



Shire of Cunderdin

Special Council Meeting Minutes

Dear Council Member,

Special Meeting of the Cunderdin Shire Council was held on **Monday 28th July 2025** in the Cunderdin Shire Council Chambers, WA, 6407 **commencing at 5.00pm**, for the purpose of:

1. Rescind resolution 13.2, from Ordinary Council Meeting held 23 July 2025, and
2. Consider Tender, RFT-03-25-26, evaluations.

Hayley Byrnes
Deputy Chief Executive Officer

28th July 2025

CONTENTS

| | | |
|---|---|---|
| 1 | Declaration of Opening | 3 |
| 2 | Record of Attendance, Apologies and Approved Leave of Absence | 3 |
| 3 | Public Question Time | 4 |
| 4 | Petitions, Deputations & Presentations | 4 |
| 5 | Declaration of Members and Officers Interests | 4 |
| 6 | Finance & Administration | 4 |
| | 6.1 Move Behind Closed Doors | 4 |
| | 6.2 Rescind resolution 13.2 from Ordinary Council Meeting held 23 July 2025 | 5 |
| | 6.3 PRIVATE AND CONFIDENTIAL Consider Tender - RFT-03-25-26 Evaluations | 6 |
| | 6.4 Move From Behind Closed Doors | 6 |
| 7 | Closure of meeting | 7 |
| 8 | Certification | 7 |

Minutes

1 Declaration of Opening

The Shire President declared the meeting open at 5pm.

The Shire of Cunderdin disclaimer was read aloud by Cr AE (Alison) Harris.

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

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

2 Record of Attendance, Apologies and Approved Leave of Absence

2.1 Record of 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

| | |
|------------------|-------------------------------------|
| Samantha Pimlott | Governance & Administration Officer |
| Hayley Byrnes | Deputy Chief Executive 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 Declaration of Members and Officers Interests

Cr AE (Alison) Harris declared an impartiality interest in Item 6.2 PRIVATE & CONFIDENTIAL Rescission of Resolution 13.2 from Ordinary Council Meeting held 23 July 2025 and Item 6.3 PRIVATE AND CONFIDENTIAL Consider Tender - RFT-03-25-26 Evaluations.

Cr TE (Todd) Harris declared an impartiality interest in Item 6.2 PRIVATE & CONFIDENTIAL Rescission of Resolution 13.2 from Ordinary Council Meeting held 23 July 2025 and Item 6.3 PRIVATE AND CONFIDENTIAL Consider Tender - RFT-03-25-26 Evaluations.

Cr AE (Alison) Harris and Cr TE (Todd) Harris left the room at 5.02pm.

6 Finance & Administration

6.1 Move Behind Closed Doors

Resolution 6.1

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

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote – Simple majority

Carried: 5/0

6.2 PRIVATE & CONFIDENTIAL Rescission of Resolution 13.2 from Ordinary Council Meeting held 23 July 2025

Resolution 6.2

That Council:

1. REVOKES Council resolution 13.2 Private & Confidential -RFT 03-25/26 - Provision of General Practitioner Services made at the Ordinary Council Meeting on 23 July 2025.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr N (Natalie) Snooke

Vote-Absolute majority

Carried: 5/0


Members {inclusive of the Mover} supporting decision to revoke:

Resolution 13.2 Private & Confidential -RFT 03-25/26 - Provision of General Practitioner Services

- 1) Cr NW {Norm} Jenzen


Signature

- 2) Cr N {Natalie} Snooke


Signature

- 3) Cr HN {Holly} Godfrey


Signature

6.3 PRIVATE AND CONFIDENTIAL Consider Tender - RFT-03-25-26 Evaluations.

Resolution 6.3

That Council:

1. Notes that (6) acceptable tenders were received for RFT 03 –25/26 - Provision of General Practitioner Services.
2. Acknowledges that the evaluation process has been completed by the Deputy Chief Executive Officer, Deputy Shire President, and an independent Rural Health West representative.
3. Receives the tender evaluation summary and supporting documentation for review.
4. Considers undertaking formal interviews with (up to 4) shortlisted tenderers to inform the final decision-making process.
5. Requests the DCEO to coordinate the scheduling of interviews and report back with a final recommendation for contract award.
6. Appoint the interview panel members to include Deputy Chief Executive Officer, Deputy Shire President, an Independent Rural Health West representative and Councillor Cr N (Natalie) Snooke

Moved: Cr HN (Holly) Godfrey

Seconded: Cr NW (Norm) Jenzen

Vote – Simple majority

Carried: 5/0

6.4 Move From Behind Closed Doors

Resolution 6.4

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

Moved: Cr B (Bernie) Daly

Seconded: Cr HN (Holly) Godfrey

Vote – Simple majority

Carried: 5/0

Cr AE (Alison) Harris and Cr TE (Todd) Harris returned to the room at 5.12pm.

7 Closure of meeting

There being no further business the Shire President will declare the meeting closed at 5.12pm.

8 Certification

DECLARATION

I, Alison Harris, certify that the minutes of this Special Council Meeting held on 28th July 2025, as shown, were confirmed at the ordinary meeting of Council held on Wednesday 27th August 2025.

Signed: _____

Date: _____