



**MINUTES
OF THE
ORDINARY MEETING
OF COUNCIL
HELD ON
TUESDAY 18 JULY 2024**

**Council Chambers
Honour Avenue
Wyalkatchem**

Commencement: 4:01pm

Closure 5:21pm

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 unconfirmed minutes were approved for distribution on 1 August 2024.



Sabine Taylor
Chief Executive Officer
Via Email

Confirmed Minutes

These minutes were confirmed at the Ordinary Meeting of Council held 15 August 2024.

Signed: 

Cr Petchell, Deputy 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 4:01pm.

2. PUBLIC QUESTION TIME

2.1. Response to Public Questions Previously Taken on Notice

Nil Received.

2.2. Declaration of Public Question Time opened at 4:03pm

Cr Garner reminded the Public that any questions relating to personal/ confidential/ legal Shire matters will not be heard

Quentin Davies

1. Mr Davies requested why the line items in the 23.24 Budget (page 2 Statement of Comprehensive Income for the year ended 30 June 25) had a vast increase (approx.\$325,000) in Materials and Contracts and Employee Costs (approx. \$86,000) in the 24.25 Statutory Budget.

The MCS responded that the Employee costs included an additional staff member and the annual wage increase of a determined and adopted %. The Materials and Contracts included increases in budgeted costs such as operations, the medical centre, consultants and an IT upgrade.

Mr Davies wanted a full breakdown of each item.

The MCS responded that the Public is only privy to the general information contained in the Statutory budget and that the operational detailed costings are an internal matter and remain confidential.

Mr Davies questioned that if the Public can't know the detail, what can they know?

Discussion ensued where the Shire President reiterated that questions in relation to the Statutory Budget would be taken and questions in relation to detailed operational costings would not be discussed.

2. Mr Davies questioned Item 14.1 Motion with Notice from The Ordinary Meeting of Council 16 May 2024 raised by Cr Stratford. He is seeking clarification as to why the original resolution was not accepted and the CEO Report Tabled, as the CEO letters to the WAPOL and CEACA (which were really supportive and much appreciated) were what the original resolution intended as an outcome. He also raised concerns as to why the Councillors only received the CEO Report at the time of the Item and not at the very least at the beginning of the meeting to allow time for digestion.

Mr Davies asked that the CEO Report attachments be added to the Minutes.

Cr Garner explained the due process of the CEO being required to perform due diligence prior to responding or commenting on a Notice of Motion as she is required to do in order to protect both the Councillor and the Shire, and that this left a very short timeframe for the response to be distributed.

Cr Garner felt that in hindsight, the Motion should perhaps have been responded to in the following months OMC in order to give the CEO and Council a better timeframe.

An amendment to a resolution is required to have the same intent as the original, hence the outcome being similar in achieving what Cr Stratford’s Motion was requesting.

Cr Garner assured Mr Davies that the matter had been discuss in depth at the Special meeting held on 27 May 2024 and that Council had agreed to move on.

Cr Garner thanked Mr Davies for his continued interest in Council matters.

2.3. Declaration of Public Question Time closed at 4:13pm

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

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:

Sabine Taylor	Chief Executive Officer
Claire Trenorden	Manager of Corporate Services <i>left the meeting at 4:46pm</i>
Stephanie Elvidge	Governance Executive Officer

Visitors:

Stephen Gamble	<i>– left the meeting at 4:46pm</i>
Quentin Davies	<i>– left the meeting at 4:46pm</i>
Eric Anderson	<i>– left the meeting at 5:17pm</i>

3.2. Apologies

Allister Butcher – Works Consultant

3.3. Approved Leave of Absence

Terry Delane – Manager of Works

3.4. Applications for Leave of Absence

Nil

4. OBITUARIES

It was advised that Murray Harris, long term Wyalkatchem farmer and family of the community had recently passed.

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

Cr Dickson has declared a Financial and Proximity Interest in Item 10.5.1 Subdivision Application, Borgward Road, Wyalkatchem.

The extent of her interest is that she is the owner of the property in question.

Cr Dickson will leave the meeting at the time of the Item and not vote on the matter.

6.2. Impartiality Interests

Nil

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

7.1.1. Ordinary Meeting of Council – 25 June 2024

Minutes of the Shire of Wyalkatchem Ordinary Meeting of Council held on Tuesday 25 June 2024 (Attachment 7.1.1).

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(103/2024) Moved: Cr Lawson Kerr

Seconded: Cr Begley

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Tuesday 25 June 2024 (Attachment 7.1.1) be confirmed as a true and correct Record with the following amendment to Public Question Time as agreed by Council – 'Mr Cook raised a question as to the employment status of a Shire Employee.'

CARRIED 7/0

7.2. Receipt of Minutes

Nil

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Cr Garner commented on the interesting facts raised at the Men's Shed Meeting, 16 July, to which he was invited.

The Containers for Change Initiative run by the members has resulted in processing 2.65 million containers. Assuming a 375ml container, this has resulted in saving nearly 1,000m³ of landfill at the Wyalkatchem Tip.

Assuming \$2.00/ drink, this equates to \$5.3 million within the region. The Men's Shed thanks all that contribute to the recycling program which in turn supports the Men's Shed.

Cr Garner was delighted to announce that the Men's Shed are donating \$30,000 to the Wyalkatchem St John Substation efforts to raise money to replace their 3 ambulances with upgraded equipment. Each ambulance costs approximately \$180,000 each.

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14.1. COMMUNITY SERVICES – SERVICE PROVISION – GENERAL PRACTITIONER SERVICES

Cr Garner advised that Item 10.1.4, Budget Adoption would be brought forward in order to maximise the Manager of Corporate Services time that was available for discussion. The Minutes have remained in numerical order.

10.REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – JUNE 2024

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 July 2024
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 – June 2024

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 June 2024 is presented to Council for endorsement.

MARCH 2024

Bank Account	Payment Type	Last Number	First Number in the report
Municipal and Trust	EFT	EFT 37999	EFT 3747
DD	DD	DD 3357.1	DD 3295.0

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

(104/2024) Moved: Cr Petchell

Seconded: Cr Loton

That Council endorse the total payments for the month of June 2024 being \$260,154.56 which comprised of:

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$209,921.62;*
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$50,232.94.*

CARRIED 7/0

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARD – MAY 2024

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 July 2024
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 – May 2024

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.

