SHIRE OF TRAYNING

Rock Solid

AGENDA

FOR
ORDINARY MEETING OF COUNCIL
Wednesday 22 July 2026

Shire of Trayning Council Chambers
66 Railway Street
Trayning WA 6488

Commencement: 4.30 pm

Timetable

- Audit, Risk and Improvement – 3:30pm
- Forum Meeting – 3:45pm
  MANG Motorsports Presentation
- Ordinary Meeting of Council – 4:30pm

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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

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 22 July 2026, commencing at 4:30 pm

CONTENTS

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 20 May 2026 be confirmed as a true and correct record of the proceedings.

7.2 Audit, Risk and Improvements

Officer Recommendation

That Council receive the Minutes of the Audit, Risk and Improvement Committee Meeting held on 22 July 2026.
And

1. Council endorse the Interim Audit Results for the year ending 30 June 2026.
2. Council endorse the Shire of Trayning Risk Management Framework.
3. Council endorse the Compliance Audit Return.

7.3 Other Committees

Officer Recommendation

7.3.1 Newtravel GM Minutes - 09.06.2026
7.3.2 NEWROC Council MINUTES 7 July 2026

8 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSIONS

9 REPORTS

9.1 REGULATORY SERVICES

9.2 FINANCE REPORTS

9.2.1 Monthly Payment List June 2026

Date of Report:	10 June 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 June 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 June 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's Recommendation

That Council receives the list of payments, as presented, for the month of June 2026, totalling $532,264.31.

9.2.2 Monthly Financial Report for June 2026

Date of Report:	10 June 2026
File Ref:	N/A
Officer:	Wendy Stringer – LG Best Practices
Senior Officer:	Peter Naylor CEO
Officer's Disclosure of Interest:	Nil
Attachments:	9.2.3 Monthly Financial Report June 2026
Voting Requirements:	Simply Majority

Purpose of Report

This report presents for consideration the Monthly Financial Report, for the period ending 30 June 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 30 June 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 30 June 2026 as presented.

Officer's Recommendation

That the Monthly Financial Report for the period ending 30 June 2026 be accepted as presented.

9.2.3 Budget Adoption 2026-2027

Date of Report:	07 July 2026
Proponent:	Chief Executive Officer
File Ref:	3.2.7.1 Annual Budget
Officer	Abbie Harken - SFO
Officer’s Disclosure of Interest:	Nil
Attachments:	9.2.3a Draft Statutory Budget 2026/2027 9.2.3b Confidential Draft Budget Schedules 9.2.3c Draft Fees and Charges 2026-27
Voting Requirements:	Absolute Majority

Purpose of Report

To consider the adoption of the Shire of Trayning Budget for the 2026/27 Financial Year.

Background

The draft Budget, in conjunction with the Shires Integrated Planning and Reporting documents, has been reviewed with Council at three Budget Workshops, with a consensus being to present the draft document for formal adoption.

Consultation

Councillors and Staff

Statutory Environment

Local Government Act 1995
Local Government (Financial Management) Regulations 1996

Policy Implications

There are no direct policy implications.

Financial Implications

Sets the Budget for the 2026/27 financial year and enables rates to be raised and other works and services to be implemented.

Strategic Implications

The draft budget has been prepared in accordance with the Shire’s adopted Integrated Planning and Reporting documents.

The Long-Term Financial Plan adopted by Council on 19 June 2024 was based on an overall rates increase of CPI (4.6%) + 1%, with an increase of 3.1% for 2026/27 for the schedule of Fees & Charges. According to the Australian Bureau of Statistics, the Consumer Price Index rose 4.6% for the twelve months ending March 2026.

Due to the current economic climate and the rise in cost of living, Council have proposed an overall rates increase of 3% which is approximately half of the proposed increase (5.6%) as per LTFP, and to use the CPI of 4.6% across all other budgeting areas.

<u>Officer's Comment</u>

It is proposed that Council will also adopt the Schedule of Fees and Charges for 2026/27 at the Ordinary Meeting held 22 July 2026. The attached draft budget includes the Schedule, with no modifications from the draft Budget workshops.

