



AGENDA

**FOR
ORDINARY MEETING OF COUNCIL
Wednesday 18 February 2026**

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

Commencement: 4.00 pm

**Forum Meeting – after OCM
Annual Electors Meeting – 6:00pm**

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No responsibility whatsoever is implied or accepted by the Shire of Trayning for any act, omission or statement, or intimation occurring during Council or committee meetings.

The Shire of Trayning disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement, or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act, or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Trayning during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Trayning.

The Shire of Trayning warns that anyone who has any application lodged with the Shire of Trayning must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Trayning in respect of the application.

Signed

A handwritten signature in black ink, appearing to read 'Peter Naylor', with a stylized flourish at the end.

Peter Naylor
Chief Executive Officer

AGENDA

Ordinary Meeting of the Trayning Shire Council,
To be held in Council Chambers,
66 Railway Street, Trayning,
on Wednesday 18 February 2026, commencing at 4.00 pm

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Melanie Brown (Shire President)
Cr Clayton Marchant (Deputy 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:

ON APPROVED LEAVE(S) OF ABSENCE:

ABSENT:

VISITORS:

3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

4 PUBLIC QUESTION TIME

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

5.1 Applications Previously Approved

5.2 Leave of Absence

5.3 Disclosure of Interest

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

6.1 Petitions

6.2 Deputations

6.3 Presentations

7 CONFIRMATION OF MINUTES

7.1 Ordinary Meeting of Council

Officer Recommendation

That the minutes of the Meeting of Council held 17 December 2025 be confirmed as a true and correct record of the proceedings.

7.2 Other Committees

7.2.1 WNE SRRG Meeting

That the minutes of the WNE SRRG meeting dated 9 February 2026 be received and the following Committee's recommended resolutions be endorsed by Council.

1. Item 7.1

That the updated 25/26 Yr RRG Road Program Status Report be endorsed.

2. Item 7.3

That the Shire of Trayning's request to alter the northern end of the Kellerberrin – Yelbeni 2040 Route via:

- Removing the northern 1.99km of the Kellerberrin – Yelbeni Rd from SLK 0.00 – 1.99 from the Route, and*
- Adding in lieu, the short adjoining sections of Stapleton Rd from SLK 0.00 to 2.37 and the Perks – O'Meara Rd from SLK 0.00 – 0.60 to connect to the Goomalling – Merredin Rd at the northern end and provide a more effective Route in terms of amenity, productivity and upgrade cost, be endorsed.*

3. Item 7.5

That:

- I draft a letter to be sent to the WA Minister for Transport, Rita Saffioti, requesting she reconsider including our recent WSFN Funding Submission in the 2026/27 Year, so that we have financial support from the State Government to lodge an application for additional WSFN Funding to the Federal Government – immediately following this meeting and based upon the draft letter provided in Attachment 5.*
- This draft letter to be circulated to the Group for comment and feedback*
- I make any required corrections, get Cr N Chandler to sign it, and email off to the Minister*

7.2.2 NEWROC Executive Meeting

That the minutes of the NEWROC Executive meeting dated 3 February 2026 be received

8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

9 REPORTS

9.1 REGULATORY SERVICES

9.2 FINANCE REPORTS

9.2.1 Monthly Payment List December 2025

Date of Report:	19 January 2026
File Ref:	9.2.1 – Accounts Payable (Creditors)
Officer:	Jessi Shannon - Finance Officer
Senior Officer:	Abbie Harken – Senior Finance Officer
Officer's Disclosure of Interest:	Nil
Attachments:	9.2.1 Monthly Payment List December 2025
Voting Requirements:	Simple Majority

Purpose of Report

To meet legislative requirements under the Local Government (Financial Management) Regulations.

Background

The Local Government (Financial Management) Regulations 1996 requires that Council is to be presented with a Statement of Payments each month.

Consultation

There has been consultation with the Chief Executive Officer.

Statutory Environment

Local Government (Financial Management) Regulations 1996.

Officer's Comment

The list of payments has been compiled for the month of December 2025 and is being presented at this meeting due to the September Ordinary Council Meeting being moved forward. These payments have already occurred, and Council are not making a decision as to whether payments are to be made.

