



**MINUTES
OF THE
ORDINARY MEETING
OF COUNCIL
HELD ON**

19 March 2026

Council Chambers

Honour Avenue

Wyalkatchem

Commencement: 4:00pm

Closure: 4:28pm

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 the 26 March 2026.



Tom Kettle

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 4:00pm.

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 4:00pm.

There were no public questions.

2.3. Declaration of Public Question Time closed

Public Question Time closed at 4:01pm.

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Cr Christy Petchell	President and Presiding Member
Cr Mischa Stratford	Deputy President
Cr Christopher Loton	
Cr Tracy Dickson	
Cr Rod Lawson Kerr	
Cr Justin Begley	
Cr Stephen Gamble	
Tom Kettle	Chief Executive Officer
Claire Trenorden	Manager Corporate Services
Aldo Lamas	Manager Works

3.2. Visitors

Jenny Harding
Jennie Gorham

3.3. Apologies

Nil

3.4. Approved Leave of Absence

Cr Lawson Kerr applied for a leave of absence for the Ordinary Meeting of Council on the 16 April 2026.

COUNCIL RESOLUTION:

(22/2026) Moved: Cr Petchell

Seconded: Cr Loton

CARRIED 7/0

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

3.5. Applications for Leave of Absence

Nil

4. OBITUARIES

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

Mal Davies

John Podmore

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 Council Meeting – 26 February 2026

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 26 February 2026. (Attachment 7.1.1)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(23/2026) Moved: Cr Lawson Kerr Seconded: Cr Begley

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 26 February 2026 (Attachment 7.1.1) 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***

7.2. Receipt of Minutes

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

The Presiding Member congratulated Anthony Ryan who was runner up at the Country Week Bowls in the Men's Single finals. This was a prestigious effort and an achievement that has not happened previously with a member from Wyalkatchem.

Also, congratulations to West Yorkrakine Cricket Club on their grand final win, this has not happened for 21 years.

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

10. REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – FEBRUARY 2026

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 March 2026
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 – February 2026

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 February 2026 is presented to the Council for their endorsement.

Bank Account	Payment Type	Last Number	First Number in the report
Municipal	Cheque	0	0
Municipal and Trust	EFT	EFT5065	EFT4976
Reserves	EFT	EFT	No Payments
DD	DD	DD4239.1	DD4209.1

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:

(24/2026) Moved: Cr Begley

Seconded: Cr Dickson

That Council endorse the total payments for the month of February 2026 being \$748,385.30 which comprised of:

- 1. Cheque payments in the Municipal Fund totalling \$0.00;***
- 2. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$711,876.15;***
- 3. Direct Debit (DD) payments in the Municipal Fund totalling \$36,509.15.***

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 – JANUARY 2026

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 March 2026
Reporting Officer:	Glenn Bradly, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	File Ref: 12.10.02
Attachment Reference:	Attachment 10.1.2.1 – Credit Card – January 2026

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:

(25/2026) Moved: Cr Gamble

Seconded: Cr Stratford

That Council endorse credit card payments for the period 31 December 2025 to 28 January 2026, totalling \$1,106.77 (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 – FEBRUARY 2026

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 March 2026
Reporting Officer:	Claire Trenorden, Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	25.08
Attachment Reference:	Attachment 10.1.3.1 – Monthly Financial Report February 2026

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 include:

- 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

February 2026

Total Cash Available as at 28 February 2026 is \$4,960,811;

- cash available is made up of unrestricted cash \$1,334,115 (26.89%) and
- restricted cash \$3,626,696 (73.11%).

Rates Debtors balance as at 28 February 2026 is \$255,580 and Rates Notices for 2025-26 were issued in August 2025. Rates collected as at end of February were \$1,346,802 - 84%.

February 2026: Operating Revenue – Operating revenue of \$3,160,848 is made up of Rates - 50%, Grants - 38%, Fees and Charges - 7%, Interest – 3% and other – 2%. Operating Expenses – Operating expenses of \$4,057,891 is made of Employee Costs – 25%, Materials and Contracts – 21%, Depreciation – 45%, Insurance – 6% and Utility – 3%.

