



**MINUTES
OF THE
ORDINARY MEETING
OF COUNCIL**

HELD ON

THURSDAY, 18 July 2019

Council Chambers

Honour Avenue

Wyalkatchem

Commencement 3:36pm

Closure 4:09pm

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 19 July 2019.



Taryn Dayman
Chief executive Officer

Confirmed Minutes

These minutes were confirmed at the Ordinary Meeting of Council held 15 August 2019.

Signed: 

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

Note: The Presiding Member at the meeting at which the minutes where 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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1. DECLARATION OF OPENING

The Chairperson, Shire President Cr Davies opened the meeting at 3:36pm.

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 3:36pm.

2.3. Declaration of Public Question Time closed

Public question Time closed at 3:36pm.

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

Members: Cr. Quentin Davies President (Presiding Member)

Cr Owen Garner

Cr Emma Holdsworth

Cr. Stephen Gamble

Cr. Fred Butt

Cr. Heather Metcalfe

Staff:

Taryn Dayman Chief Executive Officer

Paul Godfrey Acting Manager Corporate Services

Stephanie Elvidge Governance Executive Officer

Darryn Watkins Manager of Works

3.2. Apologies

Nil

3.3. Approved Leave of Absence

Nil

3.4. Applications for Leave of Absence

Nil

4. OBITUARIES

Nil

5. PETITIONS, DEPUTATIONS, PRESENTATIONS

5.1. Petitions

Nil

5.2. Deputations

Nil

5.3. Presentations

Nil

6. DECLARATIONS OF INTEREST

6.1. Financial and Proximity Interest

Nil

6.2. Impartiality Interests

Nil

7. CONFIRMATION AND RECEIPT OF MINUTES

7.1. Confirmation of Minutes

7.1.1. Ordinary Meeting of Council – 20 June 2019

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 20 June 2019 (Attachment 7.1.1)

OFFICER RECOMMENDATION:

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 20 June 2019 (Attachment 7.1.1) be confirmed as a true and correct record.

COUNCIL RESOLUTION:

(81 /2019) Moved: Cr Butt

Seconded: Cr Gamble

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 20 June 2019 (Attachment 7.1.1) be confirmed as a true and correct record.

CARRIED 6/0

7.2. Receipt of Minutes

7.2.1. NEWROC Council Minutes – 25 June 2019

Minutes of the NEWROC Council Meeting held on Tuesday 25 June 2019 (Attachment 7.2.1)

OFFICER RECOMMENDATION:

That the minutes of the NEWROC Executive Meeting of Tuesday 25 June 2019 (Attachment 7.2.1) be received by Council.

COUNCIL RESOLUTION:

(82 /2019) Moved: Cr Holdsworth

Seconded: Cr Garner

That the minutes of the NEWROC Executive Meeting of Tuesday 25 June 2019 (Attachment 7.2.1) be received by Council.

CARRIED 6/0

7.2.2. Central East Aged Care Alliance Inc. Special Committee Meeting Minutes – 03 July 2019

Minutes of the Central East Aged Care Alliance Inc. Special Committee Meeting of Wednesday 3 July 2019 (Attachment 7.2.2)

OFFICER RECOMMENDATION:

That the minutes of the Central East Aged Care Alliance Inc. Special Committee Meeting of Wednesday 3 July 2019 (Attachment 7.2.2) be received by Council.

COUNCIL RESOLUTION:

(83 /2019) Moved: Cr Garner

Seconded: Cr Holdsworth

That the minutes of the Central East Aged Care Alliance Inc. Special Committee Meeting of Wednesday 3 July 2019 (Attachment 7.2.2) be received by Council.

CARRIED 6/0

7.2.3. Central East Aged Care Alliance Inc. Special General Meeting Minutes – 03 July 2019

Minutes of the Central East Aged Care Alliance Inc. Special General Meeting of Wednesday 3 July 2019 (Attachment 7.2.3)

OFFICER RECOMMENDATION:

That the minutes of the Central East Aged Care Alliance Inc. Special General Meeting of Wednesday 3 July 2019 (Attachment 7.2.3) be received by Council.

