MINUTES

FOR
ORDINARY MEETING OF COUNCIL
Wednesday 19 August 2026

Shire of Trayning Council Chambers
66 Railway Street
Trayning WA 6488

Commencement: 4.00 pm

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Signed

Peter Naylor
Chief Executive Officer

MINUTES

Ordinary Meeting of the Trayning Shire Council,
held in Council Chambers,
66 Railway Street, Trayning,
on Wednesday 19 August 2026, commencing at 4:00 pm

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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 August 2026.

Peter Naylor
CHIEF EXECUTIVE OFFICER

CONFIRMED MINUTES

These minutes were confirmed at a meeting held on 14 October 2026.

Signed:

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

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Cr MA Brown welcomed Councillors, Staff and Visitors declaring the meeting open at 4:02 pm.

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 Alex Bauer (Acting Manager of Works)

APOLOGIES:

ON APPROVED LEAVE(S) OF ABSENCE:

ABSENT:

VISITORS:

3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

4 PUBLIC QUESTION TIME

The President declared Public Question Time opened at 4:03pm.

There were no questions received, and the President closed Public Question Time at 4:03pm.

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

5.1 Applications Previously Approved

Nil

5.2 Leave of Absence

Cr CF Harken has applied for a Leave of Absence from all meetings, should there be any, throughout the month of September 2026.

Council Decision

Moved Cr DA Naughton	**Seconded Cr CL Marchant**
That the following leave of absences be approved: Cr CF Harken for all meetings, should there be any, throughout the month of September 2026.	
Resolution 08-2026.66	**Carried 7/0**

5.3 Disclosure of Interest

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of interest were made at the Council meeting.

Councillor / Officer	*Item No*	*Nature of Interest*	*Extent of Interest*
Cr Clayton Marchant	9.3.3	Proximity	Neighbouring Property Owner

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 ME Leslie**

That the minutes of the Meeting of Council held 22 July 2026 be confirmed as a true and correct record of the proceedings.

Resolution 08.2026.67 **Carried 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

7.2 Other Committees

Nil

8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

9 REPORTS

9.1 REGULATORY SERVICES

9.2 FINANCE REPORTS

9.2.1 Monthly Payment List July 2026

Date of Report:	10 August 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 July 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 for July 2026 has been compiled and will be provided prior to the meeting. These payments have already been made, and Council is not being asked to determine whether the payments should proceed.

Officer Recommendation/ Council Decision

Moved Cr DA Naughton	**Seconded Cr CF Harken**

That Council receives the list of payments, as presented, for the month of July 2026, totalling $519,058.77.

Resolution 08.2026.68 **Carried 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

9.2.2 Monthly Financial Report for July 2026

Date of Report:	10 August 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 July 2026
Voting Requirements:	Simply Majority

Purpose of Report

This report presents for consideration the Monthly Financial Report, for the period ending 31 July 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)

(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 July 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

That Council accepts the Monthly Financial Report for the period ending 31 July 2026 as presented.

Officer Recommendation/ Council Decision

Moved Cr CL Marchant **Seconded Cr ME Leslie**

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

Resolution 08.2026.69 **Carried 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

9.3 CHIEF EXECUTIVE OFFICER

9.3.1 Change of Meeting Dates for September 2026

Date of Report:	10 August 2026
Proponent:	Nil
File Ref:	4.1.2.3
Officer	Belinda Taylor – Manager of Corporate Services
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simply Majority

Purpose of Report

To seek Council approval to amend the date of the September Ordinary Meeting of Council previously advertised for the 2026 calendar year.

Background

Council previously adopted and advertised the schedule of Ordinary Council Meetings for 2026. Due to the Local Government Convention being held in September 2026, it is proposed that the Ordinary Council Meeting scheduled for Wednesday 16 September 2026 be rescheduled to Wednesday 9 September 2026.
The proposed change will assist in accommodating Council Members and staff attending the Local Government Convention and ensure the Ordinary Council Meeting can proceed with appropriate attendance.

Officer's Comment

It is considered appropriate to reschedule the September 2026 Ordinary Council Meeting to avoid a conflict with the Local Government Convention. This will provide Council Members and relevant staff with the opportunity to attend the Convention without affecting the conduct of the Ordinary Council Meeting.
The proposed change from 16 September 2026 to 9 September 2026 maintains the regular monthly meeting cycle as far as practicable and allows sufficient time for Council business to be considered and reported to Council.

Consultation

Internal consultation has been undertaken with relevant officers and meeting scheduling requirements considered.

Statutory Environment

Pursuant to Section 5.25 of the Local Government Act 1995, Council is required to give local public notice of the dates, times and locations of Ordinary Council Meetings.

Policy Implications

There are no direct policy implications associated with this report.

Financial Implications

There are no significant financial implications associated with this report.

Strategic Implications

There are no significant strategic implications associated with this report.

Risk Implications

There is a minor risk of community confusion regarding meeting dates if changes are not adequately communicated. This risk will be managed through public advertising and updating Council's meeting schedule on all relevant platforms.

Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for continuous improvement
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical
High	Review risk reduction and take additional measures to ensure risk is a low as reasonably achievable
Severe	Unacceptable. Risk reduction measures must be implemented before proceeding

Officer Recommendation

That Council:

1. Approves the change of the Ordinary Council Meeting scheduled for Wednesday 16 September 2026 to Wednesday 9 September 2026.

Council Decision

Moved Cr CL Marchant **Seconded Cr PM Barnes**

1. That the September Ordinary Council Meeting, as previously scheduled and advertised, be cancelled due to the anticipated absence of Councillors, which may result in the lack of a quorum and also the absence of the CEO due to being on leave.
2. That the October Ordinary Meeting of Council previously scheduled and advertised for Wednesday 21st October be held on Wednesday 14th October 2026.

Resolution 08.2026.70 **Carried 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

9.3.2 2026 WALGA Convention

Date of Report:	6 August 2026
Proponent:	Chief Executive Officer
File Ref:	4.3.5.8 – WALGA Local Government Convention
Officer's Disclosure of Interest:	The Officer would be required to attend the Convention if Councillors do
Attachments:	9.3.2 WALGA Local Government Convention Program 2026
Voting Requirements:	Simple Majority

Purpose of Report

To determine attendance by Councillors and Staff at the 2026 Western Australian Local Government Association Annual General Meeting and Local Government Convention.

Background

The Western Australian Local Government Association (WALGA) Local Government Convention will be held from Wednesday 16 September to Friday 18 September 2026 (inclusive) at the Perth Convention and Exhibition Centre.

The theme of the convention is "Tomorrows World".

Officer's Comment

The Program for the WALGA Convention has now been finalised and has previously been circulated to Councillors and is also attached.

Please note that WALGA advise that every attempt has been made to include content on the 2026 Convention program that will be of interest to small rural local governments.

Consultation

There has been no consultation in this regard.

Statutory Environment

There is no statutory requirement to attend the Western Australian Local Government Association Annual General Meeting or Convention.

Policy Implications

Policy 1.9 Continuing Professional Development of Elected Members specifies that the President and WALGA Great Eastern Country Zone delegates and the Chief Executive Officer and their partners are entitled to attend the WALGA Local Government Convention.

Councillors other that than the aforementioned may attend with a maximum of four attending each year. Apart from the Shire President and Great Eastern Country Zone delegates, Councillors will be selected based on recent attendance at the convention.

The 2024 convention was attended by Councillors Leslie, Marchant and Naughton and the Chief Executive Officer, with Cr's Leslie and Marchant being registered as the AGM Voting Delegates and Cr Naughton as the Proxy Delegate.

The Shire President and Councillor Marchant are the Shire of Trayning's current Great Eastern Country Zone delegates.

The Shire of Trayning was not represented at the 2025 WALGA AGM and / or Convention due to Council considering that program did not contain a great deal of content that was of interest to small rural local governments.

Policy 3.2 Conferences, Meetings & Training – Attendance & Expenses encourages elected members to participate in training and attend the annual WALGA State Convention and details the expenses the Shire will pay.

The policy requires approval for attendance at a conference to be obtained from Council prior to the event.

Financial Implications

The draft 2026/27 Annual Budget includes the following provision for the 2026 WALGA State Convention:

Registrations (4 x $2,000)	$8,000
Accommodation (4 x 3 x $900)	3,600
Meals (4 x $450)	1,800
	$13,400

If the maximum of four Councillors wish to attend the event, and the costs exceed the budget provision this can be amended accordingly during the Mid-Year Budget Review.

Strategic Implications

The Shire of Trayning Strategic Community & Corporate Business Plan includes the following strategic action:

Provide opportunities and appropriate resources for staff and elected member professional development.

Risk Implications

There are no significant risk implications in attendance or otherwise of the Convention.

In consideration of the Risk Matrix below, the matter is assessed as a Low risk due to the minor consequences associated with statutory compliance and governance obligations.

Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for continuous improvement
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical
High	Review risk reduction and take additional measures to ensure risk is a low as reasonably achievable
Severe	Unacceptable. Risk reduction measures must be implemented before proceeding

Officer Recommendation/ Council Decision

Moved Cr DA Naughton **Seconded Cr CF Harken**

That:

1) Councillors Brown and McHugh, and the Chief Executive Officer be registered to attend the 2026 Western Australian Local Government Association Annual General Meeting and Local Government Convention.

2) Councillors Brown and McHugh be registered as delegates and the CEO the proxy for the Western Australian Local Government Association Annual General Meeting.

Resolution 08.2026.71 **Carried 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

Prior to any consideration of this Item, Cr CL Marchant declared a Proximity Interest in Item 9.3.3.

4:12pm – Cr CL Marchant left the meeting.

