



**MINUTES
OF THE
ORDINARY MEETING
OF COUNCIL
HELD ON
20 November 2025**

Council Chambers

Honour Avenue

Wyalkatchem

Commencement: 4:04pm

Closure: 5:00pm

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 21 November 2025.



Ian McCabe

Acting 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:

As per the Shire of Wyalkatchem Code of Conduct for Council Members, Committee Members, and Candidates for Election, and 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. Having disclosed the interest, you may declare your objectivity on the matter, and remain in the Chamber, and chair, or move/second, speak and vote on the matter.

Disclosing an Interest:

Disclosures must be made, in writing, to the Chief Executive Officer prior to the meeting, or prior to consideration of the item in which an interest exists.

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

The Presiding Member, Cr Petchell declared the meeting open at 4:04pm.

2. PUBLIC QUESTION TIME

2.1. Response to Public Questions Previously Taken on Notice

Response to a question taken on notice, ordinary meeting of council, 16 October 2025.

Ms Bruse: What are the plans for the derelict houses that have been moved onto the block adjacent to Shire Yards, on the main Road?

Dear Ms Bruse, thank you for this question. I've conducted a document and correspondence search in relation to this property and issue. I will have to observe some discretion in regard to privacy and legal matters but will endeavour to be as transparent as I can. The vacant land identified as Lot 420 Butlin Street Wyalkatchem is owned by an interstate party. The derelict houses located on the vacant land are owned by a commercial entity located in Western Australia. This issue has arisen in part because of an alleged disputed transaction between parties other than the local government. That dispute and the actions of the owner of the derelict houses relates to the period late 2023 to early 2024.

The interest of the local government relates to public health, amenity and proper use of the land. At this point, there is limited correspondence in the local government registers. I can confirm that the shire gained access to the property to conduct testing for asbestos. A report was provided to the shire in April 2024 and that report confirms the presence of Chrysotile and Amosite asbestos. The local government has written to the owner of the buildings making a number of requests and these do not appear to have been acted upon. The local government has sought legal advice and two directions hearings were scheduled in the State Administration Tribunal through legal representation, where the owner of these structures failed to appear. The State Administration Tribunal dismissed the claims of the applicant (the owner of the buildings) 'for want of a prosecution' on 10 May 2024. This referred to the likelihood that a prosecution would proceed. The shire did liaise with the Department of Water and Environmental Regulation and others and deferred to advice from those parties not to compromise possible prosecution by initiating action. Despite that, there is no evidence that a prosecution has occurred and it appears that the local government has not taken any action since mid-2024.

It is my intention to prepare advice for council. It is probable that this will include legal advice which would not be suitable for public distribution. However, I can assure you I will include reference to the situation in my CEO Report (as published in the council agenda) where I can. In the meantime, I will contact the owner of the land and seek advice from my environmental health officer and act on that advice. Should you wish to speak with me directly about any of the issues raised in relation to this matter, please contact me.

Ian McCabe

Acting Chief Executive Officer

6 November 2025

2.2. Declaration of Public Question Time opened

Public Question Time opened at 4:09pm.

Sheryl Wood asked a question regarding the aesthetics of the community and verges. The Acting CEO responded that verges are generally the responsibility of the ratepayer and that a Verge Policy would be developed for Council consideration. It was also noted that warnings had been given to ratepayers that hadn't reduced fuel loads on their property and these will be re-inspected in coming weeks.

2.3. Declaration of Public Question Time closed

Public Question Time closed at 4:13pm.

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Cr Christy Petchell	President and Presiding Member
Cr Mischa Stratford	Deputy President
Cr Christopher Loton	via TEAMS, authorised by the President, regulation 14C (2) (a) (iii) Local Government (Administration) Regulations 1996
Cr Tracy Dickson	
Cr Rod Lawson Kerr	
Cr Justin Begley	
Cr Stephen Gamble	
Ian McCabe	Acting Chief Executive Officer
Claire Trenorden	Manager Corporate Services
Aldo Lamas	Manager Works

3.2. Visitors

Sheryl Wood

3.3. Apologies

Nil

3.4. Approved Leave of Absence

Nil

3.5. Applications for Leave of Absence

Nil

4. OBITUARIES

The President advised the following prior resident of Wyalkatchem had recently passed away:

Miriam Fairclough (nee Holdsworth)

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 Stratford declared a financial interest in item 10.3.7

6.2. Impartiality Interests

Cr Stratford declared an impartiality interest in item 10.3.2

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

COUNCIL RESOLUTION:

(138/2025) Moved: Cr Stratford Seconded: Cr Begley

That Council move items 7.1.1 to 7.1.4 Confirmation and Receipt of Minutes en bloc.

CARRIED 7/0

***Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson***

7.1.1. Ordinary Council Meeting – 16 October 2025

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday
16 October 2025. (Attachment 7.1.1)

VOTING REQUIREMENT

Simple Majority

***That the minutes of the Shire of Wyalkatchem Ordinary Meeting of
Council of Thursday 16 October 2025 (Attachment 7.1.1) be confirmed
as a true and correct record.***

7.1.2. Special Council Meeting – 20 October 2025

Minutes of the Shire of Wyalkatchem Special Meeting held on Monday
20 October 2025. (Attachment 7.1.2)

VOTING REQUIREMENT

Simple Majority

***That the minutes of the Shire of Wyalkatchem Special Meeting of
Council of Monday 20 October 2025 (Attachment 7.1.2) be confirmed as
a true and correct record.***

7.1.3. Special Council Meeting – 27 October 2025

Minutes of the Shire of Wyalkatchem Special Meeting held on Monday 27 October 2025. (Attachment 7.1.3)

VOTING REQUIREMENT

Simple Majority

That the minutes of the Shire of Wyalkatchem Special Meeting of Council of Monday 27 October 2025 (Attachment 7.1.3) be confirmed as a true and correct record.

7.1.4. Special Council Meeting – 6 November 2025

Minutes of the Shire of Wyalkatchem Special Meeting held on Thursday 6 November 2025. (Attachment 7.1.4)

VOTING REQUIREMENT

Simple Majority

That the minutes of the Shire of Wyalkatchem Special Meeting of Council of Thursday 6 November 2025 (Attachment 7.1.4) be confirmed as a true and correct record.

7.2. Receipt of Minutes

Nil

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Cr Petchell congratulated Cr Loton and Cr Lawson Kerr on their successful re-election, Cr Gamble on his successful election to Council and Cr Stratford for appointment as Deputy President.

Cr Petchell met with Jill Lees, Principal of Wyalkatchem District High School, to discuss the Shire and the school working together next year. She felt it was an extremely positive meeting and is looking forward to working together. Mrs Lees extended an invitation to all of Council and community to join them at the school presentation evening on 16 December 2025 at 6pm.

Cr Petchell mentioned Cuppa with a Councillor is next Tuesday 25 November 2025 at 10:30am and we're looking forward to hosting community members in Chambers. Everyone is welcome to attend.

Cr Petchell thanked all staff for their hard work and effort over the past few months, it's extremely evident in this agenda at how busy you have been. It is greatly appreciated.

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

10. REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – OCTOBER 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 November 2025
Reporting Officer:	Claire Trenorden, Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for payment – October 2025

SUMMARY

To provide the Council with a list of accounts paid by the Chief Executive Officer in accordance with delegated authority and for the 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.

The council has delegated to the CEO (delegation number 1.2.25) the power to make payments from the municipal fund or trust fund.

COMMENT

The payment listing for October 2025 is presented to the Council for their endorsement.

