



AGENDA

ORDINARY COUNCIL MEETING



17 July 2025

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 17 July 2025 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, 17 July 2025

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.

Ian McCabe

ACTING CHIEF EXECUTIVE OFFICER

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Wyalkatchem for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decisions, which will be provided within ten days of this meeting.

DISCLOSURE OF INTEREST

Councillors and staff are reminded of the requirements of section 5.65 of the *Local Government Act 1995*, to disclose any interest or perceived interest in any matter to be discussed during a meeting, and also the requirement to disclose any item affecting impartiality.

Financial Interest:

Under section 5.60A of the *Local Government Act 1995*, a person is said to have a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the Local Government in a particular way, result in a financial gain, loss, benefit or detriment for the person.

Proximity Interest:

Under section 5.60B of the *Local Government Act 1995*, a person is said to have a proximity interest in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development of land that adjoins the person's land.

Impartiality Interest:

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

Disclosing an Interest:

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

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

TABLE OF CONTENTS

1.	DECLARATION OF OPENING.....	1
2.	PUBLIC QUESTION TIME	1
2.1.	Response to Public Questions Previously Taken on Notice.....	1
2.2.	Declaration of Public Question Time opened	1
2.3.	Declaration of Public Question Time closed	1
3.	ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE	1
3.1.	Attendance.....	1
3.2.	Apologies.....	1
3.3.	Approved Leave of Absence.....	1
3.4.	Applications for Leave of Absence.....	1
4.	OBITUARIES	1
5.	PETITIONS, DEPUTATIONS, PRESENTATIONS.....	1
5.1.	Petitions	1
5.2.	Deputations.....	1
5.3.	Presentations	1
6.	DECLARATIONS OF INTEREST.....	1
6.1.	Financial and Proximity Interest	1
6.2.	Impartiality Interests.....	1
7.	CONFIRMATION AND RECEIPT OF MINUTES.....	1
7.1.	Confirmation of Minutes.....	1
7.1.1.	Ordinary Meeting of Council – 15 May2025	1
7.2.	Receipt of Minutes.....	2
7.2.1.	NEWROC Council Meeting Minutes – 27 May 2025 ... Error! Bookmark not defined.	
7.2.2.	CEACA Management Committee Meeting Minutes – 19 May 2025 Error! Bookmark not defined.	
8.	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION.....	2
9.	MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....	2
10.	REPORTS	3
10.1.	CORPORATE AND COMMUNITY SERVICES.....	3
10.1.1.	ACCOUNTS FOR PAYMENT – MAY 2025	3
10.1.2.	ACCOUNTS FOR PAYMENT – CREDIT CARDS – APRIL 2025.....	5
10.1.3.	MONTHLY FINANCIAL REPORTS – MAY 2025.....	6

10.2. WORKS AND SERVICES	8
10.2.1. WORKS OFFICER'S REPORT JUNE 2025	8
10.3. GOVERNANCE AND COMPLIANCE	17
10.3.1. CHIEF EXECUTIVE OFFICER'S REPORT	17
10.3.2. APPOINTMENT OF PRESIDING MEMBER, DEPUTY PRESIDING MEMBER – AUDIT AND RISK COMMITTEE	Error! Bookmark not defined.
10.3.3. DETERMINATION OF RELEVANT AUTHORISATIONS AND APPOINTMENTS.....	Error! Bookmark not defined.
10.3.4. PROPOSED LICENCE AGREEMENT – TENNIS CLUB BUILDING	Error! Bookmark not defined.
10.4. PLANNING AND BUILDING	19
11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	19
12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	19
13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION	19
14. MATTERS BEHIND CLOSED DOORS.....	19
15. CLOSURE OF THE MEETING	19

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. Apologies**
- 3.3. Approved Leave of Absence**
- 3.4. 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 Meeting of Council – 19 June 2025

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday
19 June 2025. (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 June 2025 (Attachment 7.1.1) be confirmed as a true and correct
record.*



**MINUTES
OF THE
ORDINARY MEETING
OF COUNCIL
HELD ON
19 June 2025
Council Chambers
Honour Avenue
Wyalkatchem
Commencement: 4:03pm
Closure 4:37pm**

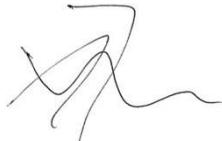
Preface

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 26 June 2025.



Sabine Taylor
Chief Executive Officer

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Wyalkatchem for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decisions, which will be provided within ten days of this meeting.

DISCLOSURE OF INTEREST

Councillors and staff are reminded of the requirements of section 5.65 of the *Local Government Act 1995*, to disclose any interest or perceived interest in any matter to be discussed during a meeting, and also the requirement to disclose any item affecting impartiality.

Financial Interest:

Under section 5.60A of the *Local Government Act 1995*, a person is said to have a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the Local Government in a particular way, result in a financial gain, loss, benefit or detriment for the person.

Proximity Interest:

Under section 5.60B of the *Local Government Act 1995*, a person is said to have a proximity interest in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development of land that adjoins the person's land.

Impartiality Interest:

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.

TABLE OF CONTENTS

1.	DECLARATION OF OPENING.....	1
2.	PUBLIC QUESTION TIME	1
2.1.	Response to Public Questions Previously Taken on Notice.....	1
2.2.	Declaration of Public Question Time opened	1
2.3.	Declaration of Public Question Time closed	1
3.	ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE	1
3.1.	Attendance.....	1
3.2.	Apologies.....	1
3.3.	Approved Leave of Absence.....	1
3.4.	Applications for Leave of Absence.....	1
4.	OBITUARIES	2
5.	PETITIONS, DEPUTATIONS, PRESENTATIONS.....	2
5.1.	Petitions	2
5.2.	Deputations.....	2
5.3.	Presentations	2
6.	DECLARATIONS OF INTEREST.....	2
6.1.	Financial and Proximity Interest	2
6.2.	Impartiality Interests.....	2
7.	CONFIRMATION AND RECEIPT OF MINUTES.....	2
7.1.	Confirmation of Minutes.....	2
7.1.1.	Ordinary Meeting of Council – 15 May2025	2
7.2.	Receipt of Minutes.....	3
7.2.1.	NEWROC Council Meeting Minutes – 27 May 2025	3
7.2.2.	CEACA Management Committee Meeting Minutes – 19 May 2025	3
8.	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION.....	3
9.	MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....	3
10.	REPORTS	4
10.1.	CORPORATE AND COMMUNITY SERVICES.....	4
10.1.1.	ACCOUNTS FOR PAYMENT – MAY 2025	4
10.1.2.	ACCOUNTS FOR PAYMENT – CREDIT CARDS – APRIL 2025.....	6
10.1.3.	MONTHLY FINANCIAL REPORTS – MAY 2025.....	8
10.2.	WORKS AND SERVICES	10

10.2.1. WORKS OFFICER'S REPORT JUNE 2025	10
10.3. GOVERNANCE AND COMPLIANCE	21
10.3.1. CHIEF EXECUTIVE OFFICER'S REPORT	21
10.3.2. APPOINTMENT OF PRESIDING MEMBER, DEPUTY PRESIDING MEMBER – AUDIT AND RISK COMMITTEE	23
10.3.3. DETERMINATION OF RELEVANT AUTHORISATIONS AND APPOINTMENTS	25
10.3.4. PROPOSED LICENCE AGREEMENT – TENNIS CLUB BUILDING	27
10.4. PLANNING AND BUILDING	30
11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	30
12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	30
13. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION	30
14. MATTERS BEHIND CLOSED DOORS.....	30
15. CLOSURE OF THE MEETING	30

1. DECLARATION OF OPENING

The Presiding Member, Cr Garner declared the meeting open at 4:03pm.

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 4:03pm.

There were no questions from the public.

2.3. Declaration of Public Question Time closed

Public Question Time closed at 4:04pm.

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Cr Owen Garner	President and Presiding Member
Cr Christy Petchell	Deputy President
Cr Mischa Stratford	
Cr Christopher Loton	
Cr Tracy Dickson	
Cr Rod Lawson Kerr	
Cr Justin Begley	
Sabine Taylor	Chief Executive Officer
Claire Trenorden	Manager Corporate Services

3.2. Visitors

Jennie Gorham
Michelle Eaton
Stephen Gamble
Ranald McDonald
Susan Bruse
Sheryl Wood

3.3. Apologies

Nil

3.4. Approved Leave of Absence

Nil

3.5. Applications for Leave of Absence

Nil

4. OBITUARIES

The Presiding Member advised the following residents and former residents of Wyalkatchem had recently passed away:

Bill Dickson

Phillip Hewton

5. PETITIONS, DEPUTATIONS, PRESENTATIONS

5.1. Petitions

Nil

5.2. Deputations

Nil

5.3. Presentations

Nil

6. DECLARATIONS OF INTEREST

6.1. Financial and Proximity Interest

Cr Loton declared a financial interest in item 10.3.4.

6.2. Impartiality Interests

Claire Trenorden declared an impartiality interest in item 10.3.4 due to her daughter attending daycare.

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

7.1.1. Ordinary Meeting of Council – 15 May2025

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 15 May 2025. (Attachment 7.1.1)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(62/2025) Moved: Cr Petchell *Seconded: Cr Lawson Kerr*

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 15 May 2025 (Attachment 7.1.1) be confirmed as a true and correct record.

CARRIED 7/0

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

7.2. Receipt of Minutes

7.2.1. NEWROC Council Meeting Minutes – 27 May 2025

Minutes of the NEWROC Council meeting held on Tuesday 27 May 2025 (Attachment 7.2.1)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

That the minutes of the NEWROC Council meeting held on Tuesday 27 May 2025 (Attachment 7.2.1) be received by Council.

CARRIED 7/0

Voted for: Cr Garner, Cr Stratford, Cr Lawson Kerr, Cr Dickson, Cr Loton, Cr Petchell, Cr Bealev

7.2.2. CEACA Management Committee Meeting Minutes – 19 May 2025

Minutes of the CEACA Management Committee meeting held on Monday
19 May 2025 (Attachment 7.2.2)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(64/2025) Moved: Cr Stratford Seconded: Cr Petchell

That the minutes of the CEACA Management Committee meeting held on Monday 19 May 2025 (Attachment 7.2.2) be received by Council.

CARRIED 7/0

Voted for: Cr Garner, Cr Stratford, Cr Lawson Kerr, Cr Dickson, Cr Loton, Cr Petchell, Cr Bealev

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

10. REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – MAY 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 June 2025
Reporting Officer:	Parul Begum, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for payment – May 2025

SUMMARY

To provide the Council with a list of accounts paid by the Chief Executive Officer in accordance with delegated authority and for the Council to endorse the payments made for the prior month.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996, s13(1)*, requires that if a local government has delegated to the CEO its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing all payments since the last such list was prepared.

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

COMMENT

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

Bank Account	Payment Type	Last Number	First Number in the report
Municipal	Cheque	0	0
Municipal & Trust	EFT	EFT4429	EFT4397
Reserves	EFT	EFT	No Payments
DD	DD	DD3901.10	DD3854.10

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations, S13.1

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2024/2025 Annual Budget.

COMMUNITY & 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:

(65/2025) Moved: Cr Loton

Seconded: Cr Begley

That Council endorse the total payments for the month of May 2025 being \$692,474.26 which comprised of:

1. *Cheque payments in the Municipal Fund totalling \$0.00;*
2. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$667,395.43;*
3. *Direct Debit (DD) payments in the Municipal Fund totalling \$25,078.83.*

CARRIED 7/0

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

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – APRIL 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 June 2025
Reporting Officer:	Parul Begum, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	File Ref: 12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Card – April 2025

BACKGROUND

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

STATUTORY ENVIRONMENT

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

Local Government (Financial Management) Regulations 1996, R34

POLICY IMPLICATIONS

Policy Number 2.1 – Purchasing Policy.

Policy Number 2.3 – Credit Card Policy.

FINANCIAL IMPLICATIONS

Nil. Reported expenditure is assessed by management as being consistent with the FY24 -25 Annual Budget.

COMMUNITY & 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:

(66/2025) Moved: Cr Lawson Kerr

Seconded: Cr Dickson

**That Council endorse credit card payments for the period 29 March 2025 to 29 April 2025, totalling
\$302.24. (refer to attachment 10.1.2).**

CARRIED 7/0

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

10.1.3. MONTHLY FINANCIAL REPORTS – MAY 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 June 2025
Reporting Officer:	Claire Trenorden, MCS
Disclosure of Interest:	No interest to disclose
File Number:	25.08
Attachment Reference:	Attachment 10.1.3 – Monthly Financial Report May 2025

BACKGROUND

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

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

COMMENT

The attached reports includes:

- Statement of Financial Activity by Program (p.3)
- Statement of Financial Activity by Nature and Type (p.4)

The statements provide details of the Shire's operations on an actual year to date basis.

These statements and Notes 1 (p.5) and 2 (p.6) are statutory requirements and must be presented to Council.

The remaining notes all relate to the Statements of Financial Activity.

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 6 – Financial Management S6.4

Local Government (Financial Management) Regulations, R34

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Total Cash Available as at 31 May 2025 is \$4,678,556;

- cash available is made up of unrestricted cash \$1,111,169 (23.75%) and
- restricted cash \$3,567,387 (76.25%).

Rates Debtors balance as at 31 May 2025 is \$94,778 and Rates Notices for 2024-25 were issued in August 2024. Rates collected as at end of May was \$1,452,084 - 94%.

May 2025: Operating Revenue – Operating revenue of \$2,619,064 is made up of Rates - 57%, Grants - 24%, Fees and Charges - 12%, Interest earnings – 7% and other – 0%.

