



Shire of Cunderdin

Ordinary Council Meeting Minutes

Dear Council Member,

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

Stuart Hobley
Chief Executive Officer

22 April 2026

CONTENTS

1	Declaration of Opening	3
2	Record of Attendance, Apologies and Approved Leave of Absence	3
3	Public Question Time	3
4	Petitions, Deputations & Presentations	3
5	Applications for Leave of Absence	3
6	Confirmation of the Minutes of Previous Meetings	4
	6.1 Minutes of Ordinary Council Meeting held 25 th March 2026.....	4
7	Declaration of Members and Officers Interests	4
8	Announcements by President without Discussion	4
9	Finance and Administration.....	5
	9.1 Financial Reports for March 2026	5
	9.2 Accounts Paid 31 March 2026	7
	9.3 Council Investments 31 March 2026	9
	9.4 Local Emergency Management Committee Meeting Minutes – 14 April 2026	12
	9.5 Draft Public Health Plan	15
	9.6 Draft Age Friendly Community Plan.....	17
	9.7 Risk Management Report 31 March 2026	20
	9.8 Chief Executive Officers Report	22
10	Environmental Health and Building	24
11	Planning & Development	24
12	Works & Services	24
13	Urgent Items.....	24
14	Scheduling of Meeting	24
	14.1 May 2026 Ordinary Meeting	24
15	Closure of meeting.....	24
16	Certification.....	24

AGENDA

1 Declaration of Opening

The Shire President declared the meeting open at 6.00pm.

The Shire of Cunderdin disclaimer was read aloud by Cr Todd Harris.

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 A (Alison) Harris

Shire President

Cr A (Tony) Smith

Deputy Shire President

Cr B (Bernie) Daly

Cr J (Joanne) Fulwood

Cr T (Todd) Harris

Cr S (Samantha) Pimlott

Cr N (Natalie) Snooke

In Attendance

Stuart Hobley

Chief Executive Officer

Kay Squibb

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

Nil.

4 Petitions, Deputations & Presentations

Nil.

5 Applications for Leave of Absence

Nil.

6 Confirmation of the Minutes of Previous Meetings

6.1 Minutes of Ordinary Council Meeting held 25th March 2026

Attachment 6.1.1 - Unconfirmed Minutes OCM – 25th March 2026 - Public Copy

Resolution 6.1

Moved Cr N Snooke Seconded Cr B Daly

1. That the Minutes of the Ordinary Council Meeting held on Wednesday 26th March 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: 7/0

For: Cr A Harris, Cr A Smith, Cr B Daly, Cr J Fulwood, Cr T Harris, Cr S Pimlott, Cr N Snooke

Against: Nil

7 Declaration of Members and Officers Interests

Nil.

8 Announcements by President without Discussion

I am very saddened to acknowledge the passing of long-time, highly esteemed past employee, Glen "Sammy" Aitchison. Glen devoted his working life to the Shire outside crew, earning the respect of all who had the pleasure of working with him. A quiet and gentle man, Glen was a master of his craft. A skilled and trusted operator who simply got on with the job. His long and distinguished career with the Shire will forever be preserved in our history. A dear man from a bygone era, it was our privilege to have known him. Service like his is truly remarkable.

Of course, his proud legacy has been continued with his son, Scott, and grandson, Henry, and we extend our sincere sympathies to all of Glen's loved ones.

Together with his lovely wife, Elaine, also now sadly gone, they were a much-loved and integral part of the fabric of our community and will be greatly missed.

May he rest in peace.

9 Finance and Administration

9.1 Financial Reports for March 2026

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	16 April 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 March 2026

Proposal/Summary

The financial reports as at 31 March 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 31 March 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 Strategic Community Plan 2022 -2032

5. CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations

Resolution 9.1

Moved Cr S Pimlott Seconded Cr A Smith

That Council receives the monthly financial report for the period ending 31 March 2026.