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:

(26/2026) Moved: Cr Dickson Seconded: Cr Loton

That Council accepts the Statements of Financial Activity for the month ending 28 February 2026 (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 – MARCH 2026

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 March 2026
Reporting Officer:	Aldo Lamas – Works Manager
Disclosure of Interest:	No interest to disclose
File Number:	13.05
Attachment Reference:	Nil

BACKGROUND

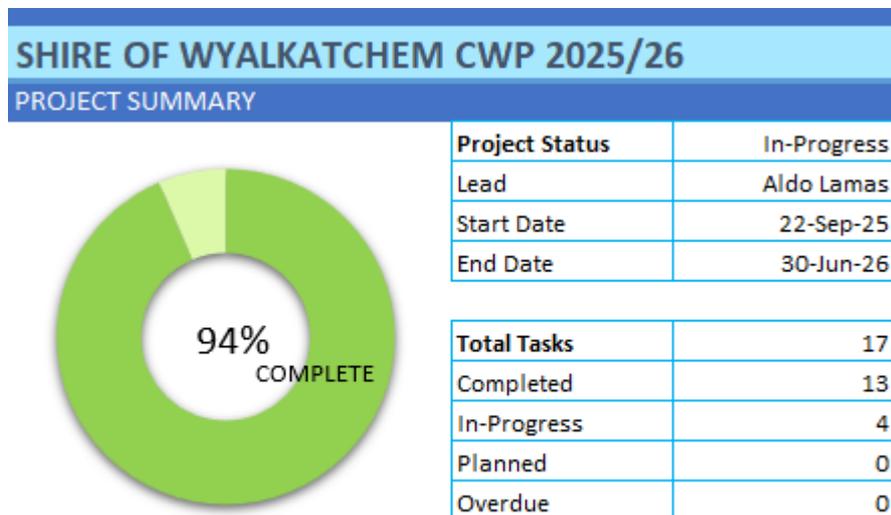
To inform Council of the activities of the Works and Services team for the month ending 11 March 2026.

OVERVIEW

SUMMARY - ROADS / TOWN/ BUILDINGS

CAPITAL WORKS PROGRAM

The capital works program is progressing according to schedule and budget, with 94% of works completed as at 11 March 2026.



DESCRIPTION	STATUS	COMPLETION
INFRASTRUCTURE - ROADS		
Wyalkatchem North Rd - SLK 6.91 to 8.40	Completed	
Wyalkatchem Koorda Rd - Development Project - Design	In Progress	31/03/26
Old Nalkain Rd - Re-sheet - SLK (0.25 to 1.00, 3.68 to 4.17) - 1.24km	Completed	
Goldfields Rd - Re-sheet - SLK 8.54 to 9.82 - 1.28km	Completed	
Parson Rd - Re-sheet - SLK (8.92 to 9.24, 9.56 to 10.25, 10.54 to 10.93) - 1.40km	Completed	
INFRASTRUCTURE - FOOTPATH		
Footpath Construction Town Hall (Honour Ave) to Men's Shed (Gamble St Intersection)	Completed	
INFRASTRUCTURE - DRAINAGE		
4 X Culvert Replacement - Parson Rd	Completed	
Installation of Floodway Lackman Rd (Holdsworth Rd & Elsegood Rd)	Completed	
Davies Road - Culvert Works - SLK 20.47	Completed	
INFRASTRUCTURE - OTHER		
Swimming Pool Changerooms - Roof Cover	In Progress	30/06/26
Cricket Practice Net	Completed	
PLANT & EQUIPMENT		
Skid Steer Rake bucket	Completed	
Spray Unit	Completed	
Slasher	Completed	
Mobile evaporative air cooler	Completed	
SHOVEL READY PROJECT MRWA		
Cemetery Rd, Wyalkatchem WA - SLK 2.22 to 3.15	In Progress	31/03/26
Cunderdin-Wyalkatchem Rd, Wyalkatchem WA - SLK 3.00 to 5.00	In Progress	31/03/26

- **Cemetery Rd, Wyalkatchem WA - SLK 2.22 to 3.15 (Shovel Ready Project)**
Asphalt works at the intersection are planned to start on Tuesday, 31 March 2026.
- **Cunderdin-Wyalkatchem Rd, Wyalkatchem WA - SLK 3.00 to 5.00**
Road reconstruction and seal completed. Asphalt works at the intersection are planned to start on Tuesday, 31 March 2026.
- **Lackman Rd – Floodway (Between Elsegood Rd and Holdsworth Rd)**
Works have been completed.
- **Wallambin Rd, between McNee Rd & Lackman Rd – Culvert replacement**
Works have been completed.
- **Wallambin Rd, between Wyalkatchem Koorda Rd & Lackman Rd – Culvert replacement**
- Works have been completed.