Operating Expenses – Operating expenses of \$5,115,932 is made of Employee Costs – 25%, Materials and Contracts – 24%, Depreciation – 43%, Insurance – 4% and Utility – 3% and Other Charges – 1%.

COMMUNITY & 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:

(67/2025) Moved: Cr Dickson

Seconded: Cr Begley

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

CARRIED 7/0

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

10.2. WORKS AND SERVICES

10.2.1. WORKS OFFICER'S REPORT JUNE 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 June 2025
Reporting Officer:	Jennie Gorham, & Eric Anderson, Jointly Acting Supervisors of Infrastructure and Assets.
Disclosure of Interest:	No interest to disclose
File Number:	13.05.02
Attachment Reference:	Nil

BACKGROUND

To inform Council of the activities of the Works and Services team during the month of May/June 2025.

OVERVIEW

SUMMARY - ROADS / TOWN/ BUILDINGS

ROAD MAINTENANCE PROGRAM

Roads that have been graded during May:

- Range Road,
- part of Davies Road,
- Hammond Road,
- Hardwick Road,
- Parson Road,
- Tilbrook Road,
- Ryan Road,
- Yorkrakine East/West Road,
- Greaves Road,
- Shields Road and
- part of Allan Road.

A 'blowout' was repaired on De Pierres Road, as well as a small amount of gravel re-sheeting (200 metres) along a very slippery section of Elashgin East/West.

Bitumen crack patching has been carried out on:

- Thurston St,
- Wilson St,
- Lindsay St,

- Slocum St,
- Gamble St and
- Railways Tce.

A total of 500 litres of bitumen emulsion was used to remedy the streets. The crack patching program will continue as time permits. Twelve metres of 5/7mm blend of aggregate for the bitumen crack patching was obtained from Doodlakine Quarry.

With the Rodeo approaching rapidly we had an opportunity to cart into town 400 cubic meters of yellow sand, this will be used for the Rodeo arena and the balance will be used for the top dressing of the oval in October. We usually cart the sand for the Rodeo a week or so before the event, but we are now ahead of the curve.

PLANT & EQUIPMENT

The new 120 Caterpillar grader is proving a great investment. The second grader has increased productivity and enabled more defined road maintenance.

The IVECO truck recently received repairs to leaking air fittings. There are still unresolved minor mechanical and electrical issues which are proving difficult to repair.

The 2 plate compactors are in Perth to see if they can be repaired. One seems to be unrepairable (it has come to the end of its life) and the company repairing them is having trouble sourcing parts to repair the other one.

REFUSE SITE

The current cell at the refuse site appears to be coming to the end of its life and officers believe that a new cell will be needed within the next two years.

Officers will engage a suitable qualified consultant to provide advice and guidance as to the potential sites for the next cell. Engaging a consultant is crucial as the Shire will need advice and guidance to help reduce our environmental footprint by implementing sustainable waste management practices that comply with all relevant regulations. The location of the new cell needs to be well planned and implemented effectively and considering cost-efficiency. A separate paper addressing this issue will come to Council in due course.

PARKS & GARDENS

- The town crew have been cleaning out drains and verges as part of their ongoing weekly program.
- As a tribute to the bravery, dedication, and sacrifice of our service men and women, Saluting Their Service statues have been installed at Pioneer Park. These statues stand as a lasting symbol of gratitude and respect for those who have served and continue to serve our country. Positioned prominently within the park, they serve as a powerful reminder of the values and freedoms upheld by our military. This installation reflects our community's deep appreciation and commitment to honouring our heroes, past and present. Shire staff were honoured to have been able to install the statues.
- The Town Crew, with support from the Dowerin Work Camp, has commenced the installation of pathways in Pioneer Park to improve accessibility for both the local community and visitors.
- Path repairs have taken place at the Cemetery to enable easier access to the toilets and the niche wall.
- Town Crew have assembled a new chemical shed at the Depot, chemicals, SDS (safety data sheets) and required PPE will be stored in the shed. The new shed is located near the safety shower / eye wash station.

[**Refer to Photographs in Attachment A**](#)

SHIRE HOUSES & BUILDINGS

- A contractor has started work on repairing the NAB roof replacing broken tiles. The contractor is still trying to match up guttering to complete the job along with barge boards.
- A large tree behind the Town Hall dropped a limb which landed on the fence, causing minimal damage. A tree lopper has been asked to quote to lop trees that may cause harm to members of the public or damage to property.
- Daycare – Shire staff have been carrying out maintenance both internally and externally in preparation for the re-opening of the Daycare Centre.
- Dowerin Works Camp have removed carpet and doors from 1 Slocum Street ready for painting.

[**Refer to Photographs in Attachment B**](#)

OHS & TRAINING

- A Venomous Snake Handling and Relocation course was conducted at the Recreation Centre for staff in May. The training covered key topics including reptile biology and behaviour, species identification techniques, habitat awareness and selection of appropriate release sites, and the safe use of protective equipment and handling tools. Participants were also trained in the provision of snakebite first aid and the proper techniques for safely capturing and relocating venomous snakes using hooks and bags.
- The Shire staff attended a course on Accountable and Ethical Decision-Making, we gained a deeper understanding of how to navigate complex decisions with integrity, fairness, and transparency. It reinforced the importance of acting in the public interest, upholding legal and ethical standards, and maintaining accountability in all aspects of our work. We learned practical tools for identifying and managing ethical dilemmas, as well as strategies to strengthen governance, build public trust, and support more consistent and equitable outcomes for our community.

[**Refer to Photographs in Attachment C**](#)

MEETINGS.

Two officers and Councillor Begley attended a prison workcamp meeting in Dowerin on Thursday May 15th.

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 & 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:

(68/2025) Moved: Cr Lawson Kerr

Seconded: Cr Petchell

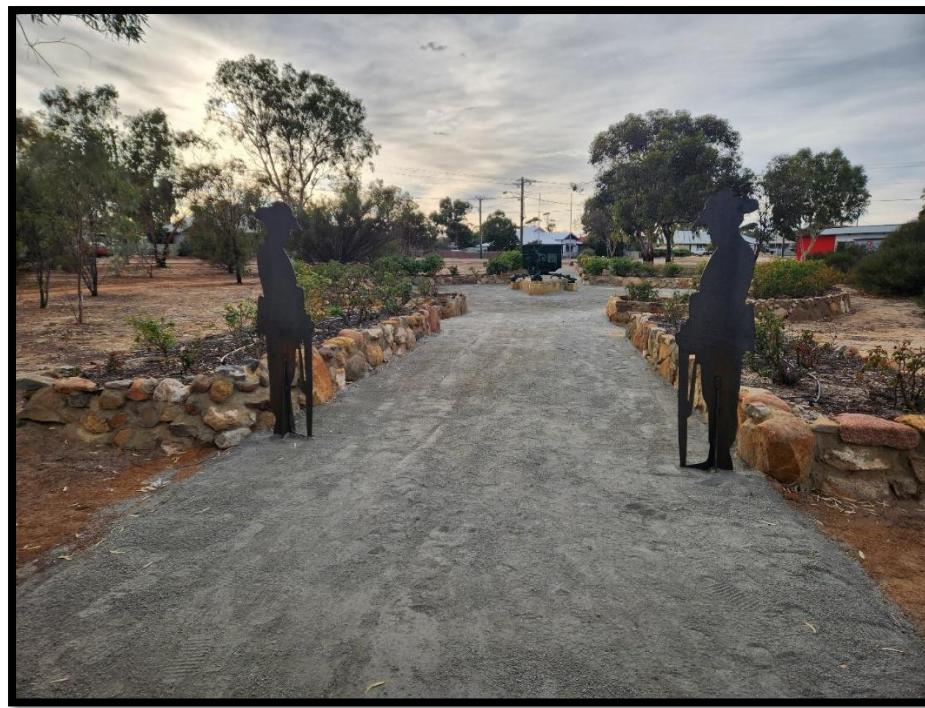
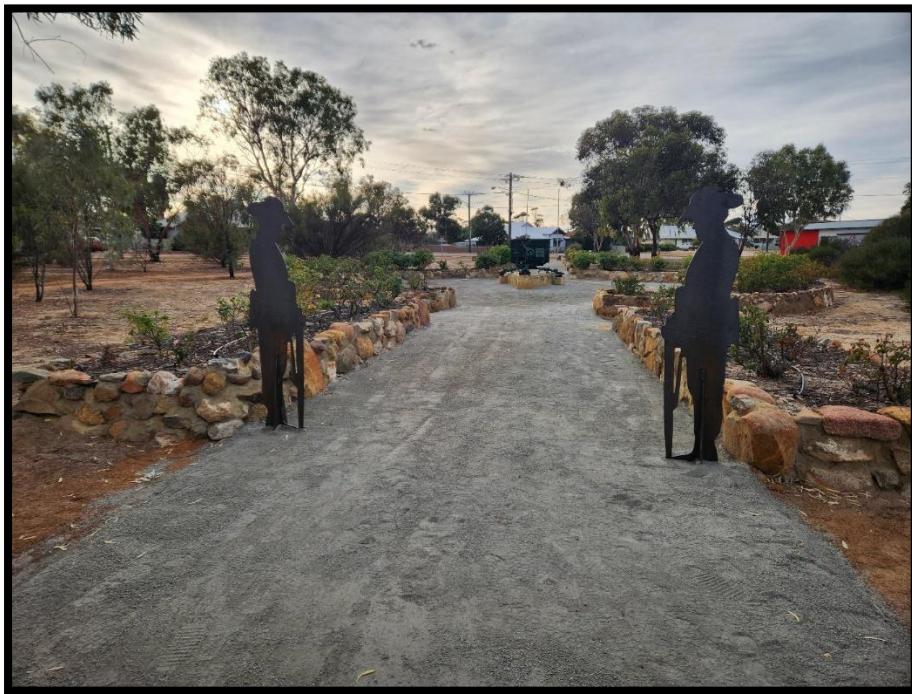
That Council receives the Works Officer's report.

CARRIED 7/0

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

Attachment A

Saluting Their Service statues



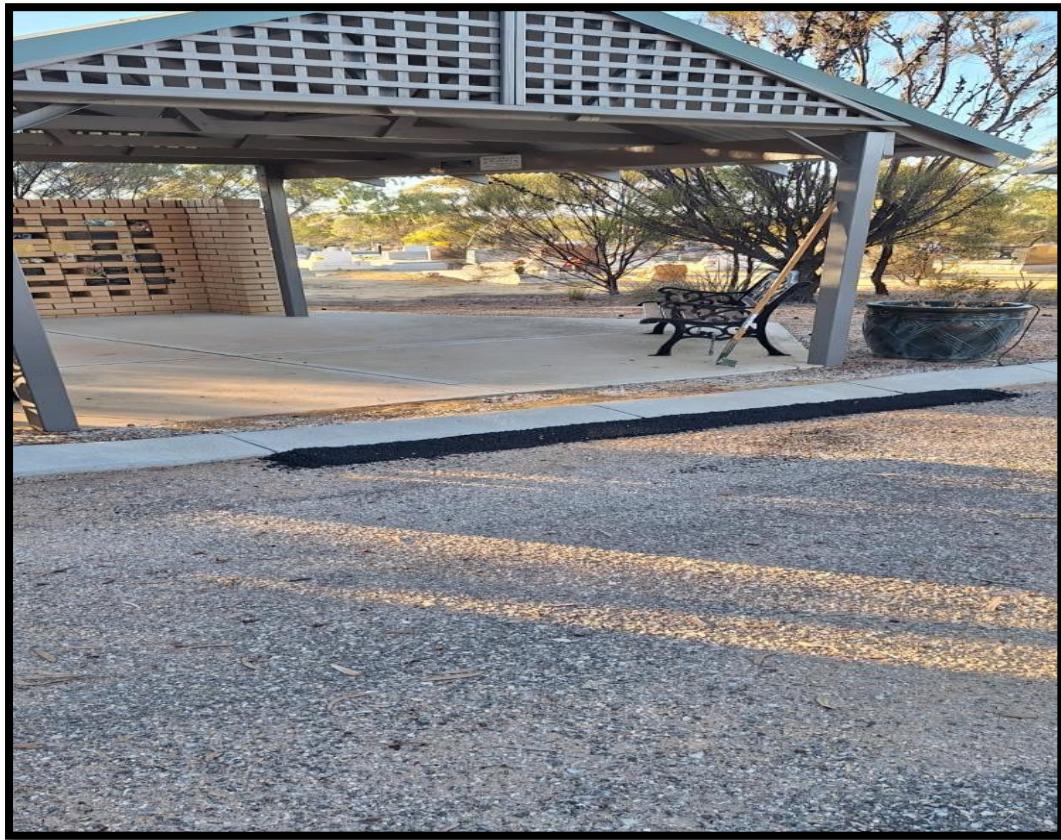


Cemetery access before repair.



Cemetery access after repair.



