



AGENDA

ORDINARY COUNCIL MEETING



16 April 2026

Commencing at 4pm in the
Shire of Wyalkatchem Council Chambers
27 Flint Street, Wyalkatchem

NOTICE OF COUNCIL MEETING

The next Ordinary Meeting of the Wyalkatchem Shire Council will be held on Thursday 16 April 2026 in the Council Chambers, 27 Flint Street Wyalkatchem, commencing at 4pm.

An Agenda for this meeting will be made available from the Shire Administration Office and on our website www.wyalkatchem.wa.gov.au

ORDER OF EVENTS

Thursday, 16 April 2026

4:00pm Ordinary Meeting of Council followed by refreshments.

I have reviewed this agenda, I am aware of all recommendations made to Council, and I support each as presented.



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

2. PUBLIC QUESTION TIME

2.1. Response to Public Questions Previously Taken on Notice

2.2. Declaration of Public Question Time opened

2.3. Declaration of Public Question Time closed

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

3.2. Visitors

3.3. Apologies

3.4. Approved Leave of Absence

3.5. Applications for Leave of Absence

4. OBITUARIES

5. PETITIONS, DEPUTATIONS, PRESENTATIONS

5.1. Petitions

5.2. Deputations

5.3. Presentations

6. DECLARATIONS OF INTEREST

6.1. Financial and Proximity Interest

6.2. Impartiality Interests

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

7.1.1. Ordinary Council Meeting – 19 March 2026

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

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION:

*That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of
Thursday 19 March 2026 (Attachment 7.1.1) be confirmed as a true and
correct record.*

7.1.2. Special Council Meeting – 31 March 2026

Minutes of the Shire of Wyalkatchem Special Meeting held on Tuesday
31 March 2026. (Attachment 7.1.2)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION:

*That the minutes of the Shire of Wyalkatchem Special Meeting of Council of
Tuesday 31 March 2026 (Attachment 7.1.1) be confirmed as a true and
correct record.*



**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

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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

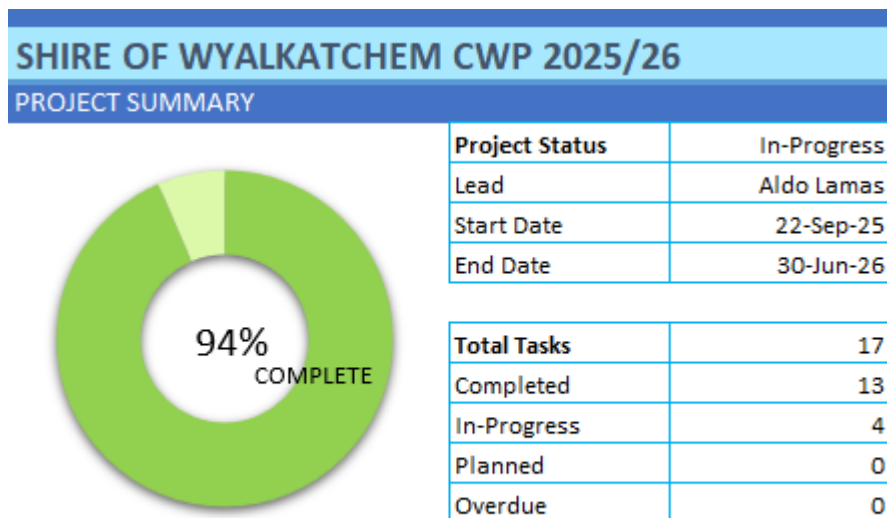
To inform Council of the activities of the Works and Services team for the month ending 11 March 2026.

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

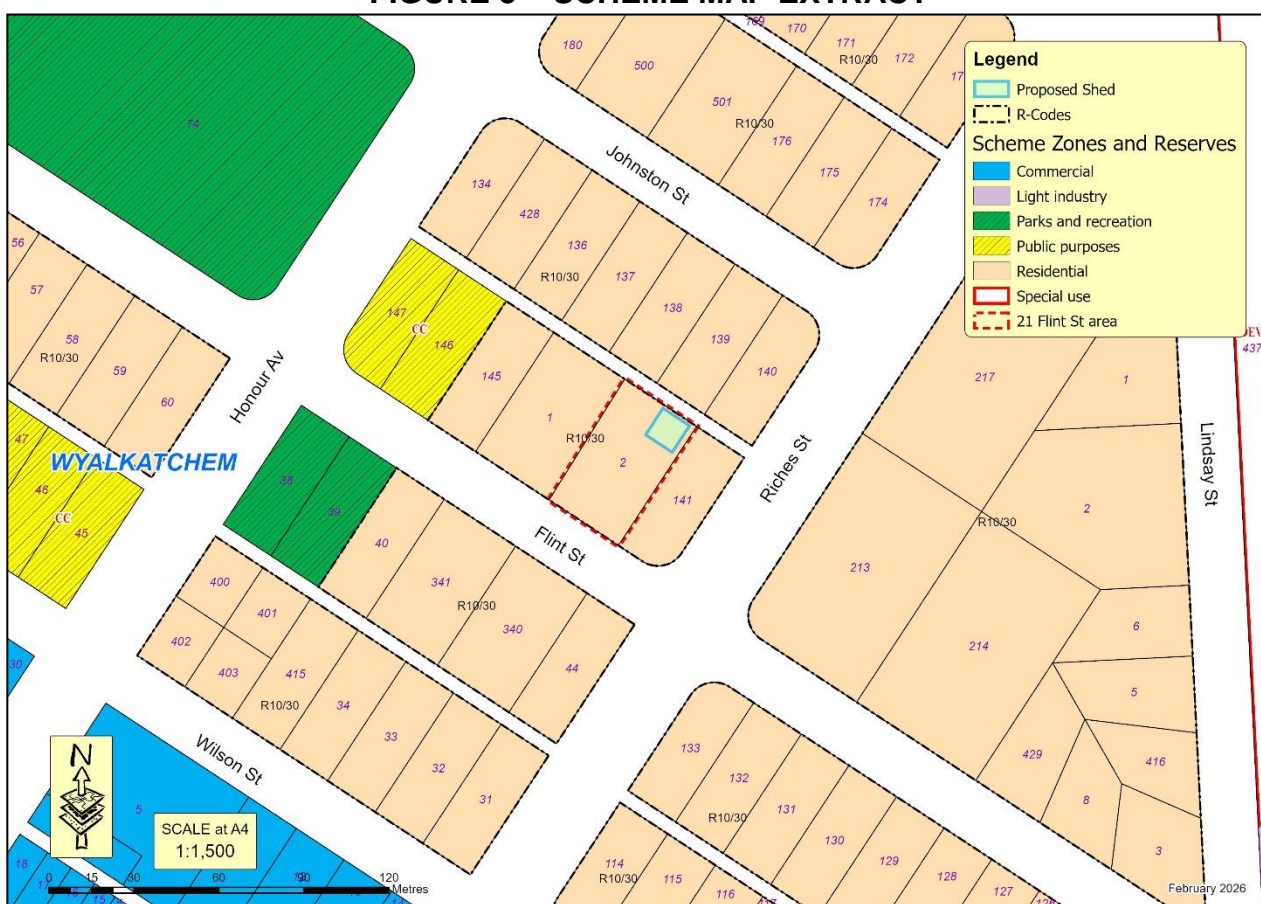
1.4 Local Planning Scheme

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.



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

31 March 2026

Council Chambers

Honour Avenue

Wyalkatchem

Commencement: 2:00pm

Closure: 2:06pm

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 1 April 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:

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

Disclosing an Interest:

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

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

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1. DECLARATION OF OPENING

The Presiding Member, Cr Stratford declared the meeting open at 2:00pm.

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 2:01pm.

There were no public questions.

2.3. Declaration of Public Question Time closed

Public Question Time closed at 2:01pm.

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Cr Mischa Stratford	Deputy President and Presiding Member
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

3.2. Visitors

Quentin Davies

3.3. Apologies

Cr Christy Petchell	President
Aldo Lamas	Manager Works

3.4. Approved Leave of Absence

Nil

3.5. Applications for Leave of Absence

Nil

4. OBITUARIES

Nil

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

Cr Stratford declared an impartiality interest in item 9.1.1

7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

The Presiding Member thanked the Shire President, Cr Petchell and acknowledged the efforts that she had put in the past couple of months. She also congratulated staff on the Welcome to Wylie.

8. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

9. REPORTS

9.1 GOVERNANCE

9.1.1 PROPOSED ACQUISITION OF PORTION OF LOT 438 ON DEPOSITED PLAN 40690

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	27 March 2026
Reporting Officer:	Tom Kettle, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	8.11
Attachment Reference:	Attachment 9.1.1 Contract for sale

BACKGROUND

Council has committed to actively pursue improved land management and development of housing as part of the Strategic Community Plan 2024 – 34. This proposal continues a strategic approach to increasing housing stock within Town through the purchase lot 438 on deposited plan 40690 (21 Gamble Street Wyalkatchem 6485).

COMMENT

At the 16 May 2024 Ordinary Council Meeting the Council resolved two decisions:

That Council-

1. Request that CEO identify if the Police Department is willing to transfer ownership of the land surrounding the Police Station in Wyalkatchem for future community housing in alliance with the CEACA and if so, the proposed terms for that transfer.
2. Request the CEO to explore if Council is able to meet the proposed terms of transfer and if not, whether any alternate terms of transfer should be proposed and report back to Council on progress during its Ordinary Meeting of Council on Thursday 20th June 2024.
3. If Council subsequently considered the terms of transfer are unachievable the CEO is to recommend the next most suitable site for investigation.

And,

That Council requests the CEO to write to CEACA to offer the Shire's support in identifying an alternative site/ sites for the potential development of the additional units if the application for the divestment of the Portion of Crown Reserve 16483 is unsuccessful.

At the 12 November 2024 Special Council Meeting the Council resolved:

That Council resolve to:

1. Commit funds of up to the amount of \$40,000 for the land transfer fees for a portion of land vested by WAPOL, and
2. That Council request the CEO to prioritise the facilitation of the land transfer.

The Shire's administration has been liaising with WA Police Force (WAPOL) Department of Planning, Lands and Heritage (DPHL) to purchase lot 438 on deposited plan 40690 (21 Gamble Street Wyalkatchem 6485) to progress a housing project with the Central East Accommodation and Care Alliance Inc. (CEACA).



This report relates only to the execution of the contract for the purchase of the identified land as provided for in attachment 1. This is essential to move this process forward to further surveying, drafting or legal instruments and future project work that will be the subject of subsequent reports to the Council.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 9.49A Execution of Documents.

Section 3.1 'General Function' (of the local government) (is) 'to promote the economic, social and environmental sustainability of the district.'

Part 6 Division 2 Land Administration Act 1997 (Sale of Crown Land).

Note that this does not meet the prescribed definition of a 'major land transaction' under section 3.59 Local Government Act and therefore does not have the associated requirements.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

This item requires expenditure of \$47,500 which is provided for within the 2025/26 Annual Budget.

