



**MINUTES**

**FOR  
ORDINARY MEETING OF COUNCIL  
Wednesday 15 April 2026**

**Shire of Trayning Council Chambers  
66 Railway Street  
Trayning WA 6488**

**Commencement: 4.30 pm**



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Signed



Peter Naylor  
Chief Executive Officer



## PREFACE

When the Chief Executive Officer approves these Minutes for distribution, they are in essence “Unconfirmed” until the following Council Meeting, where the Minutes will be confirmed subject to any amendments made by the members of the Committee

The “Confirmed” Minutes are then signed off by the Presiding Person.

## UNCONFIRMED MINUTES

These minutes were approved for distribution on 21 April 2026.



Peter Naylor  
**CHIEF EXECUTIVE OFFICER**

## CONFIRMED MINUTES

These minutes were confirmed at a meeting held on.....

Signed: .....

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

## MINUTES

Ordinary Meeting of the Trayning Shire Council,  
held in Council Chambers,  
66 Railway Street, Trayning,  
on Wednesday 15 April 2026, commencing at 4.30 pm

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## **1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Shire President Cr MA Brown welcomed Councillors, Staff and Visitors declaring the meeting open at 4:33pm.

## **2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

### MEMBERS:

Cr Melanie Brown (Shire President)  
Cr Michelle McHugh  
Cr Peter Barnes  
Cr Mark Leslie  
Cr Dale Naughton  
Cr Corey Harken

### STAFF:

Mr Peter Naylor (Chief Executive Officer)  
Ms Belinda Taylor (Manager of Corporate Services)  
Mr Paul Healy (Manager of Works)

### APOLOGIES:

Cr Clayton Marchant (Deputy Shire President)

### ON APPROVED LEAVE(S) OF ABSENCE:

Nil

### ABSENT:

Nil

### VISITORS:

Ms Taraeta Nicholls

*4.39pm – Paul Healy left the room*  
*4.40pm – Paul Healy returned to room*  
*4:40pm – Abbie Harken entered the room*  
*4:43pm – Abbie Harken left the room*

## **3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

## 4 PUBLIC QUESTION TIME

The President declared public question time open.

The following questions were submitted by Ms Taraeta Nicholls prior to the meeting, and formal responses were provided to her via email on 9 April 2026. Ms Nicholls attended during public question time and presented her questions to Council. The responses were then read aloud to Ms Nicholls.

### Question 1

Was the \$12,000 paid to WACHS rental for the Kununoppin Medical Practice the full cost or just the Shire of Trayning portion?

### Response

The payment relates specifically to the hire of the medical rooms at the Kununoppin Hospital and is Shire of Trayning responsibility.

### Question 2

Why does the doctor's surgery show via Google maps and other sources 45 Hughes Street, Kununoppin?

### Response

The doctor's surgery was previously operated from the doctor residence, since its relocation to the hospital the information has been updated from shire perspective, but Google have still not recognised.

### Question 3

Of the significant number (over 90) of the government funded schemes that the Kununoppin Medical Practice could be eligible for have been successful? Which ones are current in the 2025/2026 financial year?

### Response

As the KMP is a privately owned and run practice it is up to the provider to apply for any grants that may be available.

### Question 4

How does council have oversight over the financial impact of this service when this has never been reflected in the accounts separately or commented on in the annual reports. How did NEWROC come to be given the financial status of this service to be able to advocate to the Federal Government for more funding? What % of rate revenue is being allocated to this service?

### Response

This is considered a community service, and payments are made in accordance with the contract. The contract payments are included in the Materials and Contract area within the financial statements. The information provided to NEWROC was the contract price and percentage repayments to Trayning as per the Agreement between the participating Shires. The nett cost to Trayning is about 3.26% of rate income.

The President closed public question time at 4:35pm.

## **5 APPLICATIONS FOR, AND PREVIOUSLY APPROVED, LEAVE OF ABSENCE AND DISCLOSURES OF INTEREST**

### **5.1 Applications Previously Approved**

Nil

### **5.2 Leave of Absence**

Nil

### **5.3 Disclosure of Interest**

Nil

## **6 PETITIONS/DEPUTATIONS/PRESENTATIONS**

### **6.1 Petitions**

Nil

### **6.2 Deputations**

Nil

### **6.3 Presentations**

Nil

## **7 CONFIRMATION OF MINUTES**

### **7.1 Ordinary Meeting of Council**

#### **Officer Recommendation/ Council Decision**

**Moved Cr PM Barnes**

**Seconded Cr DA Naughton**

That the minutes of the Meeting of Council held 18 March 2026 be confirmed as a true and correct record of the proceedings.