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 FY23/24 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

(105/2024) Moved: Cr Petchell

Seconded: Cr Dickson

That Council endorses credit card payments for the period 30 April 2024 to 28 May 2024, totalling \$1,362.68 (refer to attachment 10.1.2).

CARRIED 7/0

10.1.3. MONTHLY FINANCIAL REPORT – JUNE 2024

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 July 2024
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 June 2024

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 30 June 2024 is \$5,681,643;

- cash available is made up of unrestricted cash \$2,274,992 (40.04%) and
- restricted cash \$3,406,450 (59.96%).

Rates Debtors balance as at 30 June 2024 is \$53,446 and Rates Notices for 2023-24 were issued in July 2023. Rates collected as at end of June 2024 was \$1,459,560 - 96%.

June 2024: Operating Revenue – Operating revenue of \$4,573,716 is made up of Rates - 32%, Grants - 53%, Fees and Charges - 7%, Interest earnings – 4%, profit on asset disposals – 4% and other – 0%.

Operating Expenses – Operating expenses of \$6,201,176 is made of Employee Costs – 24%, Materials and Contracts – 28%, Depreciation – 42%, Insurance – 3% 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

(106/2024) Moved: Cr Dickson

Seconded: Cr Lawson Kerr

That Council accepts the Statements of Financial Activity for the month ending 30 June 2024 (refer attachment 10.1.3).

CARRIED 7/0

10.1.4. ADOPTION OF ANNUAL BUDGET 2024/2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 July 2024
Reporting Officer:	Claire Trenorden, Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.05.07
Attachment Reference:	10.1.4. Annual Budget for the year ended 30 June 2025; Fees and Charges and Capital program for the year ended 30 June 2025

SUMMARY

The *Local Government Act 1995*, section 6.2 requires a local government to prepare and adopt a budget before 31 August. Council is recommended to adopt the attached Annual Budget for year end 30 June 2025.

BACKGROUND

The draft 2024/25 Budget has been compiled based on the principles contained in the Strategic Community Plan and in accordance with presentations made to Council at budget workshops.

COMMENT

The main features of the draft 2024/25 Annual Budget are as follows;

Major Items of Income;

- Rates \$1,513,569
- Operating Grants \$ 587,421
- Non-operating Grants \$2,007,049
- Fees & Charges \$ 263,588
- Interest revenue \$ 98,250

Proposed capital expenditure of \$3,213,528 funded as follows;

- Reserve funded \$ 320,398
- Non-operating grants \$1,846,681
- Proceeds from sales \$ 164,000
- New borrowings (plant) \$ 540,000
- Own source (Municipal fund) \$ 342,449

The capital works include;

a. roads program totalling \$1,469,386, comprising;

- Roads to Recovery \$ 499,683;
- Regional Road Group \$ 684,697;
- LRCI Roads \$ 185,006; &
- Wheatbelt Secondary Freight Network \$ 100,000.

These works are principally funded via federal and state government grants. Delivery of this work will require just \$220,749 to be drawn from the Municipal Fund.

b. plant purchase/replacement of \$891,146 and the major components are as follows;

- Second grader \$ 450,000
- Water tanker \$ 90,000
- Recreation Centre Generator \$ 55,000
- vehicle replacements \$ 202,000
- New light vehicles \$ 72,000
- Ride on mower \$ 14,546
- Drip in/skid mount water tank \$ 7,600

During the year there will be a deposit of \$67,503 into the plant reserve and the withdrawal of \$86,546 from this reserve.

c. Building projects totalling \$249,452 comprising;

- Housing and accommodation project \$ 203,752
- Depot \$ 45,700

These will be funded a transfer out of the Community Development reserve of \$203,752 and the Building reserve of \$22,500 with the remainder to be drawn from the Municipal Fund.

d. other infrastructure projects totalling \$603,544 and include the following projects;

- Wyalkatchem Pool Refurbishment program \$520,734
- Town Entry Statements \$ 6,500
- Wheatbelt Way Rail Trail* \$ 76,310

*Project delivery is subject to a successful grant application.

The estimated brought forward balance is \$2,060,399 however, it must be noted that this figure is unaudited and may change once the annual accounts are finalised. The major contributor to this carried forward amount is the approximate 85% advance payment of the Commonwealth Financial Assistance Grants for 2024/25 being pre-paid in June 2024.

STATUTORY ENVIRONMENT

Local Government Act 1995

"6.2. Local government to prepare annual budget

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

** Absolute majority required.*

- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —*
- (a) the expenditure by the local government; and*
 - (b) the revenue and income, independent of general rates, of the local government; and*
 - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.*

- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
 - (a) particulars of the estimated expenditure proposed to be incurred by the local government; and
 - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
 - (i) the amount it is estimated will be yielded by the general rate; and
 - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
 and
 - (c) the fees and charges proposed to be imposed by the local government; and
 - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and
 - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and
 - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - (g) such other matters as are prescribed.
- (5) Regulations may provide for —
 - (a) the form of the annual budget; and
 - (b) the contents of the annual budget; and
 - (c) the information to be contained in or to accompany the annual budget.”

POLICY IMPLICATIONS

Policy 2.4. Budget preparation

FINANCIAL IMPLICATIONS

Budget of estimated income and expenditure for the 2024/25 financial year.

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: Goal 10 Transparent, accountable and effective governance

Outcome No.	Outcome	Action No.	Measure
1	Ensuring a well-informed Council makes good decisions for the community	1	Community Satisfaction

VOTING REQUIREMENT

Absolute Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(107/2024) Moved: Cr Petchell

Seconded: Cr Begley

1. ***That, in accordance with Section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, Council adopts the Shire of Wyalkatchem 2024/2025 Budget, as presented in Attachment 10.1.4.***
2. ***That, in accordance with Sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, Council for the purpose of yielding the deficiency disclosed by the 2024/25 Budget adopted at Part 1 above, imposes the following general rates and minimum payments on Gross Rental and Unimproved Values (as shown at Note 2 of the 2024/25 Budget).***

Unimproved Value	Rate in \$	Minimum Rate
Residential (GRV)	0.078530	\$553.00
Rural (UV)	0.008711	\$615.00
Mining (UV)	0.008711	\$615.00

3. ***That, in accordance with Section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment in full by instalments:***