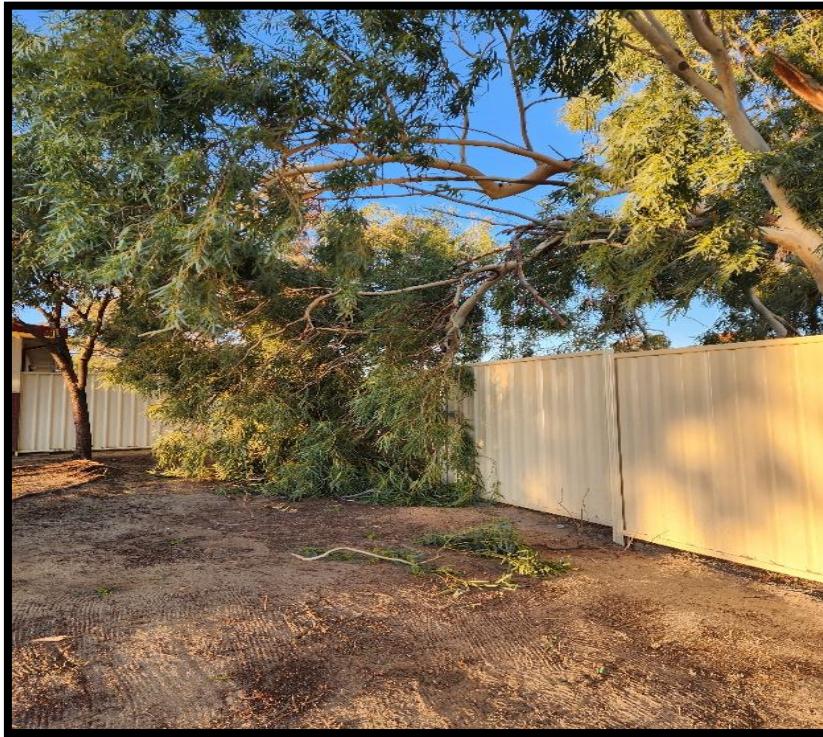


Chemical shed



Attachment B

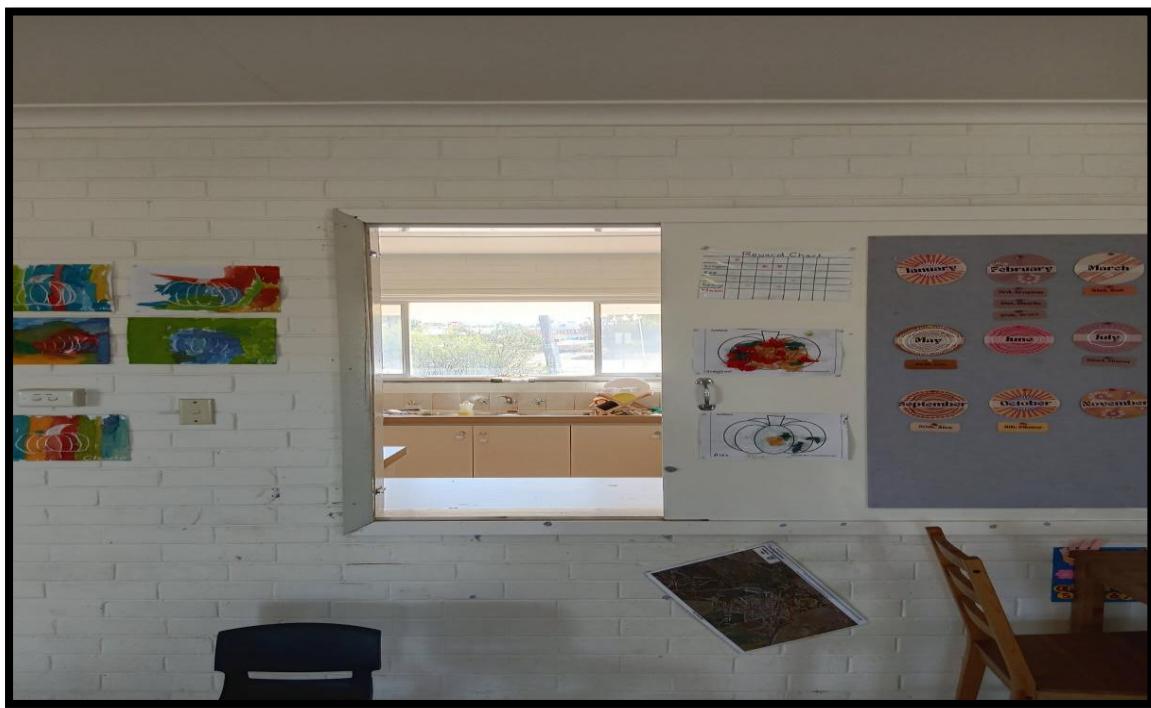
Tree limb broken behind Town Hall



Contractor working at NAB building replacing tiles.



Day care Centre – frame repairs.



Attachment C

Snake handling course



10.3. GOVERNANCE AND COMPLIANCE

10.3.1. CHIEF EXECUTIVE OFFICER'S REPORT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 June
Reporting Officer:	Sabine Taylor, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

SUMMARY

This report is prepared by the CEO to provide Council and the Wyalkatchem community, some insight into CEO and Council activities. The focus in May / June for the CEO, Officers and Councillors have been four budget preparation meetings with a fifth meeting scheduled for 19 June 2025. These meetings are crucial for Councillors to ensure that the FY 2025 / 2026 budget align with the Strategic Community Plan 2024 -2034.

COMMENT

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

13 May 2025 Pioneer Pathways meeting

15 May 2025 National Emergency Management Agency – National Messaging System

19 May 2025 CEACA Management Committee

21 May 2025 Road Wise Council Quarterly Meeting

27 May 2025 Cyber Security Webinar

27 May 2025 NEWROC Council Meeting, Mt Marshall

05 Jun 2025 WALGA on site at Shire Offices

UPCOMING COMMUNITY EVENTS

Event	Date	Time	Place
Car Expert	16 – 21 June 2025		Wyalkatchem
Rodeo	Saturday 23 August, 2025		Wyalkatchem

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

The CEO's activity promotes the Strategic Community Plan objectives which underpin Pillar 1 - Economy, Pillar 2 - Community and Pillar 4 – Civic Leadership. The activities accord with the Shire's desired outcomes in the Shire of Wyalkatchem Strategic Community Plan 2024-2034.

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 3	Support entrepreneurship.
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 5	A safe and healthy community for all ages.
Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls.
Goal 11	High standard of governance

Michelle Eaton left the meeting at 4:27pm.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(69/2025) Moved: Cr Dickson *Seconded: Cr Lawson Kerr*

That Council accepts the Chief Executive Officer's report.

CARRIED 7/0

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

**10.3.2. APPOINTMENT OF PRESIDING MEMBER, DEPUTY PRESIDING MEMBER – AUDIT
AND RISK COMMITTEE**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 June 2025
Reporting Officer:	Sabine Taylor, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01A
Attachment Reference:	Nil

SUMMARY

Section 5.12 of the Local Government Act 1995 now requires that Presiding Members of Committees established under section 5.8 of the Local Government Act 1995 are required to be appointed by an absolute majority Council decision.

Previously Committees appointed the Presiding Member, and Deputy Presiding Member.

If the Council appoints a Deputy Presiding Member of a Committee, it also requires an Absolute Majority.

The Shire of Wyalkatchem has only 1 Committee - the Audit and Risk Committee, constituted under the Local Government Act.

This needs to occur no later than 1 July 2025 and to ensure compliance Council needs to determine same before then.

COMMENT

When committees are re-established, after the 2025 Local Government Elections, Council must again appoint, by absolute majority, each Committee's Presiding Member and may appoint a Deputy Presiding Member, and if so, by absolute majority.

Currently Cr. Christy Petchell is the Presiding Member of the Audit and Risk Committee and Cr. Justin Begley is Deputy Presiding Member.

Both now need to be formally appointed/affirmed by Council.

STATUTORY ENVIRONMENT

Provisions of Local Government Act 1995, and other legislation relate.

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item, other than compliance with the relevant legislation.

FINANCIAL IMPLICATIONS

Nil

COMMUNITY & STRATEGIC OBJECTIVES

The CEO's activity promotes the Strategic Community Plan objectives which underpin Pillar 4 – Civic Leadership. The activities accord with the Shire's desired outcomes in the Shire of Wyalkatchem Strategic Community Plan 2024-2034.

Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls.
Goal 11	High standard of governance

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(70/2025) Moved: Cr Stratford *Seconded: Cr Dickson*

That Council:

- *Affirms the appointment of Cr. Christy Petchell as the Presiding Member of the Audit and Risk Committee and Cr Justin Begley as Deputy Presiding Member of the Shire of Wyalkatchem Audit and Risk Committee, for terms expiring at the local government elections in October 2025; and*
- *Confirms that if the Presiding Member and Deputy Presiding Member are not able to perform the functions of Presiding Member, or Deputy Presiding Member, that the committee members present are to choose one of the members to preside at the meeting.*

CARRIED 7/0

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

10.3.3. DETERMINATION OF RELEVANT AUTHORISATIONS AND APPOINTMENTS

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 June 2025
Reporting Officer:	Sabine Taylor, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	22.02
Attachment Reference:	Nil

SUMMARY

With Council's adoption of the Register of Delegations, and the CEO's determination of various delegations (whereas of right under legislation), and sub delegations (where delegated to the CEO by Council) there are a final set of authorisations and appointments to be determined.

The attached Register of Authorisations and Appointments is intended as a "one stop" document, including decisions of Council, of the CEO, and as of right.

Once Council determines the matters relevant to it, the CEO will formalise her determinations and the register will be included with the Register of Delegations, Sub Delegations. This will facilitate regular reviews.

COMMENT

On 15th May 2025 Council by absolute majority resolved to adopt amendments to the Delegations Register and delegates the powers, duties and functions as described in accordance with section 5.42 of the Local Government Act 1995 and other legislation as described in the register.

STATUTORY ENVIRONMENT

Provisions of Local Government Act 1995, and other legislation relate.

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item, other than compliance with the relevant legislation.

FINANCIAL IMPLICATIONS

Nil

COMMUNITY & STRATEGIC OBJECTIVES

The CEO's activity promotes the Strategic Community Plan objectives which underpin Pillar 4 – Civic Leadership. The activities accord with the Shire's desired outcomes in the Shire of Wyalkatchem Strategic Community Plan 2024-2034.

Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls.
Goal 11	High standard of governance

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(71/2025) Moved: Cr Begley Seconded: Cr Petchell

That Council, by Simple Majority:

Determines the relevant Authorisations and Appointments in the attached Register - 2.1.1, 2.2.1, 2.2.2, 2.3.1, 2.4.1, 2.5.1, 2.6.1, 2.7.1, 2.8.1, 2.8.2, 2.9.1, 2.10.1, 2.10.2, 3.1.1, 3.2.1, 3.3.1, 3.4.1, 3.4.2, 3.4.3, 3.5.1, 3.6.1, 3.7.1, 3.8.1, 3.9.1, 3.10.1, 3.10.2, 3.11.1, 3.12.1 and 3.13.

CARRIED 7/0

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

Cr Loton left the meeting at 4:32pm.

10.3.4. PROPOSED LICENCE AGREEMENT – TENNIS CLUB BUILDING

Applicant:	Tzarina Loton
Location:	Tennis Club building on reserve 15004
Date:	11 June 2025
Reporting Officer:	Claire Trenorden, Manager Corporate Services
Disclosure of Interest:	Impartiality Interest
File Number:	5.19.14
Attachment Reference:	Attachment 10.3.4.1 - Draft Licence Agreement Attachment 10.3.4.2 – Letter of support Community Resource Centre

SUMMARY

Council to consider the grant of a licence agreement for the use of the Tennis Club building by Tzarina Loton for a term commencing 23 June 2025 to 31 December 2025 for use as a family day care centre.

BACKGROUND

In April this year the Shire was approached about the possibility of the family day care centre reopening with a new operator.

COMMENT

At the outset and as a general observation, this service provides a significant benefit for the Wyalkatchem community.

Council has previously agreed to a licence agreement for use of dedicated space at the Tennis Club. Specifically, a license agreement was granted to a prior day care operator. Two other prior day care operators have also been granted permission to occupy with no agreement. As the operator will have sole usage of the building, it is felt that having an agreement in place that will also give a certainty over utilities to the operator is more appropriate.

Using that the prior licence agreement as a reference document, a new licence agreement has been developed for Tzarina Loton (see Attachment 10.3.4.1)

The proposed license agreement incorporates a lease fee of \$1 per annum inclusive of GST which is to be payable if and when requested. It also incorporates an allowance for utilities in the amounts of:

- Electricity up to \$2,500 per annum
- Water usage up to \$1,000 per annum

These amounts have been based on prior utilities usage bills when the centre was operating up to 5 days per week. It is felt that this will give the operator time to build her business and judge the needs of the Wyalkatchem community in regards to the service.

Tzarina is required to clean the premises and to make good any damage to the Tennis Club up to a maximum of \$1,000 subject to that damage being associated with her use of the premises.

The proposed lease has been publicly advertised for comment and the only comment received was of support from the Community Resource Centre.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 3.58 – Disposing of Property.

Local Government (Functions and General) Regulations 1996 – regulation 30 Disposition of property excluded from Act s.3.58

Section 3.58 of the *Local Government Act 1995* provides that the Shire may dispose of property (this includes licencing) by one of three methods, each with varying compliance requirements:

- Public Tender,
- Public Auction; or
- Private Treaty.

Regulation 30 of the *Local Government (Functions and General) Regulations 1996* provides that a disposal of property may be exempt from compliance with the s.3.58 requirements if the market value is less than \$5,000 and the Shire does not consider that the ownership (possession) of the land would be of significant benefit to anyone other than the transferee.

In this instance the possession of the Tennis Club building is not considered to be of significant benefit to anyone other than the transferee. The Tennis Club building is not currently utilised and is set up as a family day care.

The value of the proposed lease is \$1 and therefore the Shire is not required to comply with the Section 3.58 requirements. This may need to be reviewed if any further extension of the licence agreement is to be considered by Council and the total consideration exceeds \$5,000.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2024/2025 Annual Budget.