Bank Account	Payment Type	Last Number	First Number in the report
Municipal	Cheque	0	0
Municipal & Trust	EFT	EFT4778	EFT4718
Reserves	EFT	EFT	No Payments
DD	DD	DD4123.1	DD4099.1

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations, s.13.1

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2025/26 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

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

Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls
Goal No.	GOAL 11. High standard of governance
11.3	Ongoing long term financial planning and transparent financial management

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(139/2025) Moved: Cr Lawson Kerr Seconded: Cr Begley

That Council endorse the total payments for the month of October 2025 being \$443,317.81 which comprised of:

- 1. Cheque payments in the Municipal Fund totalling \$0.00;***
- 2. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$333,865.61;***
- 3. Direct Debit (DD) payments in the Municipal Fund totalling \$109,452.20.***

CARRIED 7/0

***Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson***

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – SEPTEMBER 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 November 2025
Reporting Officer:	Glenn Bradly, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	File Ref: 12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Card – September 2025

BACKGROUND

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

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 6 – Financial Management s.6.4

Local Government (Financial Management) Regulations 1996, R34

POLICY IMPLICATIONS

Policy Number 2.1 – Purchasing Policy.

Policy Number 2.3 – Credit Card Policy.

FINANCIAL IMPLICATIONS

Nil. Reported expenditure is assessed by management as being consistent with the 2025/2026 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

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

Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls
Goal No.	GOAL 11. High standard of governance
11.3	Ongoing long term financial planning and transparent financial management

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(140/2025) Moved: Cr Stratford Seconded: Cr Gamble

***That Council endorse credit card payments for the period 29 August 2025 to
29 September 2025, totalling \$3,111.43. (refer to attachment 10.1.2).***

CARRIED 7/0

***Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson***

10.1.3. MONTHLY FINANCIAL REPORTS – OCTOBER 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 November 2025
Reporting Officer:	Claire Trenorden, Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	25.08
Attachment Reference:	Attachment 10.1.3 – Monthly Financial Report October 2025

BACKGROUND

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

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

COMMENT

The attached reports 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

October 2025

Total Cash Available as at 31 October 2025 is \$5,685,935;

- cash available is made up of unrestricted cash \$2,151,076 (37.83%) and
- restricted cash \$3,534,859 (62.17%).

Rates Debtors balance as at 31 October 2025 is \$389,802 and Rates Notices for 2025-26 were issued in August 2025. Rates collected as at end of October were \$1,144,784 - 72%.

October 2025: Operating Revenue – Operating revenue of \$2,265,737 is made up of Rates - 69%, Grants - 23%, Fees and Charges - 7% and other – 1%.

Operating Expenses – Operating expenses of \$2,230,997 is made of Employee Costs – 22%, Materials and Contracts – 24%, Depreciation – 42%, Insurance – 10% and Utility – 2%.

COMMUNITY AND STRATEGIC OBJECTIVES

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

Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls
Goal No.	GOAL 11. High standard of governance
11.3	Ongoing long term financial planning and transparent financial management

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(141/2025) Moved: Cr Lawson Kerr

Seconded: Cr Stratford

That Council accepts the Statements of Financial Activity for the month ending 31 October 2025 (refer attachment 10.1.3).

CARRIED 7/0

***Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson***

10.2. WORKS AND SERVICES

10.2.1. WORKS OFFICER'S REPORT – NOVEMBER 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	01 November 2025
Reporting Officer:	Aldo Lamas – Works Manager
Disclosure of Interest:	No interest to disclose
File Number:	13.05
Attachment Reference:	Nil

BACKGROUND

To inform Council of the activities of the Works and Services team for the month ending 12 November 2025.

OVERVIEW

SUMMARY - ROADS / TOWN/ BUILDINGS

GRANTS / FUNDING APPLICATIONS

Road Safety Inspection & Black Spot Funding Application

In June 2023, Main Roads Western Australia (MRWA) conducted a Road Safety Inspection at two locations identified as black spots and flagged by the community as safety concerns:

- Benjaberring–Hindmarsh / Goomalling Merredin Road Staggered Intersection
- Goomalling Merredin Road, Davies South Road and Benjaberring South Road Intersection

The purpose of the inspection was to support the Shire's application for Black Spot funding to upgrade and enhance safety at these intersections for both the community and road users.

Following the inspection, the Shire has reviewed the safety auditor's findings and developed a concept design to address the identified issues. This design will be submitted to MRWA as part of the funding application.

As part of the proposed improvements, land acquisition will be necessary to meet road re-alignment standards. Approximately 400m² of land will be required from the adjacent landowner at the Benjaberring–Hindmarsh Road intersection.

[Refer to Photographs in Attachment A](#)

LOCAL BICYCLE AND FOOTPATH PLAN

The Shire have completed a draft Local Bicycle and Footpath Plan aimed at enhancing active transport options and improving connectivity throughout the community. This initiative supports the goals outlined in both the Disability Access and Inclusion Plan 2020–2025 and the Strategic Community Plan 2024–2034.

WORKS & SERVICES MAINTENANCE PROGRAM

The Shire is currently developing a Works and Services Maintenance Program aimed at improving the planning, delivery, and efficiency of routine infrastructure maintenance across the Shire. This program will help prioritise essential works, optimise resource allocation, and ensure timely responses to community needs.

CAPITAL WORKS PROGRAM

- **Wyalkatchem North Rod SLK 6.91 to 8.40 (Regional Road Group)**
Tree pruning and table drain cleaning have been successfully completed in line with the scheduled timeline and approved budget.
- **Davies Rd SLK 20.47 - Culvert Replacement (Roads to Recovery)**
Culvert replacement works have been successfully completed in accordance with the scheduled timeline and approved budget.
- **Old Nalkain Rd - Re-sheet - SLK (0.25 to 1.00, 3.68 to 4.17) - 1.24km (Roads to Recovery)**
Road and Maintenance Crew has started the re-sheeting works.
- **Honour Avenue and Flint Street – Footpath Works**
Earthworks started in preparation for the form work set up and concrete pour the week commencing on Monday 3 November.

ROAD & MAINTENANCE

- **Refuse Site**
Routine weekly maintenance continued throughout the month at the Refuse Site, with several key tasks completed:
 - ✓ Excavation of a new waste cell measuring 80m long x 10m wide, located adjacent to the current cell nearing capacity.
 - ✓ Fire breaks have been completed to enhance site safety.
 - ✓ Scrap metal, mattresses, and car tyres have been sorted from mixed waste piles to improve recycling and waste management efficiency.

These activities support ongoing site operations and environmental compliance.

- **Drainage – Table Drain Cleaning**
The Shire's Road and Maintenance team has recently undertaken cleaning and re-shaping works on table drains and culverts along the following roads:
 - ✓ Flint Street
 - ✓ Lindsay Street
 - ✓ Thurston Street
 - ✓ Holdsworth Road (from SLK 10.61 to 10.73)

These works are part of ongoing efforts to improve stormwater drainage and maintain road infrastructure across the Shire.

Refer to Photographs in Attachment B

PARKS AND GARDENS

▪ **Standpipe Maintenance and Backflow Testing**

In October, all standpipes located within the Shire were cleaned, and the annual backflow prevention testing was completed in accordance with regulatory requirements.

The results were reported to Water Corporation and the respective property owners, in line with our compliance obligations under the Water Services Regulations 2013.

▪ **Transfer Station Access Upgrade**

The rear of the St John transfer station building has been enclosed to provide weather protection for the toilet doors, also offering users shelter from the elements.

▪ **Cricket oval**

The first game of cricket for the season was held on 18th October at the Wyalkatchem Oval and what a start it was! The oval and wicket looked fantastic following recent scheduled annual maintenance renovation, providing an excellent playing surface for the teams.

▪ **Korrelocking Hall**

The steps at Korrelocking Hall have been successfully replaced, and a new concrete pad has been installed to improve access and safety.

▪ **Swimming pool**

Several improvements and safety measures have recently been completed at the Wyalkatchem Swimming Pool:

- ✓ The pump room window was damaged during basketball activity. A protective cover has now been installed to prevent future incidents.
- ✓ The shade cover by the toddler's pool has been upgraded with new Colorbond sheeting, and the structure has been rubbed back and repainted for a fresh look.
- ✓ A new pool fence has been installed near the balance tanks, enhancing safety and site security.

These updates help ensure the pool remains a safe and welcoming space for the community.

▪ **Laneways**

All overhanging trees in laneways across the Shire have been pruned back by an accredited tree looper, improving visibility, safety, and access for vehicles and pedestrians.