One Installment Option:

Full payment with 5% discount	30/08/2024
Full payment	13/09/2024

Four Installment Option:

1st Instalment due date	13/09/2024
2nd Instalment due date	15/11/2024
3rd Instalment due date	17/01/2025
4th Instalment due date	21/03/2025

4. ***That, in accordance with Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$5.00 for each instalment after the initial instalment is paid.***
5. ***That, in accordance with Section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.***
6. ***That, in accordance with Section 6.45 of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 7% for rates and other charges and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.***

7. That, in accordance with Section 67 of the Waste Avoidance and Resources Recovery Act 2007, Council adopts the following charges for the removal and deposit of domestic and commercial waste:

Residential and Commercial Premises 240ltr Waste Bin Weekly Collection;	\$ 365.00
Additional Refuse Service 240ltr Waste Bin Weekly Collection;	\$ 365.00
Residential Premises – Pensioner/Senior First 240ltr Waste Bin Weekly Collection;	\$255.00
Residential Premises – Pensioner/Senior Additional Refuse Service	\$365.00

8. That, in accordance with Section 5.99 of the Local Government Act 1995 and Regulation 34 of the Local Government (Administration) Regulations 1996, Council adopts the following annual fees and allowances for elected members:

Council Annual Meeting Fees; Councillors	\$ 5,327.00 per annum
Council Annual Meeting Fees; President	\$ 5,327.00 per annum
Allowance; Shire President	\$ 6,769.00 per annum
Allowance; Deputy Shire President	\$ 1,692.00 per annum
Allowance; ICT expenses	\$605.00 per annum

9. That, in accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and AASB 1031 Materiality, Council adopts the level to be used in the Statement of Financial Activity in 2024/25 for the reporting of material variance as 10% or \$10,000, whichever is the greater.
10. That, in accordance with Section 6.11 of the Local Government Act 1995, Council adopts to transfer \$67,503 to the Plant Reserve and utilise \$86,546 to fund plant purchases. That Council adopts to transfer \$50,000 to a new reserve for “Futures Fund” to be used for future initiatives in Wyalkatchem. Council also adopts to utilize \$22,328 to fund building related capital projects, \$211,352 to fund Community Development related capital projects and \$100,000 to fund Medical Centre operating expenses.
11. That, in accordance with Section 6.16 of the Local Government Act 1995, Council adopts the Fees and Charges 2024/2025 included from page 25 of attachment 10.1.4.

CARRIED 6/1

Cr Stratford voted against.

Governance Executive Officer left the meeting at 4:30pm and returned at 4:40pm

Mr Davies, Gamble and the Manager of Corporate Services left the meeting at 4:46pm

10.2. WORKS AND SERVICES

10.2.1. WORKS OFFICER’S REPORT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 July 2024
Reporting Officer:	Allister Butcher, Consultant; Jennie Gorham, Admin/Leading Hand & Eric Anderson, Leading Hand.
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 month of June – July 2024.

The Manager of Works is currently on leave.

SUMMARY - ROADS / TOWN/ BUILDINGS

With the 2024 financial year ending the Local Roads and Community Infrastructure projects have been completed.

Loss of Works time

Loss of work time injury carried on from last month’s report is now at 6 weeks.

Roads 2 Recovery

Project	Actual Expenditure 2023/24
Elsegood Road	\$59,344
Wallambin Road	\$40,907
Benjaberring Hindmarsh Road	\$17,643
Yorkrakine West Road	\$89,158
Davies South Road	\$57,397

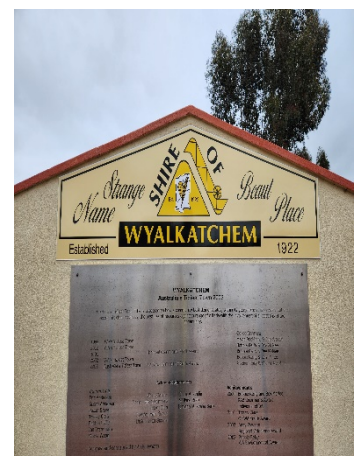


Road Maintenance Program

- Maintenance grading is continuing on Yorkrakine East Road, Greeves Road, Boyle Road and Hammond Road

PARKS & GARDENS - TOWN SERVICES

- The asphalt path between the Wyalkatchem Hotel and the Town Hall has been completed.
- Green Waste collection is now complete for the town streets and the Shire will be looking at a general waste collection in the future.
- The Ashelford Park opening was a success and the plants are taking to their new environment well.
- Maintenance have been painting the signage at the aerodrome, concrete pots on railway Terrace and the Tidy Towns Commemorative Wall wording.
- The Commemorative Wall signage was replaced by Eric Anderson and Sheryl Wood.
- The Town Crew had a master class on pruning roses with Vic Garn. They now feel confident to deadhead and prune the roses.



Swimming Pool

- Construction of the Wyalkatchem swimming pool is underway.

Post Office

- The Post Office concrete was poured for the ramp and temporary fencing is in place whilst railing is being constructed, allowing the ramp to be utilised. The fencing will be removed on completion of the railing.



Rubbish tip

- Under the LRCI funding a fence has been erected at the Wyalkatchem rubbish tip. The front entry gates have been replaced along with a new gate stopping unauthorised access to the asbestos cell.
- This month the general waste caught on fire, causing the rubbish tip to be closed for approximately 7 days.



OH&S

No incidents or accidents to report for this month.

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 budgeted 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

(108/2024) Moved: Cr Petchell

Seconded: Cr Begley

That Council receives the Works Officer’s report.

CARRIED 7/0

Council made positive comment on the Green Waste community pick up initiative and the use of Local talent, Vic Garn, to teach staff hands on how to prune roses.

10.3. COMMUNITY DEVELOPMENT
10.3.1. COMMUNITY DEVELOPMENT OFFICER’S REPORT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 July 2024
Reporting Officer:	Nikki Towell, Community Development Officer + Stephanie Elvidge, GEO
Disclosure of Interest:	No interest to disclose
File Number:	38.44.04
Attachment Reference:	Nil

SUMMARY

To provide Council with an update of Community Development initiatives and events for June/July 2024.