COMMUNITY & 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 2	Essential services and infrastructure enable local economic growth

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(72/2025) Moved: Cr Petchell *Seconded: Cr Begley*

That Council:

1. *Determine that it does not consider that the ownership (possession) of the land (Tennis Club building) would be of significant benefit to anyone other than the transferee (Tzarina Loton).*
2. *Authorises the signing of the licence agreement by the CEO.*

CARRIED 6/0

Voted for: Cr Garner, Cr Stratford, Cr Lawson Kerr, Cr Dickson, Cr Petchell, Cr Begley

Cr Stratford left the meeting at 4:35pm.

Cr Loton and Cr Stratford re-entered the meeting at 4:35pm.

10.4. PLANNING AND BUILDING

NIL

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

Nil

14. MATTERS BEHIND CLOSED DOORS

Nil

15. CLOSURE OF THE MEETING

There being no other business to attend to, Presiding Member Cr Garner closed the meeting at 4:37pm.

7.1.2. Special Meeting of Council – 30 June 2025

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

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION:

*That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of
Monday 30 June 2025 (Attachment 7.1.2) be confirmed as a true and correct record.*

7.1.3. Special Meeting of Council – 7 July 2025

Minutes of the Shire of Wyalkatchem Special Meeting held on Monday 7 July 2025.
(Attachment 7.1.3)

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION:

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

7.2. Receipt of Minutes

NIL

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED



**MINUTES
OF THE
CONFIDENTIAL
SPECIAL MEETING
OF COUNCIL
HELD ON
30 JUNE 2025
Council Chambers
Honour Avenue
Wyalkatchem
Commencement: 6:03pm
Closure 7:57pm**

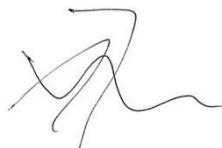
Preface

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 3 July 2025.



Sabine Taylor
Chief Executive Officer

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Wyalkatchem for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decisions, which will be provided within ten days of this meeting.

DISCLOSURE OF INTEREST

Councillors and staff are reminded of the requirements of section 5.65 of the *Local Government Act 1995*, to disclose any interest or perceived interest in any matter to be discussed during a meeting, and also the requirement to disclose any item affecting impartiality.

Financial Interest:

Under section 5.60A of the *Local Government Act 1995*, a person is said to have a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the Local Government in a particular way, result in a financial gain, loss, benefit or detriment for the person.

Proximity Interest:

Under section 5.60B of the *Local Government Act 1995*, a person is said to have a proximity interest in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development of land that adjoins the person's land.

Impartiality Interest:

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.

TABLE OF CONTENTS

1.	DECLARATION OF OPENING.....	1
2.	ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE	1
2.1.	Attendance.....	1
2.2.	Apologies.....	1
3.	DECLARATIONS OF INTEREST	1
3.1.	Financial and Proximity Interest	1
3.2.	Impartiality Interests.....	1
4.	MATTERS BEHIND CLOSED DOORS.....	1
4.1.	GOVERNANCE AND COMPLIANCE	1
4.1.1.	EMPLOYMENT MATTER.....	1
5.	CLOSURE OF THE MEETING	2

1. DECLARATION OF OPENING

The Presiding Member, Cr Garner declared the meeting open at 6:03pm.

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

2.1. Attendance

Cr Owen Garner	President and Presiding Member
Cr Christy Petchell	Deputy President
Cr Mischa Stratford	
Cr Christopher Loton	
Cr Tracy Dickson via teams	
Cr Rod Lawson Kerr	
Cr Justin Begley	

2.2. Apologies

Nil

3. DECLARATIONS OF INTEREST

3.1. Financial and Proximity Interest

Nil

3.2. Impartiality Interests

Nil

4. MATTERS BEHIND CLOSED DOORS

4.1. GOVERNANCE AND COMPLIANCE

4.1.1. EMPLOYMENT MATTER

Applicant:	Shire of Wyalkatchem
Date:	30 June 2025
Reporting Officer:	
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	

VOTING REQUIREMENT

Absolute Majority

COUNCIL RECOMMENDATION /COUNCIL RESOLUTION:

(73/2025)

That Council adopts, by absolute majority, recommendation #1 and recommendation #2 included in the Confidential report.

CARRIED 4/3

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

Voted against: Cr Garner, Cr Begley, Cr Lawson Kerr

STATUTORY ENVIRONMENT

Local Government Act 1995, S5.23 (2) a, b, d, e (iii)

Local Government act 1995 S5.37 (2)

Local Government (Administration) Regulations 1996. Reg 12 (2).

POLICY IMPLICATIONS

Policy 4.1, Employee Code of Conduct

Policy 5.2 Recruitment and Selection

Policy 5.16 Senior Employees

FINANCIAL IMPLICATIONS

COMMUNITY & STRATEGIC OBJECTIVES

5. CLOSURE OF THE MEETING

There being no other business to attend to, Presiding Member Cr Garner closed the meeting at 7:57pm.



**MINUTES
OF THE
CONFIDENTIAL
SPECIAL MEETING
OF COUNCIL
HELD ON
7 JULY 2025**

**Council Chambers
Honour Avenue
Wyalkatchem**

**Commencement: 4:00pm
Closure 4:06pm**

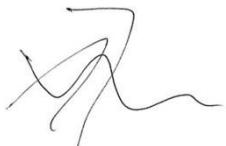
Preface

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 8 July 2025.



Sabine Taylor

Chief Executive Officer

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Wyalkatchem for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decisions, which will be provided within ten days of this meeting.

DISCLOSURE OF INTEREST

Councillors and staff are reminded of the requirements of section 5.65 of the *Local Government Act 1995*, to disclose any interest or perceived interest in any matter to be discussed during a meeting, and also the requirement to disclose any item affecting impartiality.

Financial Interest:

Under section 5.60A of the *Local Government Act 1995*, a person is said to have a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the Local Government in a particular way, result in a financial gain, loss, benefit or detriment for the person.

Proximity Interest:

Under section 5.60B of the *Local Government Act 1995*, a person is said to have a proximity interest in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development of land that adjoins the person's land.

Impartiality Interest:

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.

TABLE OF CONTENTS

1.	DECLARATION OF OPENING.....	1
2.	ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE	1
2.1.	Attendance.....	1
2.2.	Apologies.....	1
3.	DECLARATIONS OF INTEREST	1
3.1.	Financial and Proximity Interest	1
3.2.	Impartiality Interests.....	1
4.	MATTERS BEHIND CLOSED DOORS.....	1
4.1.	GOVERNANCE AND COMPLIANCE	2
4.1.1.	ACTING CEO RECRUITMENT AND OTHER RELEVANT CONSIDERATIONS.....	2
5.	CLOSURE OF THE MEETING	2

1. DECLARATION OF OPENING

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

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

2.1. Attendance

Cr Owen Garner	President and Presiding Member
Cr Christy Petchell	Deputy President
Cr Mischa Stratford	
Cr Christopher Loton	
Cr Tracy Dickson	
Cr Rod Lawson Kerr	
Cr Justin Begley	
Sabine Taylor	Chief Executive Officer
Claire Trenorden	Manager Corporate Services

2.2. Apologies

Nil

3. DECLARATIONS OF INTEREST

3.1. Financial and Proximity Interest

Nil

3.2. Impartiality Interests

Nil

4. MATTERS BEHIND CLOSED DOORS

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION:

(74/2025) Moved: Cr Petchell *Seconded: Cr Lawson-Kerr*

That Council close the meeting to members of the public under Sec. 5.23 (2)(c) and (e)(iii) of the Local Government Act 1995.

CARRIED 7/0

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

4.1. GOVERNANCE AND COMPLIANCE

4.1.1. ACTING CEO RECRUITMENT AND OTHER RELEVANT CONSIDERATIONS

Applicant: Shire of Wyalkatchem
Location: Shire of Wyalkatchem
Date: 07 July 2025
Reporting Officer: Cr Owen Garner, Shire President
Disclosure of Interest: Nil
File Number: 22.23.07
Attachment Reference:

SHIRE PRESIDENT'S RECOMMENDATION / COUNCIL RESOLUTION:

(75/2025) Moved: Cr Lawson-Kerr Seconded: Cr Begley

That Council, by Absolute Majority:

- 1. Agree to the appointment of a consultant to perform in the role of Acting CEO, from a date to be agreed.**

Thus that Ian McCabe be appointed Acting CEO for a term commencing on 10 July 2025 and expiring with the commencement of the substantive CEO.

That the Acting CEO be remunerated at the current CEO's remuneration level.

CARRIED 6/1

Voted for: Cr Garner, Cr Stratford, Cr Lawson Kerr, Cr Dickson, Cr Petchell, Cr Begley

Voted against: Cr Loton

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION:

(76/2025) Moved: Cr Loton Seconded: Cr Petchell

That Council move out from behind closed doors.

CARRIED 7/0

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

5. CLOSURE OF THE MEETING

There being no other business to attend to, Presiding Member Cr Garner closed the meeting at 4:06pm.

10. REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – JUNE 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2025
Reporting Officer:	Claire Trenorden, Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for payment – June 2025

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the total payments for the month of June 2025 being \$607,794.42 which comprised of:

1. *Cheque payments in the Municipal Fund totalling \$0.00;*
2. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$567,097.27;*
3. *Direct Debit (DD) payments in the Municipal Fund totalling \$40,697.15.*

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 June 2025 is presented to the Council for their endorsement.

Bank Account	Payment Type	Last Number	First Number in the report
Municipal	Cheque	0	0
Municipal & Trust	EFT	EFT4523	EFT4430
Reserves	EFT	EFT	No Payments
DD	DD	DD3962.1	DD3900.1

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations, S13.1

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2024/2025 Annual Budget.

COMMUNITY & 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
Payment Listing June 2025

Chq/EFT	Date	Name	Payment Amount	Bank	Type
EFT4430	03/06/2025	Perfect Computer Solutions Pty Ltd	-425.00	1	CSH
EFT4431	03/06/2025	Shire of Chittering	-1351.35	1	CSH
EFT4432	03/06/2025	Shred-X Pty Ltd	-78.01	1	CSH
EFT4433	03/06/2025	Dowerin Farm Shed	-109.70	1	CSH
EFT4434	03/06/2025	Five Rivers Plumbing and Gas	-614.90	1	CSH
EFT4435	03/06/2025	Infinitum Technologies Pty LTD	-352.15	1	CSH
EFT4436	03/06/2025	LG Best Practices	-4136.00	1	CSH
EFT4437	03/06/2025	Brooks Hire Service Pty Ltd	-11905.47	1	CSH
EFT4438	03/06/2025	Paynes Pest Control	-6477.00	1	CSH
EFT4439	03/06/2025	Rural Infrastructure services	-2546.78	1	CSH
EFT4440	03/06/2025	Razerpro pty Ltd	-30690.18	1	CSH
EFT4441	03/06/2025	Shire of Wongan-Ballidu	-10083.34	1	CSH
EFT4442	03/06/2025	Wyalkatchem Tyres & Traders	-50.00	1	CSH
EFT4443	03/06/2025	Perth Reptile Company	-2900.00	1	CSH
EFT4444	03/06/2025	CORSIGN WA PTY LTD	-3086.60	1	CSH
EFT4445	03/06/2025	AMPAC Debt Recovery	-6807.07	1	CSH
EFT4446	03/06/2025	Avon Waste	-4872.74	1	CSH
EFT4447	03/06/2025	BOC Gases	-54.53	1	CSH
EFT4448	03/06/2025	Wyalkatchem Electrical Services	-272.80	1	CSH
EFT4449	03/06/2025	Dunnings	-911.37	1	CSH
EFT4450	03/06/2025	Eastern Hills Saws & Mowers	-1094.30	1	CSH
EFT4451	03/06/2025	Elders	-176.63	1	CSH
EFT4452	03/06/2025	Fulton Hogan	-852.50	1	CSH
EFT4453	03/06/2025	Petchell Mechanical	-2212.69	1	CSH
EFT4454	03/06/2025	WA Contract Ranger Services	-1227.87	1	CSH
EFT4455	03/06/2025	Wheatbelt Office & Business Machines	-463.98	1	CSH
EFT4456	03/06/2025	Wyalkatchem Community Resource Centre	-2534.68	1	CSH
EFT4457	03/06/2025	STEVEN TWEEDIE	-3740.00	1	CSH