New Motion

Moved Cr ML McHugh	**Seconded Cr DA Naughton**
That Standing Order 7.5 - Addressing the meeting be suspended at 4:13pm.	
Resolution 08-2027.72	**Carried 6/0**

9.3.3 Application to keep Additional Dogs – LOT 128 Walker Street

Date of Report:	12 August 2026
Proponent:	Ms Gwynette Phillips
File Ref:	4.1.1.10 Committees & Representatives
Officer's Disclosure of Interest:	Nil
Attachments:	Confidential 9.3.3 Attachment Additional Dog Application Letter
Voting Requirements:	Simple Majority

Purpose of Report

To consider a request to keep two (2) additional dogs at Lot 128 Walker Street, Trayning.

Background

Ms Gwynette Phillips is requesting Council approval to keep an additional two (2) dogs at her property at Lot 128 Walker Street, Trayning.

The application has been referred to Contract Ranger Services and one of their rangers visited the property on Wednesday 12 August 2026.

Officer's Comment

The Chief Executive Officer has delegated authority to administer the Dog Act 1976, however in this instance is referring the application to Council as Ms Phillips is an employee of the Shire.

At the time of preparing this report we are still waiting on receipt of the Rangers Report, however verbal indications are that the property is suitable to keep the additional dogs.

Consultation

WA Contract Ranger Services.
Neighbouring Property Owners / Occupiers.

Statutory Environment

Dog Act 1976 - Section 26 – Limitation as to numbers
Shire of Trayning Dogs Amendment Local Law 2026.

Policy Implications

There are no policy implications.

Financial Implications

There are no Financial Implications.

Strategic Implications

There are no Strategic Implications.

Risk Implications

"In consideration of the Risk Matrix below, the matter is assessed as a Medium risk due to the moderate consequences associated with statutory compliance and governance obligations."

Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for continuous improvement
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical
High	Review risk reduction and take additional measures to ensure risk is a low as reasonably achievable
Severe	Unacceptable. Risk reduction measures must be implemented before proceeding

Officer Recommendation/ Council Decision

Moved Cr DA Naughton **Seconded Cr ME Leslie**

1) Approval be granted to Ms Gwynette Phillips to keep an additional two (2) dogs at her property being Lot 128 Walker Street, Trayning, four (4) dogs in total:

Name	Tag No	Breed	Microchip
Skye	LT00022	Blue Heeler	953010001331859
Scrappy	LT00068	Red Heeler	953010006640916
Little Miss	L00267	Blue Heeler	953010006837393
Shaggy	L00240	Red Heeler	953010006837625

2) Approval is subject to the following conditions:
   a) That the exemption be reviewed by the ranger in twelve months' time to ensure that no adverse problems have been experienced as a result of the exemption;
   b) That Council reserves the right to withdraw the exemption at any time if any major or substantial problems are experienced prior to the review period;
   c) The exemption applies only to the dogs nominated by the applicant;
   d) Each dog must be registered with the Shire of Trayning;
   e) Upon the death or permanent removal of any of the nominated dogs a maximum of two dogs only will be permitted to be kept on this property; and
   f) This approval does not provide for the establishment of a kennel and / or breeding licence and the dogs must be desexed within the next 3–6-month period.

Resolution 08.2026.73 **Carried 5/1**
For: Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken.
Against: Cr Brown

New Motion

Moved Cr ML McHugh **Seconded Cr CF Harken**

That Standing Order 7.5 - Addressing the meeting be reinstated at 4:25pm.

Resolution 08-2027.74 **Carried 6/0**

4:26pm – Cr CL Marchant returned to the meeting.

9.3.4 MANG Motor Sports Burnout Competition Proposal

Date of Report:	12 August 2026
Proponent:	Dane Laws (MANG Motorsports)
File Ref:	11.6.1.9
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.4 DRAFT MOU MANG Motor Sports
Voting Requirements:	Simple Majority

Purpose of Report

For Council to consider a proposal to conduct future burnout competitions at the Trayning Recreation Grounds.

Background

Dane Laws, on behalf of MANG Motorsports, has approached Council with a formal proposal to conduct future burnout competitions at the Trayning Recreation Grounds, making use of the existing burnout pad and facilities.

Their aim is to create a safe, well-managed, family friendly motorsport environment that brings visitors into Trayning, supports local services, and strengthens community involvement.

Mr Laws has limited experience in organising and running burnout competitions; however, the group appear to be very passionate about the sport.

They are committed to fostering a positive and inclusive environment for both community, participants and spectators.

Mr Laws has spoken to the CEO on several occasions and provided an online presentation to Council on Wednesday 22 July 2026 at the Council Forum. It seems they are keen to work closely with the Trayning community and the Shire of Trayning to ensure the events are a success and continue to grow in popularity with a positive reputation and to the benefit of the local community.

Officer's Comment

This proposal was discussed informally at the Council Forum held on Wednesday 22 July 2026, at which Council requested they continue to liaise with the CEO with the matter being formally presented to the August Meeting of Council for consideration.

In their proposal they have provided detailed information pertaining to the event overview and their safety and compliance requirements and welcome the opportunity to continue to meet with council and staff to discuss this proposal further, address any concerns, and work together on making this a successful and safe event for Trayning.