DPLH land sale fees total \$5,823.18 and are provided for in operational budgets.

Future financial implications will be presented to the Council and considered in the development of the 2026/27 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan 2024-2034.

Pillar 1: Economy

Goal 2. Essential services and infrastructure enable local economic growth

2.2 Develop land and housing development initiatives in partnership with the private sector and all tiers of govt.

Pillar 2: Community

Goal 5. A safe and healthy community for all ages

5.6 Increase the supply of quality independent living units**

5.7 Support community and care services to support ageing in home

Pillar 4: Civic Leadership

Goal 10. Consult and engage with our community and strategic partners

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

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(32/2026) Moved: Cr Gamble

Seconded: Cr Lawson Kerr

That Council

- 1. Accepts the offer for sale of portion of lot 438 on deposited plan 40690 for the price of \$47,500.00 (including GST), noting this is within the allocated budget amount in the 2025/26 Annual Budget.*
- 2. Authorises the execution of the contract (attachment 1) between the Shire of Wyalkatchem and the Minister for Lands acting on behalf of the State of Western Australia for the sale of lot 438 on deposited plan 40690.*
- 3. Authorises the Shire President and the Chief Executive Officer to affix the Common Seal of the Shire of Wyalkatchem to the contract and execute all documents necessary to give effect to this decision in accordance with section 9.49A of the Local Government Act 1995.*

CARRIED 6/0

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

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

**12. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY
DECISION**

Nil

13. MATTERS BEHIND CLOSED DOORS

Nil

14. CLOSURE OF THE MEETING

There being no further business, the Presiding Member closed the meeting at 2:06pm.

7.2. Receipt of Minutes

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

10. REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – MARCH 2026

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 April 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 – March 2026

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the total payments for the month of March 2026 being \$580,038.78 which comprised of:

1. *Cheque payments in the Municipal Fund totalling \$0.00;*
2. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$540,991.46; and*
3. *Direct Debit (DD) payments in the Municipal Fund totalling \$39,047.32.*

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 March 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	EFT5152	EFT5066
Reserves	EFT	EFT	No Payments
DD	DD	DD4261.1	DD4242.1

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

Payment Listing March 2026

Chq/EFT	Date	Name	Amount	Bank	Type
EFT5066	12/03/2026	Perfect Computer Solutions Pty Ltd	-552.50	1	CSH
EFT5067	12/03/2026	Mischa Stratford	-3,410.00	1	CSH
EFT5068	12/03/2026	Urban & Rural Valuations	-3,960.00	1	CSH
EFT5069	12/03/2026	Shred-X Pty Ltd	-248.23	1	CSH
EFT5070	12/03/2026	Shire of Kellerberrin	-1,572.50	1	CSH
EFT5071	12/03/2026	Christy Petchell	-4,890.50	1	CSH
EFT5072	12/03/2026	LG Best Practices	-2,728.00	1	CSH
EFT5073	12/03/2026	Chistopher John Loton	-3,114.00	1	CSH
EFT5074	12/03/2026	SHERRIN RENTALS PTY LTD	-12,749.00	1	CSH
EFT5075	12/03/2026	Tracy L Dickson	-3,114.00	1	CSH
EFT5076	12/03/2026	Justin G Begley	-3,114.00	1	CSH
EFT5077	12/03/2026	Roderick C Lawson Kerr	-3,114.00	1	CSH
EFT5078	12/03/2026	Rural Infrastructure services	-2,077.08	1	CSH
EFT5079	12/03/2026	Shire of Wongan-Ballidu	-10,083.34	1	CSH
EFT5080	12/03/2026	Ian Mccabe	-22.00	1	CSH
EFT5081	12/03/2026	Wcp Civil Pty Ltd	-139,769.30	1	CSH
EFT5082	12/03/2026	Contract Aquatic	-19,800.00	1	CSH
EFT5083	12/03/2026	Saffron Cakes and Catering	-2,750.00	1	CSH
EFT5084	12/03/2026	CSSTECH	-3,299.11	1	CSH
EFT5085	12/03/2026	Avery Owen Maitland	-2,646.16	1	CSH
EFT5086	12/03/2026	Harley Dykstra Pty Ltd	-4,290.00	1	CSH
EFT5087	12/03/2026	Watercooler Superstore	-2,598.00	1	CSH
EFT5088	12/03/2026	Simon Ozanne	-200.00	1	CSH
EFT5089	12/03/2026	Australia Post	-238.80	1	CSH
EFT5090	12/03/2026	Avon Waste	-6,159.68	1	CSH
EFT5091	12/03/2026	Bunnings Midland	-275.60	1	CSH
EFT5092	12/03/2026	Owen Garner	-4,445.00	1	CSH
EFT5093	12/03/2026	Stephen John Gamble	-1,038.00	1	CSH
EFT5094	12/03/2026	Wyalkatchem Electrical Services	-6,402.00	1	CSH
EFT5095	12/03/2026	Dunnings	-1,568.87	1	CSH
EFT5096	12/03/2026	Eastern Hills Saws & Mowers	-375.30	1	CSH
EFT5097	12/03/2026	GDR Civil Contracting	-114,752.00	1	CSH
EFT5098	12/03/2026	Nutrien Ag Solutions Ltd	-196.02	1	CSH
EFT5099	12/03/2026	Local Government Professionals WA	-580.00	1	CSH
EFT5101	12/03/2026	Petchell Mechanical	-1,522.80	1	CSH
EFT5102	12/03/2026	WA Local Government Association	-682.00	1	CSH
EFT5103	12/03/2026	Wheatbelt Office & Business Machines	-204.68	1	CSH
EFT5104	12/03/2026	Wyalkatchem Community Resource Centre	-2,464.68	1	CSH
EFT5105	26/03/2026	SEEK	-663.58	1	CSH
EFT5106	26/03/2026	Perfect Computer Solutions Pty Ltd	-4,020.50	1	CSH
EFT5107	26/03/2026	Department Of Local Government Industry Regulation And Safety	-39.77	1	CSH
EFT5108	26/03/2026	Zone 50 Engineering Surveys Pty Ltd	-11,083.60	1	CSH
EFT5109	26/03/2026	Prompt Safety Solutions / Pingarning Pty Ltd	-2,200.00	1	CSH
EFT5110	26/03/2026	Infinitum Technologies Pty LTD	-361.44	1	CSH
EFT5111	26/03/2026	SHERRIN RENTALS PTY LTD	-6,470.30	1	CSH
EFT5112	26/03/2026	Wyalkatchem Tyres & Traders	-988.14	1	CSH
EFT5113	26/03/2026	Carrington's Traffic Services	-45,032.65	1	CSH
EFT5114	26/03/2026	Traffic Equipment Australia t/as VMS	-10,997.80	1	CSH
EFT5115	26/03/2026	Slimline Warehouse Display Shop	-1,060.46	1	CSH
EFT5116	26/03/2026	Linkup Pty Ltd	-3,336.30	1	CSH
EFT5117	26/03/2026	Sandra Christie	-84.72	1	CSH
EFT5118	26/03/2026	Colleen De Pierres	-2,388.72	1	CSH
EFT5119	26/03/2026	Australian Taxation Office	-2,071.00	1	CSH

Chq/EFT	Date	Name	Amount	Bank	Type
EFT5120	26/03/2026	BOC Gases	-130.12	1	CSH
EFT5121	26/03/2026	Bunnings Midland	-500.00	1	CSH
EFT5122	26/03/2026	Marty Grant Bulldozing	-6,685.82	1	CSH
EFT5123	26/03/2026	Petchell Mechanical	-343.32	1	CSH
EFT5124	26/03/2026	Shire of Cunderdin	-1,456.00	1	CSH
EFT5125	26/03/2026	Tudor House	-425.00	1	CSH
EFT5126	26/03/2026	WA Contract Ranger Services	-940.50	1	CSH
EFT5127	26/03/2026	Westrac	-1,524.60	1	CSH
EFT5128	26/03/2026	Wilson Sign Solutions	-390.50	1	CSH
EFT5129	31/03/2026	Perfect Computer Solutions Pty Ltd	-37,618.90	1	CSH
EFT5130	31/03/2026	Officeworks	-485.53	1	CSH
EFT5131	31/03/2026	Shire of Chittering	-953.70	1	CSH
EFT5132	31/03/2026	Department Of Local Government Industry Regulation And Safety	-373.49	1	CSH
EFT5133	31/03/2026	Five Rivers Plumbing and Gas	-656.14	1	CSH
EFT5134	31/03/2026	HARCHER WHEATBELT (WA DISTRIBUTORS) PTY LTD	-50.40	1	CSH
EFT5135	31/03/2026	Market Creations Agency Pty Ltd	-363.00	1	CSH
EFT5136	31/03/2026	Belinda Jonas	-65.97	1	CSH
EFT5137	31/03/2026	Benjamin Chandler	-400.00	1	CSH
EFT5138	31/03/2026	Ethan Leahy	-111.44	1	CSH
EFT5139	31/03/2026	CORSIGN WA PTY LTD	-6,893.15	1	CSH
EFT5140	31/03/2026	Wacwil Landscaping And Earthworks Pty Ltd	-3,960.00	1	CSH
EFT5141	31/03/2026	Glenn Joseph Edward Bradly	-42.00	1	CSH
EFT5142	31/03/2026	Bunnings Midland	-311.82	1	CSH
EFT5143	31/03/2026	Burgess Rawson (wa) Pty Ltd	-3,410.00	1	CSH
EFT5144	31/03/2026	Central Regional Tafe	-1,043.46	1	CSH
EFT5145	31/03/2026	Team Global Express Pty Ltd	-105.77	1	CSH
EFT5146	31/03/2026	Cutting Edges Equipment Parts Pty Ltd	-2,087.25	1	CSH
EFT5147	31/03/2026	D & D Transport	-356.40	1	CSH
EFT5148	31/03/2026	E & MJ Rosher	-265.03	1	CSH
EFT5149	31/03/2026	Eastern Hills Saws & Mowers	-275.40	1	CSH
EFT5150	31/03/2026	Elders	-453.70	1	CSH
EFT5151	31/03/2026	Marty Grant Bulldozing	-5,566.42	1	CSH
EFT5152	31/03/2026	WA Contract Ranger Services	-940.50	1	CSH
Total EFT			-540,991.46		
801	46083	NAB	-31.99	1	FEE
801	46112	NAB	-19.00	1	FEE
801	46112	NAB	-34.24	1	FEE
801	46112	NAB	-58.65	1	FEE
DD4242.1	01/03/2026	Crisp Wireless	-625.90	1	CSH
DD4242.2	03/03/2026	Water Corporation.	-15,471.91	1	CSH
DD4242.3	04/03/2026	Synergy	-178.66	1	CSH
DD4246.1	05/03/2026	NAB	-3,719.95	1	CSH
DD4248.1	09/03/2026	Synergy	-1,785.50	1	CSH
DD4248.2	11/03/2026	Telstra	-136.97	1	CSH
DD4248.3	19/03/2026	Synergy	-66.30	1	CSH
DD4248.4	27/03/2026	Synergy	-3,099.73	1	CSH
DD4250.1	10/03/2026	Superannuation contributions	-6,560.90	1	CSH
DD4259.1	21/03/2026	Telstra	-322.60	1	CSH
DD4261.1	24/03/2026	Superannuation contributions	-6,935.02	1	CSH
Total DD			-39,047.32		
Total Payments March 2026			-580,038.78		

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – FEBRUARY 2026

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 April 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 – February 2026

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council endorse credit card payments for the period 29 January 2026 to 27 February 2026, totalling \$3,719.95 (refer to attachment 10.1.2).

