



**AGENDA
FOR
ORDINARY MEETING OF COUNCIL
Wednesday 20 August 2025**

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

**Commencement: 4.00 pm
Forum meeting to follow**



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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', written in a cursive style.

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 20 August 2025, 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 John Merrick (Acting Chief Executive Officer)
Mr Paul Healy (Manager of Works)
Ms Belinda Taylor (Manager of Corporate Services)

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 16 July 2025 be confirmed as a true and correct record of the proceedings.

7.2 Other Committee Meetings

Officer Recommendation

That the minutes of the following Committee meetings be confirmed as a true and correct record of the proceedings.

7.2.1 NEWROC Council Meeting 5 August including the endorsement of Item 8.1 Provision of Rural GP Services.

That each local government in the NEWROC becomes a supporter of the Alliance (no cost presently) by signing up through Alliance website.

7.2.1a NEWROC housing investigation final presentation.

7.2.1b Regional Education Strategy submission NEWROC.

7.2.2 Newtravel GM Minutes 24.07.2025

7.2.3 GECZ Executive Committee Minutes - 6 August 2025

8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

9 REPORTS

9.1 REGULATORY SERVICES

9.1.1 Application for Planning Approval - CBH Group

Date of Report:	25 July 2025
File Ref:	CBH Group
Officer:	Nil
Senior Officer:	Peter Naylor - CEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.1.1 Application New Ablutions Block
Voting Requirements:	Simply Majority

Purpose of Report

Council to consider a planning application for the installation of a new prefabricated ablutions block at the Trayning grain receival site.

Background

In support of the application, CBH advise:

1. The proposed development is for the installation of a small (3.3m x 2.4m) ablution block at the existing Trayning CBH receival site with the purpose of the development to provide increased access to facilities for staff at the site.
2. The proposed development does not seek to alter the existing approved use of the site.
3. The proposed ablutions facility will include three new stalls, comprising one male toilet, one female toilet and one ambulant toilet.
4. The proposed new toilet block will be located next to the existing staff amenities building and positioned in a such a way that it does not conflict with existing water tank or leach drains.
5. The proposed ablutions facility will connect into the existing water and waste treatment services (including leach drains).
6. As the building will have little effect on the existing nature or use of the site, there will be no change to operations or traffic movements at the site as a result of the development.
7. The total number of people employed on the site varies depending on the time of year, however the addition of this new facility will not allow for additional workers to be accommodated on the site beyond existing staff numbers and therefore there will be no impact on the number of staff present at the site.
8. There is no vegetation clearing required for the proposed development.

Officer's Comment

The application has been referred to Council's Environmental Health Officer for assessment.

In response the EHO advises as follows:

"Because the additions will not interfere with the existing septic system and there are no additional people working on the site and the additional ablutions are just for the convenience of the staff. It would be reasonable to assume there will be no additional load or impact on the existing septic system.

Therefore, there are no health requirements or conditions for this planning application".

Consultation

Environmental Health Officer

Statutory Environment

Shire of Trayning Town Planning Scheme #1
Planning and Development Act 2005
Building Act 2011
Health Act 1911

Policy Implications

There are no direct policy implications.

Financial Implications

There are no direct financial implications.

Strategic Implications

There are no direct strategic implications.

Risk Implications

Nil

Officer Recommendation

That Council approves the planning application for the development of an additional ablution facility at the CBH Grain Handling and Storage Facility at lot 175 in Trayning.

9.1.2 Application for Telecommunication Tower Lot 12951 Yelbeni

Date of Report:	12 August 2025
Proponent File:	John Merrick – Acting CEO
File Ref:	A1912
Officer:	Nil
Senior Officer:	John Merrick - ACEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.1.2 a - Application for Planning (signed) 9.1.2 b - Development Application - Yelbeni Appendix A, B, C, D, E
Voting Requirements:	Absolute Majority

Purpose of Report

Councils' consideration of an application to construct a telecommunications tower on Lot 12951 Yelbeni.

Background

An application for planning approval has been lodged by Amplitel Pty/Ltd (a Telstra affiliated organisation) to construct a 40-metre-high telecommunication tower on part of Lot 12951 Yelbeni.

The owners of the property, K and M Naughton, trading as Bigtrees Nominees Pty/Ltd have indicated support through being signatories to the application.

The property is zoned "rural" under the Shire of Trayning Town Planning Scheme Number 1, with Council holding a discretionary authority to approve the application based on the community objectives of the Planning Strategy.

As can be demonstrated in attachment B, the proposed construction site is located in the corner of Lot 12951 and has little impact on farming operations and the community benefit through the improvements in telecommunication coverage should be well received.

Officer's Comment

At the time of writing this report, I am awaiting a return call from Mr or Mrs Naughton confirming their support for this development.

Consultation

The owners of the property have been asked to contact the ACEO to confirm support for the development.

