



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 25 February 2026** in the Cunderdin Shire Council Chambers, WA, 6407 **commencing at 6.00pm.**

Stuart Hobley
Chief Executive Officer

20th February 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 attendances

Councillors

Cr AE (Alison) Harris	Shire President
Cr A (Tony) Smith	Deputy Shire President
Cr TE (Todd) Harris	
Cr N (Natalie) Snooke	
Cr B (Bernie) Daly	
Cr J (Joanne) Fulwood	

In Attendance

Stuart Hobleby	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

Cr S (Samantha) Pimlott

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 17th December 2025

Attachment 6.1.1 - Unconfirmed Minutes OCM – 17th December 2025

Recommendation 6.1

Moved Cr _____

Seconded: Cr _____

1. That the Minutes of the Ordinary Council Meeting held on Wednesday 17th December 2025 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 December 2025 and January 2026

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	27 January 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 December 2025 Attachment 9.1.2 - Financial Report January 2026

Proposal/Summary

The financial reports as at 31 December 2025 and 31 January 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 December 2025 and 31 January 2026 are 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.

5. CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations

Recommendation 9.1

That Council receives the monthly financial reports for the period ending 31 December 2025 and 31 January 2026.

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.2 Accounts Paid 31 December 2025 and 31 January 2026

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	27 January 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 December 2025 Attachment 9.2.2 - List of Payments January 2026 Attachment 9.2.3 - Credit Card Statement December 2025 Attachment 9.2.4 - Credit Card Statement January 2026

Proposal/Summary

Council to consider the list of payments made from the Municipal and Trust funds during December 2025 and January 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:

December 2025

Total Municipal fund -	\$648,933.05
Total Trust fund -	\$0.00
Total Credit Cards -	\$4,635.16
TOTAL	<u>\$653,568.21</u>

January 2026

Total Municipal fund -	\$300,904.22
Total Trust fund -	\$0.00
Total Credit Cards -	\$3,718.40
TOTAL	<u>\$304,622.62</u>

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.

5. CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations

Recommendation 9.2

That Council

1. Receive the list of payments made for the period ending 31 December 2025, as listed below

Municipal fund	\$
Electronic Funds Transfer: EFT 10029-10145	\$565,833.26
Cheques: 12019 to 12027	\$40,940.08
Direct Debits (Inc Bank Charges):	\$42,159.71
Trust fund	\$0.00
Credit Cards	\$4,635.16
TOTAL	\$653,568.21

2. Receive the list of payments made for the period ending 31 January 2026, as listed below

Municipal fund	\$
Electronic Funds Transfer: EFT 10146 – 10212	\$264,166.01
Cheques: 12028 to 12031	\$14,930.12
Direct Debits (Inc Bank Charges):	\$21,808.09
Trust fund	\$0.00
Credit Cards	\$3,718.40
TOTAL	\$304,622.62

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.3 Council Investments 31 December 2025 and 31 January 2026

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	27 January 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 December 2025 Attachment 9.3.2 - Bank Statements January 2026 Attachment 9.3.3 - CCT Bank Statements

Proposal/Summary

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

COUNCIL ACCOUNTS					
Institution	Amount	Investment type/ Account details	Municipal Funds	Reserve Funds	Trust Funds
Westpac Bank	\$884,203.47	Municipal- 0000030	\$884,203.47		
Bendigo Bank	\$1,034,239.03	Municipal- 155971377	\$1,034,239.03		
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	\$364,936.15	Business Cash Reserve 22-3647 0.45%		\$364,936.15	
Bendigo Bank	\$1,851.895.88	Term Deposit -4.25% Matures 21 May 2026		\$1,851.895.88	
TOTAL INVESTMENTS	\$4,149,748.49		\$1,918,442.50	\$2,216,832.03	\$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 January 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 January 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.

5. CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations

Recommendation 9.3

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

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.4 2025/2026 Mid Year Budget Review

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	12 February 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 - 2025/2026 Mid Year Budget Review

Proposal/Summary

For Council to consider the review of the 2025/2026 Annual Budget, for the period 1 July 2025 to 31 January 2026.