COUNCIL RESOLUTION:

(84 /2019) Moved: Cr Butt

Seconded: Cr Gamble

That the minutes of the Central East Aged Care Alliance Inc. Special General Meeting of Wednesday 3 July 2019 (Attachment 7.2.3) be received by Council.

CARRIED 6/0

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Cr Davies commented positively on the CEACA Independent Living Units progress and complimented the enthusiasm of the new CEACA Chair Hon Terry Waldron and Executive Officer Mr Nicholas Hopkin.

Cr Davies expressed his thanks to Councillors and staff for their engagement in the budget process. The discussions have been informative and helpful. Cr Davies requested that all Councillors make it a priority to ensure they attend the next budget workshop and Special Council Meeting, in order to ensure the adoption of the budget.

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

10.REPORTS

10.1. CORPORATE AND COMMUNITY SERVICES

10.1.1. FINANCIAL MANAGEMENT – PAYMENT LISTINGS – JUNE 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2019
Reporting Officer:	Paul Godfrey – Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1.1 Payment Listing June – 2019 Attachment 10.1.1.2 Fuel Card Statement – June 2019

SUMMARY

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

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Trust and Municipal Fund (Delegation 1.2.17). The CEO has sub-delegated these payments to the Manager Corporate Services and the Administration Officers. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be presented to Council and be recorded in the minutes of the meeting at which the list was presented.

COMMENT

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

Municipal Account

Total Payments June 2019	\$1,443,219
Total Payments June 2018	\$991,882
Variance \$	\$451,337
Variance %	45%

Percentage paid by EFT June 2019	99%
Percentage paid by cheque June 2019	1%

Percentage of Wyalkatchem based suppliers June 2019 (excluding wages, bank fees, loan payments and utilities providers) 0.7%

Percentage of suppliers used where no Wyalkatchem based option is available June 2019 91%

Dollar value spent with Wyalkatchem based suppliers June 2019 \$10,249

Trust Account – Working

No transactions

Reserve Account

No transactions

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Relates to Policy Number 10.1 – Purchasing Policy.

FINANCIAL IMPLICATIONS

Payments of accounts payable as per the attached transaction statements to the value of \$1,443,218.64 for June 2019.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

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

Objective: Well utilised and effectively managed facilities and assets

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

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council receive the Payment Listing for the month of June 2019, as provided for in attachment 10.1.1.1.

COUNCIL RESOLUTION:

(85 /2019) Moved: Cr Holdsworth

Seconded: Cr Gamble

That Council receive the Payment Listing for the month of June 2019, as provided for in attachment 10.1.1.1.

CARRIED 6/0

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – MAY 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2019
Reporting Officer:	Paul Godfrey, Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.2 Credit Card Statement – May 2019

SUMMARY

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 30 April 2019 to 28 May 2019.

BACKGROUND

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

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period (note attachment 10.1.1.1). This report includes the monthly payment of the credit card debit to the National Australia Bank.

COMMENT

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

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

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

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

STATUTORY ENVIRONMENT

Local Government Act 1995, Part 6 – Financial Management s.6.4
Local Government (Financial Management) Regulations 1996, R34

POLICY IMPLICATIONS

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 2018/2019 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with attachment 10.1.2 endorse credit card payments made for the period 30 April 2019 to 28 May 2019 totalling \$174.00.

COUNCIL RESOLUTION:

(86 /2019) Moved: Cr Gamble

Seconded: Cr Garner

That Council in accordance with attachment 10.1.2, endorse credit card payments made for the period of 30 April to 28 May 2019 totalling \$174.00.