Vote – Simple majority

Carried: 7/0

For: Cr A Harris, Cr A Smith, Cr B Daly, Cr J Fulwood, Cr T Harris, Cr S Pimlott, Cr N Snooke

Against: Nil

9.2 Accounts Paid 31 March 2026

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	16 April 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 March 2026 Attachment 9.2.2 - Credit Card Statements March 2026

Proposal/Summary

Council to consider the list of payments made from the Municipal and Trust funds during March 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:

March 2026

Total Municipal fund -	\$1,175,110.33
Total Trust fund -	\$0.00
Total Credit Cards -	\$3,109.11
TOTAL	\$1,178,219.44

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 Strategic Community Plan 2022 -2032

5. CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations

Resolution 9.2

Moved Cr B Daly Seconded Cr N Snooke

That Council receive the list of payments made for the period ending 31 March 2026, as listed below

Municipal fund	\$
Electronic Funds Transfer: EFT10317 – EFT10400	\$1,098,470.46
Cheques: 12038 – 12042	\$48,330.10
Direct Debits (Inc Bank Charges):	\$28,309.77
Trust fund	\$0.00
Credit Cards	\$3,109.11
TOTAL	\$1,178,219.44

Vote – Simple majority

Carried: 7/0

For: Cr A Harris, Cr A Smith, Cr B Daly, Cr J Fulwood, Cr T Harris, Cr S Pimlott, Cr N Snooke

Against: Nil

9.3 Council Investments 31 March 2026

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	16 April 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 - Bank Statements March 2026 Attachment 9.3.2 - CCT Bank Statements

Proposal/Summary

To inform Council of its investments as at 31 March 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 31 March 2026.

COUNCIL ACCOUNTS					
Institution	Amount	Investment type/ Account details	Municipal Funds	Reserve Funds	Trust Funds
Westpac Bank	\$475,183.68	Municipal- 0000030	\$475,183.68		
Bendigo Bank	\$342,555.77	Municipal- 155971377	\$342,555.77		
Bendigo Bank	\$14,473.96	Bendigo Trust Account 164 488 686			\$14,473.96
Westpac Bank	\$0.00	Trust Working Account 12-2981			\$0.00
Westpac Bank	\$365,310.17	Business Cash Reserve 22-3647 0.45%		\$365,310.17	
Bendigo Bank	\$1,851.895.88	Term Deposit -4.25% Matures 21 May 2026		\$1,851.895.88	
TOTAL INVESTMENTS	\$3,049,419.46		\$817,739.45	\$2,217,206.05	\$14,473.96

Separately to the above Council funds, the Shire administers following accounts for the Cunderdin Community Centre Trust being Bendigo Term Deposits and Westpac operating account #000073 with a current balance of \$8,190.26.

The bank account and Term Deposits have had no further transactions since November 2025.

CUNDERDIN COMMUNITY TRUST ~ INTEREST ACCOUNT ~ 31 March 2026		
Term Deposit# 5285821 Maturing 4 May 2026 (4.25%)		
Opening Balance as per Term Deposit		\$282,352.40
<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		\$282,352.40

CUNDERDIN COMMUNITY TRUST ~ CAPITAL ACCOUNT ~ 31 March 2026		
Term Deposit# 5285825 Maturing 4 May 2026 (4.25%)		
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 Strategic Community Plan 2022 -2032

5. CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations

Resolution 9.3

Moved Cr T Harris Seconded Cr J Fulwood

That the report on Council investments as at 31 March 2026 be received.

Vote – Simple majority

Carried: 7/0

For: Cr A Harris, Cr A Smith, Cr B Daly, Cr J Fulwood, Cr T Harris, Cr S Pimlott, Cr N Snooke

Against: Nil

9.4 Local Emergency Management Committee Meeting Minutes – 14 April 2026

Location:	Shire of Cunderdin
Applicant:	Executive Assistant
Date:	15 April 2026
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.4.1 - Minutes LEMC 14.04.26

Proposal/Summary

For Council to receive and accept the Shire of Cunderdin Local Emergency Community Management Committee Minutes from the meeting held 14 April 2026

Background

Each local government is required to establish one or more Local Emergency Management Committees (LEMCs) for its district. Local governments may also work together to form a combined LEMC for their districts.

Under the Emergency Management Act 2005, a local government must ensure that Local Emergency Management Arrangements (LEMA) are in place. LEMA are developed to provide a community-focused, coordinated approach to managing potential emergencies in a local government area

Managed and chaired by the local government, the LEMC includes representatives from organisations involved in emergency management in the district. A LEMC's main functions include:

- advising and assisting the local government in ensuring that LEMA are established
- liaising with public authorities and other key organisations to develop, review and test the LEMA.
- carries out other activities as directed by the State Emergency Management Committee (SEMC) or prescribed by the Emergency Management Regulations 2006.
- each LEMC is supported by, and reports to, a District Emergency Management Committee (DEMC), which, in turn, reports to the SEMC.

Comments

A LEMC Meeting was held on the 14 April 2026 and the Minutes are attached for Councillor review and have been made available to the public.

