



**MINUTES
OF THE
ORDINARY MEETING
OF COUNCIL
HELD ON
THURSDAY 18 April 2024**

**Council Chambers
Honour Avenue
Wyalkatchem**

**Commencement: 4:06pm
Closure: 5:34pm**

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 draft minutes were approved for distribution on 29 April 2024.



Sabine Taylor

Chief Executive Officer

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 4:06pm.

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 4:06pm.

Mr Hammond: Terry Delane (TD), Manager of Works to take 'on notice'.

(i) Would like confirmation of the work quality on the road works and culverts failing prematurely – Wylie North Rd; intersections Flint and Gamble re hot mix; Gamble and Railway re works; Cemetery Rd works, and how much the remedial works are costing the ratepayers.

(ii) What are the lights on the main road (Hands Drive) behind the elevators? They don't appear to be illuminating anything of consequence.

TD – An attempt was made with solar lighting to highlight the entry statements (grain elevators). The lights were not sufficient for the concept and staff will be revisiting.

2.3. Declaration of Public Question Time closed

Public Question Time closed at 4:11pm.

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Members:

Cr. Owen Garner	Shire President
Cr. Christy Petchell	Deputy resident
Cr. Mischa Stratford	
Cr Christopher Loton	
Cr. Tracy Dickson	
Cr. Justin Begley	Arrived at 4:07pm
Cr. Rod Lawson Kerr	

Staff:

Sabine Taylor	Chief Executive Officer
Terry Delane	Manager of Works – left the meeting at 5:03pm
Stephanie Elvidge	Governance Executive Officer

Visitors:

Eric Anderson – left the meeting at 5:02pm
Ken Hammond – left the meeting at 5:02pm

3.2. Apologies

Claire Trenorden	Manager of Corporate Services
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3.3. Approved Leave of Absence

Nil

3.4. Applications for Leave of Absence

Nil

4. OBITUARIES

It was advised that Denise Martin (nee Tilbrook) and Lyn Cook 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

Nil

6.2. Impartiality Interests

Nil

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

7.1.1. Ordinary Meeting of Council – 21 March 2024

Minutes of the Shire of Wyalkatchem Ordinary Meeting of Council held on Thursday 21 March 2024 (Attachment 7.1.1)

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(49/2024) Moved: Cr Lawson Kerr Seconded: Cr Petchell

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 21 March 2024 (Attachment 7.1.1) be confirmed as a true and correct record.

CARRIED 7/0

7.2. Receipt of Minutes

7.2.1. NEWROC Council Meeting – 26 March 2024

Minutes of the Shire of the NEWROC Council Meeting held on Tuesday 26 March 2024 (Attachment 7.2.1).

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(50/2024) Moved: Cr Begley Seconded: Cr Lawson Kerr

That the minutes of the NEWROC Council Meeting held on Tuesday 26 March 2024 (Attachment 7.2.1) be received.

Noted: Wyalkatchem Do Over - May-September 2024 (Street party September, TBC). (Town Teams Project).

Comment: Cr Petchell drew Councillors attention to NEWROC applying for a Planning grant for the planning for the Waste Management Regional Tip. Objectives – requires a Community Engagement Plan and \$30,000 co-contribution to develop the business case and grant application. Cr Petchell wanted to ensure that all Councillors had read the item carefully prior voting to receive the minutes.

Comment: Cr Garner explained that the planning information is required to enable Councils to make an informed choice about the project. Cr Garner confirmed that Councils have not yet completed voting on supporting this project, and the matter has not been approved at this stage.

Cr Petchell requested clarification on the Towns team Group and who is leading the Do Over.

Cr Loton confirmed that the focus is currently securing the grant funding prior to the event and that the Town Teams lead would be attending the Community Strategic Planning Event and able to provide further information.

CARRIED 7/0

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14.1 Councillor Questions on Notice.

10. REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – MARCH 2024

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 April 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 – March 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 March 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 3607	EFT 3542
DD	DD	DD 3174.1	DD 3138.1

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

(51/2024) Moved: Cr Begley

Seconded: Cr Petchell

That Council endorse the total payments for the month of March 2024 being \$169,654.92 which comprised of:

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$128,409.65;***
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$41,245.27.***

CARRIED 7/0

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARD – FEBRUARY 2024

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 April 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 – February 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 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

(52/2024) Moved: Cr Petchell *Seconded: Cr Dickson*
That Council endorses credit card payments for the period 30 January 2024 to 28 February 2024, totalling \$1,476.77 (refer to attachment 10.1.2).

CARRIED 7/0

10.1.3. MONTHLY FINANCIAL REPORT – MARCH 2024

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 April 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 March 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 31 March 2024 is \$4,144,130;

- cash available is made up of unrestricted cash \$835,659 (20.16%) and
- restricted cash \$3,308,471 (79.84%).

Rates Debtors balance as at 31 March 2024 is \$86,401 and Rates Notices for 2022-23 were issued in July 2023. Rates collected as at end of March 2024 was \$1,426,882 - 94%.

March 2024: Operating Revenue – Operating revenue of \$2,455,292 is made up of Rates - 59%, Grants - 16%, Fees and Charges - 10%, Interest earnings – 5%, profit on asset disposals – 10% and other – 0%.

Operating Expenses – Operating expenses of \$4,689,959 is made of Employee Costs – 24%, Materials and Contracts – 28%, Depreciation – 41%, Insurance – 4% and Utility – 2% and Other Charges – 1%.

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

(53/2024) Moved: Cr Lawson Kerr

Seconded: Cr Begley

That Council accepts the Statements of Financial Activity for the month ending 31 March 2024 (refer attachment 10.1.3).

CARRIED 7/0

10.2. WORKS AND SERVICES

10.2.1. MANAGER OF WORKS OFFICER'S REPORT APRIL 2024

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	21 April 2024
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 March to April 2024.

OVERVIEW

Summary - ROADS / TOWN/ BUILDINGS

A key focus in the Wheatbelt in March is summer sport finals. Wyalkatchem hosted the Cricket Grand Final which was a great success, but not without issues. The wicket roller broke down 3 days before the game with the hydraulic clutch failing. We were unable to source one until the Monday, but managed to secure the hire of the Kellerberrin roller to do the job.

The wicket was presented well and the ground was immaculate.

Unplanned costs incurred include;

Labour to diagnose and remove our roller	\$ 700
Labour to collect and return Keller roller	\$ 400
Hire cost of roller	\$ 200
Parts for our roller	\$ 380
Estimated repair cost	<u>\$ 540</u>
	\$2,220



Thank you to all the crew for their commitment to save the day.

The Wyalkatchem North Rd was the other key focus for the month.

Regional Road Group – Wyalkatchem North Road

Reconstruction work was completed on the Friday 22nd March. The sealing work was scheduled to commence on Monday 25th and suspended on the 24th March after a ratepayer voiced safety concerns.

The pavement is required to be kept moist until sealing is complete resulting in the hire of a water tanker from the Shire of Koorda for the duration, with the sealing being completed on the 7th April. During the closure improvement work in line with the RRG Engineers Report was conducted.

While the seal is still a Type 6 standard 8 metres, to enhance safety, guide posts have been installed and road narrowing signs ordered. These will be installed at both major culverts within the next week or so, as soon as the stock arrives (date to be confirmed).



** Close out budget to be confirmed. Extra costs are not yet to hand and will be submitted once known.

Job	Description of works	Total Budget \$	JTD Actual	Orders released/ costs expected	Total	Variance
RRG02	Reconstruction	\$ 593,061	\$ 593,061	\$ 10,120		
				\$ 22,800	\$ 625,981	\$-32,920

Note:

- Labour costs are estimated
- Rural Infrastructure costs are estimated.
- Any table drain and verge work required will be actioned as part of the maintenance grading program.

Black Spot Projects

- Work will begin on the business case next week.
- Preliminary design engineering may be required as part of the submission.
- If required suitable engineering opinion will need be sourced.
- Submission costs are expected to be minimal, however, as outlined last year, costs for the submission are required to be borne by Council until such time as the funding is approved.