The support they respectfully request from the Shire is:

1. Permission to use the Trayning Recreation Grounds facilities and Burnout Pad for approved event dates;
2. Assistance in ensuring necessary local permits and safety requirements are met;

3. assistance with traffic management;
4. Collaboration on safety planning;
5. Promotion through shire channels; and
6. Guidance on any local requirements that need to be met.

Subsequent to the July Council Meeting, the CEO has had further discussions with the group and to help progress their application they have agreed to enter into a Memorandum of Understanding with Council for the use of the Trayning Recreation Grounds for their proposed events. The draft MoU is included as attachment 9.3.4.

The proposal is presented for Council consideration.

Consultation

Dane Laws, MANG Motorsports (the proponents)

Statutory Environment

Health Act 1911

Policy Implications

Nil

Financial Implications

There may be some financial implications for Council depending on the assistance the proponent's request.

Strategic Implications

Shire of Trayning Community Strategic Plan 2022-2032
Item 2.2 Tourism Promotion and Attraction

Risk Implications

There is possible significant risk implications should a serious accident and / or injury occur, however as the proponents have their own insurance cover there should be minimal risk to Council.

In consideration of the Risk Matrix below, the matter is assessed as a High risk due to the possible major consequences associated with this type of event.

Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for continuous improvement
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical
High	Review risk reduction and take additional measures to ensure risk is a low as reasonably achievable
Severe	Unacceptable. Risk reduction measures must be implemented before proceeding

Officer Recommendation/ Council Decision

Moved Cr DA Naughton **Seconded Cr ME Leslie**

That Council, following due consideration of the MANG Motorsport proposal provides consent for the group to conduct a Test and Tune event at the Trayning Recreation Grounds on 10/11 October 2026, the approval is subject to:

1. MANG Motorsports entering into a Memorandum of Understanding with the Shire of Trayning for the use of the Trayning Recreation Grounds for the single event, to be reviewed thereafter.
2. Approves for the Shire President and Chief Executive Officer to execute the MoU on behalf of the Shire of Trayning and affix the Common Seal.
3. In accordance with clause 3.4 of the MoU, requests that at the completion of the October 2026 event the two parties have a meeting to discuss and evaluate the event prior to considering future events.

Resolution 08.2026.75 **Carried 5/2**
For Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken
Against Cr Brown, Cr Marchant

9.3.5 Cemeteries Amendment Local Law - Adoption

Date of Report:	10 August 2026
Proponent:	Nil
File Ref:	4.1.6.2
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.5a Draft Cemeteries Amendment Local Law 2026 9.3.5b Draft consolidation of Cemeteries Local Law 2025 - tracked
Voting Requirements:	Absolute Majority

Purpose of Report

To consider final adoption of the proposed Cemeteries Amendment Local Law in accordance with the *Local Government Act 1995* s.3.12, and the *Cemeteries Act 1986*.

Background

The Joint Standing Committee on Delegated Legislation advised of a number of matters that needed amendment and requested undertakings that these be attended to within 12 months. These undertakings were resolved by Council on 18 March 2026, and acceptance by the JSCDL was received on 5 May 2026. A number of additional matters are also being attended to.

The Local Government Act requires the following statements be made in the agenda and minutes of the meeting –

- Purpose – to amend matters in the *Cemeteries Local Law 2025* in accordance with the undertakings given to the Joint Standing Committee on Delegated Legislation and address additional matters identified.
- Effect – to align the local laws with these undertakings and additional matters.

The local law was published in the Government Gazette on 27 October 2025.

Officer's Comment

Public notice was given by four methods as required by the Local Government Administration Regulations r.3A, for public comment on the proposed local law –

- on the Shire's website on 19 June 2026 (mandatory)
- Shire notice boards and social media on 19 June 2026
- in the Ninghan News on 22 June 2026

At the close of the submission period on Thursday 6 August 2026, no comments had been received:

1. Dept of Local Government, Sport and Cultural Industries –
- No comment received.

2. No other submissions were received.

Should significant amendments be made at time of final adoption, the statutory public comment period must be recommenced.

Please note –

- Clause 7.7 (3) Cancelation of monumental mason's licence. Subclause (3) deleted in favour of new Part 8A.
- Clause 8.1 Animals – replaced so that separate section for guide dogs is not required, and so that all assistance animals are recognised, not just guide dogs. In addition, compliance with Commonwealth legislation is required. These changes are consistent with more recent local law provisions.
- Clause 8.2 Guide dogs – deleted accordingly
- Part 8A Objections and review – the rights to review are specifically stated in the local law even though it is a right in the Local Government Act. If only in cl.7.7(3) there is the implication that the right is limited. Part 8A applies to all discretionary decisions of the local law, not just a mason's licence.

Once formally adopted by Council, the –

- the local law is to be published in the Government Gazette,
- local public notice given of adoption of the local laws (separate to previous advertising of proposals),
- signed copies are to be sent to relevant Departments, and
- copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation together with other required documentation, within 10 days of publication in the Government Gazette.

Once published in the Government Gazette, a consolidation (updated) version of each local law is to be place on the website, in accordance with the Local Government Act s.5.96A.