This proactive maintenance helps ensure our laneways remain clear and well-maintained for the community.

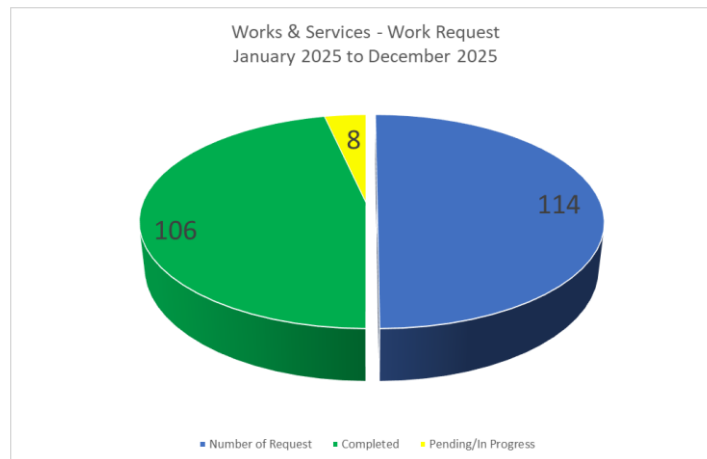
Refer to Photographs in Attachment C

WORKS REQUEST

Between 1 January and 1 November 2025, the Shire received a total of 114 works requests. Of these:

- 106 requests have been completed
- 8 requests remain open/In progress

This represents a completion rate of approximately 93%, reflecting the Shire's ongoing commitment to timely and effective service delivery.



WORK HEALTH AND SAFETY

- During routine maintenance activities, syringes were discovered while raking the parking bay and emptying bins. As a precautionary measure, we have now implemented daily raking of sandpits to ensure the area remains safe for public use.
- New staff and contractors have been provided with training through the regional online induction process to ensure they meet their statutory obligations regarding workplace inductions. This process supports compliance and promotes a safe and informed working environment for all employees and contractors.

TRAINING

Recycled Water Scheme Training – October Attendance Summary

In October, staff members attended training provided by Water Corporation focused on the Recycled Water Scheme.

The training covered two key areas:

1. Presentation on the Scheme – Overview of the system and its operational components.
2. Field Sampling – Practical, hands-on training in sampling procedures for recycled water.

This training supports our ongoing commitment to safe and effective management of recycled water systems.

STAFF UPDATE

- We have recruited two people for the position advertised General hand/all-rounder one person started on the 03 November and the second person is due to start on the 01 December 2025.

- The Dowerin Work Camp continues to maintain a strong and productive partnership with the Shire of Wyalkatchem. Their ongoing support significantly enhances our operational capacity and remains a highly valued asset to the team.

PLANT, MACHINERY AND EQUIPMENT

- As part of this year's Capital Works Plant Replacement and Purchasing Program, the Shire has successfully completed the following acquisitions:
 - ✓ New Rake/General Purpose Bucket
 - ✓ Slasher
 - ✓ Mobile Evaporative air cooler
 - ✓ Spray Unit

These purchases support the Shire's commitment to maintaining efficient operations and delivering high-quality services to the community.

- All three bush fire units have now received their six-monthly service and are fully prepared for the upcoming summer season. This ensures they are in optimal condition and ready to respond if needed. Regular maintenance is a key part of our fire preparedness strategy, and we appreciate the efforts of everyone involved in keeping our equipment ready to go.

Refer to Photographs in Attachment D

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 and they are reflected in the report.

COMMUNITY AND STRATEGIC OBJECTIVES

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

Pillar 1 Economy	Statement of Strategic Outcome: Local industry is sustained and can expand with critical and enabling infrastructure. The visitor economy diversifies our local economy and we enhance our community profile.
Goal No.	GOAL 1. Our transport network responds to the accessibility and connectivity needs of all
1.2	Deliver the Wheatbelt Secondary Freight Network Program
1.3	Participate in the Regional Road Group
Pillar 2 Community	Statement of Strategic Outcome: Our community is inclusive, it is a place where people feel valued and have access to opportunities to build their own capacity, lead healthy lifestyles and stay connected.
Goal No.	GOAL 5. A safe and healthy community for all ages
5.9	Upgrade facilities and equipment at the Wyalkatchem Swimming Pool

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(142/2025) Moved: Cr Stratford Seconded: Cr Begley

That Council receives the Works Officer's report.

CARRIED 7/0

***Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson***

Attachment B



Photo: Wyalkatchem North Rod SLK 6.91 to 8.40 (Regional Road Group)



Photo: Davies Rd SLK 20.47 - Culvert Replacement (Roads to Recovery)



Photo: Lindsay Street



Photo: Thurston Street



Photo: Thurston Street





Photo: Refuse Site – New Cell Excavation





Photo: Honour Avenue and Flint Street – Footpath Works

Attachment C

Before



After



Photo: St John Transfer Station

Before



After



Photo: Swimming Pool Pump Station

Before



After



Photo: Swimming Pool Palm Trees & Memorial Hall



Photo: Korrelocking Hall



Photo: Kids Pool Area Shade



Photo: Tree Pruning Laneways

Attachment D



Photo: Slasher



Photo: Spray unit with hose reel, general purpose towbar spray boom and 4m boom sprayer



Photo: Bobcat 1.8m general purpose rake bucket



Photo: Mobile Evaporative air cooler

10.2.2. LOCAL BICYCLE AND FOOTPATH PLAN 2026-2036

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	01 November 2025
Reporting Officer:	Aldo Lamas – Works Manager
Disclosure of Interest:	No interest to disclose
File Number:	28.27
Attachment Reference:	Attachment 10.2.2

SUMMARY

To seek Council's endorsement of the Local Bicycle and Footpath Plan 2026–2036, which outlines strategic priorities for improving pedestrian and cycling infrastructure in Wyalkatchem.

BACKGROUND

The Shire Local Bicycle and Footpath Plan 2026-2036 prioritise the promotion of health and wellbeing and improvement of the built environment by upgrading the walking and cycling infrastructure within the Shire.

The Shire supports the Disability Access and Inclusion Plan 2020-2025 and the Strategic Community Plan 2024-2034. This Plan also provides the framework to continue to support people with disabilities and other access challenges to engage with Council and access all areas of the Shire's operations.

STATUTORY ENVIRONMENT

The development and implementation of the Shire of Wyalkatchem's Local Bicycle and Footpath Plan 2026–2036 is guided by the following legislative and regulatory frameworks:

- **Local Government Act 1995 (WA):** Provides the authority for local governments to plan, construct, and maintain infrastructure including footpaths and shared-use facilities.
- **Disability Discrimination Act 1992:** Ensures that infrastructure projects consider accessibility and inclusive design for all users, including those with mobility challenges.
- **Road Traffic Code 2000 (WA):** Regulates the safe use of roads and shared paths, including provisions for cyclists and pedestrians.
- **Planning and Development Act 2005 (WA):** Supports integrated land use and transport planning, including active transport infrastructure.
- **State Planning Policy 4.2 – Activity Centres:** Encourages walkable, connected communities with safe and accessible pedestrian and cycling networks.

The Plan aligns with these statutory requirements and supports the Shire's commitment to safe, inclusive, and sustainable transport infrastructure.

POLICY IMPLICATIONS

The adoption and implementation of the Local Bicycle and Footpath Plan 2026–2036 will have the following policy implications for the Shire of Wyalkatchem:

- **Strategic Planning Alignment:** Supports the objectives outlined in the Shire's Strategic Community Plan and Corporate Business Plan, particularly in areas related to infrastructure, health, sustainability, and community connectivity.
- **Infrastructure Development:** Establishes a clear framework for prioritising footpath and bicycle infrastructure projects, guiding future capital works and maintenance programs.
- **Funding and Grants:** Strengthens the Shire's position when applying for state and federal funding by demonstrating a proactive and strategic approach to active transport planning.
- **Asset Management:** Integrates with existing asset management policies to ensure long-term sustainability and lifecycle planning for footpath and cycling infrastructure.
- **Community Engagement:** Reinforces the Shire's commitment to inclusive and accessible infrastructure, responding to community feedback and promoting active lifestyles.