Background

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires local governments to conduct a review of their annual budget between 1 January and the last day in February in each financial year. The budget review has been prepared to include information required by the *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

Regardless of statutory requirements, conducting a budget review at least once each year is sound financial management practice. It enables the Council to analyse the financial performance of the year to date and make amendments to the authorisations that the budget puts in place for the delivery of the local government's functions.

The Council adopted a 10% or \$10,000 minimum for the reporting of material variances to be used in the statement of financial activity and the annual budget review.

Comments

The budget review has been completed comparing the adopted budget against year-to-date actuals to 31 January 2026. Amendments have been made to the budget based on actual revenue and expenditure incurred to date.

Key features of the budget review –

- Opening Surplus -\$193,634
 - The opening balance was lower than anticipated after end of financial year allocations and accruals.
- Operating Revenue and Expenditure -\$52,716
 - Decrease in operating revenue due to reallocation of grant funding for road construction projects to capital grants, a reduction in interest revenue and profit on disposal of assets.
 - Decrease in operating expenditure due to reallocation of the materials component for capital projects, which are reported under Investing Activities.
- Investing Activities -\$178,650
 - Increase in capital revenue after reallocation of grant funding from operations and the inclusion of disposal of plant and equipment surplus to requirements (namely the John Deere grader, water truck, Bomag roller, Isuzu truck, Toyota bus and a plant trailer).
 - Increase in capital expenditure for inclusion of projects not complete at 30 June 2025, which were originally included in operations.
- Financing Activities \$425,000
 - Increase transfers from the Building and Asset Replacement reserve accounts for completion of housing and infrastructure projects.

After the above amendments have been made, the budget remains with a surplus of \$564. Council is requested to consider and adopt the recommendations contained within the review.

Consultation

Stuart Hobley, Chief Executive Officer
Robert Bell, Manager of Works
Liezl DeBeer, Community Development Officer
Brooke Davidson, Executive Assistant

Statutory Implications

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Regulation 33A Review of budget

- (1) Between 1 January and the last day in February in each financial year a local government is to carry out a review of its annual budget for that year;*
- (2A) The review of an annual budget for a financial year must –*
 - a) consider the local governments financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - b) consider the local governments financial position as at the date of the review; and*
 - c) review the outcomes for the end of that financial year that are forecast in the budget; and*
 - d) include the following –*
 - (i) the annual budget adopted by the local government;*
 - (ii) an update of each of the estimates included in the annual budget;*
 - (iii) the actual amount of expenditure, revenue and income as at the date of the review;*
 - (iv) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end-of-year amount for the item.*
- (2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.*
- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
** Absolute majority required*
- (4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

Policy Implications

Nil.

Financial Implications

The budget review document reviews the Shire's financial operations for the financial year to date and recommends changes to the adopted budget and the projects previously approved by the Council.

Strategic Implications

Shire of Cunderdin Strategic Community Plan.

5. CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations

Recommendation 9.4

That Council:

1. Adopts the 2025/2026 Mid Year Budget Review as presented in the attached report;
2. Approves the proposed budget amendments outlined in the above review; and
3. Submits a copy of the review to the Department of Local Government, Industry Regulation and Safety in accordance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996*.

Moved Cr _____

Seconded: Cr _____

Vote – Absolute Majority

Carried/Lost: _____

For:

Against:

9.5 Submission – Senate Rural and Regional Affairs and Transport References Committee

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	11 th September 2025
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

That Council approve a submission to the Senate Rural and Regional Affairs and Transport References Committee on rural, regional and remote Medicare access and funding.