CARRIED 6/0

10.1.3. FINANCIAL MANAGEMENT – MONTHLY FINANCIAL REPORT – JUNE 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2019
Reporting Officer:	Paul Godfrey – Acting Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.3 – Monthly Financial Report

SUMMARY

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

BACKGROUND

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

COMMENT

June 2019 Financial Statements

- Yearly operating revenue is \$3,331,100 inclusive of net rate income of \$1,248,129 (net of prepaid rates and discounts) – 97% of Budget;
- Yearly operating expenditure is \$3,694,465 – 90% of Budget;
- Yearly capital expenditure is \$974,528 – 86% of Budget;
- Yearly capital revenue is \$1,362,078 – 99% of Budget;
- Net current assets as at 30 June 2019 are \$197,605

Operating Revenue

Rates: Revenue of \$1,454,232 has been raised during the rate run for 2018/19. The total Rate Run is broken down between Rates \$1,301,824, Rubbish \$96,390, Health Levy \$15,120 and ESL Levy \$40,898. To date income received is \$1,389,040 and discounts applied equate to \$18,636. Approximately 97% of Rates have been collected to date, with \$28,523 outstanding.

Capital Expenditure

Land and Buildings	\$98,128	The Recreation Centre, Shire Office, Lady Novar, Railway Station and Railway Barracks capital works are underway as of beginning of June 2019. 1 Slocum St capital works have been completed.
Plant and Equipment	\$298,533	The Toro mower, Doctors vehicle and Works Manager vehicle changeovers have been completed. The roller and new cylinder mower have been purchased.

Roads	\$518,902	Cunderdin/Wyalkatchem Rd SLK 2.00-4.85, Lewis East Rd, Goldfields Rd and Cunderdin/Wyalkatchem Rd SLK 4.85-7.85 have been completed.
Parks & Gardens	\$8,745	The Recreation Centre oval works have been completed.

Net Assets: Net Current Assets as at 30 June 2019 amount to \$197,605. In the majority this comprises of Cash Unrestricted – Municipal Funds (\$261,522).

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A well-managed and effective Council organisation

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

Objective: Well utilised and effectively managed facilities and assets

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council, in accordance with Attachment 10.1.3, receive the Statement of Financial Activity for the period ended 30 June 2019.

COUNCIL RESOLUTION:

(87 /2019) Moved: Cr Butt

Seconded: Cr Garner

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

CARRIED 6/0

10.2. GOVERNANCE AND COMPLIANCE

10.2.1. OFFICERS REPORT TO COUNCIL – CHIEF EXECUTIVE OFFICER – JUNE 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

SUMMARY

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

COMMENT

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

- CEACA
- Launch of Recover Centre for Suicidal Men
- ITVision – Project Briefing meetings
- Property Inspections
- Wheatbelt Business Network – Caroline Robinson
- Kylie Helgesen (REED), Caroline Robinson (WBN), John Nuttall (Shire of Mt Marshall – Provision of Child Care Services
- Crisp Wireless
- Council Workshop
- Council Meeting
- Rotary – Susan Bruce – Post Office Ramp project
- WALGA Zone meeting
- NEWROC Council Meeting
- Records Training
- Altus ECM training

The CEO commitments in July include;

- CEACA – Special Meeting
- CEACA – General Meeting
- ITVision – Project Briefing meetings
- Tennis Relocation meeting
- RRG Meeting
- Council Workshop
- Council Meeting
- NEWROC Council Meeting

SynergySoft

The Manager Corporate Services and the CEO have had weekly project briefing meetings with ITVision project team. SynergySoft training has been conducted on site and via phone, with the Shire going live on the 1 July.

Records

In preparation to moving to an electronic record system (Altus ECM) all administration staff attended training on the new system as well as the Shire's indexing system, Keywords for Council. In addition the Governance Executive Officer and Chief Executive Officer attended Record Management Training. The combination of the training will ensure that the system, processes and procedures are set up to meet best practice and compliance.

Shire will look to go live with Altus ECM in the coming months.

Manager of Works.

Mr Watkins, Manager of Works, has resigned from his position to take up employment at the Shire of Pingelly. Mr Watkins last date will be Friday 20 September 2019.

Recruitment for the Manager of Works has commenced, with the position being advertised and applications closing on the 31 July 2019.