Road Maintenance Program

- Repairs and reconstruction work will commence next week.

Gamble St Drain

- Work is nearly complete.
- Barrier /bollard installed in lieu of Armco barrier has been actioned to minimize the budget impact.
- Asphalt repair, footpath repair and hand rails remain to be installed.
 - Subcontractors required include;
 - Stirling Asphalt (to be actioned with the Hotel – Town Hall path)
 - AP Concrete

- Subcontractors are booked to complete other works (concrete footpath and asphalt path) and are expected within 2 weeks.

Note: *This is carried over remedial works from the original project 2 years ago. This budget was expended then. Financials not available at time of report.*

PARKS & GARDENS - TOWN SERVICES

Ashelford Park

- Greenstock has been ordered with minimal changes.
- Sage garden delayed until Spring availability.
- Plantings due early May
- Plaque due end of May early June
- Looking to have the event towards mid – late June, Suggested Opening dates mid to late June 2024.

Note: *Financials not available at time of report.*

Swimming Pool

Tenders still under evaluation at the time of report.

Recreation Reserve

The oval looks great.

Budget is being prepared for the maintenance regime.

The CDO has suggested that we source community feedback for suggested events to utilise the asset during the year. E.g. car clubs, model aircraft clubs etc., approach to be determined.

Note: *Financials not available at time of report.*

Footpath Replacement Program

Footpath and concrete works to be covered by the Footpath LRCI budget.

- Hotel to Town Hall footpath and a pram ramp Honour Avenue and Wilson Street
- Pram Ramp – Ashelford Park
- Footpath repairs Community Mart corner
- Repairs Piesse St
- Crossover – Senior Citizens Swan Street entry
- Shire office disabled bay ramp. We are converting the disabled car bay and the one alongside of it to – 1 disabled bay with ramp/ walkway and a motor cycle bay
- Post Office Ramp assistance – approximately \$ 15,000



Note: *Financials not available at time of report*

Cemetery

Rotary are growing rosemary for the front fence – this will eventually hedge and help with erosion as well as beautify the fence and can also be used for services if required.

Information board to be installed these are being ordered by the Friends of the Cemetery (FOC).

The Shire is ordering a large Tallow tree to put in the old area – this will be done when Ashelford Park green stock is ordered at an est. cost \$200, and a gabion seat installed (already accounted for) – requires rocks sourced and placed at an est. cost of \$ 2,800 (plant and labour) will be placed alongside the tree.

We have re submitted a request for the Works Camp to help at the Cemetery 1 day every second month to help with the erosion – spreading of sand and gravel.

The Parks & Gardens team have been spreading the small white granite stones on some of the old grave sites to restore and enhance them.

FOC AGM is scheduled for the 15th of May to discuss further. Jennie and Terry to attend.

Note: *Financials not available at time of report.*

RUBBISH TIP

Preliminary road construction this month.
Water filled barriers to be investigated to facilitate top tipping.



Our X-Stream water filled barrier is the perfect pedestrian delineator. Ideal on construction sites and great for use in car parks or at events. It's lightweight, easy to manoeuvre and install. Grab yours, at a great price today!

The original resolution by Council was to install segregation fencing, rubbish fugitive fencing, gates and signs.
There will be a need for a future Council resolution to balance this budget and allow for the directed works. Currently there is the \$20,000 for fencing assigned within the LRCI funding.

An estimate is currently being sourced for the above.

Note: *Financials not available at time of report.*

HUMAN RESOURCES

- One of our casual road crew plant operators has resigned, we are currently looking at budget options with regards to replacing him and advertising this position.
-

OH&S

- Discussions are in progress with Razerpro Construction about door repairs at the Butlin Street Depot as a result of the 2021 storms. Shire staff may help to install.

