



# AGENDA

## ORDINARY COUNCIL MEETING



**15 August 2019**

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

### **NOTICE OF COUNCIL MEETING**

The next Ordinary Meeting of the Wyalkatchem Shire Council will be held on Thursday 15 August 2019 in the Council Chambers, 27 Flint Street Wyalkatchem, commencing at 3.30pm.

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

### **ORDER OF EVENTS Thursday, 15 August 2019**

**2.00pm                      Audit and Risk Management Committee Meeting**  
**3.30pm                      Ordinary Council Meeting**

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



**Taryn Dayman**

**CHIEF EXECUTIVE OFFICER**

#### **DISCLAIMER**

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

## **DISCLOSURE OF INTEREST**

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

### Financial Interest:

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

### Proximity Interest:

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

### Impartiality Interest:

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

### Disclosing an Interest:

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

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

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**1. DECLARATION OF OPENING**

**2. PUBLIC QUESTION TIME**

**2.1. Response to Public Questions Previously Taken on Notice**

**2.2. Declaration of Public Question Time opened**

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

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

**3.1. Attendance**

**3.2. Apologies**

**3.3. Approved Leave of Absence**

**3.4. Applications for Leave of Absence**

**4. OBITUARIES**

It was advised that Mr John Trenorden recently passed away.

**5. PETITIONS, DEPUTATIONS, PRESENTATIONS**

**5.1. Petitions**

**5.2. Deputations**

**5.3. Presentations**

**6. DECLARATIONS OF INTEREST**

**6.1. Financial and Proximity Interest**

**6.2. Impartiality Interests**

**7. CONFIRMATION AND RECEIPT OF MINUTES**

**7.1. Confirmation of Minutes**

**7.1.1. Ordinary Meeting of Council – 18 July 2019**

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

**OFFICER RECOMMENDATION:**

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

**7.1.2. Special Meeting of Council – 5 August 2019**

Minutes of the Shire of Wyalkatchem Special Meeting held on Thursday 5 August 2019 (Attachment 7.1.2)

**OFFICER RECOMMENDATION:**

*That the minutes of the Shire of Wyalkatchem Special Meeting of Council of Thursday 5 August 2019 (Attachment 7.1.2) be confirmed as a true and correct record.*

**7.2. Receipt of Minutes**

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

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

**OFFICER RECOMMENDATION:**

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

**7.2.2. WALGA Great Eastern Country Zone Minutes – 27 June 2019**

Minutes of the WALGA Great Eastern Country Zone Meeting held on Thursday 27 June 2019 (Attachment 7.2.4)

**OFFICER RECOMMENDATION:**

*That the minutes of the WALGA Great Eastern Country Zone Meeting of Thursday 27 June 2019 (Attachment 7.2.4) be received by Council.*

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

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

## **10.REPORTS**

### **10.1. CORPORATE AND COMMUNITY SERVICES**

#### **10.1.1. ACCOUNTS FOR PAYMENT – JULY 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	5 August 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 Accounts for Payment – July 2019

#### **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 subregulation (1) is to be –

- a. Presented to the council at the next ordinary meeting of the council after the list is prepared; and
- b. 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 July 2019 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 \$0.

#### **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 July 2019:*

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$181,896.36;*
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$22,365.46*
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$61,538.75;*
- 4. Reserve Journal (JNL) payments in the Reserve Fund totalling \$800,928.00*
- 5. Total payments for July 2019 being \$1,066,728.57.*

**10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – JULY 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	5 August 2019
Reporting Officer:	Sheldon Cox, Finance and Administration Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.2. Credit Card Statement + Declaration – June 2019

**SUMMARY**

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 29 May 2019 to 28 June 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 10.1.2). 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.

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 2019/2020 Annual Budget.

**COMMUNITY & STRATEGIC OBJECTIVES**

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

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

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

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council in accordance with attachment 10.1.2, endorse credit card payments made for the period 29 May to 28 June 2019, totalling \$1,491.30*

**10.1.3. MONTHLY FINANCIAL REPORT – JULY 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	5 August 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.3 – Statement of Financial Activity

**SUMMARY**

For Council to review and accept the monthly financial report for the period ending 31 July 2019.

**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 July 2019, as included in Attachment 10.1.3, as presented and notes any material variances.*

## 10.2. GOVERNANCE AND COMPLIANCE

### 10.2.1. OFFICERS REPORT – CHIEF EXECUTIVE OFFICER – JULY 2019

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	5 August 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 July 2019 the CEO has attended the following meetings and events.

- CEACA – Special Meeting
- CEACA – General Meeting
- ITVision – Project Briefing meetings
- Tennis Relocation Working Group meeting
- RRG Meeting
- Council Workshops
- Council Meeting
- Shire of Dowerin meeting
- NEWROC Executive Meeting
- Gordon Fairman, WA Police
- Graeme Hall, Tennis West & Tennis Relocation working group onsite meeting

The CEO commitments in August 2019 include;

- Special Meeting of Council – Budget Adoption
- LG Convention
- Council Meeting
- Tennis Relocation Working Group meeting
- NEWROC council meeting

#### SynergySoft

The implementation of SynergySoft has been completed with the shire going live 1 July 2019. ITVision has been onsite providing training, as well as being available offsite. Staff will be able to utilise a priority client support for a period of six weeks, while learning how to use the system. Procedures, guidelines and templates currently under review to be in line with the new system and achieving best practice.

