



**MINUTES  
OF THE  
ORDINARY MEETING OF  
COUNCIL  
HELD ON  
THURSDAY 18 JUNE 2020**

**Council Chambers  
Honour Avenue  
Wyalkatchem  
Commencement 4:05PM  
Closure 5:29PM**

#### **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 minutes were approved for distribution on 30 June 2020.



Stephen Tindale  
Acting Chief Executive Officer

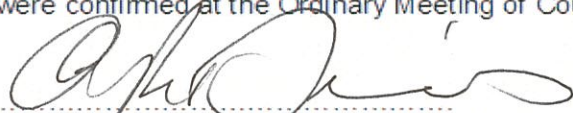
#### **Disclaimer**

*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*

#### **Confirmed Minutes**

These minutes were confirmed at the Ordinary Meeting of Council held 16 July 2020.

Signed: .....



**Cr Quentin Davies, Shire President and Presiding Member  
Shire of Wyalkatchem**

*Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above*

## TABLE OF CONTENTS

<b>1.</b>	<b>DECLARATION OF OPENING .....</b>	<b>1</b>
<b>2.</b>	<b>PUBLIC QUESTION TIME .....</b>	<b>1</b>
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
<b>3.</b>	<b>ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE .....</b>	<b>1</b>
3.1.	Attendance .....	1
3.2.	Approved Leave of Absence.....	1
3.3.	Applications for Leave of Absence .....	1
<b>4.</b>	<b>OBITUARIES .....</b>	<b>1</b>
<b>5.</b>	<b>PETITIONS, DEPUTATIONS, PRESENTATIONS .....</b>	<b>1</b>
5.1.	Petitions .....	1
5.2.	Deputations.....	1
5.3.	Presentations .....	1
<b>6.</b>	<b>DECLARATIONS OF INTEREST .....</b>	<b>1</b>
6.1.	Financial and Proximity Interest .....	1
6.2.	Impartiality Interests.....	2
<b>7.</b>	<b>CONFIRMATION AND RECEIPT OF MINUTES.....</b>	<b>2</b>
7.1.	Confirmation of Minutes.....	2
7.1.1.	Ordinary Meeting of Council – 21 May 2020.....	2
7.2.	Receipt of Minutes.....	2
7.2.1.	NEWROC Council Minutes – 26 May 2020.....	2
7.2.2.	Audit and Risk Committee Meeting Minutes – 21 May 2020.....	2
<b>8.</b>	<b>ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION .....</b>	<b>4</b>
<b>9.</b>	<b>MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....</b>	<b>4</b>
<b>10.</b>	<b>REPORTS .....</b>	<b>5</b>
10.1.	CORPORATE AND COMMUNITY SERVICES.....	5
10.1.1.	ACCOUNTS FOR PAYMENT – MAY 2020 .....	5
10.1.2.	ACCOUNTS FOR PAYMENT – CREDIT CARDS – APRIL 2020.....	7
10.1.3.	MONTHLY FINANCIAL REPORT – MAY 2020 .....	9
10.2.	GOVERNANCE AND COMPLIANCE .....	11
10.2.1.	CHIEF EXECUTIVE OFFICER REPORT– MAY 2020.....	11

10.2.2.	STRATEGIC COMMUNITY PLAN 2020-2030.....	13
10.2.3.	NORTH EASTERN WHEATBELT HEALTH SCHEME.....	16
10.2.4.	APPLICATION TO KEEP THREE DOGS.....	19
10.3.	WORKS AND SERVICES.....	22
10.3.1.	MANAGER OF WORKS REPORT – MAY 2020.....	22
11.	<b>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....</b>	<b>25</b>
12.	<b>QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN .....</b>	<b>25</b>
13.	<b>URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION .....</b>	<b>25</b>
14.	<b>MATTERS BEHIND CLOSED DOORS.....</b>	<b>25</b>
15.	<b>INFORMATION BULLETIN.....</b>	<b>25</b>
15.1.	Information Bulletin.....	25
15.2.	Business Arising from the Information Bulletin.....	25
15.2.1.	Status Report - Aquatic Services Contract .....	25
16.	<b>CLOSURE OF THE MEETING.....</b>	<b>25</b>

**1. DECLARATION OF OPENING**

4:05pm

**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 4.06pm.

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

Public question Time closed at 4:06pm.