Note: *Financials not available at time of report.*

- An operator ran over a rock in the Mitsubishi ute resulting in minor damage (scratch to bumper and dent to undercarriage.)
-

VEHICLE/PLANT

- Brake repairs have been completed by Petchell's on the Haulmore Trailer.
- Air issues with the Iveco prime mover. Foot valve under brake pedal to be serviced.
- Mid-life repairs by Westrac to the grader \$ 9K. No impact to work flow as most of the work was completed on an RDO.

Note: Financials not available at time of report.

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

(54/2024) Moved: Cr Loton

Seconded: Cr Stratford

That Council receives the Manager of Works Officer's report.

CARRIED 7/0

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(55/2024) Moved: Cr Stratford

Seconded: Cr Dickson

That Council approves the footpath replacement and the other recommended minor concrete works be coded against the Capital account for the footpath work at an estimated value of \$5,700.

CARRIED 7/0

10.3. COMMUNITY DEVELOPMENT

10.3.1. COMMUNITY DEVELOPMENT OFFICER’S REPORT APRIL 2024

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 April 2024
Reporting Officer:	Nikki Towell, Community Development Officer
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 March and April 2024.

COMMENT

Town Wide Bunny Hunt

The Easter event has now concluded. It started on 11th March 2024, and included two weeks of town wide bunny hunting and then finished with a four day after school trade-in for treasure and prizes. The bunnies were traded for chocolate eggs or for stamps featuring an Easter theme. The event has received positive verbal feedback, support from community members, local businesses, community groups and is considered a success. The event organiser CDO has worked diligently to ensure that all aspects of the event were well-organized, safe, and enjoyable for participants. The total of 19 children traded in 75% of the bunnies hidden which was a fantastic rate of return. 25% was due to children not attending trade in’s or bunnies being lost, stolen, or kept. The prizes not claimed will be used next year for a similar or same event.

Photos of children below at Trade-In days & Flyer for Trade-In Days

Total cost \$654.05 Budget \$700



Ashelford Park Opening Ceremony

The Shire is currently working on the opening ceremony for Ashelford Park In conjunction with the 21st Anniversary of Tidy Towns. As was discussed on the Ordinary Meeting of Council 21 March 2024.

EXERPT FROM LATE ITEM: ASHELFORD PARK FURTHER BACKGROUND INFORMATION
'That Council Receives the Manager of Works Officer's background report, and directs the CEO to instruct the MOW that Council:

3. Approves the additional expenditure of approximately \$5,600 for the Plaque and Opening event which will incorporate the Tidy Town 21st anniversary from GL code 2040212 Public Relations (2,000) and GL code 2140285 Legal Expenses (2,400).'

Seniors Mystery Bus Trip

On Wednesday 17th April 2024, a group of 18 eager seniors are attending a mystery trip to a secret location.

The participants paid \$20 towards the event to book their spot which was reinvested in the Contributions to Community budget.

Will report on outcomes and accurate costing in May report.

Budget \$1700

Actual Cost: It is unknown which purchases the attendees will make for lunch of which the maximum amount per head has been budgeted for.

Youth Table Tennis Tournament Fridays

On the 19th April (first Friday of school term) from 4-6pm we will be holding a Youth Table Tennis Tournament at the Rec Center. The children will have their names put in a hat and the two children that are drawn out will play against each other, with the winners progressing to the next round until the finals.

The supervision will require a rotating roster of volunteers to assist on the Friday afternoons. Advertising for both volunteers and youth began on the 10th April 2024. This advertising is taking place through the school, Wylie Weekly, and town shop windows.

CarExpert Filming at the Airport

On Tues 2nd – Friday 5th April the town was a buzz with activity as Paul Maric and his team of employees from CarExpert came to Wyalkatchem Airport to film cars borrowed from the LEE Collection. The LEE collection is a large privately-owned collection of very rare, exotic cars, bikes and boats owned by self-made Perth billionaire who is a part owner in CarExpert.

After the filming on the Airstrip on Friday, at 1:30pm the team kindly brought the cars down to the front of the CRC to show the public. Many people got a rare look inside Bentleys, Rolls Royce's, McLaren and a Kawasaki X-Bow as well as a HQ Holden. Around 40 people showed up to take photos and ask questions.