COMMENT

B - Cycle Battery Collection



On April 12, 2024, the Shire started advertising in the Wylie Weekly that we are now a drop-off point for certain types of household batteries. This is a free initiative to reroute them from our landfill site, limiting the leaching of harmful chemicals into the soil and groundwater.

So far, the community has filled the Shire office collection tube in the foyer. These dead batteries are then emptied into the bulk 120ltr wheelie bin locked at the Grace Street Depot. Once the bin weighs over 100 kg or is full, Eco-Cycle will be called to arrange collection. They provide this service free to the Shire by levying the battery manufacturers and importers to cover the end of life of the batteries.

The Shire has also supplied the CRC and Post Office with a collection bucket or tube to give the community as many convenient places as possible to drop their flat batteries.

Battery types accepted are:

- Household/ Office including Alkaline (AA, AAA, C, D & 9V) Nickel – Metal Hydride,
- Commercial batteries, including all office and power tool batteries and
- all Mixed Button Cell Batteries, including watch and Hearing Aid batteries.

So far, approximately 25 kg of dead batteries have been diverted from landfills. Future advertising will run intermittently in the Shire newsletter portion of the Wylie Weekly to remind the community of this new service, and the possibility of a sign at the rubbish tip may be beneficial in the future, to remind people not to dump batteries.

Ashelford Park Opening Ceremony

The opening ceremony for Ashelford Park and the 21st anniversary of Wyalkatchem’s Tidy Towns win was held on Saturday, June 22nd, 2024, at 10 a.m.

Although it was a rainy, cold day, approximately 60 community members came to celebrate this fantastic occasion of the park's completion and Tidy Town's 21st Anniversary win.

The event had guest speakers Teresa Ryan and Sheryl Wood and was led by the Shire President.

Guests were treated to a beverage of their choice via vouchers handed out on the day. These were redeemable from the Garden Café next door to Ashelford Park.

In addition to this, the attendees were each given a gift bag containing the following:

- Colour-printed mug with an Ashelford Park photo
- A 100-gram pouch of everlasting seeds.
- A native 50mm tube stock plant.



The initial Budget was \$5,600.00

Gift bags and event total cost \$ 2933.28.

The total cost per gift bag for attendees is \$27.04 each, including a coffee or tea drink.

Project Delivered under budget by \$ 2666.72.

(staff hours have not been included in these calculations)

Youth Table Tennis Tournament

On April 19, 2024, and May 24, 2024, the Shire held five Friday afternoon, two-hour Table Tennis sessions at the Recreation Centre. The sessions had an average attendance of 9 children, ages 10 to 16. The food from the new café proved very popular as the children left no waste at the end of the sessions.

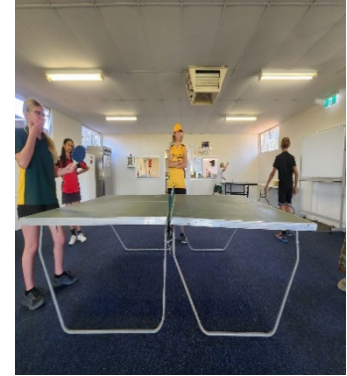
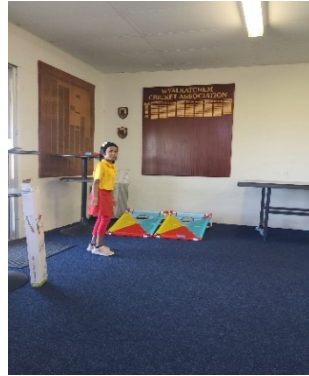
To keep the budget down, the Table Tennis table was borrowed from the School and another from the Wyalkatchem Community Club. The CDO also volunteered 5 hours to limit Shire's wages for the activity.

There was also one consistent community volunteer every week, so a special thank you to Kaitlyn Audrain and the Shires Finance officer, who also assisted.

There was also the option for the kids not competing to spectate or play a bag toss game while waiting their turn, which was quite popular.

All children were well-behaved and respectful to the adults who volunteered.

The initial



approved budget was \$1,590.00

The total cost is \$865.25, including wages.

Delivered under budget by \$724.75

President's Morning Tea

Friday, June 28th, 2024, at 10 a.m., was the first quarterly morning tea the Shire intends to hold for the Wyalkatchem community. The location chosen was Cottage Crafts, a popular place for morning teas on Fridays, well-known for its scones with jam and cream.

The event was well received, and we had an RSVP list of 18 to add to the usual attendees, bringing the total people at the event up to around 35.

This was an excellent chance for Councillors and Shire staff to meet and speak with community members in a relaxed environment.



RODEO – GOVERNANCE EXECUTIVE OFFICER

Rodeo meetings have continued on an ongoing fortnightly basis and are well attended by the community.

The Wyalkatchem Rodeo Community Group (WRCG) is led by Owen Garner and Rod Lawson Kerr, members of the WRCG.

The WRCG has begun actively seeking sponsorship both of a monetary value and 'in kind' in order to assist with the 2024 budget and ongoing infrastructure for the rodeo in accordance of the long term aim for the Rodeo to become community driven, independent of Shire contributions/ lower Shire contributions.

Sponsorship will also enable the development of volunteer appreciation packages of a monetary value to be donated to a charity/ non-for-profit group of their choice within the local community.

A big thank you to our first sponsors - **Aglime of Australia & Gypsum Industries and Dunnings** for their generous contributions. We look forward with working with you and promoting your businesses.

Ticket sales for camping are slowly climbing – current total 906/2500. This income will also offset Shire costs.

Market Stall advertising as commenced and the volunteer incentives packages are in the final development stages,

Lexus Melbourne Cup Tour

The planning and preparation for the Lexus Melbourne Cup Tour is well underway with the finer details still being decided.

Officer’s will keep the Council updated as planning develops.

Grants Applied

June - July 2024 FUND	Department / Provider	Project	Total Project Cost	Council Contribution	Amount Request	Status
Thank a Volunteer Day Grants Program 2024	Department of Communities	Volunteer morning tea	1500	500	1000	Open
State Heritage Grants Program 2024-25	In Heritage	Railway Barracks Conservation Management Plan and Actions Plan	5836	1167.32	4669.28	Open

POLICY IMPLICATIONS

- 2.1. Purchasing Policy
- 2.3. Transaction Card Policy
- 9.2. Community Bus Hire

FINANCIAL IMPLICATIONS

There are budgeted financial implications concerning this item.