**3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**

**3.1. Attendance**

Members:	Cr. Quentin Davies	President (Presiding Member)
	Cr. Owen Garner	Deputy
	Cr. Emma Holdsworth	
	Cr. Stephen Gamble	
	Cr. Mischa Stratford	

Staff:	Taryn Dayman	Chief Executive Officer
	Stephanie Elvidge	Governance Executive Officer

Apologies:	Les Vidovich Manager of Works
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**3.2. Approved Leave of Absence**

Nil

**3.3. Applications for Leave of Absence**

Nil

**4. OBITUARIES**

Nil

**5. PETITIONS, DEPUTATIONS, PRESENTATIONS**

**5.1. Petitions**

Nil

**5.2. Deputations**

Nil

**5.3. Presentations**

Nil

**6. DECLARATIONS OF INTEREST**

**6.1. Financial and Proximity Interest**

Nil

## 6.2. Impartiality Interests

Nil

## 7. CONFIRMATION AND RECEIPT OF MINUTES

### 7.1. Confirmation of Minutes

#### 7.1.1. Ordinary Meeting of Council – 21 May 2020

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 21 May 2020 (Attachment 7.1.1)

#### OFFICER RECOMMENDATION:

*That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 21 May 2020 (Attachment 7.1.1) be confirmed as a true and correct record.*

#### COUNCIL RESOLUTION:

**(81/2020) Moved: Cr Stratford**

**Seconded: Cr Nightingale**

***That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 21 May 2020 (Attachment 7.1.1) be confirmed as a true and correct record.***

**CARRIED 6/0**

### 7.2. Receipt of Minutes

#### 7.2.1. NEWROC Council Minutes – 26 May 2020

Minutes of the NEWROC Executive Meeting held on Tuesday 26 May 2020 (Attachment 7.2.1)

#### OFFICER RECOMMENDATION:

*That the minutes of the NEWROC Executive Meeting of Tuesday 26 May 2020 (Attachment 7.2.1) be received by Council.*

#### COUNCIL RESOLUTION:

**(82/2020) Moved: Cr Stratford**

**Seconded: Cr Holdsworth**

***That the minutes of the NEWROC Executive Meeting of Tuesday 26 May 2020 (Attachment 7.2.1) be received by Council.***

**CARRIED 6/0**

#### 7.2.2. Audit and Risk Committee Meeting Minutes – 21 May 2020

Minutes of the Audit Committee Meeting of Thursday 21 May 2020 (Attachment 7.2.2).

#### OFFICER RECOMMENDATION:

*That the minutes of the Audit Committee Meeting of Thursday 21 May 2020 (Attachment 7.2.2) be received by Council.*

**(83/2020) Moved: Cr Stratford**                      **Seconded: Cr Garner**  
***That the minutes of the Audit and Risk Management Committee meeting of Thursday 21 May 20120 (Attachment 7.2.2) be received by Council.***

**CARRIED 6/0**

**MATTERS ARISING**

10.1.1 Audit and Risk Committee status Report

**VOTING REQUIREMENT**

Simple Majority

**COMMITTEE RECOMMENDATION**

*That Council;*

*Receives the Audit and Risk Committee Status Report, as per attachment 10.1.1*

**COUNCIL RESOLUTION:**

**(84/2019) Moved: Cr Holdsworth**

**Seconded: Cr Stratford**

***That Council;***

***Receives the Audit and Risk Committee Status Report, as per attachment 10.1.1***

10.2.1 Compliance Status Reports

**VOTING REQUIREMENT**

Simple Majority

**COMMITTEE RECOMMENDATION**

*That Council;*

1. *Receives the Audit Regulation 17 and Financial Management Review Action Plan Status Report (Attachment 10.2.1.1).*
2. *Receives the Statutory Compliance Calendar Status Report (Attachment 10.2.1.2).*
3. *Receives the Compliance Audit Return Management Action Plan Status Report (Attachment 10.2.1.3).*

