



**MINUTES  
OF THE  
ORDINARY MEETING  
OF COUNCIL**

**HELD ON**

**16 April 2026**

**Council Chambers**

**Honour Avenue**

**Wyalkatchem**

**Commencement: 4:00pm**

**Closure: 4:21pm**

**Preface**

When the Chief Executive Officer approved these Minutes for distribution they are in essence “*Unconfirmed*” until the following Ordinary Meeting of Council, where the minutes will be confirmed subject to any amendments.

The “*Confirmed*” Minutes are then signed off by the Presiding Member.

**Unconfirmed Minutes**

These unconfirmed minutes were approved for distribution on the 22 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:

As per the Shire of Wyalkatchem Code of Conduct for Council Members, Committee Members, and Candidates for Election, and to maintain transparency, it is important to disclose all interests, including impartiality interests which include interests arising from kinship, friendship and membership of associations. If it is possible that your vote on a matter may be perceived as impartial, you should disclose your interest. Having disclosed the interest, you may declare your objectivity on the matter, and remain in the Chamber, and chair, or move/second, speak and vote on the matter.

### Disclosing an Interest:

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

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

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**1. DECLARATION OF OPENING**

The Presiding Member, Cr Petchell declared the meeting open at 4:00pm.

**2. PUBLIC QUESTION TIME**

**2.1. Response to Public Questions Previously Taken on Notice**

Nil

**2.2. Declaration of Public Question Time opened**

Public Question Time opened at 4:00pm.

There were no public questions.

**2.3. Declaration of Public Question Time closed**

Public Question Time closed at 4:00pm.

**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 Justin Begley	
Cr Stephen Gamble	

Tom Kettle	Chief Executive Officer
Claire Trenorden	Manager Corporate Services
Aldo Lamas	Manager Works

**3.2. Visitors**

Nil

**3.3. Apologies**

Nil

**3.4. Approved Leave of Absence**

Cr Rod Lawson Kerr

**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 10.3.2.

**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/COUNCIL RESOLUTION:**

***(33/2026) Moved: Cr Stratford    Seconded: Cr Dickson***

***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.***

**CARRIED 6/0**

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

**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/COUNCIL RESOLUTION:**

***(34/2026) Moved: Cr Begley    Seconded: Cr Dickson***

***That the minutes of the Shire of Wyalkatchem Special Meeting of Council of Tuesday 31 March 2026 (Attachment 7.1.2) be confirmed as a true and correct record.***

**CARRIED 6/0**

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

**7.2. Receipt of Minutes**

Nil

**8. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

The Presiding Member congratulated the Corporate Services team as the Shire of Wyalkatchem was recognised as a 2025 Best Practice entity for financial reporting and controls from the Auditor General, Caroline Spencer.

Anzac Day is next Saturday 25 April 2026, there is a dawn service at 5:45am followed by a gunfire breakfast at the Men's Shed. There's also a morning service at 11:00am followed by a sausage sizzle at the Men's Shed.

The Works team were congratulated on the completion of 99% of the scheduled capital works program. They were also congratulated on the gardens, mulching and line marking which are looking really great.

**9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

## 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

### 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.

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

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER RECOMMENDATION/COUNCIL RESOLUTION:**