COMMUNITY & STRATEGIC OBJECTIVES

Objective No.	Outcome (Business Plan)	Goal No.	Actions (Community Strategic Plan)
ED1.1.2.5	Coordinate activities that recognise national events, our leaders, volunteers and new community members.	Goal 2.2	<i>“An active, engaged and social community.”</i>
		2.3	<i>Facilitate, encourage, and support community events.</i>
	Increase visitors to our region.	4.1	<i>Partner with key stakeholders to achieve an increase in active participation for all ages.</i>
		4.2	<i>Promote, develop tourism & maintain/enhance local attractions.</i>
		4.3	<i>Collaborate with our partners to promote local and regional tourism initiatives.</i>
	Our built environment responds to the accessibility and connectivity needs of all.	8.1	<i>Provide facilities to encourage tourist and resident visitation.</i>
8.2		<i>Improving safety on road, cycle and footpath networks.</i>	
			<i>Developing & planning community infrastructure to improve use & social interaction.</i>

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(109/2024) Moved: Cr Dickson

Seconded: Cr Lawson Kerr

That Council receives the Community Development Officer’s report.

CARRIED 7/0

Council made positive comment on the battery recycling initiative and the savings on landfill and the energy and efforts of the CDO regarding the events held to date.

10.4. GOVERNANCE AND COMPLIANCE

10.4.1. CHIEF EXECUTIVE OFFICER'S REPORT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 June 2024
Reporting Officer:	Sabine Taylor, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	10.4.1 – Correspondence as listed in CEO Report Binder

SUMMARY

This report is prepared by the CEO to provide Council and the Wyalkatchem community with some insight into CEO activities and Council operations.

COMMENT

The focus of the CEO has been end of financial year business processes, including the finalisation of the Statutory Budget and importantly securing on going medical services for our Community. Dr Michael Cudjoe decided to cease providing medical services as of Friday 28 June, 2024. We are in negotiations with another medical provider and hope to have a Doctor for the Community by mid-August. We are using the interim period to refurbish the Medical Centre and the Doctors residence. There have been several concerns raised by Community in relation to Dr Cudjoe's exit and queries as to when a new Medical Service will commence.

Organisationally the CEO focus has included resolving continued issues with IT, continuous improvement on process and procedures in the organisation and progress of the Community Strategic Plan. Staff performance reviews are continuing, including a review and update of all position descriptions and are on track to be completed by mid-August 2024.

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

- 12 June 2024 Meet and greet Kathy Balt, Water Corporation
- 13 June 2024 Attend Governance Session with Councillors and WALGA
- 17 June 2024 Meet with Principal of Wyalkatchem District High School, Jedda Trueman
- 26 June 2024 Attend Evacuation Centre Exercise, held by Regional Coordinator Wheatbelt Emergency Relief and Support Department of Communities- Bencubbin
- 27 June 2024 Attend Wheatbelt Public Health & Local Government Collaborative Series
- 27 June 2024 Meet with Dr Michael Cudjoe
- 01 July 2025 Meet with Wyalkatchem Community Resource Centre
- 08 July 2025 Meet with Lexus Melbourne Cup team

KEY CORRESPONDENCE RECEIVED

- Attachment A: Roads to Recovery Shire of Wyalkatchem Reference Amount
- Attachment B: 20240618 LG Road Assets and Expenditure Report 2022-2023
- Attachment C: Public Lighting Strategy Review – Local Government online forum
- Attachment D: Press Release – WSNF Funding
- Attachment E: 2024-25 Local Roads Program approved by the Minister

KEY OUTGOING CORRESPONDENCE

Attachment F: 2024 06 28 Letter of Support CEACA Police
 Attachment G: 2024 06 28 Letter of Support CEACA

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 Goal 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



Sabine Taylor,

CHIEF EXECUTIVE OFFICER

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

*(110/2024) Moved: Cr Begley Seconded: Cr Dickson
 That Council receives the Chief Executive Officer’s report.*

CARRIED 7/0

10.4.2. DEFERRED ELECTED MEMBER TRAINING AND DEVELOPMENT POLICY 6.4

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 July 2024
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	10.4.2 – Deferred Policy

SUMMARY

For Council to consider and adopt the deferred revised and updated Elected Member Training and Development Policy 6.4 as presented at the 25 July 2024 OMC.

BACKGROUND

The Statutory Environment Review of Council Policies, Section 2.7 of the *Local Government Act 1995*, provides that the role of Council is to “determine the local government’s policies”.

The amendment, adoption or rescindment of any Council Policy must therefore be resolved by Council as per sections 5.127 and 5.128 of the *Local Government Act 1995* (the Act), which require Local Governments to prepare and adopt a policy in relation to the continuing professional development of Council Members, and to provide annual reports on training.

COMMENT

Council’s Elected Member Training and Development Policy 6.4 (refer attachment 10.4.2) has now been further revised to reflect Councillor feedback from the Ordinary meeting of Council 25 June 2024.

The revised Council Policy incorporating the amendments is provided for Council’s consideration (attachment 10.2.1.)

The adoption of the revised Policy is an important step towards establishing clarity for all Elected Members and their developmental needs.

STATUTORY ENVIRONMENT

Local Government Act 1995 s2.7(2)(b) – Determine the Local Government’s policies

POLICY IMPLICATIONS

Revised Elected Member Training and Development Policy 6.4.

FINANCIAL IMPLICATIONS

There are budgeted 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

Outcome No.	Outcome	Action No.	Actions
5.1	A well-managed and effective Council organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.4	Implement systems and processes to enhance organisational capability

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(111/2024) Moved: Cr Dickson

Seconded: Cr Lawson Kerr

That Council adopt the revised and amended Elected Member Training and Development Policy 6.4 as provided for in Attachment 10.4.2 with 1 minor amendment as noted.

CARRIED 7/0

10.5. PLANNING AND BUILDING

Cr Dickson had declared a Financial and Proximity Interest (see 6.1.1) and left the meeting at 5:15pm.

