



Shire of Cunderdin

Notice of an Ordinary Council Meeting

Dear Council Member,

The next Ordinary Meeting of the Cunderdin Shire Council will be held on **Wednesday 22 July 2026** in the Cunderdin Shire Council Chambers, WA, 6407 **commencing at 6.00pm.**

Stuart Hobley
Chief Executive Officer

17 July 2026

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AGENDA

1 Declaration of Opening

The Shire President declared the meeting open at ____pm.

The Shire of Cunderdin disclaimer will be read aloud by Cr_____.

The *Local Government Act 1995* Part 5 Division 2 Section 5.25 and Local Government (Administration) Regulations 1996 Regulation 13.

“No responsibility whatsoever is implied or accepted by the Shire of Cunderdin for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of Council’s decisions, which will be provided within ten working days of this meeting”.

2 Record of Attendance, Apologies and Approved Leave of Absence

2.1 Record of attendance

Councillors

Cr AE (Alison) Harris
Cr A (Tony) Smith
Cr B (Bernie) Daly
Cr J (Joanne) Fulwood
Cr TE (Todd) Harris
Cr S (Samantha) Pimlott
Cr N (Natalie) Snooke

Shire President
Deputy Shire President

In Attendance

Stuart Hobley
Kay Squibb

Chief Executive Officer
Deputy Chief Executive Officer

Guests of Council

Members of the Public

2.2 Apologies

2.3 Leave of Absence Previously Granted

3 Public Question Time

Declaration of public question time opened at:

Declaration of public question time closed at:

4 Petitions, Deputations & Presentations

5 Applications for Leave of Absence

5.1 Applications for leave of absence

Call for any applications for leave of absence.

Recommendation 5.1

Moved Cr _____

Seconded: Cr _____

That Council approve Leave of Absence for _____ from _____ to _____ inclusive.

Vote – Simple majority

Carried/Lost: _____

For:

Against:

6 Confirmation of the Minutes of Previous Meetings

6.1 Minutes of Ordinary Council Meeting held 17 June 2026

Attachment 6.1.1 - Unconfirmed Minutes OCM – 17 June 2026 - Public Copy

Recommendation 6.1

Moved Cr _____

Seconded: Cr _____

1. That the Minutes of the Ordinary Council Meeting held on Wednesday 17 June 2026 be confirmed as a true and correct record.
2. The President to sign the minute declaration on the previous minutes.

Vote – Simple majority

Carried/Lost: _____

For:

Against:

7 Declaration of Members and Officers Interests

8 Announcements by President without Discussion

9 Finance and Administration

9.1 Financial Reports for June 2026

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	17 July 2026
Author:	Kay Squibb
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.1.1 - Financial Report June 2026

Proposal/Summary

The financial reports as at 30 June 2026 are presented for the Council's consideration.

Background

The *Local Government (Financial Management) Regulations 1996* require a statement of financial activity to be prepared each month and prescribe the contents of that report and accompanying documents. The report is to be presented at an Ordinary Council Meeting within two months after the end of the month to which the report relates.

Comment

In accordance with the *Local Government (Financial Management) Regulations 1996*, Council is required each financial year to adopt a percentage or value to be used in the Statement of Financial Activity for reporting material variances. As part of the 2025/26 budget adoption process, Council endorsed a material variance threshold of 10% or \$10,000, whichever is the greater.

The Statement of Financial Activity for the period ending 30 June 2026 is presented for Council's information.

Consultation

Chief Executive Officer

Statutory Environment

Local Government Act 1995

s6.4 Financial report

Local Government (Financial Management) Regulations 1996

r34. Financial activity statement required each month

Policy Implications

Nil.

Financial Implications

The report represents the financial position of the Shire at the end of each reporting period.

Strategic Implications

Shire of Cunderdin Integrated Strategic Plan 2026-2036

4. CIVIC LEADERSHIP

4.1 Implement systems and processes that meet legislative and audit obligations

Recommendation 9.1

That Council receives the monthly financial reports for the period ending 30 June 2026.

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.2 Accounts Paid 30 June 2026

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	17 July 2026
Author:	Kay Squibb
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.2.1 - List of Payments June 2026 Attachment 9.2.2 - Credit Card Expenses June 2026

Proposal/Summary

Council to consider the list of payments made from the Municipal and Trust funds during June 2026.

Background

The *Local Government (Financial Management) Regulations 1996* prescribe that a list of accounts paid under delegated authority by the CEO is to be prepared each month, providing sufficient information to identify the transactions. The list is to be presented to the Council at the next Ordinary Council Meeting after the list is prepared and recorded in the minutes of that meeting.

Comment

A summary of the total payments made during the month are:

June 2026

Total Municipal fund -	\$544,269.79
Total Trust fund -	\$0.00
Total Credit Cards -	\$2,743.09
TOTAL	\$547,012.88

Consultation

Chief Executive Officer

Statutory Environment

Local Government (Financial Management) Regulations 1996

r13. Lists of accounts

(1) *If the local government has delegated authority to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared—*

- (a) the payee's name;*
- (b) the amount of the payment;*
- (c) the date of the payment; and*
- (d) sufficient information to identify the transaction.*

r13A. Payments by employees via purchasing cards

(1) *If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —*

- (a) the payee's name;*
- (b) the amount of the payment;*
- (c) the date of the payment;*
- (d) sufficient information to identify the payment.*

Policy Implications

Nil.

