



Shire of Cunderdin

Minutes of the Ordinary Council Meeting

Dear Council Member,

The Ordinary Meeting of the Cunderdin Shire Council was held on **Wednesday 26th March 2025** in the Cunderdin Shire Council Chambers, WA, 6407 **commencing at 6.00pm.**

Stuart Hobley
Chief Executive Officer

26th March 2025

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AGENDA

1 Declaration of Opening

The Shire President declared the meeting open at 6pm.

The Shire of Cunderdin disclaimer will be read aloud by Cr A (Tony) Smith.

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 NW (Norm) Jenzen	
Cr HN (Holly) Godfrey	

In Attendance

Stuart Hobley	Chief Executive Officer
Hayley Byrnes	Deputy Chief Executive Officer
Samantha Pimlott	Governance & Administration Officer

Guests of Council

Nil.

Members of the Public

Nil.

2.2 Apologies

Nil.

2.3 Leave of Absence Previously Granted

Nil.

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 Ordinary Meeting of Council held on 26th February 2025

Resolution 6.1 OCM March 2025

1. That the Minutes of the Ordinary Council Meeting held on Wednesday 26th February 2025 be confirmed as a true and correct record.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr A (Tony) Smith

Vote – Simple majority

Carried: 7/0

6.2 Special Council Meeting held 14th March 2025

Resolution 6.2 OCM March 2025

1. That the Minutes of the Special Council Meeting held on Friday 14th March 2025 be confirmed as a true and correct record.

Moved: Cr TE (Todd) Harris

Seconded: Cr HN (Holly) Godfrey

Vote – Simple majority

Carried: 7/0

Note to this item:

The President signed the minute declaration on the previous minutes.

7 Declaration of Members and Officers Interests

Cr AE (Alison) Harris declared a direct financial interest in Item 9.15.

Cr TE (Todd) Harris declared an indirect financial interest in Item 9.15.

Stuart Hobley declared an indirect financial interest in Item 9.15.

8 Announcements by President without Discussion

Procedural Motion 1

That items 9.6, 9.8, 9.10, 9.11, 9.12, 9.15 and 9.16 be removed for discussion and all recommendations of remaining items shall be put and adopted En-bloc.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Motion put and carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9 Finance and Administration

9.1 Financial Reports February 2025

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	17th March 2025
Author:	Hayley Byrnes
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	Attachment 9.1.1 - February 2025 Monthly Financial Report Attachment 9.1.2 - Rates details February 25

Proposal/Summary

The financial reports as at 28th February 2025 are presented for consideration.

Background

The financial reports have been circulated to all Councillors.

Comment

Nil.

Consultation

Nil.

Statutory Environment

The *Local Government Act 1995* Part 6 Division 3 requires that a monthly financial report be presented to Council.

Policy Implications

Nil.

Financial Implications

All financial implications are contained within the reports.

Strategic Implications

Nil.

Resolution 9.1 OCM March 2025

That Council:

1. Receives the monthly financial reports for the periods ending 28th February 2025.

Motion put and CARRIED EN BLOC (7/0) in procedural motion recorded at Item 8.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote: Simple majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.2 Accounts Paid 28th February 2025

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Hayley Byrnes
Report Date:	17th March 2025
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.2.1 - February Creditors Listing Attachment 9.2.2 - February Credit Card Statement

Proposal/Summary

Council is requested to confirm the payment of accounts totalling:

Total for Municipal -	\$644,527.28
Total for Trust -	\$0.00
TOTAL -	\$644,527.28

For February 2025 as listed in the Warrant of Payments for the period 1st to 28th February 2025.

Background

Nil.

Comment

Nil.

Consultation

Nil.

Statutory Environment

In accordance with Financial Management Regulations 12 & 13, a list of all accounts paid or payable shall be presented to Council (Refer Warrant of Payments attached).

Financial Management Regulations 12 & 13.

Policy Implications

Nil.

Financial Implications

All financial implications are contained within the reports.

Strategic Implications

Nil.

Resolution 9.2 OCM March 2025		
1. That Council's payments of accounts amounting to \$644,527.28 being from Municipal Account for February 2025, as follows:		
Municipal Account	\$	Total
Electronic Funds Transfer: EFT 9097- 9159	\$599,598.56	
Direct Debit (Inc Bank Charges):	\$25,610.54	
Cheques: 11966 to 11971	\$19,318.18	
Trust Account	\$0.00	
TOTAL		\$644,527.28

2. That Council's receive reports for payments of corporate credit cards amounting to \$4,423.72 being from Municipal Account for period 16th December to 15th January 2025, as follows:

40030 - Westpac Banking Corporation Visa- Hayley Byrnes				
Date	Job	Job Description	Comments	Line Total
13-Dec	P3020	2023 Komatsu PC138US-11 Excavator (CM10095)	Excavator Parts	541.81
17-Dec	P3012	2023 Isuzu D-Max Ute (CM0) - DCEO Ute	DCEO Car Wash	20.20
21-Dec	P3012	2023 Isuzu D-Max Ute (CM0) - DCEO Ute	DCEO Diesel	122.41
22-Dec	P3012	2023 Isuzu D-Max Ute (CM0) - DCEO Ute	DCEO Diesel	213.97
				898.39
40030 - Westpac Banking Corporation Visa- Robert Bell				
Date	Job	Job Description	Comments	Line Total
13-Dec	T016	Southern Brook Road	Road Paint	58.66
13-Dec	T016	Southern Brook Road	Line Marking Paint	258.00
21-Dec	P3018	2023 Ranger Double Cab Chassis (CM00) - MoW Ute	WMAN Diesel	160.38
8-Jan	PKGC	Cunderdin Parks and Gardens	Trampoline Parts	750.00
9-Jan	P3022	2024 Isuzu D-Max (CM10074) - Excavator Operator Ute	Excavator Change of plates	31.10
9-Jan	P3021	2024 Isuzu D-Max (CM10085) - Mechanic Ute	Mechanic Change of plates	31.10
				1,289.24