Background

On 27 November 2025 the Senate referred an inquiry into the state of rural, regional and remote Medicare access and funding to the Senate Rural and Regional Affairs and Transport References Committee for inquiry and report by 30 June 2026. Information about the inquiry, including terms of reference, is available at the [inquiry webpage](#). The terms of reference are also outlined below:

That the following matter be referred to the Rural and Regional Affairs and Transport References Committee for inquiry and report by 30 June 2026:

The Government’s changes to rural, regional and remote Medicare access and funding, with particular reference to:

- a. the impact of the 1 November 2025 Medicare changes on access to primary care, including telehealth, for rural, regional and remote Australians;*
- b. the financial sustainability of independently owned rural general practices under current Medicare funding and incentive structures;*
- c. the extent to which current Medicare settings contribute to avoidable emergency presentations and preventable hospital admissions in rural, regional and remote areas;*
- d. the adequacy of Medicare support for the mixed-team models of care required in rural, regional and remote communities, including the roles of general practitioners, nurse practitioners, nurses, allied health professionals and visiting specialists;*
- e. the impacts of current Medicare rules and incentive arrangements on large corporate providers compared with small, community-embedded rural clinics;*
- f. reforms needed to ensure Medicare is fair, workable and sustainably funded for rural, regional and remote Australians, including the requirement for rural stress-testing of future changes; and*
- g. any other related matters.*

Local Governments have been invited to make a submission addressing some or all of the terms of reference. The closing date for submissions is Friday, 27 March 2026.

Comments

WALGA is currently preparing a submission on behalf of the sector, and the Great Eastern Country Zone is also preparing a submission.

While it’s appreciated the Federal Government is taking steps to make a trip to the GP free for all Medicare card holders, by giving GP’s their own discretion to take up, or not, the incentive to become a fully bulk-billing practice, makes the current system even more inequitable, particularly in the regions where the capacity for people to choose a bulk-billing service is severely reduced.

It is hoped there will be a review of the success of the first round of incentive take-up and that the Federal Government implements further changes by taking the onus away from individual GP's and corporates and introducing more of a blanket approach where those who have limited options will not be disadvantaged by lack of choice or the tyranny of distance.

Consultation

WALGA

Great Eastern Country Zone

Statutory Implications

Nil.

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 planner 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

Retention of local health facilities, visiting allied health and volunteer services

Recommendation 9.5

That Council agree to prepare and submit a submission to the Senate Rural and Regional Affairs and Transport References Committee, advocating for bulk-billing for all GP's.

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.6 Wheatbelt Secondary Freight Network Funding Application

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	13 th February 2026
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

That Council approve a submission to the State Government, Minister Saffioti, to encourage ongoing funding for the Wheatbelt Secondary Freight Network for the 2026/2027 financial year.

Background

The Wheatbelt Secondary Freight Network Funding is provided by the State Government. The program is crucial for reducing transport costs and improving road user safety across the Wheatbelt. The funding commenced in approximately 2021, providing Local Governments with an additional avenue of funding for its road maintenance programs.

Comments

Following the Steering Committee Meeting held on Friday 30 January 2026, the following update is available from the Program Director of the WSNF.

Alongside Main Roads WA, and with their full support, funding for a further four (4) years, commencing in the 2026/27 financial year, was sought via a business case and request to the State Government in the recent budget submission period. This process has several 'rounds' during which all the requested programs are considered and either rejected from the short list or pushed forward for consideration. The WSNF submission was deemed worthy of funding at every stage until the last day. Unfortunately, at that stage treasury took the decision not to shortlist a significant number of projects as their funding priorities had changed. Sadly, the WSNF application fell into this category – along with many other MRWA projects including deferring some existing committed projects.

This news is obviously a blow to us as we need the financial support of the State Government to be able to lodge our application to the Commonwealth.

Whilst this news is unfortunate it is not the end of the WSNF. Firstly, some positive news, MRWA believe our application has a realistic chance of success in the 2027/28 financial year budget. WSNF have set the program up in such a way that it will be able to continue delivery through to that time!

The Steering Committee are reaching out to our members to request your assistance. WSNF do not want to wait to see if we will be considered in future years. We believe that the WSNF has delivered, and can continue to deliver, significant benefits to the region and wish to try to push the State Government to reconsider our funding request for the upcoming financial year. In order to assist with this, we are asking every WSNF Local Government, Steering Committee Member and Sub Regional Road Group to write to Minister Saffioti requesting she reconsider our request.

