



**MINUTES
OF THE
ORDINARY MEETING
OF COUNCIL
HELD ON
WEDNESDAY, 16 JUNE 2021**

**Council Chambers
Honour Avenue
Wyalkatchem**

Commencement: 4:05pm

Closure: 6:41pm

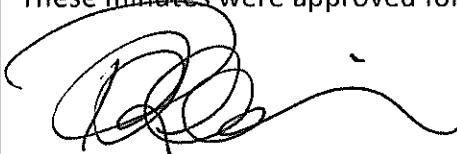
Preface

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 18 June 2021.



Peter Klein

Chief Executive Officer

Confirmed Minutes

These minutes were confirmed at the Ordinary Meeting of Council held 15 July 2021.

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 4:05pm

2. PUBLIC QUESTION TIME

2.1. Response to Public Questions Previously Taken on Notice

Nil

2.2. Declaration of Public Question Time opened

Public Question Time opened at 4:05pm

There were no questions.

2.3. Declaration of Public Question Time closed

Public question Time closed at 4:05pm

3. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

3.1. Attendance

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

Staff:	Peter Klein	Chief Executive Officer
	Ally Bryant	Manager of Corporate Services
	Stephanie Elvidge	Governance Executive Officer
	Terence Delane	Acting Manager of Works

Visitors:	Jay Hammond	St John Ambulance
	Nicole Croudace and Reuben Spurge	Ecospa - Contracted Streetscape Designers (Zoom)
	Ross Crute	Streetscape Working Group
	Gary Smith	Streetscape working Group
	Rod Kerr	Interested party

3.2. Apologies

Diane Davies	Streetscape Working Group
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3.3. Approved Leave of Absence

Cr Stratford, 17 June 2021 (278/2021)

3.4. Applications for Leave of Absence

3.4.1 Peter Klein, Chief Executive Officer, requested leave from Friday 16th July until Wednesday 21st July 2021, inclusive.

3.4.2 Peter Klein requested that Alice Bryant, Manager of Corporate Services, assume the role of Acting Chief Executive officer in his absence.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION:

(293/2021) Moved: Cr Stratford

Seconded: Cr Holdsworth

That Council, by Absolute Majority, approve that:

- 1. Peter Klein (CEO) be granted leave of absence for the period of 16th July until Wednesday 21st July 2021, inclusive.***
- 2. Alice Bryant, Manager of Corporate Services, assume the role of Acting Chief Executive officer in his absence.***

CARRIED 5/0

4. OBITUARIES

It was advised that Beryl Lumley, long term resident of Wyalkatchem, had recently passed away.

It was advised that Betty Symes (nee Gamble) born and long term resident in Wyalkatchem, had recently passed away.

5. PETITIONS, DEPUTATIONS, PRESENTATIONS

5.1. Petitions

Nil

5.2. Deputations

Nil

5.3. Presentations

5.3.1. Jay Hammond, St John Ambulance budget discussion (4:08pm – 4:23pm)

Jay gave an overview of the Wyalkatchem St John Sub centre's funding, and their budget request for Shire support to enable the purchase of the new mandatory defibrillator.

Ms Elvidge and Mr Hammond left the meeting at 4:23pm.

Ms Elvidge returned to the meeting at 4:24pm.

Mr Ross Crute, Garry Smith and Rod Kerr entered the meeting at 4:24pm.

5.3.2. Ecoscape – Streetscape Discussion (Zoom) (4:25pm – 5:26pm)

Nicole Croudace and Reuben Spurge explained in detail the concept of stage one of the masterplan for the Streetscape Project and the need to prioritise what we would like to see achieved in phase 1.

Mrs Bryant left the meeting at 5:18pm

Mrs Bryant returned to the meeting at 5:20pm

Cr Holdsworth, Mr Ross Crute, Garry Smith and Rod Kerr left the meeting at 4:28pm
Cr Garner left the meeting at 5:29pm
Cr Garner returned to the meeting at 5:30pm
Cr Holdsworth returned to the meeting at 5:31pm
Cr Stratford left the meeting at 5:31pm
Cr Stratford returned to the meeting at 5:33pm

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 May 2021

Minutes of the Shire of Wyalkatchem Ordinary Meeting held on Thursday 20 May 2021 (Attachment 7.1.1).