40030 - Westpac Banking Corporation Visa- Stuart Hobley				
Date	Job	Job Description	Comments	Line Total
16-Dec	11451000.520	Expenses relating to Administration GEN	Prosecco & Beer for Xmas Party	161.99
18-Dec	11451000.520	Expenses relating to Administration GEN	Xmas Function	400.00
18-Dec	11451000.520	Expenses relating to Administration GEN	Xmas Function	1394.11
27-Dec	P3019	2024 Everest SUV TREND 2.0L BiT DSL 10 SPD Auto	CEO Diesel	100.70
29-Dec	P3019	2024 Everest SUV TREND 2.0L BiT DSL 10 SPD Auto	CEO Ad Blue	32.06
9-Jan	P3019	2024 Everest SUV TREND 2.0L BiT DSL 10 SPD Auto	CEO Diesel	122.14
11-Jan	11451000.520	Expenses relating to Administration GEN	Phone Accessories	25.09
				2,236.09
			TOTAL	4,423.72
3. That Council receives the monthly payment reports for the periods ending 28 th February 2025.				
<p>Motion put and CARRIED EN BLOC (7/0) in procedural motion recorded at Item 8.</p> <p>Moved: Cr NW (Norm) Jenzen Seconded: Cr HN (Holly) Godfrey</p> <p>Vote: Simple majority Carried: 7/0 For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey. Against: Nil.</p>				

9.3 Council Investments – At 28th February 2025

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Hayley Byrnes
Report Date:	17th March 2025
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.3.1 - Bank Statements February 2025

Proposal/Summary

To inform Council of its investments as at 28th February 2025.

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 below investment accounts are held as at 28th February 2025.

COUNCIL ACCOUNTS					
Institution	Amount	Investment type/ Account details	Municipal Funds	Reserve Funds	Trust Funds
Westpac Bank	\$376,942.56	Municipal- 0000030	\$376,942.56		
Bendigo Bank	\$3,597,532.11	Municipal- 155971377	\$3,597,532.11		
Westpac Bank	\$489.81	Business Cash Reserve 22-3647 0.50%		\$489.81	
Bendigo Bank	\$10,167.86	Bendigo Trust Account 164 488 686			\$10,167.86
Westpac Bank	\$0.00	Trust Working Account 12-2981			\$0.00
Bendigo Bank	\$1,776,981.08	Term Deposit -5.06% Exp 20 Dec 2024		\$1,776,981.08	
TOTAL INVESTMENTS	\$5,762,113.42		\$3,974,474.67	\$1,777,470.89	\$10,167.86

In addition to the above Shire funds, the Shire administers following accounts for the Cunderdin Community Centre Trust Accounts being Bendigo Term Deposits & operating Ac#000073- \$0.00.

CUNDERDIN COMMUNITY TRUST DETAILS
INTEREST ACCOUNT
28th February 2025

Opening Balance as per Bank Statement & Term Deposits

Term Deposit# 4976214
Maturing 4 June 2025 (5.05%)

		255,197.03
	TOTAL	255,197.03
Credits:		0.00
Debits:		0.00
Closing Balance as Per Bank Statements & Term Deposits	TOTAL	255,197.03
INCOMING		0.00
		0.00
		0.00
OUTGOING		0.00
		0.00
Balance as at end of month	TOTAL	255,197.03

CUNDERDIN COMMUNITY TRUST DETAILS
CAPITAL ACCOUNT
28th February 2025

Opening Balance as per Bank Statement & Term Deposits

Term Deposit# 4976157
Maturing 4 June 2025 (5.05%)

		369,862.05
	TOTAL	369,862.05
Credits		0.00
Debits		0.00
Closing Balance as Per Bank Statements & Term Deposits	TOTAL	369,862.05
INCOMING		0.00
		0.00
		0.00
OUTGOING		0.00
		0.00
Balance as at end of month	TOTAL	369,862.05

Consultation

Nil.

Statutory Implications

Financial Management Regulation 19.

Policy Implications

Nil.

Financial Implications

There are no financial implications in considering this item.

Strategic Implications

This item related to the Integrated Planning and Reporting Framework, which feeds into the Long-Term Financial Plan when determining annual Council Budgets.

Resolution 9.3 OCM March 2025

That the report on Council investments as at 28th February 2025 be received and noted.

Motion put and CARRIED EN BLOC (7/0) in procedural motion recorded at Item 8.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote: Simple Majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.4 2024/2025 Midyear Budget Review

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Hayley Byrnes
Report Date:	17 th March 2025
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.4.1 – SOC – Midyear Budget Review 2024-25

Proposal/Summary

Presentation of the Midyear Budget Review for the 2024/25 financial year to Council, in accordance with Section 6.2 of the *Local Government Act 1995* and Regulation 33A of the *Local Government (Financial Management) Regulations 1996*. The review assesses the financial performance of the first six months (July to December 2024) and considers any necessary amendments to ensure ongoing financial sustainability.

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 31 March each year. The review must be presented to Council for consideration and submitted to the Department of Local Government, Sport and Cultural Industries (DLGSC) within 30 days of adoption.

The Midyear Budget Review provides an opportunity to assess actual revenue and expenditure against the adopted budget, adjust for significant variations, and ensure financial objectives align with Council's strategic priorities.

Comment

A review of planned projects was conducted to assess their feasibility for completion this financial year, considering contractor availability, prioritisation based on available funding and consideration for future project commitments. Projects that would be impacted by future planned works, made possible through secured grants, have been deferred to avoid unnecessary rework.

The review has been completed using actual financial data from July to December 2024, comparing budgeted figures with year-to-date performance. Key findings from the review include:

- Variances in operating revenue and expenditure.
- Capital project progress and adjustments where required.
- Forecast adjustments based on updated economic conditions and funding changes.
- Identification of any significant financial risks or opportunities.

A detailed report is attached, outlining specific areas requiring budget amendments to maintain financial prudence. Council is requested to consider and adopt the recommendations within the review.

Consultation

Stuart Hobley, Chief Executive Officer
Robert Bell, Manager of Works
Georgie Godfrey, Depot Assets and Technical Services Officer
Brooke Davidson, Executive Assistant
Liezl DeBeer, Community Development Officer

Statutory Implications

Local Government Act 1995

s6.2

Local Government (Financial Management) Regulations 1996

r33A Review of Budget

- 1) Between 1 January and 31 March 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 government's 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 government's 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.
- 2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- 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 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Policy Implications

This review aligns with Council's financial management policies and procedures, ensuring compliance with statutory obligations.

Financial Implications

The review ensures Council remains in a sound financial position by making necessary budgetary adjustments. Any proposed amendments are detailed in the attached report and, if approved, will be reflected in the revised 2024/25 budget.

Strategic Implications

Nil.

Resolution 9.4 OCM March 2025

That Council:

1. Adopts the 2024/25 Midyear Budget Review as presented in the attached report.
2. Submits a copy of the review to the Department of Local Government, Sport and Cultural Industries as required under Regulation 33A of the Local Government (Financial Management) Regulations 1996.
3. Endorses the proposed budget amendments outlined in the review.