Officer's Recommendation

That Council receives the list of payments, as presented, for the month of December 2025, totalling \$476,041.24

9.2.2 Monthly Payment List January 2026

Date of Report:	10 February 2026
File Ref:	9.2.1 – Accounts Payable (Creditors)
Officer:	Jessi Shannon - Finance Officer
Senior Officer:	Abbie Harken – Senior Finance Officer
Officer's Disclosure of Interest:	Nil
Attachments:	9.2.1 Monthly Payment List January 2026
Voting Requirements:	Simple Majority

Purpose of Report

To meet legislative requirements under the Local Government (Financial Management) Regulations.

Background

The Local Government (Financial Management) Regulations 1996 requires that Council is to be presented with a Statement of Payments each month.

Consultation

There has been consultation with the Chief Executive Officer.

Statutory Environment

Local Government (Financial Management) Regulations 1996.

Officer's Comment

The list of payments has been compiled for the month of January 2026 and is being presented at this meeting due to the September Ordinary Council Meeting being moved forward. These payments have already occurred, and Council are not making a decision as to whether payments are to be made.

Officer's Recommendation

That Council receives the list of payments, as presented, for the month of January 2026, totalling \$370 809.99

9.2.3 Monthly Financial Report for December 2025

Date of Report:	11 February 2026
File Ref:	N/A
Officer:	Wendy Stringer – LG Best Practices
Senior Officer:	Peter Naylor CEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.2.2 Monthly Financial Report December 2025
Voting Requirements:	Simply Majority

Purpose of Report

This report presents for consideration the Monthly Financial Report, for the period ending 31 December 2025.

Background

All financial reports are required to be presented to Council within two meetings following the end of the month that they relate to.

These reports are prepared after all the end-of-month payments and receipts have been processed.

Consultation

There has been consultation with the Chief Executive Officer.

Statutory Environment

Local Government Act 1995 -

6.4. Financial report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as prescribed.

Local Government (Financial Management) Regulations 1996 -

34. Financial activity statement required each month (Act s. 6.4)

- (1A) In this regulation —

committed assets mean revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to 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), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and

- (c) actual amounts of expenditure, revenue, and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets, and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub-regulation (1) (d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of the financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying document sub-regulations on regulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The recommendation that follows is consistent with the legislative requirements.

Policy Implications

This proposal incorporates the requirements of policy 7.11 – Investment of Surplus Funds, specifically the requirement to report on Council’s investments within the Monthly Financial Report.

Financial Implications

A copy of the Monthly Financial Report for the period ending 31 December 2025, including the report on significant variances, Investment of Councils reserve and surplus funds and the reconciliation of Councils bank accounts, has been provided to Council via attachment to this report.

Strategic Implications

There are no strategic implications.

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comment

The Monthly Financial Report for 31 December 2025 is being presented at this meeting due to the September meeting being moved forward.

Officer's Recommendation

That the Monthly Financial Report for the period ending 31 December 2025 be accepted as presented.

9.2.4 Monthly Financial Report for January 2026

Date of Report:	11 February 2026
File Ref:	N/A
Officer:	Wendy Stringer – LG Best Practices
Senior Officer:	Peter Naylor CEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.2.2 Monthly Financial Report January 2026
Voting Requirements:	Simply Majority

Purpose of Report

This report presents for consideration the Monthly Financial Report, for the period ending 31 January 2026.

Background

All financial reports are required to be presented to Council within two meetings following the end of the month that they relate to.

These reports are prepared after all the end-of-month payments and receipts have been processed.

Consultation

There has been consultation with the Chief Executive Officer.

Statutory Environment

Local Government Act 1995 -

6.4. Financial report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as prescribed.

Local Government (Financial Management) Regulations 1996 -

34. Financial activity statement required each month (Act s. 6.4)

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 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and

- (c) actual amounts of expenditure, revenue, and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets, and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub-regulation (1) (d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of the financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying document sub-regulations on regulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

The recommendation that follows is consistent with the legislative requirements.

Policy Implications

This proposal incorporates the requirements of policy 7.11 – Investment of Surplus Funds, specifically the requirement to report on Council’s investments within the Monthly Financial Report.

Financial Implications

A copy of the Monthly Financial Report for the period ending 31 January 2026, including the report on significant variances, Investment of Councils reserve and surplus funds and the reconciliation of Councils bank accounts, has been provided to Council via attachment to this report.

Strategic Implications

There are no strategic implications.

Environmental Implications

There are no environmental implications.

Social Implications

There are no social implications.

Officer's Comment

The Monthly Financial Report for 31 January 2026 is being presented at this meeting due to the September meeting being moved forward.