There are no recommendations to Council from the Local Emergency Management Committee Meeting.

Consultation

Shire of Cunderdin Staff

Statutory Implications

Emergency Management Act 2005

s36. Functions of local government

It is a function of a local government —

- a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district; and*
- b) to manage recovery following an emergency affecting the community in its district; and*
- c) to perform other functions given to the local government under this Act.*

s38. Local emergency management committees

- 1) A local government is to establish one or more local emergency management committees for the local government's district.*
- 2) If more than one local emergency management committee is established, the local government is to specify the area in respect of which the committee is to exercise its functions.*
- 3) A local emergency management committee consists of —*
 - a) a chairman and other members appointed by the relevant local government in accordance with subsection (4); and*
 - b) if the local emergency coordinator is not appointed as chairman of the committee, the local emergency coordinator for the local government district.*

s39. Local emergency management committees

The functions of a local emergency management committee are, in relation to its district or the area for which it is established —

- a) to advise and assist the local government in ensuring that local emergency management arrangements are established for its district; and*
- b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and*
- c) to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.*

s41. Emergency management arrangements in local government district

- 1) A local government is to ensure that arrangements (local emergency management arrangements) for emergency management in the local government's district are prepared.*

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Shire of Cunderdin Strategic Community Plan 2022 -2032

1. COMMUNITY AND SOCIAL

1.4 Support emergency services planning, risk mitigation, response and recovery

5. CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations

Capability of our organisation is continually improved

Business Continuity Management Plan

Local Emergency Management Arrangement (LEMA)

Bush Fire Risk Management Plan

Resolution 9.4

Moved Cr N Snooke Seconded Cr T Harris

That Council receive the Local Emergency Management Committee Minutes from the meeting held 14 April 2026.

Vote – Simple Majority

Carried: 7/0

For: Cr A Harris, Cr A Smith, Cr B Daly, Cr J Fulwood, Cr T Harris, Cr S Pimlott, Cr N Snooke

Against: Nil

9.5 Draft Public Health Plan

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	15 April 2026
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.5.1 - Draft Public Health Plan

Proposal/Summary

For Council to receive a draft copy of the Shire of Cunderdin Public Health Plan and advertise the draft for public consultation.

Background

The Department of Health and local governments share a statutory responsibility for public health. Part 5 of the *Public Health Act 2016* was mandated on 4 June 2024, requiring the Chief Health Officer to publish the State Public Health Plan 2025-2030 by 4 June 2025.

Local governments must prepare and publish their local Public Health Plans by 4 June 2026. This reinforces the commitment at both state and local levels to effectively plan the health and well-being of all residents.

The legislated requirement for public health planning strengthens the need to better plan for public health and wellbeing by both local and state government. Legislation aligns the public health objectives and priorities of local and state government whilst strengthening partnerships across government, non-government agencies and the community. Strong partnerships improve collaboration and innovation to support the biggest gains in public health and wellbeing.

The local public health plan must comply with the requirements of the Public Health Act and be consistent with the State Public Health Plan (SPHP). However, no specific process or standard template applies, and local governments should tailor their plans to the needs of their community. Activities that local governments currently undertake, as well as programs and policies already in place, may already be addressing or supporting the health and wellbeing of their community

Local governments have a unique opportunity to positively impact the health and wellbeing of their community members through the extensive range of services they provide and for which they are responsible. All local governments are required to plan for the future of their district under s.5.56 (1) of the *Local Government Act 1995*.

Public health planning aligns with, and places a public health lens over, the integrated planning and reporting framework as an informing strategy. This allows a local government to set their priorities within their resourcing capability and deliver short, medium, and long-term community priorities and aspirations.

A public health plan outlines the public health needs of the community it serves and establishes clear objectives and policy priorities to effectively address these needs. It is composed of two key elements:

1. **Health profile:** An analysis of health data, trends, and determinants that provides insight into the health status and needs of a population, whether at the state (state plan) or local level (local plan). This profile identifies public health risks and highlights areas where intervention can make a meaningful impact.
2. **Strategic plan:** A roadmap for action, outlining objectives, priorities, and policies designed to promote, protect, and improve public health. The roadmap should be informed by consultation with the local community, and used to guide the delivery of essential public health services and interventions.

Under Part 5 of the *Public Health Act 2016*, two types of public health plans are required:

1. State Public Health Plan –prepared by the Chief Health Officer and
2. Local public health plans – prepared by each local government district

Comments

Council has contracted 150 Square to conduct the public consultation for the plan.

