



**MINUTES
OF THE
PUBLIC
ORDINARY MEETING OF
COUNCIL
HELD ON
THURSDAY 21 MAY 2020**

**Council Chambers
Honour Avenue
Wyalkatchem
Commencement 4:09pm
Closure 8:04pm**

www.wyalkatchem.wa.gov.au

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 25 May 2020



Taryn Dayman

Chief Executive Officer

Confirmed Minutes

These minutes were confirmed at the Ordinary Meeting of Council held 18 June 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

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

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Confirmed

1. DECLARATION OF OPENING

The Chairperson, Shire President Cr Davies opened the meeting at 4:09pm.

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 4:09pm.

2.3. Declaration of Public Question Time closed

Public question Time closed at 4:09pm.

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Members:

Cr. Quentin Davies
Cr. Owen Garner Cr.
Emma Holdsworth
Cr. Stephen Gamble
Cr. Mischa Stratford
Cr. Rachel Nightingale

President (Presiding Member)
Deputy

Staff:

Taryn Dayman
Stephanie Elvidge
Les Vidovich

Chief Executive Officer
Governance Executive Officer
Manager of Works

3.2. Apologies

Nil

3.3. Approved Leave of Absence

Nil

3.4. Applications for Leave of Absence

Nil

4. OBITUARIES

It was advised that (Sylvia) Joy Mills and Jean Ross recently passed away.

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

Item 14.2 Disposal of Property – Lot 19 Honour Avenue, Wyalkatchem

Cr Stephen Gamble declared an Impartiality Interest in item 14.2. Cr Gamble provides contract services to the related party and as a consequence, there may be a perception that his impartiality on the matter may be affected. Cr Gamble declared that he will consider the matter on its merits and vote accordingly.

Cr Rachel Nightingale declared an Impartiality Interest in item 14.2 Cr Nightingale is an employee of the related party and as a consequence, there may be a perception that her impartiality on the matter may be affected. Cr Nightingale declared that she will consider the matter on its merits and vote accordingly.

Item 14.3 Construction of Multipurpose Sports Courts and Lighting

Cr Stephen Gamble declared an Impartiality interest in item 14.3. Cr Gamble is the President of the Wyalkatchem Community Club being the landowner of the location for the proposed works. As a consequence, there may be a perception that his impartiality on the matter may be affected. Cr Gamble declared that he will consider the matter on its merits and vote accordingly.

Cr Rachel Nightingale declared an Impartiality interest in item 14.3. Cr Nightingale is the wife of the President of the Wyalkatchem Tennis Club and the scope of works included in the item includes the relocation and construction of tennis facilities. As a consequence, there may be a perception that her impartiality on the matter may be affected. Cr Nightingale declared that she will consider the matter on its merits and vote accordingly.

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

7.1.1. Ordinary Meeting of Council – 19 March 2020

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 19 March 2020 (Attachment 7.1.1)

OFFICER RECOMMENDATION:

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 19 March 2020 (Attachment 7.1.1) be confirmed as a true and correct record.

COUNCIL RESOLUTION:

(46/2020) Moved: Cr Stratford Seconded: Cr Nightingale

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 19 March 2020 (Attachment 7.1.1) be confirmed as a true and correct record.

CARRIED 6/0

7.1.2. Special Meeting of Council (Confidential) – 1 May 2020

Minutes of the Shire of Wyalkatchem Special Meeting (Confidential) held on Friday 1 May 2020 (Attachment 7.1.2)

OFFICER RECOMMENDATION:

That the minutes of the Shire of Wyalkatchem Special Meeting of Council (Confidential) of Friday 1 May 2020 (Attachment 7.1.2) be confirmed as a true and correct record.

COUNCIL RESOLUTION:

(47/2020) Moved: Cr Holdsworth Seconded: Cr Nightingale

That the minutes of the Shire of Wyalkatchem Special Meeting of Council (Confidential) of Friday 1 May 2020 (Attachment 7.1.2) be confirmed as a true and correct record.

CARRIED 6/0

7.2. Receipt of Minutes

7.2.1. Annual Electors Meeting – 1 May 2020

Minutes of the Shire of Wyalkatchem Annual Electors meeting held on Thursday 19 March 2020 (Attachment 7.2.1)

OFFICER RECOMMENDATION:

That the minutes of the Shire of Wyalkatchem Annual electors Meeting of Thursday 19 March 2020 (Attachment 7.2.1) be confirmed as a true and correct record.

COUNCIL RESOLUTION:

(48/2020) Moved: Cr Holdsworth Seconded: Cr Gamble

That the minutes of the Shire of Wyalkatchem Annual Electors Meeting of Thursday 19 March 2020 (Attachment 7.2.1) be confirmed as a true and correct record.

CARRIED 6/0

7.2.2. NEWROC Special Council Meeting Minutes – 12 March 2020

Minutes of the NEWROC Special Meeting held on Thursday 12 March 2020 (Attachment 7.2.2)

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Special Meeting of Thursday 12 March 2020 (Attachment 7.2.2) be received by Council.

COUNCIL RESOLUTION:

(49/2020) Moved: Cr Garner Seconded: Cr Gamble

That the minutes of the NEWROC Special Meeting of Thursday 12 March 2020 (Attachment 7.2.2) be received by Council.

CARRIED 6/0

7.2.3. NEWROC Executive Minutes – 8 April 2020

Minutes of the NEWROC Executive Meeting held on Wednesday 8 April 2020 (Attachment 7.2.3)

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Executive Meeting of Wednesday 8 April 2020 (Attachment 7.2.3) be received by Council.

COUNCIL RESOLUTION:

(50/2020) Moved: Cr Stratford Seconded: Cr Garner

That the minutes of the NEWROC Executive Meeting of Wednesday 8 April 2020 (Attachment 7.2.3) be received by Council.

CARRIED 6/0

7.2.4. NEWROC Council Meeting Minutes – 28 April 2020

Minutes of the NEWROC Special Meeting held on Tuesday 28 April 2020 (Attachment 7.2.4)

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Special Meeting of Tuesday 28 April 2020 (Attachment 7.2.4) be received by Council.

COUNCIL RESOLUTION:

(51/2020) Moved: Cr Holdsworth Seconded: Cr Gamble

That the minutes of the NEWROC Special Meeting of Tuesday 28 April 2020 (Attachment 7.2.4) be received by Council.

CARRIED 6/0

7.2.5. NEWROC Special Council Meeting Minutes – 12 May 2020

Minutes of the NEWROC Special Meeting held on Tuesday 12 May 2020 (Attachment 7.2.5)

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Special Meeting of Tuesday 12 May 2020 (Attachment 7.2.5) be received by Council.

COUNCIL RESOLUTION:

(52/2020) Moved: Cr Stratford Seconded: Cr Holdsworth

That the minutes of the NEWROC Special Meeting of Tuesday 12 May 2020 (Attachment 7.2.5) be received by Council.

CARRIED 6/0

7.2.6. WALGA Great Eastern Country Zone Minutes – 30 April 2020

Minutes of the WALGA Great Eastern Country Zone Meeting held on Thursday 30 April 2020 (Attachment 7.2.6)

OFFICER RECOMMENDATION:

That the minutes of the WALGA Great Eastern Country Zone Meeting of Thursday 30 April 2020 (Attachment 7.2.6) be received by Council.

COUNCIL RESOLUTION:

(53/2020) Moved: Cr Stratford Seconded: Cr Nightingale

That the minutes of the WALGA Great Eastern Country Zone Meeting of Thursday 30 April 2020 (Attachment 7.2.6) be received by Council.

CARRIED 6/0

7.2.7. Pioneer Pathway Advisory Committee Meeting – 23 April 2020

Minutes of the Pioneer Pathway Advisory committee Meeting held on Thursday 23 April 2020 (Attachment 7.2.7)

OFFICER RECOMMENDATION:

That the minutes of the Pioneer Pathway Advisory committee Meeting of Thursday 23 April 2020 (Attachment 7.2.7) be received by Council.

COUNCIL RESOLUTION:

(54/2020) Moved: Cr Stratford Seconded: Cr Garner

That the minutes of the Pioneer Pathway Advisory Committee Meeting of Thursday 23 April 2020 (Attachment 7.2.7) be received by Council.

CARRIED 6/0

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Cr Davies thanked Cr Garner for standing in in his absence at the March Meeting.