<u>Officer's Recommendations</u>

1. That Council, pursuant to the provision of Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopts the budget for the Shire of Trayning for the 2026/2027 financial year which includes the following:

   a) Statement of Comprehensive Income
   b) Statement of Cash Flows
   c) Statement of Financial Activity
   d) Notes to and forming part of the Budget
   e) Schedule of Fees and Charges

2. That Council, pursuant to Sections 6.32, 6.34 and 6.35 of the *Local Government Act 1995* impose the following:
   a) Where the General Rate is to apply, for all rateable properties with Gross Rental Valuations a rate of 19.6795 cents in the dollar, with a minimum rate of $455 be imposed
   b) Where the General Rate is to apply, for all rateable properties with Unimproved Valuations a rate of 0.7833 cents in the dollar, with a minimum rate of $455 be imposed.

3. That Council, pursuant to Section 6.51 (1) and subject to Section 6.51(4) of the *Local Government Act 1995* and Regulation 70 of *the Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 7% for rates (and charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.

4. That Council, pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 68 of the *Local Government (Financial Management) Regulations 1996,* adopts an interest rate of 5.5% where the owner has elected to pay rates and charges through an instalment option.

5. That Council, pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, offer the following payment options:

a) Option 1
To pay the total of rates and charges included on the rate notice in full by the due date 11 September 2026, which is more than thirty-five (35) days after the date of service. Failure to pay such costs will attract penalty charges.

b) Option 2
To pay by four (4) instalments. Details of these dates and amounts are included on the rate notice. Failure to pay such costs by the due dates will attract penalty charges. This option can only be selected where the first instalment including all arrears (if any) is paid by the due date.

Payment dates are:
1. 11 September 2026
2. 12 November 2026
3. 14 January 2027
4. 18 March 2027

6. That Council, pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 67 of the *Local Government (Financial Management) Regulations 1996*, adopts an instalment administration charge where the owner has elected to pay rates (and charges) through an instalment option of $5 for each instalment after the initial instalment is paid.

7. That Council, pursuant to Section 67 of the *Waste Avoidance and Resource Recovery Act 2007*, impose a Waste Collection Fee in the compulsory areas, as following:

   a) $220 per annum – for one (1) refuse mobile garbage bin (collected weekly)
   b) $150 Per annum for one (1) recycling mobile garbage bin (collected fortnightly)
   c) $150 per annum – for any additional recycling mobile garbage bins (collected fortnightly)
   d) $220 per annum – for any additional refuse mobile garbage bins (collected weekly)

8. That Council, in accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, adopts a variance of 10% and a minimum of $10,000 to be used in the statements of financial activity and annual budget review.

9. That Council, pursuant to Section 53 of the *Cemeteries Act 1986,* adopt the Fees and Charges for the Trayning, Kununoppin and Yelbeni Cemeteries as included in the Schedule of Fees and Charges 2026/27.

10. That Council, pursuant to Section 5.99 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Administration) Regulations 1996,* adopt the following individual meeting attendance fees:

President:
Meeting Attendance: $390
Committee Attendance: $120

Councillors:
Meeting Attendance: $190
Committee Attendance: $120

11. That Council, pursuant to Section 5.99A of the *Local Government Act 1995* and regulations 34A and 34AA of the *Local Government (Administration) Regulations 1996,* adopt the following annual allowances for elected members:

Information Technology Allowance - $2,170
Travel Allowance
-$0.5669 per kilometre for engine displacement 1600cc & under
-$0.6866 per kilometre for engine displacement 1600cc to 2600cc
-$0.9554 per kilometre for engine displacement 2600cc & over

12. That Council, pursuant to Section 5.98(5) of the *Local Government Act 1995* and Regulation 33 of the *Local Government (Administration) Regulations 1996,* adopts the following annual local government allowance to be paid in addition to the meeting attendance fee:

President - $12,800

13. That Council, pursuant to Section 5.98A of the *Local Government Act 1995* and Regulations 33A of the *Local Government (Administration) Regulations 1996,* adopts the following annual local government allowance to be paid in addition of the meeting attendance fee:

Deputy President - $3,200

14. That Council, pursuant to section 3.18 of the *Local Government Act 1995*, advises it is satisfied that the services and facilities it provides and which are funded in the 2026/27 Annual Budget:
    - Integrate and coordinate, so far as is practicable, with any provided by the Commonwealth, State or any public body,
    - Do not duplicate, to an extent that the Council considers inappropriate, services or facilities provided by the Commonwealth, State or any other body or person, whether public or private, and
    - Will be managed efficiently and effectively.