Officer's Recommendation

That the Monthly Financial Report for the period ending 31 January 2026 be accepted as presented.

9.3 CHIEF EXECUTIVE OFFICER

9.3.1 Amendment to Council Policy 11.12 Staff - Secondary Employment, and Code of Conduct Clause 3.17 Secondary Employment

Date of Report:	08 January 2026
Proponent:	Nil
File Ref:	4.1.5.7
Officer:	Peter Naylor - CEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.1a Policy 11.12 Staff – Secondary Employment 9.3.1b Code of Conduct
Voting Requirements:	Absolute Majority

Purpose of Report

Seeking Council consideration to an amendment to Policy 11.12 Staff Secondary Employment, and to insert a clause in the Employee Code of Conduct Clause 3.17 referring to Policy 11.12 Staff Secondary Employment.

Background

WALGA Employee Relations released a new compliance obligation outlining that Western Australian Local Governments must ensure that their Employee Code of Conduct includes a dedicated clause on secondary (outside) employment.

The Shire currently has a Policy on Secondary Employment (11.12) and a short clause in its Employee Code of Conduct (3.17) relating to Secondary Employment. However, this amendment proposes to update the Policy as recommended so that it specifically addresses.

- How employees may engage in secondary (outside) employment; and
- Mandatory obligations on employees to disclose any outside employment to the local government (this include both paid and unpaid roles).

Officer's Comment

To ensure Council's policy aligns with the *Local Government Amendment Act 2024 Regulations 2025* (WA) and *Public Sector Management Act 1994* (WA), staff recommend updating Policy 11.12 Staff – Secondary Employment as per attachment 9.3a.

In addition, amending clause 3.17 Secondary Employment in the Employee Code of Conduct to reference Policy 11.12 as below:

3.17 Secondary Employment

An employee must not engage in secondary employment (including paid and unpaid work) without receiving the prior written approval of the CEO.

Please refer to Policy 11.12 Staff – Secondary Employment for further information regarding the Shire of Trayning’s requirements around Secondary Employment.

Consultation

WALGA Employee Relations.

Statutory Environment

The amendment is made under the *Local Government Regulations Amendment (Local Government Amendment Act 2024) Regulations 2025* (WA), officially published on 17 December 2025.

This amendment aligns Local Government with requirements under section 102 of the *Public Sector Management Act 1994* (WA)

The new regulation applies to any person employed by a WA Local Government under s. 5.36(1) of the *Local Government Act 1995* (WA) (Local Government employees).

Policy Implications

Amendment required to Policy 11.12.

Financial Implications

Nil

Strategic Implications

Nil

Risk Implications

Outside employment can create real or perceived conflicts of interest, particularly where external work overlaps with Local Government responsibilities or decision-making. Disclosure allows these risks to be identified and managed early.

Officer Recommendation

That.

1. Council adopts the proposed amendment to Policy 11.12 Staff Secondary Employment as per attachment 9.3a; and.
2. Council adopts the proposed amendment to Clause 3.17 of the Employee Code of Conduct as follows.
 - Inclusion of paragraph “Please refer to Policy 11.12 Staff – Secondary Employment for further information regarding the Shire of Trayning’s requirements around Secondary Employment.”

9.3.2 Amendment to Council Policy 7.5 Credit Card and Store Card Facilities

Date of Report:	10 February 2026
Proponent:	Nil
File Ref:	4.1.5.7
Officer:	Peter Naylor - CEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.2 Attachment Policy 7.5 Credit Card
Voting Requirements:	Absolute Majority

Purpose of Report

Seeking Council approval to amend Policy 7.5 Credit Card and Store Card Facilities to provide a Corporate Credit Card to the Manager of Works for minor purchases.

Background

It is proposed to provide the Manager of Works (MOW) with a Corporate Credit Card to enable him to purchase minor goods and services that are essential to the daily work of the works and services crew.

Presently the Chief Executive Officer and Manager Corporate Services are provided with Corporate Credit Cards in accordance with Policy 7.5 and the MOW is able to utilise these cards in conjunction with the card holder for minor purchases, however this practice is not always available especially if the CEO and / or MOCS are absent from the office or cannot be contacted at the specific time.

Officer's Comment

The CEO is proposing that the maximum combined total remains the same, \$20,000, however the limit for the CEO and MOCS being adjusted to enable a Card to be issued to the MOW within the maximum limit, as follows:

CEO \$14,000 (reduced from \$15,000)
MOCS \$3,000 (reduced from \$5,000)
MOW \$3,000 (no card currently issued).