Statutory Environment

Shire of Trayning Town Planning Scheme 1, the Shire of Trayning Local Planning Strategy and the Planning and Development Act 2005.

Policy Implications

There are no direct policy implications.

Financial Implications

There will be planning fee and rates financial implications.

Strategic Implications

Nil

Risk Implications

Nil

Officer Recommendation

That Council approve the Application for Planning Approval to Amplitel Pty Ltd to construct a telecommunications tower on part of Lot 12951 in accordance with the attached site plan.

9.2 FINANCE REPORTS

9.2.1 Monthly Payment List July 2025

Date of Report:	13 August 2025
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 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 July 2025 will be provided prior to the meeting. 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 July 2025, totalling \$686,652.07

9.2.2 Monthly Financial Report for July 2025

Date of Report:	13 August 2025
File Ref:	N/A
Officer:	Wendy Stringer – LG Best Practices
Senior Officer:	Peter Naylor Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	9.2.2 Monthly Financial Report July 2025
Voting Requirements:	Simply Majority

Purpose of Report

This report presents for consideration the Monthly Financial Report, for the period ending 31 July 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 July 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 will be presented prior to the meeting.

Officer's Recommendation

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

9.3 CHIEF EXECUTIVE OFFICER

9.3.1 Burnout Competition Proposal

Date of Report:	22 July 2025
Proponent:	Lisa and Nathan Street
File Ref:	11.6.1.14
Officer:	Nil
Senior Officer:	Peter Naylor - CEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.1 L and N Street Burnout Competition Proposal
Voting Requirements:	Simply Majority

Purpose of Report

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

Background

Lisa and Nathan Street have written to Council with a formal proposal to conduct future burnout competitions at the Trayning Recreation Grounds, making use of the existing burnout pad and facilities.

This initiative aims to provide a safe, well-managed, and community-driven event that promotes motorsport enthusiasm, encourages responsible driving practices, and supports local tourism and business engagement.

Mrs & Mr Street, along with their event crew, have prior experience in running burnout competitions at The Kwinana Motorplex and the Goldfields Burnout competition, and are passionate about this sport.

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

Mrs Street has spoken to the CEO on several occasions, and it appears they are eager to work closely with the Trayning community and the Shire of Trayning to ensure these events are a success and continue to grow in popularity with a positive reputation.

Officer's Comment

This proposal was discussed informally at the Council Forum held on Wednesday 16 July 2025, at which Council seemed impressed with the proponent's professionalism and requested they be invited to address the August Meeting of Council.

In the proposal Mrs & Mr Street provide detailed information pertaining to the event overview and their safety and compliance requirements and would welcome the opportunity 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.

They respectfully request:

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; and
3. Consideration of a partnership or in-kind support (e.g., access to water, waste services, or promotion on the Shire's social media).

The Trayning Tractor Pull Association held burnout events at the Trayning Recreation Grounds in recent times however following their "Test and Tune" event on Saturday 24 May 2025 have unfortunately decided to relocate the event to Kellerberrin, citing lack of community and council support as being the reason for the decision.

This has provided the opportunity for another group / organisation to utilise the facilities.

Consultation

Lisa and Nathan Street (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

Minimal risk to Council as the proponents will have their own insurance cover.

Officer Recommendation

That Council, following the proponent's presentation, gives due consideration to the proposal.

9.3.2 Shire of Trayning Local Laws

Date of Report:	29 July 2025
Proponent:	Chief Executive Officer
File Ref:	4.1.6.2 ,3,14,1
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Absolute Majority

Purpose of Report

Council to adopt Local Laws (5) 2025.

Background

Council performed a review of its local laws which was presented to the April 2025 Meeting of Council.

At the April Meeting Council resolved:

That Council, having reviewed the Shire of Trayning Local Laws, resolve by absolute majority to repeal the following Local laws:

- *Cemeteries Local Law 2013*
- *Dogs Local Law Dog Act 1976*
- *Public Places and Local Government Property Local Law 2015*
- *Standing Orders Local Law 2015*
- *Activities in Thoroughfares and Public Places and Trading Local Law 2013.*

And adopt the following Local laws:

- *Cemeteries Local Law 2025*
- *Dogs Local Law 2025 – Dog Act 1976*
- *Public Places and Local Government Property Local Law 2025*
- *Standing Orders Local Law 2025*
- *Activities in Thoroughfares and Public Places and Trading Local Law 2025.*

And forward the Local Laws to the Minister for approval and Gazettal.

Officer's Comment

During the making of new Local Laws there is a specific process that needs to be followed in accordance with the provisions of the *Local Government Act 1995*, unfortunately it appears, on advice from the Department, that one of the steps in making and adopting the new local laws was missed and therefore the process of adopting the new laws had to be recommenced.

This process began with the public notice for the new local laws being advertised on the Shire of Trayning website and notice board on Monday 16 June 2025, and in the next issue of the Ninghan News publication. The closure date for submissions being on Monday 28 July 2025 @4:00pm.