The CarExpert team mentioned on many occasions how amazing the town is, and that Wyalkatchem has the friendliest people they have met, a huge compliment to everyone. They are also looking forward to potentially coming back in future.

Below; some of the cars Car Expert filmed during the time in Wyalkatchem.



STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

2.1. Purchasing Policy

2.3. Transaction Card Policy

9.2. Community Bus Hire

FINANCIAL IMPLICATIONS

There are budgeted financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

Objective No.	Outcome (Business Plan)	Goal No.	Actions (Community Strategic Plan)
ED1.1.2.5	Co-ordinate activities that recognise national events, our leaders, volunteers and new community members.	Goal 2	“An active, engaged and social community.” - Facilitate encourage and support community events.
S2.1.1.4	Collaborate with the CRC to update promotional material – What to see and do in Wyalkatchem and surrounds.	Goal 9	“Improve waste services.” -Encouraging recycling and support initiatives and programs.
E3.1.3.1	Develop a long-term plan for increasing recycling and/or a reduced dependence on renewable inputs.		

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(56/2024) Moved: Cr Petchell

Seconded: Cr Begley

That Council receives the Community Development Officer’s report.

CARRIED 7/0

10.4. GOVERNANCE AND COMPLIANCE

10.4.1. CHIEF EXECUTIVE OFFICER'S REPORT – APRIL 2024

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 April 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

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 continues to be meetings with Community, Business Owners and individual meetings with all staff.

Organisationally the CEO focus has included progressing the Community Strategic Plan, working to finalise the interim internal audit, reviewing procurement process and procedures and reviewing the operating cadence of Council. Challenges have included CEO emails being hacked and subsequent work with IT provider to reinstate technology. This highlighted some deficiencies in the technology set up of Council; which will be reviewed in due course.

The key focus by the CEO for April – June 2024 will be the Community Strategic Plan and Budgeting.

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

- 10 Mar 2024 Meeting with Auditors
- 14 Mar 2024 Telephone Call with landlord / community member Ruth McWilliams
- 15 Mar 2024 Welcome to Wylie and Citizens Award Event
- 19 Mar 2024 Department of Water and Environmental Regulation (DWER) Round Table
- 20 Mar 2024 Rural Health West
- 21 Mar 2024 Community Resource Centre
- 22 Mar 2024 Morning Tea with Community at Wyalkatchem Swimming Pool
- 22 Mar 2024 Meet with Roz Ashelford and Theresa Ryan – discuss Ashelford Park
- 22 Mar 2024 Meet with Community Resource Centre – discuss CRC Contract, Aged Care and other services.
- 27 Mar 2024 Attended WALGA Delegation and Authorisation Essentials Course
- 03 Apr 2024 Attended Wylie Biz Group Catch Up

- 04 Apr 2024 Hon Mia Davies MLA, member for Central Wheatbelt & Lachlan Hunter, Nationals
Candidate for Central Wheatbelt – attended Shire Offices
- 11 Apr 2024 Attended Great Easter Country Zone meeting – Kellerberrin

KEY CORRESPONDENCE RECEIVED

- Attachment A DG_2024-0473 – Planning Reform Update – Shire of Wyalkatchem
- Attachment B DPLH Planning Reform – Stakeholder Kit
- Attachment C Letter – CEO Shire of Wyalkatchem – Upfront Payments to Local Governments for Essential Public Asset Reconstruction.
- Attachment D Attachment – Essential Public Assess Reconstruction – Funding and Reimbursement Process for Local Governments
- Attachment E Email re Standardised meeting Procedures – Consultation now open and closing on 29 My 2024
- Attachment F CEACA Management Committee Meeting Minutes 19022024 Final for Signing
- Attachment G CEACA Special General Meeting Minutes 190224 Final for Signing
- Attachment H Community Engagement Upgrades Fund round 1 – Webinar questions and answers
- Attachment I Guidance Council Member State Federal Candidacy
- Attachment J Western Power Lighting Consultation
- Attachment K Correspondence from Royal Association of Justices of Western Australia

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 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

(57/2024) Moved: Cr Petchell

Seconded: Cr Lawson Kerr

That Council receives the Chief Executive Officer's report.