The issuing of a Card to the MOW will be favourable from an operational perspective and provide the MOW with the autonomy to purchase small items and goods without the need to seek immediate approval and card use from the CEO or MOCS.

The MOW manages the largest portion of the Shires annual budget and there are times when he needs to be able to purchase items quite urgently without the unnecessary time delay of attempting to contact the CEO and / or MOCS.

The expenditure incurred will be strictly monitored as is the case with the existing Card arrangements.

Issue of the Credit Card will be subject to the MOW signing and agreeing to the standard terms and conditions for use of the Credit Card.

In addition to the proposed amendment to Policy 7.5 the policy in clause 8 needs to be amended to change the designation of Works Supervisor to Manager of Works.

Consultation

Shire President
MOCS
MOW

Statutory Environment

Local Government Act 1995

- Section 2.7(2)(a) and (b) of the Act requires the council to oversee the allocation of the local government's finances and resources and to determine the policies of the local government.
- Section 6.5(a) of the Act requires the Chief Executive Officer (CEO) to ensure that proper accounts and records of the transactions and affairs of the local government are kept in accordance with regulations.

Local Government (Financial Management) Regulations 1996.

- Local Government (Financial Management) Regulation 11(1)(a) requires local governments to develop procedures for the authorisation and payment of accounts to ensure that there is effective security and appropriate authorisations in place for the use of credit cards.

Policy Implications

Policy 7.5 Credit Card and Store Card Facilities.

Financial Implications

There are no direct financial implications.

Strategic Implications

There are no direct strategic implications.

Risk Implications

Nil

Officer Recommendation

That Council:

1. Supports the Chief Executive Officer proposal for Policy 7.5 to be amended to include the provision of a Corporate Credit Card for the Manager of Works, with the following maximum limit adjustments:
Chief Executive Officer \$14,000.
Manager Corporate Services \$3,000; and
Manager of Works \$3,000.

2. Authorises the CEO to arrange the issue of a Corporate Credit Card for the MOW through Westpac Banking.
3. Prior to issue of the Credit Card to the MOW he must sign and agree to the standard terms and conditions for use of the Credit Card.
4. Notes the amendment to clause 8 of Policy 7.5 to change the designation of Works Supervisor to Manager of Works.

9.3.3 Local Laws Review and Cats Local Law

Date of Report:	29 January 2026
Proponent:	Nil
File Ref:	4.1.6.11
Officer:	Peter Naylor - CEO
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

Purpose of Report

For Council to consider:

1. Engaging qualified consultant to carry out a review of the five local laws as per agenda items 9.3.1, 9.3.2, 9.3.3, 9.3.4 and 9.3.5, and associated resolutions from the Ordinary Meeting of Council held on 17 December 2025.
2. The making of a Cats Local Law in accordance with the provisions of the *Cat Act 2011*.

Background

As previously reported to Council at the December 2025 meeting, Council staff had been working on the Review, Repeal and Making of the Shire of Trayning Local Laws (5) for approx. 12 months. The process was initially commenced by the former CEO and then progressed by the Acting CEO and then finalised by the current incumbent CEO.

The legislative requirements for conducting the overall process are very prescriptive and the Joint Standing Committee on Delegated Legislation (JSCDL) is very strict on ensuring that all the steps are followed to the absolute detail before they will approve of the local laws.

Unfortunately, during the whole process there were a couple of steps that were overlooked, and the Committee has resolved to seek an undertaking from Council to amend the local laws.

At the December 2025 Council Meeting Council resolved to adopt the various recommendations presented by the Standing Committee for the five local laws and also to consider making provision during the 2025/26 Budget Review and the 2026/27 Budget process to engage an external consultant experienced in the Local Laws process to work with Council staff to ensure the correct legislative procedure is adhered to.

With regards to the Making of a Cats Local Law, the *Cat Act 2011* was introduced to:

- provide for the control and management of cats; and
- promote and encourage the responsible ownership of cats, and for related matters.

In many ways not dissimilar to the Dog Act. However, until legislative change is made by the State, a prohibition on cats wandering at large cannot be made, as is the case with dogs. Cats can be prohibited from specific places, each of which must be detailed in the local law.