**COUNCIL RESOLUTION:**

**(85/2019) Moved: Cr Stratford**

**Seconded: Cr Holdsworth**

***That Council;***

1. ***Receives the Audit Regulation 17 and Financial Management Review Action Plan Status Report (Attachment 10.2.1.1).***
2. ***Receives the Statutory Compliance Calendar Status Report (Attachment 10.2.1.2).***
3. ***Receives the Compliance Audit Return Management Action Plan Status Report (Attachment 10.2.1.3).***

**CARRIED 6/0**

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

Cr Davies made comment on the welcome rain.

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

Nil

Confirmed

## 10.REPORTS

### 10.1. CORPORATE AND COMMUNITY SERVICES

#### 10.1.1. ACCOUNTS FOR PAYMENT – MAY 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	09 June 2020
Reporting Officer:	Tegan Maitland, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for Payment – May 2020

#### SUMMARY

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

#### BACKGROUND

In accordance with the *Local Government (Financial Management) Regulations 1996, s13(1)*, If a local government has delegated to the CEO the exercise of 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 for each account paid since the last such list was prepared.

A list prepared under sub regulation (1) is to be –

- Presented to the council at the next ordinary meeting of the council after the list is prepared; and
- Recorded in the minutes of that meeting.

Council has delegated to the CEO (delegation number 1.2.17) the power to make payments from the municipal fund or trust fund.

#### COMMENT

A payment listing for the month of May 2020 is presented for Council for their endorsement and includes payments made via cheque, Electronic Funds Transfer (EFT) and Direct Debit.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$30,303.66.

Previous Accounts for Payment report to enable council to check that no sequential payment numbers have been missed from the previous accounts for payment reports and the report presented as attached, the following information is provided on the last cheque or EFT number used.

Bank Account	Payment Type	Last Number	First Number in report
Municipal	Cheque	16877	No Payment
Municipal & Trust	EFT	EFT455	EFT456
Trust	Cheque	Cheque	No Payments
Reserves	EFT	EFT	No Payments

Please note that the above does not include payments made via Direct Debit (DD) as they are not in sequential number order.

## 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 2019/2020 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	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

## VOTING REQUIREMENT

Simple Majority

## OFFICER'S RECOMMENDATION

*That Council endorse the following payments for the month of May 2020:*

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$201,424.56;*
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$21,934.21;*
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$23,083.36;*
- 4. Total payments for the month of May 2020 being \$267,020.25.*

**(86/2020) Moved: Cr Garner      Seconded: Cr Gamble**

***That Council endorse the following payments for the month of May 2020:***

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$201,424.56;***
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$21,934.21;***
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$23,083.36;***
- 4. Total payments for the month of May 2020 being \$267,020.25.***

**CARRIED 6/0**

*It was noted the description for DD1018.1, to be updated to Credit Card Payment*

#### **10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – APRIL 2020**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	09 June 2020
Reporting Officer:	Sheldon Cox, Finance and Administration Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Cards – April 2020

#### **SUMMARY**

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 28 March 2020 to 28 April 2020.

#### **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 10.2.1). 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 Finance and Administration Officer, 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 Finance and Administration Officer also ensures that misuse of any corporate credit card can be readily detected.