Please note –

- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days,
- if a provision is not considered to be critical, the JSCDL may require an undertaking from Council to make an amendment,
- the local law takes effect on the day stipulated in the local law, generally 14 days after publication in the Government Gazette.

The JSCDL reviews the local law, its effects and may recommend to Parliament that it be amended and request an undertaking, or that it be disallowed. The JSCDL will not review the local law until after it has been formally adopted, Gazetted etc.

Consultation

Chief Executive Officer
Community – through local public notice

Statutory Environment

Local Government Act 1995 –

- *s 3.12 – Procedure for making local laws*
- *s.3.13 – Significant changes require recommencement of proposal*
- *s.3.14 – Unless otherwise provided for, local laws come into effect 14 days after Gazettal*
- *s.3.15 – local public notice of the final adoption/making of a local law to be given*

Cemeteries Act 1986 –

- *s.55 – A board may make local laws*

Policy Implications

There are no direct policy implications.

Financial Implications

Advertising of local laws, and publication in Government Gazette etc on final adoption.

Strategic Implications

The Shire of Trayning Council Plan 2022-2032 included the review of local laws.

Risk Implications

"In consideration of the Risk Matrix below, the matter is assessed as a Medium risk due to the moderate consequences associated with statutory compliance and governance obligations."

Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for continuous improvement
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical
High	Review risk reduction and take additional measures to ensure risk is a low as reasonably achievable
Severe	Unacceptable. Risk reduction measures must be implemented before proceeding

Officer Recommendation/ Council Decision

Moved Cr ML McHugh **Seconded Cr DA Naughton**

That Council –

1. resolves to make the Amendment Local Law 2026 as per the attached draft;
2. authorise the President and CEO to sign and affix the Common Seal to the Local Law;
3. authorise the CEO to –
   - publish the Local Law in the Government Gazette and provide copies of the local law to the Department of Local Government, Industry Regulation and Safety; and
   - forward a copy of the Gazetted Local Law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.

Resolution 08.2026.76 **Carried by Absolute Majority 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

9.3.6 Dogs Amendment Local Law - Adoption

Date of Report:	10 August 2026
Proponent:	Nil
File Ref:	4.1.6.3
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.6a Draft Dogs Amendment Local Law 2026 9.3.6b Draft consolidation of Dogs Local Law 2025 - tracked
Voting Requirements:	Absolute Majority

Purpose of Report

To consider final adoption of the proposed Dogs Amendment Local Law in accordance with the *Local Government Act 1995* s.3.12, and the *Dog Act 1976*.

Background

The Joint Standing Committee on Delegated Legislation advised of a number of matters that needed amendment and requested undertakings that these be attended to within 12 months. These undertakings were resolved by Council on 18 March 2026, and acceptance by the JSCDL was received on 5 May 2026. A number of additional matters are also be attended to.

The Local Government Act requires the following statements be made in the agenda and minutes of the meeting –

- Purpose – to amend matters in the *Dogs Local Law 2025* in accordance with the undertakings given to the Joint Standing Committee on Delegated Legislation and address additional matters identified.
- Effect – to align the local laws with these undertakings and additional matters.

Officer's Comment

Public notice was given by four methods as required by the Local Government Administration Regulations r.3A, for public comment on the proposed local law –

- on the Shire's website on 19 June 2026 (mandatory)
- Shire notice boards and social media on 19 June 2026
- in the Ninghan News on 22 June 2026

At the close of the submission period on Thursday 6 August 2026, no comments had been received:

3. Dept of Local Government, Sport and Cultural Industries –
- No comment received.

4. No other submissions were received.

Should significant amendments be made at time of final adoption, the statutory public comment period must be recommenced.

Please note –
- Clause 1.3 Definitions – delete “town planning scheme” in favour of “local planning scheme” consistent with usual terminology
- Correction of minor punctuation and spelling errors.

Once formally adopted by Council, the –
- the local law is to be published in the Government Gazette,
- local public notice given of adoption of the local laws (separate to previous advertising of proposals),
- signed copies are to be sent to relevant Departments, and
- copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation together with other required documentation, within 10 days of publication in the Government Gazette.

Once published in the Government Gazette, a consolidation (updated) version of each local law is to be place on the website, in accordance with the Local Government Act s.5.96A.

Please note –
- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days,
- if a provision is not considered to be critical, the JSCDL may require an undertaking from Council to make an amendment,
- the local law takes effect on the day stipulated in the local law, generally 14 days after publication in the Government Gazette.

The JSCDL reviews the local law, its effects and may recommend to Parliament that it be amended and request an undertaking, or that it be disallowed. The JSCDL will not review the local law until after it has been formally adopted, Gazetted etc.

Consultation

Chief Executive Officer
Community – through local public notice

Statutory Environment

Local Government Act 1995 –
- *s 3.12 – Procedure for making local laws*
- *s.3.13 – Significant changes require recommencement of proposal*
- *s.3.14 – Unless otherwise provided for, local laws come into effect 14 days after Gazettal*
- *s.3.15 – local public notice of the final adoption/making of a local law to be given*

Dog Act 1976 –
- *s.49 – A local government may make local laws*

Policy Implications

There are no direct policy implications.

