



# AGENDA

## ORDINARY COUNCIL MEETING



**16 May 2019**

Commencing at 3.30pm in the  
Shire of Wyalkatchem Council Chambers  
27 Flint Street, Wyalkatchem

## **NOTICE OF COUNCIL MEETING**

The next Ordinary Meeting of the Wyalkatchem Shire Council will be held on Thursday 16 May 2019 in the Council Chambers, 27 Flint Street Wyalkatchem, commencing at 3.30pm.

An Agenda for this meeting will be made available from the Shire Administration Office and on our website [www.wyalkatchem.wa.gov.au](http://www.wyalkatchem.wa.gov.au)

## **ORDER OF EVENTS**

**Thursday, 16 2019**

- |               |  |
|---------------|--|
| <b>2.00pm</b> | <b>Audit and Risk management Committee Meeting</b>   |
|               | <b>Additional Council Workshop – Time Permitting</b> |
| <b>3.30pm</b> | <b>Ordinary Council Meeting</b>                      |

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



**Taryn Dayman**

**CHIEF EXECUTIVE OFFICER**

## **DISCLAIMER**

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

## **DISCLOSURE OF INTEREST**

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

### Financial Interest:

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

### Proximity Interest:

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

### Impartiality Interest:

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

### Disclosing an Interest:

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

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

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**1. DECLARATION OF OPENING**

**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 – 18 April 2019**

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 18 April 2019 (Attachment 7.1.1)

**OFFICER RECOMMENDATION:**

*That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 18 April 2019 (Attachment 7.1.1) be confirmed as a true and correct record.*

**7.2. Receipt of Minutes**

**7.2.1. NEWROC Council Minutes – 23 April 2019**

Minutes of the NEWROC Executive Meeting held on Tuesday 23 April 2019 (Attachment 7.2.1)

**OFFICER RECOMMENDATION:**

*That the minutes of the NEWROC Executive Meeting of Tuesday 23 April 2019 (Attachment 7.2.1) be received by Council.*

**7.2.2. Central East Aged Care Alliance Inc. Committee Minutes – 12 April 2019**

Minutes of the Central East Aged Care Alliance Inc. Committee meeting of Friday 12 April 2019 (Attachment 7.2.2)

**OFFICER RECOMMENDATION:**

*That the minutes of the Central East Aged Care Alliance Inc. Committee meeting of Friday 12 April 2019 (Attachment 7.2.2) be received by Council.*

**7.2.3. WALGA Great Eastern Country Zone Minutes – 24 April 2019**

Minutes of the WALGA Great Eastern Country Zone Meeting held on Wednesday 24 April 2019 (Attachment 7.2.3)

**OFFICER RECOMMENDATION:**

*That the minutes of the WALGA Great Eastern Country Zone Meeting of Wednesday 24 April 2019 (Attachment 7.2.3) be received by Council.*

**7.2.4. Local Emergency Management Committee Minutes – 1 May 2019**

Minutes of the Local Emergency Management Committee Meeting held on Wednesday 1 May 2019 (Attachment 7.2.4)

**OFFICER RECOMMENDATION:**

*That the minutes of the Local Emergency Management Committee Meeting of Wednesday 1 May 2019 (Attachment 7.2.4) be received by Council.*

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

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

## 10.REPORTS

### 10.1. CORPORATE AND COMMUNITY SERVICES

#### 10.1.1. FINANCIAL MANAGEMENT – PAYMENT LISTINGS – APRIL 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 May 2019
Reporting Officer:	Paul Godfrey – Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1.1 Payment Listing – April 2019
	Attachment 10.1.1.2 Fuel Card Statement – March 2019

#### SUMMARY

This report recommends that Council receive the monthly transaction financial activity statement for the Shire of Wyalkatchem as required by the *Local Government Act 1995* Section 6.8(2)(b).

#### BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Trust and Municipal Fund (Delegation A1). The CEO has sub-delegated these payments to the Manager Corporate Services and the Administration Officers. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be presented to Council and be recorded in the minutes of the meeting at which the list was presented.

#### COMMENT

Pursuant to Section 6.8(2)(b) of the *Local Government Act 1995*, where expenditure has been incurred by a local government it is to be reported to the next Ordinary Meeting of Council. Values have been rounded to the nearest dollar.

#### Municipal Account

Total Payments April 2019	\$219,680
Total Payments April 2018	\$239,333
Variance \$	-\$19,653
Variance %	-8%

Percentage paid by EFT March 2019	100%
Percentage paid by cheque March 2019	0%

Percentage of Wyalkatchem based suppliers April 2019 (excluding wages, bank fees, loan payments and utilities providers)	6%
Percentage of suppliers used where no Wyalkatchem based option is available April 2019	88%
Dollar value spent with Wyalkatchem based suppliers April 2019	\$2,009

#### Trust Account – Working

No transactions



### **Reserve Account**

No transactions

### **STATUTORY ENVIRONMENT**

Section 6.8(2)(b) of the *Local Government Act 1995* requires that where expenditure has been incurred by a local government it is to be reported to the next Ordinary Meeting of Council.