#### **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**

Financial implications and performance to budget are reported to Council on a monthly basis. In this regard, expenditure must be in accordance with the 2019/2020 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 28 March 2020 to 28 April 2020 totalling \$1,260.20.*

#### **COUNCIL RESOLUTION:**

**(87/2020) Moved: Cr Gamble**

**Seconded: Cr Holdsworth**

***That Council in accordance with attachment 10.1.2 endorse credit card payments made for the period 28 March 2020 to 28 April 2020 totalling \$1,260.20.***

**CARRIED 6/0**

### 10.1.3. MONTHLY FINANCIAL REPORT – MAY 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 March 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.02.02
Attachment Reference:	Attachment 10.1.3 - Monthly Financial Report – May 2020

#### SUMMARY

For Council to review and accept the monthly financial report for the period ending 31 May 2020.

#### BACKGROUND

The *Local Government (Financial Management) Regulations 34* states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d) and states the information required to be included in the financial activity reporting.

Council has adopted a material variance on 10% with a minimum value of \$10,000.

#### COMMENT

Financial activity reports have been prepared in accordance with the *Local Government (Financial Management) Regulations (34)*, including reporting on the variances between budgeted and actual expenditure.

#### 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

Nil – Monthly Statement of Financial Activity reporting on council's current financial position

#### 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
5.4	Robust and accountable business and financial processes	5.4.2	Ensure efficient use of resources

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council accepts the Statement of Financial Activity for the month ending 31 May 2020, as included in attachment 10.1.3, as presented and notes any material variances.*

**COUNCIL RESOLUTION:**

**(88/2020) Moved: Cr Nightingale**

**Seconded: Cr Stratford**

***That Council accepts the Statement of Financial Activity for the month ending 31 May 2020, as included in attachment 10.1.3, as presented and notes any material variances.***

**CARRIED 6/0**

## **10.2. GOVERNANCE AND COMPLIANCE**

### **10.2.1. CHIEF EXECUTIVE OFFICER REPORT– MAY 2020**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 June 2020
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 May 2020 the CEO has attended the following meetings and events.

- WALGA - COVID-19 Briefings x3
- NEWROC Council meeting
- WACHS Wheatbelt – COVID-19 Q&A
- NEWHealth Executive Meeting x2
- NEWROC Executive Meeting
- Council Meeting

The CEO commitments in June 2020 include;

- WALGA - COVID-19 Briefings
- WACHS Wheatbelt – COVID-19 Q&A
- Council Workshop
- Council Meeting
- WALGA Zone

#### **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 May 2020.*

**COUNCIL RESOLUTION:**

**(89/2020) Moved: Cr Holdsworth**

**Seconded: Cr Stratford**

***That Council accepts the Chief Executive Officers report for the month of May 2020.***

**CARRIED 6/0**

### 10.2.2. STRATEGIC COMMUNITY PLAN 2020-2030

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 June 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.13.06
Attachment Reference:	Attachment 10.2.2 –Shire of Wyalkatchem Strategic Community Plan 2020-2030

#### SUMMARY

For Council to adopt the Shire of Wyalkatchem Strategic Community Plan 2020-2030 for public comment.

#### BACKGROUND

All Western Australian local governments are required to prepare a Plan for the Future for their district under *Section 5.56(1) of the Local Government Act 1995*. The Plan for the Future comprises the following two key strategic documents<sup>1</sup>, which a local government is required to have regard for when forming its annual budget.

**Strategic Community Plan** – Council’s principal 10-year strategy and planning tool. It is the principal guiding document for the remainder of the Shire’s strategic planning as community engagement is central to this Plan.<sup>2</sup>

**Corporate Business Plan** – Council’s 4-year planning document. The core components of this Plan include a 4-year delivery program, aligned to the Strategic Community Plan and accompanied by 4-year financial projections<sup>2</sup>

Development of the Strategic Community Plan and Corporate Business Plan is undertaken in accordance with the Integrated Planning and Reporting Framework and Guidelines. An essential element of the Integrated Planning and Reporting process is to enable community members and stakeholders to participate in shaping the future of the community and in identifying issues and solutions. It is designed to articulate the community’s vision, aspirations, outcomes and priorities for the future of the district.