Consultation

Community workshops were held in both Cunderdin and Meckering, and a Resident and Ratepayer survey was sent out which could be completed both online and hard copy.

Individual engagement sessions were held with both Youth and Senior groups.

Statutory Implications

Public Health Act 2016

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Cunderdin Strategic Community Plan 2022 -2032

1. COMMUNITY AND SOCIAL

1.2 A healthy and safe community is planned for

Promotion and advocacy of community health and wellbeing

1.3 Advocate for the provision of quality health services, health facilities and programs in the Shire

Advocate for the provision of quality health services, health facilities and programs in the Shire

5. CIVIC LEADERSHIP

5.1 Shire communication is consistent, engaging and responsive

Residents and community groups believe they are being listened to and fairly treated

5.2 Forward planning and implementation of plans

5.3 Implement systems and processes that meet legislative and audit obligations

Resolution 9.5

Moved Cr A Smith

Seconded Cr J Fulwood

That Council receive the draft copy of Public Health Plan for the Shire of Cunderdin as attached (subject to any changes made) and advertise the plan for public comment for 3 weeks.

Vote – Simple majority

Carried: 7/0

For: Cr A Harris, Cr A Smith, Cr B Daly, Cr J Fulwood, Cr T Harris, Cr S Pimlott, Cr N Snooke

Against: Nil

9.6 Draft Age Friendly Community Plan

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	15 April 2026
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.6.1 - Draft Age Friendly Plan

Proposal/Summary

For Council to receive a draft copy of the Shire of Cunderdin Age Friendly Plan and advertise the draft for public consultation.

Background

The State Government is committed to developing age-friendly communities that empower and support older Western Australians and have encourage Local Governments to develop aged friendly plans.

The core principle of age-friendly communities is purposeful engagement with older people themselves, to create age-friendly communities, irrespective of population size or geographical location.

By adopting an age-friendly approach, communities can:

- ensure that their older population - that is, non-Aboriginal and Torres Strait Islander people aged 60 years and over and Aboriginal and Torres Strait Islander people aged 55 years and over - remain included in the planning and decision making process;
- be certain that the needs of their older residents are accurately identified through the direct consultation process; and
- implement actions that contribute to the wellbeing of all in the community.

Age-friendly communities are those that are inclusive and accessible for people of all ages. This encompasses spaces and places, programs and initiatives that make a community better for all residents including children, young people, parents, and older adults.

An age-friendly community is one that:

- recognises the great diversity among older people
- promotes inclusion and contribution in all areas of community life
- respects decisions and lifestyle choices
- anticipates and responds to age-related needs and preferences.

Comments

Council has shown a strong commitment to its aged community through the following projects and initiatives:

- Support of CMT Seniors
- Aged Appropriate Housing at Sandalwood Village
- Construction of a new footpath network in Cunderdin
- Support of Recreation facilities, including the planned new pool and the new bowling greens
- New community bus
- Lobbying for palliative care services and increased respite care in Cunderdin

The adoption of the Aged Friendly Plan will strengthen Councils connection with the aged community and guide its decision making in the future.

Consultation

Community workshops were held in both Cunderdin and Meckering and a Resident and Ratepayer survey was sent out which could be completed both online and hard copy.

Individual engagement sessions were held with both Youth and Senior groups.

Statutory Implications

Local Government Act 1995

Under section 5.56 of the *Local Government Act 1995*, all local governments are required to 'plan for the future'. As part of planning for the future, a local government is to prepare a strategic community plan that:

- covers a period of at least 10 years;
- sets out the vision, aspirations and objectives of the community; and
- is reviewed at least every four years.

Community consultation is required to develop or review a strategic community plan, as is inclusion of a description of the extent of community consultation. Adopting an age-friendly approach where older people are directly consulted supports the development of action plans and strategies for the strategic community plan.

Disability Services Act 1993

Under Part 5 of the *Disability Services Act 1993*, all local governments are required to develop a Disability Access and Inclusion Plan (DAIP). Local governments must ensure that they perform their functions outlined in the DAIP with the intent of furthering the principles outlined in Schedule 1 (Principles applicable to people with a disability) and Schedule 2 (Objectives for services and programmes) of the Act. Local governments must consult with the public on a DAIP, and it should be reviewed every five years. The principles between a DAIP and the creation of age-friendly communities are aligned as they both ensure that communities are inclusive and that services and activities are readily accessible.

Policy Implications

Nil

Financial Implications

Council will consider projects or services from the Aged Friendly Plan during its budget deliberations.