FINANCIAL IMPLICATIONS

The implementation of the Local Bicycle and Footpath Plan 2026–2036 will have the following financial considerations for the Shire of Wyalkatchem:

- **Capital Investment:** Funding will be required for the construction of new footpaths, signage, and safety upgrades. These costs will be staged across the 10-year period and prioritised based on community need and infrastructure condition.
- **Operational Costs:** Ongoing maintenance of existing and new infrastructure will be incorporated into the annual operational budget, including surface repairs, vegetation management, and signage upkeep.
- **Grant Opportunities:** The Plan positions the Shire to apply for external funding through state and federal programs such as the WA Bicycle Network Grants, potentially offsetting local expenditure.
- **Budget Planning:** Specific projects identified in the Plan will be considered during annual budget deliberations and integrated into the Shire's Long-Term Financial Plan.
- **Cost Estimates:** Preliminary cost estimates for priority projects will be developed in consultation with staff and contractors to inform funding allocations and timelines.

COMMUNITY AND STRATEGIC OBJECTIVES

The Local Bicycle and Footpath Plan 2026–2036 aligns with the Shire of Wyalkatchem's broader strategic goals and reflects the community's aspirations for a safer, more connected, and active town. Key objectives include:

- **Enhance Community Wellbeing:** Promote healthy lifestyles by encouraging walking and cycling as accessible, low-cost forms of physical activity.
- **Improve Safety and Accessibility:** Provide safe, inclusive infrastructure for all users, including children, seniors, and people with disabilities, through well-designed paths and crossings.
- **Strengthen Connectivity:** Link residential areas with schools, parks, shops, and community facilities to support active transport and reduce reliance on vehicles.
- **Support Environmental Sustainability:** Reduce carbon emissions and traffic congestion by promoting non-motorised transport options.
- **Encourage Community Engagement:** Respond to local feedback and involve residents in planning and prioritising footpath and bicycle improvements.
- **Align with Strategic Planning Frameworks:** Contribute to the delivery of outcomes in the Shire's Strategic Community Plan, including:
 - ✓ *Outcome 2.1:* A connected and safe transport network
 - ✓ *Outcome 3.2:* A healthy and active community
 - ✓ *Outcome 4.1:* Sustainable infrastructure and services

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(143/2025) Moved: Cr Stratford Seconded: Cr Lawson Kerr

That Council:

1. *Receive the Local Bicycle and Footpath Plan 2026-2036 as presented, to guide future infrastructure planning and investment in active transport across the Shire of Wyalkatchem.*
2. *Recognise the Plan as a strategic framework to:*
 - *Improve pedestrian and cyclist safety*
 - *Enhance connectivity between key destinations*
 - *Promote healthy, active lifestyles*
 - *Support sustainable transport options*
3. *Request the Chief Executive Officer to incorporate the Plan's priorities into future budget considerations, grant applications, and capital works programming.*

CARRIED 7/0

***Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson***

10.2.3. WORKS OFFICER'S REQUEST FOR ADDITIONAL BUDGET ALLOCATION CEMETERY RD, WYALKATCHEM – ROAD RECONSTRUCTION (2025 / 26)

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	05 November 2025
Reporting Officer:	Aldo Lamas – Works Manager
Disclosure of Interest:	No interest to disclose
File Number:	12.05.07
Attachment Reference:	10.2.3 Attachment A

PURPOSE

To seek Council approval for an additional budget allocation in the 2025/26 financial year to support shovel-ready infrastructure projects, following a recent Expression of Interest (EOI) submission to Main Roads Western Australia (MRWA).

BACKGROUND

Following the recent State Advisory Committee (SAC) meeting and as per Alli's Hunt Local Government Interface Manager /Wheatbelt Region Main Roads Western Australia (MRWA) correspondence, it was indicated that there may be an additional allocation of funding available for Rural Regional Road Groups in the current financial year (2025 / 26).

Main Roads Western Australia (MRWA) has invited local governments to submit EOIs for additional funding available for shovel-ready projects. In response, the Shire of Wyalkatchem has submitted an EOI outlining priority projects that are ready for immediate commencement, pending financial support.

PROPOSAL

To ensure the Shire can proceed with selected projects if funding is approved, it is recommended that Council allocate additional budget provisionally in the 2025/26 financial year. This allocation will allow for timely mobilisation and delivery of works aligned with Main Roads Western Australia (MRWA) funding timelines.

COMMENT

The recommended additional budget allocation is to increase the capital expenditure of Infrastructure Roads following approval from Main Roads Western Australia (MRWA) Shovel Ready Projects. As per below breakdown.

Income/Expense/Other	Description	Proposed Additional budget - Total Funding Required	Grant Funding 2/3 MRWA	Municipal Funding Shire	Comment
Capital Expenditure	Infrastructure Roads - Cemetery Rd, Wyalkatchem – Road Reconstruction SLK 2.22 to 3.15	\$385,189	\$256,793	\$128,396	See Above

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations, 33A. Review of budget

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Additional Budget Allocation 2025/26 – Infrastructure Roads.

COMMUNITY AND STRATEGIC OBJECTIVES

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

Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls
Goal No.	GOAL 11. High standard of governance
11.3	Ongoing long term financial planning and transparent financial management

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(144/2025) Moved: Cr Begley

Seconded: Cr Gamble

That Council:

- *Endorse the submission of the EOI to MRWA for shovel-ready project funding.*
- *Approve a provisional additional budget allocation in the 2025/26 financial year to support the delivery of eligible project total municipal fund contribution of \$128,396 for Cemetery Rd, Wyalkatchem – Road Reconstruction.*

CARRIED 7/0

***Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson***

10.2.4. WORKS OFFICER'S REQUEST FOR ADDITIONAL BUDGET ALLOCATION CUNDERDIN WYALKATCHEM ROAD (2025 / 26)

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	05 November 2025
Reporting Officer:	Aldo Lamas – Works Manager
Disclosure of Interest:	No interest to disclose
File Number:	12.05.07
Attachment Reference:	10.2.4 Attachment A

PURPOSE

To seek Council approval for an additional budget allocation in the 2025/26 financial year to support shovel-ready infrastructure projects, following a recent Expression of Interest (EOI) submission to Main Roads Western Australia (MRWA).

BACKGROUND

Following the recent State Advisory Committee (SAC) meeting and as per Ali's Hunt Local Government Interface Manager /Wheatbelt Region Main Roads Western Australia (MRWA) correspondence, it was indicated that there may be an additional allocation of funding available for Rural Regional Road Groups in the current financial year (2025–26).

Main Roads Western Australia (MRWA) has invited local governments to submit EOIs for additional funding available for shovel-ready projects. In response, the Shire of Wyalkatchem has submitted an EOI outlining priority projects that are ready for immediate commencement, pending financial support.

PROPOSAL

To ensure the Shire can proceed with selected projects if funding is approved, it is recommended that Council allocate additional budget provisionally in the 2025/26 financial year. This allocation will allow for timely mobilisation and delivery of works aligned with Main Roads Western Australia (MRWA) funding timelines.

COMMENT

The recommended additional budget allocation is to increase the capital expenditure of Infrastructure Roads following approval from Main Roads Western Australia (MRWA) Shovel Ready Projects. As per below breakdown.

Income/Expense/Other	Description	Proposed Additional budget - Total Funding Required	Grant Funding 2/3 MRWA	Municipal Funding Shire	Comment
Capital Expenditure	Infrastructure Roads - Cunderdin-Wyalkatchem Rd, Wyalkatchem WA - SLK 3.00 to 5.00 Road Reconstruction	\$540,000	\$360,000	\$180,000	See Above

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations, 33A. Review of budget

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Additional Budget Allocation 2025/26 – Infrastructure Roads.