Financial Implications

All financial implications are contained within the reports.

Strategic Implications

Shire of Cunderdin Integrated Strategic Plan 2026-2036

4. CIVIC LEADERSHIP

4.1 Implement systems and processes that meet legislative and audit obligations

Recommendation 9.2

That Council receive the list of payments made for the period ending 30 June 2026, as listed below

Municipal fund

Electronic Funds Transfer: EFT10624 to EFT10730 \$484,338.77

Cheques: 12054 to 12060 \$17,163.40

Direct Debits (inc. Bank Charges): \$42,767.62

Trust fund \$0.00

Credit Cards \$2,743.09

TOTAL \$547,012.88

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.3 Council Investments 30 June 2026

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	17 July 2026
Author:	Kay Squibb
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.3.1 - CCT Bank Statements June 2026

Proposal/Summary

To inform Council of its investments as at 30 June 2026.

Background

The authority to invest money held in any Council Fund is delegated to the Chief Executive Officer. Council Funds may be invested in one or more of the following:

- Fixed Deposits;
- Commercial Bills;
- Government bonds; and
- Other Short-term Authorised Investments.

Council funds are to be invested with the following financial institutions:

- Major Banks & Bonds Issued by Government and/ or Government Authorities.

Comment

In addition to the Shire's Municipal Operating Accounts, the investment accounts below are held as at 30 June 2026.

COUNCIL ACCOUNTS					
Institution	Amount	Investment type/ Account details	Municipal Funds	Reserve Funds	Trust Funds
Westpac Bank	\$2,689,117.15	Municipal Fund 000030	\$2,689,117.15		
Bendigo Bank	\$715,406.90	Municipal Fund 155971377	\$715,406.90		
Bendigo Bank	\$0.00	Bendigo Trust Account 164488686			\$0.00
Westpac Bank	\$0.00	Trust Working Account 122981			\$0.00
Westpac Bank	\$211.92	Business Cash Reserve 223647 0.45%		\$211.92	
Bendigo Bank	\$1,791,938.72	Term Deposit 4.40% Matures 21 Aug 2026		\$1,791,938.72	
TOTAL INVESTMENTS	\$5,196,674.69		\$3,404,524.05	\$1,792,150.64	\$0.00

Separately to the above Council funds, the Shire administers the following accounts for the Cunderdin Community Centre Trust, being Bendigo Term Deposits and a Westpac operating account with a current balance of \$8,190.26.

The Westpac operating account has had no further transactions since August 2025, however the Term Deposits matured on 4 May 2026. Interest earned on the term deposits has been reinvested into the Interest Account, and both have been invested for 6 months at 5.15%, maturing on 4 November 2026.

CUNDERDIN COMMUNITY TRUST ~ INTEREST ACCOUNT ~ 30 June 2026 Bendigo Term Deposit# 5424726 Maturing 4 November 2026 (5.15%)		
Opening Balance as per Term Deposit		\$296,098.04
<i>INCOMING</i>	Interest earned – interest account	\$0.00
	Interest earned – capital account	\$0.00
	Total interest	\$0.00
<i>OUTGOING</i>		0.00
Balance at end of month		\$296,098.04

CUNDERDIN COMMUNITY TRUST ~ CAPITAL ACCOUNT ~ 30 June 2026 Bendigo Term Deposit# 5424728 Maturing 4 November 2026 (5.15%)		
Opening Balance as per Term Deposit		\$369,862.05
<i>INCOMING</i>	Interest on maturity of investment	\$0.00
<i>OUTGOING</i>	Transfer to interest account	\$0.00
Balance at end of month		369,862.05

Consultation

Nil.

Statutory Implications

Local Government Act 1995

s6.14 Power to invest

Local Government (Financial Management)

r19 Investments, control procedures for

r19C Investment of money, restrictions on (Act s. 6.14(2)(a))

Policy Implications

Nil.

Financial Implications

There are no financial implications in considering this item, for information only.

Strategic Implications

Shire of Cunderdin Integrated Strategic Plan 2026-2036

4. CIVIC LEADERSHIP

4.1 Implement systems and processes that meet legislative and audit obligations

Recommendation 9.3

That the report on Council investments as at 30 June 2026 be received.

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.4 2026/2027 Budget Adoption

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	16 July 2026
Author:	Kay Squibb
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.4.1 - Annual Budget 2026/2027 Attachment 9.4.2 – Schedule of Fees and Charges 2026/2027

Proposal/Summary

To consider and adopt the Annual Budget for the 2026/2027 financial year together with supporting schedules, including imposition of rates and minimum payments, adoption of the schedule of fees and charges, setting of council member fees for the financial year and other matters arising from the budget papers.

Background

The *Local Government Act 1995*, section 6.2, requires a local government to prepare an annual budget not later than 31 August in each financial year, or such extended time as the Minister allows, and adopt by absolute majority, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the following 30 June.

The 2026/27 budget has been prepared having regard for the Shire's integrated planning documents, including the Integrated Strategic Plan 2026-2036, Long Term Financial Plan and Asset Management Plan, and the outcomes from the Council workshop held on 8 July 2026.