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:

(294/2021) Moved: Cr Stratford Seconded: Cr Garner

That the minutes of the Shire of Wyalkatchem Ordinary Meeting of Council of Thursday 20 May 2021 (Attachment 7.1.1) be confirmed as a true and correct record.

CARRIED 5/0

Council Meeting Actions progress update (Attachment 7.1.1.b Status Report)

7.1.2. Annual General Meeting of Electors

Minutes of the Shire of Wyalkatchem Annual General Meeting of Electors held on Thursday 20 May 2021 (Attachment 7.1.2).

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:

(295/2021) Moved: Cr Stratford Seconded: Cr Gamble

That the minutes of the Shire of Wyalkatchem Annual General Meeting of Electors of Thursday 20 May 2021 (Attachment 7.1.2) be confirmed as a true and correct record.

CARRIED 5/0

7.2. Receipt of Minutes

7.2.1. NEWROC Executive Minutes – 25 May 2021

Minutes of the NEWROC Executive Meeting held on Tuesday 25 May 2021 (Attachment 7.2.1).

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:

(296/2021) Moved: Cr Holdsworth

Seconded: Cr Stratford

That the minutes of the NEWROC Executive Meeting of Tuesday 25 May 2021 (Attachment 7.2.1) be received by Council.

CARRIED 5/0

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Cr Davies thanked Councillors and staff for their commitment and cooperation with adjusting the Council meeting date and their attendance, interest and engagement in the budget preparation meetings.

9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

10. REPORTS

10.1. CORPORATE SERVICES

10.1.1. ACCOUNTS FOR PAYMENT – MAY 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 June 2021
Reporting Officer:	Tegan Maitland, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.1 – Accounts for payment – May 2021

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

The *Local Government (Financial Management) Regulations 1996, s13(1)*, requires that if a local government has delegated to the CEO 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 all payments since the last such list was prepared.

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

COMMENT

The May payment listing is presented for Council endorsement.

After the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$27,236.54.

Previous Accounts for Payment report concluded with the following cheque/EFT numbers;

Bank Account	Payment Type	Last Number	First Number in report
Municipal	Cheque	16889	No Payment
Municipal & Trust	EFT	EFT1150	EFT1151
Reserves	EFT	EFT	No Payment

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 2020/2021 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.

Goal No.	Strategies		Actions
Goal 10	Transparent, accountable and effective governance	10.1	<ul style="list-style-type: none"> Ensuring a well-informed Council makes good decisions for the community
		10.2	<ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long term financial sustainability
		10.3	<ul style="list-style-type: none"> High quality corporate governance, accountability and compliance
		10.4	<ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION:

(297/2021) Moved: Cr Garner

Seconded: Cr Stratford

That Council endorse total payments for May of \$156,748.99 comprising:

- 1. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$62,990.46;*
- 2. Direct Debit (DD) payments in the Municipal Fund totalling \$33,387.55;*
- 3. Payroll Journal (JNL) payments in the Municipal Fund totalling \$60,370.98.*

CARRIED 5/0

10.1.2. ACCOUNTS FOR PAYMENT – CREDIT CARDS – APRIL 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	8 June 2021
Reporting Officer:	Tegan Maitland
Disclosure of Interest:	No interest to disclose
File Number:	File Ref: 12.10.02
Attachment Reference:	Attachment 10.1.2 – Credit Cards – April 2021

BACKGROUND

Council governance procedures requires the endorsement of credit card payments at each OMC. The attached credit card payment report has been reviewed by the Manager of Corporate Services and CEO.

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

Nil. Reported expenditure is assessed by management as being consistent with the FY21 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

This matter is consistent with the following Strategic Community Plan goal.

Goal No.	Strategies		Actions
Goal 10	Transparent, accountable and effective governance	10.1	<ul style="list-style-type: none"> Ensuring a well-informed Council makes good decisions for the community
		10.2	<ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long term financial sustainability
		10.3	<ul style="list-style-type: none"> High quality corporate governance, accountability and compliance
		10.4	<ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION:

(298/2021) Moved: Cr Garner

Seconded: Cr Gamble

That Council endorse credit card payments for the period 30 March to 28 April 2021, totalling \$2,733.51 (refer attachment 10.1.2).