ROAD & MAINTENANCE

- **Refuse Site**
Routine weekly maintenance continued throughout the month at the Refuse Site and the installation of new signage.

- **Cemetery Road & Goldfield Rd Speed Zone**

As raised by Councillor Christopher Loton, we contacted Main Roads WA (MRWA) regarding concerns about the speed zones on Cemetery Road and Goldfields Road.

Their response was that Australian Standards indicate that speed signs whether regulatory or advisory should *not* be installed on unsealed roads. The reasoning is that road conditions on unsealed surfaces can change significantly in a short period of time due to weather and other factors, making it impractical to impose a fixed speed limit. A posted speed may be unsafe for the conditions at any given moment.

However, MRWA advised that other warning signage, such as “Pedestrians Ahead,” is appropriate, as it raises driver awareness of potential hazards and encourages caution.

Shire will order those signs and install them as soon as they are ready for collection.

- **Footpath Inspection**

Footpath inspections were completed within the town site, and 12 locations were identified as requiring replacement due to missing sections, broken panels, or areas that present a tripping hazard. The locations raised by a member of the public through Councillor Stratford were also identified during the inspection and will be repaired shortly, as we are currently scheduling the works.

- **Wyalkatchem Koorda Rd**

A member of the public raised concerns that the road information signs when entering town from Koorda are not reflective and are in poor condition. These signs were initially reported to Main Roads WA (MRWA), as they were believed to be part of their network.

MRWA has since advised that the two signs belong to the old M040 route, which is no longer under their responsibility. Based on this feedback, I have requested a quote for the Shire to replace the signs, as they are no longer maintained by MRWA.

[Refer to Photographs in Attachment A](#)

PARKS AND GARDENS

- **Foundation for Rural & Regional Renewal**

The Shire submitted a grant application to obtain funds to install shade sails at the Swimming Pool.

▪ **Toddler's Pool Safety Rail**

The replacement rail will be installed as soon as it arrives. The expected completion date has changed due to a manufacturing delay, and it is now anticipated to arrive in late March or early April.

▪ **Hanger #3 - Airstrip**

The sliding door at the hanger 3 has been fixed and it is ready for leasing.

▪ **Barracks**

- ✓ Lino in kitchen has been glued down.
- ✓ All floor strips in each room have been nailed down.
- ✓ Floodlight globe replaced.
- ✓ Oven door handle refitted.
- ✓ Room 16: window latch replaced.

▪ **Public Toilets**

- ✓ Replaced fluoro light globe and starter.
- ✓ Replaced latch and repair wall to disabled toilets.
- ✓ Installed new door stops in Ladies' Toilet.

▪ **Shire Housing**

- ✓ Replaced closer for fly screen.
- ✓ Replaced oven in Shire house.

▪ **Townsite**

- ✓ Pruned trees obstructing traffic.
- ✓ The spraying program has commenced and is progressing well; however, high temperatures and windy conditions, have slowed progress.

▪ **Day care**

- ✓ Mount first aid kit to wall.
- ✓ Investigate blocked toilet, plumber was required and issue was rectified.

▪ **Recreation Centre**

- ✓ Patched and painted walls.
- ✓ 7 February – A double-header cricket event was held at the Wyalkatchem Oval, utilising both the synthetic and turf wickets. Cougars and Dowerin competed on the synthetic wicket, while West Yorkrakine and Goomalling played on the turf wicket.

- ✓ 28th February – Another match was played on the turf wicket, West Yorkrakine and Cougars.
- ✓ 14th & 15th March – Grand Final to be held at the Wyalkatchem oval, West Yorkrakine (first grand final in 21 years) and Cougars (Koorda / Cadoux.)

- **Swimming Pool**

- ✓ Fix latch – gate balance tank.
- ✓ Repair paper towel holder.

Refer to Photographs in Attachment B

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:

(27/2026) Moved: Cr Lawson Kerr

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 A



Photo: Cunderdin - Wyalkatchem Rd



Photo: Rubbish Tip



Photo: Lackman – Floodway Drainage Works

Attachment B



Photo: Airstrip Spraying

10.3. GOVERNANCE AND COMPLIANCE

10.3.1. CHIEF EXECUTIVE OFFICER'S REPORT – MARCH 2026

Applicant:	Not Applicable
Location:	Whole of District
Date:	12 March 2026
Reporting Officer:	Tom Kettle, 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 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 23 February 2026 to 19 March 2026.

Thank you to the Wylie community for warmly welcoming me. The focus of my first month as CEO at the Shire of Wyalkatchem has been to meet, listen and learn as much as I can about our community from the community.