Motion put and CARRIED EN BLOC (7/0) in procedural motion recorded at Item 8.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote: Simple majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.5 Shire of Cunderdin Compliance Audit Return 2024

Location:	Shire of Cunderdin
Applicant:	Governance & Administration Officer
Date:	13 th March 2025
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil.
Attachments:	Attachment 9.5.1 – 2024 Compliance Audit Return

Proposal/Summary

For Council to accept the Shire of Cunderdin Compliance Audit Return 2024, as presented.

Background

It is a requirement of all Local Governments to complete the annual Compliance Audit Return as part of its regulatory obligations to the Department of Local Government, Sport and Cultural Industries.

The Compliance Audit Return (CAR) is completed for the period 1 January to 31 December and is required to be submitted to the Audit Committee for review prior to being presented to Council.

The CAR was received on 12th March 2025 at an Audit Committee Meeting. The following resolution was made:

Resolution 5.2 ACM March 2025

That the Audit Committee:

- 1. Receives the Shire of Cunderdin Compliance Audit Return for the period 1 January 2024 to 31 December 2024, as prepared and,*
- 2. Recommends to Council that the Shire of Cunderdin Compliance Audit Return 2024, as prepared, be signed by the President and Chief Executive Officer and submitted to the Department of Local Government.*

Comment

The Shire of Cunderdin CAR, for 1 January 2024 to 31 December 2024 has been completed and can be viewed in Attachment 9.5.1 - Compliance Audit Report. The CAR is to be submitted to the Department of Local Government by 31 March each year.

Consultation

Stuart Hobley, Chief Executive Officer
Hayley Byrnes, Deputy Chief Executive Officer
Samantha Pimlott, Governance & Administration Officer

Statutory Implications

Local Government Act 1995

7.13. Regulations as to audits

- 1) Regulations may make provision —**
 - i) requiring local governments to carry out, in the prescribed manner and in a form approved by the Minister, an audit of compliance with such statutory requirements as are prescribed whether those requirements are –**
 - i) of a financial nature or not; or**
 - ii) under this Act or another written law.**

Local Government (Audit) Regulations 1996

r13 Prescribed statutory requirements for which compliance audit needed (Act s. 7.13(1)(i))

r15 Compliance audits by local governments

- 1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- 2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- 3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.
- 3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —
 - a) presented to the council at a meeting of the council; and
 - b) adopted by the council; and
 - c) recorded in the minutes of the meeting at which it is adopted.

r15. Compliance audit return, certified copy of etc. to be given to Executive Director

- 2) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —
 - a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
 - b) any additional information explaining or qualifying the compliance audit,
 - c) is to be submitted to the Executive Director by 31 March next following the period to which the return relates.
- 3) In this regulation — certified in relation to a compliance audit return means signed by —
 - a) the mayor or president; and
 - b) the CEO.

Policy Implications

1.13 Legislative Compliance

The Shire of Cunderdin has an obligation to ensure that legislative requirements are complied with. The community and those working at the Shire have an expectation that the Council will comply with applicable legislation and the Council should take all appropriate measures to ensure that this expectation is met.

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.

External Audits and Reviews confirm compliance with relevant legislation.

Resolution 9.5 OCM March 2025

That Council:

1. Is in agreeance with the Audit Committee's resolution, that the 2024 Compliance Audit Return:
 - a. Receives the Shire of Cunderdin Compliance Audit Return for the period 1 January 2024 to 31 December 2024, as prepared and
 - b. Recommends to Council that the Shire of Cunderdin Compliance Audit Return 2024, as prepared, be signed by the President and Chief Executive Officer and submitted to the Department of Local Government.

Motion put and CARRIED EN BLOC (7/0) in procedural motion recorded at Item 8.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote: Simple majority

Carries: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.6 Consideration of Superannuation Contributions for Council Members

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	14th March 2025
Author:	Hayley Byrnes
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil.
Attachments:	Attachment 9.6.1 - DLGSC Superannuation for Council members fact sheet

Proposal/Summary

For Council to consider payment of superannuation contributions for elected members, in accordance with the *Local Government Amendment Act 2024*, which introduces new sections 5.99B to 5.99E into the *Local Government Act 1995*. These provisions allow local governments to resolve by absolute majority to agree to make or not make superannuation contributions for council members from 1 February 2025. The decision will determine whether superannuation contributions should be made in addition to council members' existing fees and allowances.

Background

Prior to the *Local Government Amendment Act 2024*, local governments wishing to offer superannuation to council members needed to become an "Eligible Local Governing Body" under Division 446 of the *Taxation Administration Act 1953 (Cth)*, requiring a unanimous council resolution. The new provisions streamline this process, enabling local governments to make superannuation contributions without additional taxation compliance measures. These changes aim to:

- Recognise the significant dedication and time investment of council members.
- Encourage greater diversity in local government representation.
- Align council member remuneration with broader workforce standards.

Comment

Key aspects of the new superannuation provisions include:

- Voluntary and Mandatory Implementation:
 - From 1 February 2025, all local governments have the option to resolve by absolute majority to make superannuation contributions for council members.
 - From 19 October 2025, Class 1 and 2 local governments will be required to make superannuation contributions, while for Class 3 and 4 local governments, the payment remains optional.
- Contribution Rate:
 - Superannuation contributions must be made at the same rate as the Superannuation Guarantee, which is currently 11.5% and will increase to 12% from 1 July 2025.
 - Contributions are made in addition to council members' fees and allowances and do not count toward the maximum allowance limits set by the Salaries and Allowances Tribunal.
- Payment Conditions:
 - Contributions must be paid at the same time as council members' remuneration.
 - Council members must nominate a superannuation fund to receive contributions.
 - Payments cannot be made if a council member fails to nominate an eligible fund or is suspended.
- Opt-Out Option:
 - Individual council members may opt out of receiving superannuation contributions by submitting a written request to the Chief Executive Officer.
 - This allows flexibility for members who may prefer not to receive contributions.

- Financial Considerations:
 - If Council resolves to implement superannuation contributions in the 2024/25 financial year, a budget amendment may be required at the current 11.5% contribution rate.
 - Superannuation costs will also need to be considered in future budgets of approximately \$4,000.00, especially with the increase to 12% from 1 July 2025.
- Review Process:
 - It is recommended that Council reassess its position on this matter after each Ordinary Council Election, ensuring that future councils can determine their stance based on prevailing conditions and financial considerations.