The Steering Committee is of the belief that should all of our members deliver a letter to the Minister she will be persuaded to meet with us and hopefully consider our application again. At worst it will continue to keep the WSNF program to the front of mind for the government in advance of the following financial year.

Consultation

Stuart Hobley, Chief Executive Officer
Wheatbelt Secondary Freight Network

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Shire of Cunderdin Strategic Community Plan 2022 – 2032

3. Built Environment

3.1 Safe, efficient and well maintained road infrastructure

3.2 Enhance connectivity between places

Recommendation 9.6

That Council approve a submission to the State Government, Minister Saffioti, to encourage ongoing funding for the Wheatbelt Secondary Freight Network for the 2026/2027 financial year.

Moved Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.7 Permit to Burn – Increasing validity from 7 days to 14 days

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	11 th September 2025
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

For Council to approve updating the Application for Permit to Burn validity from 7 days to 14 days.

Background

Burning Permits are currently issued for a period of 7 days. Discussions at the Meckering Bush Fire Brigade (BFB) Annual General Meeting resulted in a motion to extend burning permits to a period length of 28 days.

The reasons given for the increase in duration for the burning permits at both the Meckering BFB AGM and the Shire of Cunderdin Bush Fire Advisory Committee (BFAC) meeting, were due to the changes in the Fire Danger Rating parameters. These changes have resulted in the number of days in a seven day period available to burn being in the restricted period being limited. On several occasions applicants have not been permitted to burn at all in a seven day period and have had to reapply on multiple occasions for permits. This can place a strain on the Shires resources.

The following motion was passed at the BFAC meeting:

Motion

That we recommend to the Shire that burning permits can be issued to a maximum of 28 days.

Moved: Jeff Snooke

Seconded: Mal Patton

Carried: 5/1

Comments

Discussions held between Shire administration including Community Emergency Services Manager, John Idland, have suggested that moving from a seven day permit to 28 day period is a significant change and that Council should entertain a less significant time period extension to be from seven days to 14 days.

Examples of surrounding local government permit periods:

Shire of York	28 days
Shire of Northam	7 days
Shire of Quairading	14 days

The community members affected by this change are majority farmers who use burning as a tool to prepare for seeding.

Consultation

Stuart Hobley, Chief Executive Officer
Shire of Cunderdin Bush Fire Brigades
John Idland, Community Emergency Services Manager
Fire Control Officers

Statutory Implications

Bush Fires Regulations 1954
15B. Permit to burn holder, duties of

- 1) Subject to the Act a person who has obtained a permit to burn the bush under section 18 of the Act (in this regulation called the **permit holder**) shall comply with the conditions set out in this regulation in relation to the burning of the bush.
- 2) The permit holder shall give notice of his intention to burn the bush upon land, or upon part of land, to –
 - a) the chief executive officer or a bush fire control officer of the local government in whose district that land is situated; and
 - b) the owner or occupier of all land adjoining that land; and
 - c) a forest officer if the bush is situated within 3 km of forest land; and
 - d) an officer or employee of each notifiable authority (if any), being an officer or employee who is apparently authorised to accept that notice.
- 3) The period of notice required under subregulation (2) shall not be –
 - a) More than 28 days; or
 - b) Less than 4 days unless the notice is given verbally in which case the minimum period of notice may be determined by mutual agreement.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Shire of Cunderdin Strategic Community Plan.

5.2 Forward planning and implementation of plans

5.3 Implement systems and processes that meet legislative and audit obligations

Recommendation 9.7

That Council approve the extension of time a Permit to Burn is valid for, from 7 days to 14 days.