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



SHIRE OF WYALKATCHEM
NAB BUSINESS VISA
PAYMENTS OF ACCOUNTS BY CREDIT CARD
FOR THE STATEMENT PERIOD: 29 January 2026 to 27 February 2026

DATE	PAYEE	DESCRIPTION	AMOUNT
CARD NUMBER 4557-XXXX-XXXX-0623			
02-Feb-26	HALF PRICE BLINDS	RAILWAY BARRACKS Replacement Blinds	\$ 259.76
06-Feb-26	ACCOR TRIBE KINGS PARK	ADMIN ACCOMMODATION For Christie Training Course	\$ 629.85
10-Feb-26	JASON WINDOWS	51 FLINT ST Replacement window lock	\$ 30.00
10-Feb-26	BIG AUSSIE HATS	PROTECTIVE CLOTHING Bucket hats for outdoor staff	\$ 83.80
11-Feb-26	PERTH EQUIPMENT SALES	EXPENDABLE TOOLS Forklift Tynes	\$ 1,149.00
12-Feb-26	CANVA	INFORMATION TECHNOLOGY Canva Subscription	\$ 167.88
13-Feb-26	DUNNINGS WYALKATCHEM	MEMBERS Refreshments for Council Meeting 12/02/2026	\$ 56.00
13-Feb-26	SMS BROADCAST	COMMUNICATIONS SMS Broadcast	\$ 361.08
23-Feb-26	JAMF SOFTWARE	INFORMATION TECHNOLOGY JAMF Subscription	\$ 35.20
23-Feb-26	DISCOVERY HOLIDAY PARK	ADMIN ACCOMMODATION FOR Leahy, Dog Handling Course	\$ 469.19
23-Feb-26	DISCOVERY HOLIDAY PARK	ADMIN ACCOMMODATION FOR Ozanne, Dog Handling Course	\$ 469.19
27-Feb-26	NAB BANK	Card Fees and Bank Charge	\$ 9.00
TOTAL CREDIT CARD PAYMENTS			\$ 3,719.95

I, Glenn Bradley, have reviewed the credit card payments and confirm that from the descriptions on the documentation provide that;

- all transactions are expenses incurred by the Shire of Wyalkatchem;
- all purchases have been made in accordance with the Shire of Wyalkatchem policies and procedures;
- all purchases are in accordance with the Local Government Act 1995 and associated regulations;
- no misuse of the corporate credit card is evident

Glenn Bradley

10.1.3. MONTHLY FINANCIAL REPORTS – MARCH 2026

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 April 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 March 2026

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Statements of Financial Activity for the month ending 31 March 2026 (refer attachment 10.1.3).

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

March 2026

Total Cash Available as at 31 March 2026 is \$5,143,823;

- cash available is made up of unrestricted cash \$1,517,127 (29.49%) and
- restricted cash \$3,626,696 (70.51%).

Rates Debtors balance as at 31 March 2026 is \$186,588 and Rates Notices for 2025-26 were issued in August 2025. Rates collected as at end of March were \$1,358,411 - 85%.

March 2026: Operating Revenue – Operating revenue of \$3,171,410 is made up of Rates - 50%, Grants - 38%, Fees and Charges - 7%, Interest – 3% and other – 2%.
Operating Expenses – Operating expenses of \$4,545,434 is made of Employee Costs – 26%, Materials and Contracts – 21%, Depreciation – 45%, Insurance – 5% 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

SHIRE OF WYALKATCHEM

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 March 2026

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF WYALKATCHEM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2026

	Updated Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
	\$	\$	\$	\$	%	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	1,560,792	1,560,792	1,560,752	(40)	(0.00%)	
Rates excluding general rates	10,496	10,496	10,496	0	0.00%	
Grants, subsidies and contributions	1,546,991	1,205,544	1,197,998	(7,546)	(0.63%)	
Fees and charges	241,477	230,739	223,921	(6,818)	(2.95%)	
Interest revenue	161,521	107,000	109,493	2,493	2.33%	
Other revenue	59,555	59,555	68,750	9,195	15.44%	
Profit on asset disposals	98,364	0	0	0	0.00%	
	3,679,196	3,174,126	3,171,410	(2,716)	(0.09%)	
Expenditure from operating activities						
Employee costs	(1,725,888)	(1,294,416)	(1,151,821)	142,595	11.02%	▲
Materials and contracts	(1,968,732)	(1,476,549)	(945,922)	530,627	35.94%	▲
Utility charges	(197,201)	(147,901)	(134,851)	13,050	8.82%	
Depreciation	(2,629,396)	(1,972,047)	(2,044,882)	(72,835)	(3.69%)	
Finance costs	(15,520)	(11,640)	(8,132)	3,508	30.14%	
Insurance	(231,235)	(231,235)	(232,811)	(1,576)	(0.68%)	
Other expenditure	(54,592)	0	(27,015)	(27,015)	0.00%	
	(6,822,564)	(5,133,788)	(4,545,434)	588,354	11.46%	
Non cash amounts excluded from operating activities	2(c) 2,534,850	1,972,047	2,044,882	72,835	3.69%	
Amount attributable to operating activities	(608,518)	12,385	670,858	658,473	5316.70%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	2,139,650	1,513,693	1,520,167	6,474	0.43%	
Proceeds from disposal of assets	184,454	140,454	140,454	0	0.00%	
	2,324,104	1,654,147	1,660,621	6,474	0.39%	
Outflows from investing activities						
Acquisition of property, plant and equipment	(596,120)	(337,330)	(335,120)	2,210	0.66%	
Acquisition of infrastructure	(2,350,639)	(1,799,409)	(1,710,641)	88,768	4.93%	
	(2,946,759)	(2,136,739)	(2,045,761)	90,978	4.26%	
Amount attributable to investing activities	(622,655)	(482,592)	(385,140)	97,452	20.19%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	38,477	0	0	0	0.00%	
	38,477	0	0	0	0.00%	
Outflows from financing activities						
Repayment of borrowings	(76,646)	(37,951)	(37,951)	0	0.00%	
Transfer to reserves	(240,000)	0	(91,837)	(91,837)	0.00%	
	(316,646)	(37,951)	(129,788)	(91,837)	(241.99%)	
Amount attributable to financing activities	(278,169)	(37,951)	(129,788)	(91,837)	(241.99%)	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 1,509,342	1,509,342	1,513,140	3,798	0.25%	
Amount attributable to operating activities	(608,518)	12,385	670,858	658,473	5316.70%	▲
Amount attributable to investing activities	(622,655)	(482,592)	(385,140)	97,452	20.19%	▲
Amount attributable to financing activities	(278,169)	(37,951)	(129,788)	(91,837)	(241.99%)	▼
Surplus or deficit after imposition of general rates	0	1,001,184	1,669,070	667,885	66.71%	▲

KEY INFORMATION

- ▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
 - ▲ Indicates a variance with a positive impact on the financial position.
 - ▼ Indicates a variance with a negative impact on the financial position.
- Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF WYALKATCHEM
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2026

	Actual 30 June 2025	Actual as at 31 March 2026
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	2,233,478	1,517,127
Trade and other receivables	548,314	308,861
Other financial assets	3,534,858	3,626,695
Inventories	14,443	1,820
TOTAL CURRENT ASSETS	6,331,093	5,454,503
NON-CURRENT ASSETS		
Trade and other receivables	37,537	37,537
Other financial assets	59,715	59,715
Property, plant and equipment	13,292,499	13,039,737
Infrastructure	55,213,619	55,326,893
TOTAL NON-CURRENT ASSETS	68,603,370	68,463,882
TOTAL ASSETS	74,934,463	73,918,385
CURRENT LIABILITIES		
Trade and other payables	1,194,809	70,452
Borrowings	76,646	38,695
Employee related provisions	88,285	88,285
TOTAL CURRENT LIABILITIES	1,359,740	197,432
NON-CURRENT LIABILITIES		
Borrowings	338,154	338,154
Employee related provisions	55,123	55,123
TOTAL NON-CURRENT LIABILITIES	393,277	393,277
TOTAL LIABILITIES	1,753,017	590,709
NET ASSETS	73,181,446	73,327,676
EQUITY		
Retained surplus	24,291,917	24,346,311
Reserve accounts	3,534,859	3,626,695
Revaluation surplus	45,354,670	45,354,670
TOTAL EQUITY	73,181,446	73,327,676

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF WYALKATCHEM
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2026

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the Local Government Act 1995 read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 08 April 2026

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits

SHIRE OF WYALKATCHEM
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2026

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Updated Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 31 March 2026
Current assets	\$	\$	\$
Cash and cash equivalents	2,233,478	2,233,478	1,517,127
Trade and other receivables	593,031	548,314	308,861
Other financial assets	3,534,859	3,534,858	3,626,695
Inventories	14,444	14,443	1,820
	<u>6,375,812</u>	<u>6,331,093</u>	<u>5,454,503</u>
Less: current liabilities			
Trade and other payables	(1,239,525)	(1,194,809)	(70,452)
Borrowings	(76,646)	(76,646)	(38,695)
Employee related provisions	(92,086)	(88,285)	(88,285)
	<u>(1,408,257)</u>	<u>(1,359,740)</u>	<u>(197,432)</u>
Net current assets	4,967,555	4,971,353	5,257,071
Less: Total adjustments to net current assets	2(b) (3,458,213)	(3,458,213)	(3,588,001)
Closing funding surplus / (deficit)	1,509,342	1,513,140	1,669,070

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets			
Less: Reserve accounts	(3,534,859)	(3,534,859)	(3,626,696)
Add: Current liabilities not expected to be cleared at the end of the year - Current portion of borrowings	76,646	76,646	38,695
Total adjustments to net current assets	2(a) (3,458,213)	(3,458,213)	(3,588,001)

(c) Non-cash amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 31 March 2026	YTD Actual 31 March 2026
	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(94,546)	0	0
Add: Depreciation	2,629,396	1,972,047	2,044,882
Total non-cash amounts excluded from operating activities	2,534,850	1,972,047	2,044,882

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

SHIRE OF WYALKATCHEM
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2026

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
 The material variance adopted by Council for the 2025-26 year is \$10,000 and 10.00% whichever is the greater.