10.5.1. SUBDIVISION APPLICATION – BORGWARD ROAD, WYALKATCHEM

Applicant:	RM Surveys on behalf of Ian Metcalf and Baladeen Farms Pty Ltd
Location:	Lots 24383 and 13844 Borgward Road, Wyalkatchem
Date:	5 July 2024
Reporting Officer:	Paul Bashall – Town Planner
Disclosure of Interest:	No interest to disclose.
File Number:	WAPC Ref: 200319
Attachment Reference:	Attachment 10.5.1 – WAPC Subdivision Information Binder

SUMMARY

According to protocol, the WA Planning Commission has referred a proposed subdivision application (WAPC 200319) for the Council’s comments, and any conditions it may wish to impose. The subject land includes Lots 24383 and 13844 Borgward Road, **Wyalkatchem**. The proposal simply seeks to provide for a boundary adjustment between two existing lots.

BACKGROUND

The Council’s response is required by 23rd July 2024. Plans and documentations relating to the proposal are available in the attachment 10.5.1. The proposed subdivision area is located about 16 kilometres southwest of Wyalkatchem townsite and is situated on the western boundary of the locality of Wyalkatchem as shown in **Figure 1** below.

FIGURE 1 – LOCATION PLAN

Source: ESRI, Landgate, Planwest

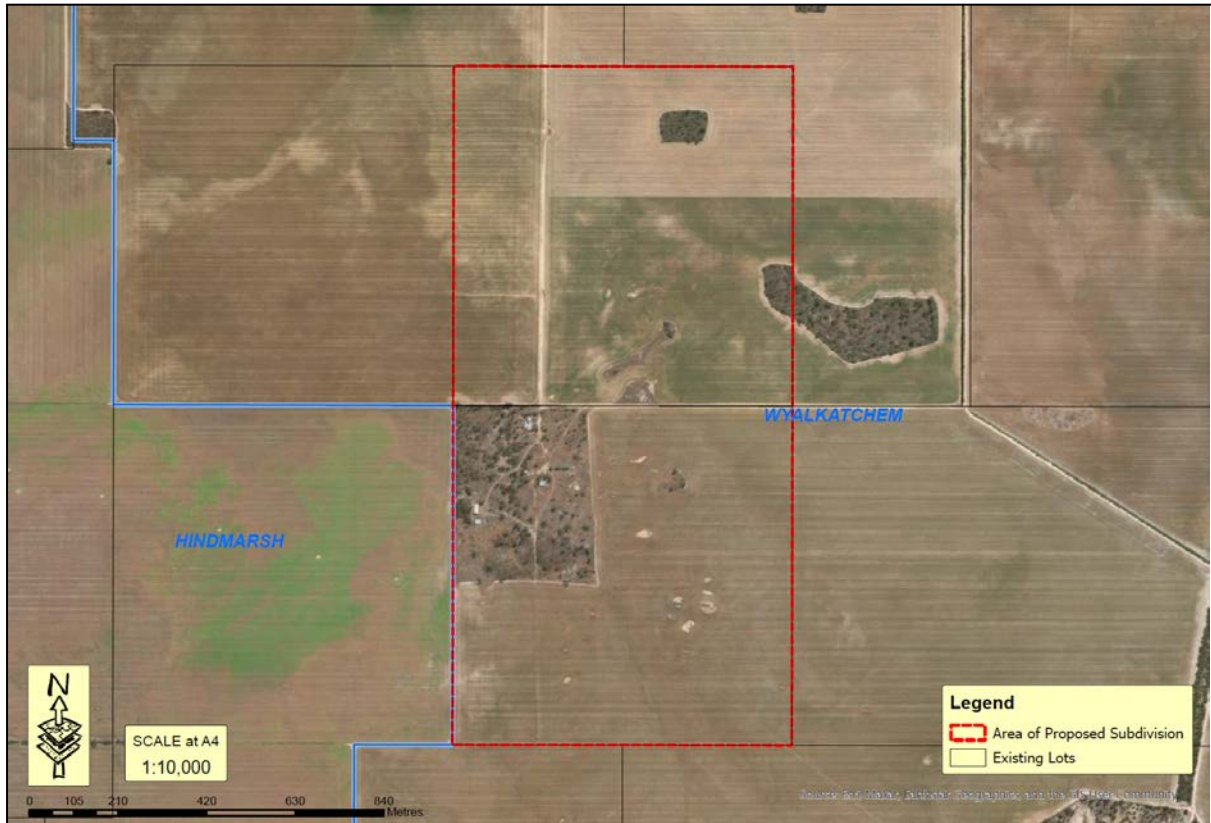


The two existing properties are approximately 64.7ha each and are currently used for agricultural purposes as can be seen in the aerial photograph shown in **Figure 2** below.

Figure 3 shows the proposed subdivision as shown on the application.