9.3 CHIEF EXECUTIVE OFFICER

9.3.1 Trayning Primary School Library Merger Proposal

Date of Report:	4 June 2026
Proponent:	Peter Naylor
File Ref:	4.1.2.3
Officer	
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.1a Confidential Library Consultation results 9.3.1b Attachment SOKTY Library Hub Proposal and FAQ
Voting Requirements:	Absolute Majority

Purpose of Report

For Council to consider responses (4) received following community consultation on the proposal for a merger of the School and Shire libraries.

Background

As previously presented to Council, correspondence was received from the School Principal, Vicky McDonald, proposing a merger of the School and Shire library operations.

The proposal is for the community library which is currently located within the Shire Administration Building to be relocated to the Trayning Primary School Library and be operated in coordination with and from the School Library.

This matter was presented to the Ordinary Meeting of Council held on 17 June 2026.

At the meeting Council resolved:

That Council:

1. *Provides "In Principle" support for the proposed merger of the Shire of Trayning and Trayning Primary School Library services.*
2. *Undertakes public consultation with the local community seeking comment on the proposal.*
3. *Agrees that it will be necessary for a Memorandum of Understanding to be entered into between the Shire of Trayning and the Trayning Primary School to ensure that the proposed merger, if it is to proceed, is a smooth transition and to protect each of the entity's interests.*
4. *The matter be referred back to Council for final consideration following the community consultation process.*

Officer's Comment

The CEO and Manager of Corporate Services had a meeting with the Principal and School Manager Corporate Services on 20 May 2026 to discuss how the proposal may work and to address several matters which may be of interest and / or concern to the Council and community should the merger proceed.

Following the meeting further information has been provided in support of the proposal, as detailed hereunder in italics:

<u>Background</u>
Trayning Primary School proposes a shared-use Community Library Hub to expand access to literacy resources, strengthen community engagement, and maximise the use of existing facilities and opportunities for intergenerational engagement.
Through this project we hope to:

- *Enhance community services and facilities.*
- *Strengthen community participation and connection.*
- *Support lifelong learning and social wellbeing.*

Following initial discussions, additional clarification has been requested by the Chief Executive Officer regarding operational and governance considerations.

<u>Proposal</u>
The Community Library Hub will operate during school days, with controlled community/public access, supported by clear supervision, sign-in processes, and restricted access zones.

<u>Key Considerations</u>
There will be supervised access and restricted zones within the school that will be clearly marked with direct entry/exit pathway to library available through the Staff Carpark.
Directions with signed and safe access to staff toilet facilities will be made available.
Movement of visitors will be restricted to approved areas only to ensure student and community safety.
Parking is available in the staff car park or in the marked bays on Adam Street.
Student and Adult collections will be separated. In general, the students will have their library access outside of the hours proposed for community access, unless there is a specific event, at which time the community will be advised and perhaps an invitation extended to attend the function/activity.
The library will be staffed by Trayning Primary School staff trained in the library system.
The library will be open for community access for set hours during the school term.
The library will be open for community access for set hours during the school holidays.
A published timetable will be made available to ensure clarity around availability.
Opportunities for community partnerships and volunteer support will be explored to enhance sustainability.
Any changes to times will be made available on the Trayning Shire site and the Trayning Primary School Facebook page.
Times that may be suitable but are open for negotiation and adjustment may be as follows;

- *1:00pm to 3:30pm Monday to Friday*
- *There is a possibility to include some am hours.*

Possible activities could be (but are not limited to):

- *public reading events*
- *possible author workshops*
- *Mothers and Father's Day activities*
- *Grandparents' day activities*

- *Read to a student day*
- *Afternoon tea with an Elder*
- *Family events*
- *Christmas Carols in the Library*

<u>Separation of Children/Adult Books</u>
The library will maintain clearly defined sections:
- *Student/children's collection*
- *Adult/Community collection*

This will ensure age-appropriate access and supports for both educational and community use.