Chq/EFT	Date	Name	Payment Amount	Bank	Type
EFT4458	03/06/2025	Mineral Crushing Services	-1878.75	1	CSH
EFT4459	03/06/2025	Wyalkatchem Licensed Post Office(RJ+ME Crute_	-365.31	1	CSH
EFT4460	03/06/2025	Sheila Peake	-1275.00	1	CSH
EFT4461	03/06/2025	Fire Shield Services	-1366.76	1	CSH
EFT4462	03/06/2025	CB Traffic Solutions Pty Ltd	-1199.00	1	CSH
EFT4463	03/06/2025	Wyalkatchem Tyres & Traders	-473.70	1	CSH
EFT4464	03/06/2025	Key Civil Pty Ltd	-220620.71	1	CSH
EFT4465	03/06/2025	Lewis Winter, Fire And Emergency Management	-14300.00	1	CSH
EFT4466	03/06/2025	Australian Taxation Office FBT	-1162.82	1	CSH
EFT4467	03/06/2025	AMPAC Debt Recovery	-220.99	1	CSH
EFT4468	03/06/2025	Australian Taxation Office	-7716.00	1	CSH
EFT4469	03/06/2025	Bunnings Midland	-2515.90	1	CSH
EFT4470	03/06/2025	Team Global Express Pty Ltd	-95.01	1	CSH
EFT4471	03/06/2025	D & D Transport	-10502.25	1	CSH
EFT4472	03/06/2025	Fulton Hogan	-1795.20	1	CSH
EFT4473	03/06/2025	Landgate	-5144.45	1	CSH
EFT4474	03/06/2025	Petchell Mechanical	-1752.40	1	CSH
EFT4475	03/06/2025	Wylie Weekly	-678.00	1	CSH
EFT4476	13/06/2025	Australian Local Government Association	-1258.00	1	CSH
EFT4477	20/06/2025	Perfect Computer Solutions Pty Ltd	-510.00	1	CSH
EFT4478	20/06/2025	Eric James Anderson	-224.12	1	CSH
EFT4479	20/06/2025	Doors Doors Doors	-335.50	1	CSH
EFT4480	20/06/2025	STEVEN TWEEDIE	-528.00	1	CSH
EFT4481	20/06/2025	LG Best Practices	-5324.00	1	CSH
EFT4482	20/06/2025	CARR'S MECHANICAL REPAIRS Pty Ltd	-553.90	1	CSH
EFT4483	20/06/2025	Mineral Crushing Services	-711.57	1	CSH
EFT4484	20/06/2025	Paynes Pest Control	-180.00	1	CSH
EFT4485	20/06/2025	Rural Infrastructure services	-8618.45	1	CSH
EFT4486	20/06/2025	Fire Shield Services	-683.38	1	CSH
EFT4487	20/06/2025	The Folan Family Trust Trading as Inspired Development Solutions	-5773.33	1	CSH
EFT4488	20/06/2025	AMPAC Debt Recovery	-583.11	1	CSH

Chq/EFT	Date	Name	Payment Amount	Bank	Type
EFT4489	20/06/2025	Bunnings Midland	-625.70	1	CSH
EFT4490	20/06/2025	Contract Aquatic Services - EFT	-31829.03	1	CSH
EFT4491	20/06/2025	Team Global Express Pty Ltd	-36.99	1	CSH
EFT4492	20/06/2025	Nutrien Ag Solutions Ltd	-14.74	1	CSH
EFT4493	20/06/2025	NEWROC	-7450.00	1	CSH
EFT4494	20/06/2025	Petchell Mechanical	-5869.80	1	CSH
EFT4495	20/06/2025	T-Quip Turf Equipment Solutions	-266.64	1	CSH
EFT4496	20/06/2025	WA Contract Ranger Services	-731.50	1	CSH
EFT4497	20/06/2025	Wheatbelt Office & Business Machines	-193.52	1	CSH
EFT4498	23/06/2025	Speedee Mobile Flooring/ Carpet Binding	-2750.00	1	CSH
EFT4499	23/06/2025	Northam Carpet Court	-13166.70	1	CSH
EFT4500	30/06/2025	Perfect Computer Solutions Pty Ltd	-510.00	1	CSH
EFT4501	30/06/2025	Wyalkatchem General Store	-646.13	1	CSH
EFT4502	30/06/2025	Shire of Chittering	-450.45	1	CSH
EFT4503	30/06/2025	Dowerin Farm Shed	-351.70	1	CSH
EFT4504	30/06/2025	Zone 50 Engineering Surveys Pty Ltd	-26426.40	1	CSH
EFT4505	30/06/2025	Infinitum Technologies Pty LTD	-356.20	1	CSH
EFT4506	30/06/2025	Brooks Hire Service Pty Ltd	-13785.29	1	CSH
EFT4507	30/06/2025	Belinda Jonas	-48.96	1	CSH
EFT4508	30/06/2025	Sheryl wood	-75.00	1	CSH
EFT4509	30/06/2025	Wyalkatchem Community Club Inc	-45.00	1	CSH
EFT4510	30/06/2025	Shire of Wongan-Ballidu	-10083.34	1	CSH
EFT4511	30/06/2025	Wyalkatchem Tyres & Traders	-1015.00	1	CSH
EFT4512	30/06/2025	Smarttech Australia	-3019.72	1	CSH
EFT4513	30/06/2025	WARDA KAOAK	-22367.96	1	CSH
EFT4514	30/06/2025	Australia Post	-51.76	1	CSH
EFT4515	30/06/2025	BOC Gases	-56.34	1	CSH
EFT4516	30/06/2025	Wyalkatchem Electrical Services	-3468.30	1	CSH
EFT4517	30/06/2025	Dunnings	-9756.49	1	CSH
EFT4518	30/06/2025	Landgate	-188.72	1	CSH
EFT4519	30/06/2025	Nutrien Ag Solutions Ltd	-54.45	1	CSH

Chq/EFT	Date	Name	Payment Amount	Bank	Type
EFT4520	30/06/2025	Liebherr-Australia Pty Ltd	-5411.56	1	CSH
EFT4521	30/06/2025	Petchell Mechanical	-2198.27	1	CSH
EFT4522	30/06/2025	Tudor House	-493.00	1	CSH
EFT4523	30/06/2025	Wyalkatchem Community Resource Centre	-4929.36	1	CSH
Total EFT			-567097.27		
DD3900.1	03/06/2025	Suncorp Superannuation	-281.93	1	CSH
DD3900.2	03/06/2025	Aware Superannuation Fund	-2790.52	1	CSH
DD3900.3	03/06/2025	Colonial Superannuation	-735.78	1	CSH
DD3900.4	03/06/2025	HESTA Superannuation	-525.08	1	CSH
DD3900.5	03/06/2025	Jonas Superannuation Fund	-147.85	1	CSH
DD3900.6	03/06/2025	Rest Super	-249.76	1	CSH
DD3900.7	03/06/2025	Australian Retirement	-944.88	1	CSH
DD3900.8	03/06/2025	Macquarie Super Consolidator II	-341.79	1	CSH
DD3900.9	03/06/2025	Prime Superannuation	-19.33	1	CSH
DD3910.1	17/06/2025	Suncorp Superannuation	-269.03	1	CSH
DD3910.2	17/06/2025	Colonial Superannuation	-666.37	1	CSH
DD3910.3	17/06/2025	HESTA Superannuation	-525.08	1	CSH
DD3910.4	17/06/2025	Aware Superannuation Fund	-2919.15	1	CSH
DD3910.5	17/06/2025	Jonas Superannuation Fund	-151.42	1	CSH
DD3910.6	17/06/2025	Rest Super	-428.17	1	CSH
DD3910.7	17/06/2025	Australian Retirement	-1551.81	1	CSH
DD3910.8	17/06/2025	Macquarie Super Consolidator II	-341.79	1	CSH
DD3913.1	16/06/2025	Department of Transport	-86.80	1	CSH
DD3914.1	30/06/2025	Department of Transport	-5746.10	1	CSH
DD3916.1	19/06/2025	Water Corporation.	-414.41	1	CSH
DD3916.2	19/06/2025	Synergy	-1488.21	1	CSH
DD3924.1	30/06/2025	Water Corporation.	-1278.48	1	CSH
DD3926.1	17/06/2025	Synergy	-6256.29	1	CSH
DD3929.1	25/06/2025	Synergy	-468.71	1	CSH
DD3931.1	24/06/2025	Synergy	-2842.91	1	CSH

Chq/EFT	Date	Name	Payment Amount	Bank	Type
DD3935.1	19/06/2025	Synergy	-1488.21	1	CSH
DD3936.1	18/06/2025	Synergy	-88.40	1	CSH
DD3945.1	16/06/2025	Synergy	-900.97	1	CSH
DD3946.1	04/06/2025	Synergy	-177.02	1	CSH
DD3947.1	04/06/2025	Synergy	-592.50	1	CSH
DD3948.1	23/06/2025	Telstra	-299.60	1	CSH
DD3948.2	23/06/2025	BP Australia Pty Ltd	-148.87	1	CSH
DD3950.1	09/06/2025	Telstra	-315.73	1	CSH
DD3952.1	02/06/2025	Crisp Wireless	-625.90	1	CSH
DD3954.1	19/06/2025	Water Corporation.	-241.00	1	CSH
DD3955.1	18/06/2025	Water Corporation.	-114.62	1	CSH
DD3958.1	16/06/2025	Synergy	-2937.66	1	CSH
DD3960.1	19/06/2025	Synergy	1488.21	1	CSH
DD3962.1	02/06/2025	Synergy	-2783.23	1	CSH
Total DD			-40697.15		
Total EFT and DD			-607794.42		

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – MAY 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2025
Reporting Officer:	Belinda Jonas, Customer Service Officer
Disclosure of Interest:	No interest to disclose
File Number:	File Ref: 12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Card – May 2025

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse credit card payments for the period 30 April 2025 to 28 May 2025, totalling \$5,059.22. (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 FY24 -25 Annual Budget.

COMMUNITY & 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: 30 April 2025 to 28 May 2025

DATE	PAYEE	DESCRIPTION	AMOUNT
CARD NUMBER 4557-XXXX-XXXX-0623			
02-May-25	DUNNINGS WYALKATCHEM	Refreshment for Members - Workshop	\$ 70.00
08-May-25	WYALKATCHEM CRC	Plate changes for new vehicles x 3	\$ 93.30
14-May-25	DUNNINGS WYALKATCHEM	Refreshment for Members - Budget Meeting	\$ 47.30
16-May-25	DUNNINGS WYALKATCHEM	Refreshment for Members - Council Meeting	\$ 70.00
19-May-25	WYALKATCHEM CRC	WM136 Licence 12 months	\$ 423.70
20-May-25	JAMF SOFTWARE	Monthly subscription for JAMF	\$ 37.54
21-May-25	DUNNINGS WYALKATCHEM	Refreshment for Members - Budget Meeting	\$ 70.00
22-May-25	GREENWAY GROCERS	Refreshment for Administration Office	\$ 32.98
28-May-25	NAB Bank	Card Fees and Bank Charge	\$ 9.00
CARD NUMBER 4557-XXXX-XXXX-6194			
08-May-25	QANTAS	Airfares x 2 (one to be credited back in June)	\$ 4,196.40
29-Apr-25	NAB Bank	Card Fees	\$ 9.00
TOTAL CREDIT CARD PAYMENTS			<u>\$ 5,059.22</u>

I, Belinda Jonas, 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

Belinda Jonas

Belinda Jonas

10.1.3. MONTHLY FINANCIAL REPORTS – JUNE 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2025
Reporting Officer:	Claire Trenorden, MCS
Disclosure of Interest:	No interest to disclose
File Number:	25.08
Attachment Reference:	Attachment 10.1.3 – Monthly Financial Report June 2025

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Statements of Financial Activity for the month ending 30 June 2025 (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 includes:

- Statement of Financial Activity by Program (p.3)
- Statement of Financial Activity by Nature and Type (p.4)

The statements provide details of the Shire's operations on an actual year to date basis.

These statements and Notes 1 (p.5) and 2 (p.6) are statutory requirements and must be presented to Council.

The remaining notes all relate to the Statements of Financial Activity.

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 6 – Financial Management S6.4

Local Government (Financial Management) Regulations, R34

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Total Cash Available as at 30 June 2025 is \$5,352,117;

- cash available is made up of unrestricted cash \$1,817,259 (33.95%) and
- restricted cash \$3,534,858 (66.05%).

Rates Debtors balance as at 30 June 2025 is \$91,139 and Rates Notices for 2024-25 were issued in August 2024. Rates collected as at end of June was \$1,465,767 - 94%.

June 2025: Operating Revenue – Operating revenue of \$3,909,176 is made up of Rates - 38%, Grants - 49%, Fees and Charges - 8%, Interest earnings – 5% and other – 0%.

Operating Expenses – Operating expenses of \$5,782,839 is made of Employee Costs – 24%, Materials and Contracts – 23%, Depreciation – 46%, Insurance – 4% and Utility – 3% and Other Charges – 0%.