Cr Davies acknowledged the continued support and adaptability of Councillors and Staff during the pandemic. Cr Davies stressed that we will need to continue to be mindful in the near future and ensure that we are not adversely affected by ill health or politics. We need to continue with the message to not become complacent regarding COVID – 19 and good hygiene practices, and continue to actively listen to the Ministers webinars and participate in discussions.

Cr Davies confirmed that the Telstra communications issue has been escalated and will continue to be discussed.

Cr Davies shared the CEACA Management Report which is to remain confidential. Cr Davies praised the diligence of the CEACA Executive team.

Cr Davies confirmed that Wyalkatchem now has two of the four CEACA units occupied and is on target for occupancy.

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

9.1. Confidential Item 14.1 Lease of Council property – Hanger 1 Wyalkatchem Aerodrome.

9.2. Confidential Item 14.2 Disposal of property – LOT 19 Honour Avenue, Wyalkatchem.

10.REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – MARCH 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	07 April 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 – March 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 March 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 \$8,796.86.

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	EFT390	EFT391
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 March 2020.

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$74,093.96;*
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$43,984.25;*
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$51,772.87;*
- 4. Total payments for the month of February 2020 being \$169,851.08.*

(55/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council endorse the following payments for the month of March 2020.

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$74,093.96;***
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$43,984.25;***
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$51,772.87;***
- 4. Total payments for the month of February 2020 being \$169,851.08.***

CARRIED 6/0

10.1.2. ACCOUNTS FOR PAYMENT – APRIL 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 May 2020
Reporting Officer:	Tegan Maitland, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.2 – Accounts for Payment – April 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 –

- c. Presented to the council at the next ordinary meeting of the council after the list is prepared; and
- d. 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 April 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 \$21,777.67.

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	EFT415	EFT416
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 April 2020.

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$194,757.11;*
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$21,830.33;*
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$50,432.81;*
- 4. Total payments for the month of April 2020 being \$267,020.25.*

(56/2020) Moved: Cr Holdsworth

Seconded: Cr Stratford

That Council endorse the following payments for the month of April 2020.

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$194,757.11;***
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$21,830.33;***
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$50,432.81;***
- 4. Total payments for the month of April 2020 being \$267,020.25.***

CARRIED 6/0

10.1.3. ACCOUNTS FOR PAYMENT – CREDIT CARDS – FEBRUARY 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 May 2020
Reporting Officer:	Sheldon Cox, Finance and Administration Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.3 – Credit Cards – February 2020

SUMMARY

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 29 January 2020 to 28 February 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 10.1.3). 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 10.1.3 endorse credit card payments made for the period 29 January 2020 to 28 February 2020 totalling \$676.57.

COUNCIL RESOLUTION:

(57/2020) Moved: Cr Holdsworth Seconded: Cr Gamble

That Council in accordance with attachment 10.1.3 endorse credit card payments made for the period 29 January 2020 to 28 February 2020 totalling \$676.57.

CARRIED 6/0

10.1.4. ACCOUNTS FOR PAYMENT – CREDIT CARDS – MARCH 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	08 May 2020
Reporting Officer:	Sheldon Cox, Finance and Administration Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.4 – Credit Cards – March 2020

SUMMARY

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 29 February 2020 to 27 March 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 10.1.4). 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 10.1.4 endorse credit card payments made for the period 29 February 2020 to 27 March 2020 totalling \$174.14.

COUNCIL RESOLUTION:

(58/2020) Moved: Cr Stratford

Seconded: Cr Nightingale

That Council in accordance with attachment 10.1.4 endorse credit card payments made for the period 29 February 2020 to 27 March 2020 totalling \$174.14.

CARRIED 6/0

10.1.5. MONTHLY FINANCIAL REPORT – MARCH 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 10.1.5 - Monthly Financial Report – March 2020

SUMMARY

For Council to review and accept the monthly financial report for the period ending 31 March 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 March 2020, as included in attachment 10.1.5, as presented and notes any material variances.

COUNCIL RESOLUTION:

(59/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council accepts the Statement of Financial Activity for the month ending 31 March 2020, as included in attachment 10.1.5, as presented and notes any material variances.

CARRIED 6/0

10.1.6. MONTHLY FINANCIAL REPORT – APRIL 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 10.1.6 - Monthly Financial Report – April 2020

SUMMARY

For Council to review and accept the monthly financial report for the period ending 30 April 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
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VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Statement of Financial Activity for the month ending 30 April 2020, as included in attachment 10.1.6, as presented and notes any material variances.

COUNCIL RESOLUTION:

(60/2020) Moved: Cr Nightingale

Seconded: Cr Gamble

That Council accepts the Statement of Financial Activity for the month ending 30 April 2020, as included in attachment 10.1.6, as presented and notes any material variances.

CARRIED 6/0

10.1.7. AUSTRALIAN TAXATION OFFICE – GOVERNMENT REPRESENTATIVE / PUBLIC OFFICER

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	Nil
File Number:	12.23.01
Attachment Reference:	Nil

SUMMARY

Council to appoint and endorse a Government Representative / Public Officer for the purpose of the Shire's Australian Business Register.

BACKGROUND

AUSkey and Manage ABN Connections retired on Friday, 27 March 2020. These two systems have been replaced with myGovID and Relationship Authorisation Manager (RAM).

Various associates attached to the entity no longer hold positions at the shire therefore the ABR data being incorrect or outdated. This has resulted in the Shire not being able to transition to the new platforms.

COMMENT

Multiple discussions have been had with the Australian Taxation Office in regards to the best way to proceed and updated the Shire's associates. With the final advice being that Council appoints a Government Representative to the entity, as a Public Officer, which is endorsed by Council and recorded in the minutes.

It is recommended that the Shire President be appointed as the Shire's Public Officer for the Shire of Wyalkatchem (ABN 470 9693 7882)

Once endorsed, a change of registration details form to be submitted, updating the Shire's details and Government Representative / Public Officer information and registration.

Once completed the appointed Government Representative / Public Officer will be able to link the ABN to the RAM and appoint an Authorisation Administrator being the Chief Executive Officer. One appointed the Chief Executive Officer will have the ability to appoint Authorised and basic users.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no direct 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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council appoints Shire President, Cr Quentin Davies, as the Shire of Wyalkatchem Public Officer and Government Representative for the purpose of the Shire's of Wyalkatchem Australian Business Register (ABN 470 9693 7882).

COUNCIL RESOLUTION:

(61/2020) Moved: Cr Holdsworth

Seconded: Cr Stratford

That Council appoints Shire President, Cr Quentin Davies, as the Shire of Wyalkatchem Public Officer and Government Representative for the purpose of the Shire's of Wyalkatchem Australian Business Register (ABN 470 9693 7882).

CARRIED 6/0

10.2. GOVERNANCE AND COMPLIANCE

10.2.1 CHIEF EXECUTIVE OFFICER REPORT – MARCH AND APRIL 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 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 March 2020 the CEO has attended the following meetings and events.

- Regional Road Group Meeting
- Jo Spadaccini – Department of Communities
- NEWROC special Meeting
- LGIS
- Emergency Management & Recovery Training Workshop & Exercise
- Council Meeting and Workshop
- Department of Health COVID-19 Local Government Update
- WACHS Wheatbelt – COVID-19 Q&A
- WALGA – COVID-19 Communication and engagement with Communities
- WALGA - COVID-19 Briefings x2
- LGPro – COVID-19 Business Continuity and Insurance implications

In the month of April 2020 the CEO has attended the following meetings and events.

- WACHS Wheatbelt – COVID-19 Q&A x 5
- WALGA - COVID-19 Briefings x4
- WALGA – State Emergency Welfare Plan Briefing
- WALGA COVID-19 Managing ER and Governance responsibilities
- LGPro – COVID-19 – HR Guide to COVID-19
- NEWROC Executive Meeting
- NEWROC Crisp Wireless meeting
- NEWROC Council Meeting
- Meeting with the Auditors
- WALGA Great Eastern Country Zone Meeting
- LEMC Meetings x4
- Tender 02-1920 Evaluation panel meetings x2
- Councillor COVID-19 Briefing sessions

The CEO commitments in May 2020 include;

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

COVID-19

The Government of Western Australia has declared a State of Emergency and a Public Health Emergency in response to the COVID-19 outbreak.