Council is asked to consider whether to adopt superannuation contributions for elected members, taking into account financial implications, governance responsibilities, and the potential benefits of attracting and retaining a diverse range of council members.

Consultation

Stuart Hobley, Chief Executive Officer

Ashlei Otway, Finance Officer

Statutory Environment

Local Government Act 1995 – Sections 5.99B to 5.99E

Commonwealth Superannuation Guarantee (Administration) Act 1992

Salaries and Allowances Tribunal Determinations

Policy Implications

Council does not currently have a policy regarding superannuation contributions for elected members. Should Council wish to approve such contributions, a policy may need to be developed.

Financial Implications

If adopted, superannuation contributions would be an additional expense to the local government, requiring budget allocation and ongoing financial management. The cost will vary depending on the fees and allowances determined by the Salaries and Allowances Tribunal and the Council.

Strategic Implications

Nil.

Officers Recommendation

That Council:

1. **Will** make superannuation contributions to council members under Sections 5.99B to 5.99E of the *Local Government Act 1995*.
or
2. **Will not be** making superannuation contributions to council members under Sections 5.99B to 5.99E of the *Local Government Act 1995*.

Council considered the Officers Recommendation and decided include the following:

- *and individual Councillors should be given the option to opt out of the receiving superannuation contributions.*

As they believe Councillors should be able to optout in or out of receiving superannuation contributions.

Resolution 9.6 OCM March 2025

That Council:

1. Will make superannuation contributions to council members under Sections 5.99B to 5.99E of the *Local Government Act 1995* and individual Councillors should be given the option to opt out of the receiving superannuation contributions.

Moved: Cr HN (Holly) Godfrey

Seconded: Cr B (Bernie) Daly

Vote: Simple majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.7 Council Policy Manual – Advisory and Working Groups Policy

Location:	Shire of Cunderdin
Applicant:	Governance & Administration
Date:	4 th March 2025
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley – Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.7.1 – Draft Advisory and Working Group Policy

Proposal/Summary

For Council to consider addition of an Advisory and Working Group Policy to the Shire of Cunderdin Council Policy Manual.

Background

Council policies are reviewed periodically to ensure they reflect the strategic direction and responsibilities of Council and are kept up to date.

Comments

Policies are reviewed and updated by staff with any amendments due to changes in the legislation, Local Laws, Regulations etc.

Where there are major amendments to existing policies these policies are then presented at to Council. Policies that have common themes, may be combined to establish a new policy. Redundant and old policies will be revoked where they have been substantially changed.

Administration may at times recommend a policy be revoked with no Council Policy to replace it. This may occur when it has been identified that the policy is operational or is covered under legislation and/or the delegated responsibility of the Chief Executive Officer.

Policy statements should provide guidance for decision-making by Council and demonstrate the transparency of decision-making processes.

This Policy has been introduced to establish clear boundaries for Shire project working groups and their functions while making contributions to Shire activities. The Stakeholder Project Working Groups (SPWG) will play a crucial role in ensuring project developments are meet community expectations and allow for transparency in decision making practices.

Consultation

Stuart Hobley, Chief Executive Officer
Liezl De Beer, Project Manager
Samantha Pimlott, Governance & Administration Officer

Statutory Implications

Local Government Act 1995

Policy Implications

Shire of Cunderdin Council Policy Manual

Financial Implications

Nil.

Strategic Implications

CIVIC LEADERSHIP

5.1 Shire communication is consistent, engaging and responsive

5.2 Forward planning and implementation of plans

5.3 Implement systems and processes that meet legislative and audit obligations

Resolution 9.7

That Council:

1. Adopts the addition of 1.17 Advisory and Working Groups to the Shire of Cunderdin Council Policy Manual.
2. Authorises for the updated policy manual to be made available on the Shire's website.

Motion put and CARRIED EN BLOC (7/0) in procedural motion recorded at Item 8.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote: Simple majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.8 Stakeholder Working Group Membership – Play our Way Project & Better Regions Round 2 Project

Location:	Shire of Cunderdin
Applicant:	Governance and Administration Officer
Date:	19 th March 2025
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley – Chief Executive Officer
Disclosure of Interest:	Nil.
File Reference:	Nil.
Attachment/s:	Nil.

Proposal/Summary

For Council to consider the establishment of a Stakeholder Working Group of Council, stakeholder and community members in an advisory capacity, for the Play our Way Project (Sun cover at courts) and Better Regions Round 2 Project (Wellness Centre Redevelopment).

Background

The Shire have been successful in receiving funding from two bodies to facilitate two projects. Details of each project are as follows:

Cunderdin Memorial Aquatic Centre & Wellness Hub (Better Regions Round 2 Program)

The Cunderdin Memorial Aquatic and Wellness Hub project aims to redevelop the town's outdated memorial pool, transforming it into a modern, accessible, and inclusive multi-purpose community hub. The project will deliver a new beach-entry leisure pool with water play features, new gymnasium, multi-purpose space for group fitness or youth activities, and enhanced accessibility features, including new changerooms and a chair lift for the 50m pool allowing access for people with disabilities

Funding:	
Grant:	\$2,888,385
Shire:	\$1,237,880
<u>Total:</u>	<u>\$4,126,265</u>

WeatherGuard – Sheltering Female Sports Participation in Cunderdin (Play our Way Grant)

This project will involve the construction of a hard cover shelter over the two existing multi-purpose outdoor courts located at the Cunderdin Recreation Centre. It also involves the reconstruction of the court surface, drainage, new poles, seating, lighting, PA and sound system & CCTV.

Funding	
Grant:	\$685,378.87
Shire:	\$250,000.00
<u>Total:</u>	<u>\$935,378.87</u>

Comment

Stakeholder Working Groups will ensure that delivery of the Cunderdin Memorial Aquatic and Wellness Hub & WeatherShield Courts Project are community-driven, inclusive, and aligned with the region's long-term development goals, ultimately enhancing public trust, satisfaction, and project success.

Working Groups will operate within general framework approved by Council which may include but not limited to:

- The role of acting in an advisory capacity - providing the Shire Administration and Council with its views and/or proposal relevant to the objectives for which the group was established, considering matters relevant to the groups identified objectives only.