**Resolution 04.2026.26**

**Carried 6/0**

**For Cr Brown, Cr Naughton, Cr Harken, Cr Barnes, Cr McHugh, Cr Leslie**

## 7.2 Other Committees

### Officer Recommendation/ Council Decision

**Moved Cr CF Harken**

**Seconded Cr ME Leslie**

That the minutes of the following Committee meetings be received.

7.2.1 Wheatbelt Rail Trail Steering Committee - 25 March 2026

**Resolution 04.2026.27**

**Carried 6/0**

**For Cr Brown, Cr Naughton, Cr Harken, Cr Barnes, Cr McHugh, Cr Leslie**

## 8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

## 9 REPORTS

### 9.1 REGULATORY SERVICES

### 9.2 FINANCE REPORTS

Please accept our apologies that the Finance Reports for March are not included in this agenda. Ongoing IT issues with the accounting system over the past three weeks have prevented their finalisation.

The Finance Reports for March will be presented at the May Ordinary Meeting of Council.

### 9.3 CHIEF EXECUTIVE OFFICER

#### **9.3.1 Appointment of Community Development Officer**

Date of Report:	2 March 2026
Proponent:	Nil
File Ref:	4.2.5.12
Officer:	Peter Naylor - CEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.1 Community Development Proposal
Voting Requirements:	Simple Majority

#### **Purpose of Report**

To inform Council and seek acknowledgement for the appointment of a Community Development Officer (CDO) on a Casual (0.5 FTE) basis.

#### **Background**

There are a number of projects, both minor and major, that staff and Council have been considering for a period of time. It is envisaged that to carry out the projects will take a considerable amount of time for existing staff and take their focus away from their current roles and responsibilities.

These include, but by no means are restricted to:

- Create an events hub to Shire Website
- Improve quality of Ninghan News
- Coordinate a visual restoration of the Railway (Trayning) and Wilson (Kununoppin) Streets buildings
- Source grant funding to restore Centenary Walk Trail Signs and Historic Sites signs across the 3 towns and promote historical walks
- Assist staff with the required software transition for the council platforms
- Manage the implementation of an RV Dump at Kununoppin Recreation Grounds
- Work with the Rail Trail Committee to deliver the Rails Trail Project
- Deliver a school safety mural and / or message to ensure road safety in the school area
- Work with proponents to bring a successful “burn out” competition to Trayning
- Deliver and promote significant community events such as ANZAC Day, Australia Day, and other historical anniversaries
- Secure funding for an Illuminart event projecting Trayning history on the CBH Silos
- Coordinate the use of the old Yelbeni Golf Course for groups such as archery, stargazing, etc
- Promote regular events such as book club, men’s shed, exercise groups, movie night and other vital community events
- Promote the use of the Community Garden
- Organise and develop Town Team projects

### **Officer’s Comment**

Ms Angelique Stone recently relocated to Trayning and has purchased a property in town. Ms Stone has several years’ experience working in a Project Officer role with many metropolitan Councils, government agencies, and in the private sector. She has expressed an interest and is very keen to work with Council, staff and the community to help implement various tasks (project and events).

Following initial discussions with Council staff, Ms Stone has prepared a proposal and concept for the works as per attachment 9.3.1.

The proposal provides an overall picture of several projects and events and are considered as an example of what can be achieved.

The appointment of a casual CDO will enable Council and staff to work closely with the community to progress the various projects and events that have been identified and are essential to building a strong and sustainable community.

A Community Development Officer is a strategic investment in the future of the Shire, by delivering a cohesive community strategy, coordinating events, supporting participation, and strengthening communication, the role ensures that Trayning, Kununoppin, and Yelbeni can restore and celebrate a strong regional identity: one that is visible, vibrant, and shared by all residents.

Ms Stone commenced in the role on Monday 13 April 2026.