There are now Directions under the *Public Health Act and the Emergency Management Act* on various topics e.g. business closures, mass gatherings and self-isolation.

The impact as a result of COVID-19 escalated rapidly and became a focus of the organisation as we step up our preparedness and control measures designed to reduce the speed of the virus, including closing of a variety of facilities and increasing our cleaning regime of public facilities.

The last few months has had a focus on ensuring that the Shire is well prepared in the event that the Wyalkatchem community and the Shire were directly impacted from the outbreak, including developing business continuity plans, response and recovery plans.

The Shire of Wyalkatchem operationally, has been able to continue to provide and deliver the necessary services and amenities to the community throughout the COVID-19 pandemic.

To support local governments during the current COVID-19 pandemic a number of legislative changes have been made to the Local Government Acts and regulations.

On 16 April 2020, the *Local Government Amendment (COVID-19 Response) Act 2020* was approved by Parliament. The Act is design to streamline and support the operations of local governments for the purpose of responding to the direct and indirect impacts of COVID-19.

The Act inserts a new Part 10 in the Act which is specific to the COVID-19 response. The amendments to the Act will allow:

- The Minister to issue an order that will suspend or modify a provision of the Act.
- The local government by absolute majority to suspend a local law or part of a local law.

Both powers will only be allowed while a state of emergency declaration is in place and it must be to deal with the consequences of the pandemic.

The Ministerial Order, gazetted 8 May 2020, will have the following effect on the operation of the Act and Regulations:

- Residential and small business ratepayers who are suffering financial hardship due to the COVID-19 pandemic will not be charged interest on overdue rates in 2020/2021.

- The maximum interest rate payable by all ratepayers has also been reduced, from a maximum of 11% to a maximum of 8%. This new limit aligns with the Australian Tax Office penalty for overdue payments;
- Interest on instalments remains at 5.5% if a Local Government has a Hardship Policy, and to a maximum of 3% if a Local Government does not have a hardship policy.
- If adopting a minimum rate or rate in the dollar no higher than that imposed in 2019/20, then there is no need to advertise differential rates. Only requirement is to place a notice on your website.
- The order also deals with issues relating to requirements to hold public meetings, access to information when council offices are closed due to the COVID-19 pandemic, and budgetary matters.

As a result of the above amendments, a financial hardship policy has been developed and is presented to Council for their consideration and endorsement.

The last month has also seen a number of amendments to Local government Acts and regulations including, but not limited to;

- *Local Government (Financial Management) Regulation 1996, regulation 18* containing exemption from the requirement for a local government to give local public notice of a change of 'use of money' set aside in a Reserve account.
- *Local Government (Financial Management) Regulation 1996, regulation 20* containing exemptions from the requirement for a local government to give local public notice of a 'power to borrow' under section 6.20 of the Act.
- *Local Government (Function and General) Regulations 1996, regulation 11(1)* amended to increase the threshold to \$250,000 to align with State Government tendering thresholds. Regulation 11(2) contains two further exemptions when tenders do not have to be public invited. Other amendments have been made around the sourcing and securing of essential goods and services to respond to a state of emergency and provision that gives a local government discretion to renew or extend a contract that expires.
- *Local Government (Long Service Leave) Regulations*, contains amendment to provide greater access to paid leave for local government employees stood down during a state of emergency.
- *Local Government (Administration) Amendment Regulations 2020*, allowing councils to hold meetings electronically during a public health emergency or a state of emergency.

The above is a brief summary of some of the amendments that directly impact Local Governments. Please refer to the applicable Act or regulation to view all changes.

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 March and April 2020.

COUNCIL RESOLUTION:

(62/2020) Moved: Cr Gamble

Seconded: Cr Stratford

That Council accepts the Chief Executive Officers report for the month of March and April 2020.

CARRIED 6/0

10.2.2. PRINCIPAL ENVIRONMENTAL HEALTH OFFICER REPORT – MARCH AND APRIL 2020

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer
Disclosure of Interest:	NIL
File Number:	13.09.01
Attachment Reference:	NIL

SUMMARY

Council is to consider and accept the Principal Environmental Health Officer report for March and April 2020 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. Due to the COVID-19 coronavirus pandemic, the PEHO has been working remotely from home and Shire of Wyalkatchem office. The PEHO also attended the following meetings and events in the months of March and April 2020:

- Department of Health Briefing for Local Government CEOs and EHOs.
- COVID-19 update for Local Government Environmental Health Officers and Emergency Management Officers
- Department of Communities meeting with Richard Struik
- Environmental Health and COVID-19 workshops
- WALGA Local Government Officer webinar - Local Government Showcase
- WALGA State Emergency Welfare Plan Briefing
- Local food businesses

HEALTH, BUILDING AND PLANNING ENQUIRIES

The PEHO completed a total of seven (9) health, building and planning related enquiries completed in March and April 2020.

FOOD PREMISES INSPECTION

Nil

PUBLIC PANDEMIC (COVID-19)

Providing information and advice on the COVID-19 coronavirus to local businesses and the community. This include all the latest COVID-19 coronavirus information, updates and resources sourced from all of Western Australia's government agencies.

RECYCLED WASTEWATER SAMPLING

The PEHO undertook the monthly sampling of Wyalkatchem Wastewater Treatment Plant in accordance with the Department of Health Guidelines for the Non-Portable Uses of Recycled Water in Western Australia (2011). The laboratory results of the water sample taken from the tennis tank outlet for March met the required standards.

SWIMMING POOL WATER SAMPLING

The swimming pool water sampling for March was undertaken and the test results met the required standards.

REVIEW OF PUBLIC AND ENVIRONMENTAL HEALTH DOCUMENTS

The PEHO has undertaken a review of important documents relevant to the current pandemic (Coronavirus), Public Health Act 2016 and other legislations.

SHIRE OF WYALKATCHEM DISABILITY ACCESS AND INCLUSION PLAN 2020-2025

Under the *Disability Services Act 1993 (amended 2004)*, all public authorities are required to develop, implement and review a Disability Access Inclusion Plan (DAIP) every five years.

The Shire's DAIP 2017 - 2019 has been reviewed and a new DAIP 2020 – 2025 has been developed. At its meeting of 19 March 2020 Council resolved to advertise the draft DAIP for community consultation. Public consultation has been undertaken with no submissions being received. Council has been presented with a separated agenda to adopt the final DAIP.

STATUTORY ENVIRONMENT

Food Act 2008,

Public Health Act 2016

Health (Aquatic Facilities) Regulations 2007

WA Disability Services Act 1993 (amended 2004)

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: 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 Officers Report for March and April 2020.

COUNCIL RESOLUTION:

(63/2020) Moved: Cr Gamble

Seconded: Cr Garner

That Council accepts the Principal Environmental Health Officers report for the month of March and April 2020.

CARRIED 6/0

10.2.3. WORKING FROM HOME POLICY

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.14.01
Attachment Reference:	Attachment 10.2.3 – Working from Home Policy

SUMMARY

For Council to consider and endorse a new Working from Home Policy.

BACKGROUND

The State of Health Emergency declared by the State Government in regards to COVID-19 has highlighted the need for the Shire of Wyalkatchem to implement a Working from Home Policy.

COMMENT

A new policy has been developed that provides flexible and family friendly working arrangements for employees. The new policy has been based on WALGA template which was recently reviewed as part of WALGA's assistance to Local Governments during the COVID-19 pandemic.

The policy outlines the circumstances in which a working from home arrangement is appropriate and provides guidelines to facilitate the management of such an arrangement.

A working from home policy will provide staff with opportunities to review their personal and professional circumstances, and assist Council in managing those staff who wish to have the opportunity to work from home in certain circumstances in the short term, return to work after extended leave, or for those staff who may be wishing to transition into retirement.

The working from home policy can also be included as part of Council Business Continuity Plan arrangements.

The policy incorporates allowances that may be paid to the employee to offset the requirements to use their personal phone and/or internet as determined by the Chief Executive Officer.

It would be the intention of the Chief Executive Officer to grant administration staff an allowance to cover the working from home arrangements during the COVID-19 pandemic.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government Industry Award 2020

Fair Work Act 2009

Occupational Safety & Health Act 1984

POLICY IMPLICATIONS

New Working from Home Policy

FINANCIAL IMPLICATIONS

Potential working from home allowances

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	5.1.4	Implement systems and processes to enhance organisational capability
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 adopts the Working from Home Policy as provided for in attachment 10.2.3.