Description

Expenditure from operating activities

Employee costs

There has been a number of vacant positions through the beginning of the year.

Materials and contracts

The YTD budget is averaged over the year, staff tend to be conservative with expenditure through the beginning of the year until we are confident with how we are travelling YTD.

Surplus or deficit after imposition of general rates

Var. \$	Var. %	
\$	%	
142,595	11.02%	▲
	Permanent	
530,627	35.94%	▲
	Timing	
667,885	66.71%	▲

SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.51 M	\$1.51 M	\$1.51 M	\$0.00 M
Closing	\$0.00 M	\$1.00 M	\$1.67 M	\$0.67 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$1.52 M	29.5%
Restricted Cash	\$3.63 M	70.5%

Refer to 3 - Cash and Financial Assets

Payables	
	% Outstanding
Trade Payables	100.0%
0 to 30 Days	100.0%
Over 30 Days	0.0%
Over 90 Days	0.0%

Refer to 9 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.19 M	84.8%
Trade Receivable	\$0.12 M	% Outstanding
Over 30 Days		(163.6%)
Over 90 Days		(174.0%)

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.61 M)	\$0.01 M	\$0.67 M	\$0.66 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.56 M	
YTD Budget	\$1.56 M	(0.0%)

Grants and Contributions		
	\$	% Variance
YTD Actual	\$1.20 M	
YTD Budget	\$1.21 M	(0.6%)

Refer to 12 - Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.22 M	
YTD Budget	\$0.23 M	(3.0%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.62 M)	(\$0.48 M)	(\$0.39 M)	\$0.10 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.14 M	
Adopted Budget	\$0.18 M	(23.9%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$1.71 M	
Adopted Budget	\$2.35 M	(27.2%)

Refer to 5 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$1.52 M	
Adopted Budget	\$2.14 M	(29.0%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.28 M)	(\$0.04 M)	(\$0.13 M)	(\$0.09 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.04 M)
Interest expense	(\$0.01 M)
Principal due	\$0.38 M

Refer to 10 - Borrowings

Reserves	
Reserves balance	\$3.63 M
Net Movement	\$0.09 M

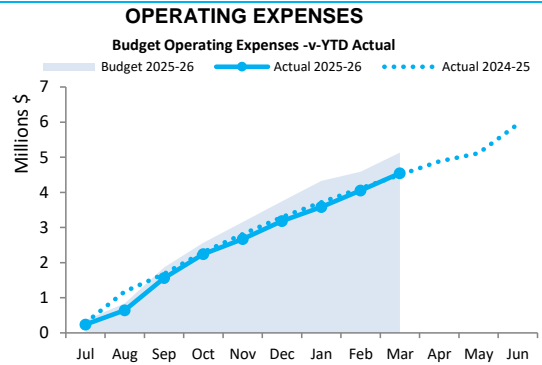
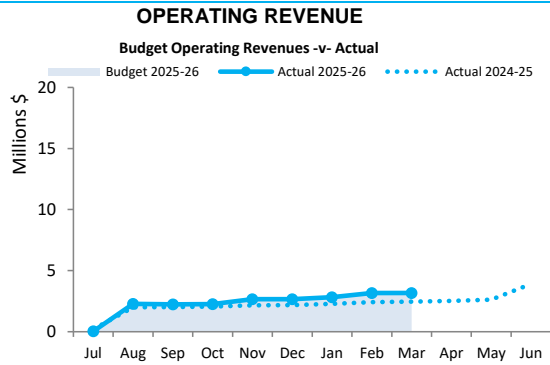
Refer to 4 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

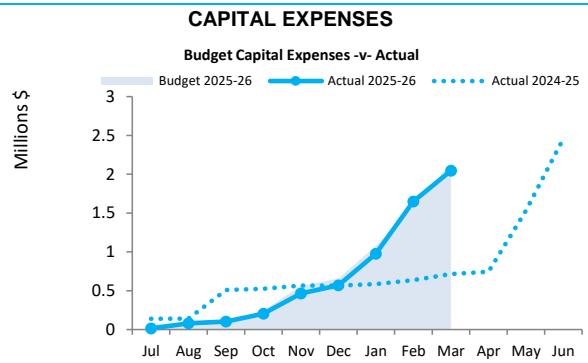
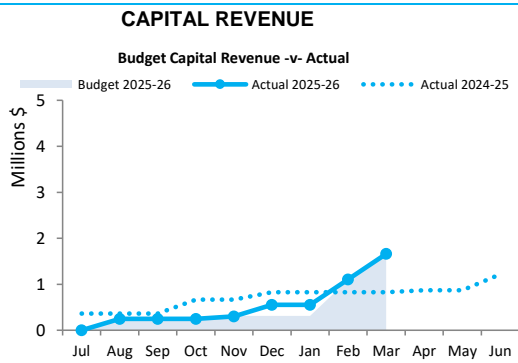
SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2026

2 KEY INFORMATION - GRAPHICAL

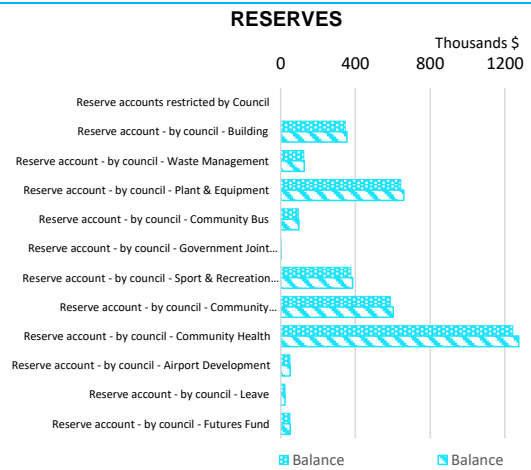
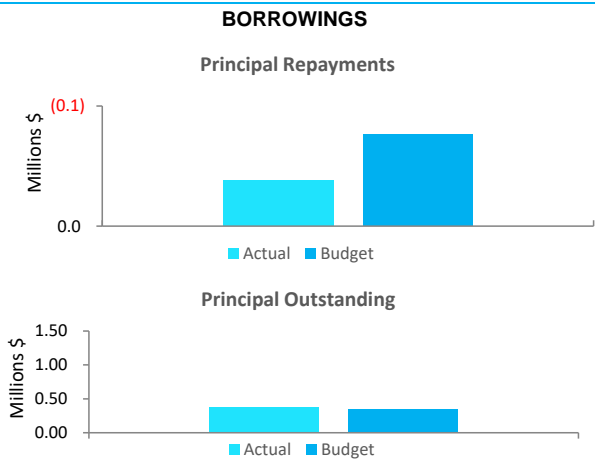
OPERATING ACTIVITIES



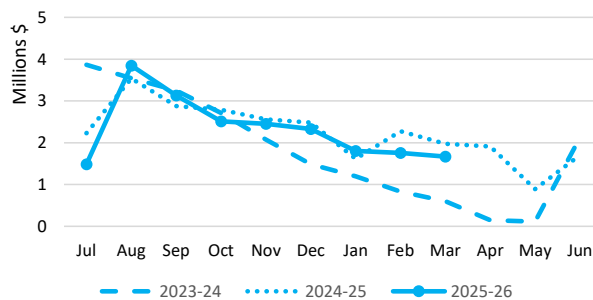
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2026**

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted \$	Reserve Accounts \$	Total \$	Trust \$	Institution	Interest Rate	Maturity Date
Municipal Bank Account	Cash and cash equivalents	1,516,927	0	1,516,927	0			At call
Reserve Investment Account	Financial assets at amortised cost	0	3,626,696	3,626,696	0	BOQ	4.37%	Jan-26
Petty Cash		200	0	200	0			
Total		1,517,127	3,626,696	5,143,823	0			
Comprising								
Cash and cash equivalents		1,517,127	0	1,517,127	0			
Financial assets at amortised cost - Term Deposits		0	3,626,696	3,626,696	0			
		1,517,127	3,626,696	5,143,823	0			

KEY INFORMATION

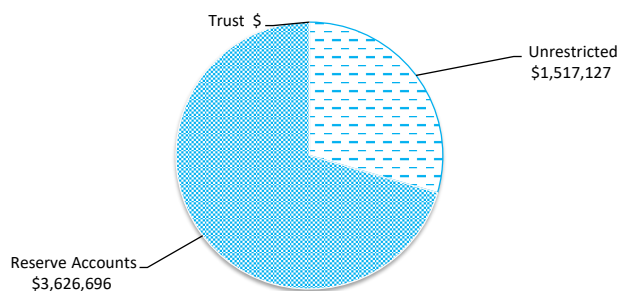
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2026

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Reserve account - by council - Building	345,388	14,021	0	359,409	345,388	8,973	0	354,361
Reserve account - by council - Waste Management	123,541	4,711	0	128,252	123,541	3,210	0	126,751
Reserve account - by council - Plant & Equipment	643,080	28,722	0	671,802	643,080	16,707	0	659,787
Reserve account - by council - Community Bus	95,185	3,630	0	98,815	95,185	2,473	0	97,658
Reserve account - by council - Government Joint Venture Housing	13	0	0	13	13	0	0	13
Reserve account - by council - Sport & Recreation Facilities	375,259	14,309	(38,477)	351,091	375,259	9,749	0	385,008
Reserve account - by council - Community Development	587,465	122,401	0	709,866	587,465	15,263	0	602,728
Reserve account - by council - Community Health	1,242,319	47,372	0	1,289,691	1,242,319	32,276	0	1,274,595
Reserve account - by council - Airport Development	49,718	1,896	0	51,614	49,718	1,292	0	51,010
Reserve account - by council - Leave	22,891	873	0	23,764	22,891	594	0	23,485
Reserve account - by council - Futures Fund	50,000	2,065	0	52,065	50,000	1,299	0	51,299
	3,534,859	240,000	(38,477)	3,736,382	3,534,859	91,837	0	3,626,696

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	40,000	0	0	0
Buildings	42,600	15,600	15,600	0
Furniture and equipment	68,775	58,775	53,392	(5,383)
Plant and equipment	444,745	262,955	266,128	3,173
Acquisition of property, plant and equipment	596,120	337,330	335,120	(2,210)
Infrastructure - roads	2,012,502	1,592,053	1,504,778	(87,275)
Infrastructure - drainage	65,000	55,000	63,544	8,544
Infrastructure - footpaths	42,525	42,525	42,925	400
Infrastructure - other	230,612	109,831	99,394	(10,437)
Acquisition of infrastructure	2,350,639	1,799,409	1,710,641	(88,768)
Total capital acquisitions	2,946,759	2,136,739	2,045,761	(90,978)
Capital Acquisitions Funded By:				
Capital grants and contributions	2,139,650	1,513,693	1,520,167	6,474
Other (disposals & C/Fwd)	184,454	140,454	140,454	0
Reserve accounts				
Reserve account - by council - Sport & Recreation Facilities	38,477		0	0
Contribution - operations	584,178	482,592	385,140	(97,452)
Capital funding total	2,946,759	2,136,739	2,045,761	(90,978)