CARRIED 7/0

10.4.2. NEWROC MEMORANDEM OF UNDERSTANDING 2024

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

SUMMARY

The North East Wheatbelt Regional Organisation of Councils (NEWROC) has a Memorandum of Understanding (MOU) that underpins its operations, which expired on June 30 2023. The presentation and re-signing of the MoU was an oversight of the Executive Officer.

No changes had been made to the previous version and a significant review of the MoU was completed in 2020.

BACKGROUND

The purpose of NEWROC is to:

Provide a means for the local governments, through voluntary participation and the integration and sharing of resources to:

- a. Assess the possibilities and methodology of facilitating a range of projects, services and facilities on a regional basis under the themes of advocacy, community, economic, environment and governance*
- b. Promote, initiate, undertake, manage and facilitate under the themes of advocacy, community, economic, environment and governance;*
- c. Promote productive effectiveness and financial benefit to the Participants where there are common and shared community of interest linkages;*
- d. To take an active interest in all matters affecting the communities of the Participants with the view to improving, promoting and protecting them*
- e. Recognition as representing the view of community and business in the Participants*

The purpose of the NEWROC MoU is to affirm the partnership and collaboration of seven local governments and to further the shared aims of the organisation.

COMMENT

NEWROC envisages local governments working together in building successful communities through collective effort. The NEWROC achieves this through regional collaboration and championing opportunities for member communities. The NEWROC MoU provides the framework and vehicle to help achieve the group's purpose and mission.

The current NEWROC MoU was presented at a recent NEWROC meeting – 4 December 2023. The NEWROC Executive (local government CEOs) and Council (local government elected representatives) have both reviewed the proposed amendments with the NEWROC Council signing off on the 4 December 2023.

The NEWROC MoU is aligned to the organisations strategic planning review period (3yrs) and the minimum term of membership (3yrs).

The term of the proposed agreement is from 1 July 2023 – 30 June 2025.

The MoU is now being presented to member Councils for adoption and execution by their respective CEOs and Presidents.

STATUTORY ENVIRONMENT

Section 3.62 of the *Local Government Act 1995* (the Act) enables the Shire of Wyalkatchem to form a regional local government with other local governments subject to the provisions of sections 3.63 to 3.68 of the Act.

3.62. Constitution and purpose of regional local government

- (1) *A regional local government —*
 - (a) *is a body corporate with perpetual succession and a common seal; and*
 - (b) *is to have as its governing body a council established under the establishment agreement and consisting of members of the councils of the participants.*
- (2) *The purpose for which a regional local government is established (referred to in this Division as the **regional purpose**) is as set out in the establishment agreement.*

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The operations of NEWROC are currently financed by an annual contribution from each of the member local governments (\$14,300 incl GST based on FY23/24) and other project specific amounts from time to time.

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 12 Form strategic partnerships and advocate for the community

Outcome No.	Outcome	Action No.	Actions
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

(58/2024) Moved: Cr Loton

Seconded: Cr Stratford

That Council

- 1. Adopt the proposed Memorandum of Understanding (see attachment 10.4.2) 2023 – 2025;***
- 2. Enter into an agreement with other member local governments for the North Eastern Wheatbelt Regional Organisation of Councils for a term ending on 30th June 2026; and***
- 3. Authorise the President and Chief Executive Officer to sign and affix the Common Seal of the Shire of Wyalkatchem to the agreement.***

CARRIED 7/0

10.4.3. COMMUNITY BUSINESS SUPPORT GRANT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 April 2024
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.04
Attachment Reference:	Nil

BACKGROUND

Community Business Grant applications began in March 2024 under new Policy and guidelines which were developed and approved in the 21 December 2023 ordinary Meeting of Council.