### **POLICY IMPLICATIONS**

Relates to Policy Number 10.1 – Purchasing Policy.

### **FINANCIAL IMPLICATIONS**

Payments of accounts payable as per the attached transaction statements to the value of \$219,679.92 for April 2019.

### **COMMUNITY & STRATEGIC OBJECTIVES**

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

#### **Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

#### **Objective: Well utilised and effectively managed facilities and assets**

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
		6.1.3	Implement Council's capital works programme

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council receive the Payment Listing as of 30 April 2019, as provided for in attachment 10.1.1.1.*

#### **10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – MARCH 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 May 2019
Reporting Officer:	Paul Godfrey, Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	10.1.2 – Credit Card Statement March 2019

#### **SUMMARY**

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 01 March 2019 to 28 March 2019.

#### **BACKGROUND**

This information is provided to Council on a monthly basis in accordance with the provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period (note attachment 10.1.3.1). This report includes the monthly payment of the credit card debit to the National Australia Bank.

#### **COMMENT**

Accountability in local government can be multifaceted, as council seek to achieve diverse social, political and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principals and expectations that the local government is fully accountable for community resources.

This report provides Council with detailed information of purchases paid using the Shire of Wyalkatchem Corporate Credit Cards.

A monthly review of credit card use is independently assessed by the Manager Corporate Services, to confirm that all expenditure has been occurred, is for the Shire of Wyalkatchem and has been made in accordance with Council policy, procedures and the Local Government Act 1995 and associated regulations. The review by the Manager Corporate Services also ensures that misuse of any corporate credit card can be readily detected.

This review has been conducted and no issues are evident and all areas of compliance have been met.

#### **STATUTORY ENVIRONMENT**

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

*Local Government (Financial Management) Regulations 1996, R34*

#### **POLICY IMPLICATIONS**

Credit Card Policy  
Purchasing Policy

#### **FINANCIAL IMPLICATIONS**

Financial implications and performance to budget are reported to Council on a monthly basis. In this regard, expenditure must be in accordance with the 2018/2019 Annual Budget.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

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

#### **Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council in accordance with attachment 10.1.2 endorse credit card payments made for the period 2019 totalling \$1,214.32*

### 10.1.3. FINANCIAL MANAGEMENT – MONTHLY FINANCIAL REPORT – APRIL 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	8 May 2019
Reporting Officer:	Paul Godfrey – Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	10.1.3 – Monthly Financial Report

#### SUMMARY

In accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, the Shire is to prepare a monthly Statement of Financial Activity for approval by the Council.

#### BACKGROUND

The Statement of Financial Activity was introduced by the Department of Local Government from 1 July 2005. The change was implemented to provide elected members with a better idea of operating and capital revenue and expenditure. It was also intended to link operating results with balance sheet items and to reconcile with end of month balances.

#### COMMENT

#### April 2019 Financial Statements

- Yearly operating revenue is \$2,228,585 inclusive of net rate income of \$1,248,149 (net of prepaid rates and discounts) – 87% of Budget;
- Yearly operating expenditure is \$2,862,205 – 69% of Budget;
- Yearly capital expenditure is \$906,395 – 71% of Budget;
- Yearly capital revenue is \$1,252,784 – 91% of Budget;
- Net current assets as at 30 April 2019 are \$1,104,942

#### Operating Revenue

**Rates:** Revenue of \$1,454,232 has been raised during the rate run for 2018/19. The total Rate Run is broken down between Rates \$1,301,824, Rubbish \$96,390, Health Levy \$15,120 and ESL Levy \$40,898. To date income received is \$1,358,970 and discounts applied equate to \$18,636. Approximately 95% of Rates have been collected to date, with \$40,857 outstanding.

#### Capital Expenditure

Land and Buildings	\$74,434	The Depot, Recreation Centre, Shire Office, Lady Novar, Railway Station and Railway Barracks capital works are underway as of April 2019. 1 Slocum St capital works have been completed.
Plant and Equipment	\$298,983	The Toro mower, Doctors vehicle and Works Manager vehicle changeovers have been completed. The roller and new cylinder mower have been purchased.
Roads	\$376,322	Cunderdin/Wyalkatchem Rd SLK 2.00-4.85 is in progress as of February 2019. Lewis East Rd,

Parks & Gardens	\$8,745	Goldfields Rd and Cunderdin/Wyalkatchem Rd SLK 4.85-7.85 have been completed. The Recreation Centre oval works have been completed.
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**Net Assets:** Net Current Assets as at 31 March 2019 amount to \$1,104,492. This in the majority comprises of Cash Unrestricted – Municipal Funds (\$1,009,216).

#### STATUTORY ENVIRONMENT

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* applies.

#### 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 matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

##### Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

##### Objective: Well utilised and effectively managed facilities and assets

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
		6.1.3	Implement Council's capital works programme

#### VOTING REQUIREMENT

Simple Majority

#### OFFICER'S RECOMMENDATION

*That Council in accordance with attachment 10.1.3 receive the Statement of Financial Activity for the period ended 30 April 2019.*

#### **10.1.4. REPORTS – FINANCE AND ADMINISTRATION OFFICER – APRIL 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	7 May 2019
Reporting Officer:	Sheldon Cox, Finance and Administration Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

#### **SUMMARY**

Council is to consider and accept the Finance and Administration report for the month of April 2019.