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

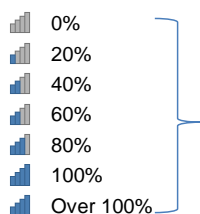
In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators

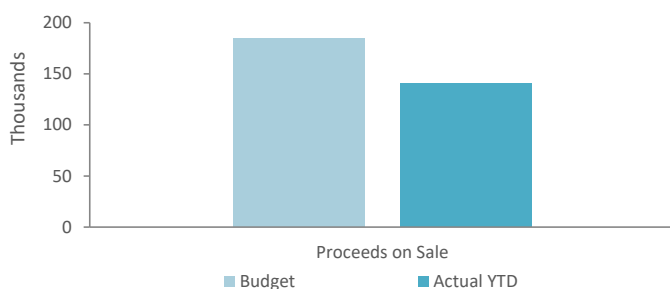


Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Account Description	Updated		YTD Actual	Variance (Under)/Over
	Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings				0
Purchase/transfer of land from WAPOL	40,000	0	0	0
NAB Bank	27,000	0	0	0
CRC airconditioner	15,600	15,600	15,600	0
				0
Furniture & Equipment				0
Councillor Surface Pro's	14,000	14,000	8,875	5,125
Upgrade Chambers recording equipment	10,000	0	0	0
Shire Server replacement	31,275	31,275	34,199	(2,924)
Staff computer/laptop replacement x 7	13,500	13,500	10,318	3,182
				0
Plant & Equipment				0
Works Manager Ute	58,914	58,914	58,915	(1)
WM00 Ford Everest (carried over)	77,000	77,000	77,440	(440)
Admin vehicle	43,395	0	0	0
Doctor vehicle	43,395	0	0	0
Team leader - Roads ute	54,115	54,115	54,115	0
Town space cab tipping tray ute	45,801	45,801	45,801	0
Skid steer rake bucket	4,375	4,375	4,375	0
Spray unit	5,500	5,500	4,482	1,018
Slasher	7,290	7,290	7,290	0
Mobile evaporative air cooler	9,960	9,960	9,960	0
Recreation Centre generator	55,000	0	3,750	(3,750)
Admin Office generator	20,000	0	0	0
Medical Centre generator	20,000	0	0	0
				0
Infrastructure - Roads				0
Roads 2 Recovery program 25/26	366,409	274,807	262,054	12,753
Wyalkatchem North Road	606,933	505,778	531,069	(25,292)
Cemetery Road	385,189	320,991	317,531	3,460
Cunderdin Wyalkatchem Road	540,000	405,000	309,751	95,249
Wyalkatchem Koorda Road	113,971	85,478	84,373	1,105
				0
Infrastructure - Drainage				0
Culverts x 4 - McNee and Parson Rd	40,000	30,000	30,348	(348)
Floodway Lackman Rd	25,000	25,000	33,196	(8,196)
				0
Infrastructure - Footpaths				0
Footpath - Honour Ave and Flint St from Town Hall and along front of Men's Shed to Gamble St	42,525	42,525	42,925	(400)
				0
Infrastructure - Other				0
Swimming Pool	88,943	44,472	36,611	7,861
Wheatbelt Way Rail Trail	76,310	0	0	0
Practice Cricket Wicket	65,359	65,359	62,783	2,576
	2,946,759	2,136,739	2,045,761	90,978

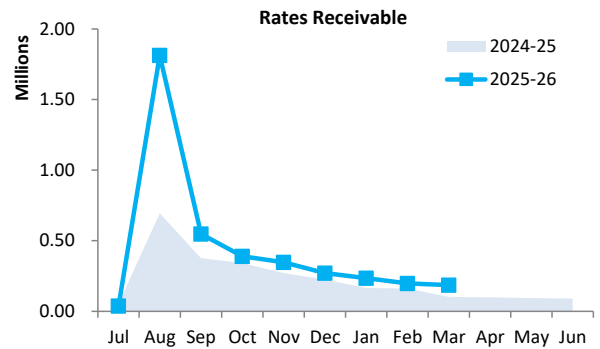
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Updated Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
Plant and equipment									
	0001WM Toyota Rav4	0	25,000	25,000	0	0	0	0	0
	Medical Centre Generator	0	2,000	2,000	0	0	0	0	0
	WM000 Toyota Hilux	34,484	41,818	7,334	0	0	41,818	41,818	0
	WM00 Toyota Prado	51,606	63,636	12,030	0	0	63,636	63,636	0
	000WM Toyota Kluger	0	15,000	15,000	0	0	0	0	0
	WM216 Ford Ranger	0	18,182	18,182	0	0	18,182	18,182	0
	WM012 Toyota Hilux	0	16,818	16,818	0	0	16,818	16,818	0
	Admin Generator	0	2,000	2,000	0	0	0	0	0
		86,090	184,454	98,364	0	0	140,454	140,454	0



7 RECEIVABLES

Rates receivable	30 June 2025	31 Mar 2026
	\$	\$
Opening arrears previous year	48,331	31,134
Levied this year	1,508,575	1,571,248
Less - collections to date	(1,468,389)	(1,358,411)
Gross rates collectable	88,517	243,971
Allowance for impairment of rates receivable	(57,383)	(57,383)
Net rates collectable	31,134	186,588
% Collected	94.3%	84.8%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(2,640)	30,988	1,120	0	(18,712)	10,756
Percentage	(24.5%)	288.1%	10.4%	0.0%	(174.0%)	
Balance per trial balance						
Trade receivables	(2,640)	30,988	1,120	0	(18,712)	10,756
GST receivable		111,517				111,517
Total receivables general outstanding						122,273

Amounts shown above include GST (where applicable)

KEY INFORMATION

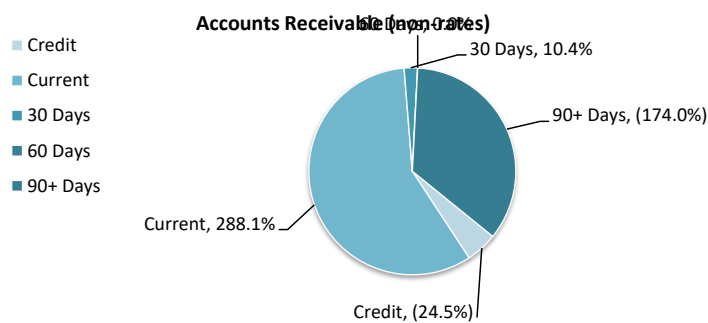
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 March 2026
Other current assets	\$	\$	\$	\$
Financial assets at amortised cost	3,534,858	91,837	0	3,626,695
Inventory				
Fuel	14,443	43,359	(55,982)	1,820
Total other current assets	3,549,301	135,196	(55,982)	3,628,515

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

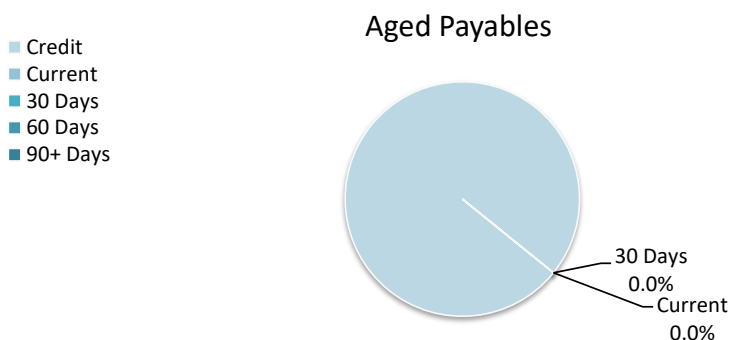
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(28,555)	0	0	0	0	(28,555)
Percentage	100.0%	0.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors	(28,555)	0	0	0	0	(28,555)
Other payables	0	99,007	0	0	0	99,007
Total payables general outstanding						70,452

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2025 \$	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Grader purchase	75	414,800	0	0	(37,951)	(76,646)	376,849	338,154	(8,132)	(15,520)
Total		414,800	0	0	(37,951)	(76,646)	376,849	338,154	(8,132)	(15,520)
Current borrowings		76,646					38,695			
Non-current borrowings		338,154					338,154			
		414,800					376,849			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2025 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 March 2026 \$
Employee Related Provisions						
Provision for annual leave		92,086	0	0	0	92,086
Provision for long service leave		(3,801)	0	0	0	(3,801)
Total Provisions		88,285	0	0	0	88,285
Total other current liabilities		88,285	0	0	0	88,285

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue					YTD Revenue Actual
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Mar 2026	Current Liability 31 Mar 2026	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies											
GEN PUR - Financial Assistance Grant - General	0	0	0	0	0	916,863	708,073	916,863	27,234	944,097	708,073
GEN PUR - Financial Assistance Grant - Roads	0	0	0	0	0	321,309	248,140	321,309	9,544	330,853	248,140
ESL BFB - Operating Grant	0	0	0	0	0	40,000	31,630	40,000	2,173	42,173	31,378
ESL BFB - Admin Fee/Commission	0	0	0	0	0	4,000	4,000	4,000	0	4,000	4,000
ROADM - Direct Road Grant (MRWA)	0	0	0	0	0	164,244	160,647	164,244	(3,597)	160,647	160,647
	0	0	0	0	0	1,446,416	1,152,489	1,446,416	35,354	1,481,770	1,152,238
Contributions											
RATES - Reimbursement of Debt Collection Costs					0	0	1,500	0	1,500	1,500	1,503
STF HOUSE - Staff Rental Reimbursements - 2 Slocum St					0	3,300	6,000	3,300	4,700	8,000	0
STF HOUSE - Staff Rental Reimbursements - 22a Flint St					0	2,800	1,587	2,800	(684)	2,116	0
STF HOUSE - Staff Rental Reimbursements - 45 Wilson St					0	2,800	1,867	2,800	0	2,800	0
STF HOUSE - Staff Rental Reimbursements - 53 Piesse St					0	2,800	1,867	2,800	0	2,800	0
OTH HOUSE - Rental Reimbursements - Joint Venture					0	2,811	1,874	2,811	0	2,811	0
ADMIN - Reimbursements					0	0	6,058		6,058	6,058	6,058
POC - Fuel Tax Credits Grant Scheme					0	20,500	13,667	20,500	0	20,500	15,319
SWIM AREAS - Contributions, Donations & Reimbursements					0	0	18,636	0	18,636	18,636	18,636
TOUR - Grants					0	0	0	0	0	0	4,245
	0	0	0	0	0	35,011	53,055	35,011	30,210	65,221	45,760
TOTALS	0	0	0	0	0	1,481,427	1,205,544	1,481,427	65,564	1,546,991	1,197,998

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue					
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Mar 2026	Current Liability 31 Mar 2026	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies											
GEN PUR - Other Grants	0	0	0	0	0	177,657	177,657	177,657	0	177,657	224,972
ROADC - Regional Road Group Grants (MRWA)	0	0	0	0	0	404,622	952,831	404,622	786,417	1,191,039	959,223
ROADC - Roads to Recovery Grant	0	0	0	0	0	766,409	383,205	766,409	0	766,409	331,427
	0	0	0	0	0	1,348,688	1,513,693	1,348,688	786,417	2,135,105	1,515,622
Capital contributions											
REC - Non- Operating Contributions				0	0	0	0	0	0	0	4,545
	0	0	0	0	0	0	0	0	0	0	4,545
TOTALS	0	0	0	0	0	1,348,688	1,513,693	1,348,688	786,417	2,135,105	1,520,167

**SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MARCH 2026**

14 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
Budget adoption						0
Cemetery Road	144/2025	Capital expenses			(128,396)	(128,396)
Cunderdin-Wyalkatchem Road	145/2025	Capital expenses			(180,000)	(308,396)
Cricket practice wicket and nets	149/2025	Capital expenses			(32,679)	(341,075)
				0	(341,075)	(341,075)

10.1.4. BUDGET VARIATION – CBH GRASS ROOTS GRANTS APPLICATION, SWIMMING POOL HOIST

Applicant:	Not Applicable
Location:	Whole of District
Date:	09 April 2026
Reporting Officer:	Aldo Lamas, Manager of Works
Disclosure of Interest:	No interest to declare
File Number:	12.5
Attachment Reference:	Attachment 1 - Successful CBH Grass Roots Grants application, Attachment 2 - Grant Application Justification.