COUNCIL RESOLUTION:

(64/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council adopts the Working from Home Policy as provided for in attachment 10.2.3.

CARRIED 6/0

10.2.4. PIONEERS PATHWAY REVISED MEMORANDUM OF UNDERSTANDING

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 May 2020
Reporting Officer:	Stephanie Elvidge, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Attachment 10.2.4 – Draft Pioneers’ Pathways MoU (Revised)

SUMMARY

To consider continuing Pioneers Pathway membership and approve the signing of the revised Memorandum of Understanding (MoU) 2020-2023.

BACKGROUND

The Pioneers Pathway is a Self-Drive Trail that runs from Toodyay to Merredin, a distance of 226 kilometres. The trail passes through the following Member Shires:

- Toodyay
- Goomalling
- Dowerin
- Wyalkatchem
- Trayning
- Nungarin
- Merredin

At the February 2020 Ordinary Meeting of Council, Council confirmed its continuing commitment to the Pioneers Pathway and approved the signing of a Memorandum of Understanding (MoU) 2020-2023.

Pioneers Pathway Executive Officer has received advice from the Shire of Trayning Chief Executive Officer of the Shire’s withdrawal from the Pioneer Pathway membership effective 1 July 2020.

COMMENT

The withdrawal of the Shire of Trayning has a direct impact on other Member Councils as well as the MoU which is currently unsigned.

The Pioneers’ Pathway Advisory Group wishes to formally notify all other Member Councils of this outcome and provide opportunity to review their decision to continue their commitment and enter into the MoU.

A revised MoU 2020-2023, based on the six Member Council has been prepared. A copy of the revised proposed MoU is provided under attachment 10.2.4.

The major changes for the proposed MoU are;

- Withdrawal of the Shire of Trayning.
- Improved grammar and format.

The Pioneers' Pathway Advisory Group advise that the overall product development and marketing activities can be adjusted effectively without having to increase each Member Councils contribution.

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

By entering into the MoU the Shire will be committing to an annual contribution of \$3,500, as well as other miscellaneous in-kind expenditure.

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 and well managed and effective Council organisation

Outcome No.	Outcome	Action No.	Actions
2.2	Informed, learning and connected district	2.2.2	Promote learning, networking and sharing opportunities
		2.2.3	Provide innovative and enticing spaces
2.3	A district with cultural vitality	2.3.4	Protect and share cultural heritage and create a legacy for the future
2.4	Thriving, profitable and sustainable local economy	2.4.2	Support regional collaboration and partnerships
4.4	Working together in productive and supportive partnerships	4.4.3	Work with other governments and agencies to strengthen services and environments

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council continues it's Pioneers Pathway Membership and approves the signing of the Memorandum of Understanding 2020-2023, as presented in attachment 10.2.4.

COUNCIL RESOLUTION:

(65/2020) Moved: Cr Stratford

Seconded: Cr Gamble

That Council continues it's Pioneers Pathway Membership and approves the signing of the Memorandum of Understanding 2020-2023, as presented in attachment 10.2.4.

CARRIED 6/0

Confirmed

Cr Stratford left the meeting at 5:26pm

Cr Garner left the meeting at 5:28pm

Cr Stratford returned to the meeting at 5:28pm

Cr Garner returned to the meeting at 5:29pm

10.2.5. NATIONAL REDRESS SCHEME (PARTICIPATION OF WA LOCAL GOVERNMENTS)

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	24.17.10
Attachment Reference:	Attachment 10.2.5 – Local Government Information Paper (December 2019)

SUMMARY

This item is for the Shire of Wyalkatchem to:

- Note the background information and the WA Government's decision in relation to the National Redress Scheme;
- Note the key considerations and administrative arrangements for the Shire of Wyalkatchem to participate in the National Redress Scheme;
- Formally endorse the Shire of Wyalkatchem's participation as part of the WA Government's declaration in the National Redress Scheme; and
- Grant authority to an appropriate position / officer to execute a service agreement with the State, if a Redress application is received.

BACKGROUND

The Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) was established in 2013 to investigate failures of public and private institutions to protect children from sexual abuse. The Royal Commission released three reports throughout the inquiry:

- Working with Children Checks (August 2015);
- Redress and Civil Litigation (September 2015); and
- Criminal Justice (August 2017).

The Royal Commission's Final Report (15 December 2017) incorporated findings and recommendations of the three previous reports and contained a total of 409 recommendations, of which 310 are applicable to the Western Australian Government and the broader WA community.

The implications of the Royal Commission's recommendations are twofold: the first is accountability for historical breaches in the duty of care that occurred before 1 July 2018 within any institution; the second is future-facing, ensuring better child safe approaches are implemented holistically moving forward.

The scope of this report addresses only the historical element of institutional child sexual abuse through the National Redress Scheme.

All levels of Australian society (including the WA local government sector and the Shire of Wyalkatchem) will be required to consider leading practice approaches to child safeguarding separately in the future.

National Redress Scheme

The Royal Commission's Redress and Civil Litigation (September 2015) Report recommended the establishment of a single National Redress Scheme (the Scheme) to recognise the harm suffered by survivors of institutional child sexual abuse.

The Scheme acknowledges that children were sexually abused, recognises the suffering endured, holds institutions accountable and helps those who have been abused access counselling, psychological services, an apology and a redress payment.

The Scheme commenced on 1 July 2018, will run for 10 years and offers eligible applicants three elements of Redress:

- A direct personal response (apology) from the responsible institution, if requested;
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000.

All State and Territory Governments and many major non-government organisations and church groups have joined the Scheme.

The WA Parliament has passed the legislation for the Government and WA based non-government organisations to participate in the National Redress Scheme.

The Western Australian Government (the State) started participating in the Scheme from 1 January 2019.

Under the National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth), local governments may be considered a State Government institution.¹

A decision was made at the time of joining the Scheme to exclude WA local governments from the State Government's participation declaration. This was to allow consultation to occur with the sector about the Scheme, and for fuller consideration of how the WA local government sector could best participate.

¹ Section 111(1)(b).

DETAILS

Following extensive consultation, the State Government (December 2019):

- Noted the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Noted the options for WA local government participation in the Scheme;
- Agreed to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agrees to the Department of Local Government, Sport and Cultural Industries (DLGSC) leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

The following will be covered for local governments participating in the Scheme as a State Government institution and part of the State's declaration:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination of requests for information and record keeping in accordance with the State Records Act 2000); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below for further explanation).

State Government financial support for local government participation in the Scheme, as set out, will ensure that Redress is available to as many WA survivors of institutional child sexual abuse as possible.

Individual local governments participating in the Scheme as a State Government institution, with the State will be responsible for:

- Providing the State with the necessary (facilities and services) information to participate in the Scheme;
- Resources and costs associated with gathering their own (internal) information and providing that information (Request for Information) to the State (if they receive a Redress application); and
- Costs associated with the delivery of a DPR (apology), if requested (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). The State's decision includes that all requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice, on every occasion.

The WALGA State Council meeting of 4 March 2020:

1. Acknowledged the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration;
2. Endorsed the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government, and
3. Endorsed by Flying Minute the Memorandum of Understanding prior to execution, in order to uphold requirements to respond within legislative timeframes.

The State and WALGA will sign a Memorandum of Understanding to reflect the principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration.

State agencies (led by DLGSC), WALGA and Local Government Professionals WA will support all local governments to prepare to participate in the Scheme from 1 July 2020 (or earlier, subject to completing the necessary arrangements).

The State's decision allows for the WA Government's Scheme participation declaration to be amended to include local governments and this report seeks endorsement of the Shire of Wyalkatchem's participation in the Scheme.

As an independent entity and for absolute clarity, it is essential that the Shire of Wyalkatchem formally indicates via a decision of Council, the intention to be considered a State Government institution (for the purposes on the National Redress Scheme) and be included in the WA Government's amended participation declaration.

The Shire of Wyalkatchem will not be included in the State's amended declaration, unless it formally decides to be included.

The financial and administrative coverage offered by the State will only be afforded to WA local governments that join the Scheme as a State Government institution, as part of the State's amended declaration.

The option also exists for the Shire of Wyalkatchem to formally decide not to participate in the Scheme (either individually or as part of the State's declaration).