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 June 2019.

COUNCIL RESOLUTION:

(88 /2019) Moved: Cr Gamble

Seconded: Cr Garner

That Council accepts the Chief Executive Officers Report for the month of June 2019.

CARRIED 6/0

10.2.2. OFFICERS REPORT PRINCIPAL ENVIRONMENTAL HEALTH OFFICER – JUNE 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2019
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 June 2019 as presented.

BACKGROUND

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

COMMENT

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

HEALTH, BUILDING AND PLANNING ENQUIRIES

The PEHO completed a total of eight (8) health, building and planning enquiries in June 2019.

FOOD PREMISES & PUBLIC BUILDINGS INSPECTION

Nil.

PRIVATE SWIMMING POOLS INFORMATION REQUEST

The Department of Mines, Industry Regulation and Safety recently circulated a request note to all local governments seeking on information on private swimming pools inspection. This follows a recommendation 7 of the Western Australia Ombudsman report Investigation into ways to prevent or reduce deaths of children by drowning. The reporting will be annually for compliance with regulation 53(1) of the Building Regulations 2012. The Principal Environmental Health Officer has provided the requested information to the department.

DISABILITY ACCESS AND INCLUSION PLAN (DAIP)

The *Disability Services Act 1993* sets out the minimum reporting requirements for public authorities in relation to DAIPs. The Shire of Wyalkatchem will continue report on the implementation of its DAIP through the annual report and the prescribed proforma to the Disability Services Commission by 1 July each year, outlining:

- Progress towards the desired outcomes of its DAIP;
- Progress of its agents and contractors towards meeting the seven desired outcomes; and
- The strategies used to inform its agents and contractors of its DAIP.

The Shire of Wyalkatchem DAIP progress reporting 2018/19 was completed and forwarded to the department.

WYALKATCHEM TRAVELLERS PARK.

The caravan park licence has been renewed for 2018/19 financial year.

RATE/PROPERTY ENQUIRY.

The PEHO has completed one property transfer reports in June.

STATUTORY ENVIRONMENT

Public Health Act 2016

Health (Miscellaneous Provisions) Act 1911

Building Regulations 2012

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 the month of June 2019.

COUNCIL RESOLUTION:

(89 /2019) Moved: Cr Holdsworth

Seconded: Cr Garner

That Council accept the Principal Environmental Health Officers Report for the month of June 2019.

CARRIED 6/0

10.2.3. WA LOCAL GOVERNMENT ASSOCIATION – 2019 ANNUAL GENERAL MEETING

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	14.17
Attachment Reference:	Attachment 10.2.3 WALGA AGM Agenda

SUMMARY

This report is provided to Council to endorse voting delegates and provide direction on motions that are being addressed at the WA Local Government Association (WALGA) Annual General Meeting (AGM) on Wednesday 7 August 2019.

BACKGROUND

The Chief Executive Officer has provided WALGA with nominations of Shire of Wyalkatchem voting delegations and PROXY voting delegates for the upcoming WALGA AGM, being;

- Voting Delegates – Cr Quentin Davies and Cr S Gamble
- PROXY voting delegation – CEO Ms Taryn Dayman

Receipt of the request and submission date did not allow time for this matter to be considered to Council prior to the submission. The Chief Executive Officer nominated delegates who have indicated their intention of attending the conference and AGM.

Council is requested to formally endorse the WALGA AGM voting delegates.

COMMENT

Provided under separate cover for Council is a copy of the WALGA AGM Agenda, which includes nine (9) Executive and Member motions:

- 3.1. Coastal Erosion
- 3.2. Department of Housing Leasing Residential Property to Charitable Organisations
- 3.3. Motorist Taxation Revenue and Spending in WA
- 3.4. Biosecurity Groups (RBG's)
- 3.5. WALGA Members support for Waste to Energy
- 3.6. Membership of Development Assessment Panels
- 3.7. Review of the *Mining Act 1978*
- 3.8. Financial Assistance Grant
- 3.9. Third Party Appeal Rights.