### **Consultation**

Council Forum March 2026.

### **Statutory Environment**

There are no direct statutory implications.

### **Policy Implications**

There are no direct policy implications.

### **Financial Implications**

There are sufficient funds provided for in the current (2025/2026) budget, and future funding for the role (and works) will be considered as part of the 2026/2027 budget process.

### **Strategic Implications**

This proposal for the employment of a casual community development officer provides Council with the opportunity to meet the various strategic objectives of the Shire of Trayning Community and Corporate Business Plan.

### **Risk Implications**

Nil

### **Officer Recommendation/ Council Decision**

<b>Moved Cr CF Harken</b>	<b>Seconded Cr PM Barnes</b>
That Council acknowledges the appointment of the Community Development Officer position on a Casual (0.5 FTE) basis.	
<b>Resolution 04.2026.28</b>	<b>Carried 6/0</b>
<b>For Cr Brown, Cr Naughton, Cr Harken, Cr Barnes, Cr McHugh, Cr Leslie</b>	

### 9.3.2 Local Government Inspector

Date of Report:	8 April 2026
Proponent:	Nil
File Ref:	
Officer:	Peter Naylor - CEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.2 LGI presentation Pro WA Connection
Voting Requirements:	Simple Majority

#### **Purpose of Report**

To keep Council informed of the recent appointment of the Local Government Inspector and the functions and role of the Inspector.

#### **Background**

Information pertaining to the Local Government Inspectors, roles, responsibilities and powers to enact are summarised hereunder.

- The Office of the Local Government Inspector (the Inspector) formally commenced operations from 1 January 2026.
- The Department of Local Government, Industry Regulation and Safety (LGIRS) also commenced regulations to support the functions and role of the Inspector at this time.
- Parts 8A and 8B introduced by the Local Government Amendment Act 2024 were proclaimed concurrently to enable these regulations to take effect from 1 January 2026.
- The Inspector regulations deal with:
  - new requirements for complaints handling.
  - the appointment of monitors.
  - powers of authorised officers of the Inspector; and
  - offences under the Local Government Act 1995 that may be infringeable.
- A number of consequential amendments have also been made to other regulations as a result of these changes.
- Local governments are reminded that they need to readopt their Code of Conduct in accordance with section 5.104(2) of the Local Government Act 1995 by 31 March 2026.
- Local government CEOs also need to update the employee Code of Conduct to require the disclosure of secondary employment.
- Local governments should also ensure familiarity with the new requirements for closed meetings which took effect on 1 January 2026.
- The Regulations Working Group (RWG) provided valuable feedback in the development of these regulations that support the operational requirements of the Inspector.

- For further information visit the Department’s website – Inspector Regulations.

**Officer’s Comment**

The Inspectors powers are very extensive Council needs to be cognisance of and familiarise themselves with the new requirements.

With regards to the Code of Conduct for Elected Members, Committee Members and Candidates, the amended Code is presented at this Council meeting for adoption.

With regards to the CEO Code of Conduct relating to secondary employment, the amended Code was adopted by Council at the March 2026 Council Meeting.

Staff will continue to work through the various amendments to ensure Council is compliant with the legislation.

**Consultation**

Nil

**Statutory Environment**

*Local Government Act 1995*  
*Local Government Amendment Act 2024*

**Policy Implications**

There are no direct policy implications.

**Financial Implications**

In Kind commitment equivalent to the grant funding of \$217,570, and annual maintenance of the trail.

**Strategic Implications**

Nil

**Risk Implications**

Nil

**Officer Recommendation/Council Decision**

<b>Moved Cr ME Leslie</b>	<b>Seconded Cr ML McHugh</b>
That the Information be noted.	
<b>Resolution 04.2026.29</b>	<b>Carried 6/0</b>
<b>For Cr Brown, Cr Naughton, Cr Harken, Cr Barnes, Cr McHugh, Cr Leslie</b>	

### 9.3.3 Review of Code of Conduct for Elected Members, Committee Members and Candidates

Date of Report:	2 March 2026
Proponent:	Peter Naylor CEO
File Ref:	WRT 1
Officer:	Peter Naylor - CEO
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

#### **Purpose of Report**

The purpose of this report is for Council to adopt the Shire's Code of Conduct for Council Members, Committee Members and Candidates, due to the flow on effects of the implementation of the Local Government Reform on 1st January 2026. Specifically, referring to the introduction of the Local Government Inspector.