Should the Shire of Wyalkatchem formally decide (via a resolution of Council) not to participate with the State or in the Scheme altogether, considerations for the Shire of Wyalkatchem include:

- Divergence from the Commonwealth, State, WALGA and the broader local government sector's position on the Scheme (noting the Commonwealth's preparedness to name-and-shame non-participating organisations).
- Potential reputational damage at a State, sector and community level.

- Complete removal of the State's coverage of costs and administrative support, with the Shire of Wyalkatchem having full responsibility and liability for any potential claim.
- Acknowledgement that the only remaining method of redress for a victim and survivor would be through civil litigation, with no upper limit, posing a significant financial risk to the Shire of Wyalkatchem.

Considerations for the Shire of Wyalkatchem

Detailed below is a list of considerations for the Shire of Wyalkatchem to participate in the Scheme:

1. Executing a Service Agreement

All Royal Commission information is confidential, and it is not known if the Shire of Wyalkatchem will receive a Redress application. A Service Agreement will only be executed if the Shire of Wyalkatchem receives a Redress application.

Shire of Wyalkatchem needs to give authority to an appropriate position / officer to execute a service agreement with the State, if a Redress application is received. Timeframes for responding to a Request for Information are 3 weeks for priority applications and 7 weeks for non-priority applications. A priority application timeframe (3 weeks) will be outside most Council meeting cycles and therefore it is necessary to provide the authorisation to execute an agreement in advance.

2. Reporting to Council if / when an application is received

Council will receive a confidential report, notifying when a Redress application has been received. All information in the report will be de-identified but will make Council aware that an application has been received.

3. Application Processing / Staffing and Confidentiality

Administratively the Shire of Wyalkatchem will determine:

- Which position(s) will be responsible for receiving applications and responding to Requests for Information;
- Support mechanisms for staff members processing Requests for Information.

The appointed person(s) will have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest and confidentiality requirements

4. Record Keeping

The State Records Office advised (April 2019) all relevant agencies, including Local Governments, of a 'disposal freeze' initiated under the State Records Act 2000 (the Act) to protect past and current records that may be relevant to actual and alleged incidents of child sexual abuse. The Shire of Wyalkatchem's record keeping practices as a result, have been modified to ensure the secure protection and retention of relevant records. These records (or part thereof) may be

required to be provided to the State's Redress Coordination Unit in relation to a Redress application.

The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements in *The Act*.

5. Redress Decisions

The Shire of Wyalkatchem should note that decisions regarding Redress applicant eligibility and the responsible institution(s), are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State Government and the Shire of Wyalkatchem do not have any influence on the decision made and there is no right of appeal.

CONSULTATION

The State, through the Department of Local Government, Sport and Cultural Industries (DLGSC), consulted with the WA local government sector and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (in 2018) and the National Redress Scheme (in 2019).

The consultation throughout 2019 has focused on the National Redress Scheme with the aim of:

- raising awareness about the Scheme;
- identifying whether WA local governments are considering participating in the Scheme;
- identifying how participation may be facilitated; and
- enabling advice to be provided to Government on the longer-term participation of WA local governments.

Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments via:

- Webinars to local governments, predominately in regional and remote areas;
- Presentations at 12 WALGA Zone and Local Government Professional WA meetings;
- Responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations local governments were most commonly concerned about the:

- potential cost of Redress payments;
- availability of historical information;
- capacity of local governments to provide a Direct Personal Response (apology) if requested by Redress recipients;

- process and obligations relating to maintaining confidentiality if Redress applications are received, particularly in small local governments;
- lack of insurance coverage of Redress payments by LGIS, meaning local governments would need to self-fund participation and Redress payments.

LGIS published and distributed an update (April 2019) regarding the considerations and (potential) liability position of the WA local government sector in relation to the National Redress Scheme.

The WALGA State Council meeting on 3 July 2019 recommended that:

1. WA local government participation in the State's National Redress Scheme declaration with full financial coverage by the State Government, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.
2. WALGA continue to promote awareness of the National Redress Scheme and note that local governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.

DLGSC representatives presented at a WALGA hosted webinar on 18 February 2020 and presented at all WALGA Zone meetings in late February 2020.

The State's decision, in particular to cover the costs / payments to the survivor, has taken into account the feedback provided by local governments during the consultation detailed above.

STATUTORY ENVIRONMENT

The Shire of Wyalkatchem in agreeing to join the Scheme, is required to adhere to legislative requirements set out in the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth)*.

Authorisation of an appropriately appointed person to execute a service agreement with the State, if a Redress application is received, will be in accordance with s.9.49A(4) of the *Local Government Act 1995*.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The State's decision will cover the following financial costs for local governments:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination or requests for information and record keeping); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below).

The only financial cost the local government may incur will be the payment of the DPR's, which is on an 'as requested' basis by the survivor. This will be based on the standard service fee of \$3,000 plus travel and accommodation depending on the survivor's circumstances. All requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice.

The State's decision also mitigates a significant financial risk to the local government in terms of waiving rights to future claims. Accepting an offer of redress has the effect of releasing the responsible participating organisation and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person who receives redress through the Scheme, agrees to not bring or continue any civil claims against the responsible participating organisation in relation to any abuse within the scope of the Scheme.

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: Healthy, Strong and connected communities

Outcome No.	Outcome	Action No.	Actions
1.1	Enhanced community well-being and participation in community life	1.1.5	Support people with complex needs
		1.1.6	Meet the needs of children, young people and families

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1) Notes the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries in regarding the National Redress Scheme and the participation of WA local governments;
- 2) Notes that the Shire of Wyalkatchem will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the Shire of Wyalkatchem makes a specific and formal decision to the be included;
- 3) Endorses the participation of the Shire of Wyalkatchem in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;
- 4) Grants authority to Chief Executive Officer to execute a service agreement with the State, if a Redress application is received;
- 5) Notes that a confidential report will be provided if a Redress application is received by the Shire of Wyalkatchem.

COUNCIL RESOLUTION:

(66/2020) Moved: Cr Stratford

Seconded: Cr Nightingale

That Council:

- 1) Notes the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries in regarding the National Redress Scheme and the participation of WA local governments;***
- 2) Notes that the Shire of Wyalkatchem will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the Shire of Wyalkatchem makes a specific and formal decision to the be included;***
- 3) Endorses the participation of the Shire of Wyalkatchem in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;***
- 4) Grants authority to Chief Executive Officer to execute a service agreement with the State, if a Redress application is received;***
- 5) Notes that a confidential report will be provided if a Redress application is received by the Shire of Wyalkatchem.***

CARRIED 5/1

10.2.6. COVID-19 FINANCIAL HARDSHIP POLICY

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.14.01
Attachment Reference:	Attachment 10.2.6 - DRAFT COVID-19 Financial Hardship Policy

SUMMARY

For Council to consider and endorse the draft policy 2.12 – COVID-19 Financial Hardship.

BACKGROUND

The Minister for Local Government has exercised his new powers under the *Local Government Amendment (COVID-19 Response) Act 2020*.

The Act gives the Minister the power to modify or suspend provisions of the Local Government Act while a State of Emergency declaration is in force, and where the Minister considers that such an order is necessary to deal with the consequences of the COVID-19 pandemic.

The Ministerial Order, gazetted on the 8 May 2020, will have the following effect on the operation of the Act and Regulations:

- Residential and small business ratepayers who are suffering financial hardship due to the COVID-19 pandemic will not be charged interest on overdue rates in 2020/2021.
- The maximum interest rate payable by all ratepayers has also been reduced, from a maximum of 11% to a maximum of 8%. This new limit aligns with the Australian Tax Office penalty for overdue payments;
- Interest on instalments remains at 5.5% if a Local Government has a Hardship Policy, and to a maximum of 3% if a Local Government does not have a hardship policy.
- If adopting a minimum rate or rate in the dollar no higher than that imposed in 2019/20, then there is no need to advertise differential rates. Only requirement is to place a notice on your website.
- The order also deals with issues relating to requirements to hold public meetings, access to information when council offices are closed due to the COVID-19 pandemic, and budgetary matters.

COMMENT

Local Governments are encouraged to adopt a financial hardship policy. This will address the manner in which the local government will deal with financial hardship that may be suffered by ratepayers and other persons who are required to make payments to the Local Government.