Council can either collectively provide feedback, by a way of passing a motion, to guide voting delegates to either support, vote down or allow own discretion for the motions. Alternatively Council may vote to allow the voting delegates discretion for all motions.

STATUTORY ENVIRONMENT

Pursuant to the WALGA Constitution, all Member Councils are entitled to be represented by two (2) voting delegates.

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	5.1.3	Deliver open and transparent Council decision-making and reporting

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council;

- 1. Endorse the nomination of Cr Davies and Cr Gamble as voting delegates for the 2019 Western Australia Local Government Association Annual General Meeting.*
- 2. Endorse the nomination of Chief Executive Officer, Ms Taryn Dayman, as a proxy voting delegated for the 2019 Western Australia Local Government Association Annual General Meeting.*
- 3. Allow voting delegates discretion for all motions.*

COUNCIL RESOLUTION:

(90 /2019) Moved: Cr Garner

Seconded: Cr Metcalfe

That Council;

- 1. Endorse the nomination of Cr Davies and Cr Gamble as voting delegates for the 2019 Western Australia Local Government Association Annual General Meeting.**
- 2. Endorse the nomination of Chief Executive Officer, Ms Taryn Dayman, as a proxy voting delegated for the 2019 Western Australia Local Government Association Annual General Meeting.**
- 3. Allow voting delegates discretion for all motions.**

CARRIED 6/0

10.3. WORKS AND SERVICES

10.3.1. OFFICERS REPORT – MANAGER OF WORKS – JUNE 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 July 2019
Reporting Officer:	Darryn Watkins – Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.09.01
Attachment Reference:	Nil

SUMMARY

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

BACKGROUND

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

COMMENT

Road Crew

Maintenance grading activity:

Martin Rd	Holdsworth Rd
Old Nalkain Rd	Bookham Rd
Wyalkatchem North Rd	Mc Nee Rd
Cowcowing Rd	Jarvis Rd
Chilman Rd	Nembudding Bin Rd
Gamble Rd	Goldfields Rd
Wallambin Rd	Bookham Rd
Clifford Rd	Tyler Rd
Jennings Rd	Davies Rd
Lackman Rd	

Parks / Town Services Crew

Removal of 3 street verge trees Swan Street.

Town street verge maintenance, brush cutting and weed spraying.

Cemetery garden maintenance.

Town pathway weed spraying.

Grounds maintenance to shire owned assets.

Town site drainage pits - clean out

Admin park mowing.

Town Hall garden maintenance.

Railway reserve maintenance.

Pioneer Park maintenance.

Rec Oval dam maintenance.

Rec Oval mowing.

Road House gardens maintenance

Signage

Various signage /guide post replacements.

Buildings

Hand basin taps replaced in the ladies showers at the Rec centre.
Sink and hot water installation to BFB shed.
Shire housing inspection for maintenance items completed.
Serviced door locks to home/away change rooms at Rec Centre.
Exhaust fan replaced at 2 Slocum Street.

Aerodrome

Weekly aerodrome and lighting inspection carried out.
Runway strip mowing / slashing completed.
Additional inspection carried out post weather event on the pm 4/7/19.

Waste Management

Weekly push up of deposited waste.

Recycled Water Scheme

Ongoing water sampling by EHO and Water Corporation.

Plant Servicing and Repairs

Replace joystick control to New Holland tractor.
1500hr service of CAT grader.
250hr service of Bomag roller.
Puncture repair to Ammann Roller WM160.
Monthly check of gensets.
4 new tyres fitted to Ammann Roller WM160.
Roadworthy licence inspection of community bus.
Service of Toyota Coaster community bus.

General Items

Submission of Clearing Permit Application to DWER for 19/20 Cunderdin – Wyalkatchem Rd RRG Project i.e. shoulder widening 10km segment.
Completion of a draft 15year road program for consideration by Council.
Annual standpipe Backflow Prevention Device testing completed and submitted to Water Corporation.
Public Transport Authority school bus route assessment completed for Korrelocking North Rd / Goldfields Rd am route.
2020-2021 RRG Road Project Grant applications being compiled.
Inspection of landfill facility by NEWROC consultant.
Attendance of Regional Road Group meeting in Mukinbudin on 8/7/19.