#### **BACKGROUND**

Officers report to Council every month to keep Council up to date on the operational proceedings of the Officer's portfolio. The Finance and Administration Officer reports on matters pertaining to finance, economic development and administration.

#### **COMMENT**

##### SunSmart Wyalkatchem Fair:

- Attendance – 132 people
- Vendors – 66 individuals with a large variety of attractions and food.
- Comments –
  - \* Shire President Councillor Davies acknowledged the success of the fair in the April OCM, and Councillors commented on the number of compliments received directly on and after the day.
  - \* Michael Alvares of Kite Kinetics said: *"I loved working with your community and they were very thankful for my display and lolly drops."*
- Feedback –
  - \* Older attendees mostly agreed that there should be other attractions for older teenagers and adults.
  - \* Other events in the Wheatbelt on the same day seems to impact visitor numbers. Next year advertising will be aimed at ensuring no clashes between events.
- Volunteers – Multiple volunteers have been acknowledged via Facebook and Council Newsletter for their time and efforts. Volunteers were both local and from out of town.

##### The Blue Tree Project:

The Community Resource Centre is aiming to lead on this. The CRC is aware of the Shires interest in assisting them and the Shires offer to lead the project.

#### **STATUTORY ENVIRONMENT**

There are no direct statutory environments 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 matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

##### **Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.1 A well governed, effective and responsive organisation		5.1.1	Implement effective governance structures
		5.1.4	Implement systems and processes to enhance organisational capability
		5.1.5	Continually improve the planning readiness and support for Emergency Services

##### **Objective: Well utilised and effectively managed facilities and assets**

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council receive the Finance and Administration Report for the month of April 2019.*

**10.1.5. WHEATBELT SECONDARY FREIGHT NETWORK – UPDATED FINANCIAL CONTRIBUTION ALLOCATION**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 May 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	28.18
Attachment Reference:	Nil

**SUMMARY**

For Council to consider support for the Wheatbelt Secondary Freight Network project by reallocation of funds from Building Better Regions fund co-contribution to role of Lead Consultant Project Management in support of successful Regional Economic Development grant.

**BACKGROUND**

The Wheatbelt Secondary Freight Network (WSFN) network comprises 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost effective access to business.

The project is being driven by local government authorities with a Working Group established consisting of representatives from the following organisations:

- Wheatbelt North Regional Road Group (WN RRG)
- Wheatbelt South Regional Road Group (WS RRG)
- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA-Wheatbelt Region (MRWA-WR)
- Wheatbelt Development Commission (WDC)

Over the last 2 years, 42 Local Government authorities across the region have collaborated to identify priority routes and have also participated in a technical data collection process, preparation of a pre-feasibility business case and a cost benefit analysis of the planning process. The in-kind investment by local government to date is estimated to be in excess of \$750,000. The process has been an excellent example of a large number of local governments working together on a common strategic regional priority. The key undertakings of the project so far are:

1. Identification of nominated WSFN roads based upon a simple criteria developed by RRG.
2. Determination of basic project framework and minimum design standards.
3. Road condition assessment against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local of governments is:



	<b>Route Length (km)</b>	<b>Proposed Works (km)</b>	<b>Proposed Length (%)</b>	<b>Indicative Costs (\$)</b>
<b>TOTAL</b>	4,337	2,851	66	\$ 493,000,000

This initial approach was to assist the Working Group to work towards an Infrastructure Australia Stage 3/4 submission for inclusion of the WSFN project on the Infrastructure Australia Infrastructure Priority List (IPL). The long term goal is to obtain funding support for a broadly estimated, \$500 million capital works program over 10 - 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs. The group is working towards submitting an IA Stage 4 Business Case submission for the WSFR. The project development costs associated with the business case submission are estimated to be \$5M, which is in the order of 1% of the estimated capital investment.

The following provides an outline of the proposed budget and funding applications that were submitted to assist with the development and planning stages the WSFN project.

<b>Stages</b>	<b>Budget and Funding Sources</b>
<b>Stage 1 – Strategic Planning</b>	<b>\$1,000,000</b>
<ul style="list-style-type: none"> <li>▪ Design Criteria and Objectives</li> <li>▪ Options Assessment</li> <li>▪ Collated Data Review</li> <li>▪ Multiple Criteria Assessment</li> <li>▪ Staging Plan</li> </ul>	<ul style="list-style-type: none"> <li>▪ BBRF (\$750K)</li> <li>▪ LGA co-contribution (\$250K)</li> </ul>
<b>Stage 2 – Detailed Planning</b>	<b>\$3,600,000</b>
<ul style="list-style-type: none"> <li>▪ Concept Design Investigations</li> <li>▪ Preliminary Design Investigations</li> </ul>	<ul style="list-style-type: none"> <li>▪ Commodity Route (\$1M)</li> <li>▪ LGA in-kind</li> </ul>
<b>Stage 3 – IA Stage 3/4 Submission</b>	<b>\$400,000</b>
<ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ Governance Plan</li> <li>▪ Business Case Development</li> </ul>	<ul style="list-style-type: none"> <li>▪ REDS (\$100K)</li> <li>▪ LGA in-kind</li> </ul>
	<b>\$5,000,000</b>

### **Building Better Regions Fund (BBRF) submission**

The Building Better Regions Fund (BBRF) submission is only intended to contribute towards funding activities associated with Stage 1 – Strategic Planning at an estimated budget of \$1M.