Strategic Implications

Shire of Cunderdin Strategic Community Plan 2022 -2032

1. COMMUNITY AND SOCIAL

1.2 A healthy and safe community is planned for

Promotion and advocacy of community health and wellbeing

1.3 Advocate for the provision of quality health services, health facilities and programs in the Shire

Advocate for the provision of quality health services, health facilities and programs in the Shire

5. CIVIC LEADERSHIP

5.1 Shire communication is consistent, engaging and responsive

Residents and community groups believe they are being listened to and fairly treated

5.2 Forward planning and implementation of plans

5.3 Implement systems and processes that meet legislative and audit obligations

Resolution 9.6

Moved Cr B Daly

Seconded Cr S Pimlott

That Council receive the draft copy of Aged Friendly Plan for the Shire of Cunderdin as attached (subject to any changes made) and advertise the plan for public comment for 3 weeks.

Vote – Simple majority

Carried: 7/0

For: Cr A Harris, Cr A Smith, Cr B Daly, Cr J Fulwood, Cr T Harris, Cr S Pimlott, Cr N Snooke

Against: Nil

9.7 Risk Management Report 31 March 2026

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	15 April 2026
Author:	Kay Squibb
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.7.1 - Risk Register dashboard

Proposal/Summary

For Council to consider a review of the status of the Risk Register at 31 March 2026.

Background

The Shire of Cunderdin Risk Management Policy, in conjunction with the components of the Shire of Cunderdin Risk Management Framework, sets out the Shire's approach to the identification, assessment, management, reporting and monitoring of risks. All components of the Shire of Cunderdin Risk Management Framework are based on AS/NZS ISO 31000:2018 Risk Management – Guidelines.

The Risk Management Framework was adopted by the Council at the October 2021 meeting, and it is considered best practice to review this for appropriateness and effectiveness every three years. The Risk Management Framework was last reviewed in conjunction with the Audit Regulation 17 review in June 2024.

Comments

The Risk Register is a high level register of organisational systems and procedures that assists with identifying inadequacies in key controls, and provides a structured framework to assess, monitor, and manage risks across the organisation, ensuring that appropriate mitigation strategies are in place to reduce exposure and support informed decision making.

The following key controls have been identified and require staff action to either complete or actively monitor to ensure ongoing compliance and effectiveness –

Business and Community Disruptions

- Business Continuity Plan – scheduled for review in 2026/27.
- Funding options for Generator – funding was secured and generators have been installed at both the Cunderdin and Meckering Recreation Centres.

Failure to fulfil Compliance requirements (statutory, regulatory)

- Three year legislative review of compliance (Reg 17) – this is scheduled to be done in the first half of 2026/27.

IT or communications systems and infrastructure

- IT Disaster Recovery Plan – the Shire's IT provider commenced this in 2024/25 and staff will follow up the status of this plan.
- Installation of CCTV, smoke alarm, air conditioning, digital locks and roller shutters – these items have been installed in the Administration office and server room.

Document Management processes

- Document disaster recovery plan – scheduled to be completed in 2026/27.

Consultation

Chief Executive Officer

Statutory Implications

Local Government Act 1995

Local Government (Audit) Regulations 1996

r17. CEO to review certain systems and procedures

- (1) *The CEO must review the appropriateness and effectiveness of the local government's systems and procedures in relation to the following matters —*
 - a) *financial management;*
 - b) *legislative compliance;*
 - c) *risk management.*
- 2) *Under subregulation (1), the CEO may review any or all of the matters referred to in subregulation (1)(a) to (c) at any time but must review each of those matters not less than once in every 4 financial years.*
- 3) *The CEO must report to the audit, risk and improvement committee the results of each review carried out under subregulation (1).*

Policy Implications

Risk Management Framework

Policy 1.11 Organisational Risk Management

Financial Implications

Nil.

Strategic Implications

Shire of Cunderdin Strategic Community Plan 2022 -2032

5. CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations.

Capability of our organisation is continually improved.

Resolution 9.7

Moved Cr N Snooke Seconded Cr J Fulwood

That Council receives the review of the Risk Register at 31 March 2026.

Vote – Simple majority

Carried: 7/0

For: Cr A Harris, Cr A Smith, Cr B Daly, Cr J Fulwood, Cr T Harris, Cr S Pimlott, Cr N Snooke

Against: Nil

9.8 Chief Executive Officers Report

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	16 April 2026
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachments:	Attachment 9.8.1 - WALGA - 2026 LG CEO and Elected Member Determination Attachment 9.8.2 - Attachment 9.8.2 - OAG - Audit fees 2026 Attachment 9.8.3 -- OAG - Financial Audit Results LG 2025 Attachment 9.8.4 -- WSNF Response - Minister Saffioti

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

Final surveying works on the lots has been completed.