Moved Cr _____

Seconded: Cr _____

Vote – Absolute majority

Carried/Lost: _____

For:

Against:

9.8 Move Behind Closed Doors

Statutory Implications

Local Government Act 1995

S5.23 – Meetings generally open to the public

(4) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis —

- (c) information contained in a tender received by the local government for a contract to the extent that the information —
 - (i) is a tendered price; or
 - (ii) a tendered methodology for calculating a price;

- (d) information contained in a tender received by the local government for a contract to the extent that —
 - (i) the information discloses any technology, or any manufacturing, industrial or trade process, that the tenderer proposes to use in performing the contract; and
 - (ii) the information has not previously been made public; and
 - (iii) the making public of the information would be likely to have an adverse effect on the tenderer’s business interests;

Section 5.23(4)(c) and (d) applies to items 9.9 and 9.10 as both items relate to assessment and awarding of tenders.

Recommendation 9.8

That Council move behind closed doors in accordance with s.5.23(4)(c) and (d) of the *Local Government Act 1995*.

Moved Cr _____
Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.9 Private & Confidential – RFT 03_25-26 – Construction of Subdivision of Lots 45-48 Watts Street, Cunderdin

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	12 December 2025
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.9.1 - Private & Confidential - RFT 03-25/26 Tender Evaluation

9.10 Private & Confidential – Tender Evaluation – RFT 05-25/26 Design & Construct Aquatic Infrastructure and Accessibility Works & RFT 06-25/26 Design & Construct Wellness Hub & Visitor Facilities

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	12 February 2026
Author:	Liezl De Beer
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.10.1 - Private & Confidential - RFT 05-25/26 Tender Evaluation Attachment 9.10.2 - Private & Confidential – RFT 06-25/26 Tender Evaluation

9.11 Move From Behind Closed Doors

Recommendation 9.11

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

Moved Cr _____
Seconded: Cr _____

Vote – Simple majority

Carried/Lost: _____

For:

Against:

9.12 Amendments to the Schedule of Fees and Charges 2025/2026

Location:	Shire of Cunderdin
Applicant:	Executive Assistant
Date:	30 January 2026
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

It is proposed that Council adopt the following amendment to the Schedule of Fees and Charges:

- Labour Charge – Mechanic p/hr - \$120.00 GST inc
- Miscellaneous Equipment Hire - \$110 per day GST inc

Background

The Shire of Cunderdin's Fees and Charges currently include labour charges for the hire of the following positions:

- Manager of Works & Services
- Final Trim Grader Operator
- General Plant Operator

In September 2024, the Shire of Cunderdin employed a Mechanic. At present, no labour charge for the Mechanic is included in the Fees and Charges.

Recently, neighbouring Shires have requested to hire the broom attachment for the Bobcat/Tractor. As a result, a charge needs to be included in the Fees and Charges schedule. It is recommended that a general fee category be introduced to cover this request, titled "Miscellaneous Equipment".

Comments

Where availability permits, the Mechanic may be made available to external customers or businesses when required. In these instances, an applicable cost must be included in the Fees and Charges document.

Consultation

Stuart Hobley, Chief Executive Officer
Robert Bell, Manager of Works & Services

Statutory Implications

Local Government Act 1995

s6.16. *Imposition of fees and charges*

- (1) *A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*
** Absolute majority required.*
- (2) *A fee or charge may be imposed for the following —*
 - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
 - (b) supplying a service or carrying out work at the request of a person;*
 - (c) subject to section 5.94, providing information from local government records;*
 - (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
 - (e) supplying goods;*
 - (f) such other service as may be prescribed.*

- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
- (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.
- * Absolute majority required.

s6.19 Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

Policy Implications

Nil.