- No decision-making powers – the group does not and will not have any authority to act on behalf of the Shire. The group cannot direct employees, call tenders, award contracts, expend monies, direct volunteers or do anything which is the responsibility of the Shire.
- Reporting to Council - When the group wishes to inform Council of its position on any matter, or to action any matter not already within the approved administrative project budget, a formal recommendation to Council must be provided. This recommendation will only be presented to Council when it has achieved a majority consensus from the group members.
- Meeting Conduct - Meetings will be conducted in an informal manner, providing opportunities for ideas to be raised and general discussions.
- Information Dissemination - Working Group members (President excepted) either collectively or individually are not authorised to speak on behalf of the Shire or provide comment to the media or other persons, in respect of any item under consideration.
- Confidentiality - Matters determined to be confidential by the Shire's Chief Executive Officer, President or Shire Liaison person are to be dealt with by the members as such. Members are not permitted to reveal the nature or content of confidential materials provided to the Working Group outside of that Group.

Key Responsibilities:

- Stakeholder Engagement & Public Consultation
- Represent the interests of the community, sporting groups, and other key stakeholders.
- Provide a feedback loop between the project team and stakeholders to address concerns and expectations.

Project Review & Recommendations:

- Review project plans and designs to ensure they align with community needs.
- Offer recommendations to enhance accessibility, inclusivity, and usability of the facilities.
- Identify opportunities to integrate community values and cultural significance into the project.

Advocacy & Transparency:

- Ensure that project developments are communicated effectively to the public.
- Advocate for stakeholder interests while balancing project feasibility and budget constraints.
- Promote transparency by sharing updates on decisions, timelines, and key developments.

Problem-Solving & Conflict Resolution:

- Identify and address potential issues or concerns raised by stakeholders early in the process.
- Work collaboratively with the project team to find solutions that align with both community expectations and project feasibility.

Long-Term Community Benefits & Legacy Planning:

- Ensure the project delivers lasting benefits by considering future community needs.
- Support the planning of community events, activation strategies, and operational frameworks post-completion.

It is proposed that the Stakeholder Working Group for Play our Way - Sun cover at courts will consist of 7 members in total:

- Two Councillor Representatives (at least one female representative)
- Cunderdin Nippers Club Representative (Club nominated – Melissa Arnott)
- Cunderdin Basketball Representative (Club nominated – Cody Fulwood)
- Cunderdin Netball Club Representative (Club nominated – Kate Jenzen)
- Shire Administration Team:
- Chief Executive Officer – Stuart Hobley
- Project Manager – Liezl De Beer

It is proposed that the Stakeholder Working Group for Building Better Regions Round 2 Project, Wellness Centre Redevelopment, will consist of 9 members in total:

- Two Councillor Representatives
- Cunderdin Memorial Pool Manager – Matt Mildwaters
- Cunderdin Community Gymnasium Representative (Club nominated – Bernie Daly)
- Shire Administration Team:
- Chief Executive Officer – Stuart Hobley
- Project Manager – Liezl De Beer
- Cunderdin Community Member (representing senior citizens) – Council to recommend
- Cunderdin Community Member (representing young families) – Council to recommend
- Cunderdin Youth Council Representative

Consultation

Stuart Hobley, Chief Executive Officer
Liezl De Beer, Project Manager
Samantha Pimlott, Governance Officer

Statutory Implications

Local Government Act 1995 section 5.8

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Shire of Cunderdin Strategic Community Plan 2022 -2032:

1. Community and Social

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

Inclusive access to Shire facilities and services

1.2 A healthy and safe community is planned for

Promotion and advocacy of community health and wellbeing

3. Built environment

3.1 Safe, efficient and well maintained road infrastructure

3.2 Maintenance and extension of the footpath network

5. Civic Leadership

5.2 Forward planning and implementation of plans

Resolution 9.8 OCM March 2025

That Council:

1. Recommends the establishment of a Stakeholder Working Group for the WeatherShield Play our Way Project consisting of the following membership:
 - i. Three Councillor Representatives Cr TE (Todd) Harris, Cr NW (Norm) Jenzen & Cr AE (Alison) Harris
 - ii. Cunderdin Nippers Club Representative (Club nominated – Melissa Arnott)
 - iii. Cunderdin Basketball Representative (Club nominated – Cody Fulwood)
 - iv. Cunderdin Netball Club Representative (Club nominated – Kate Jenzen)
 - v. Shire Administration Team: Chief Executive Officer – Stuart Hobley & Project Manager – Liezl De Beer
2. Recommends the establishment of a Stakeholder Working Group for the Cunderdin Memorial Aquatic Centre & Wellness Hub Project consisting of the following membership:
 - i. Three Councillor Representatives Cr N (Natalie) Snooke, Cr HN (Holly) Godfrey & Cr AE (Alison) Harris.
 - ii. Cunderdin Memorial Pool Manager – Matt Mildwaters
 - iii. Cunderdin Community Gymnasium Representative (Club nominated – Bernie Daly)
 - iv. Shire Administration Team: Chief Executive Officer – Stuart Hobley & Project Manager – Liezl De Beer
 - v. Cunderdin Community Member (representing senior citizens) – Council will call for expressions of interest from the community.
 - vi. Cunderdin Community Member (representing young families) – Council will call for expressions of interest from the community.
 - vii. Cunderdin Youth Council Representative: To be nominated by the Youth Council.

Moved: Cr B (Bernie) Daly

Seconded: Cr N (Natalie) Snooke

Vote: Simple majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.9 Receival of the Local Emergency Management Committee Minutes

Location:	Cunderdin
Applicant:	Governance & Administration
Date:	17 th March 2025
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	Attachment 9.9.1 – LEMC Minutes – 12 th March 2025

Proposal/Summary

For Council to receive and accept the Shire of Cunderdin Local Emergency Community Management Committee Minutes from meeting held 12th March 2025.

Background

Each local government is also 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.

Comment

A LEMC Meeting was held on the 12 March 2025 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.

COMMUNITY AND SOCIAL

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

CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations

Capability of our organization is continually improved

Business Continuity Management Plan

Local Emergency Management Arrangement (LEMA)

Bush Fire Risk Management Plan

Resolution 9.9

That Council:

1. Receive Local Emergency Management Committee Minutes from Meeting held 12th March 2025.

Motion put and CARRIED EN BLOC (7/0) in procedural motion recorded at Item 8.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote: Simple majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.10 Proposal for Membership: Joining the Wheatbelt East Regional Organisation of Councils (WEROC)

Location:	Shire of Cunderdin
Applicant:	Governance & Administration Officer
Date:	18 th September 2024
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil.
Attachments:	Nil.

Proposal/Summary

For Council to consider joining a Regional Organisation of Councils (ROC) to take advantage of resource sharing and collaboration opportunities.