Comments

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

Highlights of the draft budget include:

Rates

Provision has been made for an overall 4% increase in rate revenue for the 2026/2027 financial year. Following the annual revaluation of unimproved rural property valuations by the Valuer General, individual rate assessments may increase or decrease depending on changes to the valuation of each property. While the impact will vary between ratepayers, the total revenue raised from rates by the Shire will increase by 4% compared to the previous financial year.

Fees & Charges

The Schedule of Fees and Charges has been reviewed as part of the budget process, with increases applied where considered appropriate to reflect the cost of providing services. Waste collection charges have been increased to support full cost recovery for the provision of this service.

Elected Member Attendance Fees, Allowances & Reimbursement of Costs

Members meeting attendance fees are paid in accordance with section 5.98 of the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* and the Salaries and Allowances Tribunal 2026 Local Government Determination. The Shire is classified in Band 4 in the SAT Determination.

The SAT Determination prescribes the range of fees for elected members between \$109-\$280 per Council meeting, and \$109-\$570 for the Shire President. Provision has been made for the payment of meeting fees at the maximum prescribed rate of \$280 per Council meeting for elected members and \$570 per Council meeting for the President.

Committee meeting attendance fees are prescribed between \$57 and \$140 per meeting, and provision is made for the payment of these at the maximum rate of \$140 per Committee meeting.

The President is entitled to an allowance in the range of \$596-\$23,257 and the Deputy President is entitled to up to 25% of the President's Allowance, the percentage prescribed in the *Local Government (Administration) Regulations 1996*. It is recommended that the President's Annual Allowance remain at \$1,500, which entitles the Deputy President to an Annual allowance of \$375.

Other claims such as travelling will need to be submitted should a member so require.

Meeting attendance fees for Independent Audit, Risk and Improvement Committee (ARIC) members

Section 5.100(2)(b) of the *Local Government Act 1995* prescribes that the fee payable to an Independent ARIC member must be set within the range provided in the SAT Determination. The range provided is \$110-\$1,215 per meeting.

When adopting the Terms of Reference for the ARIC at the March 2026 meeting, the Council adopted a meeting fee of \$250 per meeting payable to Independent members of the ARIC. It is recommended that the fee remains the same for 2026/27.

Capital Works Program

A capital works program totalling \$8.875 million is planned for the 2026/27 financial year, providing significant investment in infrastructure, land and buildings, plant and equipment, and furniture and equipment.

The most significant project is the Pool and Wellness Hub, with \$4.2 million allocated in 2026/27. Other major projects include the ongoing Footpath Program (\$1.39 million) and the Road Construction Program (\$1.55 million). The road construction program is supported by external funding, including \$500,000 from the Regional Road Group, \$580,214 from the Roads to Recovery Program, and \$208,400 from the Wheatbelt Secondary Freight Network, enabling the Shire to deliver a substantial investment in its local road network.

The budget also includes estimated proceeds of \$1.4 million from the sale of land within the Watt Street development. In addition, provision has been made for the scheduled replacement of plant and equipment to ensure the Shire continues to maintain a modern, reliable and fit-for-purpose fleet.

Reserve Transfers

It is proposed to establish two new Reserve accounts for future projects.

The ICT Reserve will be used for the upgrade of the SynergySoft financial system which is nearing end of life and will be replaced in the next 2-3 years.

The Land Development reserve will be established using proceeds from the sale of the Watt Street land, to fund future land development projects and associated infrastructure.

Borrowings

It is proposed to raise a new loan for \$1,200,000 for the Pool and Wellness Hub project. The loan will be taken over a 15-year period with WA Treasury Corporation.

End of year position

An estimated surplus of \$2,678,900 is anticipated to be brought forward from 30 June 2026. This is largely the result of the receipt of an advance payment of approximately 80% of 2026/27 Financial Assistance Grants allocations which were made mid-June.

The 2026/27 Budget continues to deliver on the strategic priorities adopted by Council, maintaining a high level of service across all programs while delivering significant investment in roads and associated infrastructure. The budget also provides for the ongoing renewal and replacement of the Shire's assets to support their long-term sustainability and serviceability.

Consultation

Chief Executive Officer
Staff
Council

Statutory Implications

LGA S6.2 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 20YY/20YY budget as presented is considered to meet statutory requirements.

Section 67 of the *Waste Avoidance and Resource Recovery Act 2007* enables a local government to impose an annual charge in respect of premises provided with a waste service by the local government.

Section 7B(2) of the *Salaries and Allowances Act 1975* requires the Tribunal, at intervals of not more than 12 months, to inquire into and determine –

- the amount of fees to be paid to Council members;
- the amount of expenses to be reimbursed to Council members;
- the amount of allowances to be paid to Council members.

The Determination on Local Government Chief Executive Officers and Elected Members requires local governments to set an amount within the relevant range determined for fees, expenses or allowances.

Section 5.98 of the *Local Government Act 1995* sets out fees, expenses and reimbursements etc payable to council members as determined by the Tribunal.

Section 5.98A of the *Local Government Act 1995* sets out allowances which may be paid to deputy Presidents or deputy Mayors up to a percentage determined by the Tribunal (Absolute Majority required).

Section 5.99 of the *Local Government Act 1995* provides a local government may pay an annual fee in lieu of fees for attending meetings, as determined by the Tribunal (Absolute Majority required).