COMMUNITY AND STRATEGIC OBJECTIVES

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

Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls
Goal No.	GOAL 11. High standard of governance
11.3	Ongoing long term financial planning and transparent financial management

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(145/2025) Moved: Cr Begley

Seconded: Cr Stratford

That Council:

- *Endorse the submission of the EOI to MRWA for shovel-ready project funding.*
- *Approve a provisional additional budget allocation in the 2025/26 financial year to support the delivery of eligible project total municipal fund contribution of \$180,000 for Cunderdin-Wyalkatchem Rd, Wyalkatchem WA - SLK 3.00 to 5.00 Road Reconstruction.*

CARRIED 7/0

***Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson***

10.3. GOVERNANCE AND COMPLIANCE

10.3.1. CHIEF EXECUTIVE OFFICER'S REPORT – NOVEMBER 2025

Applicant:	Not Applicable
Location:	Whole of District
Date:	13 November 2025
Reporting Officer:	Ian McCabe, Acting Chief Executive Officer
Disclosure of Interest:	No interest to declare
File Number:	13.05.01
Attachment Reference:	NIL

BACKGROUND

This report is prepared by the Acting CEO to inform Council and the Community about CEO activities and responsibilities, including progress against published plans and agreed performance criteria.

COMMENT

This report is for the period 9 October 2025 to 12 November 2025.

The Acting CEO was on annual leave Friday 24 October, Thursday 30 October and Monday 3 November.

The focus in the past month has been the recruitment by council of a nominal CEO; the local government election; compliance activities (audit, annual report); staffing matters (recruitment, development); land management (debt management and recovery; title status and valuation); financial and strategic planning; business management of the local government.

At the ordinary meeting 16 October, council considered governance, financial reporting and operational reports and made decisions in relation to CEO recruitment and DFES communications.

The local government election was held 18 October with five candidates for four councillor offices. A successful election is a contested respectful election with good turnout and that seems to have been the result. Congratulations to all candidates and the community for their engagement and participation.

Council held a special meeting to install the new council 20 October. Cr Stephen Gamble re-joined council, while Cr's Petchell, Loton and Lawson Kerr were re-elected. Cr Christy Petchell was elected President and Cr Mischa Stratford was elected Deputy President. All statutory declarations were received by Mr Don Eaton JP and the local government thanks him sincerely for his participation in the meeting. It should be noted that 17 persons witnessed the new council taking their seats with former councillors Fred Butt, David Holdsworth, Shirley Maitland, Campbell Jones, Georgie Davies, Dennis Pease and the recently retired President Owen Garner among them. Sincere thanks to all for attending. Past President Quentin Davies and former councillors Tom Davies and Coral Ryan provided an apology, as they were travelling and unable to attend, but both offered sincere best wishes for council's every success in office.

Council and the independent member of the selection panel David Holdsworth met 23 October to discuss CEO Recruitment.

Council and the independent member of the selection panel David Holdsworth met 27 October to discuss CEO Recruitment.

Council held a Special Meeting 27 October to appoint members to committees and representations. Council also approved the selection criteria and position description for the recruitment of a Chief Executive Officer, allowing advertising to commence 3 November.

At a special meeting of Council held 6 November, the Presiding Member and Deputy Presiding Member of the Audit, Risk and Improvement Committee were appointed; and a sub-division matter (previously approved) was considered at the request of the WA Planning Commission.

Key Meetings 9 October 2025 to 12 November 2025.

9 October State Hazard Plan – fire – webinar, Department of Fire and Emergency Services (DFES).

10 October Reporting and Program Management (RPM) Information Session, Department of Infrastructure, Transport, Regional Development, Communications, Sports and the Arts (Commonwealth).

13 October CEACA (Central East Accommodation & Care Alliance Inc.), online; attended part meeting only due to communications issues.

14 October Cr Christy Petchell, as Presiding Member, Audit, Risk and Improvement Committee, to discuss audit requirements.

14 October Cr's Garner and Petchell, President and Deputy President, to discuss the transition to a new council, my work, and CEO recruitment.

15 October meet with elected member.

15 October Pre-season DFES briefing, Chief Bush Fire Control Officers and CEOs.

15 October Department of Planning Lands and Heritage, WA Police, regarding a request by the Shire of Wyalkatchem to acquire land within a police reserve.

15 October With the Manager of Works and a representative of the former Rotary Chapter to discuss possible works at the cemetery.

16 October With Manager of Corporate Services, provision of information briefing for an auditor who is bidding for the Office of Auditor General contract to service Wyalkatchem.

16 October With Manager of Corporate Services, recruitment interviews (2).

16 October Photography session, outgoing council and senior staff (prior to council meeting); dinner with outgoing council (post council).

18 October (Saturday) – full day, opening shire office prior to 8am and concluding with election count and reporting of result, post 10pm, local government election.

20 October Meeting with lessee, aerodrome hangar.

20 October HR consultant to Council, CEO recruitment.

21 October LGIS (local government insurer) safety consultant, re the shire pursuing Tier 1 safety accreditation.

22 October Site inspection of shire facility

22 October meet with elected member.

23 October with Cr's Petchell (President) and Stratford (Deputy President) to discuss the new term of council.

28 October Cr's Petchell (President) and Stratford (Deputy President), regular meeting to brief the President about the local government's affairs, s.2.8 (1)(e) Local Government Act 1995.

29 October With team leader Town, drive inspection of roads and laneways.
29 October Contract Environmental Health officer, food inspections, authorisations, local public health plan.
4 November with Cr Lawson Kerr, Bencubbin, North Eastern Wheatbelt Regional Organisation of Councils (NEWROC), council meeting.
10 November Rate payer
11 November Cr Petchell (President), regular meeting to brief the President about the local government's affairs, s.2.8 (1)(e) Local Government Act 1995.
11 November with the President and members of staff, Pioneer Park, Remembrance Day event.
11 November Wheatbelt Development Commission, land and housing development.
11 November Prospective lessee.

Key Activities 9 October 2025 to 12 November 2025.

- Wylie Weekly publications, website and social media management, liaising with community and external agencies, other information distribution.
- Liaising with governments on various matters.
- Managing election processes.
- Preparation of annual report.
- Management of legacy consulting arrangements.
- Conducting quotation process for property valuations; lease negotiation.
- Preparation of quotation brief for recruiters, CEO Recruitment; preparation for and conduct of the workshop with councillors, CEO Recruitment; administrative support to the recruiter and selection panel.
- Continued review of emergency management arrangements.
- Information management, record-keeping, removing subscriptions.
- Review of 2025/26 budget arrangements for workforce planning. At this point in time, the Acting CEO has set full-time equivalents in line with the previous financial year. This will result in savings against the approved budget. Workforce Planning and council budget review will make a further assessment early in 2026.
- Recruitment activities.
- Forward planning; various matters related to strategic planning, council calendar and operations. With Manager of Works, develop responses to MRWA EOI, roads projects; responses to site management, refuse site.
- Land management matters related to CEACA.
- Procurement of laptops for use by councillors and administration. Strategically, laptops, as opposed to workstations, are more flexible as to location and support a strategy of remote working in the event of disaster.
- Various protracted matters related to delinquent debt including records, debt management, land management.
- Various matters related to operations, management of staff, financial processes, workplace health and safety, community relations, governance and the daily management of the business.

STATUTORY ENVIRONMENT

Section 5.41 details the role of the (Acting) Chief Executive Officer:

5.41. Role of CEO

- (1) The CEO, as the local government's chief executive officer, is responsible for managing the local government's administration and operations.
- (2) The CEO's executive role includes the following —
 - (a) causing council decisions to be implemented;
 - (b) managing the provision of services and facilities that the council has determined the local government is to provide in the district;
 - (c) determining procedures and systems for —
 - (i) implementing the local government's policies as determined by the council; and
 - (ii) otherwise managing the local government's administration and operations;
 - (d) being responsible for the employment, management, supervision, direction and dismissal of other employees

(subject to section 5.37(2) in relation to senior employees);
 - (e) ensuring that records and documents of the local government are properly kept for the purposes of this Act and any other written law.
- (3) The CEO is the council's principal advisor and, as such, does the following —
 - (a) advises, and procures advice for, the council in relation to the local government's affairs and the performance of the local government's functions;
 - (b) ensures that the council has the information and advice it needs to make informed and timely decisions.
- (4) The CEO —
 - (a) liaises with the mayor or president on the local government's affairs and the performance of the local government's functions; and
 - (b) speaks on behalf of the local government if the mayor or president agrees.
- (5) The CEO performs any other function specified or delegated by the local government or imposed under this Act or another written law as a function to be performed by the CEO.