CARRIED 5/0

10.1.3 MONTHLY FINANCIAL REPORT – MAY 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	10 June 2021
Reporting Officer:	Ally Bryant, Manager of Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 10.1.3 – Monthly Financial Report – May 2021

BACKGROUND

The *Local Government (Financial Management) Regulations 34* requires a local government to prepare a monthly financial statement that reports on actual revenue and expenditure against the annual budget prepared under regulation 22(1)(d).

Council has adopted a material variance on 10% or \$10,000 whichever is the greater.

COMMENT

The attached report includes:

- Statement of Financial Activity by Program (p.3)
- Statement of Financial Activity by Nature and Type (p.4)

The statements provide details of the Shire's operations on an actual year to date basis.

These statements and Notes 1 (p.5) and 2 (p.6) are statutory requirements and must be presented to Council.

The remaining notes are supporting documents to the Statements of Financial Activity for Councillors' information.

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.

Goal: Transparent, accountable and effective governance.

Goal No.	Strategies		Actions
Goal 10	Transparent, accountable and effective governance	10.1	<ul style="list-style-type: none"> Ensuring a well-informed Council makes good decisions for the community
		10.2	<ul style="list-style-type: none"> Ensuring sound financial management and plans for the Shire’s long term financial sustainability
		10.3	<ul style="list-style-type: none"> High quality corporate governance, accountability and compliance
		10.4	<ul style="list-style-type: none"> Maintaining Integrated Strategic and Operational plans

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION / COUNCIL RESOLUTION

(299/2021) Moved: Cr Stratford Seconded: Cr Holdsworth

That Council accepts the Statement of Financial Activity for the month ending 31 May 2021 (refer attachment 10.1.3)

CARRIED 5/0

10.2. GOVERNANCE AND COMPLIANCE

10.2.1. CHIEF EXECUTIVE OFFICER'S REPORT – MAY / JUNE 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 June 2021
Reporting Officer:	Peter Klein, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

SUMMARY

This report is prepared by the CEO to provide Council and the Wyalkatchem community with information about CEO activities and Council operations.

COMMENT

Since the last report the CEO has attended the following meetings and events to progress community and Council's interests;

- Nicole Croudace & Reuben Spurge – Ecoscape re Main St Masterplan
- Senior Constable Dan Tordoff – re vandalism & youth diversion
- Manager of Works interviews
- Grants Commission re Financial Assistance Grants
- Newroc Executive meeting - Bencubbin
- Craig Cooper, CRC re working together
- Jim Davidson, Competent Training Solutions
- Suraj Karki (OAG) & Macri Partners re FY22 audit
- Local Emergency Management Committee meeting
- Bev McNee re Tidy Towns 2003
- Chris Gilmour
- Dimitri Kovalevitch – construction supervisor Trility re new chlorinator
- Newroc – Special Council Meeting

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

These meetings and their actions delivers the Strategic Community Plan objective to be a responsive, ratepayer focussed organisation that demonstrates community inspired leadership.

Goal 10 Transparent, accountable and effective governance and 12 Form strategic partnerships and advocate for the Community.

Outcome No.	Action No.	Actions
10 Transparent, accountable and effective governance	10.1	Ensuring a well-informed Council makes good decisions for the community
	10.2	Ensuring sound financial management and plans for the Shire's long term financial sustainability
	10.3	High quality corporate governance, accountability and compliance
	10.4	Maintaining Integrated Strategic and Operational plans
12 Form strategic partnerships and advocate for the community	12.1	Developing strategic partnerships with regional, State & Federal governments
	12.2	Ensuring that the Shire of Wyalkatchem is well positioned to meet future needs

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION

(300/2021) Moved: Cr Stratford

Seconded: Cr Gamble

That Council accepts the Chief Executive Officer's report for the month of May / June 2021.

CARRIED 5/0

10.2.2. PRINCIPAL ENVIRONMENTAL HEALTH OFFICER'S REPORT – MAY 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	8 June 2021
Reporting Officer:	Peter Toboss – Principal Environmental Health Officer (PEHO)
Disclosure of Interest:	NIL
File Number:	13.05.01
Attachment Reference:	NIL

COMMENT

The PEHO attended the Shire office on 27 May 2021.

The following meetings and events were attended:

- Building site assessment – Johnston Street, Wyalkatchem
- Wyalkatchem Refuse Tip assessment

HEALTH, BUILDING AND PLANNING ENQUIRIES

The PEHO completed a total of four (4) health, building and planning enquiries in May 2021.