Background

Regional Organisations of Councils (ROCs) are voluntary groupings of Councils. ROC's are typically formed to enable local governments to collaborate on shared challenges and opportunities that transcend individual Council boundaries. By working together, Councils can pool resources, improve efficiency, and strengthen their collective voice in advocating for regional needs. ROCs usually involve collaborative partnerships between neighbouring councils in a particular region or area.

The Shire of Cunderdin was involved in the South East Avon Voluntary Regional Organisation of Councils (SEAVROC) until that organisation folded in the 2014. SEAVROC included the Beverley, Brookton, Cunderdin, Quairading, Tammin and York.

Since 2014 Cunderdin has not been involved in a ROC but has recently collaborated with other Councils on a number of projects including resource and staff sharing, emergency services, housing, grant funding and tourism. Council has usually collaborated with the Shires of Tammin and Quairading, and more recently the Wheatbelt East Regional Organisation of Councils (WEROC).

At the October 2025 Council Meeting, Rebekah Burges Executive Officer of WEROC, delivered a presentation to Council, detailing the projects WEROC are undertaking and the benefits of joining WEROC.

After this presentation it was suggested that the Shire President and CEO meet with the Avon Regional Organisation of Councils (AROC), as a neighbouring ROC, to gain a better understanding of AROC. The Shire President (Cr A Harris) and the CEO met with the Shire of Northam's CEO and Shire President and an overview of AROC's current and future undertakings was given.

Comment

ROC's were originally established to help local governments work together on common issues that extend beyond the boundaries of individual councils. These organisations aim to address challenges that are often too large or complex for any single council to handle effectively on its own. The benefits of being a part of a ROC are as follows:

1. **Shared Resources and Cost Efficiency:**
Many Councils face resource constraints that hinder their ability to provide high-quality services to their communities, by pooling resources within a regional body, Councils can:
 - **Reduce Operational Costs:** Joint purchasing power can lead to cost reductions in areas such as procurement, service delivery, and infrastructure development.
 - **Enhance Service Delivery:** Regional collaboration can help deliver services that might otherwise be unaffordable for individual Councils.
 - **Access Specialised Expertise:** A regional organization can provide access to shared expertise, helping Councils deliver more efficient and effective services.

2. Strengthened Political and Advocacy Influence:

A key advantage of regional collaboration is the collective political power it offers. By joining a regional organization, a Council can:

- Present a Unified Voice - A regional organisation allows individual councils to speak with greater authority when engaging with State or Federal governments or other funding bodies.
- Advocate for Regional Priorities - Larger regions can work to secure resources, funding, or policy changes that may be harder to achieve by a single council acting alone.
- Access to Funding Opportunities - Regional organizations often increase access to grants or funding programs by presenting a broader and more compelling case for regional investment.

3. Collaborative Planning and Economic Development:

A regional organisation allows Councils to work together on long-term planning and regional development initiatives that benefit the entire area. This includes:

- Regional Economic Strategies - A regional organisation provides a platform for Councils to collaborate on economic development strategies that attract investment, promote business growth, and create jobs.
- Sustainable Development - Collaboration across councils helps ensure that regional environmental and land-use planning is integrated.

4. Better Service Delivery and Social Impact:

Joining a regional organisation can improve the delivery of essential services to residents, including health services, education, and social welfare. Through regional collaboration, Councils can:

- Share Best Practices - Councils within a regional organisation can exchange best practices, learn from each other's successes, and adopt innovative approaches to governance and service delivery.
- Enhanced Disaster Management - By joining a regional organisation, a Council can strengthen its ability to respond to emergencies, such as natural disasters, more effectively and efficiently.

Joining a ROC can offer a range of benefits, including cost savings, improved service delivery, increased political influence, and enhanced economic development opportunities. By working collaboratively with neighbouring councils, a council can tackle shared challenges more effectively and ensure better outcomes for its community. While there are some potential challenges, such as loss of autonomy or the complexity of decision-making, the overall benefits of regional collaboration typically outweigh the drawbacks, particularly when it comes to addressing large-scale issues that affect multiple localities.

Consultation

Both WEROC and AROC were considered when deciding which ROC to potentially join. A summary of both ROC's follows:

Wheatbelt Eastern Regional Organisation of Councils (WEROC)

The WEROC is an incorporated not-for-profit organisation whose membership is comprised of representatives from the Eastern Wheatbelt Shire's of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn.

WEROC exists to support the growth and development of the Eastern Wheatbelt through:

- Leadership - Taking an active interest in and being a strong partner and voice on all matters impacting on the people and industry of the Eastern Wheatbelt.
- Action - Delivering projects and services considered beneficial to the whole of the Eastern Wheatbelt region.
- Promotion - Gaining greater recognition of the Eastern Wheatbelt as an ideal place to visit, do business and live.
- Collaboration - Achieving real outcomes for the Eastern Wheatbelt through strengthened partnerships and understanding that we work smarter and better together.

The Board of WEROC Inc. have identified five strategic priorities which will guide the actions and activities of the organisation over the near term (one to three years). These were determined based on alignment to identified state, regional and local priorities, and the capacity for WEROC Inc. to influence and create change for the better.

1. Sustainability
2. Tourism Product Development
3. Strengthening our economy through local business development
4. Digital Connectivity
5. Inter-Council Cooperation

Council will nominate one Councillor to the Board and WEROC the Board meets quarterly. The CEO's of WEROC also meet on a regular basis to ensure progression of projects.

Avon Regional Organisation of Councils (AROC)

AROC is a regional body of local governments formed to work co-operatively for the benefit of the region and well-being of the community. Member local governments are the Shires of Goomalling, Northam, Toodyay, Victoria Plains and York which have all signed a Memorandum of Understanding that governs the operation of the AROC.

AROC Vision:

- To work cooperatively for the benefit of the region and well-being of the community.
- AROC Business Strategic land use planning;
- Tourism management and promotion of the regional area;
- Socioeconomic, environmental and natural resource planning; waste management;
- Seniors accommodation solutions;
- Centralised information technology and rating systems.

Statutory Implications

The Local Government Act 1995 refers to Regional Local Governments in Part 3 (Division 4) as 'two or more Local Governments' who may (subject to the Minister's approval) 'establish a regional Local Government to do things, for the participants, for any purpose for which a Local Government can do things under this Act or any other Act'.

Policy Implications

Nil.

Financial Implications

As WEROC have cash reserves that are used to fund new and existing project a contribution of \$30,000 in the first year is requested. This is the same amount as the Shire of Tammin paid when they recently joined WEROC.