Section 5.99A of the *Local Government Act 1995* sets out a local government may pay an annual allowance for council members in lieu of reimbursement of expenses, as determined by the Tribunal (Absolute Majority required).

Section 5.100 of the *Local Government Act 1995* sets out fees, expenses and reimbursements payable to a committee member who is not an elected council member or employee, or an independent committee member, or an independent Audit, Risk and Improvement Committee (ARIC) Member of the local government as determined by the Tribunal.

Regulations 30, 31, 32, and 34ACA of the *Local Government (Administration) Regulations 1996* set the limits, parameters and types of allowances that can be paid to Council and committee members.

Policy Implications

Nil.

Financial Implications

Adoption of the Annual Budget sets the financial framework for the ensuing financial year. The budget is balanced, with a nil surplus/deficit projected at 30 June 2027.

Strategic Implications

Shire of Cunderdin Integrated Strategic Plan 2026-2036

4. CIVIC LEADERSHIP

4.1 Implement systems and processes that meet legislative and audit obligations

Recommendation 9.4

That Council:

1. Annual Budget for 2026/27

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopt the Budget as contained in Attachment 9.4.1 of this agenda and the minutes, for the Shire of Cunderdin for the 2026/2027 financial year which includes the following:

- i. Statement of Comprehensive Income;
- ii. Statement of Cash Flows;
- iii. Statement of Financial Activity.
- iv. Notes to and forming part of the budget.

2. General Rates, Minimum Payments, Instalment Payment Arrangements, Interest

(a) For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted item 1 above, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*, impose the following general and minimum rates on Gross Rental and Unimproved Values.

2.1	General Rates	
	Gross Rental Value (GRV)	11.2000 cents in the dollar
	Rural (UV)	0.34910 cents in the dollar
	Mining (UV)	0.34910 cents in the dollar
2.2	Minimum Rates	
	Gross Rental Value (GRV)	\$890
	Unimproved Value (UV)	\$890
	Mining (UV)	\$890

(b) Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, nominates the following due dates for payment in full or by instalments:

- Option 1 (Full Payment)
Full amount of rates and charges including arrears, to be paid on or before 11 September 2026 or 35 days after the date of issue appearing on the rate notice whichever is the later.
- Option 2 (Four Instalments)
First instalment to be made on or before 11 September 2026 or 35 days after the date of issue appearing on the rate notice, whichever is later, including all arrears and a quarter of the current rates and service charges;

Second instalment to be made on or before 10 November 2026, or 2 months after the due date of the first instalment, whichever is later;
Third instalment to be made on or before 11 January 2027, or 2 months after the due date of the second instalment, whichever is later; and
Fourth instalment to be made on or before 15 March 2027, or 2 months after the due date of the third instalment, whichever is later.

- (c) 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 service charges) through an instalment option of \$12 for each instalment after the initial instalment is paid.
- (d) 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 service charges through an instalment option.
- (e) 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 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

3. Schedule of Fees and Charges 2026/2027

Pursuant to section 6.16 of the *Local Government Act 1995* and other relevant legislation, adopts the Fees and Charges included as Attachment 9.4.2 of this agenda and minutes.

4. Council Members Fees and Allowances for 2026/2027

- (a) In accordance with section 5.98(1)(b) of the *Local Government Act 1995*, regulation 30 of the *Local Government (Administration) Regulations 1996* and within the range determined by the Salaries and Allowances Tribunal 2026 Local Government Determination, meeting attendance fees be set at \$570 per Council meeting and \$140 per Committee meeting for the Shire President, \$280 per Council meeting and \$140 per Committee meeting for Councillors.
- (b) In accordance with section 5.98(5) of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal 2026 Local Government Determination, the annual allowance to be paid to the Shire President in addition to the meeting attendance fees be set at \$1,500.
- (c) In accordance with section 5.98A of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal 2026 Local Government Determination the annual allowance to be paid to the Shire President in addition to the meeting attendance fees be set at \$375
- (d) In accordance with Section 5.100 of the *Local Government Act 1995*, regulation 30 *Local Government (Administration) Regulations 1996*, and within the range determined by the Salaries and Allowances Tribunal 2026 Local Government Determination, meeting attendance fees for independent committee members of the Audit, Risk and Improvement Committee (ARIC) be set at \$250 per committee meeting.

5. Material Variance Reporting for 2026/2027

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* the level to be used in statements of financial activity in 2026/2027 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

Moved Cr _____
Seconded: Cr _____

Vote – Absolute majority
Carried/Lost: _____
For:
Against:

9.5 WALGA State Conference and Annual General Meeting

Location:	Shire of Cunderdin
Applicant:	Executive Assistant
Date:	10 July 2026
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.5.1 - WALGA 2026 – AGM Notice of Meeting Attachment 9.5.2 - Guideline for the Submission of Member Motions Attachment 9.5.3 - 2026 AGM Member Motion template

Proposal/Summary

For Council to appoint delegates and proxy delegates to the 2026 WALGA Annual General Meeting (AGM) on Thursday, 17 September 2026 at Perth Convention Centre.

Background

WA Local Government Association is holding its Annual General Meeting on Thursday 17 September 2026, at the Perth Convention Centre.

As a Member of the Association the Shire has been asked to register the attendance and voting entitlements of Council's delegates to the AGM. Council has been requested to register two Voting Delegates and two Proxy Voting Delegates.