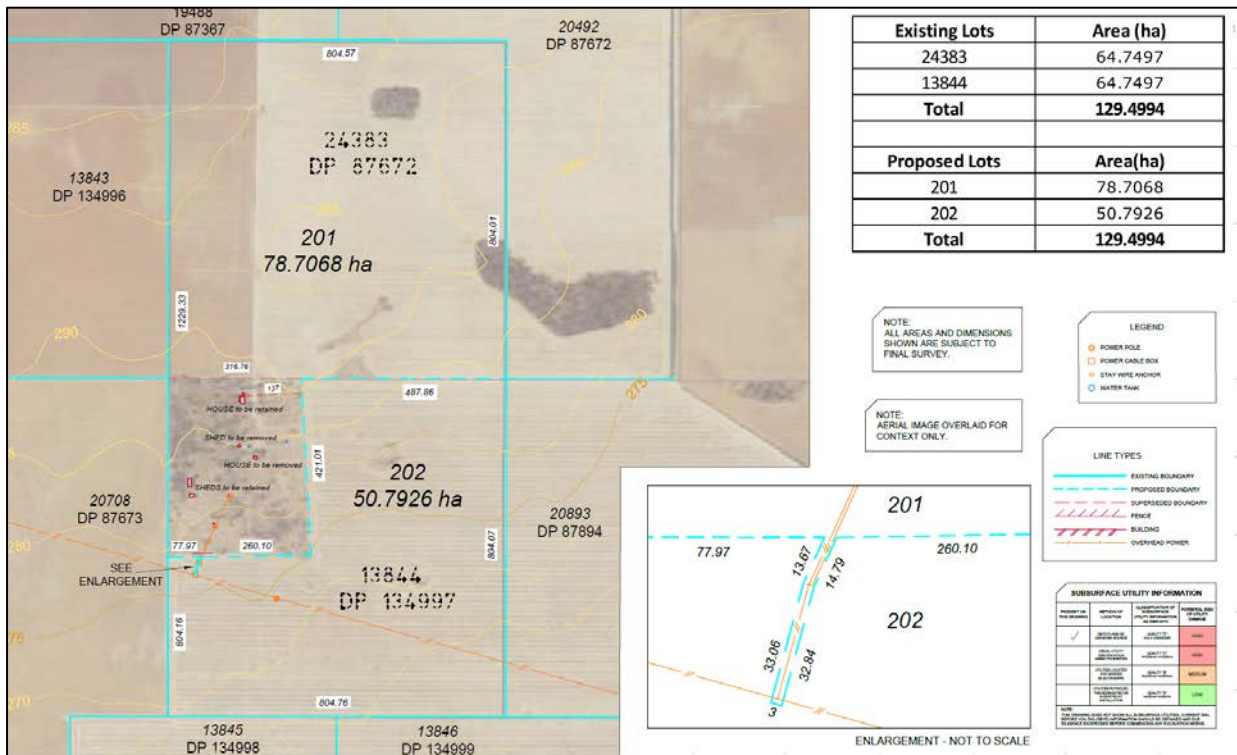
Source: SD Application, Planwest

FIGURE 2 – AERIAL PHOTOGRAPH OF SUBJECT LAND



Source: ESRI, Landgate, Planwest

FIGURE 3 – PLAN OF SUBDIVISION



The applicant has requested an exemption for the preparation of a bushfire assessment and a soil assessment as there are no additional lots being created. This means that there is no new development potential created by the proposal.

PROPOSED SUBDIVISION

There is no reason provided to justify the proposed boundary adjustment (subdivision), however it appears that access to a fence line may be important. Neither of the two lots, existing or proposed, have frontage to an existing road. Whilst this is not an issue for the Council, it may concern the WA Planning Commission.

STRATEGIC ENVIRONMENT

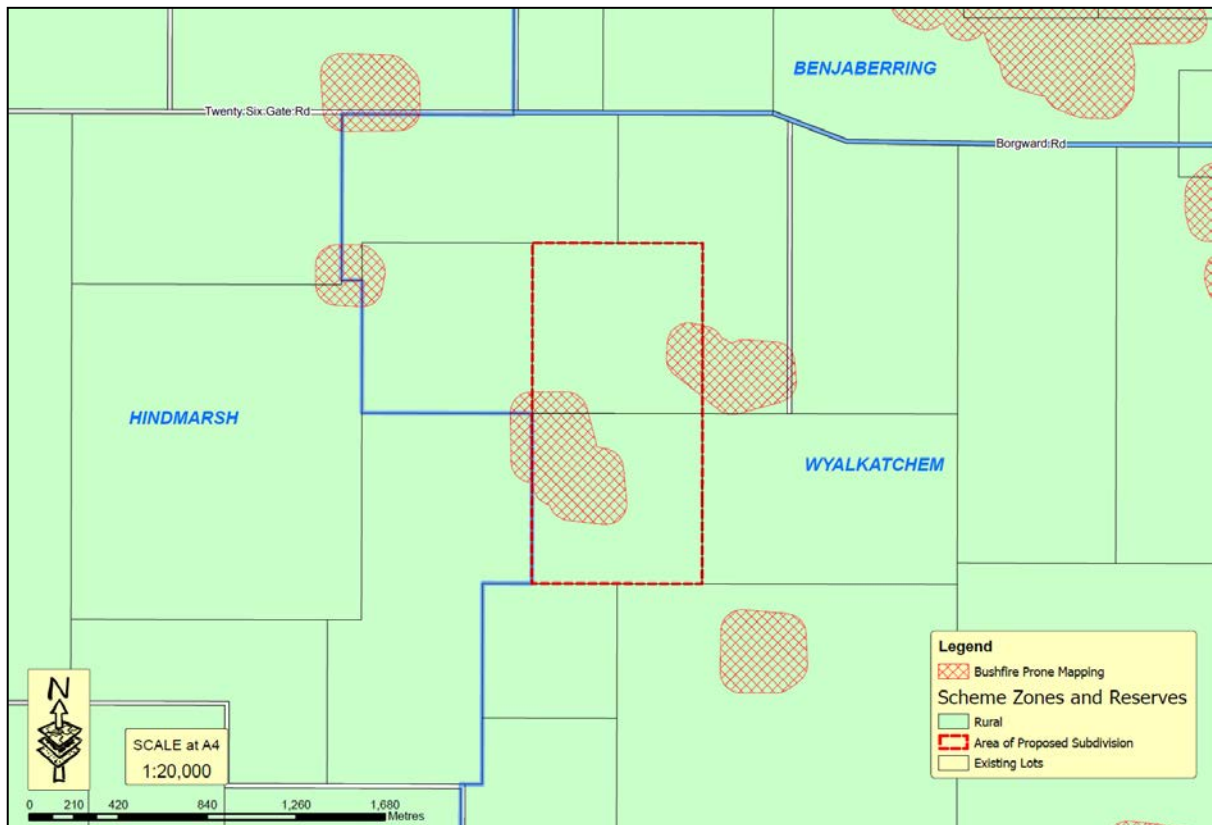
The Council’s Local Planning Strategy was endorsed by the Commission on 22nd January 2013. The Strategy is silent on the Council’s position on the subdivision of rural land.

STATUTORY ENVIRONMENT

The land is all zoned ‘Rural’ in the Council’s Local Planning Scheme No 4 (the Scheme). The Scheme was gazetted on 24th June 2013.

The Scheme provides no minimum lot sizes in the rural areas as lot sizes and subdivision are controlled by the Commission. **Figure 4** shows an extract from the Scheme showing Bushfire prone areas.

FIGURE 4 – EXTRACT FROM SCHEME WITH BUSHFIRE PRONE MAPPING



Source: , Landgate, Planwest

COMMENT

The Commission is responsible for determining all subdivision applications in the State.

The application has been provided to Council’s Shire Planning consultant who has provided the following comments;

- The subdivision proposal simply seeks to rearrange existing lot boundaries without creating additional lots.
- Because there is no new development, a BAL (Bushfire Attack Level) should not be required. Any future development will require the Council’s assessment of a fresh DA (Development Approval) application at which time a BAL may be necessary.
- Fire breaks will automatically apply to new boundaries.

