Garner
Wheatbelt Agcare	Primary – Cr Stratford Secondary – Vacant
Local Health Advisory Group	Primary – Cr Stratford Secondary – Cr Garner
Senior Citizen Homes Trust	Delegate 1 – Shire President Secondary – Cr Stratford

Previously the Senior Citizen Home Trust constitution included a Shire representative as a committee member. It is understood that the new constitution excludes this requirement.

STATUTORY ENVIRONMENT

Local Government Act 1995

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 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 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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(141/2023) Moved: Cr Dickson

Seconded: Cr Petchell

That Council makes the following appointments to community committees or groups.

- **CBH Museum**
 - *Cr Garner*
 - *Cr Begley*

- **Friends of the Cemetery**
 - *Manager of Works*
 - *Works Administration Officer*

- **RSL**
 - *Cr Petchell*
 - *Cr Garner*

- **Wheatbelt Agcare**
 - *Cr Stratford*
 - *Cr Dickson*

- **Local Health Advisory Group**
 - *Cr Stratford*
 - *Cr Loton*

- **Senior Citizen Home Trust**
 - *Cr Garner*
 - *Cr Stratford*

CARRIED 7/0

10.3. WORKS AND SERVICES

10.3.1. MANAGER OF WORKS OFFICER'S REPORT OCTOBER / NOVEMBER 2023

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	11 October 2023
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 period prior to the 9 November 2023.

COMMENT

BLACK SPOT PROJECTS

- A meeting has been requested with Gren Putland, Project Manager from MRWA for the next week or so to discuss operations strategy and Shire involvement in the project.

ROAD MAINTENANCE PROGRAM

- Sheeting is in progress on Benjaberring - Hindmarsh Rd.
- Gravel production completed on Ewen Dickson's and Graham Dickson's properties.
- Yorkrakine West Rd floodway works are scheduled for the week of 12th Nov.
- Short term look-ahead is to sheet sections of Tilbrook, Hammond Rd and Bookham Rd.

ROADS: REGIONAL ROAD GROUP

- RRG meeting 14th November. (Zoom)
- Culvert works have been completed Wylie North Rd on both Stage 1 and Stage 2.
- Cunderdin Rd is in poor condition and I will be discussing options with RRG.

ROAD 2 RECOVERY

- Some sheeting works and culvert / floodway upgrades are being funded by R2R. (Claire is collating)
- Cemetery Road options to be tabled.

PARKS & GARDENS - TOWN SERVICES

Ashelford Park

- Concrete works completed.
- Gazebo screens delayed.
- Ken fitting seating next week.
- Next stages are to install reticulation and soil products.
- Greenstock planting to be postponed to March 2024.

New Footpath

- The proposed footpath from the Hotel corner to the Town Hall is being revisited.
- Level problems with services may make concrete boxing out too risky, so an asphalt path is being priced.

Recreation Reserve

- Oval is looking good after the renovations.
- Cricket wicket preparation for the last game was done under Jen's supervision with outstanding results.
- West Yorkie Cricket Club investigating the cost of erecting a Club sign on outer side.
- I suggest removing the Dowerin / Wylie sign from the scoreboard. Replacement to be discussed.

Cemetery

- Maintenance on going with the Work Camp assisting when resources permit.
- Gabion seats being trialled this week. Thanks to Cardiff Pastoral for donating the rocks.

Swimming Pool

- Reticulation rewired.
- Mower repaired.
- Pump room roof fascia repaired.
- Now open.

Buildings

- Asbestos fence replacement program started (Wilson St).
- Modifications to the Town Hall in progress in preparation for the Aladdin and Arts event.

WYLIE WATERPROOFING - NATIONAL GRID CONNECTION PROJECT

- Pricing request from Dept of Water for clearing the catchment for the Railway Dam.

AIRSTRIP RESEALING

- Project completed.
- Maintenance rolling scheduled monthly.
- RFDS Operations have now marked the cross strip as available for use.

RUBBISH TIP

- Weekly push ups continue.
- Interim design completed.
- Unauthorised asbestos dumping investigated with no result.
- Authorised contractor has removed visible asbestos to the designated area.
- Remnant asbestos amongst building rubble to be relocated to the pit and backfilled ASAP.
- Demolition waste has been received from the Ampol depot.
- Concrete tank footings have been repurposed as armour rock for Shire roadworks.

HUMAN RESOURCES

- All staff present at work apart from those on Annual Leave.

OH&S

- Compliance testing and tagging done by LGIS.
- Next toolbox meeting scheduled for Friday 17th November.