***(35/2026) Moved: Cr Begley      Seconded: Cr Loton  
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.***

***CARRIED 6/0***

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

**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

**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.

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

**VOTING REQUIREMENT**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL RESOLUTION:**

**(36/2026) Moved: Cr Gamble    Seconded: Cr Dickson**

**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).**

**CARRIED 6/0**

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

### 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

#### 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.

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

**VOTING REQUIREMENT**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL RESOLUTION:**

***(37/2026) Moved: Cr Dickson    Seconded: Cr Begley***

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

***CARRIED 6/0***

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

**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.

**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.

### **VOTING REQUIREMENT**

Absolute Majority

### **OFFICER RECOMMENDATION/COUNCIL RESOLUTION:**

*(38/2026) Moved: Cr Stratford    Seconded: Cr Loton*

*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.*

**CARRIED 6/0**

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

## 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

### BACKGROUND

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

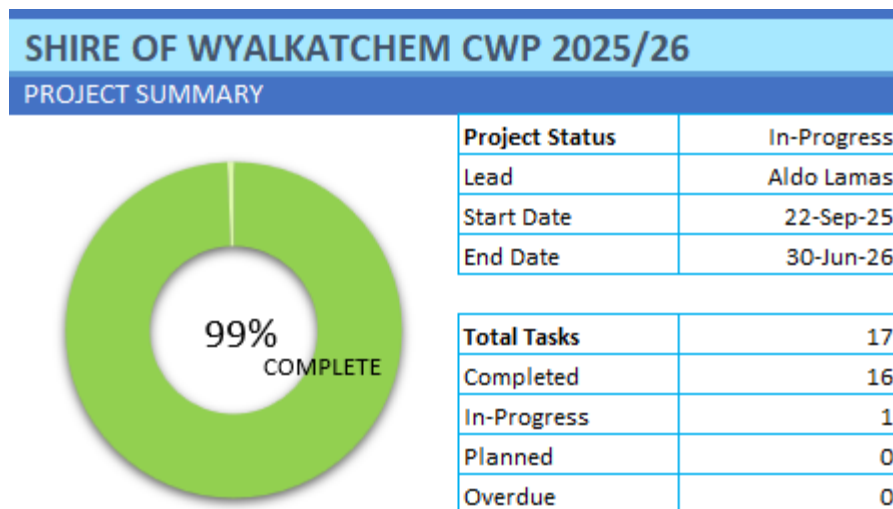
### OVERVIEW

### SUMMARY - ROADS / TOWN/ BUILDINGS

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### 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
<b>INFRASTRUCTURE - ROADS</b>		
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	
<b>INFRASTRUCTURE - FOOTPATH</b>		
Footpath Construction Town Hall (Honour Ave) to Men's Shed (Gamble St Intersection)	Completed	
<b>INFRASTRUCTURE - DRAINAGE</b>		
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	
<b>INFRASTRUCTURE - OTHER</b>		
Swimming Pool Changerooms - Roof Cover	In Progress	30/06/26
Cricket Practice Net	Completed	
<b>PLANT &amp; EQUIPMENT</b>		
Skid Steer Rake bucket	Completed	
Spray Unit	Completed	
Slasher	Completed	
Mobile evaporative air cooler	Completed	
<b>SHOVEL READY PROJECT MRWA</b>		
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.

<b>Pillar 1 Economy</b>	<b>Statement of Strategic Outcome:</b> 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.
<b>Goal No.</b>	<b>GOAL 1.</b> 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

<b>Pillar 2 Community</b>	<b>Statement of Strategic Outcome:</b> 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.
<b>Goal No.</b>	<b>GOAL 5.</b> 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:**

*(39/2026) Moved: Cr Begley                      Seconded: Cr Stratford  
That Council receives the Works Officer's report as presented.*

**CARRIED 6/0**  
*Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,  
Cr Dickson*

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

#### 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.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL RESOLUTION:**

**(40/2026) Moved: Cr Stratford**

**Seconded: Cr Dickson**

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

**CARRIED 6/0**

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

Cr Stratford declared an impartiality interest in item 10.3.2 due to being President of the School P & C, her husband being President of the School Council and her son attending the school.

### **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

#### **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.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL RESOLUTION:**

**(41/2026) Moved: Cr Gamble                      Seconded: Cr Loton**

**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.**

**CARRIED 6/0**

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

### 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

#### 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.

### **VOTING REQUIREMENT**

Absolute Majority

### **OFFICER RECOMMENDATION/COUNCIL RESOLUTION:**

*(42/2026) Moved: Cr Stratford                      Seconded: Cr Begley*

**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.***

**CARRIED 6/0**

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

**11. PLANNING AND BUILDING**

Nil

**12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

Nil

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

Nil

**15. MATTERS BEHIND CLOSED DOORS**

Nil

**16. CLOSURE OF THE MEETING**

There being no further business, the Presiding Member closed the meeting at 4:21pm.