Importantly, the Strategic Community Plan and Corporate Business Plan are informed by several other key plans and processes. The connection between the community and the Shire’s strategic plans, annual budget and corporate documents developed to guide the Shire in delivering services to the community are shown in the diagram below. The term of each key plan is shown in the blue circles.

The Shire of Wyalkatchem Strategic Community Plan 2013 – 2023 must be reviewed at least once every four years and a ‘desktop review’ should also be carried out every two years. Council adopted its 10 year Strategic Community plan in July 2013.

Since July 2013 the Shire of Wyalkatchem Strategic Community Plan 2013 – 2023 (‘Strategic Plan’) strategic plan document has not been reviewed in its entirety, with the only review being a



## **COMMENT**

Notice of the draft Strategic Community Plan seeking community comment was advertised locally, inviting submissions. No submissions have been received.

It is recommended that Council adopted the Shire of Wyalkatchem Strategic Community Plan 2020-2030.

Once adopted and in accordance with *Local Government (Administration) Regulations section 19D*, local public notice will be given on the adoption of the plan to apply to the district and details of where and when the plan may be inspected.

## **STATUTORY ENVIRONMENT**

*Local Government Act 1995, section 5.56.*

*Section 5.56(1) and (2) of the Local Government Act requires that each local government is to “plan for the future of the district”, by developing plans in accordance with the Regulations. The Local Government Administration Regulations 1996 were amended to require each local government to adopt a Strategic Community Plan and a Corporate Business Plan.*

*Local Government (Administration) Regulations sections,*

- 19C - Strategic community plans, requirements for (Act s. 5.56)
- 19D - Adoption of plan, public notice of to be given

## **POLICY IMPLICATIONS**

There are no known policies relevant to this matter.

## **FINANCIAL IMPLICATIONS**

Future expenditure to meet the Strategic Community Plan objectives.

## **COMMUNITY & STRATEGIC OBJECTIVES**

The adoption of the Shire of Wyalkatchem Strategic Community Plan will outline new community and strategic objectives.

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

*That Council adopted the Shire of Wyalkatchem Strategic Community Plan 2020-2030, as provided for under attachment 10.2.2.*

**(90/2020) Moved: Cr Gamble**

**Seconded: Cr Stratford**

***That Council adopted the Shire of Wyalkatchem Strategic Community Plan 2020-2030, as provided for under attachment 10.2.2.***

**CARRIED 6/0**

### **10.2.3. NORTH EASTERN WHEATBELT HEALTH SCHEME**

Applicant:	Shire of Wyalkatchem / New Health Local Governments
Location:	Nil
Date:	10 June 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	24.01.01
Attachment Reference:	Attachment 10.2.3 – DRAFT NEWHealth Agreement 2016

#### **SUMMARY**

For Council to consider its commitment to the North Eastern Wheatbelt Health Scheme (NEWHealth Scheme) and proceed with the preparation of a revised Memorandum of Understanding.

#### **BACKGROUND**

The NEWHealth scheme consists of member Councils including Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning and Wyalkatchem for the provision of Environmental Health Services. NEWHealth is governed by a Memorandum of Understanding (MOU) signed by the parties involved in the scheme. The scheme employs an Environmental Health Officer (EHO) who provides health services to the Shires. Currently Mt Marshall administers the scheme.

At a recent NEWHealth meeting the Shire of Mukinbudin advised of its intention to withdraw from the scheme, with the Shire making alternative arrangements for the provision of Environmental Health Services with another Shire. Additionally the Shire of Trayning have indicated that they wish to reduce the level of service that they currently receive.

Conversations have been held with the Shire of Dowerin CEO (given that they are now part of NEWROC) to determine if they would wish to be involved in the scheme. That decision will be taken by their Council shortly.

#### **COMMENT**

All members have been requested to seek their Council's support in continuing its participation in the scheme.

The Chief Executive Officer believes that the NEWHealth scheme is a valuable one and would recommend to Council that Council remain part of the scheme. This will enable the Shire to undertake the legislative requirements placed upon it through the EHO employed by the scheme.