FOOD PREMISES INSPECTION

Nil

PUBLIC BUILDINGS INSPECTION

The PEHO conducted inspection of the below premises for compliance with requirements under the *Health (Public Buildings) Regulations 1992*.

- Wyalkatchem Town Hall
- Wyalkatchem Recreational Centre

The inspection returned good results.

STATUTORY ENVIRONMENT

Health (Public Buildings) Regulations 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 / COUNCIL RESOLUTION

(301/2021) Moved: Cr Garner

Seconded: Cr Gamble

That Council accept the attached PEHO Report for May 2021.

CARRIED 5/0

10.3. WORKS AND SERVICES

10.3.1. MANAGER OF WORKS REPORT – MAY 2021.

Applicant:	Not Applicable
Location:	Shire of Wyalkatchem
Date:	31 st May 2021
Reporting Officer:	Terry Delane – Acting Manager of Works
Disclosure of Interest:	No interest to disclose
File Number:	13.05.01
Attachment Reference:	Nil

COMMENT

Safety

1. No major incidents were reported
2. Several days lost to sick leave / medical appointments

Roads – Major Projects

- **Cunderdin-Wyalkatchem Rd;**
 - Program
 - Extra trucking for gravel haulage has sped up the works. Time was lost due to wet weather however, this has been largely recovered.
 - Reasonably confident that we will be finished this stage by 30th June.
 - Gravel pit has been exhausted. Marty Grant engaged to push more up. Private job requiring approx. 150 cubic metres as well. Plans to establish a new pit to the east adjacent to the existing (non-arable land belong to Metcalfe's).



A new pit policy is required including a rehab plan / policy.

Road clearing complete, albeit very limited due to the tight clearing permit.

Yorky Contractors mulching machine trialled with good success.

- **Tammin-Wyalkatchem Rd;**

- Sealing / overlay work completed. Contractor came up 400m short due to running out of 7mm metal. This will be completed next time they are in the Wyalkatchem area.



\$29K will be transferred from the FY21 Cunderdin Rd Project to the Tammin Rd Project.

- **Maintenance Grading**

Due to the program delays on the major road projects, annual maintenance will be delayed several weeks. Expect to start immediately after the forecast weather week of 8th – 11th – rain permitting.

Roads with known black spots to be targeted first.

- Prices are being sourced for the purchase or hire of a water tank for binding.

Parks / Town Services Crew

- Continuing issues with Vandalism to various council properties. A recent meeting with the Police Dept. resulted in 2 proposed approaches (2 different PC's):
 - a) Diversion, i.e. create other activities to occupy youth.
 - b) Police to visit families and outline the severity, cost, etc. of the offences.
- School sports carnival was a great success. A lot of hard work put in by the P&G crew.
- Two upcoming football matches to be catered for.
- Di McDonald receiving some mentoring / tuition in curating to assist.
- Oval Reticulation still not complete. Some solenoids require locating.
- White Dam – pump and hoses are being renovated. Testing expected mid-June.

Buildings

- All buildings have had gutters vacuum cleaned.
- Fencing at the Family Day Care Centre is complete around the playground.
- Barracks – Maintenance largely completed. BBQ purchased for general uses at the facility. Several long term bookings coming up.
- Rec Ground Pavilion emergency plumbing repairs nearly complete (held up by the rain)

Swimming Pool Renovation

- Repairs effected to the kiosk and shower blocks.
- Options required for diving board and leak.

Waste Management

- Long term plans for the tip are still being researched. Weekly push ups of deposited waste being done for the short term.

WWTP and Stormwater Projects

- **WWTP**
 - Trility expected to have shovel in ground around mid-June.
 - Some scope for the Shire to be involved in the project.

- **Gamble St Upgrade**
 - Assessment of pricing complete;
 - Survey for the streetscape to be done at the same time.

- **Vehicle/Plant**
 - Replacement vehicle pricing is underway.

Aerodrome

Weekly aerodrome and lighting inspection carried out.

Private works

- Nil

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.

Goal 8: Our built environment responds to the accessibility and connectivity needs of all.