<u>Financial Implications</u>
Any freight costs, staffing costs, etc associated with sourcing or exchanging library resources will be managed through existing school/library arrangements.

<u>Risk Management</u>
Risks relate to supervision, safety, and sustainability. Mitigation strategies include controlled access, clear procedures, and compliance with policy and procedures.

<u>Recommendation</u>
Council is invited to review, provide feedback, and support further collaborative planning.

Should Council be supportive of the proposal, in addition to, and to formalise the arrangement, it is proposed that a Memorandum of Understanding be entered into between the Shire of Trayning and the Trayning Primary School to ensure that the proposed merger is a smooth transition and to protect each of the entity's interests. This may be of particular need should there be a change in the principal and / or Council members who do not support the arrangement.

Given the minimal amount of usage of the Shire Library the relocation and merger of the two libraries seems to be a reasonable proposal especially if the concept of the various community activities as provided above were to evolve.

The proposal is certainly worthy of Council consideration and perhaps be advertised seeking community comment.

Following the community consultation process which included notices being posted on the Shire of Trayning Website and Facebook Page, Ninghan News, and local public notice boards closed on 12 July 2026.

At the closure of the consultation period four (4) submissions were received which are shown as attachment 9.3.1a, along with the public consultation advertisement, attachment 9.3.1b.

Three of the submissions were in favour of the proposal and one did not support. There were no additional comments presented by the favourable submissions however the person who submitted the negative submission posed the following questions / comments:

1. How will they address the public interacting with the children?
2. What if the public needs to use the other facilities such as restrooms/ablutions?
3. Who will run the library a volunteer? If not, then will cover the cost of hiring someone?
4. Is the School or the Shire responsible for any incident or fall on the premises?
5. Has the State Library been informed that there is a possibility of this sevice moving to another location?
6. Is the Education Department behind this movement as it is opening them up to potential lawsuits?
7. What are the opening hours?
8. Who is responsible for cleaning and who will cover the cleaning costs with both time and products?

Many of the answers to the above were included in the supporting documentation provided via the QR Code, and the remainder will now be addressed as part of the investigation to ensure the library merger is successful should Council support the proposal.

As all the submissions were from anonymous sources Council won't be able to respond on an individual basis.

Consultation

School Principal, Vicky McDonald.
Shire of Trayning Community.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Minor (based on the information provided by the School Principal).

Strategic Implications

Shire of Trayning Strategic Community and Corporate Business Plan 2025.

Community Services and Facilities.
Library: To provide Library Services that engage the local community and encourage life-long learning.

The proposed Library merger has the capacity to further enhance this strategic goal.

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

That Council, following the public consultation period and after taking into consideration the comments provided by the four (4) persons who responded to the proposed Library merger, resolves to:

1. Inform the Trayning Primary School that Council supports the proposed Library Services merger.
2. Authorises the Chief Executive Officer (CEO) to further explore the process with the Principal of the Trayning Primary School to finalise the merger process, including liaising with the State Library of WA and other agencies as required.
3. Authorises the CEO to progress with a Memorandum of Understanding (MoU) between the Shire of Trayning and the Trayning Primary School to ensure that the proposed merger is a smooth transition and to protect each of the entity's interests.
4. Authorises the Shire President and CEO to execute and place the Shire of Trayning Common Seal on the MoU when finalised.
5. Places notices on the Shire Website and Facebook Page, Ninghan News, and public notice boards informing the community of the library merger and proposed commencement date.

9.3.2 Installation of Waste Transfer Stations (x2)

Date of Report:	15 July 2026
Proponent:	Peter Naylor, CEO
File Ref:	10.2.1.19
Officer's Disclosure of Interest:	Nil
Attachments:	9.3.2a Confidential Attachment - WTS - Application-RMFRRLGA010 9.3.2b Confidential Attachment - WTS - RMF Deed of Grant - Shire of Dowerin
Voting Requirements:	Absolute Majority

Purpose of Report

For Council to acknowledge the grant funding for the installation of Waste Transfer Stations within the seven Northeastern Wheatbelt Regional Organisation of Councils (NEWROC) and consider the possible locations for the installation of two Waste Transfer Stations within the Shire of Trayning.