Indications are that the majority of participating Shire's intent is to remain part of the scheme. This should result in the cost to Council being comparative to previous years.

Should other participating Shires also withdraw from the scheme, the cost to Council may increase substantially and the matter will need to be brought back to Council to determine what other options are available and financially achievable.

The Chief Executive Officers have met to discuss the direction of the scheme and have agreed that, with the withdrawal of member/s and commitment of other members, that it is an ideal opportunity to revise the MOU and other governing documents.

A copy of the existing DRAFT NEWHealth agreement (unsigned) is attached. In the absence of locating a signed copy of the document, it is assumed that this document was endorsed and signed accordingly.

It is recommended that Council continue its commitment to the NEWHealth Scheme and proceed with the review of the MOU. Any new MOU, including estimate of financial commitment, will be presented to Council for their endorsement prior to the MOU being signed.

#### **STATUTORY ENVIRONMENT**

Whilst there is no statutory requirement to employ an EHO, the Shire does have a number of legislative requirements particularly regarding delivery of health assessments of food premises, aquatic facilities (including water quality testing) and other environmental health responsibilities.

#### **POLICY IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS**

The scheme currently costs Shire of Wyalkatchem in the region of \$36000 per year. That figure may increase if the number of Shires involved reduces overall.

#### **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
2.6	Effective enforcement of local laws and regulation	2.6.1	Enforce statutory compliance

#### **VOTING REQUIREMENT**

Simple Majority

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

*That Council:*

- 1. Confirm the 'in principle' commitment of the Shire of Wyalkatchem to the North Eastern Wheatbelt Health Scheme*
- 2. Direct the Chief Executive Officer to liaise with the member Chief Executive Officers to prepare a revised North Eastern Wheatbelt Health Scheme Memorandum of Understanding*
- 3. That the revised Memorandum of Understanding and North Eastern Wheatbelt Health Scheme service provision cost be presented to Council for adoption prior to finalising the documents.*

**COUNCIL RESOLUTION:**

**(97/2020) Moved: Cr Stratford**

**Seconded: Cr Nightingale**

**That Council:**

- 1. Confirm the 'in principle' commitment of the Shire of Wyalkatchem to the North Eastern Wheatbelt Health Scheme**
- 2. Direct the Chief Executive Officer to liaise with the member Chief Executive Officers to prepare a revised North Eastern Wheatbelt Health Scheme Memorandum of Understanding**
- 3. That the revised Memorandum of Understanding and North Eastern Wheatbelt Health Scheme service provision cost be presented to Council for adoption prior to finalising the documents.**

**CARRIED 6/0**

*Cr Davies left the meeting at 5:09pm*

*Cr Davies returned to the meeting at 5:11pm*

#### 10.2.4. APPLICATION TO KEEP THREE DOGS

Applicant:	Donna Ryan
Location:	28 Piesse Street, Wyalkatchem
Date:	10 June 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	19.15.07
Attachment Reference:	Attachment 10.2.4 – Request to keep three dogs correspondence

#### SUMMARY

For Council to consider granting an exemption, in accordance with the provisions of Council's Control of Dogs Local Law and *Dog Act 1976*, allowing Donna Ryan to keep three dogs at 28 Piesse Street, Wyalkatchem.

#### BACKGROUND

The Shire has recently received two (2) applications for dog registration to be kept at 28 Piesse Street, Wyalkatchem. According to our records an existing dog registration exists at this property, which will bring the total dogs registered at this address to three (3).

In accordance with the *Dog Act 1976 section 26 (3)* Council has adopted a Control of Dogs Local Law. The Control of Dogs Local Law stipulates that no more than two (2) dogs over the age of three months are permitted to be kept on a premises without Council granting an exemption.

Mrs Ryan was advised that the Shire was unable to process the registration for her dog Mitch until an exemption has been approved to keep more than two dogs at the property and recommended that she seeks an exemption in writing from Council.