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Approve a budget variation under section 6.8 Local Government Act 1995, increasing expenditure by \$6,225 to facilitate the acceptance of a CBH Grass Roots Grants Fund grant and decreasing the Recreation Centre generator budget by \$6,225 to offset, for the purpose of supplying and installing a pool hoist at the Wyalkatchem Swimming Pool by 30 June 2026.*
- 2. Authorise the Works Manager to accept the grant and facilitate grant management, planning and construction of the project, and provide periodic reporting to council and the grantor.*

BACKGROUND

The Shire of Wyalkatchem applied for a CBH Grass Roots Grants grant in February 2026. There is no provision in the approved 2025/26 budget for funds or resources to complete this project.

COMMENT

CBH supporting our grain grown communities, has approved the awarding of a grant to the Shire of Wyalkatchem for the purpose of supplying and installing a pool hoist at the Wyalkatchem Swimming Pool.

The grant awards \$10,725 toward a project costed in March 2026 at \$16,950. The shortfall of \$6,225 (which includes shire resources, materials and in-kind contributions) has not been included in the approved 2025/26 budget.

The project was initiated by Community Development Officer and Works Manager in February 2026 and has been discussed as in recent 2026/27 budget workshops. It is prudent to reallocate unexpended savings from the generator budget to complete this work during the pool winter shut down.

STATUTORY ENVIRONMENT

A New Tax System (Goods and Services Tax) Act 1999
Corporations Act 2001 (Cth)
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 \$6,225 but is reallocated from 2025/26 project savings.

RISK IMPLICATIONS

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.

Grass Roots Grants

Supporting our grain growing communities



1 April 2026

Dear Shire of Wyalkatchem,

Congratulations!

Thank you for participating in the February round of the **CBH** Grass Roots grants program. Your application for funds towards the has been successful in receiving funding of **\$10725**.

Your submitted application can be accessed at all times by logging into the **CBH** [Grass Roots Community Grants application page](#).

Grant Application Justification

Community Pool Hoist – Supporting Inclusion at Our Local Swimming Pool

Our Shire is seeking grassroots funding support to purchase and install a Pool Hoist at our public swimming pool so that every member of our community—regardless of age or ability—can safely access and enjoy this vital community facility.

Why This Matters to Our Community

Our public swimming pool is more than a recreation facility—it is a central gathering place for families, seniors, school groups, and community organisations. In a regional/rural area, it plays a critical role in:

- Promoting physical health
- Providing social connection
- Supporting rehabilitation and gentle exercise
- Offering safe summer recreation

However, at present, residents with limited mobility are unable to independently access the pool. This includes:

- Older residents with mobility challenges
- People living with disability
- Community members recovering from surgery or injury
- Individuals requiring hydrotherapy or low-impact exercise

Without a Pool Hoist, these residents are effectively excluded from a key community space.

A Simple Solution with Big Impact

A Pool Hoist is a modest, one-time investment that will deliver long-term benefits. It will:

- Provide safe, dignified entry and exit from the pool
- Eliminate the need for unsafe manual lifting

- Reduce injury risk for carers and staff
- Enable participation in swimming lessons, aqua fitness, and rehabilitation programs

This equipment will immediately make our pool more inclusive and welcoming.

Strengthening Grassroots Community Inclusion

In small communities, inclusion matters deeply. When one person cannot participate, the whole community feels it. Installing a Pool Hoist demonstrates that:

- Everyone belongs
- Everyone deserves access
- Our community looks after its most vulnerable members

This project reflects local values of fairness, care, and community spirit. It ensures that no one is left watching from the sidelines.

Sustainable and Long-Term Benefit

The Pool Hoist will serve the community for many years, benefiting:

- Current residents
- Future generations
- Visitors to our region

It will increase participation in programs, encourage healthier lifestyles, and enhance the social value of our public pool.

Conclusion

With grassroots funding support, our Shire can remove a significant barrier to participation and create a more inclusive and accessible community facility.

This is a practical, achievable project with immediate and lasting impact—ensuring that our public swimming pool is truly a facility for everyone.

10.2. WORKS AND SERVICES

10.2.1. WORKS OFFICER'S REPORT – APRIL 2026

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 April 2026
Reporting Officer:	Aldo Lamas – Works Manager
Disclosure of Interest:	No interest to disclose
File Number:	13.05
Attachment Reference:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Works Officer's report as presented.

BACKGROUND

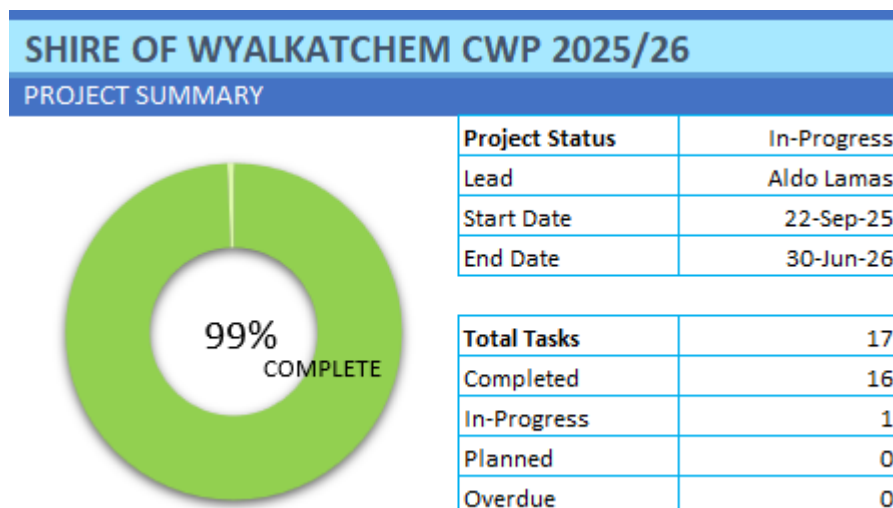
To inform Council of the activities of the Works and Services team for the month ending 8 April 2026.

OVERVIEW

SUMMARY - ROADS / TOWN/ BUILDINGS

CAPITAL WORKS PROGRAM

The capital works program is progressing according to schedule and budget, with 99% of works completed as at 09 April 2026.



DESCRIPTION	STATUS	COMPLETION
INFRASTRUCTURE - ROADS		
Wyalkatchem North Rd - SLK 6.91 to 8.40	Completed	
Wyalkatchem Koorda Rd - Development Project - Design	Completed	
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	Completed	
Cunderdin-Wyalkatchem Rd, Wyalkatchem WA - SLK 3.00 to 5.00	Completed	

WATER CORPORATION – RECYCLED WATER SCHEME INTERNAL AUDIT

On Tuesday 24 March 2026, we underwent an internal audit from the Water Corporation regarding our Recycled Water Scheme. The audit was conducted in the afternoon with the Water Corporation technical team, the Parks and Gardens Team Leader, and the Shire Works Manager in attendance.

WHEATBELT NORTH REGIONAL ROAD GROUP MEETING

On Monday 9 March 2026, Councilor Begley Voting Delegate and the Shire Works Manager attended the Wheatbelt North Regional Road Group Meeting in Northam.

ROAD & MAINTENANCE

- **Refuse Site**

Routine weekly maintenance continued throughout the month at the Refuse Site.

- **Grading – Summer Maintenance**

Summer maintenance grading is continuing throughout the Shire, including clearing drains and off-shoots and re-shaping the road formation in preparation for winter maintenance grading.

- **Traffic Counters**

Installation of the traffic counters is still ongoing throughout the shire, and they are being rotated every two weeks. This information will be uploaded into our mapping system to allow easy access and identification, which will assist in planning and carrying out maintenance activities.

- **Culvert Database**

We are implementing a database to record the location of all culverts throughout the Shire. This information will be uploaded into our mapping system to allow easy access and identification, which will assist in planning and carrying out maintenance activities.

- **Wyalkatchem Koorda Road – Wheatbelt Secondary Freight Network**

Geotechnical testing was carried out to support the preparation of the pavement design for the upcoming road upgrade, as part of the development stage of the Wheatbelt Secondary Freight Network.

[Refer to Photographs in Attachment A](#)

PARKS AND GARDENS

- **Mulching Works Within the Town Site**

Intersections within the town site are being cleaned and re-mulched with fresh mulch to enhance the appearance of our streetscapes.

Locations: Intersection of Riches Street and Railway Terrace, Intersection Mitchel Street and Hands Drive, Intersection of Riches St and Hans Drive, intersection of Slocum Street and Gamble Street and Railway Terrace.

- **Swimming Pool**

- ✓ Toilets: Cleaning and jetting of the existing septic tanks.
- ✓ Installation of line marking at the basketball court.
- ✓ Installation of changerooms covers.

- **Admin Park**

- ✓ Installation of line marking at the basketball court.

- **Cemetery**

- ✓ Installation of line marking at the car park including disable bays.

- **Recreation Centre**

- ✓ Delivery of the mobile generator.

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

Attachment A



Photo: Cunderdin - Wyalkatchem Rd



Photo: Cemetery Rd

Attachment B





Photo: Mulching Works within the Town site.