Financial Implications

Advertising of local laws, and publication in Government Gazette etc on final adoption.

Strategic Implications

The Shire of Trayning Council Plan 2022-2032 included the review of local laws.

Risk Implications

"In consideration of the Risk Matrix below, the matter is assessed as a Medium risk due to the moderate consequences associated with statutory compliance and governance obligations."

Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for continuous improvement
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical
High	Review risk reduction and take additional measures to ensure risk is a low as reasonably achievable
Severe	Unacceptable. Risk reduction measures must be implemented before proceeding

Officer Recommendation/ Council Decision

Moved Cr ML McHugh **Seconded Cr DA Naughton**

That Council –

1. resolves to make the Amendment Local Law 2026 as per the attached draft;
2. authorise the President and CEO to sign and affix the Common Seal to the Local Law;
3. authorise the CEO to –
   - publish the Local Law in the Government Gazette and provide copies of the local law to the Department of Local Government, Industry Regulation and Safety; and
   - forward a copy of the Gazetted Local Law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.

Resolution 08.2026.77 **Carried by Absolute Majority 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

9.3.7 Places & Property Amendment Local Law - Adoption

Date of Report:	10 August 2026
Proponent:	Nil
File Ref:	4.1.6.6
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.7a Draft Dogs Amendment Local Law 2026 9.3.7b Draft consolidation of Dogs Local Law 2025 - tracked
Voting Requirements:	Absolute Majority

Purpose of Report

To consider final adoption of the proposed Dogs Amendment Local Law in accordance with the *Local Government Act 1995* s.3.12, and the *Dog Act 1976*.

Background

The Joint Standing Committee on Delegated Legislation advised of a number of matters that needed amendment and requested undertakings that these be attended to within 12 months. These undertakings were resolved by Council on 18 March 2026, and acceptance by the JSCDL was received on 5 May 2026. A number of additional matters are also be attended to.

The Local Government Act requires the following statements be made in the agenda and minutes of the meeting –

- Purpose – to amend matters in the *Dogs Local Law 2025* in accordance with the undertakings given to the Joint Standing Committee on Delegated Legislation and address additional matters identified.
- Effect – to align the local laws with these undertakings and additional matters.

Officer's Comment

Public notice was given by four methods as required by the Local Government Administration Regulations r.3A, for public comment on the proposed local law –

- on the Shire's website on 19 June 2026 (mandatory)
- Shire notice boards and social media on 19 June 2026
- in the Ninghan News on 22 June 2026

At the close of the submission period on Thursday 6 August 2026, no comments had been received:

1. Dept of Local Government, Sport and Cultural Industries –
- No comment received.

2. No other submissions were received.

Should significant amendments be made at time of final adoption, the statutory public comment period must be recommenced.
Please note –

- Clause 1.3 Definitions – delete “town planning scheme” in favour of “local planning scheme” consistent with usual terminology
- Correction of minor punctuation and spelling errors.

Once formally adopted by Council, the –

- the local law is to be published in the Government Gazette,
- local public notice given of adoption of the local laws (separate to previous advertising of proposals),
- signed copies are to be sent to relevant Departments, and
- copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation together with other required documentation, within 10 days of publication in the Government Gazette.

Once published in the Government Gazette, a consolidation (updated) version of each local law is to be place on the website, in accordance with the Local Government Act s.5.96A.

Please note –

- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days,
- if a provision is not considered to be critical, the JSCDL may require an undertaking from Council to make an amendment,
- the local law takes effect on the day stipulated in the local law, generally 14 days after publication in the Government Gazette.

The JSCDL reviews the local law, its effects and may recommend to Parliament that it be amended and request an undertaking, or that it be disallowed. The JSCDL will not review the local law until after it has been formally adopted, Gazetted etc.

Consultation

Chief Executive Officer
Community – through local public notice

Statutory Environment

Local Government Act 1995 –

- *s 3.12 – Procedure for making local laws*
- *s.3.13 – Significant changes require recommencement of proposal*
- *s.3.14 – Unless otherwise provided for, local laws come into effect 14 days after Gazettal*
- *s.3.15 – local public notice of the final adoption/making of a local law to be given*

Dog Act 1976 –

- *s.49 – A local government may make local laws*

Policy Implications

There are no direct policy implications.

Financial Implications

Advertising of local laws, and publication in Government Gazette etc on final adoption.

Strategic Implications

The Shire of Trayning Council Plan 2022-2032 included the review of local laws.

Risk Implications

"In consideration of the Risk Matrix below, the matter is assessed as a Medium risk due to the moderate consequences associated with statutory compliance and governance obligations."

Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for continuous improvement
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical
High	Review risk reduction and take additional measures to ensure risk is a low as reasonably achievable
Severe	Unacceptable. Risk reduction measures must be implemented before proceeding

Officer Recommendation/ Council Decision

Moved Cr ML McHugh **Seconded Cr DA Naughton**

That Council –

1. resolves to make the Amendment Local Law 2026 as per the attached draft;
2. authorise the President and CEO to sign and affix the Common Seal to the Local Law;
3. authorise the CEO to –
   - publish the Local Law in the Government Gazette and provide copies of the local law to the Department of Local Government, Industry Regulation and Safety; and
   - forward a copy of the Gazetted Local Law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.

Resolution 08.2026.78 **Carried by Absolute Majority 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

9.3.8 Standing Orders Amendment Local Law - Adoption

Date of Report:	10 August **2026**
Proponent:	Nil
File Ref:	4.1.6.14
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.8a Draft Standing Orders Amendment Local Law 2026 9.3.8b Draft consolidation of Standing Orders Local Law 2025 - tracked
Voting Requirements:	Absolute Majority

Purpose of Report

To consider final adoption of the proposed Standing Orders Amendment Local Law in accordance with the *Local Government Act 1995* s.3.12.

Background

The Joint Standing Committee on Delegated Legislation advised of a number of matters that needed amendment and requested undertakings that these be attended to within 12 months. These undertakings were resolved by Council on 18 March 2026, and acceptance by the JSCDL was received on 5 May 2026. A number of additional matters are also be attended to.

The Local Government Act requires the following statements be made in the agenda and minutes of the meeting –

- Purpose – to amend matters in the *Standing Orders Local Law 2025* in accordance with the undertakings given to the Joint Standing Committee on Delegated Legislation and address additional matters identified.
- Effect – to align the local laws with these undertakings and additional matters.

Officer's Comment

Public notice was given by four methods as required by the Local Government Administration Regulations r.3A, for public comment on the proposed local law –

- on the Shire's website on 19 June 2026 (mandatory)
- Shire notice boards and social media on 19 June 2026
- in the Ninghan News on 22 June 2026

At the close of the submission period on Thursday 6 August 2026, no comments had been received:

1. Dept of Local Government, Sport and Cultural Industries –
- No comment received.

2. No other submissions were received.

Should significant amendments be made at time of final adoption, the statutory public comment period must be recommenced.

Once formally adopted by Council, the –

- the local law is to be published in the Government Gazette,
- local public notice given of adoption of the local laws (separate to previous advertising of proposals),
- signed copies are to be sent to relevant Departments, and
- copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation together with other required documentation, within 10 days of publication in the Government Gazette.

Once published in the Government Gazette, a consolidation (updated) version of each local law is to be place on the website, in accordance with the Local Government Act s.5.96A.

Please note –

- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days,
- if a provision is not considered to be critical, the JSCDL may require an undertaking from Council to make an amendment,
- the local law takes effect on the day stipulated in the local law, generally 14 days after publication in the Government Gazette.

The JSCDL reviews the local law, its effects and may recommend to Parliament that it be amended and request an undertaking, or that it be disallowed. The JSCDL will not review the local law until after it has been formally adopted, Gazetted etc.

Consultation

Chief Executive Officer
Community – through local public notice

Statutory Environment

Local Government Act 1995 –

- *s 3.12 – Procedure for making local laws*
- *s.3.13 – Significant changes require recommencement of proposal*
- *s.3.14 – Unless otherwise provided for, local laws come into effect 14 days after Gazettal*
- *s.3.15 – local public notice of the final adoption/making of a local law to be given*

Policy Implications

There are no direct policy implications.

Financial Implications

Advertising of local laws, and publication in Government Gazette etc on final adoption.

Strategic Implications

The Shire of Trayning Council Plan 2022-2032 included the review of local laws.

Risk Implications

"In consideration of the Risk Matrix below, the matter is assessed as a Medium risk due to the moderate consequences associated with statutory compliance and governance obligations."

Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for continuous improvement
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical
High	Review risk reduction and take additional measures to ensure risk is a low as reasonably achievable
Severe	Unacceptable. Risk reduction measures must be implemented before proceeding

Officer Recommendation/ Council Decision

Moved Cr ML McHugh **Seconded Cr DA Naughton**

That Council –

1. resolves to make the Amendment Local Law 2026 as per the attached draft;
2. authorise the President and CEO to sign and affix the Common Seal to the Local Law;
3. authorise the CEO to –
   - publish the Local Law in the Government Gazette and provide copies of the local law to the Department of Local Government, Industry Regulation and Safety; and
   - forward a copy of the Gazetted Local Law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.

Resolution 08.2026.79 **Carried by Absolute Majority 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

9.3.9 Activities in Thoroughfares and Public Places and Trading Amendment Local Law 2026 – Final adoption

Date of Report:	10 August 2026
Proponent:	Nil
File Ref:	4.1.6.1
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.9a Draft Activities in Thoroughfares and Public Places and Trading Amendment Local Law 2026 9.3.9b Draft consolidation of Activities in Thoroughfares and Public Places and Trading Local Law 2025 - tracked
Voting Requirements:	Absolute Majority

Purpose of Report

To consider final adoption of the proposed Activities in Thoroughfares and Public Places and Trading Amendment Local Law in accordance with the *Local Government Act 1995* s.3.12.