Comments

It is usual practice for the Shire President and Shire Deputy President to be the Shire's Voting Delegates. However, should one not be available another Councillor will need to be nominated together with the required Proxy Voting Delegates.

The 2025 Council's Voting Delegates were Cr AE (Alison) Harris and Cr N (Natalie) Snooke. TE (Todd) Harris and Cr A (Tony) Smith were nominated as the Proxy Voting Delegates.

Consultation

Stuart Hobley, Chief Executive Officer
Councillors

Statutory Implications

Nil.

Policy Implications

Shire of Cunderdin Council Policy Manual
1.8 Elected Members – Conference, Training, Travel and out of pocket expenses

Financial Implications

The AGM is free of charge. Costs associated with Councillor meeting attendance are accounted for in the Shires Budget.

Strategic Implications

Shire of Cunderdin Integrated Strategic Plan 2026-2036

4. CIVIC LEADERSHIP

4.2 Implement systems and processes that meet legislative and audit obligations

4.2 Shire communication is consistent, engaging and responsive.

Recommendation 9.5

That Council:

1. Appoints Cr. _____ and Cr. _____ as voting delegates, and
 2. Appoints Cr. _____ and Cr. _____ as Proxy voting delegates,
- to the 2026 Annual General Meeting of the WA Local Government Association.

Moved Cr. _____

Seconded: Cr. _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.6 Proposed Reserve over Lot 73 Cunderdin-Quairading Road, Youndegin

Location:	Shire of Cunderdin
Applicant:	Executive Assistant
Date:	10 July 2026
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.6.1 - Map of Lot 73 Cunderdin-Quairading Road, Youndegin

Proposal/Summary

The Parks and Wildlife Service within the Department of Biodiversity, Conservation and Attractions (DBCA) seeks support from the Shire of Cunderdin for the creation of a new reserve over Lot 73 on Plan 32117, Cunderdin-Quairading Road, Youndegin.

Background

In early 2022 the landowners contacted the Department of Biodiversity, Conservation and Attractions (DBCA) with a proposal to donate the entirety of Lot 73 to the conservation estate of Western Australia. Lot 73 comprises 32.7 hectares and straddles the Cunderdin-Quairading Road.

DBCA agreed to the donation and future management of Lot 73 due to the conservation values of the remnant vegetation in a highly modified agricultural landscape.

Lot 73 is protected by a restrictive conservation covenant to the Conservation and Land Management Executive Body registered in 2012. This covenant has protected the Priority 3 Ecological Community- Eucalypt woodlands of the Western Australian wheatbelt, and several threatened plant species that are under represented in the conservation estate. The landowner has diligently maintained Lot 73 to protect its conservation values.

A map of the proposed nature reserve is attached. It is proposed that Lot 73 be a new class A nature reserve, vested to the Conservation and Parks Commission under s5(1)(d) of the Conservation and Land Management Act 1984 with the purpose of 'conservation of flora and fauna' in perpetuity.

DBCA seeks the Shire of Cunderdin comment and/or support for the proposed reserve creation over Lot 73 Cunderdin-Quairading Road, Youndegin.

Comments

Lot 73 is an extremely good example of the remnant vegetation of the area. It has been well managed by its owner for many years. The Shire will not have a management order over the area and will not be responsible for any management of the Reserve.

The only issue in the future may come with reconstruction of the Cunderdin-Quairading Road in the near future as the Reserve is on both sides of the road. Council could request that the portion of the Reserve to the east of the Cunderdin-Quairading road, not be made into a Reserve.

Consultation

Department of Biodiversity, Conservation and Attractions

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Cunderdin Integrated Strategic Plan 2026-2036

3. ENVIRONMENTAL

3.3 Management of our natural environmental

Recommendation 9.6

That Council:

1. Supports the creation of a Class A Nature Reserve over Lot 73 on Plan 32117, Cunderdin-Quairading Road, Younegin, vested in the Conservation and Parks Commission for the purpose of **“Conservation of Flora and Fauna”**; and
2. Advises the Department of Biodiversity, Conservation and Attractions that its support is subject to the reserve creation not restricting, impeding or adversely affecting the Shire’s current or future ability to undertake maintenance, upgrading, reconstruction, widening, drainage works or any other works associated with the Cunderdin-Quairading Road reserve; and
3. Requests that any future reserve boundaries, management arrangements or associated approvals recognise and accommodate the potential future expansion and upgrading requirements of the Cunderdin-Quairading Road corridor.

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.7 Minutes of the Sub Regional Road Group Committee Meeting 25 June 2026

Location:	Shire of Cunderdin
Applicant:	Executive Assistant
Date:	17 July 2026
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.7.1 — Minutes Kellerberrin SRRG Meeting 25.06.2026

Proposal/Summary

For Council to receive the Minutes of the Kellerberrin Sub Regional Road Group Meeting held on Thursday 25 June 2026.

Background

The Kellerberrin sub-group held its Regional Road Group Meeting on Thursday 24 June 2026. The Kellerberrin sub-group consists of the Shires of Cunderdin, Dowerin, Kellerberrin, Merredin and Tammin. The purpose of the sub-group is to approve the Regional Road Group (RRG) funding submissions from the individual Councils and forward them to the Wheatbelt North Regional Road Group.