There is also an annual operational contribution of \$12,000 that covers the cost of the executive functions.

Strategic Implications

2. ECONOMY

2.1 Facilitate local business retention and growth

2.3 Build economic capacity

5. Civic Leadership

5.2 Forward planning and implementation of plans

Administration Recommendation

That Council:

1. request that the Shire of Cunderdin be permitted to join Wheatbelt Eastern Regional Organisation of Councils Inc.
2. the unbudgeted initial contribution of \$30,000 be costed to General Ledger code 145116 Consultants/Contractors.
3. Appoint Councillor _____ (Member) and Councillor _____ (proxy) to the Board of Wheatbelt Eastern Regional Organisation of Councils Inc.

Resolution 9.10 OCM March 2025

That Council:

1. request that the Shire of Cunderdin be permitted to join Wheatbelt Eastern Regional Organisation of Councils Inc.
2. the unbudgeted initial contribution of \$30,000 be costed to General Ledger code 145116 Consultants/Contractors.
3. Appoint Councillor Cr AE (Alison) Harris (Member) and Councillor Cr A (Tony) Smith (proxy) to the Board of Wheatbelt Eastern Regional Organisation of Councils Inc.

Moved: Cr N (Natalie) Snooke

Seconded: Cr HN (Holly) Godfrey

Vote: Absolute majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.11 Road Naming – Industrial Lot Development

Location:	Shire of Cunderdin
Applicant:	Executive Assistant
Date:	19 th March 2024
Author:	Brooke Davidson
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil.
Attachments:	Attachment 9.11.1 - Centenary Place - Current approved WAPC Attachment 9.11.2 - Centenary Place - Landgate Map showing Centenary Road as a loop Attachment 9.11.3 - Centenary Place - Original Road Plan Attachment 9.11.4 - Centenary Place - Proposed section of road to rename

Proposal/Summary

That Council approve a new street name for the portion of road at the east end of Centenary Place and approve for Centenary Place to extend into the existing cul-de-sac as was intended.

Background

Council approved industrial development through Development WA for land located at the end of Centenary Place, Cunderdin. This involved subdividing Lot 550 on Deposited Plan 426210 into six industrial lots as per Attachment 9.11.1. During the development process Centenary Place will be transformed into a cul-de-sac.

In original planning as shown in Attachment 9.11.3 Centenary Place was intended to form a loop.

Western Australia Planning Commission have provided and approved the subdivision plan as seen in Attachment 9.11.1, which creates a cul-de-sac at the end of Centenary Place.

Development WA engaged Porter Consulting Engineers to manage the subdivision project. On March 11, 2025, Development WA notified the Shire that Centenary Place now technically consists of two roads, which does not align with current naming approvals which has resulted in a section of the road requiring renaming.

Discussions held between the Shire and Landgate have recommended that Centenary Place be extended into the cul-de-sac, ending at the road reserve, allowing existing property owners and businesses on Centenary Place to retain their current street addresses.

The section of road to be renamed is outlined in red on the map in Attachment 9.11.4. This small section of road is currently unused by any businesses. The only lot potentially affected by the renaming is Lot 19 on Deposited Plan 24885. This is a vacant lot located next to the Shire's Waste Transfer Station. This lot does not have a street number registered with Landgate.

Comment

Landgate has informed the Shire that it has a street name previously reserved street name on their register. The name on their register is:

"Bycroft"

The Bycroft family were early settlers in Cunderdin. James Clarence (1896-1937) a boiler man who worked at pump station number 3 until ill health forced him to resign. He built a house for his family in Bedford Street, only the stone steps are there today. Details on other family members interned in the Cunderdin cemetery can be found at <http://www.ozburials.com/CemsWA/Cunderdin/cunderdin.htm>. Descendants of the Bycroft family continue to live in the district.

Landgate has clarified that, if Council wishes to proceed with this name it will still be subject to the approval process, despite being previously recorded. This name, or something similar, has not yet been used in surrounding areas.

Council has the option to propose an alternative name. According to Landgate's Policies and Standards for Geographical Naming in Western Australia, the following guidelines apply:

- Names can commemorate a person(s), significant event or a place's historical use.
- Names should have a significant connection to the place they are applied
- With commemorating a person(s) the name must be applied posthumously and consent from the family should be sought where practical
- They should not include initials, titles, honorifics or postnominals.

Development WA, on behalf of the Shire, will submit a Naming Application to Landgate for review.

If this proposal is agreed upon the Shire will install new signage clearly indicating to road users that Centenary Place turns south, and that the new small section of road will be clearly named.

Consultation

Landgate
Development WA
Porter Consulting Engineers

Statutory Implications

Landgate's Policies and Standards for Geographical Naming in Western Australia.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Officers Recommendation

That Council

1. Approve the renaming of the small section of road as seen in Attachment 9.11.4 to Bycroft Street, Cunderdin.

Councillors considered the recommendation, and as it is a great honour for a pioneering family such as the Bycroft's to have a road named after them, decided that the Bycroft name should be kept aside to be used on a road or street in a different location.

Resolution 9.11 OCM March 2025

That Council

1. Rename the of the small section of road as seen in Attachment 9.11.4 to Industrial Way and reserve the Bycroft name for a road in a different location.

Moved: Cr TE (Todd) Harris

Seconded: Cr NW (Norm) Jenzen

Vote: Simple majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.12 Move Behind Closed Doors

Resolution 9.12 OCM March 2025

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

Moved: Cr B (Bernie) Daly

Seconded: Cr A (Tony) Smith

Vote – Simple majority

Carried: 7/0

9.13 Lot 50 Vanzetti Street – Lease

Resolution 9.13 OCM March 2025

That Council

1. Terminate the Site Licence and any lease agreement on Lot 50 Vanzetti Street Meckering between the Shire of Cunderdin and Field Solutions Group.
2. Delegate Authority to the Chief Executive Officer to negotiate the terms and conditions of a lease agreement between the Shire of Cunderdin and the CRISP Wireless based on the Draft Lease Agreement (Attachment 9.13.1.)
3. Authorise Chief Executive Officer and Shire President to sign and place the Common Seal on the Lease Agreement.
4. Advertise the Site Licence as per the Local Government Act and Regulations

Motion put and CARRIED EN BLOC (7/0) in procedural motion recorded at Item 8.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote: Simple majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

9.14 Request for Quote 1-24/25 Supply and Delivery of a Community Bus with Accessibility Features

Resolution 9.14 OCM March 2025

That Council

1. Accepts the quote submitted by Yutong Bus Centre WA for the amount of \$232 621 (excluding GST).
2. That all other submissions be advised of (1) above.