Funding and the associated BBRF application can be summarised as follows:

- Budget
  - Total Cash \$1M
- Funding
  - BBRF \$750K

- LGA cash co-contribution \$250K.

This strategic planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, the economically optimal sequence for developing the network and ensure that roads are designed and constructed to an optimal standard from a 'whole-of-life' asset management perspective. The detailed planning exercise is expected to achieve a net benefit in the order of \$20 million based solely on the benefits gained from freight route prioritisation.

#### **Commodity Freight Roads Fund (CFRF)**

The Commodity Freight Roads Fund submission is intended to contribute towards funding of activities associated with Stage 2 – Detailed Planning. This will specifically entail \$1M for consultants to undertake Preliminary Design Investigations. The remainder of Stage 2 is intended to be undertaking via in-kind by local governments and other funding sources currently being investigated, should they become available.

#### **Regional Economic Development (RED) Grant**

The Regional Economic Development (RED) Grants submission is intended to contribute towards funding activities associated with Stage 3 – IA Stage 3/4 Submission. This will specifically entail \$100K for a Lead Consultant to undertake project management. The remainder of Stage 3 is intended to be undertaking via in-kind by local governments and other funding sources being investigated should they become available.

#### **Major Project Business Case Fund (MPBCF) Initiative**

The Australian Government is investing \$100 billion over 10 years from 2019–20 through its rolling infrastructure plan to help manage our growing population, meet our national freight challenge and get Australians home sooner and safer. This includes \$250 million allocated to the Major Project Business Case Fund (MPBCF) initiative. Projects with clear strategic merit that has:

- Engagement in the project planning stage
- View of future priorities
- Ready to invest to enable economic activity
- Address nationally significant deficits in the transport system
- Drive economic productivity growth and liveability in cities and regions through transport infrastructure investment

The WSFR Working Group sees the \$5M sought for the Stage 4 IA submission for this regionally significant project as an ideal candidate for the MPBCF.

#### **Roads of Strategic Importance (ROSI) Initiative**

The Australian Government will invest \$4.5 billion, including \$1 billion of additional funding committed in the 2019-20 Budget, to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities. ROSI has the following principles:

- Key freight corridors that connect primary agricultural areas and mining resource regions to ports and other transport hubs.

- Support communities along the corridors and provide better access for tourists and other road users
- Characterised by narrow sections of road, low capacity bridges and deteriorating pavements,
- Constrains the productivity and efficiency of freight movements.
- Catalyse economic activity and improve access to communities and tourist attractions.

From an estimated total of \$500,000,000 in funding the Working Group sought \$125,000,000 over the next 3 years for the delivery of the first stage of capital works.

The Working Group put in separate funding submissions for each of the abovementioned funding sources for the various stages of the project. The project has been successful in obtaining funding from the following sources:

- ROSI initiative funding
  - Stage 1 Priority Works – Wheatbelt Secondary Freight Network.
  - The Australian Government has committed \$70 million towards the project.  
“Upgrades will be prioritised based on linkages to state and national roads and highways and the rail network. Consideration will also be given to links to six ports and two livestock centres, as well as regional and metro grain receiver sites, accessed by the producers of the Wheatbelt region.

Benefits of the project include:

- improve road safety
  - improve freight efficiency, connectivity and travel time
  - ensure consistent Restricted Access Vehicles (RAVs) ratings across the network, which will provide improved access for agricultural and mining regions to transport hubs”
- RED Grants (Supported by the WA State Government’s Royalties for Regions Program)
  - Lead Consultant Project Coordinator – Wheatbelt Secondary Freight Network.
  - \$100,000.  
“The Lead Consultant will form part of the Project Management Team and work with the member organisation Working Group.

The Lead Consultant - Project Management is an integral key to successful project delivery. The complexity and scale of this project is significant and well beyond the technical and financial capabilities of the Wheatbelt shires on an individual basis. Engaging a Lead Consultant – Project Management with the skills and expertise required to work with all technical consultants and the PMT will ensure a cohesive collaborative environment is established for optimum outputs.

The project is planned to be managed via oversight from the WSFR Steering Committee with a nominated Project Manager and the Project Management Team (PMT) representing the WSFR.

Lead Consultant – Project Management will direct the work of the external technical consultants and will be the main contact for communication between the Project Management Team and external consultants.