A request to seek an exemption to keep three (3) dogs was received on the 14 May 2020.

#### COMMENT

The application to keep three (3) dogs at 28 Piesse Street is for the following dogs:

Bella	3.5 years old Unsterilised Female	Labrador Cross / Golden Retriever
Puppy	2 years old Unsterilised Male	Labrador Cross / Golden Retriever
Mitch	3.5 years old Unsterilised Male	Golden Retriever Cross

Staff are aware that there has been times that the above mentioned dogs have not been retained on the property and have been found wandering.

The Shire is also in receipt of two email complaints in March 2020 relating to an occasion where two dogs being out of their yard, including claims of aggressive behaviour.

Council Ranger has advised that issues surrounding the property that was resulting in the dogs being able to escape the property boundaries have been addressed and since that time, staff are not aware of any further occurrences of the dogs wandering. The Ranger has previously been in contact with the dogs and has not experienced any behaviour that would be considered aggressive.

## STATUTORY ENVIRONMENT

*Dog Act 1976 section 26 (3)*

*Control of Dogs Local Law*

## 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
2.6	Effective enforcement of local laws and regulation	2.6.1	Enforce statutory compliance

## VOTING REQUIREMENT

Simple Majority

## OFFICER'S RECOMMENDATION

*That Council grants an exemption, in accordance with the provisions of section 26(3) of the Dog Act 1976, allowing Mrs Donna Ryan to keep three dogs at 28 Piesse Street, Wyalkatchem, subject to the following conditions:*

- That the exemption applies only to the following dogs*

<i>Bella</i>	<i>3.5 years old Unsterilised Female</i>	<i>Labrador Cross / Golden Retriever</i>
<i>Puppy</i>	<i>2 years old Unsterilised Male</i>	<i>Labrador Cross / Golden Retriever</i>
<i>Mitch</i>	<i>3.5 years old Unsterilised Male</i>	<i>Golden Retriever Cross</i>
- The exemption only applies to 28 Piesse Street, Wyalkatchem;*
- The exemption may be revoked or varied at any time if the animals, subject of this exemption, contravene the Dog Act 1976;*
- Should the dogs pass away, be sold or given away, the exemption no longer applies to the property.*

**COUNCIL RESOLUTION:**

**(92/2020) Moved: Cr Garner                      Seconded: Cr Holdsworth**

***That Council grants an exemption, in accordance with the provisions of section 26(3) of the Dog Act 1976, allowing Mrs Donna Ryan to keep three dogs at 28 Piesse Street, Wyalkatchem, subject to the following conditions:***

- 1. *That the exemption applies only to the following dogs***

<b><i>Bella</i></b>	<b><i>3.5 years old Sterilised Female</i></b>	<b><i>Labrador Cross / Golden Retriever</i></b>
<b><i>Puppy</i></b>	<b><i>2 years old Unsterilised Male</i></b>	<b><i>Labrador Cross / Golden Retriever</i></b>
<b><i>Mitch</i></b>	<b><i>3.5 years old Unsterilised Male</i></b>	<b><i>Golden Retriever Cross</i></b>
- 2. *The exemption only applies to 28 Piesse Street, Wyalkatchem;***
- 3. *The exemption may be revoked or varied at any time if the animals, subject of this exemption, contravene the Dog Act 1976;***
- 4. *Should any of the dogs pass away, be sold or given away, the exemption no longer applies to the property.***

**CARRIED 6/0**

*The motion differs from the officer's recommendation to include the requirement that the female dog 'Bella' be sterilised as part of the condition, and included wording of 'any of' in point 4 for additional clarification.*

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

#### **10.3.1. MANAGER OF WORKS REPORT – MAY 2020**

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	11 <sup>th</sup> June 2020
Reporting Officer:	Les Vidovich – 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 2020.

#### **BACKGROUND**

To inform Council of the activities of the Works and Services team during the month of May 2020.