My community engagement has broadly started with the Shire's staff and Councillors, our government and non-government stakeholders, community groups and regional partners as the opportunity arises. So, if I'm yet to sit down with your community group or visit your club, office etc. please reach out to the Shire administration and I will arrange it.

My first week was spent with the Temporary CEO who provided a comprehensive handover and I would add my thanks to him for his seven months of hard work and effectiveness. I also had the pleasure of meeting our business community at a networking event where we discussed the challenges and opportunities for business in Wyalkatchem; thank you to all those who attended and the Shire team for organising the evening.

It is important that the Shire capitalises on the momentum of recent months and I have been working hard to ensure the progression of key projects is as smooth as possible, including;

- Land management (debt management and recover, title status and valuation),
- Strategic and financial planning with Council workshops commencing to build the 2026/27 Annual Budget,
- Recruitment and capacity building,
- Ongoing improvement to our key Committees, including our Local Emergency Management Committee and Audit, Risk and Compliance Committee, and
- Engagement with our regional LG partners through the North Eastern Wheatbelt Regional Organisation of Council (NEWROC).

The Temporary CEO highlighted in his report to the February Ordinary Council Meeting the positive progress that has been made in 2025/26 and the desktop review of the

Strategic Community Plan 2024-34 that has detailed the following as key focus areas for input in the 2026/27 Annual Budget;

- 1.1 Development of a shared footpath network plan
- 1.2 Continued delivery of the Wheatbelt Secondary Freight Network
- 1.3 Participation in the Regional Road Group (and delivery of additional projects)
- 2.2 Progress in the development of housing initiatives
- 2.3 Progress toward improving the shire housing stock
- 2.6 Facilitated day care service
- 2.7 Improved economic position at the aerodrome
- 3.1 Implementation of the shire business grant
- 3.2 Support of business initiatives in Wyalkatchem
- 3.3 Engagement to improve the retail offering
- 4.4 Continued building patronage and value of the rodeo
- 5.1 Ensuring access to GP services
- 5.2 Assist access to allied health by providing facilities
- 5.3 Advocacy and partnership in support of continued presence of the hospital and staff
- 5.6 Progress toward increased supply of quality independent living units
- 5.9 Upgrade of facilities at the swimming pool
- 7.3 Review of the Local Emergency Management Arrangements

The *Local Government Act 1995* requires all local governments to plan for the future (section 5.56). This is undertaken by developing a suit of strategic documents, commonly referred to as an Integrated Planning and Reporting Framework (IPRF). It is my key focus for the first six months of my tenure to ensure that the Council are supported to rebuild this framework throughout the 2026/27 Annual Budget Process.

The review undertaken of Strategic Community Plan (SCP) in late 2025 (outlined above) will have an additional Part B developed, that clearly outlines how the Shire will delivery on the strategic objectives. Historically, this has been called a Corporate Business Plan (CBP), however reform to the Local Government Act has resulted combining the SCP and CBP into one document, the Council Plan.

The parallel process of developing a Council Plan alongside the 2026/27 Annual Budget will ensure strategic alignment for year one, while developing a plan for the next three years. The Council will then work to develop a Long-Term Financial Plan, Workforce Plan and Asset Management Plan throughout 2026 that will outline the resourcing requirements to meet the strategic objectives of the Council Plan and how we will delivery on the Shire's vision;

A well serviced and growing community; where quality of life, opportunity and a strong sense of belonging is important.

This will take substantial hard work and collaboration between the Council, Shire staff and our community, however I am committed to supporting the Shire to build the framework that will deliver practical outcomes, good quality services and sound decision making to help our community thrive.

Key Meetings 23 February 2026 to 19 March 2026.

26 February ordinary meeting of council and business networking event

3 March NEWROC Meeting – Shire of Mt Marshall

4-6 March One-on-one meetings with all members of Council

5 March Council workshop

6 March Local Government Professionals Central Wheatbelt Branch Roundtable – Shire of Merredin

10 March 2026 Rodeo Committee Meeting

11 March WAPOL Wyalkatchem Meeting

13 March Wyalkatchem CRC tour

17 March Wyalkatchem District High School meeting

STATUTORY ENVIRONMENT

Section 5.41 details the role of the Chief Executive Officer.

Section 5.56 Planning for the future.

POLICY IMPLICATIONS

There is no policy directly relevant to this report.