The WSFN Project will require the specialised skills of a range of external technical consultants. Key areas of technical expertise identified for the project are:

- Civil Design
- Surveying
- Environmental
- Economic Assessment”

Previously 42 local governments were asked to financially contribute to the WSFN project via a budget allocation of \$6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the \$6,000 in financial contributions from each of the 42 local governments totalling \$252,000 be allocated to combine with the RED funding of \$100,000 to become project management pool of approximately \$350,000. This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated 3 year delivery timeframe. Funding would contribute towards the following nominal requirements:

- Project Coordinator
  - Nominal \$60,000 per annum (\$180,000 across 3 years)
- Project Administration and Communications Officer.
  - Nominal \$20,000 per annum (\$60,000 across 3 years)
- Technical Consultancy Resources
  - Nominal \$100,000.

In September 2018, council moved the following resolution

***“COUNCIL RESOLUTION:***

***(123/2018) Moved: Cr Butt Seconded: Cr Metcalfe***

***That Council:***

- 1. Notes the Secondary Freight Routes Project Development report;***
- 2. Supports the strategic intent of the Secondary Freight Routes project;***
- 3. Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and***
- 4. Endorses in principle an allocation of [\$6,000] in 2019/20 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application. “***

**COMMENT**

Council has been fully supportive of the Secondary Freight Route project, which is shown by its previous commitment of financial assistance to this project.

As stated above the \$6,000 financial contribution would be allocate to a project management pool for the overall project management requirements associated with the delivery of stage 1. While

there is no Shire of Wyalkatchem road upgrades identified in stage 1, for the benefit of the overall long term project, it would be recommended that Council continues its support.

## **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

## **POLICY IMPLICATIONS**

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

## **FINANCIAL IMPLICATIONS**

Reallocation of funds from Building Better Regions fund co-contribution to role of Lead Consultant Project Management in support of successful Regional Economic Development grant.

Re-commitment of \$6,000 allocation in the 2019/2020 budget.

## **COMMUNITY & STRATEGIC OBJECTIVES**

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

### **Objective: A Prosperous and dynamic district**

Outcome No.	Outcome	Action No.	Actions
2.5	Functional roads, traffic management and transport links	2.5.1	Long term functional roads, traffic management and transport strategy

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

*That Council*

- 1. Continues to support the strategic intent of the Wheatbelt Secondary Freight Network Project;*
- 2. Authorises the Chief Executive Officer to prepare and sign a letter of support that endorses the re-allocation of \$6,000 in 2019/20 budget to co-fund the project management of the Wheatbelt Secondary Freight Network in combination with the WA State Government's \$100,000 of Regional Economic Development Grant funding, as part of the delivery of its Stage 1 Priority Works.*

## **10.2. GOVERNANCE AND COMPLIANCE**

### **10.2.1. OFFICERS REPORT – CHIEF EXECUTIVE OFFICER – APRIL 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	8 May 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

#### **SUMMARY**

This report is prepared by the Chief Executive Officer to provide Council and the community of Wyalkatchem with information about CEO activities and the operations of the Shire.

#### **COMMENT**

In the month of April 2019 the CEO has attended the following meetings and events.

- Council Workshop
- Friends of the Cemetery
- ITVision – Project Briefing meetings
- Administration Staff Meeting
- Meeting with Gabrielle Quade
- Subin Daniel – Wyalkatchem Koorda Health Services
- CEACA
- Department of Local Government, Sports and Cultural Industries – NEWROC Regional Subsidiary Meeting
- Council Meeting
- NEWROC Shires – Koorda and Mt Marshall – Records Management
- NEWROC Council Meeting
- Great Eastern Council Zone

The CEO commitments in May include;

- LEMC
- Friends of the Cemetery
- Council Workshop
- ITVision – Project Briefing meetings
- Melissa Spark – WAPHA – General Practice Discussions
- Administration Staff Meeting
- Council Meeting
- Caroline Robinson – NEWROC Executive
- NEWROC Executive Meeting

### SynergySoft

The Manager Corporate Services and the CEO have had weekly project briefing meetings with ITVision project team. Majority of the data has been extracted and provided to ITvision for conversion. Set up and training is scheduled for the week of the 13<sup>th</sup> May. Other training is scheduled for June.

### Manager Corporate Services

Paul Godfrey has commenced in the position of Acting Manager Corporate Services.

Mr Paul Godfrey has been appointed to the position of Manager Corporate Services on a contract bases, through Logo appointments for a period of up to four months. Mr Godfrey has 16 years' experience in the position of Deputy Chief Executive Officer.

Mr Godfrey will be contracted to complete some of the Shire's major financial obligations, including;

- Continue with the implementation of SynergySoft
- End of Financial Year
- 2019/2020 Annual Budget preparation
- Annual Financial Statements.

### **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 matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

#### **Objective: A well-managed and effective Council organisation**

Outcome No.	Outcome	Action No.	Actions
5.1	A well-governed, efficient and responsive organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.3	Deliver open and transparent Council decision-making and reporting

		5.1.4	Implement systems and processes to enhance organisational capability
5.2	A customer focussed organisation	5.2.1	Improve awareness of Council's services, activities and performance
5.3	An organisation that demonstrates community inspired leadership	5.3.3	Enhance the delivery of service and advice that meets compliance and best practice
		5.3.6	Implement best practice people management policies and practices.