Outcome No.	Action No.	Actions
8 Our built environment responds to the accessibility and connectivity needs of all	8.1	Improving safety on road, cycle and footpath networks
	8.2	Developing & planning community infrastructure to improve use & social interaction
	8.3	Implement Aged Friendly Plan
	8.4	Implement the Disability Access and Inclusion Plan (DAIP)

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION:

(302/2021) Moved: Cr Stratford Seconded: Cr Holdsworth

That Council accept the Acting Manager of Works report for the month of May 2021.

CARRIED 5/0

10.3.2. CAPITAL PROJECTS REPORT – JUNE 2021

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	9 June 2021
Reporting Officer:	Peter Klein (CEO).
Disclosure of Interest:	No interest to disclose
File Number:	12.05.02
Attachment Reference:	Nil

BACKGROUND

The financial statements provide a report on expenditure against the budgeted capital works and this report aims to give Council a more detailed update on progress.

LGRIC Funded Projects

Child Care Centre – Inspection by the Department of Community’s Education & Care Regulatory Unit (ECRU) is scheduled for Wednesday 16 June. A successful inspection will result in the facility being registered as fit to supply family day care services.

Once registration is completed the service can commence. Our educator, Stephanie Brown advises that she will provide the service in Wyalkatchem on Wednesdays and Thursdays and that both these days are currently fully booked. In addition, she has three kids on a wait list and is considering also opening the facility on a Tuesday to meet this additional demand.

LGIS has been consulted and confirms that activities within the day care centre will be covered by the Shire’s existing public liability and property damage insurance.

Insufficient enrolments have been received to start a service in Koorda. However, the Koorda facility has been prepared and will also be inspected by ECRU next week.

The project has been delivered under-budget with details shown in the following table;

LRCI Phase 1	Budget	Actual Project Expenditure	Saving
Family Day Care Centre	\$100,000	\$22,797	\$77,203

Key elements now delivered are as follows;

- Removal of aged carpet and its replacement with a floating floor;
- Window tinting;
- Fencing;
- Minor plumbing; and
- Shelving and equipment.

A variation request has been submitted to the LRCI Program administration seeking approval for the unspent funds to be transferred to the Main Street Upgrade Project. At the time of writing this report no advice on progress with this application had been received.

If the application is successful, a total of \$220,734 will be available for the Main Street Upgrade.

Museum Storage and Display Shed – As previously advised, NM Trailers – Kellerberrin has been contracted to construct the new 42.5 x 15.5m shed which will comprise of 7 bays, each 6m wide.

The lump sum cost for the shed's supply and construction is \$85,690 (GST inclusive). This expense will be met by an \$80,000 allocation from the Phase 1 LRCI Program which will be supplemented by a \$10,000 grant secured by the Museum Association from the Collgar Community Fund.

The builder has been contracted by the Shire of Wyalkatchem and consequently the Shire will invoice the Museum Association for the construction costs exceeding \$80,000.

Builder Noel Lawrence has mobilised to site and we expect to see significant construction progress over the next few weeks.

In addition, he has invoiced the Shire for the first two instalments which are as follows;

- Instalment 1 - \$29,205 on delivery of the structural shed components to site; &
- Instalment 2 - \$29,205 on delivery to site of the remaining shed components including purlins, roof sheeting, gutters & flashings;



LGIS has been consulted on the Council's role in delivering the new Museum shed and has advised that the Council cannot extinguish its liability in respect to the builder's performance. However, our liability is potentially mitigated by ensuring the NM Trailers has insurances, specified by LGIS (Workers Compensation Insurance to a limit not less than \$50M and public liability & property damage insurance of at least \$10M for any one occurrence).

A certificate of currency has been provided in respect to his workers compensation insurance but at the time of writing this report the currency of his public liability and property damage insurances are being confirmed.

In addition, we have requested a copy of NM Trailer's contract specific Job Hazard Analysis and relevant tickets (working at heights & EWP operation). When supplied these will be reviewed and filed.

Town Beautification/Upgrades – Landscape architect Ecoscape has been contracted to design, cost and assist in prioritising the improvements identified through community consultation.

Ecoscape visited Wyalkatchem on 14 May and their first deliverable, a masterplan package is expected by 11 June. This will trigger the first of three review points.

Three nominations for the Main Street Working Group were received from Ross Crute, Di Davies and Gary Smith and each will be invited to participate in the review alongside Councillors.

The program for delivery has slipped slightly and a revised project program is also being compiled and will be circulated once available.

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

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 6:41pm.