Relevant parts of the *Cat Act 2011* follow:

42. Administration by local governments

A local government is to administer its local laws and may do all other things that are necessary or convenient to be done for, or in connection with, performing its functions under this Act.

43. Places to be regarded as within district

1. If the Governor has, under section 80, given approval for a local government to make a local law that has effect as if the local government's district included a part of the State that is not in a district, that approval is to be taken to include approval under the Local Government Act 1995 section 3.19 to the extent necessary for the proper administration of that local law.

2. For the purposes of the performance of a function under this Act by an authorised person appointed or designated by a local government, the district of the local government is to be regarded as including —

(a) any part of the State into which the authorised person has pursued a cat or person; and

(b) any part of the State in which the authorised person has performed a function in relation to an offence against this Act that occurred, or that the authorised person believes, or suspects, on reasonable grounds occurred, in the district of the local government that appointed or designated the authorised person.

79. Local laws

1. A local government may make local laws prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act.

2. A local law made under this Act does not apply outside the local government's district unless it is made to apply outside the district under section 80.

3. Without limiting subsection (1), a local law may be made as to one or more of the following —

(a) the registration of cats.

(b) removing and impounding cats.

(c) keeping, transferring and disposing of cats kept at cat management facilities.

(d) the humane destruction of cats.

(e) cats creating a nuisance.

(f) specifying places where cats are prohibited absolutely.

(g) requiring that in specified areas a portion of the premises on which a cat is kept must be enclosed in a manner capable of confining cats.

(h) limiting the number of cats that may be kept at premises, or premises of a particular type.

(i) the establishment, maintenance, licensing, regulation, construction, use, record keeping and inspection of cat management facilities.

(j) the regulation of approved cat breeders, including record keeping and inspection.

(k) fees and charges payable in respect of any matter under this Act.

Officer's Comment

Further to the above, the CEO has liaised with a consultant who specialises in dealing with Local Laws, both from a review, amendment and the making of a new local law perspective.

The consultant, after reviewing the current Local Laws 2025 and the JSCDL comments pertaining thereto has considered that despite the number of amendments in some, it will

be less costly and more efficient to make the changes that they request, rather than repealing the existing laws and starting the whole process once again. None of the local laws have been disallowed so the JSCDL has accepted that the basic framework of the local law is acceptable

The professional services being offered are:

Amendment of, and new local laws –

1. Amendment local laws (5)
2. Making of new Cats Local Law
 - prepare current local laws for amendment and later consolidation
 - development of draft local laws for Council approval
 - agenda item to commence the statutory processes
 - initiation of public consultation period
 - departmental correspondence
 - assess of any community, staff, department submissions
 - amend draft local laws and prepare final draft local laws
 - agenda item to finalise local laws
 - arrange Gazettal, draft local public notice of adoption, departmental correspondence
 - documentation for Joint Standing Committee on Delegated Legislation
 - consolidation of any current local law where provisions are repealed or amended by the new local law

Cost not to exceed:

- (1) Amendment of local laws \$10,000 excluding GST
- (2) New Cats Local Law \$3,000 excluding GST

If Council was to support the making of a Cat Local Law, it could be with the following Purpose and Effect:

- a. The purpose of the proposed local law is to encourage responsible cat ownership and to provide for the effective management of cats within the Shire of Trayning.
- b. The effect of the proposed local law is that persons who own or keep a cat within the Shire of Trayning are to comply with the provisions of the Local Law.

Consultation

Strettle Pty Ltd (Mr Niel Mitchell)

Statutory Environment

Local Government Act 1995

Cat Act 2011, section 79 as referred to in the Background information to this report.

Policy Implications

Nil

Financial Implications

Provision to be included during the 2025/26 Budget Review and the 2026/27 Budget.

Strategic Implications

Shire of Trayning Strategic Community and Corporate Business Plan
Community Services and Facilities

Animal Control – To oversee the safe ownership and management of animals.

Community Priorities and Strategic Actions

1.1.5 Review the need for other local laws (e.g. Health, Cats) that may be required.

Risk Implications

Not having a dedicated cat local law, for the purpose of containment, curfew, or registration, can lead to significant risks regarding environmental damage, animal welfare, and community conflict.