POLICY IMPLICATIONS

There is no policy directly relevant to this report.

FINANCIAL IMPLICATIONS

There is no direct financial implication to this report. The Acting CEO seeks to add value to Council Decisions and maximise community benefit of operations and project outcomes.

RISK IMPLICATIONS

There is no direct risk implication to this report.

COMMUNITY AND STRATEGIC OBJECTIVES

All areas of the Strategic Community Plan are relevant to this report. The Acting CEO is actively examining opportunities for progress against the Plan.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(146/2025) Moved: Cr Stratford

Seconded: Cr Dickson

That Council:

- 1. Accept the Acting Chief Executive Officer's Report as presented.*

CARRIED 7/0

*Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson*

Cr Stratford declared an impartiality interest in item 10.3.2

10.3.2. REVOCATION MOTION

Applicant:	Not Applicable
Location:	Whole of District
Date:	13 November 2025
Reporting Officer:	Ian McCabe, Acting Chief Executive Officer
Disclosure of Interest:	No interest to declare
File Number:	13.05.01M
Attachment Reference:	1. Written support of three elected members to revoke a motion. 2. Confidential Attachment: CEO Report May 2024

BACKGROUND

In May 2024 Cr Stratford moved a motion with notice to accelerate the transfer of land within a police reserve. The then Chief Executive Officer prepared a report in response which makes certain statements that prime facie exceed the authority of the CEO. It is the advice of the Acting CEO that that report be removed from the minutes of the meeting.

COMMENT

In May 2024, Cr Stratford submitted a motion to the then CEO that sought to further the transfer of land from WA Police (ultimately to CEACA). The wording of the motion and the debate is not of interest to this item.

The then Chief Executive Officer prepared a written response which was included in the minutes of the meeting (*11.2 Chief Executive Officer's Report To Cr Stratford's Motion With Notice*).

It is the advice of the Acting CEO that this report makes certain statements which go outside the advisory responsibility of the CEO in this format. Given that the meeting was closed for consultation and internal debate, this report adds no value to the minutes, and it is recommended that it be removed in its entirety. The remainder of the item and minutes would stand.

The Acting CEO has provided confidential advice to council. Three councillors (including the mover) have provided written support for a motion of revocation (of a motion) as per s.5.25 (1) (e) of the Local Government Act 1995 and Regulation 10 of the Local Government (Administration) Regulations 1996, to wit:

(1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

The support for revocation is attached to this item. The report in question is attached as a **confidential attachment**.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

There is no directly relevant policy to this item.

FINANCIAL IMPLICATIONS

This item has no direct financial implications.

RISK IMPLICATIONS

This item has been prepared to reduce risk to council and the local government. Elected members have been provided with confidential advice by the Acting CEO in respect of this item.

COMMUNITY AND STRATEGIC OBJECTIVES

Goal 11: High standard of governance.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(147/2025) Moved: Cr Dickson

Seconded: Cr Gamble

That Council:

- 1. Revoke the confirmation of minutes for the ordinary meeting dated 16 May 2024 (resolution 85/2024); and,**
- 2. Request the Acting CEO to remove the CEO Report 11.2 from the meeting papers of that meeting; and,**
- 3. That the amended Minutes for the ordinary meeting of 16 May 2024 be confirmed as a true and correct record.**

CARRIED 7/0

**Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson**

Cr Stratford exited the meeting at 4:47pm

Cr Stratford re-entered the meeting at 4:48pm

10.3.3. LEASE HANGER ONE (1)

Applicant:	Not Applicable
Location:	Whole of District
Date:	13 November 2025
Reporting Officer:	Ian McCabe, Acting Chief Executive Officer
Disclosure of Interest:	No interest to declare
File Number:	05.19.06C
Attachment Reference:	1. Valuation; 2. Draft lease; 3. Public Notice.

BACKGROUND

Mr Eckersley has occupied hangar one (1) since October 2020. A lease held by him expired 1 October 2025 and he expressed a desire to renew. An extension was granted to 1 January 2026. The Acting CEO has managed the process to this point.

COMMENT

Mr Eckersley has held a lease on hangar one (1), located at the Wyalkatchem aerodrome, since October 2020. The conditions of the prior lease required any further term to 'be agreed in writing at least six months prior to expiry.' As the lease was expiring 1 October 2025, this would have required written agreement by 1 April 2025. Agreement would entail council approval and given requirements to ascertain value, public notice and other administrative matters, the process would need to have commenced at the start of 2025.

The possibility of renewal came to the attention of the Acting CEO 12 August 2025 and with in-principle agreement to renew, an item was presented to Council at the August ordinary meeting. This approved an extension to the lease until 1 January 2026 to allow for required processes to be completed. In the interim, a property valuation was prepared, a draft contract negotiated and public notice issued.

A valuation of \$2,500 per annum (**excluding GST**) prepared for the previous lease was transposed incorrectly to the executed lease and consideration was collected at \$2,500 per annum **including GST**. In addition, rent reviews and inspections were not applied. The timing of payments was collection in arrears, which potentially means a lessee who vacates may not pay for time already occupied. Additionally, the local government has not had maintenance plans for the assets at the aerodrome, a situation currently being remedied.

These factors are corrected in the proposed lease with a recent valuation of \$2,800 per annum (GST exclusive), or \$3,080 per annum GST inclusive, fully reflecting market value. In addition, rent review and property inspection are timed for 31 March each year to allow for input to the budget (and when necessary, commence renewal discussions). Finally, payment in advance means the risk of non-payment is reduced.

It is recommended that some financial relief be provided to the lessee. In this instance, the quiet enjoyment provision was compromised by shire officers in August 2024. In addition, Mr Eckersley has cleaned the interior of the hangar and repaired some roofing panels. For these reasons, the advice is to provide some compensation, which, in altering the timing of payments, means no change to the shire's cash flow but does provide a notional benefit to the lessee.

Mr Eckersley is a good tenant and has demonstrated his willingness to work with the shire to maintain and improve the value of the asset. All lease payments are made as agreed; his interest in flying, his membership of the flying community and the projects he is completing could add value to the aerodrome in the future; consequently, this renewal is supported.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

There is no directly relevant policy to this item.

FINANCIAL IMPLICATIONS

This item generates revenue of \$13,300 over the course of its term (this may increase, subject to annual rent reviews).

RISK IMPLICATIONS

This item has been prepared to reduce risk to council and the local government. Besides management of the relationship, this lease will assist in managing the asset and contribute to the strategic planning of the aerodrome.

COMMUNITY AND STRATEGIC OBJECTIVES

Goal 11: High standard of governance.

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(148/2025) Moved: Cr Begley

Seconded: Cr Lawson Kerr

That Council:

- 1. Approve the draft lease as attached to this item, between the Shire of Wyalkatchem and Mr Bruce Eckersley, for the disposition of hangar one (1) at the Wyalkatchem aerodrome, for a period of five years, commencing 2 January 2026; and,**
- 2. That the conditions of the lease as set out in its terms and in schedules will determine its operative delivery, being annual rent of \$2,800 GST exclusive; annual rent review and inspection; rent payable in advance; required public liability insurance; and,**
- 3. Note that no public submissions were received on this matter; and,**
- 4. Authorises one quarterly period of rent, being \$700 excluding GST, to be written off, in recognition of the lessee's right to quiet enjoyment being compromised in August 2024 and various maintenance matters borne by the lessee; and,**
- 5. Authorise the President and Acting CEO to execute the lease and affix the Common Seal.**

CARRIED 7/0

**Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson**

10.3.4. BUDGET VARIATION – CSRFF, CRICKET PRACTICE WICKET AND NETS

Applicant:	Not Applicable
Location:	Whole of District
Date:	13 November 2025
Reporting Officer:	Ian McCabe, Acting Chief Executive Officer
Disclosure of Interest:	No interest to declare
File Number:	12.5
Attachment Reference:	1. Grant advice and draft agreement (Department of Creative Industries, Tourism and Sport), October 2025. 2. Summary document, grant application (consultant, March 2025).