Manager of Corporate Services

The contract with the Acting Manager of Corporate services has been terminated. The CEO will look to upskill the current Finance and Administration Officer to complete some of the monthly financial tasks. In the interim, the CEO will oversee the management of finances, including financial reporting.

Manger of Works

Applications for the Manager of Works closed on the 31 July 2019. Applications are currently being reviewed and will be shortlisted for interview.

**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.
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**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

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



**10.2.2. OFFICERS REPORT – PRINCIPAL ENVIRONMENTAL HEALTH – JULY 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	06 August 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 July 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. The PEHO attended the Wyalkatchem office on 4, and 25 of July respectively.

**HEALTH, BUILDING AND PLANNING ENQUIRIES**

The PEHO completed a total of eight (6) health, building and planning enquiries completed in July 2019.

**FOOD PREMISES & PUBLIC BUILDINGS INSPECTION**

Nil.

**TOWN PLANNING SCHEME**

The Principal Environment Health Officer inspected a property within the town site of Wyalkatchem to be used as a caretaker’s dwelling as per the town planning scheme. An application was received. Following a consultation with the Shire’s Town planner, it was determined that the land is zoned Commercial in which an ‘Office’ use is a ‘P’ (permitted) use. Therefore, development approval of the local government is not required for a development that is a use identified in this Scheme as a use that is permitted in the zone in which the development is located.

**WASTEWATER TRAINING**

The PEHO a three day Land Capability Assessment (LCA) for On-Site Wastewater Management Course from 16 to18 July 2019, organised by Department of Health WA and Centre for Environmental Training (CET). The course covered areas of planning, design, installation, regulation, management, and performance supervision of on-site and decentralised wastewater management systems. It was particularly relevant to Environmental Health Officers, Building Inspectors, Plumbers, Environmental Managers, Planners, Surveyors, Catchment Managers, Site and Soil Assessors, Environmental and Engineering Consultants as well as on-site systems designers, manufacturers and installation and maintenance technicians.

**STATUTORY ENVIRONMENT**

*Shire of Wyalkatchem Local Planning Scheme No. 4  
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 accepts the Principal Environmental Health Officers Report for the month of July 2019.*

**10.2.3. OFFICERS REPORT – GOVERNANCE EXECUTIVE OFFICER – JULY 2019**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	2 August 2019
Reporting Officer:	Stephanie Elvidge, Governance Executive officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

**SUMMARY**

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

**BACKGROUND**

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

**COMMENT**

Occupational Health and Safety:

- A combined Parks and Gardens/ Road Crew Training Day has been planned for 21 August with OHS representative Chris Gilmour from LGIS order to review and implement all Safe Work Method Statements.
- Fire Equipment Servicing will take place 19 – 21 August in all Public Buildings.

Other Business

- Pioneer Pathway

Rikki Clarke (Creative Spaces) has provided the Shire with her concepts for the development and installation of the John Lyndsay themed display. The display will begin to be implemented over the next 12 months with the initial Building Better Regions funding.

Since the recommitment of all seven Shires in 2017, the Pioneer Pathway has been steadily achieving the goals set out in the Strategic Operational Plan. The group is on track to complete the upgrade to interpretation at the sites and develop a solid marketing plan.

The proposed Marketing Plan for the Pioneers' Pathway for 2019-2020 can be found in the Information Bulletin.

The next Pioneers' Pathway Advisory Group Meeting - Thursday 26<sup>th</sup> September, 10am in Nungarin. A key item to discuss at this meeting is the future of the participating Councils MoU for the Pioneers' Pathway which expires at 30 June 2020.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Occupational Safety and Health Act 1984*

*Occupational Safety and Health Regulations 1996*

*Emergency Management Act 2005*

*Emergency Management Regulations 2006*

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

There are no financial implications in relation to this item.

**COMMUNITY & STRATEGIC OBJECTIVES**

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

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

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

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

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

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

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

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

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

**10.2.4. APPOINTMENT OF SHIRE OF WYALKATCHEM COUNCILLOR**

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	6 August 2019
Reporting Officer:	Taryn Dayman, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.7
Attachment Reference:	Nil

**SUMMARY**

Council to consider the appointment of Mrs Mischa Kelly Stratford, of 94 West Lake Road, Wyalkatchem, to the position of Councillor for the Shire of Wyalkatchem.

**BACKGROUND**

In September 2017, the Returning Officer called for nominations for four vacant positions of Council at the Shire of Wyalkatchem. Two nominations were received and two candidates were elected unopposed, with their terms expiring October 2021.