Officer Recommendation

That Council authorises the Chief Executive Officer to engage the services of Strettle Pty Ltd (Mr Niel Mitchell) to:

1. Carry out the amendments to the following Shire of Trayning Local Laws in accordance with the recommendations from the Joint Standing Committee on Delegated Legislation:
 - a. Activities in Thoroughfares and Public Places and Trading Local Law 2025.
 - b. Cemeteries Local Law 2025.
 - c. Dogs Local Law 2025.
 - d. Public Places and Local Government Property Local Law 2025.
 - e. Standing Orders Local Law 2025.
2. Commence the process for the making of a new Cat Local Law in accordance with the statutory requirements, with the following purpose and effect.
 - a. The **purpose** of the proposed local law is to encourage responsible cat ownership and to provide for the effective management of cats within the Shire of Trayning.
 - b. The **effect** of the proposed local law is that persons who own or keep a cat within the Shire of Trayning are to comply with the provisions of the Local Law.

9.3.4 Transfer Management Order Application Lots 37 & 39 Glass Street

Date of Report:	27 January 2026
Proponent:	Nil
File Ref:	13.1.4.1
Officer:	Peter Naylor - CEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.4a Certificate of Title LR3150-836 37 Glass St 9.3.4b Certificate of Title LR3150-835 39 Glass St
Voting Requirements:	Absolute Majority

Purpose of Report

For Council to consider making formal application to the Department of Planning, Lands and Heritage (DPLH) and Department of Housing and Works (DOHW) for transfer of the Management Order for Lot 118 (#37) Glass Street, Trayning, to the Shire of Trayning for the purpose of Staff Accommodation.

Background

Council is investigating the opportunity to acquire additional land for the future purpose of staff accommodation.

Whilst it is not an urgent requirement at this specific time, if it is possible to attain land management for the future it will be beneficial to Council.

In researching land availability, the Chief Executive Officer (CEO) noted that there are two lots on Glass Street that are vacant and further investigated the current ownership / management situation.

The Crown Land Titles for both lots is with the State of Western Australia on Reserve 29185 for the purpose of use and requirements of the Government Employees Housing Authority (GEHA) with the responsible agency being Department of Housing and Works.

Officer's Comment

The CEO has entered into communications with both DPLH and DOHW with regards to the future use and / requirements for the land and possibility of one or both lots having management transferred to the Shire of Trayning.

Initial indications are that the departments may be in favour of one of the lots being transferred to the Shire with the other held for the future purpose of the State.

Recent email advice has been received from DOHW as follows:

"The two lots are part of Reserve 29185 for the purpose of GEHA. Currently unmanaged. Shire of Trayning would need to make a formal request to manage the reserve. Issue of the Management order could take between 4 to six months."

Note, before you proceed, we need the following:

- 1) *A formal letter from your Shire requesting that GROH agrees for DPLH to transfer the management order for Lot 118 (37) Glass Street Trayning to yourself.*
- 2) *We will then refer your request to our internal governance committee for endorsement and subsequently to our Deputy Director General for approval.”*

The email response seems to be quite positive and an opportunity for Council to apply to gain management of at least one of the lots, being Lot 118 (#37), part of Reserve 29185.

Consultation

Shire President
Department of Planning Lands and Heritage
Department of Housing and Works

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

There are no direct financial implications at the present time.

Strategic Implications

The Shire of Trayning Strategic Community and Corporate Business Plan
One of the key factors under the heading of “Community Services and Facilities”, is:
To provide and maintain housing that will attract and retain a skilled workforce and accommodate local residents.

Risk Implications

Nil

Officer Recommendation

That Council:

1. Write a formal letter to Department of Planning, Lands and Heritage (DPLH) and Department of Housing and Works (DOHW) requesting that GROH agrees for DPLH to transfer the management order for Lot 118 (37) Glass Street Trayning to Shire of Trayning for the purpose of Staff Accommodation.
2. Include in the letter that should DPLH & DOHW also be in favour of transferring the management order for the adjoining Lot 117 (39) Glass Street Trayning to Shire of Trayning for the purpose of Staff Accommodation, Council would be willing to accept that as well.

9.4 SHIRE PRESIDENT

Date	Calendar Meeting and Events
26 January	Australia Day BBQ at swimming pool
	Cr Barnes, CEO and Manager of Works also attended
27 January	GECZ Executive Meeting
12 February	GECZ Executive Meeting hosted by Shire of Trayning
16 February	Joint ROC Forum "Made in the Wheatbelt"
17 February	KMPC Mukinbudin

Continued to meet regularly with the CEO to discuss current and upcoming Shire projects.

10 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

11 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

12 CLOSURE