The intent of the business grant is to demonstrate Council’s commitment to supporting our local business community which is consistent with our strategic plan because a vibrant retail/business sector supports a vibrant and engaged community. It’s primarily intended that the grant will be invested to improve the streetscape and/or business sustainability.

VOTING REQUIREMENT

Absolute Majority

OFFICER’S RECOMMENDATION/ COUNCIL RESOLUTION

(162/2023) Moved: Cr Petchell

Seconded: Cr Begley

- 1. That Council adopt the proposed Business Support Grants Policy as published below.*
- 2. That for the purposes of considering applications for grant funding in the current financial year, applications be opened between 1 February to 31 March 2024.*

CARRIED 7/0

COMMENT

Applications closed for the Business Support Grant of \$5,000 on the 30 November 2021. One application was received by the deadline.

The Wyalkatchem Post Office

The application explains the need and requirement to provide access to the community for people with mobility support needs which will also benefit those with prams.

The application also justifies the need for support from the grant to achieve the required ramp in order to continue the community’s access to Postal and Banking services.

COMMUNITY BUSINESS SUPPORT GRANT APPLICATION WYALKATCHEM POST OFFICE –

CONTRIBUTION OF \$5000.00 REQUESTED TO CONTRIBUTE TOWARDS POST OFFICE RAMP

Ref	Key Selection Criteria	Meets Requirements	Comments
1 BENEFIT	A) Alignment with the guidelines and eligibility criteria	✓	Other funding sources have been sought, there is a major benefit to the wider community and residents through provision and access of services.
	B) Demonstration of the business and community need for the project	✓	Yes – small business is unable to cover the expense of the project and the Community have been advocating for an access ramp for over 10 Years. It is also a requirement now of Australia Post that all have disability access. If not met, the business will have to close.
	C) Benefit to the Wyalkatchem Community (i.e. contribution to community well-being)	✓	Community access for all – equal opportunity and enabling the aging population and those with mobility issues to access services and retain their independence and dignity – a basic Human right
	D) Alignment to the Shire of Wyalkatchem Strategic Community Plan goals and strategies	✓	The project has demonstrated that it is aligned to SCP - Goal 2 - An active, engaged and social community. Goal 3 - A community for all ages. Goal 5 – Growth in business opportunity. Goal 8 - Our built environment responds to the accessibility and connectivity needs of all. Goal 10 - Transparent, accountable and effective governance.
2 ORGANISATION	A) ABN	✓	Yes
	B) Business Type and Purpose	✓	Post office, Banking Services and other.

3	A) Planning and design of project	✓	Design proposal included.
	B) Management and delivery of project (incl. milestones and works schedule)	N/A	it is to be Shire Management and delivery.
	C) Project Budget	✓	Estimates provided.
	D) Capacity to make a significant financial or in-kind contribution to the project/event	✓	The application is requesting a Council contribution of \$5,000.00 and will contribute \$5,000 cash. There is also a Grant application with Qantas - date unknown.
	E) Evaluation of Project	✓	There are no known issues relating to past Council funding to the applicant.
	F) Sustainability of project	✓	Long term.
	G) Use of local suppliers for capital works	✓	Yes

Score 1-5

Proposed weighting is: -

Community Benefit - 40%	5	40/100
Organisation - 20%	5	20/100
Project Planning - 40%	3	24/100
TOTAL	13/15	84/100

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(59/2024) Moved: Cr Stratford

Seconded: Cr Begley

That Council approves the entire Business Support Grant of \$5,000 to the Wyalkatchem Post Office to contribute towards the Post Office ramp construction.

CARRIED 7/0

10.5. PLANNING AND BUILDING

Nil

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

To be circulated and discussed separately – Confidential in nature.

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

Nil

14. MATTERS BEHIND CLOSED DOORS

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(60/2024) Moved: Cr Dickson

Seconded: Cr Begley

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

Mr Anderson and Mr Hammond let the meeting at 5:02pm.

Mr Delane left the meeting at 5:03pm.

Discussion.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

(61/2024) Moved: Cr Petchell

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 5:34pm.