COMMUNITY & 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 30 June 2025

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Statements required by regulation

Statement of Financial Activity	2
Statement of Financial Position	3
Note 1 Basis of Preparation	4
Note 2 Statement of Financial Activity Information	5
Note 3 Explanation of Material Variances	6

SHIRE OF WYALKATCHEM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2025

Supplementary Information	Adopted Budget Estimates (a) \$	Budget Review	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/b) %	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	9	1,503,424	1,499,261	1,499,261	1,498,531	(730)	(0.05%)
Rates excluding general rates		10,045	10,045	10,045	10,044	(1)	(0.01%)
Grants, subsidies and contributions	12	587,421	577,447	577,447	1,857,608	1,280,161	221.69%
Fees and charges		263,588	308,443	308,443	326,766	18,323	5.94%
Interest revenue		98,250	98,250	98,250	211,232	112,982	114.99%
Other revenue		50	50	50	4,995	4,945	9890.00%
Profit on asset disposals	5	46,686	46,686	46,686	0	(46,686)	(100.00%)
	2,509,464	2,540,182	2,540,182	3,909,176	1,368,994	53.89%	
Expenditure from operating activities							
Employee costs		(1,590,982)	(1,599,071)	(1,599,071)	(1,382,646)	216,425	13.53%
Materials and contracts		(2,202,347)	(2,203,092)	(2,203,092)	(1,345,254)	857,838	38.94%
Utility charges		(200,983)	(214,716)	(214,716)	(182,307)	32,409	15.09%
Depreciation		(2,932,949)	(2,932,949)	(2,932,949)	(2,643,041)	289,908	9.88%
Insurance		(212,415)	(212,415)	(212,415)	(204,399)	8,016	3.77%
Other expenditure		(56,866)	(56,866)	(56,866)	(25,192)	31,674	55.70%
	(7,196,542)	(7,219,109)	(7,219,109)	(5,782,839)	1,436,270	19.90%	
Non-cash amounts excluded from operating activities	Note 2(b)	2,886,263	2,886,263	2,886,263	2,643,041	(243,222)	(8.43%)
Amount attributable to operating activities		(1,800,815)	(1,792,664)	(1,792,664)	769,378	2,562,042	142.92%
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	13	2,007,049	1,997,049	1,997,049	1,217,949	(779,100)	(39.01%)
Proceeds from disposal of assets	5	164,000	164,000	164,000	0	(164,000)	(100.00%)
	2,171,049	2,161,049	2,161,049	1,217,949		(943,100)	(43.64%)
Outflows from investing activities							
Payments for property, plant and equipment	4	(1,155,298)	(1,123,866)	(1,123,866)	(584,700)	539,166	47.97%
Payments for construction of infrastructure	4	(2,072,930)	(2,077,731)	(2,077,731)	(1,185,809)	891,922	42.93%
	(3,228,228)	(3,201,597)	(3,201,597)	(1,770,509)		1,431,088	44.70%
Amount attributable to investing activities		(1,057,179)	(1,040,548)	(1,040,548)	(552,560)	487,988	46.90%
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new debentures	10	540,000	540,000	540,000	0	(540,000)	(100.00%)
Transfer from reserves	3	435,098	412,595	412,595	109,022	(303,573)	(73.58%)
	975,098	952,595	952,595	109,022		(843,573)	(88.56%)
Outflows from financing activities							
Transfer to reserves	3	(177,503)	(177,503)	(177,503)	(237,429)	(59,926)	(33.76%)
	(177,503)	(177,503)	(177,503)	(237,429)		(59,926)	(33.76%)
Amount attributable to financing activities		797,595	775,092	775,092	(128,407)	(903,499)	(116.57%)
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		2,060,399	2,058,120	2,058,120	2,061,952	3,832	0.19%
Amount attributable to operating activities		(1,800,815)	(1,792,664)	(1,792,664)	769,378	2,562,042	142.92%
Amount attributable to investing activities		(1,057,179)	(1,040,548)	(1,040,548)	(552,560)	487,988	46.90%
Amount attributable to financing activities		797,595	775,092	775,092	(128,407)	(903,499)	(116.57%)
Surplus or deficit after imposition of general rates		0	0	0	2,150,363	2,150,363	0.00%

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

* Refer to Note 3 for an explanation of the reasons for the variance.

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

SHIRE OF WYALKATCHEM
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 JUNE 2025

	Supplementary Information	30 June 2025	30 June 2025
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	2	2,274,439	1,817,259
Trade and other receivables		101,467	467,334
Other financial assets		3,406,450	3,534,858
Inventories	7	1,567	81,575
TOTAL CURRENT ASSETS		<u>5,783,923</u>	<u>5,901,026</u>
NON-CURRENT ASSETS			
Trade and other receivables		34,855	34,855
Other financial assets		62,378	62,378
Property, plant and equipment		13,275,299	13,265,934
Infrastructure		55,401,497	54,538,331
TOTAL NON-CURRENT ASSETS		<u>68,774,029</u>	<u>67,901,498</u>
TOTAL ASSETS		<u>74,557,952</u>	<u>73,802,524</u>
CURRENT LIABILITIES			
Trade and other payables	8	221,761	122,046
Employee related provisions	11	93,759	93,759
TOTAL CURRENT LIABILITIES		<u>315,520</u>	<u>215,805</u>
NON-CURRENT LIABILITIES			
Employee related provisions		51,862	51,862
TOTAL NON-CURRENT LIABILITIES		<u>51,862</u>	<u>51,862</u>
TOTAL LIABILITIES		<u>367,382</u>	<u>267,667</u>
NET ASSETS		74,190,570	73,534,857
EQUITY			
Retained surplus		25,429,444	24,645,323
Reserve accounts	3	3,406,451	3,534,859
Revaluation surplus		45,354,675	45,354,675
TOTAL EQUITY		74,190,570	73,534,857

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2025

1 BASIS OF PREPARATION AND SIGNIFICANT 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. Supporting 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.

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.

Judgements and estimates

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.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31/05/2025

SHIRE OF WYALKATCHEM
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2025

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

	Supplementary Information	Adopted Budget	Last Year Opening	Last Year Closing	Year to Date
		30 June 2024	30 June 2024	30 June 2025	
(a) Net current assets used in the Statement of Financial Activity					
Current assets					
Cash and cash equivalents	2		\$ 214,791	\$ 2,274,439	\$ 1,817,259
Trade and other receivables			141,855	101,467	467,334
Other financial assets			3,163,556	3,406,450	3,534,858
Inventories	7		49,633	1,567	81,575
			<u>3,569,835</u>	<u>5,783,923</u>	<u>5,901,026</u>
Less: current liabilities					
Trade and other payables	8		(317,865)	(221,761)	(122,046)
Borrowings	10		(540,000)	0	0
Employee related provisions	11		(88,414)	(93,759)	(93,759)
			<u>(946,279)</u>	<u>(315,520)</u>	<u>(215,805)</u>
Net current assets			2,623,556	5,468,403	5,685,221
Less: Total adjustments to net current assets	Note 2(c)		(2,866,451)	(3,406,451)	(3,534,858)
Closing funding surplus / (deficit)			(242,895)	2,061,952	2,150,363

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Supplementary Information	Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash amounts excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals		(46,686)	(46,686)	0
Add: Depreciation		2,932,949	2,932,949	2,643,041
Total non-cash amounts excluded from operating activities		2,886,263	2,886,263	2,643,041

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

	Supplementary Information	Adopted Budget	Last Year Opening	Last Year Closing	Year to Date
		30 June 2024	30 June 2024	30 June 2025	
Adjustments to net current assets					
Less: Reserve accounts	3		(3,406,451)	(3,406,451)	(3,534,858)
Add: Current liabilities not expected to be cleared at the end of the year:					
- Current portion of borrowings	10		540,000	0	0
Total adjustments to net current assets	Note 2(a)		(2,866,451)	(3,406,451)	(3,534,858)

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 Council's operational cycle.

SHIRE OF WYALKATCHEM
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2025

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 2024-25 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Grants, subsidies and contributions			
FAGS was prepaid for 2025/26 for approximately 50% of the annual amount (\$1,238,172).	1,280,161	221.69%	▲
		Permanent	
Fees and charges			
Lease income received for top and bottom depot was not budgeted and fees received from Railway Barracks have been higher than anticipated.	18,323	5.94%	▲
		Permanent	
Interest revenue			
Budgeted interest is always conservative and actual interest received has been higher. The higher amount is for the Reserve term deposit so it is offset by higher transfer to Reserves.	112,982	114.99%	▲
		Permanent	
Profit on asset disposals			
No trade ins have been completed as of yet, these will be rolled over to next budget.	(46,686)	(100.00%)	▼
		Permanent	
Expenditure from operating activities			
Employee costs			
Materials and contracts			
There is underexpenditure across a number of accounts. The largest being medical services (\$213,487), information technology (\$71,706), parks and gardens (\$49,558), road maintenance (\$54,504) and plant operating costs (\$132,730).	216,425	13.53%	▲
	857,838	38.94%	▲
		Permanent	
Utility charges			
	32,409	15.09%	▲
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions			
Roads to Recovery and Regional Road Group projects are underway but not complete, restricting ability to claim funds	(779,100)	(39.01%)	▼
		Timing	
Proceeds from disposal of assets			
No material variance	(164,000)	(100.00%)	▼
Outflows from investing activities			
Payments for property, plant and equipment			
Some vehicle purchases will not be completed in 2024/25, these will be rolled over to 2025/26.	539,166	47.97%	▲
		Timing	
Payments for construction of infrastructure			
Capital road program is in progress and will be completed by 30 June 2025. Invoice for road sealing has been received but yet to be entered.	891,922	42.93%	▲
		Timing	
Inflows from financing activities			
Proceeds from new debentures			
	(540,000)	(100.00%)	▼
Transfer from reserves			
	(303,573)	(73.58%)	▼
Outflows from financing activities			
Transfer to reserves			
	(59,926)	(33.76%)	▼
Surplus or deficit after imposition of general rates			
	2,150,363	0.00%	▲

SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION

TABLE OF CONTENTS

1	Key Information	8
2	Cash and Financial Assets	9
3	Reserve Accounts	10
4	Capital Acquisitions	11
5	Disposal of Assets	13
6	Receivables	14
7	Other Current Assets	15
8	Payables	16
9	Rate Revenue	17
10	Borrowings	18
11	Other Current Liabilities	19
12	Grants and contributions	20
13	Capital grants and contributions	21

SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.06 M	\$2.06 M	\$2.06 M	\$0.00 M
Closing	\$0.00 M	\$0.00 M	\$2.15 M	\$2.15 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$5.35 M	% of total
Unrestricted Cash	\$1.82 M	34.0%
Restricted Cash	\$3.53 M	66.0%

Refer to 2 - Cash and Financial Assets

Payables

	\$0.12 M	% Outstanding
Trade Payables	\$0.06 M	
0 to 30 Days		0.0%
Over 30 Days		0.0%
Over 90 Days		0.0%

Refer to 8 - Payables

Receivables

	\$0.38 M	% Collected
Rates Receivable	\$0.09 M	94.1%
Trade Receivable	\$0.38 M	% Outstanding
Over 30 Days		2.5%
Over 90 Days		2.0%

Refer to 6 - Receivables

Key Operating Activities

Amount attributable to operating activities

YTD Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.80 M)	(\$1.79 M)	\$0.77 M	\$2.56 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	\$1.50 M	% Variance
YTD Budget	\$1.50 M	(0.0%)

Refer to 9 - Rate Revenue

Grants and Contributions

YTD Actual	\$1.86 M	% Variance
YTD Budget	\$0.59 M	216.2%

Refer to 12 - Grants and Contributions

Fees and Charges

YTD Actual	\$0.33 M	% Variance
YTD Budget	\$0.31 M	5.9%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

YTD Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.06 M)	(\$1.04 M)	(\$0.55 M)	\$0.49 M

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	\$0.00 M	%
Adopted Budget	\$0.16 M	(100.0%)

Refer to 5 - Disposal of Assets

Asset Acquisition

YTD Actual	\$1.19 M	% Spent
Adopted Budget	\$2.07 M	(42.8%)

Refer to 4 - Capital Acquisitions

Capital Grants

YTD Actual	\$1.22 M	% Received
Adopted Budget	\$2.01 M	(39.3%)

Refer to 4 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities

YTD Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.80 M	\$0.78 M	(\$0.13 M)	(\$0.90 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to 10 - Borrowings

Reserves

Reserves balance	\$3.53 M
Interest earned	\$0.19 M

Refer to 3 - 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 30 JUNE 2025

2 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Bank Account	Cash and cash equivalents	1,817,059	0	1,817,059		NAB		at call
Municipal Investment	Financial assets at amortised cost	0	0	0		BOQ		
Reserve Investment Account	Financial assets at amortised cost	0	3,534,858	3,534,858		BOQ	4.37%	Jan-26
Petty Cash		200	0	200				
Total		1,817,259	3,534,858	5,352,117		0		
Comprising								
Cash and cash equivalents		1,817,259	0	1,817,259		0		
Financial assets at amortised cost		0	3,534,858	3,534,858		0		
		1,817,259	3,534,858	5,352,117		0		

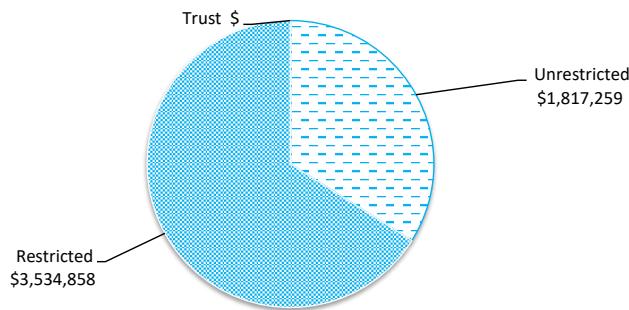
KEY INFORMATION

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 4 - Other a



SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2025

3 RESERVE ACCOUNTS

Reserve name	Original					Amended					Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	Budget Opening Balance	Budget Interest Earned	Budget Transfer s In (+)	Budget Transfers Out (-)	Budget Closing Balance	Budget Opening Balance	Budget Interest Earned	Budget Transfer s In (+)	Budget Transfers Out (-)	Budget Closing Balance					
Restricted by Council															
Reserve account - by council - Building	348,549	0	6,099	(37,028)	317,620	348,549	0	6,099	(37,028)	317,620	348,549	19,160	179	(22,500)	345,388
Reserve account - by council - Waste Management	117,104	0	2,049	0	119,153	117,104	0	2,049	0	119,153	117,104	6,437	0	0	123,541
Reserve account - by council - Plant & Equipment	691,416	0	79,996	(86,546)	684,866	691,416	0	79,996	(86,546)	684,866	691,416	38,007	0	(86,343)	643,080
Reserve account - by council - Community Bus	90,225	0	1,579	0	91,804	90,225	0	1,579	0	91,804	90,225	4,960	0	0	95,185
Reserve account - by council - Government Joint Venture Housing	12	0	0	0	12	12	0	0	0	12	12	1	0	0	13
Reserve account - by council - Sport & Recreation Facilities	355,706	0	6,224	0	361,930	355,706	0	6,224	0	361,930	355,706	19,553	0	0	375,259
Reserve account - by council - Community Development	556,855	0	9,744	(211,352)	355,247	556,855	0	9,744	(211,352)	355,247	556,855	30,611	0	0	587,466
Reserve account - by council - Community Health	1,177,588	0	20,605	(100,000)	1,098,193	1,177,588	0	20,605	(100,000)	1,098,193	1,177,588	64,731	0	0	1,242,319
Reserve account - by council - Airport Development	47,128	0	825	0	47,953	47,128	0	825	0	47,953	47,128	2,590	0	0	49,718
Reserve account - by council - Depot	170	0	2	(172)	0	170	0	2	(172)	0	170	9	0	(179)	0
Reserve account - by council - Leave	21,698	0	380	0	22,078	21,698	0	380	0	22,078	21,698	1,192	0	0	22,890
Reserve account - by council - Futures Fund	0	0	50,000	0	50,000	0	0	50,000	0	50,000	0	0	0	50,000	0
	3,406,451	0	177,503	(435,098)	3,148,856	3,406,451	0	177,503	(435,098)	3,148,856	3,406,451	187,250	50,179	(109,022)	3,534,858