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council accepts the Chief Executive Officers report for the month of April 2019.*



#### **10.2.2. OFFICERS REPORT – PRINCIPAL ENVIRONMENTAL HEALTH – APRIL 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 May 2019
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer
Disclosure of Interest:	NIL
File Number:	13.05.01
Attachment Reference:	NIL

#### **SUMMARY**

Council is to consider and accept the Principal Environmental Health Officer report for April 2019 as presented.

#### **BACKGROUND**

The report will provide an insights into the important tasks undertaken by the Principal Environmental Health Officer (PEHO) on Monthly basis

#### **COMMENT**

The Principal Environmental Health Officer attends the Wyalkatchem office each Thursday.

#### **FOOD PREMISES**

Nil.

#### **PUBLIC BUILDINGS INSPECTION**

Nil.

#### **WASTE WATER SAMPLING**

The PEHO undertook waste water sampling from Tennis Club tank and the storage dam outlets in accordance with the Department of Health Guidelines for the Non-Portable Uses of Recycled Water in Western Australia (2011). The laboratory results met the required standards.

#### **RATE/PROPERTY ENQUIRY.**

The PEHO has completed one property transfer reports in April.

#### **STATUTORY ENVIRONMENT**

*Public Health Act 2016*

#### **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 matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Pla

**Objective: Healthy, Strong and connected communities**

Outcome No.	Outcome	Action No.	Actions
1.1	Enhance community well-being and participation in community life	1.1.2	Promote regional health solutions that are integrated with other governments and entities

**Objective: A prosperous and dynamic district**

Outcome No.	Outcome	Action No.	Actions
2.1	A Vibrant and activated public places	2.1.1	Enhance and upgrade the amenity of the shopping precinct

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council accept the Principal Environmental Health Officer Report for April 2019.*

### 10.2.3. OFFICERS REPORT – GOVERNANCE EXECUTIVE OFFICER – APRIL 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 May 2019
Reporting Officer:	Stephanie Elvidge, Governance Executive officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

#### SUMMARY

Council is to consider and accept the Governance Executive Officers report for the month of April 2019.

#### BACKGROUND

Officers report to Council every month to keep Council up to date on the operational proceedings of the Officer's portfolio. The Governance Executive Officer reports on matters pertaining to Governance, Risk, Compliance, Occupational Safety and Health and Emergency Services.

#### COMMENT

##### Emergency:

Zero Fire Incident Reports have been received for the month of April.

The reviewed LEMA was endorsed at the Ordinary Council Meeting – 18 April 2019.

##### Occupational Health and Safety:

- The Great Eastern Wheatbelt Velpic eLearning is tracking very well with 447 lessons being completed. Of that number there are now 226 contractors and their employees using the Contractor Induction and 106 Local Government employees undertaking the induction and other online lessons.
- Velpic continues to build with an additional 6 units provided by the Cancer Council WA.

##### Other Business

- Pioneer Pathway

Rikki Clarke (Creative Spaces) and Linda Vernon (PP EO) met with myself, Trevor Webb, David Holdsworth and Kevin Jones at the Agricultural Museum 8 May to discuss the development of the John Lyndsay display and future links.

Creative Spaces has been commissioned to provide guidance and support with the Pathway Group's continued development of the sites.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995*

*Occupational Safety and Health Act 1984*

*Occupational Safety and Health Regulations 1996*

*Emergency Management Act 2005*

*Emergency Management Regulations 2006*

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

### Objective: A well-managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
5.1	A well governed, effective and responsive organisation	5.1.1	Implement effective governance structures
		5.1.4	Implement systems and processes to enhance organisational capability
		5.1.5	Continually improve the planning readiness and support for Emergency Services

### Objective: Well utilised and effectively managed facilities and assets

Outcome No.		Outcome	Action No.	Actions
6.1		Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets

### Objective: Healthy, Strong and connected communities

Outcome No.	Outcome	Action No.	Actions
1.1	Enhance community well-being and participation in community life	1.1.2	Promote regional health solutions that are integrated with other governments and entities

## VOTING REQUIREMENT

Simple Majority

## OFFICER'S RECOMMENDATION

*That Council receive the Governance Executive Officers Report for the month of April 2019.*

### **10.3. WORKS AND SERVICES**

#### **10.3.1. OFFICERS REPORT – MANAGER OF WORKS – APRIL 2019**

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	8 <sup>TH</sup> May 2019
Reporting Officer:	Darryn Watkins – Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

#### **SUMMARY**

Council is to consider and accept the Manager of Works report for the month of May 2019.

#### **BACKGROUND**

To inform Council of the activities of the Works team during the last month.

#### **COMMENT**

##### ***Road Crew***

Pothole patching on Koorda Road.

Verge clearing on Benjaberring South Road.