OSH

Works crew flu shots administered 25/6/2019.

Private Works

Asbestos removal and burial from 1 Lindsay Street.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A prosperous and dynamic district

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

Objective: Well utilised and effectively managed facilities and assets

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

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

COUNCIL RESOLUTION:

(91 /2019) Moved: Cr Gamble

Seconded: Cr Butt

That Council accept the Manager of Work's Report for the month of June 2019.

CARRIED 6/0

10.3.2. CAPITAL ROADWORKS PROGRAM

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	11 July 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	28.18
Attachment Reference:	Attachment 10.3.2 Capital Roadworks Program

SUMMARY

This report is provided to Council to consider and endorse Council's 15 Year Capital Roadworks Program 2019/20 to 2033/34.

BACKGROUND

As part of the Integrated Planning and Reporting Framework Councils are required to prepare a Resourcing Strategy of at least 10 years to identify the resources it needs to implement the Strategic Community Plan. An essential element of the resourcing strategy is that it must include provisions for long term financial planning.

Council is currently in the progress of reviewing and developing its Community Strategic Plan and Corporate Business Plan. It is anticipated that Council's Long Term Financial Plan (LTFP), Asset Management Plan (AMP) and workforce plan will be developed in 2019/2020.

In preparation of the development of the above mentioned plans, a Capital Roadworks Program for a 15 year period has been developed.

COMMENT

A detailed plan allows Council to plan and priorities its capital upgrades on its road networks. The program includes funding requirements, including Regional Road Group (RRG), Roads to Recovery (R2R) and Council funding.

The Manager of Works has developed the program based on Council's resourcing capacity and priorities.

The program has been developed to fully take advantage of funding opportunities', while achieving the maximum road upgrades.

A Capital Roadworks Program is an evolving document which will require regular reviews to ensure it is meeting Council's requirements. Once endorsed, Year 1 of the Capital Roadworks Program will be incorporated in the 2019/2020 annual budget considerations. However it should be noted that Council is already committed to year 1 and year 2 of its RRG program.

The capital Roadworks Program will be incorporated in the development of Council's Long Term Financial Plan.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 5.56 Planning for the Future

POLICY IMPLICATIONS

There are no direct policy implications in relation to this item

FINANCIAL IMPLICATIONS

Projected expenditure capital roadworks for the next 15 years
 Projected road funding for the next 15 years.

COMMUNITY & STRATEGIC OBJECTIVES

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

Objective: A prosperous and dynamic district

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

Objective: 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
5.4	Robust and accountable business and financial processes	5.4.1	Maintain long term financial plan that is integrated with asset management plans

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the Capital Road works Program 2019/20 to 2032/33, as per attachment 10.3.2.

COUNCIL RESOLUTION:

(92 /2019) Moved: Cr Butt

Seconded: Cr Gamble

That Council endorse the Capital Road works Program 2019/20 to 2032/33, as per attachment 10.3.2.

CARRIED 6/0

11.MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

Nil

14.MATTERS BEHIND CLOSED DOORS

Nil

15.INFORMATION BULLETIN

15.1. Information Bulletin

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

15.2. Business Arising from the Information Bulletin

Wheatbelt Agcare – in response to the letter received, Ms Dayman has contacted Di Morgan and is looking forward to confirming arrangements for her visit to the Shire of Wyalkatchem. Ms Morgan will be providing Council with a presentation on Wheatbelt Agcare’s role in treating mental illness and promoting mental wellness within the Shire.

The Wheatbelt Shires actively support Wheatbelt Agcare Services.

16.CLOSURE OF THE MEETING

There being no further business to discuss, the Chairperson thanked everyone concerned for their attendance and participation and closed the meeting at 4:09pm.