Photo: Swimming Pool Changerooms Cover



Photo: Swimming Pool – Basketball Court Line Marking



Photo: Admin Park – Basketball Court Line Marking

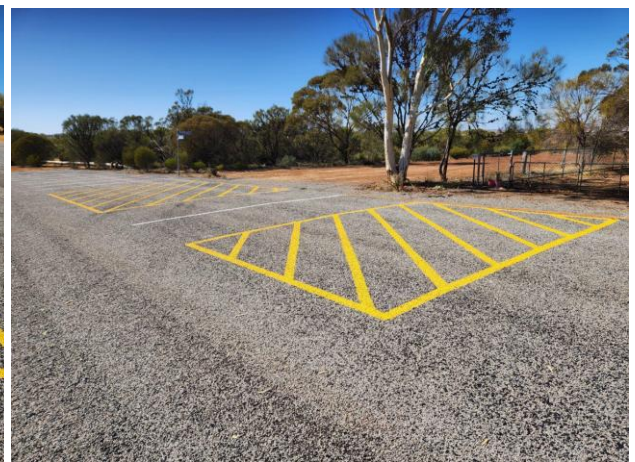


Photo: Cemetery – Car Park Line Marking



Photo: Swimming Pool – Septic Tank cleaning and jetting.



Photo: Mobile Generator – Recreation Centre

10.3. GOVERNANCE AND COMPLIANCE

10.3.1. CHIEF EXECUTIVE OFFICER'S REPORT – APRIL 2026

Applicant:	Not Applicable
Location:	Whole of District
Date:	10 April 2026
Reporting Officer:	Tom Kettle, Chief Executive Officer
Disclosure of Interest:	No interest to declare
File Number:	13.05.01
Attachment Reference:	NIL

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive the Chief Executive Officer's report as presented.

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 from 19 March 2026 to 16 April 2026.

COMMENT

Council operations remained stable throughout the reporting period, with activity focused on governance and compliance obligations, emergency management preparedness, progression of strategic projects, and ongoing operational oversight.

The *Welcome to Wylie* community event was well attended and provided a relaxed and informal environment that encouraged meaningful connection and conversation. The evening offered an opportunity to acknowledge community achievements and further reinforced Council's commitment to fostering an inclusive, welcoming and connected community. I enjoyed the opportunity to meet more community members and extend my thanks to Sandra and all those who contributed to the success of the event.

A Special Meeting of Council was held on 31 March 2026, at which Council resolved to authorise the Chief Executive Officer to proceed with the purchase of a portion of land located at 21 Gamble Street, Wyalkatchem. This decision represents an important step forward in advancing a key housing initiative in partnership with the Central East Accommodation and Care Alliance Inc.

Development of the 2026/27 Annual Budget is progressing well, with workshops two and three of seven completed during the period. In parallel, work has commenced on the development of the Shire's Council Plan, including the Public Health Plan. Further information regarding proposed community engagement activities will be provided as this process progresses.

The Shire also undertook preparedness activities in response to the anticipated impact of Ex-Tropical Cyclone Narelle. This included attendance at DFES Operational Support Group meetings and implementation of appropriate road and fire management measures.

While the system did not result in adverse impacts for the Shire, the process provided a valuable operational readiness exercise.

I would like to acknowledge and commend the Works and Services teams for achieving completion of approximately 99 per cent of the scheduled capital works program for the financial year. This, together with recent maintenance activities, has made a significant contribution to the safety, functionality and overall presentation of the town.

Significant work continues across the organisation to maintain momentum and progress key priorities. During the reporting period, attention has been directed to the following key areas:

- Land management, including debt management and recovery processes, title status review and property valuation matters;
- Strategic and financial planning, supported through Council workshops as part of development of the 2026/27 Annual Budget;
- Recruitment and workforce capacity building;
- Ongoing strengthening of key Committees, including the Local Emergency Management Committee and the Audit, Risk and Compliance Committee; and
- Continued engagement with regional local government partners through the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC).

Key Meetings 19 March 2026 to 16 April 2026.

19 March Council Workshop and Ordinary Council Meeting

20 March LGPRO CEO Forum

20 March Welcome to Wylie

23 March DFES Operation Area Support Group Meeting; Fuel Supply

24 March Water Corporation

25 March Wheatbelt Rail Trail Steering Committee Meeting

26 March DFES Operation Area Support Group Meeting; Adverse Weather

26 March Auditor introduction meeting

27 March DFES Operation Area Support Group Meeting; Adverse Weather

30 March LG Rural Health Funding Alliance Meeting

31 March Rain Roads WA Operational Meeting

31 March Special Council Meeting

31 March Council Workshop

7 April NEWROC Executive Meeting

8 April Regional Road Group 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.

10.3.2. WYALKATCHEM DISTRICT HIGH SCHOOL SPONSORSHIP REQUEST

Applicant:	Wyalkatchem District High School
Location:	Shire of Wyalkatchem
Date:	10 April 2026
Reporting Officer:	Tom Kettle, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 1 – Sponsorship request letter

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council approve the payment of \$1,000.00 to the Wyalkatchem District High School as sponsorship for the secondary students Australia's Capital educational tour.

BACKGROUND

The Wyalkatchem District High School (WDHS) has requested sponsorship for the secondary students Australia's Capital, Canberra, educational tour 2026.

COMMENT

A letter was received from WDHS dated 5 March 2026 (attachment 1) outlining the sponsorship requests and the benefits of the inaugural educational tour.

The CEO met with the school principal on 17 March 2026 to discuss the opportunity and the role the Shire may play in supporting WDHS.

The Shire of Wyalkatchem has a Community Assistance Grant Scheme (Policy 9.8) which provides delegation to the CEO to approve sponsorship applications to the value of \$250. This was deemed an unsuitable amount to provide meaningful support in this case.

The CEO briefed the Council at a workshop on 19 March 2026 and sought indicative support for the amount of \$1,000.00. This requires the approval of the Council as it is outside the delegation of the CEO.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996
r. 12 Payments from the municipal fund or trust fund

POLICY IMPLICATIONS

Policy 9.8 Community Assistance Grant Scheme

FINANCIAL IMPLICATIONS

There is a minor financial implication of \$1,000.00 from the Community Grant Scheme allocation in the 2025/26 Annual Budget.

RISK IMPLICATIONS

There is a minor reputational risk associated with not supporting the Officer's Recommendation. This is mitigated by adoption of the Officer's Recommendation.

COMMUNITY AND STRATEGIC OBJECTIVES

Strategic Community Plan 2024-2034

Goal 6. Retain young people in Wyalkatchem is relevant to this report.



Wyalkatchem District High School

HONOUR AVENUE, WYALKATCHEM WA 6485
Telephone: 08 9692 1500
Email: Wyalkatchem.DHS@education.wa.edu.au



Shire of Wyalkatchem
26th February 2026

Dear Ian,

SEEKING DONATIONS / SPONSORSHIP

I am writing to respectfully seek your support through a **donation or sponsorship** to help our secondary students visit **Australia's capital, Canberra, in 2026**.

This will be an **inaugural educational tour**, offering students the valuable opportunity to:

- Visit **Parliament House** and learn how our federal government operates
- Pay their respects at the **Australian War Memorial**
- Gain firsthand insight into how **Australia's democracy works**

At **Wyalkatchem District High School**, we are committed to providing our students with high-quality educational experiences. This Canberra trip will strengthen students' understanding of **civics and citizenship** and support them as they grow into informed, engaged members of an ever-changing world.

Support from local businesses such as yours plays a vital role in making opportunities like this possible. **Any contribution—whether a donation or sponsorship—would be sincerely appreciated and would make a meaningful difference for our students.**

There are **two ways you may choose to support us**:

- **Donation:**
Donors will be publicly acknowledged in our **school newsletters and on social media**.
- **Tea Towel Sponsorship (\$150 or more):**
Sponsors will be acknowledged in our **newsletters, on social media, and printed directly on the commemorative tea towel**.

Thank you for considering our request and for your ongoing support of our **local school community**.

Our school bank account details are:

Account Name: Wyalkatchem DHS

BSB: 086 – 977

Account Number: 51-835-4620

(State your business name in the Description field)

If you are interested in a sponsorship, I would welcome the opportunity to discuss this further or provide additional information at your convenience.

Please feel free to contact me on 08 9692 1500 or at jill.lees@education.wa.edu.au

Sincerely

Jill Lees
Principal

10.3.3. COUNCILLOR CODE OF CONDUCT REVISION

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 April 2026
Reporting Officer:	Tom Kettle, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Attachment 1 Revised Code of Conduct for Council Members

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Adopts the amended Code of Conduct for Council Members, Committee Members and Candidates, as provided in Attachment 1.*
- 2. Establish the Council Complaints and Investigation Committee and appoints all Councillors to the Committee under section 5.8 and section 5.10 Local Government Act 1995 and authorises the committee to investigate complaints made in relation to the Code of Conduct for Council Members, Committee Members and Candidates, with the exception of the councillor who is subject to the complaint, and the complainant, where the complainant is a member of Council.*
- 3. Notes that an employee of the Shire may provide advice or other assistance to the Council, the committee or a person authorised under clause 14B, to perform the functions under clauses 12 and 13.*

BACKGROUND

The *Local Government (Model Code of Conduct) Regulations 2021* came into effect on 3 February 2021 and introduced a Model Code of Conduct that applies to every local government in Western Australia. The Shire has applied the Model Code structure and requirements in practice since 2021, with Council adopting the Code of Conduct for Council Members, Committee Members and Candidates April 2021.

COMMENT

The Regulations were substantially amended by the Local Government Legislation Amendment Regulations 2025 and came into effect on 1 January 2026, triggering the requirement for local governments to adopt an updated Code of Conduct by 1 April 2026. These amendments primarily relate to responsibilities and procedure, as opposed to the standards of behaviour.

Changes to the Code of Conduct provide a graduated response to complaints overseen by the Local Government Inspector, which includes new penalties up to the disqualification for a person to hold office in local government for up to ten (10) years. Other changes include:

- The Local Government Inspector and Inspectorate now sit at the centre of the system, with broad powers to investigate breaches and recommend suspension or dismissal of individual councillors or whole councils to the Minister.
- New breach matters now go through the Inspector and appointed Local Government Adjudicators rather than the previous Local Government Standards Panel process
- Breaches of Division 3 (Behaviour) are classified as “behavioural breaches” and continue to be dealt with by the local government. After two prior behavioural breaches are found, a further behavioural breach can be treated as a conduct breach to be investigated by the Local Government Inspector, effectively tightening consequences for repeated lower-level misconduct.
- The former “minor breach” label has been replaced with “conduct breach”, to emphasise that these matters can be more serious than the old terminology implied. A council member commits a conduct breach if they contravene a rule of conduct (Division 4) or violate a local law made under the Act relating to conduct at council or committee meetings. Conduct breaches are dealt with by the Local Government Inspector.
- Breaches of the specified offences list in Schedule 8A.1 of the Local Government Act 1995 are classified as “specified breaches” and are also dealt with by the Local Government Inspector. The Inspector may progress relevant allegations of these breaches to the State Administrative Tribunal (SAT).
- There are increased penalties for councillor conduct breaches, including; withholding or suspending payment of fees and allowances for up to three months, suspension from a committee, or suspension from council for up to three months.
- A three strikes rule has commenced; if a council member is suspended three times for a breach, they are disqualified from holding office in local government for 10 years.
- For some misconduct offences, maximum fines have been almost doubled, with certain offences now attracting penalties of up to \$24,000 and potential imprisonment for up to two years.
- Any person can now lodge a complaint of a conduct breach with the Inspector, who can use investigative powers (for example, obtaining meeting video) and filter out complaints that are frivolous, vexatious, trivial, misconceived or without substance.
- Adjudicators can order a range of penalties including public censure, apology, counselling or training, withholding of fees and allowances for up to three months and suspension for up to three months. Information about censures and SAT orders is required to be published on the Inspector’s website for 12 years to give electors better visibility of councillor histories. Appeals of a decision of an adjudicator can be made through SAT.