Construction works associated with the installation of underground power, NBN and water headworks are scheduled to commence in mid-April 2026. Neighbouring properties on Hodgson, Yilgarn, and Watts Streets will be advised before this commences.

Integrated Strategic Plan

A copy of the draft Integrated Strategic Plan has been forwarded to all Councillors. Council will meet with Caroline Robinson from 150 Square on the 23rd April to discuss the document. A draft will then be advertised for public comment with possible adoption at the May 2026 Council Meeting.

Play Our Way Basketball Court Shelter and Upgrade

The project was delayed because Wheatbelt Steel were unable to obtain engineering plans for the shed. The footings have been completed and the shed construction has been commenced. We have been advised it should be completed should be completed in late April 2026.

The work on the courts will commence in May and should be completed by August 2026.

Pathways Construction

Construction of the footpaths is continuing. Works are being carried out on both Forrest and Mitchell Street and stage two will commence in the near future.

Salaries and Allowance Tribunal

The Salaries and Allowances Tribunal has today issued the 2026 Local Government CEO and Elected Council Member Determination.

The Determination includes several changes, which are summarised below:

- A general economic increase of 3.5% to the CEO remuneration bands and elected council member fees and allowances.
- Changes to the Regional/Isolation Allowance, including an increase in the annual maximum for some Local Governments and expanded eligibility to an additional 17 Local Governments.
- Amended wording of the ICT allowance, clarifying that where ICT equipment is supplied to elected council members by the Local Government, the allowance is to be reduced by the cost of the supplied ICT equipment.

The determination comes into effect on 1 July 2026.

Wheatbelt Secondary Freight Network -- Response from the Minister

The Minister for Transport has responded to Councils request for the State Government to commit funds to the Wheatbelt Secondary Freight Network (WSFN) program.

The response says very little, mainly details on State Government spending on State Government roads, however it does allude that a business case has not been completed for the project.

After speaking with Mr Nutall of the WSFN this is misleading. WSFN had been working with Main Roads on a business case when they were advised that no new projects would be funded and that a the WSFN round 2 was considered a new project.

Audit

The Auditor General has advised that the audit fee for the 2026 financial report is \$53,300 (excl. GST). The indicative fee represents an increase of 2.9% compared to the prior year indicative audit fee (2025: \$51,774).

It has been advised that the fee has been calculated to recover the OAG's costs, across their entire audit portfolio to deliver this year's audit work program. It considers a CPI increase of approximately 2.5% and a 3.5% public sector salary increase since your last fee calculation. The fee also includes any directly related costs such as contract audit firm fees and travel expenses, as applicable.

The Auditors Generals Local Government 2025 – Financial Audit Results has been prepared for submission to Parliament under the provisions of section 24 of the Auditor General Act 2006. The report summarises the final results of our annual audits of 138 of 147 local government entities for the year ended 30 June 2025.

The Shire of Cunderdin does not receive any adverse findings in the report and meet all requirements.

Comment

Nil.

Consultation

Nil.

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Resolution 9.8

Moved Cr B Daly Seconded Cr J Fulwood

That Council receive and accept the CEO report as presented.

Vote – Simple majority

Carried: 7/0

For: Cr A Harris, Cr A Smith, Cr B Daly, Cr J Fulwood, Cr T Harris, Cr S Pimlott, Cr N Snooke

Against: Nil

10 Environmental Health and Building

Nil.

11 Planning & Development

Nil.

12 Works & Services

Nil.

13 Urgent Items

14 Scheduling of Meeting

14.1 May 2026 Ordinary Meeting

The next ordinary meeting of Council is scheduled to take place on Wednesday 27th May 2026 commencing at 6:00pm at the Cunderdin Shire Council Chambers, Cunderdin, WA 6407.

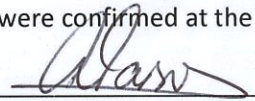
15 Closure of meeting

There being no further business the Shire President will declare the meeting closed at 6.10pm.

16 Certification

DECLARATION

I, Alison Harris, certify that the minutes of the Ordinary Council Meeting held on 22nd April 2026 as shown, were confirmed at the ordinary meeting of Council held on Wednesday 27th May 2026.

Signed: 

Date: 27 May 2026