A copy of the public notice and copies of the Local Laws were provided to the Department on Thursday 19 June 2025.

At the closure of the submission period Council didn't receive any submissions.

Consultation

Department of Local Government, Sport and Cultural Industries

Statutory Environment

Local Government Act 1995 (as amended)

Policy Implications

Nil

Financial Implications

There will be a cost to Council for the gazettal of the local laws

Strategic Implications

Nil

Risk Implications

Nil

Officer Recommendation

That Council:

1. Following the statutory advertising period and acknowledging that there weren't any submissions received, adopts the following Local laws:
 - Cemeteries Local Law 2025
 - Dogs Local Law 2025 – Dog Act 1976
 - Public Places and Local Government Property Local Law 2025
 - Standing Orders Local Law 2025
 - Activities in Thoroughfares and Public Places and Trading Local Law 2025.
2. Publishes a copy of the Local Laws in the Government Gazette.
3. Provides a copy of the Local Laws to the Minister for Local Government.

9.3.3 Request to Camp on Property - Roger Waldock

Date of Report:	7 August 2025
Proponent:	Mr Roger Waldock
File Ref:	A0094
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.3 Application letter from Mr R Waldock
Voting Requirements:	Simple Majority

Purpose of Report

Council to consider an application from Mr Roger Waldock to continue camping on his property at Lot 31 (8) Wilson Street, Kununoppin.

Background

Mr Waldock purchased the property in September 2017, and camping on the property has been ongoing since that time, with or without the formal approval of Council.

On 7 May 2024 the Minister for Local Government, Hon Hannah Beazley MLA, granted approval to Mr Waldock to camp on the property in accordance with the provisions of the *Caravan Parks and Camping Grounds Regulations 1997* (regulation 11, sub regulation 2) for a period of 12 months, expiring on 30 April 2025.

Mr Waldock's latest application is a continuation to the previous Ministerial approval and for the period of 24 months.

Officer's Comment

Amendments to the *Caravan Parks and Camping Ground Regulations 1997* (the Regs) which came into effect on 1 September 2024, have deleted former sub regulation 11 (2) which restricted local governments to approving a short period of camping tenure on property, and the matter to be forwarded to the Minister for an extended period.

The amendments to the Regs, effective from 1 September 2024, introduced a new Regulation 11A, which provides:

11A. Camping on private land with local government approval

- (1) A person may apply in writing to a local government for approval to camp on land the person owns or has a legal right to occupy if the land is in the local government's district.*
- (2) The local government may approve the person camping on the land for a period specified in the approval not exceeding 24 consecutive months.*

The amended regulation provides Council with the power to approve Mr Waldock's application, however it could be an interesting legal question with regards to the "*not exceeding 24 consecutive months*" as specified in Reg 11A (2), as he has already been camping on the property for an extended period of time. Should Council wish to proceed with a legal opinion it could prove to be a costly and drawn-out exercise. Also, it could possibly be argued that as the new regulation only came into effect on 1 September 2024 the previous camping approvals may not be relevant.

Perhaps Council could consider the application on its merit but place specific conditions on the approval for the development of facilities and amenities on the property within the 24-month period.

Consultation

Tony Turner, Consulting Environmental Health Officer.

Statutory Environment

Caravan Parks and Camping Ground Regulations 1997, as amended.

Changes to the *Caravan Parks and Camping Grounds Regulations 1997* came into effect on 1 September 2024 to streamline the application process for temporary accommodation approvals on private property, cut red tape and offer more flexibility for local governments.

The changes allow camping applications to be approved for up to 24 months, subject to conditions including meeting the health and safety requirements set out in the *Caravan Parks and Camping Grounds Regulations 1997*.

Policy Implications

There are no direct policy implications.

Financial Implications

There are no direct financial implications.

Strategic Implications

There are no direct strategic implications.

Risk Implications

The applicant advises that he is not in a financial position to purchase and / or rent a residential dwelling in the current market environment and living in the camp bus on the property is his only means of accommodation.

Officer Recommendation

That Council:

1. Approves the application for Mr Roger Waldock to continue camping on his property, being Lot 31 (8) Wilson Street, Kununoppin, for period of 24 months effective from 20 August 2025, expiring on 19 August 2027.
2. Informs Mr Waldock that during the approval period he is to make application to the Shire to develop a small ablution facility (toilet, shower and laundry), and to install a reduced onsite wastewater disposal system (septics).

9.4 SHIRE PRESIDENT

Date	Calendar Meeting and Events
25 July	Bring Dowerin to Town – attended as a WALGA Guest
5 August	NEWROC Council Meeting - Koorda
6 August	GECZ Meeting via Teams

Continued to meet with the CEO to discuss Council priorities and current projects.

10 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

11 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

12 CLOSURE