Local Governments with a financial hardship policy will be able to charge a maximum of 5.5% for instalment interest as they are formally recognising and providing for other groups that are in hardship. This recognise that the 5.5% will apply to those who wish to pay by instalments but are not in hardship.

If the Shire does not have a financial hardship policy, the interest rate that can be charged for payment by instalments will be capped at 3%. The Shire of Wyalkatchem 2019/2020 instalment interest rate was 5.5%.

WALGA has created a financial hardship policy to provide assistance to Local Governments to assess the unique circumstances and challenges that ratepayers are likely to face as a consequence of the COVID-19 Pandemic

It is recommended that Council consider and endorse the new COVID-19 Financial Hardship Policy to allow guidance to officers dealing with our ratepayers that are particularly effected.

STATUTORY ENVIRONMENT

Local Government Act 1995 s2.7(2)(b) – Determine the Local Government's policies

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Local Government Amendment (COVID-19 Response) Act 2020.

POLICY IMPLICATIONS

New Policy – 2.12 COVID-19 Financial Hardship Policy

FINANCIAL IMPLICATIONS

Income derived from instalment interest

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: Healthy, strong and connected communities

Outcome No.	Outcome	Action No.	Actions
1.1	Enhanced community well-being and participation in community life	1.1.5	Support people with complex needs

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the policy 2.12 - COVID-19 Financial Hardship Policy, as per attachment 10.2.6.

COUNCIL RESOLUTION:

(67/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council adopt the policy 2.12 - COVID-19 Financial Hardship Policy, as per attachment 10.2.6.

CARRIED 6/0

Cr Garner left the room at 6:04pm

Cr Garner returned to the meeting at 6:05pm

10.2.7. PURCHASING POLICY REVIEW

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	13 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.14.01
Attachment Reference:	Attachment 10.2.7 – Draft Purchasing Policy

SUMMARY

For Council to consider and endorse revised Purchasing Policy 2.1

BACKGROUND

The amendments to the Local Government (Functions and General) Regulations 1996 (Regulations) were gazetted on 9 April 2020 and 8 May 2020. The purpose of these changes were to increase the flexibility of the local government sector to contract with local suppliers during, and in the aftermath of, the State of Emergency Declaration under the Emergency Management Act 2005.

An amendment has been made to regulation 11(1) of the Regulations to increase the tendering threshold from \$150,000 to \$250,000. The Department of Local Government, Sport and Cultural Industries (DLGSC) has advised that local governments should update their purchasing policy to cover the direct purchase of goods and services under \$250,000.

COMMENT

Council's Purchasing policy 2.1 (refer attachment 10.2.7) has now been amended, using the WALGA purchasing policy template, which has recently been updated to reflect the amendments and to meet best practice.

STATUTORY ENVIRONMENT

Local Government Act 1995 s2.7(2)(b) – Determine the Local Government's policies

Local Government (Function and General) Regulations 1996 s11A - Purchasing policies for local governments

Local Government (Function and General) Regulations 24AC – Requirements before establishing panel of pre-qualified suppliers

POLICY IMPLICATIONS

Revised Purchasing Policy

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-managed and effective Council organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.4	Implement systems and processes to enhance organisational capability

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the revised 'Purchasing Policy' as provided for in Attachment 10.2.7.

COUNCIL RESOLUTION:

(68/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council adopt the revised 'Purchasing Policy' as provided for in Attachment 10.2.7.

CARRIED 6/0

10.2.8. DELGATIONS TO THE CEO – REVISED DELEGATION 1.2.13 TENDER FOR GOODS AND SERVICES

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	22.02.02
Attachment Reference:	Attachment 10.2.8 – Revised Delegation 1.2.13 Tender for Goods and Services

SUMMARY

For Council to consider and endorse revised Delegation to the CEO, 1.2.13 Tender for Goods and Services.

BACKGROUND

The amendments to the *Local Government (Functions and General) Regulations 1996 (Regulations)* were gazetted on 9 April 2020 and 8 May 2020.

An amendment has been made to regulation 11(1) of the Regulations to increase the tendering threshold from \$150,000 to \$250,000. Council Purchasing Policy 2.1 has been updated to include the amendments and is currently before Council for their consideration and endorsement.

The regulation changes also include that public tenders will not be required during a State of Emergency for the supply of goods or services associated with the emergency for a 12 month (only) renewal or extension of an existing contract that would otherwise expire within three months.

COMMENT

The amendments to the Regulations and the Shire's Purchasing Policy also require an updated delegation which has been amended to reflect the new tender thresholds. The new delegation will supersede existing delegation. The proposed revised Delegation 1.2.13 Tender for Goods and Services (attachment 10.2.8) is provided for council's consideration, with changes highlighted in yellow and strikethrough for values/words to be removed.

Council could also consider providing delegated authority to the Chief Executive Office in relation Renewal or Extension of Contracts during a State of Emergency. A review of the amendments and current value of Council's existing contracts would indicate that the application of such regulations for Council would be unlikely and that should a renewal or extension of contract be considered under these regulations that it is the Chief Executive Officers opinion that it is preferable that this be considered and endorsed by Council.

STATUTORY ENVIRONMENT

Local Government Act 1995 s 5.42 – Delegation of some powers and duties to CEO

Local Government Act 1995 s5.43 – Limits on delegations to CEO

POLICY IMPLICATIONS

Revised Purchasing Policy

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-managed and effective Council organisation	5.1.1	Implement effective governance structures
		5.1.2	Embed sound risk management frameworks to mitigate council's strategic and operational risk
		5.1.4	Implement systems and processes to enhance organisational capability

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council APPROVES, by ABSOLUTE MAJORITY, to DELEGATE the local government functions as detailed in the revised delegation 1.2.13 Tender for Goods and Services (attachment 10.2.8) to the Chief Executive Officer.

COUNCIL RESOLUTION:

(69/2020) Moved: Cr Holdsworth Seconded: Cr Stratford

That Council APPROVES, by ABSOLUTE MAJORITY, to DELEGATE the local government functions as detailed in the revised delegation 1.2.13 Tender for Goods and Services (attachment 10.2.8) to the Chief Executive Officer.

CARRIED 6/0

Cr Nightingale left the room at 6:25pm

COUNCIL RESOLUTION:

(70/2020) Moved: Cr Garner Seconded: Cr Stratford

That Council adjourn the meeting at 6:25pm

CARRIED 5/0

Cr Nightingale returned to the room at 6:27pm

COUNCIL RESOLUTION:

(71/2020) Moved: Cr Garner

Seconded: Cr Stratford

That Council resume the meeting at 6:49pm

CARRIED 6/0

10.2.9. DISABILITY ACCESS AND INCLUSION PLAN 2020-2025 ADOPTION

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer (PEHO)
Disclosure of Interest:	NIL
File Number:	24.23
Attachment Reference:	Attachment 10.2.9 - DAIP 2020-2025

SUMMARY

Council is requested to consider and endorse the Shire of Wyalkatchem Disability Access and Inclusion Plan 2020-2025.

BACKGROUND

It is a legislative requirement of the *Disability Services Act 1993 (amended 2004)* that all local government authorities develop and implement a Disability Access and Inclusion Plan (DAIP) which is subsequently reviewed and amended at a minimum of every five years.

The Shire's DAIP 2017 - 2019 has been reviewed and a new DAIP 2020 – 2025 has been developed. At its meeting of 19 March 2020 Council resolved to advertise the draft DAIP for community consultation. Public consultation has been undertaken with no submissions being received. Council has been requested to adopt the final DAIP.

COMMENT

The adoption and implementation of a DAIP is a legislative requirement of the *Disability Services Act 1993 (amended 2004)*. In order to maintain its legislative compliance the Shire is required to review and maintain the DAIP.

The plan can benefit many people in the community including people with disability, the elderly, parents and carers with young children, workers with trolleys and people from culturally and linguistically diverse backgrounds.

Strategies identified under the outcomes of the DAIP 2020-2025 form part of the day to day operation of the Shire, as well as planning for improvements to processes and facilities the Shire is responsible for. Once adopted, the new DAIP will be forwarded to the Department of Communities.

COMMUNITY CONSULTATION

The Draft DAIP has been advertised for public comment, with a period of 14 days allowed for submissions to be made. No submissions were received during the consultation period.

STATUTORY ENVIRONMENT

Local Government Act 1995.