Financial Implications

Amending the 2025/2026 Schedule of Fees and Charges adopted by Council, to include the following charge:

- Labour Charge – Mechanic p/hr - \$120.00 GST inc
- Miscellaneous Equipment Hire - \$110 per day GST inc

Strategic Implications

Shire of Cunderdin Strategic Community Plan

2. ECONOMY

2.3 Build economic capacity

Recommendation 9.12

That Council:

1. Approve the addition of “Labour Charge – Mechanic p/hr - \$120.00 GST inc” into the 2025/2026 Schedule of Fees and Charges; and
2. Approve the addition of “Miscellaneous Equipment Hire - \$110 per day GST inc” into the 2025/2026 Schedule of Fees and Charges;

Moved Cr _____

Seconded: Cr _____

Vote – Absolute Majority

Carried/Lost: _____

For:

Against:

9.13 Meckering Transfer Station – Opening Hours

Location:	Shire of Cunderdin
Applicant:	Executive Assistant
Date:	20 th February 2026
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.13.1 – Survey Results

Proposal/Summary

For Council to consider the operational hours of the Meckering Waste Transfer Station.

Background

The Meckering Waste Transfer Station has historically operated on Wednesdays, Saturdays and Sundays from 11:00am to 5:00pm.

In April 2025, the operational days were reduced to Wednesdays and Saturdays only, as the Waste Transfer Station Attendant was no longer able to commit to three days per week.

In 2026 a job advertisement was posted to hire a new Waste Transfer Station Attendant for Wednesday and Saturday shifts following the resignation of the previous employee.

Comments

In January 2026, Council advertised a survey seeking community feedback on preferred opening hours for the Meckering Waste Transfer Station. The survey results are attached for reference.

Overall, the majority of respondents indicated a preference for the Meckering Waste Transfer Station to operate on Wednesdays, Saturdays and Sundays. Several submissions also requested the installation of electronic gate access, similar to the system used at the Cunderdin Waste Transfer Station.

Consultation

Stuart Hobley, Chief Executive Officer
Brooke Davidson, Executive Assistant
Liezl De Beer, Project Manager
Meckering Community

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Provision for \$46,039 in wages for the Meckering Transfer Station has been included in the 2025/26 Budget, which is sufficient to cover the current opening hours on Wednesdays and Saturdays and to resume opening also on Sundays should the Council decide to do so.

Strategic Implications

1.Community and Social

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

Inclusive access to Shire facilities and services

4.1.Natural Environment

4.1 Maintain a high standard of environmental health services

Compliance with environmental health legislation

4.3 Demonstrate sustainable practises of waste management

Waste to population ratio decreases

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

Recommendation 9.13

That Council authorise the Chief Executive Officer to:

1. Investigate the installation of power at the Meckering Waste Transfer Station both solar and mains;
2. Open the Meckering Waste Transfer Station on the following days, _____ during the hours of _____.
3. Advertise for a tip attendant for Sunday;
4. Provide feedback to the community based on the survey results and comments.

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:	13 February 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

See Agenda Item 9.9

Porters Engineering have advised that all of the Western Australian Planning Commission conditions have been met Council are able to commence the sales process. It is expected that all works will be completed by June 2026 and the lots should be ready for sale.

A marketing and sales plan will be put to Council in the future.

Mitchell Street and Yilgarn Street Housing Update

Yilgarn Street

The house has been completed and has been moved into. Fencing is now complete and quotes are being obtained for landscaping.

Mitchell Street

Still waiting on some of the defect items listed from the Practical Completion Inspection to be completed.

Community Plan

All of the community consultation has been completed by 150 Square with good representation at several of the events. 150 Square have advised that they should have a draft report ready for the March 2026 Council Meeting.

Play Our Way Basketball Court Shelter and Upgrade

The project has been delayed because Wheatbelt Steel have been unable to obtain engineering plans for the shed. They have advised that they will have completed construction of the shed by the end of March.

Pathways Construction

Construction of the footpaths has commenced. Works is underway on both Forrest and Mitchell street and stage two will commence in the near future.

Comment

Nil.

Consultation

Nil.

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

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

Nil.

13 Urgent Items

14 Scheduling of Meeting

14.1 March 2026 Ordinary Meeting

The next ordinary meeting of Council is scheduled to take place on Wednesday 25th March 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 25th February 2026 as shown, were confirmed at the ordinary meeting of Council held on Wednesday 25th March 2026

Signed: _____

Date: _____