Maintenance grading and associated works on Wallambin Road, Elsegood Road and Allan Road.

##### ***Parks / Town Services Crew***

Town street verge maintenance, brush cutting and weed spraying.

Street sweeping of town streets.

Maintenance of tennis courts.

Grounds maintenance to shire owned assets.

Routine mowing maintenance.

Admin park mowing.

Ongoing maintenance of landfill facility.

Town Hall garden maintenance.

Railway reserve maintenance.

Depot tidy up and maintenance.

Pioneer Park maintenance.

REC Oval dam maintenance.

Road House gardens site works.

##### ***Signage***

Guide post replacements on Cunderdin – Wyalkatchem Road.

Guide post replacements on Tammin – Wyalkatchem Road.

Replacement of missing street tags – Martin Rd, Carter Rd, Jackson Rd.

**Aerodrome**

Weekly aerodrome and lighting inspection carried out.

Renewal of runway line marking compliant with MOS 139 Standards by Aerodrome Management Services.

**Waste Management**

Weekly push up of deposited waste.

Landfill fire extinguishment and placement of cover material.

Burning of green waste stockpile.

**Recycled Water Scheme**

Ongoing water sampling by EHO and Water Corporation.

Soil sampling of Recreation Oval by GHD Consultants engaged by Water Corporation.

**Plant Servicing and Repairs**

Service of Isuzu 6 wheel tipper WM 015.

Repair leaking hydraulic cylinders on side tipper trailer.

Purchase of 75 tonne snatch strap for the road crew plant.

Tyre rotation and balance to Works Manager Hilux WM 000.

Rectify diesel exhaust fluid fault on Wheel Loader WM016.

Service of 2 chainsaws.

**General Items**

Attendance to DWER Roadside vegetation management conference by WALGA, LGIS

Replacement parts fitted to REC centre drinking fountain.

Meeting with J & A Building regarding new depot shed designs and preliminary costings.

Installation of flood lights to concrete apron of Wyalkatchem Bushfire Brigade Shed.

**OSH**

Depot inspections carried out.

Discussions with LGIS regarding contractor documentation linkages between Velpic and WALGA Vendor Panel.

Commencement of outside using Take 5 documentation.

Quotes are being sourced for the supply of outside staff uniform allocation.

**Private Works**

Private works carried out green waste disposal and push up for the school.

**STATUTORY ENVIRONMENT**

Not applicable.

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

**Objective: A prosperous and dynamic district**

Outcome No.	Outcome	Action No.	Actions
2.5	Functional roads, traffic management and transport links	2.5.1	Long term functional roads, traffic management and transport strategy

**Objective: Well utilised and effectively managed facilities and assets**

Outcome No.	Outcome	Action No.	Actions
6.1	Assets are well managed and used to meet the needs of current and future generations	6.1.1	Provide ongoing management of existing assets
6.3	Parks, playgrounds and reserves meet community needs	6.3.1	Develop and implement master plan for parks, playgrounds and reserves

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council accept the Manager of Work's report for the month of April 2019.

## **10.4. PLANNING AND BUILDING**

### **10.4.1. SUBDIVISION APPLICATION – GAMBLE ROAD NALKAIN**

Applicant:	Mr Samudra Sarubin
Location:	Lot No 139, 195, 39, 70, 75 Gamble Road Nalkain
Date:	9 May 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	10.4.1 – WAPC Subdivision Application

#### **SUMMARY**

To consider subdivision application 15800 for lot no 139,195, 39, 70, 75 Gamble Road Nalkain.

#### **BACKGROUND**

The Western Australia planning Commission (WAPC) has referred subdivision application 158000 to the Shire of Wyalkatchem for comment. Responses are required by 17<sup>th</sup> June 2019.

Plans and documentations relating to the proposal are attached to this item.

The properties total about 505 hectares in 5 lots varying between 37 and nearly 200 hectares. The land is partly impacted by the Bushfire Prone Mapping as shown in **Figure 1**.

#### **COMMENT**

The application has been provided to Council's Shire Planning consultant – Mr Paul Bashall from Planwest who has provided the following comments;

- It appears that the proposal simply seeks to rearrange the lot boundaries to better suit the landform. This includes following creek lines etc.
- The proposal reduces the number of lots from 5 down to 3 lots. This means that there is no additional lots or opportunity to increase urban development in the Rural zone (normally a problem).
- As there is no existing development on the land (according to the application form) there is no need to worry about road access points, crossovers, setbacks or any of those issues.
- Because there is no development, the BAL (Bushfire Attack Level) should not be an issue (you may want to refer it to your local experts, but I don't think that is necessary).

Mr Bashall has recommended that Council supports the application, raising no objections or conditions.