Divisions 1, 2 and 4 of the Model Code are prescribed and must be adopted without amendment. Division 3 (Behaviour) sets out mandatory minimum behavioural requirements but allows local governments to include additional behavioural requirements, provided they are not inconsistent with the Model Code. No additional requirements are included at this time.

To provide clarity, the Administration has expanded the provisions relating to clause 11(3), to confirm that the Chief Executive Officer is authorised to receive and withdraw complaints.

Furthermore, it confirms that the Council is responsible for dealing with the complaint, including dismissal, unless it authorises a person to perform these functions (ie. third party contractor). To ensure that the complaint can be initially considered, it is recommended that a committee of council be formed to undertake this function initially. It should be noted however that the councillor who made the complaint, or the councillor who the complaint refers to cannot be part of the committee investigating the complaint.

STATUTORY ENVIRONMENT

The Local Government (Model Code of Conduct) Regulations 2021

POLICY IMPLICATIONS

The Code of Conduct which is subject to amendment is included within the Shire's Policy manual.

FINANCIAL IMPLICATIONS

There is no direct financial implication to this report.

RISK IMPLICATIONS

There is a compliance risk associated with this item as not adopting the revised Code of Conduct for Councillors will see the Shire in breach of the Local Government Act 1995, and see the Shire apply an incorrect approach to complaints lodged in relation to elected members, committee members and candidates.

COMMUNITY AND STRATEGIC OBJECTIVES

Strategic Community Plan 2024-2034
Pillar 4: Civic Leadership,
Goal 11. High Standard of Governance.



LOCAL GOVERNMENT REGULATIONS 2021

CODE OF CONDUCT POLICY-
FOR ELECTED MEMBERS, COMMITTEE MEMBERS AND
CANDIDATES

Adopted XX April 2026
Resolution No: XXXX

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Division 1 — Preliminary provisions

1. Citation

This is the *Shire of Wyalkatchem Code of Conduct for Council Members, Committee Members and Candidates*.

2. Terms used

(1) In this code —

Act means the *Local Government Act 1995*;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision-making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and

(d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

(1) A council member, committee member or candidate should —

- (a) treat others with respect, courtesy and fairness; and
- (b) respect and value diversity in the community.

(2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

(1) A council member, committee member or candidate —

- (a) must ensure that their use of social media and other forms of communication complies with this code; and
- (b) must only publish material that is factually correct.

(2) A council member or committee member —

(a) must not be impaired by alcohol or drugs in the performance of their official duties; and

(b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

(a) must not bully or harass another person in any way; and

(b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and

(c) must not use offensive or derogatory language when referring to another person; and

(d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and

(e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

(a) must not act in an abusive or threatening manner towards another person; and

(b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and

(c) must not repeatedly disrupt the meeting; and

(d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and

(e) must comply with any direction given by the person presiding at the meeting; and

(f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

(1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.

(2) A complaint must be made —

(a) in writing in the form approved by the local government; and

(b) to a person authorised under subclause (3); and

(c) within 1 month after the occurrence of the alleged breach.

(3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints. For the purpose of this subsection, the Chief Executive Officer or the Acting Chief Executive Officer is authorised to receive and withdraw complaints.

(4) A complaint must be dealt with under clauses 12 to 15 unless —

(a) the complaint is referred to the Inspector in accordance with subclause (5); and

(b) the inspector refers the complaint to be dealt with under Part 8A Division 5 of the Act.

(5) If the Local Government (Model Code of Conduct) Regulations 2021 regulation 3A applies to a complaint, a person authorised under subclause (3) must refer the complaint to the Inspector under section 5.105(3) of the Act.

(6) A complaint must also be dealt with under clauses 12 to 15 if the Inspector refers the complaint to the local government under the Local Government (Local Government Inspector) Regulations 2025 regulation 6.

[Clause 11 amended: SL 2025/208 r. 43.]

12. Dealing with complaint

(1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.

Note for this subclause:

See also clause 14A in relation to the appointment of a monitor to assist the local government to deal with matters raised by a complaint.

(2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.

(3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.

(4) If the local government makes a finding that the alleged breach has occurred, the local government may —

(a) take no further action; or

(b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.

(5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.

(6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —

(a) engage in mediation;

(b) undertake counselling;

(c) undertake training;

(d) take other action the local government considers appropriate.

(7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —

(a) its finding and the reasons for its finding; and

(b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

[Clause 12 amended: SL 2025/208 r. 44.]

13. Dismissal of complaint

(1) The local government must dismiss a complaint if it is satisfied that —

(a) the behaviour to which the complaint relates occurred at a council or committee meeting; and

(b) either —

(i) the behaviour was dealt with by the person presiding at the meeting; or

(ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.

(2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

14A. Appointment of Monitor

- (1) The Inspector may appoint a monitor for the local government to assist the local government to deal with matters raised by a complaint.
- (2) If the Inspector appoints a monitor —
 - (a) the Inspector may direct the local government to defer further dealing with the complaint until the monitor reports to the Inspector on the outcome of the monitoring assignment; and
 - (b) the local government must comply with the direction.

[Clause 14A inserted: SL 2025/208 r. 45.]

14B. Performance of Local Government's Functions Under cl. 12 and 13

- (1) The local government's functions under clauses 12 and 13 must be performed by the council.
- (2) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a committee of the council comprising council members only to perform a function for and on behalf of the local government.
- (3) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a person who is none of the following to perform a function for and on behalf of the local government —
 - (a) a member of the council of any local government;
 - (b) a member of the governing body of any regional subsidiary;
 - (c) an employee of any local government or regional subsidiary;
 - (d) an employee of WALGA or the Local Government Professionals Australia (WA);
 - (e) a member of the governing body of, or an employee of, a body corporate the activities of which are, wholly or partly, advocating or otherwise acting for, or on behalf of, 1 or more of the following —
 - (i) local governments;
 - (ii) members of councils;
 - (iii) employees of local governments.

- (4) A resolution made under subclause (3) must include the following —
- (a) a statement to the effect that the council is satisfied that the person being authorised is suitably qualified and experienced to perform the function;
 - (b) an explanation as to why the council is satisfied as referred to in paragraph (a);
 - (c) a statement to the effect that the council is satisfied that the person being authorised is impartial and has no close association with any member of the council or any employee of the local government.
- (5) Nothing in this clause prevents an employee of the local government from providing, in relation to the performance of a function, any advice or other assistance to the council, a committee authorised under subclause (2) or a person authorised under subclause (3).

[Clause 14B inserted: SL 2025/208 r. 45.]

15. Other provisions about complaints

(1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.

(2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

(3) Clauses 14A and 14B do not apply in relation to a complaint made before 1 January 2026.

Note for this clause:

See also section 5.105(4) and (5) of the Act for restrictions on the activities of a person who makes a complaint or who is alleged to have breached a requirement set out in this Division

[Clause 15 amended: SL 2025/208 r. 46.]

Division 4 — Rules of conduct

Notes for this Division:

1. Under section 8A.3(1) of the Act, a council member commits a conduct breach if the council member contravenes a rule of conduct. Section 8A.3(2) of the Act extends this to the contravention of a rule of conduct that occurred when the council member was a candidate.

2. A conduct breach is dealt with under Part 8A Division 5 of the Act.

[Notes inserted: SL 2025/208 r. 47.]

16. Overview of Division

(1) This Division sets out rules of conduct for council members and candidates.

(2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

(1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes —

- (a) local government property; and
- (b) services provided, or paid for, by a local government.

(2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

(1) A council member must not make improper use of their office —

- (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
- (b) to cause detriment to the local government or any other person.

(2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

(1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.

(2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

(1) In this clause —

local government employee means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or
- (b) engaged by a local government under a contract for services.

(2) A council member or candidate must not —

- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
- (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or

(c) act in an abusive or threatening manner towards a local government employee.

(3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

(4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

(a) make a statement that a local government employee is incompetent or dishonest; or

(b) use an offensive or objectionable expression when referring to a local government employee.

(5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

21. Disclosure of information

(1) In this clause —

closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

(2) A council member must not disclose information that the council member —

(a) derived from a confidential document; or

(b) acquired at a closed meeting other than information derived from a non-confidential document.

(3) Subclause (2) does not prevent a council member from disclosing information —

(a) at a closed meeting; or

(b) to the extent specified by the council and subject to such other conditions as the council determines; or

(c) that is already in the public domain; or

(d) to an officer of the Department; or

(e) to the Minister; or

- (f) to a legal practitioner for the purpose of obtaining legal advice; or
- (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

(1) In this clause —

interest —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
- (b) includes an interest arising from kinship, friendship or membership of an association.

(2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

(3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.

(4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —

- (a) that they had an interest in the matter; or
- (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.

(5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —

- (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
- (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.

(6) Subclause (7) applies in relation to an interest if —

- (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
- (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.

(7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

Appendix 1



Alleged Breach Complaint Form -

Code of conduct for council members, committee members and candidates

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

- NOTE:** A complaint about an alleged breach must be made —
- (a) in writing in the form approved by the local government
 - (b) to an authorised person
 - (c) within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:
Name: _____ <u>Given Name(s)</u> <u>Family Name</u>

Contact details of person making the complaint:
Address: _____
Email: _____
Contact number: _____

Name of the local government (city, town, shire) concerned:

Name of council member, committee member, candidate alleged to have committed breach:

State the full details of the alleged breach. Attach any supporting evidence to your complaint form.

Date of alleged breach:
_____ / _____ / 20_____

<p>SIGNED:</p> <p>Complainant's signature:</p> <p>Date of signing: _____ / _____ / 20_____</p>

<p>Received by Authorised Officer</p> <p>Authorised Officer's Name:</p> <p>Authorised Officer's Signature:</p> <p>Date received: _____ / _____ / 20_____</p>
--

NOTE TO PERSON MAKING THE COMPLAINT:

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

Signed complaint form is to be forwarded to:

Chief Executive Officer:
ceo@wyalkatchem.wa.gov.au or Chief Executive Officer, Shire of
 Wyalkatchem, PO Box 244, WYALKATCHEM WA 64;

11. PLANNING AND BUILDING

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

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

15. MATTERS BEHIND CLOSED DOORS

16. CLOSURE OF THE MEETING