4 CAPITAL ACQUISITIONS

Capital acquisitions	Budget	Adopted Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings - non-specialised	264,152	302,623	302,623	74,835	(227,788)
Plant and equipment	891,146	835,943	836,146	509,865	(326,281)
Acquisition of property, plant and equipment	1,155,298	1,138,566	1,138,769	584,700	(554,069)
Infrastructure - roads	1,469,386	1,469,386	1,469,386	642,733	(826,653)
Infrastructure - footpaths	0	0	0	518.73	519
Infrastructure - other	603,544	608,345	608,345	542,557	(65,788)
Acquisition of infrastructure	2,072,930	2,077,731	2,077,731	1,185,809	(2,000,060)
Total capital acquisitions	3,228,228	3,216,297	3,216,500	1,770,509	(2,554,129)
Capital Acquisitions Funded By:					
Capital grants and contributions	2,007,049	1,997,049	1,939,739	1,217,949	(721,790)
Borrowings	540,000	0	540,000	0	(540,000)
Other (disposals & C/Fwd)	164,000	164,000	164,000	0	(164,000)
Reserve accounts					
Reserve account - by council - Building	37,028			22,500	22,500
Reserve account - by council - Plant & Equipment	86,546	86,546	0	86,343	86,343
Reserve account - by council - Community Development	211,352			0	0
Reserve account - by council - Community Health	100,000			0	0
Reserve account - by council - Depot	172			179	179
Contribution - operations	82,081	968,702	572,761	443,538	(129,223)
Capital funding total	3,228,228	3,216,297	3,216,500	1,770,509	(1,445,991)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

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 *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.

Initial recognition and measurement for assets held at cost

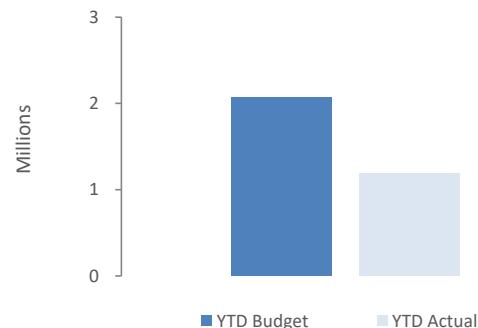
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between

mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of 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.

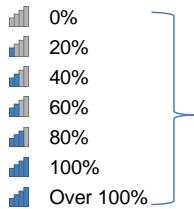
Payments for Capital Acquisitions



4 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



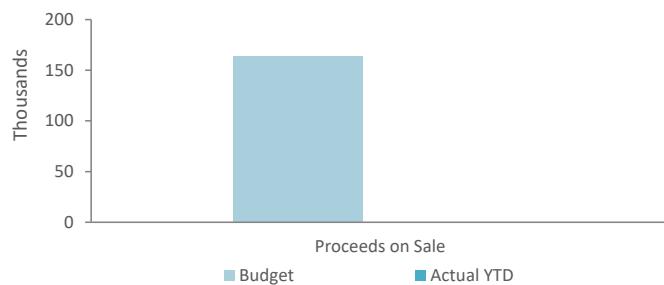
Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Budget	Adopted Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
		\$	\$	\$	\$	\$
Land & Buildings						
OC047	Housing and Accommodation Project	203,752	203,752	203,752	0	\$203,752
BC040	New Depot (Grace Street) - Building Capital	45,700	45,700	45,700	33,865	\$11,835
BC041	Old NAB Bank - Building Capital	14,700	14,700	14,700	2,500	\$12,200
BC003	Medical Centre - Building Capital	0	38,471	38,471	38,471	\$0
Plant & Equipment						
PC0001	Works Manager Vehicle Replacement	62,000	62,000	62,000	0	\$62,000
PC0005	New Tractor	0	0	0	107	(\$107)
PC001	CEO Vehicle Capital	68,000	68,000	68,000	0	\$68,000
PC002	Manager Corporate Services Vehicle Replacement	36,000	36,000	36,000	0	\$36,000
PC003	Doctors Vehicle Replacement	36,000	36,000	36,000	0	\$36,000
PC007	Works Admin Ute	36,000	36,000	36,000	38,719	(\$2,719)
PC008	Maintenance Officer Ute	36,000	36,000	36,000	35,342	\$658
PC009	Swimming Pool Mower	14,546	14,343	14,546	14,343	\$203
PC010	Water tank 1500L	7,600	7,600	7,600	6,372	\$1,228
PC0105	Side Tipper Trailer	0	0	0	182	(\$182)
PC0106	Second grader	450,000	450,000	450,000	414,800	\$35,200
PC0107	Water tanker	90,000	90,000	90,000	0	\$90,000
PC011	Recreation Centre generator	55,000	0	0	0	\$0
Furniture and Equipment						
4140220	Central Second Hand	0	0	0	0	\$0
Roads						
R2R131	Cunderdin Road (R2R)	90,000	90,000	90,000	97,108	(\$7,108)
R2R029	Cemetery Road (R2R)	326,678	326,678	326,678	48,832	\$277,846
R2R035	Hammond Road (R2R)	50,087	50,087	50,087	28,689	\$21,398
RRG002	Wyalkatchem North Road (RRG)	0	0	0	0	(\$0)
RRG002A	Wyalkatchem North Road (RRG)	384,810	384,810	384,810	139,792	\$245,018
RRG002B	Wyalkatchem North Road (RRG)	226,000	226,000	226,000	53,360	\$172,640
RRG002C	Wyalkatchem North Road (RRG)	73,827	73,827	73,827	73,849	(\$22)
WSF130	Wyalkatchem - Koorda Road - WSFN Funding	100,000	100,000	100,000	33,529	\$66,471
LRC010	Wallambin Road - LRCIP Funding	119,450	119,450	119,450	88,792	\$30,658
LRC016	Korrelocking North Road - LRCIP Funding	16,550	16,550	16,550	14,850	\$1,700
LRC054	Minnivale North East Road - LRCIP/R2R Funding	81,984	81,984	81,984	63,930	\$18,054
R2R010	Wallambin Road (R2R)	0	0	0	(0)	\$0
Infrastructure - Footpaths						
LRCI030	Footpaths - LRCIP Funding	0	0	0	519	(\$519)
Infrastructure - Other						
LRCI010	Ashelford Park - LRCIP Funding	0	0	0	66	(\$66)
CIO016	Korrelocking Cemetery No 1	0	0	0	1,120	(\$1,120)
LRCI052	Town Entry Statement Improvements - LRCIP Funding	0	0	0	1,723	(\$1,723)
LRCI021	Wyalkatchem Pool Refurbishment Program - LRCIP Funding	520,734	525,535	525,535	525,535	\$0
OC001	Town Entry Statements	6,500	6,500	6,500	5,915	\$585
OC002	Wheatbelt Way Rail Trail	76,310	76,310	76,310	0	\$76,310
PC005	Pioneer Park additions	0	0	0	8,198	(\$8,198)
		0	0	0	-	\$0
		3,228,228	3,216,297	3,216,500	1,770,509	\$1,445,991

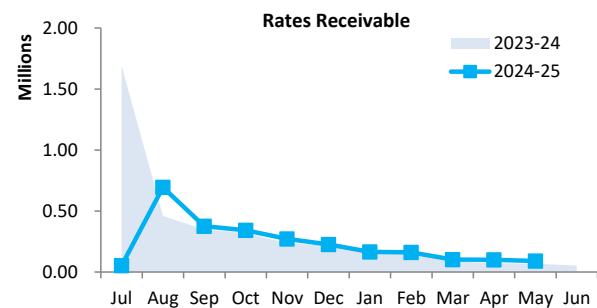
5 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
10191	WM000 Toyota Hilux	40,204	48,000	7,796	0			0	0
10190	WM00 Toyota Prado	55,288	65,000	9,712	0			0	0
10184	0001WM Toyota RAV4	16,286	33,000	16,714	0			0	0
10166	000WM Toyota Kluger	5,536	18,000	12,464	0			0	0
		117,314	164,000	46,686	0	0	0	0	0



6 RECEIVABLES

Rates receivable	30 June 2024	30 Jun 2025
Opening arrears previous years	\$ 53,446	\$ 48,331
Levied this year	0	1,508,575
Less - collections to date	(5,115)	(1,465,767)
Gross rates collectable	48,331	91,139
Net rates collectable	48,331	91,139
% Collected	9.6%	94.1%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(10,376)	332,512	1,659	0	6,459	330,254
Percentage	(3.1%)	100.7%	0.5%	0.0%	2.0%	
Balance per trial balance						
Trade receivables	(10,376)	332,512	1,659	0	6,459	328,108
Other receivables		992		1,154	0	2,146
GST receivable	0	100,172	0	0	0	100,172
Allowance for credit losses of other	0	0	0	0	(54,231)	(54,231)
Total receivables general outstanding						376,195

Amounts shown above include GST (where applicable)

KEY INFORMATION

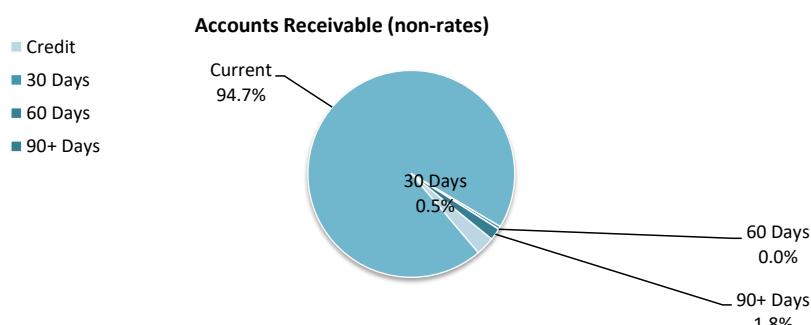
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods and services performed in the ordinary course of business.

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.



**SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2025**

OPERATING ACTIVITIES

7 OTHER CURRENT ASSETS

	Opening Balance	Asset Increase	Asset Reduction	Closing Balance
	1 July 2024			30 June 2025
Other current assets				
Financial assets at amortised cost	\$ 3,406,450	\$ 116,868	\$	\$ 3,534,858
Inventory				
Diesel	1,567	80,008	0	81,575
Total other current assets	1,567	80,008	0	81,575
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.

8 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	0	0
Percentage	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Balance per trial balance						
Sundry creditors (Includes Suspense Account)	0	0	0	0	(47,700)	62,684
Other payables	0	(3,305)	0	0	0	(3,305)
Bonds and deposits held	0	10,878	0	0	0	10,878
GST Payable	0	31,670	0	0	0	31,670
PAYG Payable	0	20,119	0	0	0	20,119
Total payables general outstanding						122,046

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.

SHIRE OF WYALKATCHEM
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 JUNE 2025

OPERATING ACTIVITIES

9 RATE REVENUE

General rate revenue		Rate in \$ (cents)	Number of Properties	Rateable Value	Budget			Rate Revenue	YTD Actual Interim Rate Revenue	Total Revenue			
RATE TYPE					Rate Revenue	Interim Rate Revenue	Total Revenue						
Gross rental value													
Gross Rental Value - Town		0.078530	189	2,043,846	160,503	0	160,503	160,503	(370)	160,133			
Unimproved value													
Unimproved Value - Rural		0.008711	204	153,130,500	1,333,920	0	1,333,920	1,333,920	849	1,334,769			
Unimproved Value - Mining		0.008711	0	0	0	0	0	0	0	0			
Sub-Total			393	155,174,346	1,494,423	0	1,494,423	1,494,423	479	1,494,902			
Minimum payment													
Minimum Payment \$													
Gross rental value													
Gross Rental Value - Town		553	58	113,506	32,074	0	32,074	32,074	0	32,074			
Unimproved value													
Unimproved Value - Rural		615	22	810,200	13,530	0	13,530	13,530	0	13,530			
Unimproved Value - Mining		615	14	48,929	8,610	0	8,610	8,610	(1,210)	7,400			
Sub-total			94	972,635	54,214	0	54,214	54,214	(1,210)	53,004			
Discount							(45,213)			(49,376)			
Amount from general rates							1,503,424			1,498,531			
Ex-gratia rates							10,045			10,044			
Total general rates							1,513,469			1,508,575			

10 BORROWINGS

Repayments - borrowings

Information on borrowings	Particulars	Loan No.	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Grader	Grader	NEW	\$ 0	\$ 0	\$ 450,000	\$ 0	\$ 0	\$ 0	\$ 450,000	\$ 0
Water Tanker	Water Tanker	NEW	\$ 0	\$ 0	\$ 90,000	\$ 0	\$ 0	\$ 0	\$ 90,000	\$ 0
Total			\$ 0	\$ 0	\$ 540,000	\$ 0	\$ 0	\$ 540,000	\$ 0	\$ 0

All debenture repayments were financed by general purpose revenue.