Background

The Northeastern Wheatbelt Regional Organisation of Councils (NEWROC) has been for some time investigating the possibility of developing a Regional Waste Landfill Site and discussing the installation of various Waste Transfer Stations (WTS) in the participating NEWROC shires to transfer waste to the regional site.

NEWROC recently applied for and was successful in receiving grant funding under the WA Recycling Modernisation Fund for the installation of nine (9) WTS within the NEWROC region. These being one in each of the Shires of Dowerin, Wyalkatchem, Koorda, Mukinbudin and Nungarin, and two in each of the Shires of Mt Marshall and Trayning.

The grant application was successful for amount of $521,664, for works to the total value of $782,496, of which NEWROC has budgeted to pay the additional amount of $260,832 from within its reserve account.

The grant funding is for the procurement of the following at the WTS sites:

Perimeter Fencing	$135,000
Signage	$ 20,040
Loading Ramps	$189,450
6m3 Waste Bins	$128,628
6m3 Carboard Cages	$ 48,546
	$521,664

The NEWROC contribution of $260,832 is largely for gravel, earthworks and to designate areas for green and other waste.

The breakdown of the funding allows $86,944 per site, which may appear to be insufficient, however with a regional approach to procurement of the items listed above and much of the ground works being performed by each of the shires works crews it should be achievable.

Council is budgeting an additional $20,000 per site from its Refuse Reserve Account, total of $40,000, to ensure the works can be completed to the council and community satisfaction.

NEWROC commissioned ASK Waste Management Consultancy Services in December 2019 to prepare a Regional Landfill Strategy Feasibility Study to assess the current facilities and regional situation and develop achievable concepts to improve waste management across the region.

This study, and subsequent Report, has provided commentary on the existing landfill sites within each of the local government areas and modelled four options for NEWROC and member councils to consider.

Officer's Comment

With reference to the sites within the Shire of Trayning, there are currently two operating Waste Landfill Sites, these being in Kununoppin and Yelbeni. Council needs to consider whether both sites are to be developed into Watse Transfer Stations or a single independent site be selected somewhere central within the shire.

A consideration for Council is how many Waste Transfer Stations are necessary to service the small overall community population of approx. 300.

Recent indications from Council is the preference to develop both the existing Kununoppin and Yelbeni sites into WTS.

The grant funding agreement needs to be acquitted by 30 June 2027 so is essential Council gives due consideration to selection of the preferred sites to be developed.

Consultation

NEWROC member councils
NEWROC Executive Officer

Statutory Environment

Department of Water and Environmental Regulation
Waste Authority WA

Policy Implications

Nil

Financial Implications

Funded by:

Grant	$115,925
NEWROC	$ 57,960
Council Reserve Account	$ 40,000

Strategic Implications

Shire of Trayning Strategic Corporate and Community Plan
Community Services and Facilities
Sanitation
To provide waste education and collection services that minimise our environmental footprint and are convenient for residents

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

That Council:

1. Acknowledges the successful Northeastern Wheatbelt Regional Organisation of Councils (NEWROC) grant application under the WA Recycling Modernisation Fund.
2. Develops both the Kununoppin and Yelbeni Landfill Sites as future Waste Transfer Station Sites within the Shire if Trayning.
3. Authorise the Chief Executive Officer to proceed with the development of the two sites in accordance with the conditions of the grant application.
4. Liaise with the other NEWROC Councils to ensure there is a combined procurement process to help keep the costs for purchase of materials and fixtures and the installation of such to a minimum.

9.4 MANAGER OF WORKS

9.4.1 Manager of Works Report

Date of Report:	15 July 2026
Proponent:	Nil
File Ref:	
Officer:	Paul Healy – 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

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

10 NEW BUSINESS OF AN URGENT NATURE BY DECISION OF MEETING

11 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

12 CLOSURE