Motion put and CARRIED EN BLOC (7/0) in procedural motion recorded at Item 8.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote: Simple majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

Cr AE (Alison) Harris declared a direct financial interest in Item 9.15.

Cr TE (Todd) Harris declared an indirect financial interest in Item 9.15.

Stuart Hobley declared an indirect financial interest in Item 9.15.

Those present that declared an interest in Item 9.15 left the room at 6.15pm.

In President Cr AE (Alison) Harris's absence from the room, Deputy President Cr A (Tony) Smith took the Chair for deliberation of Item 9.15.

9.15 Tender Provision of Medical Services

Resolution OCM March 2025

That Council:

Continue the development of Tender for the Provision of Medical Services as per Attachment One and seek assistance from Rural Health West.

Moved: Cr B (Bernie) Daly

Seconded: Cr HN (Holly) Godfrey

Vote: Absolute majority

Carried: 5/0

For: Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

Cr AE (Alison) Harris, Cr TE (Todd) Harris and Stuart Hobley re-entered the room at 6.18pm.

Cr AE (Alison) Harris resumed position as Chair of the meeting upon returning to the room.

9.16 Move From Behind Closed Doors

Resolution 9.16 OCM March 2025

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

Moved: Cr B (Bernie) Daly
Vote – Simple majority

Seconded: Cr N (Natalie) Snooke
Carried: 7/0

9.17 Chief Executive Officers Report

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	20 th March 2025
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachments:	Attachment 9.17.1 - Active Transport Fund Agreement Attachment 9.17.2 - Regional Airports Program Round 4 application

Proposal/Summary

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

Background

Cunderdin Industrial Lot Development

Development WA have advised the subdivision works has commenced and should be completed by mid-May 2025.

The Shire have advertised for expression of interest in the upcoming lots and has forwarded the contact details of all interested parties to Development WA.

Watts Street Subdivision

The subdivision application for the seven lots facing Watts St has been approved by the Western Australian Planning Commission (WAPC). Council has appointed a surveyor to re-survey and peg the new lots. Quotes have been called for the provision of engineering services. These engineers will provide drawings for the connection of power, water and telecommunications/NBN, assist with any technical issues and help assess quotes from contractors from the provision of the services.

Mitchell Street and Yilgarn Street Housing Update

Yilgarn Street

Construction has commenced on the Yilgarn St dwelling. The sand pad and concrete pad have been laid, and the internal stud walls have been erected.

Mitchell Street

Modular WA have advised that the two dwellings will be delivered to site in mid to late April 2025. Quotes will be sought for the erection of fencing and landscaping.

Cunderdin Bowling Green Replacement

Works on the replacement of the bowling green will commence in April 2025. There have been several issues contributing to the delay in the replacement of the greens including the costs associated with the reticulation and plumbing works, but these have now been resolved.

Community Sport and Recreation Fund – Cricket Nets

All sporting clubs who are located at the Cunderdin Sports and Recreation Centre have been asked for comment on the proposed location of the cricket nets. After discussion with the Cunderdin Football Club the location has been moved further to the north and east.

This location will give enough space for vehicles to traverse the oval during football season and should still give enough area if the old hockey field is required to be used.

Airfield

Council has received notice that it will receive funding of \$153,000 in 2025-26 from the Regional Airport Program to complete works at the Cunderdin airfield. The grant is required to be matched by Council dollar for dollar. This amount can be either in-kind works or cash and will be included in the 2025/26 Budget.

The works that will be completed include drainage works and safety upgrades that were identified during the Civil Aviation Safety Authority Audit.

Industrial Relations

On 4 December 2024 the Western Australian Municipal, Administrative, Clerical and Services Union of Employees (WASU) applied to be named as a party to the LGIA-IA of the Shire of Cunderdin and 59 other Local Governments

A preliminary hearing has been held on this matter and by the Industrial Relations Commission and further hearings are scheduled to take place. Council is taking advice from WALGA on this matter.

Active Transport Fund - Construction of Pathways

The Shire has received funding of \$852,182 ex GST over the next four years from the Federal Government Department of Infrastructure, Transport, Regional Development and the Arts to construct footpaths in the Cunderdin Townsite. The program provides 50% of the funding and Council is required to match the funding.

This project involves the design and construction of new footpaths along Togo Street, Watts Street, Hodgson Street and Yilgarn Street, spanning approximately 3.25 kilometres with a width of 1.8m. These pathways will serve multiple purposes, including forming a fitness track for community use and providing safe access for students and community members traveling to school and the Cunderdin Golf Club.

Each year's funding is reliant on the successful completion of the prior year's program.

The new shared paths will serve a broad spectrum of users, including seniors, youth, families, runners, people with disabilities, and those using bicycles, wheeled recreational devices, and walking frames.

By improving accessibility and connectivity, these pathways will link key destinations such as the school, health facility, park, sporting precinct, and shopping precinct, fostering a more connected and active community. The new paths will also encourage people to get moving, promoting physical activity and well-being for all ages and abilities. Additionally, by increasing foot traffic, the project is expected to have a positive impact on the local economy, benefiting small businesses and enhancing the vibrancy of our public spaces.

Comment

Nil.

Consultation

Nil.

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Resolution 9.17 OCM March 2025

That the Chief Executives Officers Report be received.

Motion put and CARRIED EN BLOC (7/0) in procedural motion recorded at Item 8.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote: Simple majority

Carried: 7/0

For: Cr AE (Alison) Harris, Cr A (Tony) Smith, Cr NW (Norm) Jenzen, Cr TE (Todd) Harris, Cr B (Bernie) Daly, Cr N (Natalie) Snooke and Cr HN (Holly) Godfrey.

Against: Nil.

10 Environmental Health and Building

Nil.

11 Planning & Development

Nil.

12 Works & Services

Nil.

13 Urgent Items

Nil.

14 Scheduling of Meeting

14.1 April 2025 Ordinary Meeting

The next ordinary meeting of Council is scheduled to take place on Wednesday 16th April 2025 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 6.19pm.

16 Certification

DECLARATION

I, Alison Harris, certify that the minutes of the Ordinary Council Meeting held on 26th March 2025, as shown, were confirmed at the ordinary meeting of Council held on Wednesday 16th April 2025.

Signed: 

Date: 16.04.25