BACKGROUND

The Shire of Wyalkatchem, through an external consultant, applied for a CSRFF (Community Sporting and Recreation Facilities Fund) grant in March 2025. There is no provision in the approved 2025/26 budget for funds or resources to complete this project.

COMMENT

The Minister for Sport and Recreation, Hon. Rita Saffioti MLA, has approved the awarding of a grant to the Shire of Wyalkatchem for the purpose of constructing a cricket practice wicket and nets at the Wyalkatchem Sport and Recreation ground.

The grant awards \$32,680 toward a project costed in March 2025 at \$65,359. The shortfall of \$32,679 (which includes shire resources, materials and in-kind contributions) has not been included in the approved 2025/26 budget.

Approval of this request will authorise the Acting CEO to sign the grant acceptance and receive the grant funds; further, the shire will then meet with stakeholders to agree on project milestones, contributions and outcomes. To deliver this project in an efficient and cost-effective manner, the shire will aim to maximise the contributions of stakeholders while providing oversight, expertise and critical skills. In this way, the club(s) can have some ownership, but the project will be delivered in a manner which minimises risk and maximises beneficial outcomes for the community.

The project was initiated by a prior council and CEO in April 2023.

The consultant was engaged for this purpose in March 2025 at a cost of \$3,315.

It is the advice of the Acting CEO that this project can be delivered within the expected budget and time frame. Construction would occur early 2026. It is my expectation that the Manager of Works will provide reporting to Council and financial reporting will be within regular monthly reports.

STATUTORY ENVIRONMENT

A New Tax System (Goods and Services Tax) Act 1999
Corporations Act 2001 (Cth)
Freedom of information Act 1992
Financial Management Act 2006
Local Government Act 1995

POLICY IMPLICATIONS

There is no policy directly relevant to this report.

FINANCIAL IMPLICATIONS

This item will increase projected expenditure by \$32,679.

RISK IMPLICATIONS

Early assessment by the Manager of Works has identified construction risk to site water supply; in addition, construction at the original planned site would obstruct traffic and would require some clearing; these issues will be mitigated by an immaterial change in planned location (by approximately 50m north-east of original planned site). This has no effect on this item or the grant application and no effect on usage of the wider facility. For information only.

There is no risk implication to this report.

COMMUNITY AND STRATEGIC OBJECTIVES

5.10 Support sporting clubs, local clubs and associations to deliver their activities, competitions and services.

Goal 11: High standard of governance.

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(149/2025) Moved: Cr Dickson

Seconded: Cr Begley

That Council:

- 1. Approve a budget variation, increasing expenditure by \$32,679, to facilitate the acceptance of a Community Sporting and Recreation Facilities Fund grant, reference GR-04-00001024, for the purpose of construction of a cricket practice wicket and nets at the Wyalkatchem Sport and Recreation Ground by 15 June 2026.**
- 2. Authorise the Acting CEO to accept the grant and facilitate grant management, planning and construction of the project, and provide periodic reporting to council and the grantor.**

CARRIED 7/0

**Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson**

10.3.5. CHANGE IN ORDINARY MEETING DATE – FEBRUARY 2026

Applicant:	Not Applicable
Location:	Whole of District
Date:	13 November 2025
Reporting Officer:	Ian McCabe, Acting Chief Executive Officer
Disclosure of Interest:	No interest to declare
File Number:	13.05
Attachment Reference:	NIL

BACKGROUND

Council has approved meeting dates for 2026. The February meeting is currently set for Thursday 19 February. The Great Eastern Country Zone of WALGA (West Australian Local Government Association) has resolved to provide training to elected members which conflicts with the set date in February 2026.

COMMENT

On 27 June 2019, changes to the Local Government Act 1995 were passed by Parliament which require all council members to undertake training within the first 12 months of being elected. The changes have been introduced in recognition of the unique and challenging role that council members have. The training course, Council Member Essentials, has been developed to provide council members with the skills and knowledge to perform their role as leaders in their district.

The training includes:

- Understanding local government
- Serving on council
- Meeting procedures
- Conflicts of interest
- Understanding of financial reports and budgets

All council members have to complete the Council Member Essentials course unless, in the previous five years, they have passed the Diploma of Local Government 52756WA (Elected Member) or the course titled LGASS00002 Elected Member Skill Set.

It is noted that some elected members are close to the five-year requirement.

Legislation and best practice will change over time, and should an elected member repeat any training, this allows for both a refresh of the principles as well as provide updates on aspects that have changed.

The WALGA zone will be making all five modules available in-person, February and March of 2026. There is a conflict with the ordinary meeting of Thursday 19 February. WALGA has advised it is advisable to move the meeting to maximise the opportunity for attendance.

This item recommends the ordinary meeting be moved to a date one week later.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Policy 6.4 Elected Member Training and Development is relevant to this report.

FINANCIAL IMPLICATIONS

This item has no direct financial implications. Should there be additional expense this will be addressed in the budget review process in early 2026.

RISK IMPLICATIONS

There is no direct risk implication to this report. Risk is the effect of uncertainty on business decisions. It is highly likely that uncertainty in business (and strategic) decisions will be reduced with increased elected member training and development.

COMMUNITY AND STRATEGIC OBJECTIVES

Goal 11: High standard of governance.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(150/2025) Moved: Cr Lawson Kerr

Seconded: Cr Loton

That Council:

- 1. Approve that the ordinary meeting of February 2026 to occur 4pm Thursday 26 February 2026; and,***
- 2. Request the Acting CEO to arrange local public notice as required by section 1.7 of the Local Government Act 1995.***

CARRIED 7/0

***Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson***

10.3.6. POOL MANAGEMENT CONTRACT

Applicant:	Not Applicable
Location:	Whole of District
Date:	13 November 2025
Reporting Officer:	Ian McCabe, Acting Chief Executive Officer
Disclosure of Interest:	No interest to declare
File Number:	12.24
Attachment Reference:	All Attachments are confidential, commercial in confidence: <ol style="list-style-type: none"> 1. Tender advert RFT – 03-23.24; 2. Tender submission 2024/25, Contract Aquatics; 3. Draft agreement; 4. Purchase order 4481 (for information only).

BACKGROUND

Contract Aquatics has been managing and operating the Wyalkatchem Memorial Swimming Pool for more than a decade. A tender was let in March 2024 to manage and operate the Wyalkatchem Memorial Swimming Pool. The incumbent supplier did not submit and there were no responses. As is permissible by regulations, the supplier was invited to tender.

COMMENT

Contract Aquatics has been managing and operating the Wyalkatchem Memorial Swimming Pool for more than a decade. A tender was let in March 2024 (number 03-23-24) to manage and operate the Wyalkatchem Memorial Swimming Pool. That Request for Tender was for a period of three years with an option for a further two years.

A tender (not quotes) was required because the anticipated expenditure for a term of three years would be in excess of the legislative limits within the Local Government (Functions and General) Regulations 1996. All tenders of this quantum are subject to council decision.

The incumbent supplier did not submit and there were no responses. As is permissible by regulation, the supplier was invited to provide a tender. Due to the nature of supply and industry and the location of operation, there is a genuine case for sole source of supply.

The submission was for a period of three years, with a further two years as an option, and is therefore likely to exceed the requirements of regulations. Despite this, there does not appear to be a council resolution or contract. A purchase order was prepared by the CEO for the 2024/25 season and signed 15 November 2024 but was not associated with the tender and as asserted above, not subjected to council review.

In the interim, the company has restructured. This is a process referred to as novation, which transfers all rights and obligations to the new entity. The same officers are associated with the trading name and operation. To that end, operations are not impacted.

Novation is a legal convenience for the operators to manage their statutory obligations (whether taxation or otherwise). Given there is no commercial agreement in place, and the local government requires council's support to form an agreement, the Acting CEO has withheld payments to the new entity. This item explicitly excludes the prior entity (because that year has passed) and seeks council approval to award the tender for a limited period; to form a new agreement to govern the commercial arrangements and local creditor arrangements.