Comments

Issues discussed at the meeting included:

- WSFN – Disparity in Opinions on Business Case Completion for 26/27 Yr State Funding
- Funding Recoup
- Status of 25/26 Yr Commodity Route and Blackspot Road Projects
- WSFN Project Update – State Matching Fund Issue
- Representation at WN RRG Meetings
- Interstate N5 and N6 RAV's using alternate northern Wheatbelt Routes in lieu of the Great Eastern Hwy.
- 26/27 Yr RRG Road Program

Consultation

Stuart Hobley, Chief Executive Officer

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

The RRG program funding is included in the 2026/2027 Budget.

Strategic Implications

Shire of Cunderdin Integrated Strategic Plan 2026-2036

2. ECONOMY

2.1 Safe, efficient and well-maintained road infrastructure

4.CIVIC LEADERSHIP

4.1 Implement systems and processes that meet legislative and audit obligations

Recommendation 9.7

That Council receive the Minutes of the Kellerberrin Sub Regional Road Group Meeting held on Thursday 25 June 2026.

Moved Cr _____
Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.8 Lotterywest – Events Grant Application

Location:	Shire of Cunderdin
Applicant:	Project Manager
Date:	13 July 2026
Author:	Liezl De Beer
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.8.1 - Connect – Community Events Program 2027 - Draft project Plan

Proposal/Summary

For Council to consider and endorse a Lotterywest Community Grant Application. The grant application will enable the delivery of a coordinated, year-long program of inclusive, free or low-cost community events and activities across Cunderdin and Meckering.

Background

This program will be delivered through strong partnership between the Shire of Cunderdin, Cunderdin Community Resource Centre (CRC), Cunderdin Youth Council, Cunderdin Museum Committee, and CMT Seniors Committee, and brings together local organisations, volunteers, and community leaders to collaboratively design and deliver events that reflect local identity and community priorities.

The program will engage youth, seniors, families, women, and broader community interest groups through a diverse calendar of social, cultural, recreational, educational, and heritage-based activities. All activities will be free or low-cost (generally under \$5) to ensure accessibility and reduce barriers to participation.

The proposed program includes the following key events and activities for 2027:

- Heritage in Motion: Steam & Draught Horse Festival
- Halloween at the Museum Community Event
- CMT Seniors 'Be Happy Days' & Day Bus Trips (5 events)
- STRIVE - Youth Activities (15 youth activities focussing on different interests)
- Grill & Chill Sessions (2 events)
- Christmas in the Park Community Festival
- Summer Movie Sessions (4 events)
- Tiny Tots Program (9 themed activities)

Comments

The Shire of Cunderdin will act as the lead organisation for the Community Events Program and will be responsible for overall project governance, grant management, financial administration, reporting, and acquittal. This includes ensuring compliance with funding requirements, overseeing the project budget, monitoring project performance, and reporting outcomes to the funding body.

A Project Steering Group has been established to provide strategic oversight and coordination of the program. The Steering Group comprises of representatives from the Shire of Cunderdin, Cunderdin CRC, Cunderdin Museum Committee, CMT Seniors Committee, and Cunderdin Youth Council. The group will meet regularly throughout the project to coordinate planning, monitor progress, manage risks, share information, and review outcomes.

Each partner organisation will be responsible for the planning, coordination, and delivery of their allocated events and activities within the broader program. This includes managing event logistics, engaging and supporting volunteers, promoting community participation, and ensuring activities are delivered in line with agreed objectives and timelines.

Partner organisations will provide regular updates to the Project Steering Group, including attendance data, activity summaries, expenditure information, and outcome reflections. This collaborative governance model ensures clear accountability, effective communication, and shared decision-making, while empowering community organisations to lead activities that reflect their expertise, strengths, and community connections.

By leveraging the skills, resources, and networks of local organisations, the program will strengthen community capacity, foster collaboration, and support the sustainable delivery of inclusive community events across Cunderdin and Meckering.

Consultation

Courtney Thomson, Cunderdin Community Resource Centre Coordinator
Amber Bell, Cunderdin Youth Council Representative
Mackenzie Elliot, Community Development Officer
Liezl De Beer, Project Manager
Kay Squibb, Deputy Chief Executive Officer
Dianne Kelly, CMT Seniors Committee President
Michelle Samson, Museum Manager
Janet Whisson, Museum Committee Representative
Salvatore Siciliano, Lotterywest Grants Officer
Donella Matthews, Lotterywest Grants Officer

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

This project is delivered through a blended funding model combining grant funding, confirmed partner cash contributions, and significant in-kind support from local organisations and volunteers. The majority of value is leveraged through volunteer labour, staff time, and shared delivery responsibilities across the Shire of Cunderdin, CRC, Museum Committee, Youth Council, and Seniors Committee, ensuring strong community ownership and cost-effective delivery of a year-long program of inclusive community events.

Shire of Cunderdin contribution for this program is \$18,075. This includes funding associated with the Christmas in the Park event, Chill & Grill Sessions & Movie Series which the shire funds annually through the CRC events funding; Youth Council Strive Program & CMT Seniors Events.

Lotterywest Funding Request is \$56,930.