New borrowings 2024-25

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$						\$	\$	
Grader	0	450,000	WATC				4.7	0	450,000	0
Water Tanker	0	90,000	WATC				4.4	0	90,000	0
	0	540,000				0		0	540,000	0

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

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. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening	Liability	Liability	Liability	Closing
		Balance 1	transferred			
		\$	\$	\$	\$	\$
Employee Related Provisions						
Provision for annual leave		93,759	0			93,759
Total Provisions		93,759	0	0	0	93,759
Total other current liabilities		93,759	0	0	0	93,759

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

	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue					YTD Revenue Actual
	1 July 2024 Liability	Increase in Liability	Decrease in (As revenue)	30 Jun 2025 Liability	30 Jun 2025 Current Liability	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies											
GEN PUR - Financial Assistance Grant - General						159,809	159,809	159,809	118,804	278,613	1,056,170
GEN PUR - Financial Assistance Grant - Roads	0	0	0	0	0	82,347	82,347	82,347	(30,207)	52,140	512,756
OTH GOV - Grants	0	0	0	0	0	0	0	0	0	0	4,000
ESL BFB - Operating Grant	0	0	0	0	0	39,150	39,150	39,150	0	39,150	39,843
ESL BFB - Admin Fee/Commission	0	0	0	0	0	4,000	4,000	4,000	0	4,000	4,000
FIRE - Grants	0	0	0	0	0	0	0	0	0	0	14,300
ROADM - Direct Road Grant (MRWA)	0	0	0	0	0	165,244	165,244	165,244	0	165,244	165,244
	0	0	0	0	0	450,550	450,550	450,550	88,597	539,147	1,796,312
Contributions											
RATES - Reimbursements of Debt Collection Costs	0	0	0	0	0	0	0	0	0	0	9,206
OTH HEALTH - Contributions, Donations & Reimbursements	0	0	0	0	0	108,571	108,571	108,571	(98,571)	10,000	(36)
STF HOUSE - Staff Rental Reimbursements - 2 Slocum St	0	0	0	0	0	2,000	2,000	2,000	0	2,000	5,453
STF HOUSE - Staff Rental Reimbursements - 22a Flint St	0	0	0	0	0	2,800	2,800	2,800	0	2,800	108
STF HOUSE - Staff Rental Reimbursements - 45 Wilson St	0	0	0	0	0	0	0	0	0	0	1,938
STF HOUSE - Staff Rental Reimbursements - 53 Piesse St	0	0	0	0	0	2,800	2,800	2,800	0	2,800	2,046
OTH HOUSE - Rental Reimbursements - Joint Venture	0	0	0	0	0	200	200	200	0	200	261
ADMIN - Fees & Charges	0	0	0	0	0	0	0	0	0	0	2,000
ADMIN - Reimbursements	0	0	0	0	0	0	0	0	1	1	23,691
PWO - Other Reimbursements	0	0	0	0	0	0	0	0	0	0	210
POC - Fuel Tax Credits Grant Scheme	0	0	0	0	0	20,500	20,500	20,500	0	20,500	16,419
	0	0	0	0	0	136,671	136,671	136,671	(98,570)	38,301	61,296
TOTALS	0	0	0	0	0	587,421	587,421	587,421	(9,973)	577,448	1,857,608

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Liability	Capital grant/contribution liabilities			Capital grants, subsidies and contributions revenue					YTD Revenue	
	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget	YTD	Annual	Budget		
1 July 2024	(As revenue)		30 Jun 2025	30 Jun 2025	Revenue	Budget	Budget	Variations	Expected	Actual
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Capital grants and subsidies										
General Purpose Funding										
GEN PUR - Other Grants	0	0	0	0	666,107	666,107	666,107	0	666,107	335,517
Recreation and Culture										
REC - Grants	0	0	0	0	210,000	210,000	210,000	(10,000)	200,000	200,000
OTH CUL - Grants - Other Culture	0	0	0	0	0	0	0	(9,999)	(9,999)	9,500
COM AMEN - Grants	0	0	0	0	0	0	0	0	0	68,000
ROADC - Regional Road Group Grants (MRWA)	0	0	0	0	563,948	563,948	563,948	0	563,948	444,565
ROADC - Roads to Recovery Grant	0	0	0	0	499,684	499,684	499,684	0	499,684	160,367
	0	0	0	0	1,939,739	1,939,739	1,939,739	(19,999)	1,919,740	1,217,949

10.2. WORKS AND SERVICES

10.2.1. WORKS OFFICER'S REPORT JULY 2025

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2025
Reporting Officer:	Jennie Gorham, Leading Hand Parks and Gardens & Murray Leahy, Leading Hand Roads.
Disclosure of Interest:	No interest to disclose
File Number:	13.05.02
Attachment Reference:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Works Officer's report.

BACKGROUND

To inform Council of the activities of the Works and Services team during the month of June/July 2025.

OVERVIEW

SUMMARY - ROADS / TOWN/ BUILDINGS

ROAD MAINTENANCE PROGRAM

Roads that have been graded during June:

- Goldfields Road
- Hammond Road
- Shields Road
- Allan Road
- Cemetery Road
- Begley Road
- Carter Road

Culvert maintenance has been carried out on Shields Road and Cemetery Road, including the repair of washouts around headwalls and the cleaning and clearing of headwalls to improve water flow and drainage efficiency.

[Refer to Photographs in Attachment A](#)

ROAD CAPITAL PROGRAM

Reconstruction works were undertaken this month on sections of Cemetery Road and Wyalkatchem North Road, with Shire staff collaborating closely with contractors to ensure a high standard of workmanship and the delivery of a well-constructed road infrastructure.

[Refer to Photographs in Attachment B](#)

PLANT & EQUIPMENT

The new 120 Caterpillar grader is proving a great investment. The second grader has increased productivity and enabled more defined road maintenance.

The IVECO truck recently received repairs to leaking air fittings. There are still unresolved minor mechanical and electrical issues which are proving difficult to repair.

The two plate compactors are in Perth to see if they can be repaired. One seems to be unrepairable (it has come to the end of its life) and the company repairing them is having trouble sourcing parts to repair the other one.

REFUSE SITE

General weekly maintenance at the refuse site has been ongoing. However, issues persist with some members of the public disposing of waste in incorrect areas. To address this, new initiatives are being planned, including the installation of larger, clearer, and more directional signage to help guide proper waste disposal and reduce instances of incorrect dumping.

PARKS & GARDENS

- The Town Team has completed the path construction works at Pioneer Park and installed a new rubbish bin. Additionally, a contractor has installed a pram ramp on Flint Street, providing improved access from Pioneer Park to the Men's Shed.
- During the week, a large tree on Railway Terrace split in half and subsequently fell. Due to safety concerns, the remaining portion of the tree was also removed. Shire staff responded promptly to cut up and clear the fallen tree.

- Following some recent incidents of fallen trees within the town site, a contracted tree lopper was engaged to undertake tree pruning and removal work. Additionally, tree root systems have been identified as causing some damage to footpaths and roadways.
- Another successful visit from Car Expert had the Town team blowing off the runway and slashing the surrounds. The cross was also put out at the end of the runway and the windsock to notify incoming aircraft.

[Refer to Photographs in Attachment C](#)

SHIRE HOUSES & BUILDINGS

- Room 15 at the Barracks has had the sagging floor repaired, which entailed lifting of the vinyl and re nailing the floor boards down.
- Concrete sections at the Recreation Centre were replaced due to displacement caused by tree root intrusion. Staff removed the affected concrete and underlying roots, after which a contractor installed new concrete surfaces. One of the steps was also removed due to displacement and has been replaced by a ramp.
- A new concrete pad was installed this week beneath the lean-to at the Depot. Prior to installation, the Town crew removed the existing sand base to prepare the area for the contractor. The pad was finished with a broom texture to improve slip resistance, addressing a safety concern and providing a functional ramp.

[Refer to Photographs in Attachment D](#)

OHS & TRAINING

Steve Taylor from Prompt Safety held a toolbox meeting at the Shire Depot, topics discussed included:

- Worksafe News Alert – Incident, skid steer loader incident.
- Gravel spreading on unsealed roads.
- Grader Operation.
- Driving – Operating Water Truck.
- Roller operation incl multi tyre roller, flat drum steel vibrating roller.

Prompt Safety also carried out an inspection of the Shire lifting equipment.

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 & 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

New Caterpillar grader in action



Attachment B

Sheeting on Wyalkatchem North Road

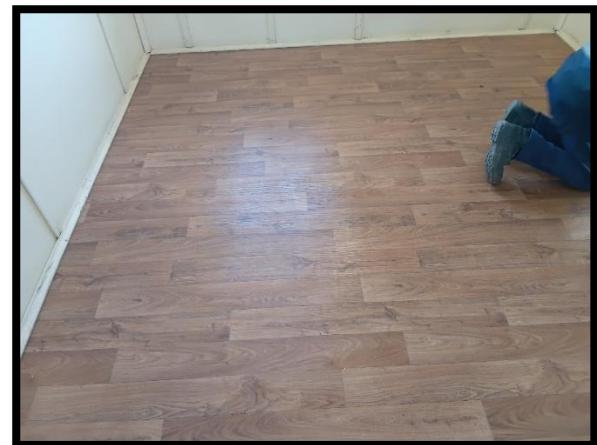


Attachment C
Pioneer Park



Attachment D

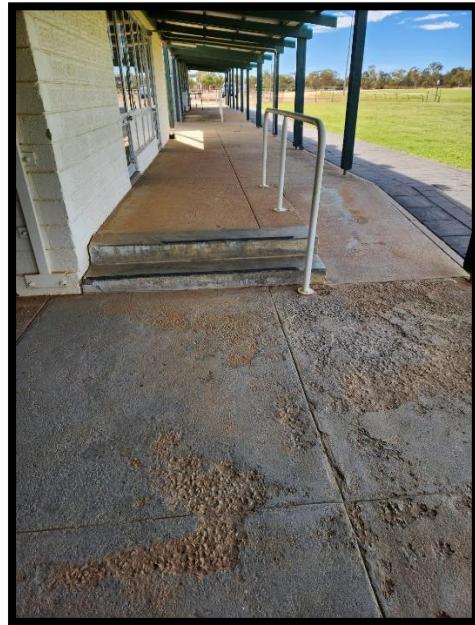
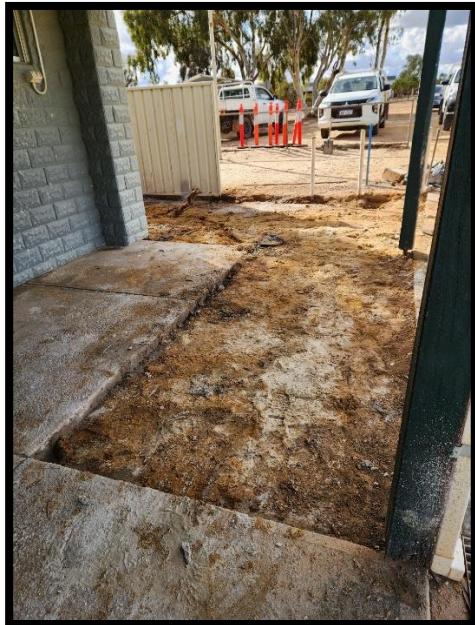
Floor repairs at the Railway Barracks



Concrete pad at the Depot



Concrete repairs at the Recreation Centre



10.3. GOVERNANCE AND COMPLIANCE

10.3.1. CHIEF EXECUTIVE OFFICER'S REPORT

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2025
Reporting Officer:	Ian McCabe, Acting Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Chief Executive Officer's report.

SUMMARY

This report is prepared by the Acting CEO to provide Council and the Wyalkatchem community, some insight into CEO and Council activities.

COMMENT

Ms Sabine Taylor commenced leave close of business Tuesday 8 July 2025 and will cease as Chief Executive Officer week ending 11 July 2025. Ian McCabe commenced duties as Acting CEO 10 July 2025.

Since the report prepared 13 June 2025, the CEO attended the following substantial meetings and events to progress community and Council's interests:

There are no details to present.

The acting CEO has communicated by email to NEWROC Councils and secretariat; stakeholders of the Wheatbelt Rail Trail; commenced arrangements for future engagements. With Council, the CEO will meet the member for Central Wheatbelt, Lachlan Hunter MLA; and be present at the unveiling of the Pioneer Park silhouettes 11 July 2025.

KEY CORRESPONDENCE RECEIVED / ATTACHMENTS

Nil

UPCOMING COMMUNITY EVENTS

Event	Date	Time	Place
Rodeo	Saturday 23 August, 2025		Wyalkatchem

KEY OUTGOING CORRESPONDENCE

Nil

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

The CEO's activity promotes the Strategic Community Plan objectives which underpin Pillar 1 - Economy, Pillar 2 - Community and Pillar 4 – Civic Leadership. The activities accord with the Shire's desired outcomes in the Shire of Wyalkatchem Strategic Community Plan 2024-2034.

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 3	Support entrepreneurship.
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 5	A safe and healthy community for all ages.
Pillar 4 Civic Leadership	Statement of Strategic Outcome: We lead with accountability, connection and openness through best-practice systems, policies and financial controls.
Goal 11	High standard of governance

10.4. PLANNING AND BUILDING

NIL

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

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

14. MATTERS BEHIND CLOSED DOORS

15. CLOSURE OF THE MEETING