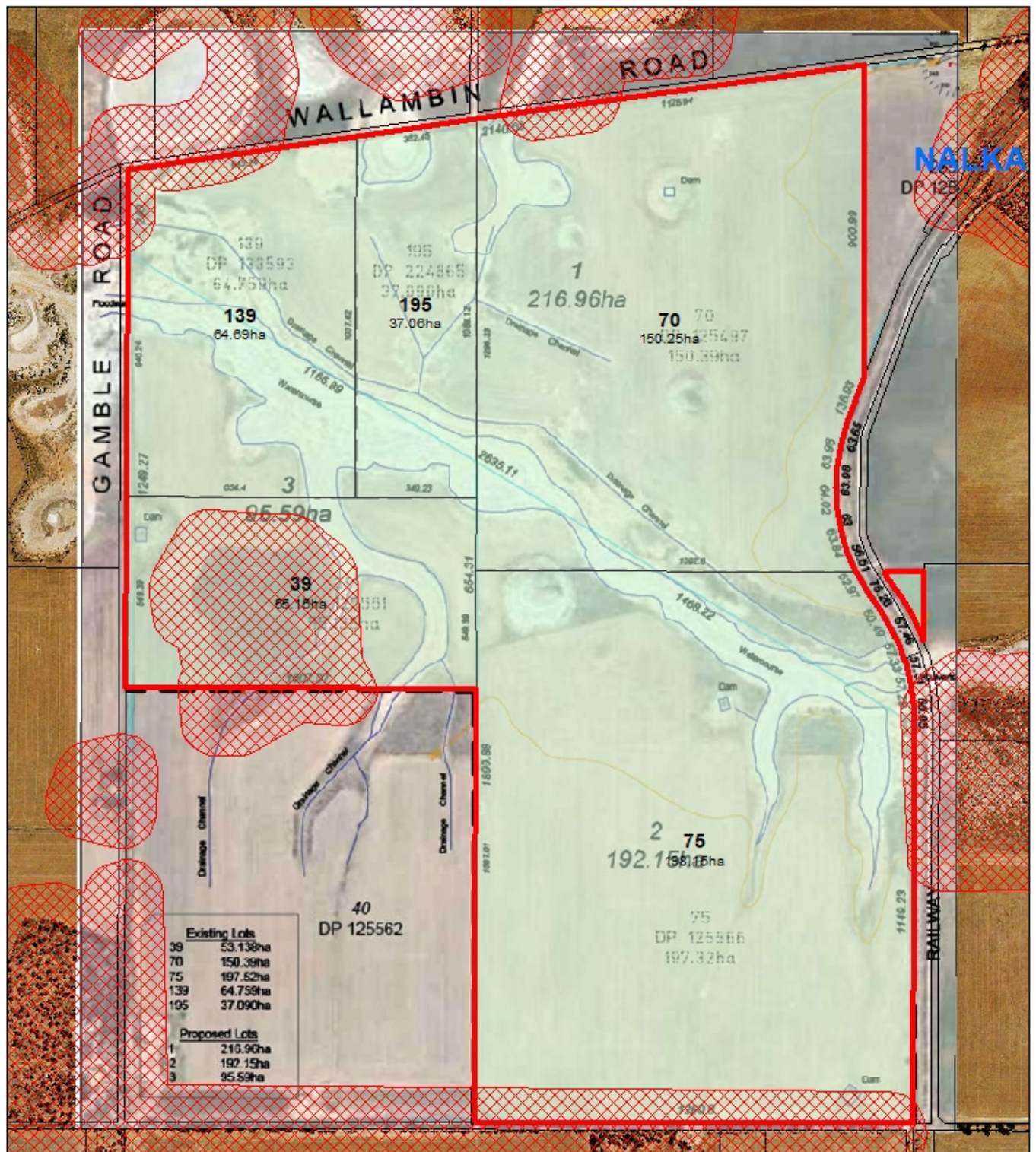
#### **STATUTORY ENVIRONMENT**

Planning and Development Act 2005

**The land is all zoned 'Rural' in the Council's Local Planning Scheme.**

**The WAPC is responsible for determining all subdivision applications in the State.**








**Shire of Wyalkatchem**

SCALE at A4  
1:15,000

**Legend**

-  BushFireProneAreas 2018
-  Gamble Rd SD area
-  Existing Gamble Rd SD Lots

**Plan of Subdivision Overlay**

### **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 matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Wyalkatchem Strategic Community Plan

#### **Objective: A sustainable natural and built environment**

Outcome No.	Outcome	Action No.	Actions
3.1	A sustainable natural and built environment	3.1.1	Maintain an effective Local Planning Scheme

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That the Council:*

- 1. supports the subdivision application 158000 – lots no 139, 195, 39, 70, 75 Gamble Road Nalkain, as outlined in the application to the Western Australian Planning Commission, as provided in attachment 10.4.1, and*
- 2. advises the Western Australian Planning Commission that it has no objections to the proposed subdivision and has no conditions to impose on the proposal.*

#### *Note to WAPC*

*The Council notes that the application sketch omits to include the small triangle of land on the north east corner of Lot 75 in the application sketch and assumes that this will form part of the proposed Lot 2.*

**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.INFORMATION BULLETIN**

**15.1. Information Bulletin**

The information bulletin has been provided as an attachment (Attachment 15.1)

**15.2. Business Arising from the Information Bulletin**

**16.CLOSURE OF THE MEETING**