BUDGET SUMMARY	Amount
Total Cash Income	\$82,080
<i>Shire of Cunderdin</i>	<i>\$18,075</i>
<i>Cunderdin CRC</i>	<i>\$1,500</i>
<i>Cunderdin Museum</i>	<i>\$3,500</i>
<i>CMT Seniors Committee</i>	<i>\$1,250</i>
<i>Participant Fees</i>	<i>\$825</i>
<i>Lotterywest Request</i>	<i>\$56,930</i>
Total In-Kind Contribution (all groups)	\$31,690
Total Project Costs	\$113,770

Strategic Implications

Shire of Cunderdin Integrated Strategic Plan 2026-2036

1. COMMUNITY

1.1 Community members have the opportunity to be active, engaged and connected.

Public Health Plan 2026-2030

1. Promote - Objective: Promote healthy living by ensuring residents have access to quality open spaces, safe infrastructure and supportive environments that encourage physical and mental wellbeing.
2. Enable - Leverage partnerships and facilitate opportunities that strengthen local capacity, improve access to services and support community wellbeing.

Age Friendly Community Plan 2026-2030

- 1.1 Community members have the opportunity to be active, engaged and connected.
- 1.2 A healthy and safe community is planned for.

Youth Strategy 2024-2030

2. Reaching your Potential – Young People have access to a range of programs and opportunities that enhance connection and confidence.

Recommendation 9.8

That Council

1. Endorse the submission of the Lotterywest Grants Application for the 2027 calendar year.
2. Allocates \$18,075 from the annual budget towards the project, noting that funding will be required over the 2026/27 and 2027/28 financial years.

Moved Cr _____
Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.9 Adoption of Cunderdin Museum – External Event and Venue Hire Fees and Charges

Location:	Shire of Cunderdin
Applicant:	Executive Assistant
Date:	14 July 2026
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.9.1 - External Event and Venue Hire Agreement and Conditions of Use

Proposal/Summary

Council is requested to consider permitting the Cunderdin Museum – No. 3 Pump Station to be made available for hire for suitable community and private events, to adopt the proposed *External Event and Venue Hire Agreement and Conditions of Use* to govern the use of the facility and set the fees and charges for the hire.

Background

The Cunderdin Museum, located within the heritage-listed No. 3 Pump Station precinct, is managed by the Shire of Cunderdin in partnership with the National Trust of Australia (WA). While the Museum has historically operated solely as a heritage and tourism attraction, there has been increasing interest from community groups and organisations seeking to utilise the facility for events and functions.

To date, the Museum has not been formally available as a venue for hire. Officers have developed a Venue Hire Agreement and Conditions of Use to provide a framework for assessing and managing future bookings while ensuring the protection of the site's heritage values and collections.

Comments

The proposed arrangement will allow the Museum to be utilised for appropriate events that complement the heritage significance of the site and provide additional opportunities for community engagement and activation of the facility.

The proposed Agreement establishes the conditions under which the Museum may be hired and outlines the responsibilities of event organisers. Venue hire applications will be assessed on a case-by-case basis, having regard to:

- Heritage conservation requirements;
- Public safety;
- Operational impacts;
- Suitability of the proposed event; and
- Availability of the site.

The Agreement also identifies available facilities, site limitations and requirements for the protection of Museum buildings, collections and infrastructure.

Approval of venue hire operations does not guarantee approval of all applications, with each request to be assessed on its individual merits.

Consultation

Michelle – Museum Manager
National Trust of Australia (WA)

Statutory Implications

The No. 3 Pump Station is a heritage-listed site and must be managed in accordance with relevant heritage obligations.

Policy Implications

Nil

Financial Implications

Potential revenue may be generated through future venue hire fees as adopted by Council through its Fees and Charges Schedule.

Strategic Implications

Shire of Cunderdin Integrated Strategic Plan 2026-2036

2.Economy

2.3 Encourage visitors to stay longer in our Shire

2.3.3 Promote the Cunderdin Museum and Pump Station

Recommendation 9.9

That Council

1. Approves the Cunderdin Museum – No. 3 Pump Station being made available for hire for suitable community, cultural, educational and private events, subject to heritage, operational and safety requirements.
2. Adopts the *Cunderdin Museum – No. 3 Pump Station External Event and Venue Hire Agreement and Conditions of Use* as attached.
3. Sets the Fees and Charges as follows:

Hire of Venue	
BOND	

4. Authorises the Chief Executive Officer to implement the venue hire program and assess venue hire applications in accordance with the adopted Agreement.

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.10 Request to open road reserve for private access to Mining Tenement – Moore Road, Meckering

Location:	Shire of Cunderdin
Applicant:	Executive Assistant
Date:	14 July 2026
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.10.1 - Correspondence received from LB Minerals

Proposal/Summary

For Council to consider a request to permit the opening and construction of a private access road within the existing road reserve extending from Moore Road to Lot 163 on Deposited Plan 255279, Meckering, being Mining Tenement M70/1359.

Background

Correspondence has been received from the holder of Mining Tenement M70/1359 requesting Council's consideration to utilise and construct an access road within the existing road reserve located along the northern boundary of Lot 167.

The proposed access would connect Moore Road to the existing mine site situated on Lot 163 DP255279. The applicant advises that the access road would provide a more direct route to the mine site for operational vehicles, contractors, emergency services and authorised personnel.

The applicant has advised that the proposed access would be constructed at their cost and that they are willing to comply with any conditions imposed by the Shire regarding design, construction, environmental management, maintenance responsibilities and ongoing use.