It is recommended that Council responds to the WA Planning Commission that it has no objections or conditions to impose on the subdivision proposal.

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

Goal No.	Action No.	Actions
5 Growth in business opportunity	5.5	Town planning strategies support industry growth
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 & advocate for the community	12.2	Ensuring that the Shire of Wyalkatchem is well positioned to meet future needs

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(112/2024) Moved: Cr Stratford

Seconded: Cr Petchell

That the Council advises the WA Planning Commission that it;

- 1. Raises no objections to the proposed subdivision of Lots 24383 and 13844 Borgward Road, Wyalkatchem, as outlined in the application to the WA Planning Commission dated 27 May 2024 (Ref: 200319), and*
- 2. Has no conditions to impose on the proposed subdivision.*

CARRIED 6/0

Cr Begley left the meeting at 5:16pm and returned with Cr Dickson at 5:17pm.

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

Mr Anderson left the meeting at 5:17pm.

14. MATTERS BEHIND CLOSED DOORS

Item 14.1 COMMUNITY SERVICES – SERVICE PROVISION – GENERAL PRACTITIONER SERVICES

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(113/2024) Moved: Cr Begley

Seconded: Cr Lawson Kerr

That Council close the meeting to members of the public under Sec. 5.23 of the *Local Government Act 1995* as the meeting will be dealing with:

- a. 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; and
- b. a matter that if disclosed, would reveal —
 - (i) information that has a commercial value to a person; or
 - (ii) information about the business, professional, commercial or financial affairs of a person, and where the information is held by, or is about, a person other than the local government.

CARRIED 7/0

14.1. COMMUNITY SERVICES – SERVICE PROVISION – GENERAL PRACTITIONER SERVICES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 July 2024
Reporting Officer:	Sabine Taylor, CEO
Disclosure of Interest:	NIL
File Number:	13.05.09
Attachment Reference:	Attachment 14.1 – Draft Deed of Agreement between the Shire of Wongan-Ballidu and The Shire of Wyalkatchem.

SUMMARY

On or about February 2024 the agreement for the delivery of general practitioner services between Dr Emmanuel Olamidele Awogun and the Shire of Wyalkatchem lapsed. As a part of the original agreement Dr Emmanuel Olamidele Awogun engaged Dr Michael Cudjoe as the resident general practitioner for the Shires of Wyalkatchem and Koorda.

It was identified in late 2023 that Dr Emmanuel Olamidele Awogun may not continue beyond his February 2024 end date.

On 2 February 2024 the Shire Presidents and the CEO's of the Shires of Wyalkatchem and Koorda and Dr Michael Cudjoe agreed that Dr Michael Cudjoe would continue providing medical services as the resident general practitioner. It was agreed that either party could provide 5 days' notice to end this agreement.

On 5 February 2024, the CEO met with Dr Michael Cudjoe to offer an increase in the per diem (daily rate). Dr Michael Cudjoe responded in an email to the CEO on 6 February, 2024:

"... Unfortunately your proposed offer is below my expectations and will be happy to be contracted on a regular locum basis until you find someone to take over the practice....."

In a meeting held with the CEO, on 18th April, 2024; Dr Cudjoe stated that the per diem being paid by the Shires was insufficient. He stated that he would not attend the hospital during core or after hours. Dr Cudjoe was adamant that he would not apply for Locum work with the Shires, nor would he take part in a tender process. He was advised by the CEO that the Shire's of Wyalkatchem and Koorda would be working with Rural Health West to engage a locum in the first instance whilst searching for a permanent general practitioner.

Unfortunately, there was only one Doctor who responded to our advertisement for a locum and they could only offer a short-term engagement.

The Presidents and CEO's of the Shires of Wyalkatchem and Koorda continued to seek via other avenues the services of a general practitioner. An opportunity presented with the Shire of Wongan-Ballidu and negotiations ensued.

Attachment A, is the final draft of the Deed of Agreement between the Shire of Wongan-Ballidu and the Shire of Wyalkatchem. The Shire of Wongan-Ballidu have the header agreement with the Wongan Hills Medical Centre, in particular Dr Ajit Chaurasia. The Shire of Koorda have a separate agreement in this regard. The current cost sharing arrangements between the Shire of Wyalkatchem and the Shire of Koorda remain in place.

Due diligence was conducted on Dr Ajit Chaurasia with an overwhelming positive response from community reviews.

It is anticipated that a general practitioner will commence at the Shire of Wyalkatchem in mid to late August. In the interim Officers are arranging for upgrades and refurbishment to the Medical Centre and to the Doctors residence. Dr Ajit Chaurasia has also requested that a second residence be supplied by the Shire of Wyalkatchem as he anticipates that there will be within a short period of time from commencement of services, two General Practitioners providing services.

STATUTORY ENVIRONMENT

Complex; Local Government Act and regulations; reference to contract and health services law.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There terms and conditions of the practice expenditure support are detailed in the attached Agreement. The Shires of Wyalkatchem and Koorda will contribute pro rata on service provision.

The Medical Centre and Doctor’s residents are currently being upgraded and refurbished. Actual costs will be provided to Council upon completion.

COMMUNITY & STRATEGIC OBJECTIVES

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

Goals: A safe and healthy community and Transparent, accountable and effective governance.

Goal No.	Action No.	Actions
1 A safe and healthy community	1.3	Support and advocate for appropriate and accessible health services.
10 Transparent, accountable and effective governance	10.1	Ensuring a well-informed Council makes good decisions for the community

VOTING REQUIREMENT

Absolute Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(114/2024) Moved: Cr Petchell

Seconded: Cr Begley

That Council;

- 1. Adopts the proposed Deed of Agreement between the Shire of Wongan-Ballidu and the Shire of Wyalkatchem.*
- 2. Delegates the negotiation of the finalisation of the Agreement to the Chief Executive Officer.*
- 3. Authorise the Shire President and Chief Executive Officer to sign the agreement.*

CARRIED 7/0

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(114/2024) Moved: Cr Loton

Seconded: Cr Lawson Kerr

That Council move out from behind doors.

CARRIED 7/0

15. CLOSURE OF THE MEETING

There being no other business to attend to, Shire President Cr Garner closed the meeting at 5:21pm.