FINANCIAL IMPLICATIONS

There is no direct financial implication to this report. The 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 CEO is actively examining opportunities for progress against the Plan.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(28/2026) Moved: Cr Stratford

Seconded: Cr Lawson Kerr

That Council:

- 1. Accept the 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***

10.3.2. VEHICLE POLICY AMENDMENT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	18 February 2026
Reporting Officer:	Ian McCabe, Temporary Chief Executive Officer
Disclosure of Interest:	Impartiality interest
File Number:	04.14.01
Attachment Reference:	Current policy 5.21 Council Vehicles Issued to Staff

BACKGROUND

The current policy 5.21 Council Vehicles Issued to Staff prevents effective operational use of council vehicles.

COMMENT

Consideration of this Policy was deferred by the Council at the February 26 2026 Ordinary Council Meeting to provide the opportunity for a further workshop. The Council was provided the opportunity to ask questions and discuss at a workshop on Thursday 5 March 2026. The report and officer's recommendation is presented with no amendments from the previous report. The officer's recommendation has been moved and seconded, however no Councillor has spoken to the report.

Section 2.7 of the Local Government Act 1995 details the role of Council, including at 2(b) *'determining the local government's policies.'* Further, at (c) *Council is plan strategically for the district's future;* at (d) *determine services and facilities provided by the local government for the district;* at (f) *provide strategic direction for the CEO.*

At 2.7 (3) the Act states the role of CEO is separate from that of Council (a); and that it's important council respect that separation (b).

At 2.7 (4), the Act states that Council must make its decisions based on evidence, on merit and according to law.

The Equal Opportunity Act (WA) 1984, Division 2 addresses discrimination at work. At section 11 (1) (c) 'it is unlawful to discriminate on the terms on which employment is offered' – the shire cannot specify where a team leader should live.

The current policy has some faults which limit the ability of staff to utilise the vehicles purchased by the Shire of Wyalkatchem and for the CEO to make decisions about their use. For example, most vehicles have automatic transmissions but the policy specifies only persons with a C class licence may use them.

The policy addresses the budgeted value and other specification of the CEO vehicle and Manger of Works vehicle; each of these are senior officers with negotiated contracts that specify a vehicle, value and geographic limitation – these specifications are superfluous to the contract and may require amendment with contract negotiation.

The policy addresses a vehicle for the Manager of Corporate Services, a benefit not currently offered. This officer is employed by the CEO.

The policy allows usage by Leading Hand officers and specifies the distance from place of work to home must be within 10km's – thereby specifying what persons are suitable employees to be Leading Hand. These officers are employed by the CEO. The current policy setting disallows persons currently employed from using a vehicle they are otherwise entitled to because of where they live. If complied with, this will result in operational inefficiencies and the likely loss of valued employees. This unintended consequence results from previously less complex business decision making; however, the CEO requires flexibility in making employee related decisions and s.5.41 and 2.7 (3) support this. It is also contrary to equal opportunity principles and therefore very likely illegal.

The policy states any variation to the policy is to be considered by Council including values which will be considered in budget processes.

The following amendments are recommended:

- Amend title to Council Vehicle Usage
- The policy is to apply to any staff or elected members using shire vehicles.
- The operator is to possess the appropriate class of licence and will present it for recording prior to operating the vehicle.
- Commentary about pool vehicles, securing, smoking to be maintained.
- Insert or amend commentary that states all vehicles are tools of trade and may be allocated to staff to facilitate callout duties or flexible work hours; are to be available for use by other team members unless contract conditions allow unless employment agreement allow are not to be used for private purposes or by unauthorised drivers.
- State that vehicles allocated to senior officers are covered by conditions of contract approved by Council; Manager of Corporate Services will be a contract negotiation by the CEO; the persons working as leading hand will be covered by the above statements.
- State that the selection of vehicles is subject to budget approval and asset management planning requirements.

By amending the policy as recommended Council will ensure the fleet is utilised to best effectiveness with council decisions in budget considerations are focussed on strategic outcomes such as asset management rather than the operator of the vehicle.

There is a need for asset management planning to address vehicle selection and consider ANCAP ratings, vehicle efficiency rating, capital investment and fitness for purpose. These are strategic matters and will feed into the budget process and long term planning.

STATUTORY ENVIRONMENT

Local Government Act 1995

Equal Opportunity Act 1984

POLICY IMPLICATIONS

This item modifies policy 5.21

FINANCIAL IMPLICATIONS

There is no direct financial implication to this item.