Disability Services Act 1993 (amended 2004);

WA Equal Opportunity Act 1984 (amended 1988);

Commonwealth Disability Discrimination (DDA) Act 1992

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: 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 adopts the Shire of Wyalkatchem Disability Access and Inclusion Plan 2020 – 2025, as per attachment 10.2.9.

COUNCIL RESOLUTION:

(72/2020) Moved: Cr Nightingale

Seconded: Cr Stratford

That Council adopts the Shire of Wyalkatchem Disability Access and Inclusion Plan 2020 – 2025, as per attachment 10.2.9.

CARRIED 6/0

10.2.10. DRAFT STRATEGIC COMMUNITY PLAN 2020-2030

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	14 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	4.13.06
Attachment Reference:	Attachment 10.2.10.1 – Draft Shire of Wyalkatchem Strategic Community Plan 2020-2030 Attachment 10.2.10.2 – Wyalkatchem Community Engagement Report

SUMMARY

For Council to consider and approve the release of the Draft 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 documents¹, 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.²

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 projections²

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 framework review in July 2016. Therefore staff have taken the approach to develop a new strategic plan.

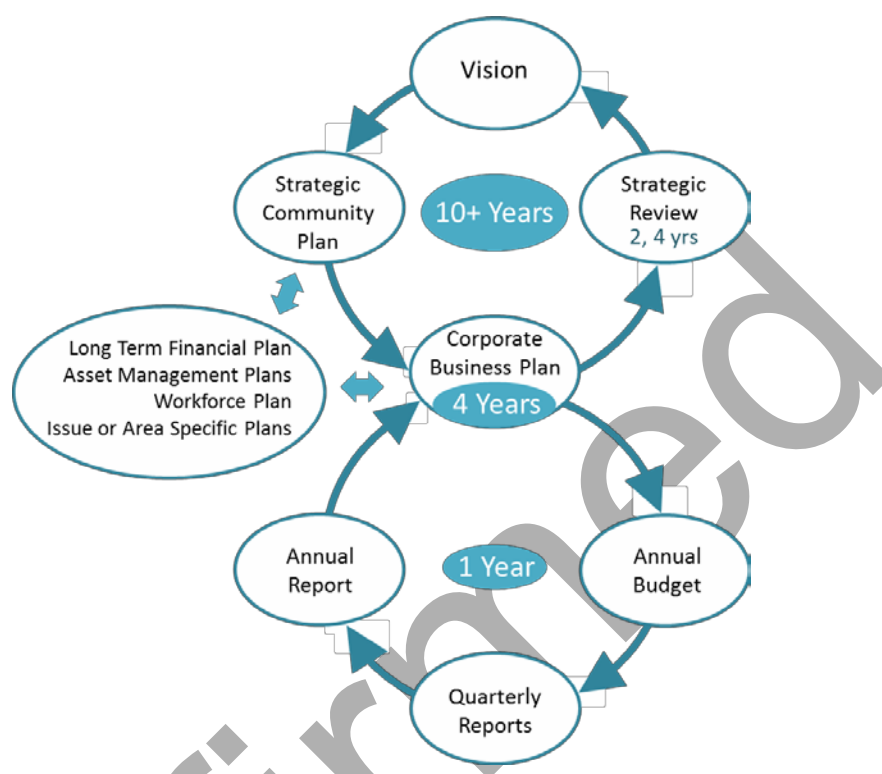


Diagram: Integrated Planning and Reporting Cycle²

¹Local Government (Administration) Regulations 1996, Paragraph 19BA.

² Department of Local Government and Communities, Integrated Planning and Reporting: Framework and Guidelines, September 2016

COMMENT

Council engaged Wheatbelt Business Network to conduct an extensive community engagement program and sought to obtain the community's aspirations, vision and objectives for the future as well as obtaining feedback in relation to the Shire's services and facilities.

Wheatbelt Business network prepared a Community Engagement Report, providing a summary of engagement outcomes. A copy of the Community Engagement Report is provided in attachment 10.2.10.2.

Based on the Community Engagement Report and Council workshops, a draft Strategic Community Plan has been developed which sets out the vision for the Shire's future and captures the community's aspirations and values. A copy of the draft Strategic Community Plan 2020-2030 is provided as Attachment 10.2.10.1.

Once the draft Strategic Plan has been endorsed by Council, public comment on the draft plan will be sought, with any feedback on the draft plan to be taken into consideration when finalising the plan for Council's adoption.

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;

- 1. Accepts the Community Engagement Report, as provided under attachment 10.2.10.2.*
- 2. Endorse the Draft Shire of Wyalkatchem Strategic Community Plan 2020-2030, as provided for under attachment 10.2.10.1; and*
- 3. Approves the release of the draft Shire of Wyalkatchem Strategic Community Plan 2020-2030 for community comment, with submission closing 9 June 2020.*

COUNCIL RESOLUTION:

(73/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council;

- 1. Accepts the Community Engagement Report, as provided under attachment 10.2.10.2.***
- 2. Endorse the Draft Shire of Wyalkatchem Strategic Community Plan 2020-2030, as provided for under attachment 10.2.10.1; and***
- 3. Approves the release of the draft Shire of Wyalkatchem Strategic Community Plan 2020-2030 for community comment, with submission closing 9 June 2020.***

CARRIED 6/0

10.3. WORKS AND SERVICES

10.3.1. MANAGER OF WORKS REPORT – APRIL 2020

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	12 th May 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 April 2020.

BACKGROUND

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

COMMENT

Road Crew

Maintenance activity:

Culvert Cleaning occurred along the full length of the Wyalkatchem Koorda and Cunderdin Wyalkatchem roads. Tammin Wyalkatchem Road to commence next week.

Pothole Patching - Lindsay Street and the Cemetery Road.

Maintenance grading:

Wyalkatchem North Road (Martin to Old Nalkain Roads)

Old Nalkain Road (Wyalkatchem North Road to the Gypsum pit turnoff.)

Davies Road

Capital Projects:

Cunderdin – Wyalkatchem Road Culvert Replacement (SLK 4.40) - Completed by Castle Civil.

CRC car park – Colas Bitumen Services has resealed and completed these works.

Tammin – Wyalkatchem Road (SLK 22.60 – 25.36) – This section of road has been constructed to 8 meters wide and is now sealed.

Martin Road Floodway (SLK 12.88 – 13.04) – Cement Stabilised, sealed and rock pitched.

Tammin – Wyalkatchem Rd (SLK 27.37 to 28.41) - Fulton Hogan have resealed and rectified the failed seal works which was completed last financial year.

Wyalkatchem Koorda Road - Reconstruction of 1.5kms on the Shire boundary is now completed (Reallocation of Regional Road Group Project)

Hobden Road SLK 0.00 – 4.00 – Completed re-sheeting works

De Pierres Road SLK 6.70 – 8.53 – Completed re-sheeting works

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

Gutter Gobbler - Cleaned all the gutters on Councils residential and commercial buildings.

Replaced glass slat windows which were vandalised at the town hall toilets

Aerodrome

AMS have been onsite to complete an Aerodrome Safety Inspection report at the Wyalkatchem airport, report should be provided early next week.

Weekly aerodrome and lighting inspection carried out.

Waste Management

New cell dug for animal carcasses

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

Plant – Servicing, Repairs and quotations

A new Ford Ranger for the Leading Hand of the Town Crew has arrived.

An 8x5 replacement trailer for the town crew has also been delivered.

Liebherr Loader – Serviced, replacement of a broken window wiper arm blade and cracked fuel pump performed.

Isuzu Fire Tanker – Serviced

Wyalkatchem Community Bus – Serviced

Construction Leading Hand Ute – Serviced and UHF radio replaced.

General

A Draft Stormwater Management Strategy for the Wyalkatchem town site was presented and completed, the final report with any required changes will be presented to the May or June ordinary meeting of council once received.

OSH

Staff flu vaccinations occurred 23rd April 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 April 2020.

COUNCIL RESOLUTION:

(74/2020) Moved: Cr Nightingale

Seconded: Cr Stratford

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

CARRIED 6/0

Confirmed

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

13.1. CONSTRUCTION OF MUTLIPURPOSE SPORT COURTS AND LIGHTING

COUNCIL RESOLUTION:

(75/2020) Moved: Cr Nightingale

Seconded: Cr Garner

That Council accept item 13.1 CONSTRUCTION OF MUTLIPURPOSE SPORT COURTS AND LIGHTING as Urgent Business behind closed doors.