As a result of the two remaining vacancies, an extraordinary election was held, with the Returning Officer calling for nominations for two vacant positions of Council at the Shire of Wyalkatchem. One nomination was received and the candidate elected unopposed, with their term expiring October 2021.

The Shire has written to the Hon David Templeman MLA, Minister for Local Government; Heritage; and Culture and the Arts, advising that Council has not been able to find an eligible person to appoint, as provided for by section 4.57(3) of the *Local Government Act 1995* (the Act).

As council has satisfied the provisions of s4.57(1) and (2) of the Act, Council may proceed with an appointment under section 4.57(3) of the Act.

Section 4.57(3) of the Act states;

*If, at the close of nominations for an extraordinary election required under subsection (1) or (2) there are no candidates or the number of candidates is less than the number of offices to be filled at the election, the council may appoint\* to any unfilled office a person who would be eligible to be a candidate for election to the office and who is willing to accept the appointment.*

*\* Absolute majority required.*

A person appointed under subsection (3) is to be regarded as having been elected.

**COMMENT**

Under section 4.57(3) of the Act, Council has the option to appoint persons willing and eligible to the Council.

The Chief Executive Officer has received email correspondence from Mrs Mischa Stratford confirming her interest in filling the Shire's current vacancy of Councillor.

Mrs Stratford is on the Electoral Roll and eligible to be appointed to Council.

Council is requested to consider and endorse the appointment of Mischa Stratford to the position of Councillor for the Shire of Wyalkatchem for a term expiring October 2021.

Should Council not make an appointment, call for nominations for the vacant position will be included in the upcoming 2019 election.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995, s4.57(3)(4)*

**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

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council, in accordance with Section 4.57(3) of the Local Government Act 1995, appoints Mischa Stratford of 94 West Lake Road Wyalkatchem, as councillor for the Shire of Wyalkatchem.*

### 10.3. WORKS AND SERVICES

#### 10.3.1. OFFICERS REPORT – MANAGER OF WORKS – JULY 2019

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	10 <sup>TH</sup> August 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 July 2019.

#### BACKGROUND

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

#### COMMENT

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

Maintenance grading activity:

Yorkrakine East Rd	Yorkrakine West Rd
Ryan Rd	Greaves Rd
Tilbrook Rd	Shields Rd
Hammond Rd	Parsons Rd
Teal Rd	Hardwick Rd
Elashgin East West Rd	Cox Rd
Blakiston Rd	Thiel Rd
Mizen Rd	Maitland Rd
Bruse Rd	Elashgin Rd
Rifle Range Rd	Wilson Rd
Fisher Rd	Brooke Rd

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

Town street verge maintenance, brush cutting and weed spraying.

Cemetery garden maintenance.

Town pathway weed spraying.

Grounds maintenance to shire owned assets.

Medical Centre garden maintenance.

Admin park mowing.

Lady Nova grounds maintenance.

Town Hall garden maintenance.

Railway reserve maintenance.

Pioneer Park maintenance.

Rec Oval dam maintenance.

White Dam catchment weed spraying.



Rec Oval mowing.  
Road House gardens maintenance.

**Signage**

Wheatbelt Way signage installed at shire boundary on Tammin- Wyalkatchem Rd.  
Various signage /guide post replacements.

**Buildings**

Electrical repairs to Recreation Centre building.  
TV satellite receiver installed to 43 Wilson St house.  
Solar hot water unit repairs to 2 Slocum street house.

**Aerodrome**

Weekly aerodrome and lighting inspection carried out.

**Waste Management**

Weekly push up of deposited waste.

**Recycled Water Scheme**

Ongoing water sampling by EHO and Water Corporation.

**Plant Servicing and Repairs**

Monthly genset checks.  
2 new tyres fitted to Toyota Corolla WM00.

**General Items**

Repairs to leaking standpipe on Elashgin East West Rd.  
Preparation and submission of MCA 2020/21 Regional Road Group projects.  
Ongoing liaison with DWER in relation to clearing permit application CPS 8560/1 for Cunderdin – Wyalkatchem Rd.

Further liaison with Landgate Geographic Names consultant regarding the road name spelling of “Thurstun St”. Landgate records show the spelling as THURSTUN ST with no record of origin. A search of their survey plans from 1960 and earlier lot certificates of title, show the road spelt the same way. Historical records for that name in the Wyalkatchem area shown both variants of the THURSTUN and THURSTON name spelling.

As the current spelling on the road name is that what is lodged with Landgate and as shown on the Main Roads IRIS database, it is proposed that no further action be taken unless further information comes to hand and a formal written request from descendants of the family is made to Council. Even at that stage any proposed change to the road name will need to be approved by the Landgate Geographic Names Committee.

**OSH**

Safe Work Method Statement training scheduled for 21st August. To be delivered by LGIS.

**Private Works**

Nil

**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 accepts the Manager of Work's report for the month of July 2019.*

**11.MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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

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

**14.MATTERS BEHIND CLOSED DOORS**

**15.INFORMATION BULLETIN**

**15.1. Information Bulletin**

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

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

**16.CLOSURE OF THE MEETING**