#### **Background**

The Code of Conduct for Council Members, Committee Members and Candidates includes:

- (a) general principles to guide behaviour
- (b) requirements relating to behaviour, and
- (c) provisions specified to be rules of conduct.

The Shire of Trayning Code of Conduct is based on the Local Government (Model Code of Conduct) Regulations 2021 and complies with 5.104. (7) of the Local Government Act 1995 which states that the Chief Executive Officer must publish an up-to-date version of the local government's adopted code of conduct on the local government's official website.

#### **Officer's Comment**

Revisiting the Code of Conduct regularly presents a best practice approach. A revised Code of Conduct is presented following any updates to relevant legislation which requires consideration by Council with a view to being adopted.

The revised Code of Conduct for Council Members, Committee Members and Candidates is based on the Model Code of Conduct as updated by the Department of Local Government, Industry Regulation and Safety.

Key Changes to the Code of Conduct include:

- Reference to the Inspector in 11(4), (a) & (b).
- Inclusion of the following:
  - 14A Appointment of monitor
  - 14B Performance of local government's functions under cl.12 and 13
- Conduct Breaches are now dealt with under Part 8A Division 5 of the Act.

The model code should be adopted within 3 months of the regulations coming into effect (1 January 2026).

**Consultation**

Nil

**Statutory Environment**

*Local Government Act 1995*

*Local Government (Model Code of Conduct) Regulations 2021*

*Local Government (Local Government Inspector) Regulations 2026*

**Policy Implications**

Shire of Trayning Policy 1.1 amended as per the attachment.

**Financial Implications**

Nil

**Strategic Implications**

Shire of Trayning Strategic Community and Corporate Business Plan:  
4.1 Skilled and capable shire staff and community leaders.

**Risk Implications**

Failure to fulfil statutory regulations or compliance requirements

**Officer Recommendation/Council Decision**

<b>Moved Cr PM Barnes</b>	<b>Seconded Cr DA Naughton</b>
That Council, by Absolute Majority, adopts the updated Code of Conduct for Council Members, Committee Members and Candidates, as attached to this item.	
<b>Resolution 04.2026.30</b>	<b>Carried 6/0</b>
<b>For Cr Brown, Cr Naughton, Cr Harken, Cr Barnes, Cr McHugh, Cr Leslie</b>	

## 9.4 MANAGER OF WORKS

### 9.4.1 Manager of Works Report

Date of Report:	8 April 2026
Proponent:	Nil
File Ref:	
Officer:	Paul Healy – Manager of Works
Officer’s Disclosure of Interest:	Nil
Attachments:	9.4.1 Manager of Works Report
Voting Requirements:	Simple Majority

#### **Purpose of Report**

To inform Council of the progress of both capital and operational works.

#### **Background**

The Works Department is responsible for the maintenance of roads, footpaths, drainage systems, and public open spaces. This report provides an update to Council on the progress of works across both capital projects and operational activities.

#### **Officer’s Comment**

The Manager of Works will provide monthly updates to Councillors to ensure transparency and accountability regarding works undertaken by the Works team.

#### **Consultation**

Capital works projects are considered through the annual budget process.

#### **Statutory Environment**

There are no direct statutory implications associated with this report.

#### **Policy Implications**

This report aligns with the Shire of Trayning Asset Management Plan 2023–2038.

#### **Financial Implications**

All works are being delivered within the budgets adopted for the 2025/2026 financial year.

#### **Strategic Implications**

Nil

**Risk Implications**

Potential risk of budget over-expenditure.

**Officer Recommendation/Council Decision**

**Moved Cr CF Harken**

**Seconded Cr ME Leslie**

That Council adopts the report and accompanying attachments.

**Resolution 04.2026.31**

**Carried 6/0**

**For Cr Brown, Cr Naughton, Cr Harken, Cr Barnes, Cr McHugh, Cr Leslie**

## **10 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING**

Nil

## **11 MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

## **12 CLOSURE**

There being no further business, the Shire President thanked all Councillors, Staff and Visitors for their attendance and declared the meeting closed at 4:58pm.