RISK IMPLICATIONS

Risk is defined as the effect of uncertainty on business decisions. This recommendation reduces uncertainty for the Shire of Wyalkatchem in the management of workforce and assets by the CEO.

COMMUNITY and STRATEGIC OBJECTIVES

The following Strategic Community Plan 2024-2034 priorities are relevant:

11.2 Develop and implement workforce plan

11.4 Ongoing asset management planning

VOTING REQUIREMENT

Simple Majority

Cr Stratford exited the meeting at 4:23pm.

Cr Stratford re-entered the meeting at 4:23pm.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(29/2026) Moved: Cr Begley

Seconded: Cr Dickson

That Council:

- 1. Approve the proposed amendments to policy 5.21 as detailed in the body of this item.***
- 2. Recommend the CEO review the policy manual and present recommendations for Council Policies and CEO Operational Polices that reflect the legislative intent of the Local Government Act 1995.***

CARRIED 4/3

Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Dickson

Voted against: Cr Gamble, Cr Lawson Kerr, Cr Loton

10.3.3. WHEATBELT DEVELOPMENT COMMISSION NOMINATION

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 March 2026
Reporting Officer:	Tom Kettle, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	WDC Board Nomination Form 2026

BACKGROUND

This report is prepared by the CEO to facilitate a request by the Wheatbelt Development Commission (the Commission) for nominations to their board by Local Government Councillors.

COMMENT

The Wheatbelt Development Commission is established under the Regional Development Commissions Act 1993. The Commission's objectives are;

- Maximise job creation and improve career opportunities in the Region.
- Develop and broaden the economic base of the Region.
- Identify infrastructure services to promote business development within the Region.
- Provide information and advice to promote business development within the Region.
- Seek to ensure that the general standard of government services and access to those services in the Region is comparable to that which applies in the metropolitan area.
- Generally, take steps to encourage, promote, facilitate and monitor the economic development of the Region.

The Commission's objectives are clearly aligned with those of the Shire of Wyalkatchem (the Shire) with key projects targeting housing constraints, industry diversification, regional infrastructure, emergency management and liveability.

The Wheatbelt Development Commission Board is responsible for setting the Commission's strategic direction. It guides and directs the Commission, sets performance goals, ensures corporate compliance and management accountability, endorses strategic plans and approves operating budgets.

The Board is comprised of two ministerial appointees, two community representatives and two local government members.

The Shire may resolve to nominate up to two Councillors for consideration, however it is recommended that the Shire nominate one Councillor with the full support of the Council.

STATUTORY ENVIRONMENT

Regional Development Commissions Act 1993.

POLICY IMPLICATIONS

There is no policy directly relevant to this report.

FINANCIAL IMPLICATIONS

There is no direct financial implication to this report. There may be some minor financial implications for regional travel and accommodation should a Shire of Wyalkatchem Councillor be appointed.

RISK IMPLICATIONS

There is no direct risk implication to this report.

COMMUNITY AND STRATEGIC OBJECTIVES

Strategic Community Plan 2024-2034

10.2 Develop strategic partnerships with regional organisations, State and Federal Governments

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(30/2026) Moved: Cr Stratford

Seconded: Cr Begley

That Council:

- 1. Approve the nomination of Councillor Loton to the Wheatbelt Development Commission and endorse the submission of the nomination form (attachment 1) by 4pm on 23 March 2026.***
- 2. Note that the nomination will be submitted to the Wheatbelt Development Commission with the final appointment to be made by the Minister for Regional Development, Hon Stephen Dawson MLC.***

CARRIED 7/0

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

11. PLANNING AND BUILDING

11.1.1. DEVELOPMENT APPROVAL (DA) APPLICATION ON LOT 2 (HN 21) FLINT ST, WYALKATCHEM

Applicant:	Jenny Harding
Location:	21 Flint Street, Wyalkatchem
Date:	12 March 2026
Reporting Officer:	Claire Trenorden, Manager Corporate Services
Author:	Paul Bashall, Planwest (WA) Pty Ltd
Disclosure of Interest:	No interest to disclose
File Number:	19.15.07
Attachment Reference:	Development Application as submitted

This report considers a proposal to build a new over-sized shed measuring 12m x 12m and 5.3m high at the rear of a town lot in Flint Street, Wyalkatchem.

1.1 Background

A Development Approval (DA) application was submitted by Action Sheds Australia Pty Ltd and authorised by the owners David Myles and Jennifer Harding.

The DA was accompanied by;

- a signed DA application form,
- a set of plans showing floor plans and elevations of the proposed shed,
- a copy of the certificate of title,
- development specifications, and
- a site plan.