#### **COMMENT**

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

##### Maintenance activity:

Culvert Cleaning has occurred along the full lengths of Wyalkatchem Koorda, Cunderdin Wyalkatchem, Tammin Wyalkatchem, Rifle Range, Hardwick and Davies Roads.

##### Maintenance grading:

Yearly maintenance grading has occurred on the following roads: Wyalkatchem North, Cowcowing West, Jennings, Chilman, Gamble, Martin, Old Nalkain, Mitchell and Minnivale North East and Wallambin (West) roads.

##### Capital Projects:

Cunderdin – Wyalkatchem Road Culvert Replacement (SLK 4.40) - Completed

CRC Car Park Reseal – Completed

Tammin – Wyalkatchem Road construct to 8 meters (SLK 22.60 – 25.36) – Completed

Martin Road Floodway (SLK 12.88 – 13.04) – Completed

Tammin – Wyalkatchem Rd reseal failed section (SLK 27.37 to 28.41) - Completed

Wyalkatchem Koorda Road Reconstruction (SLK 0 to 1.5) - Completed

Hobden Road re-sheeting (SLK 0.00 – 4.00) - Completed

De Pierres Road re-sheeting (SLK 6.70 – 8.53) – Completed

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

Town street verge maintenance, brush cutting and weed spraying.

Cemetery garden maintenance.

Grounds maintenance to shire owned housing assets.

Shire Admin garden maintenance.

Medical Centre garden maintenance.

Admin park mowing.

Lady Nova grounds maintenance.

Town Hall garden maintenance.

Pioneer Park rose pruning.

Railway Barracks grounds maintenance.

Rec Oval cricket wicket preparation.

Road House gardens maintenance.

Airport Gardens

### **Buildings**

Installation of 17 interconnecting smoke detectors at the barracks building in accordance with the Western Australia's Building Regulations 2012.

Yearly termite inspection and baiting at the train station, railway barracks, lady nova and museum house. All four were clear of activity, remaining council properties to occur early July.

Quotes obtained and purchase order written to Ken Myers for repair work at 43 Wilson Street.

### **Aerodrome**

AMS have been onsite to complete an Aerodrome Safety Inspection report at the Wyalkatchem airport, final report still to be received.

Weekly aerodrome and lighting inspection carried out.

### **Waste Management**

Weekly push up of deposited waste at Wyalkatchem's Landfill.

### **Plant – Servicing, Repairs and quotations**

Repairs to a-frame on bitumen trailer

4 new replacement tyres (WM000)

### **Private works**

Wrapped Asbestos fence sheeting removed and transported to Councils tip site from 36 Piesse Street

### **General**

Locking of all standpipes within the Shire of Wyalkatchem at the request of Water Corporation

Street Sweeping of the townsite

The Draft Stormwater Management Strategy for Wyalkatchem has been completed and is to be presented to the July workshop for review and comment.

### **OSH**

An employee whilst getting off a Councils grader hurt his shoulder in the process, this employee has made a workers compensation claim and is to be reassessed again by a medical practitioner on 16<sup>th</sup> June 2020.

## 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 no financial implications in relation to this item.

## COMMUNITY & STRATEGIC OBJECTIVES

The list before Council is generally in accordance with the desired outcome as expressed in the 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 May 2020.*

## COUNCIL RESOLUTION:

**(93/2020) Moved: Cr Stratford**

**Seconded: Cr Garner**

***That Council accept the Manager of Work's report for the month of May 2020.***

**CARRIED 6/0**

**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.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**

**15.2.1. Status Report - Aquatic Services Contract**

The Status Report state the contract with Aquatic Services remains unsigned. Ms Dayman advised that despite numerous requests that the contract be returned, it has not been signed or returned, (including providing a draft contract). Further contact to be made warning that a lack of a signed contract does not reflect the tender specifications and the tender can be reopened.

**16.CLOSURE OF THE MEETING**

There being no further business to discuss, the Chairperson thanked everyone for their attendance and closed the meeting at 5:29pm.