The applicant has further advised that, should approval not be granted, access to the mine site will continue to occur via the existing public road network.

Comments

The road reserve identified by the applicant is an undeveloped road reserve under the care, control and management of the Shire of Cunderdin.

Whilst the request appears reasonable in principle, a number of matters require further investigation before Council can determine whether the road reserve should be opened and developed for access purposes. These matters include, but are not limited to:

- Confirmation of the status and dimensions of the road reserve;
- Engineering and construction requirements;
- Traffic impacts on Moore Road and the surrounding road network;
- Environmental and vegetation impacts;
- Drainage requirements;
- Ongoing maintenance responsibilities and liability;
- Consultation with adjoining landowners and affected stakeholders;
- Any approvals required under the Mining Act, Land Administration Act or other relevant legislation.

Given the complexity of the proposal and the potential implications for the Shire, officers recommend Council support further investigation of the proposal and request the applicant submit the necessary technical information to enable a detailed assessment to be undertaken.

Following completion of the assessment, a further report can be presented to Council with recommendations regarding approval, conditions and any required agreements.

Consultation

Statutory Implications

The proposal may require consideration under the *Local Government Act 1995*, *Land Administration Act 1997*, *Mining Act 1978* and other relevant State legislation.

Policy Implications

Nil.

Financial Implications

Any construction costs associated with the proposed access road are proposed to be borne by the applicant.

Strategic Implications

Shire of Cunderdin Integrated Strategic Plan 2026-2036

2.ECONOMY

2.1.1 Continually update and implement and monitor the 10-year Road Management Programme

2.1.2 Regularly review road asset management and road hierarchy network

Recommendation 9.10

That Council:

1. Receives the request from the holder of Mining Tenement M70/1359 seeking permission to utilise and construct a private access road within the road reserve extending from Moore Road to Lot 163 DP255279, Meckering;
2. Supports, in principle, the investigation of the proposal subject to all necessary statutory, environmental, engineering and operational requirements being satisfied;
3. Requests the applicant provide all information required by the Shire to undertake a detailed assessment of the proposal, including engineering designs, traffic information, environmental considerations, consultation with surrounding landowners and any other supporting documentation deemed necessary by the Chief Executive Officer; and
4. Requests the Chief Executive Officer prepare a further report to Council upon completion of the assessment process, including recommendations regarding the opening of the road reserve, construction requirements and any agreements or conditions that may be required.

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.11 Move Behind Closed Doors

Recommendation 9.11

That Council move behind closed doors in accordance with s.5.23 of the *Local Government Act 1995*.

Moved Cr _____
Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.12 Private & Confidential – GPG Grant Submissions

Location:	Shire of Cunderdin
Applicant:	Project Manager
Date:	16 July 2026
Author:	Liezl De Beer
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.12.1 - Private & Confidential: GPG Community Grant Evaluation and Ranking

Recommendation 9.12

That Council endorse the shortlisted GPG Community Grant applications (attachment) for recommendation to the GPG Community Grant Assessment Team.

Moved Cr _____
Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.13 Move From Behind Closed Doors

Recommendation 9.13

That Council move from behind closed doors in accordance with s.5.23 of the *Local Government Act 1995*.

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.14 Chief Executive Officers Report

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	17 July 2026
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachments:	Nil

Proposal/Summary

To provide an update on the matters that the Chief Executive Officer has been addressing over the past month.

Background

Watts Street Subdivision

Waiting on the Title Deeds to be released by the Departments of Lands. It is estimated that we will conduct and Open Auction on four lots at the end of August 2026.

Pool and Wellness Centre

Works on the new learn to swim pool have commenced. The new footprint has been excavated, and fill and drainage works have commenced. Due to the high clay content in the base, an additional excavation has had to be conducted and 1 metre of clean fill has been placed in the base.

Utilities including power and water have been disconnected and moved.

The building plans are nearly finalised and will be certified in the near future. We are still waiting on the Health Department approval for the pool plans.

Pathways Construction

Update to be provided at the meeting.

Community Emergency Services Manager (CESM) - Recruitment

The CESM position has been advertised and applications have closed. The panel will now short list applicants and conduct interviews.

Bush Fire Mitigation Program

Cunderdin was successful with its Bush Fire Mitigation Program grant application. Approximately \$40,000 has been received to conduct bush fire mitigation activities within the Shire.

Comment

Nil.

Consultation

Nil.

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic

Nil.

Recommendation 9.14

That Council receive and accept the CEO report as presented.

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

10 Environmental Health and Building

Nil.

11 Planning & Development

Nil.

12 Works & Services**13 Urgent Items****14 Scheduling of Meeting****14.1 August 2026 Ordinary Meeting**

The next ordinary meeting of Council is scheduled to take place on Wednesday 19 August 2026 commencing at 6:00pm at the Cunderdin Shire Council Chambers, Cunderdin, WA 6407.

15 Closure of meeting

There being no further business the Shire President will declare the meeting closed at __: __pm.

16 Certification**DECLARATION**

I, Alison Harris, certify that the minutes of the Ordinary Council Meeting held on 22 July 2026 as shown, were confirmed at the ordinary meeting of Council held on Wednesday 19 August 2026.

Signed: _____

Date: _____