1.2 Location

The proposed shed is located at the rear of the property in Flint Street that has an existing house. Lot 2 is about 29m x 50m measuring 1500m².

Figure 1 provides a location plan. The property is not affected by the Bushfire Prone mapping issued by DFES.

1.3 Proposed Development

The proposal seeks approval for a new shed measuring 12m x 12m and 5.3m high at its highest ridge point with side walls at 4.3m. The estimated cost of the development is stated as just under \$30,000 to be completed by April 2026.

The application form indicates that the shed will be used for the '*Residential shed*'.

Figure 2 shows the location of the proposed shed. The floor area of the proposed shed is just over 144m² which is less than 10% of the site area.

The plans show a side setback is 2m with a rear setback to the laneway of 1m.

FIGURE 1 – LOCATION PLAN



Source: Landgate, DFES, Planwest

FIGURE 2 – ENLARGEMENT OF PROPERTY



Source: Landgate, Planwest

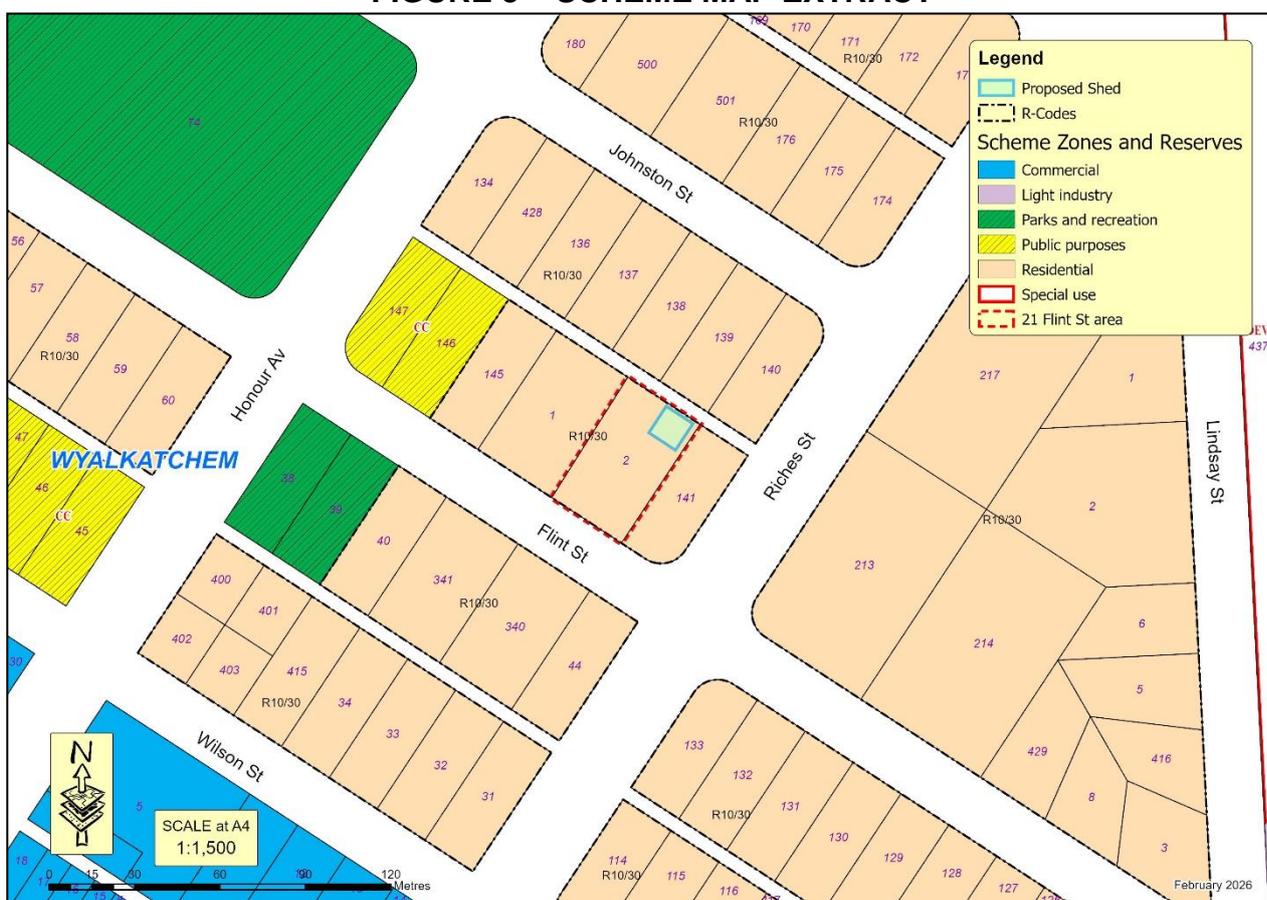
1.4 Local Planning Scheme

The land is zoned 'Residential' with a density of R10/30 in Local Planning Scheme No 4 (the Scheme). **Figure 3** shows an extract from the Scheme mapping of the property and surrounding land.