Background

The Joint Standing Committee on Delegated Legislation advised of a number of matters that needed amendment and requested undertakings that these be attended to within 12 months. These undertakings were resolved by Council on 18 March 2026, and acceptance by the JSCDL was received on 5 May 2026. A number of additional matters are also being attended to.

The Local Government Act requires the following statements be made in the agenda and minutes of the meeting –

- Purpose – to amend matters in the Activities in Thoroughfares and Public Places and Trading Local Law 2025 in accordance with the undertakings given to the Joint Standing Committee on Delegated Legislation and address additional matters identified.
- Effect – to align the local laws with these undertakings and additional matters.

The local law was published in the Government Gazette on 27 October 2025.

Officer's Comment

Public notice was given by four methods as required by the Local Government Administration Regulations r.3A, for public comment on the proposed local law –

- on the Shire's website on 19 June 2026 (mandatory)
- Shire notice boards and social media on 19 June 2026
- in the Ninghan News on 22 June 2026

At the close of the submission period on Thursday 6 August 2026, comments with minor modifications have been received from the Department of Local Government, Sport and Cultural Industries, and the draft local laws have been amended accordingly. There were no comments received from the local community consultation.

Should significant amendments be made at time of final adoption, the statutory public comment period must be recommenced.

Once formally adopted by Council, the –

- the local law is to be published in the Government Gazette,
- local public notice given of adoption of the local laws (separate to previous advertising of proposals),
- signed copies are to be sent to relevant Departments, and
- copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation together with other required documentation, within 10 days of publication in the Government Gazette.

Once published in the Government Gazette, a consolidation (updated) version of each local law is to be place on the website, in accordance with the Local Government Act s.5.96A.

Please note –

- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days,
- if a provision is not considered to be critical, the JSCDL may require an undertaking from Council to make an amendment,
- the local law takes effect on the day stipulated in the local law, generally 14 days after publication in the Government Gazette.

The JSCDL reviews the local law, its effects and may recommend to Parliament that it be amended and request an undertaking, or that it be disallowed. The JSCDL will not review the local law until after it has been formally adopted and Gazetted etc.

Consultation

Chief Executive Officer
Community – through local public notice

Statutory Environment

Local Government Act 1995 –

- *s 3.12 – Procedure for making local laws*
- *s.3.13 – Significant changes require recommencement of proposal*
- *s.3.14 – Unless otherwise provided for, local laws come into effect 14 days after Gazettal*
- *s.3.15 – local public notice of the final adoption/making of a local law to be given*

Policy Implications

There are no direct policy implications.

Financial Implications

Advertising of local laws, and publication in Government Gazette etc on final adoption.

Strategic Implications

The Shire of Trayning Council Plan 2022-2032 included the review of local laws.

Risk Implications

"In consideration of the Risk Matrix below, the matter is assessed as a Medium risk due to the moderate consequences associated with statutory compliance and governance obligations."

Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for continuous improvement
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical
High	Review risk reduction and take additional measures to ensure risk is a low as reasonably achievable
Severe	Unacceptable. Risk reduction measures must be implemented before proceeding

Officer Recommendation/ Council Decision

Moved Cr ML McHugh **Seconded Cr DA Naughton**

That Council –

1. resolves to make the Amendment Local Law 2026 as per the attached draft;
2. authorise the President and CEO to sign and affix the Common Seal to the Local Law;
3. authorise the CEO to –
   - publish the Local Law in the Government Gazette and provide copies of the local law to the Department of Local Government, Industry Regulation and Safety; and
   - forward a copy of the Gazetted Local Law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.

Resolution 08.2026.80 **Carried by Absolute Majority 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

9.4 MANAGER OF WORKS

9.4.1 Manager of Works Report

Date of Report:	12 August 2026
Proponent:	Nil
File Ref:	
Officer:	Alex Bauer – Acting Manager of Works
Officer's Disclosure of Interest:	Nil
Attachments:	9.4.1 Attachment 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

There is a potential risk of budget over-expenditure if works exceed allocated funding. This risk is managed through monthly budget monitoring and reporting processes.

Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Severe	Severe
Likely	Low	Medium	High	High	Severe
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Risk Rating	Action
Low	Monitor for continuous improvement
Medium	Comply with risk reduction measures to keep risk as low as reasonably practical
High	Review risk reduction and take additional measures to ensure risk is a low as reasonably achievable
Severe	Unacceptable. Risk reduction measures must be implemented before proceeding

Officer Recommendation/ Council Decision

Moved Cr CF Harken **Seconded Cr ML McHugh**

That Council adopts the report for July/ August 2026 and accompanying attachments.

Resolution 08.2026.81 **Carried 7/0**
For Cr Brown, Cr Marchant, Cr Naughton, Cr Barnes, Cr McHugh, Cr Leslie, Cr Harken

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 and Staff for their attendance and declared the meeting closed at 4.33pm.