It is the advice of the Acting CEO that a new tender process be commenced in early 2027 and that the current operator be invited to submit a tender.

A draft agreement is attached.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

There is no directly relevant policy to this item.

FINANCIAL IMPLICATIONS

This item has no direct financial implications.

RISK IMPLICATIONS

This item has been prepared to reduce risk to council and the local government. Elected members have been provided with confidential advice by the Acting CEO in respect of this item.

COMMUNITY AND STRATEGIC OBJECTIVES

Goal 11: High standard of governance.

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(151/2025) Moved: Cr Stratford

Seconded: Cr Lawson Kerr

That Council:

- 1. Accept the tender from Contract Aquatics to manage and operate the Wyalkatchem Memorial Swimming Pool, as per the submission at attachment 2; and,**
- 2. Authorise that an Agreement be formed with XAV Pty Ltd, trading as Contract Aquatics, for a period of two years (season 2025/26 and season 2026/27), commencing 1 November 2025, with additional hours as required at the direction of the Acting CEO; and,**
- 3. Authorise the Acting CEO to advise XAV Pty Ltd of the outcome, prepare an agreement, as per attachment 3, and sight insurance and other accreditation as may be required; and,**
- 4. With the President, the Acting CEO is to execute an agreement on behalf of Council, signing and affixing the common seal; and,**
- 5. Acknowledges that the management and operation of the Wyalkatchem Memorial Swimming Pool during season 2024/25 was conducted by Contract Aquatics, under the auspices of Civistruct Australia Pty Ltd, and asserts that the new agreement is formed to the exclusion of that company.**
- 6. Should any agreement vary materially from the draft provided, that the matter be returned to council for endorsement.**

CARRIED 7/0

**Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson**

Cr Stratford declared a financial interest in item 10.3.7

Cr Stratford exited the meeting at 4:56pm

10.3.7. ELECTED MEMBER TRAINING AND DEVELOPMENT POLICY

Applicant:	Not Applicable
Location:	Whole of District
Date:	13 November 2025
Reporting Officer:	Ian McCabe, Acting Chief Executive Officer
Disclosure of Interest:	The author has no interest to declare
File Number:	13.05.01
Attachment Reference:	NIL

BACKGROUND

The Shire of Wyalkatchem is committed to the continued professional development of elected members. This enhances the capability of council and supports the good governance of the local government. The current policies require review and this item requests council support for this action.

Additionally, an elected member has been awarded a significant scholarship to complete a Diploma in Local Government. The current policy precludes acceptance of the scholarship and enrolment as the individual allocation methodology presents a barrier to participation. This item request approval for reimbursement of one-half of the tuition fees.

It should be noted that training and development is a statutory requirement of elected members, and the local government has a duty to equip councillors to perform their duties within the means available.

COMMENT

The Shire of Wyalkatchem has two policies directly relevant to elected member training and development: 6.4 Elected Member Training and Development; and 6.5 Elected Member Training ' & ' (sic) Travel. Policy 6.4 is for the improvement of a councillor's knowledge, skill and capabilities; policy 6.5 reaffirms these aspects but also refers to representation of the shire in respect of travel. It is recommended these be reviewed and re-presented for approval.

From a policy perspective, there should be improved alignment with the purpose and key plans of the organisation.

The current application of policy is that a fixed allocation is made for each councillor per annum (currently \$2,000). It would be more appropriate to remove the fixed dollar allocation from the policy and make appropriations for specific purposes in the budget process. In this way, all requirements of the organisation are considered in a budget context and appropriate prioritisation applied. As is similar to staff members having a training and development plan that aligns with organisational need and is resourced through the budget, the training and development of elected members would also be considered in its alignment to the purposes of the local government, the availability of resources and the timing required to deliver on strategic objectives.

A specific allocation for an elected member could still be made, by agreement, as part of this budget process. Equally, a global amount for the council group could be allocated for the financial year with likely activities identified and costed.

Ideally, with organisational plans developed and risk areas identified, council will be able to align training activities with strategic planning requirements. For example, an upcoming review of the local planning scheme would present an opportunity for training and development related to land management and town planning.

Equally, there should be no curtailment of the opportunity to complete suitable qualifications. The West Australian Local Government Association (WALGA) provides a range of courses as well as the Diploma of Local Government to equip councillors with accredited training that prepares them for a governance career. Should an elected member be prepared to invest the time and will then apply the skills acquired, the local government should maximise the opportunity to leverage those skills.

Another issue with the application of the current policies is the fact that the majority of funds are expended in conference fees when attending the WALGA conference. The development of skills, as opposed to networking and other aspects of conferences are diminishing at this particular event. It is recommended that specific consideration of attendance and allocation is considered in the budget process, separate to any training and development budget.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Policies 6.4 and 6.5

FINANCIAL IMPLICATIONS

This expenditure can be accommodated within current budget allocations at this time.

RISK IMPLICATIONS

Risk is the effect of uncertainty on business decisions; this item will reduce uncertainty by developing skills and resilience.

COMMUNITY AND STRATEGIC OBJECTIVES

All areas of the Strategic Community Plan are relevant to this report.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(152/2025) Moved: Cr Dickson

Seconded: Cr Gamble

That Council:

- 1. Request the Acting Chief Executive Officer review policies 6.4 and 6.5 (elected member training and development) and present any draft amendments to the ordinary meeting of 18 December 2025; and,**
- 2. Authorise the reimbursement to Cr Stratford of half the amount of tuition fees for the WALGA Diploma of Local Government – Elected Member, being \$5,085 in total; it is noted that if reimbursed by instalment this may be across the financial years 2025/26 and 2026/27.**

CARRIED 6/0

**Voted for: Cr Petchell, Cr Begley, Cr Loton, Cr Gamble, Cr Lawson Kerr,
Cr Dickson**

Cr Stratford re-entered the meeting at 4:58pm

COUNCIL RESOLUTION:

(153/2025) Moved: Cr Begley
That Council receive the late item.

Seconded: Cr Lawson Kerr

CARRIED 7/0

**Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson**

**10.2.5 WORKS OFFICER'S REQUEST FOR ITEM INCLUSION IN 2025-26 FEES &
CHARGES**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	17 November 2025
Reporting Officer:	Aldo Lamas – Works Manager
Disclosure of Interest:	No interest to disclose
File Number:	
Attachment Reference:	Nil

PURPOSE

To seek Council approval to incorporate scaffolding hire rates into the Shire's Fees and Charges schedule for the 2025/26 financial year.

BACKGROUND

Currently, the Shire's Fees and Charges schedule does not include specific rates for scaffolding hire.

PROPOSAL

That Council adopt a standard scaffolding hire rate to ensure transparency, consistency, and equitable cost recovery. The proposed rates are inclusive of equipment hire only.

Proposed Fees and Charges (Scaffolding):

Item	Unit	Rate (excl. GST)	Notes
Scaffolding Hire – Daily	Per day	\$50	Price is for pickup only
Scaffolding Hire – Weekly	Per week	\$200	Discounted weekly rate, Price is for pickup only

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations, 33A. Review of budget

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Additional Budget Allocation 2025/26 – Infrastructure Roads.

COMMUNITY AND STRATEGIC OBJECTIVES

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

Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls
Goal No.	GOAL 11. High standard of governance
11.3	Ongoing long term financial planning and transparent financial management

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(154/2025) Moved: Cr Lawson Kerr

Seconded: Cr Stratford

That Council:

Approve the inclusion of scaffolding hire rates in the 2025/26 Fees and Charges schedule as outlined below.

CARRIED 7/0

***Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,
Cr Lawson Kerr, Cr Dickson***

11. PLANNING AND BUILDING

Nil

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

Nil

15. MATTERS BEHIND CLOSED DOORS

Nil

16. CLOSURE OF THE MEETING

There being no other business to attend to, Presiding Member Cr Petchell closed the meeting at 5:00pm.