The Scheme requires that all residential development must comply with the R-Codes (Residential Design Codes). The Deemed Provisions (of the *Planning and Development (Local Planning Schemes) Regulations 2015*) do not exempt this development from requiring a DA (clause 61) as the development is not 'deemed-to-comply' with R-Code requirements.

Although not relevant in this case, the split density code implies that, where deep sewerage is available, the density can comply with the R30 code – otherwise the R10 code applies.

FIGURE 3 – SCHEME MAP EXTRACT



Source: DPLH, Landgate, Planwest

The Deemed-to-comply R-Codes for large and multiple outbuildings require a wall height of less than 2.4m, a ridge height of less than 4.2m and collectively (all outbuildings) does not exceed 60m² or 10% in aggregate of the site area (Lot).

It is clear that these requirements are not met by the proposed shed, however, the Design principles for Outbuildings is that 'Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties'.

1.5 Consultation

Neighbours were consulted with the only objections being received not being on valid planning grounds.

1.6 Statutory Environment

- Planning and Development Act 2005
- Shire of Wyalkatchem Local Planning Scheme No 4

1.7 Policy Implications

There are no policy implications applicable to this item.

1.8 Financial Implications

There are no financial implications applicable to this item.

1.9 Strategic/Risk Implications

This matter has associated legal risks which may result in a moderate financial impact. These risks are mitigated by adopting the officer's recommendation.

1.10 Discussion

The proposed shed is over-sized for a residential area and therefore fails to meet the deemed-to-comply requirements of the R-Codes. A DA approval should be forthcoming if the Council is satisfied that neighbouring properties do not object to the proposed development. A footnote should be added to remind the applicant that the use must remain as domestic storage rather than commercial (which is not allowed in a residential area).

This matter was presented to the Council at the 26 February 2026 Ordinary Council Meeting with the Council approving the application subject to no objections being received. An objection was received; however, the objection is not made on valid planning grounds. This creates legal risks for the Shire should the applicant resolve to challenge the non-approval of the application. A workshop was held with the Council on 5 March 2026 to discuss these risks with the Shire's Town Planning consultant. The application is returned to the Council to consider approval.

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(31/2026) Moved: Cr Stratford Seconded: Cr Gamble

That the Council approves the proposed shed as submitted, subject to:

- ***drainage to be to the satisfaction of the local government,***

plus the addition of footnotes to address the residential use of the shed, approval times, appeal rights and the need for a building permit.

CARRIED 7/0

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



LG Ref: 07.02/DA 21
Flint

Planning and Development Act 2005

Shire of Wyalkatchem

Notice of determination on application for development approval

Location: 21 Flint Street, Wyalkatchem.

Lots: 2

Plan/Diagram: 24713

Vol. No: 1234

Folio No: 610

Application date: 19 January, 2026

Received on: 19 January, 2026

Description of proposed development:

The construction of a new 12m x 12m and 5.358m high shed.

The application for development approval received on 19 January, 2026 is:

Approved subject to the following conditions

Refused for the following reason(s)

Conditions/~~reasons for refusal:~~

1. On-site drainage to be provided to the satisfaction of the local government.

Footnotes

- The applicant is advised that this approval relates to the use of the proposed shed for domestic scale purposes only and is not to be used for any commercial activity or any activity that may impact the amenity of residents or neighbouring properties.
- If the development, the subject of this approval, is not substantially commenced within a period of 24 months from the date of the approval, the approval will lapse and be of no further effect. For the purposes of this condition, the term "substantially commenced" has the meaning given to it in the *Planning and Development (Local Planning Schemes) Regulations 2015* as amended from time to time.
- If an applicant or owner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
- The applicant is advised that granting of development approval does not constitute a building permit and that an application for relevant building permits must be submitted to the local government and be approved before any work requiring a building permit can commence on site.

Date of determination: 19 March, 2026

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 further business, the Presiding Member closed the meeting at 4.28pm.