VEHICLE/PLANT

- Fire truck transmission repairs completed.
- Prime Mover available for use.
- Side tipper trailer available for use. Requires an air valve and hydraulic line.
- Skid steer disposal in progress.
- Water tankers being investigated.

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 some 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
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 and planning community infrastructure to improve use and social interaction.
	8.3	Implement Aged Friendly Plan.
	8.4	Implement the Disability Access and Inclusion Plan (DAIP).

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(142/2023) Moved: Cr Stratford

Seconded: Cr Lawson Kerr

That Council accepts the Manager of Works Officer’s report.

CARRIED 7/0

10.4. PLANNING AND BUILDING

Planning approvals issued as per council resolutions.

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

**13.1. DELEGATES TO EXTERNAL COMMITTEES
WHEATBELT REGIONAL ROAD GROUP NORTH**

COMMENT

Council is requested to consider the role of its Councillors as delegate’s external committees. Councillors need to be aware of the time commitment that can occur with attendance at meetings. Only appointed delegates have voting rights to these external committees, other members may attend as an observer only.

It was advised that the Wheatbelt Regional Road Group North has the option to delegate a proxy vote.

STATUTORY ENVIRONMENT

Local Government Act 1995

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

Objective: A well-managed and effective Council organisation

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
		10.3	<ul style="list-style-type: none"> High quality corporate governance, accountability and compliance

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(143/2023) Moved: Cr Loton

Seconded: Cr Petchell

That Cr Garner be appointed as proxy to the Wheatbelt Regional Road Group North.

CARRIED 7/0

14.MATTERS BEHIND CLOSED DOORS

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(144/2023) Moved: Cr Stratford

Seconded: Cr Petchell

That Council moves behind closed doors in accordance with Section 5.23 (2)(b), (c) and (e)(iii) of the Local Government Act 1995 which states, that a Council may move its meeting behind closed doors;

- b) to deal with matters that relate to the personal affairs of a 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;*
- e) (1) information that has a commercial value to a person; or
(11) to deal with a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person.*

CARRIED 7/0

14.1. TEMPORARY CEO CONTRACT - CONFIDENTIAL

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 October 2023
Reporting Officer:	Peter Klein, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 14.1 – Draft Contract Nov’23 – Confidential

DISCUSSION

The Council has formally resolved to employ Stephen Tindale as Acting CEO until the recruitment process for a new CEO is complete and the successful candidate arrives in Wyalkatchem to take up their appointment.

Stephen is an experienced local government CEO. He was CEO with the City of Subiaco between 2008 and 2015, Town of Cottesloe from 2002 to 2008 and for the Town of Narrogin from 1993 to 2002.

In the period immediately prior to the arrival of Peter Klein, Stephen was the Acting CEO for the Shire of Wyalkatchem and his contribution during this period was very well regarded.

The attached contract is based on the Model CEO Contract of Employment which, has been endorsed by WALGA.

STATUTORY ENVIRONMENT

The *Local Government Act (1995)*, s5.39C deals with the temporary employment of a CEO and requires a Council to prepare and adopt a policy setting out the process to be followed by the local government in relation to the appointment of a CEO for a period that must not exceed one year.

POLICY IMPLICATIONS

Council’s policy 5.17, deals with the appointment of an Acting Chief Executive Officer

FINANCIAL IMPLICATIONS

CEO’s salary expenses are budgeted items and the Acting CEO has agreed to be employed on the same terms and conditions.

COMMUNITY & STRATEGIC OBJECTIVES

This initiative promotes the following Strategic Community Plan objectives;

Goal No.	Action No.	Actions
10 – transparent accountable & effective governance	10.1	A well-informed Council makes decisions that benefit the community.

VOTING REQUIREMENT

Absolute Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(145/2023) Moved: Cr Petchell

Seconded: Cr Lawson Kerr

That Council approves the attached draft contract of employment for the engagement of Stephen Tindale as Acting CEO for the period up until a new fixed-term CEO takes up office.

CARRIED 7/0

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(146/2023) Moved: Cr Loton

Seconded: Cr Stratford

That Council move out from behind doors.

CARRIED 7/0

15. INFORMATION BULLETIN

15.1. Information Bulletin

The information bulletin has been provided as an attachment (Attachment 15.1)

15.2. Business Arising from the Information Bulletin

The Information Bulletin will now be provided as a separate document prior to the deadline for Agenda Items.

The Bulletin will contain the Status Report, Optional Councillor updates and other relevant information, hence Councillor Reports/ Updates have been removed from this meetings discussion.

16. CLOSURE OF THE MEETING

There being no other business to attend to, Shire President Cr Garner closed the meeting at 7.37pm.