CARRIED 6/0

14.MATTERS BEHIND CLOSED DOORS

OFFICER'S RECOMMENDATION

That Council moves behind closed doors in accordance with Section 5.23 (2)(a) & (b) and 5.23 (2)(c) of the Local Government Act 1995, to deal with matters that relate to:

- a matter affecting an employee or employees;*
- the personal affairs of a person and*
- matters of a contract which may be entered into, by the local government*

COUNCIL RESOLUTION:

(76/2020) Moved: Cr Stratford

Seconded: Cr Gamble

That Council moves behind closed doors in accordance with Section 5.23 (2)(a) & (b) and 5.23 (2)(c) of the Local Government Act 1995, to deal with matters that relate to:

- a matter affecting an employee or employees;*
- the personal affairs of a person and*
- matters of a contract which may be entered into, by the local government*

CARRIED 6/0

14.1. LEASE OF COUNCIL PROPERTY – HANGER 1 WYALKATCHEM AERODROME

Applicant:	Bruce Eckersly
Location:	Hanger 1 on portion of Lot 500 on deposited plan 68673 Wyalkatchem Aerodrome
Date:	12 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	5.19.06C
Attachment Reference:	Attachment 14.1.1 – Property Valuation Report – confidential Attachment 14.1.2 – Draft Lease Aerodrome – confidential

REASON FOR CONFIDENTIALITY

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2) the *Local Government Act* because it deals with a contract entered into, or which may be entered into, by a local government and which relates to a matter to be discussed at the meeting.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 3.58 – Disposing of Property.
Local Government Act 1995, section 3.43(d)

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Annual Lease income of \$2,000 per annum

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: Healthy, Strong and connected communities

Outcome No.	Outcome	Action No.	Actions
1.4	A diverse and inclusive community	1.4.1	Promote intergenerational activities and spaces

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. Confirms that Urban & Rural Valuations assessment dated 17 April 2020 is a true indication of the value at the time of the proposed disposition in accordance with Section 3.58(4)(c)(ii).
2. In accordance with Section 3.58(4) of the *Local Government Act* approve the consideration (rent) of \$2,000 to be received by the Shire for the disposal, by lease, of this property

3. Gives delegate authority to the Chief Executive Officer to enter into a lease agreement with Mr Bruce Eckersly, as per confidential attachment 14.1.2, for a portion of Shire of Wyalkatchem owned land being Lot 500 on deposited plan 68673, hangar one, and facilitate all necessary lease arrangements on the Shire's behalf; and
4. Authorises the Shire President and the Chief Executive officer, to place the Shire's Common Seal upon and to sign all relevant lease documents and other relevant documentation.

COUNCIL RESOLUTION:

(77/2020) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council:

1. **Confirms that Urban & Rural Valuations assessment dated 17 April 2020 is a true indication of the value at the time of the proposed disposition in accordance with Section 3.58(4)(c)(ii).**
2. **In accordance with Section 3.58(4) of the Local Government Act approve the consideration (rent) of \$2,000 to be received by the Shire for the disposal, by lease, of this property.**
3. **Gives delegate authority to the Chief Executive Officer to enter into a lease agreement with Mr Bruce Eckersly, as per confidential attachment 14.1.2, for a portion of Shire of Wyalkatchem owned land being Lot 500 on deposited plan 68673, hangar one, and facilitate all necessary lease arrangements on the Shire's behalf; and**
4. **Authorises the Shire President and the Chief Executive officer, to place the Shire's Common Seal upon and to sign all relevant lease documents and other relevant documentation.**

CARRIED 6/0

Cr Gamble and Cr Nightingale declared an interest of Impartiality in item 14.2.

14.2. DISPOSAL OF PROPERTY – LOT 19 HONOUR AVENUE, WYALKATCHEM

Applicant:	Nutrien
Location:	Lot 19 Honour Avenue, Wyalkatchem
Date:	12 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	Nil
File Number:	5.1.10
Attachment Reference:	Attachment 14.2 – Property valuation report - confidential

REASON FOR CONFIDENTIALITY

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2) the *Local Government Act* because it deals with a contract entered into, or which may be entered into, by a local government and which relates to a matter to be discussed at the meeting.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 3.58

Local Government Act 1995, section 3.43(d)

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Income derived from the sale of property.

Expenditure occurred for public notice advertising

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
2.4	Thriving, profitable and sustainable local economy	2.4.5	Proactively develop opportunities for new industry

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council;

- 1. Accepts that property valuation report as a true indication of the value at the time of the proposed disposition.*

2. *Confirms its decision to Sell lot 19 Honour Avenue, Wyalkatchem (19D27750) by private treaty;*
3. *Gives delegate authority to the Chief Executive Officer to offer to sell lot 19 Honour Avenue, Wyalkatchem for \$3,000, and facilitate all necessary sale arrangements on the Shire's behalf; and*
4. *Authorises the Shire President and the Chief Executive officer, to place the Shire's Common Seal upon and to sign all relevant land purchases and other relevant documentation.*

COUNCIL RESOLUTION:

(78/2020) Moved: Cr Garner

Seconded: Cr Stratford

That Council;

1. ***Accepts that property valuation report as a true indication of the value at the time of the proposed disposition.***
2. ***Confirms its decision to Sell lot 19 Honour Avenue, Wyalkatchem (19D27750) by private treaty;***
3. ***Gives delegate authority to the Chief Executive Officer to offer to sell lot 19 Honour Avenue, Wyalkatchem for \$3,000, and facilitate all necessary sale arrangements on the Shire's behalf; and***
4. ***Authorises the Shire President and the Chief Executive officer, to place the Shire's Common Seal upon and to sign all relevant land purchases and other relevant documentation.***

CARRIED 6/0

Cr Gamble and Cr Nightingale declared an interest of Impartiality in item 14.3

14.3. CONSTRUCTION OF MULTIPURPOSE SPORT COURTS AND LIGHTING

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	20 May 2020
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	26.14 – RFT 02/1920
Attachment Reference:	Nil

REASON FOR CONFIDENTIALITY

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2)(c) of the Local Government Act because it deals with matters of a contract which may be entered into, by the local government.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 3.57

Local Government (Functions and General) Regulations 1996, Regulation 11

POLICY IMPLICATIONS

Policy 2.1 – Purchasing Policy.

FINANCIAL IMPLICATIONS

Capital Expenditure in accordance with 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: Healthy, Strong and connected communities

Outcome No.	Outcome	Action No.	Actions
1.4	A diverse and inclusive community	1.4.1	Promote intergenerational activities and spaces

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council;

- 1. Awards the contract for the supply and installation of Court and Bowling rink lighting to Wyalkatchem Electrical and Air Conditioning Services.*
- 2. Awards the contract for the design, supply and construction of three (3), Plexicushion acrylic tennis courts complete with court equipment, including 1 multi-use court with court equipment, court markings and fencing to Sports Services.*

3. *Delegates the formation of the contracts to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to contract.*
4. *Should a contract not be formed within 35 business days with Sports Services, that the Chief Executive Officer may form a contract with the next most advantageous submission - Industrial Roadpavers.*

COUNCIL RESOLUTION:

(79/2019) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council;

1. *Awards the contract for the supply and installation of Court and Bowling rink lighting to Wyalkatchem Electrical and Air conditioning Services.*
2. *Awards the contract for the design, supply and construction of three (3), Plexicushion acrylic tennis courts complete with court equipment, including 1 multi-use court with court equipment, court markings and fencing to Sports Surfaces.*
3. *Delegates the formation of the contracts to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to contract.*
4. *Should a contract not be formed within 35 business days with Sports Surfaces, that the Chief Executive Officer may form a contract with the next most advantageous submission - Industrial Roadpavers.*

CARRIED 6/0

OFFICER'S RECOMMENDATION

That Council move out from behind closed doors.

COUNCIL RESOLUTION:

(80/2020) Moved: Cr Holdsworth

Seconded: Cr Garner

That Council move out from behind closed doors.

CARRIED 6/0

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

Nil

16. CLOSURE OF THE MEETING

There being no further business to discuss, the Chairperson thanked everyone for their attendance and closed the meeting at 8:04pm.

Confirmed