



Shire of Cunderdin

Ordinary Council Meeting Minutes

Dear Council Member,

The Ordinary Meeting of the Cunderdin Shire Council was held on **Wednesday 23rd October 2024** in the Cunderdin Shire Council Chambers, WA, 6407 **commencing at 5.00pm.**

Stuart Hobley
Chief Executive Officer

23rd October 2024

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AGENDA

1 Declaration of Opening

The Shire President declared the meeting open at 5.03pm.

The Shire of Cunderdin disclaimer will be read aloud by President, 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

Stuart Hobley	Chief Executive Officer
Hayley Byrnes	Deputy Chief Executive Officer
Samantha Pimlott	Governance & Administration Officer
Liezl DeBeer	Community Development Officer (present until 5.51pm)

Guests of Council

Rebekah Burges	WEROC (present until 5.51pm)
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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

Rebekah Burges, Executive Officer for Wheatbelt East Regional Organisation of Councils Inc. (WEROC), presented Council an outline of the role, purpose, and outcomes WEROC Inc. provides to the Eastern Wheatbelt Shire's of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn. that form the WEROC membership base.

At the conclusion of the presentation President, Cr AE (Alison) Harris, thanked Rebekah and Liezl for their time and information dissemination.

Liezl De Beer and Rebekah Burges left the room at 5.51pm and did not return.

5 Applications for Leave of Absence

Nil.

6 Confirmation of the Minutes of Previous Meetings

6.1 Ordinary Meeting of Council held on 25th September 2024

Resolution 6.1 OCM October 2024

1. That the Minutes of the Ordinary Council Meeting held on Wednesday 25th September 2024 be confirmed as a true and correct record.

Moved: Cr B (Bernie) Daly

Seconded: Cr A (Tony) Smith

Vote – Simple majority

Carried: 7/0

Note to this item:

The President will sign the minute declaration on the previous minutes.

7 Declaration of Members and Officers Interests

Cr NW (Norm) Jenzen declared an impartiality interest in Item 9.13 Cunderdin Community Grants.
Cr HN (Holly) Godfrey declared an impartiality interest in Item 9.13 Cunderdin Community Grants.
Cr B (Bernie) Daly declared an impartiality interest in Item 9.13 Cunderdin Community Grants.
Cr N (Natalie) Snooke declared an impartiality interest in Item 9.13 Cunderdin Community Grants.
Cr A (Tony) Smith declared and impartiality interest in Item 9.13 Cunderdin Community Grants.
Chief Executive Officer Stuart Hobley declared an impartiality interest in Item 9.13 Cunderdin Community Grants.

8 Announcements by President without Discussion

Nil.

9 Finance and Administration

9.1 Financial Reports September 2024

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	14th October 2024
Author:	Hayley Byrnes
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	Attachment 9.1.1 September 2024 Monthly Financial Report Attachment 9.1.2 - Rates details September 24

Proposal/Summary

The financial reports as at 30th September 2024 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 October 2024

That Council:

1. Receives the monthly financial reports for the periods ending 30th September 2024.

Moved: Cr N (Natalie) Snooke

Seconded: Cr HN (Holly) Godfrey

Vote – Simple majority

Carried: 7/0

9.2 Accounts Paid 30th September 2024

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Hayley Byrnes
Report Date:	14th October 2024
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.2.1 - September Creditors Listing Attachment 9.2.2 - CC Statement 16.07.2024 - 15.08.2024

Proposal/Summary

Council is requested to confirm the payment of accounts totalling:

Total for Municipal -	\$200,233.63
Total for Trust -	\$0.00
TOTAL -	\$200,233.63

For September 2024 as listed in the Warrant of Payments for the period 1st to 30th September 2024.

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 October 2024				
1. That Council's payments of accounts amounting to \$200,233.63 being from Municipal Account for September 2024, as follows:				
Municipal Account			\$	Total
Electronic Funds Transfer: EFT 8641- 8676			\$160,027.39	
Direct Debit (Inc Bank Charges):			\$21,214.41	
Cheques: 11936 - 11939			\$18,991.83	
Trust Account			\$0.00	
TOTAL				\$200,233.63
2. That Council's receive reports for payments of corporate credit cards amounting to \$2,361.73 being from Municipal Account for period 16 th August to 15 th September 2024, as follows:				
40030 - Westpac Banking Corporation Visa – Hayley Byrnes				
Date	Job	Job Description	Comments	Line Total
20-Aug	11161030.521	Community Events Expenditure GEN	Seniors Bus Trip Entry Fee	105.00
20-Aug	12100300.521	CMT SENIORS EXPENSES Trust - Payments GEN	Seniors Bust trip lunch	430.95
20-Aug	12100300.521	CMT SENIORS EXPENSES Trust - Payments GEN	Seniors Bust trip lunch	32.00
27-Aug	11141110.520	Young Legends Tidy Towns - Youth Council Expenditure GEN	Youth Council	26.38
1-Sep	P3012	2023 Isuzu D-Max Ute (CM0) - DCEO Ute	DCEO Car Wash	20.35
4-Sep	11451000.520	Expenses relating to Administration GEN	Coffee Beans	108.00
5-Sep	11451070.521	Training Expenses - Admin GEN	Governance Training - Accommodation	228.04
10-Sep	11321010.521	CDO Projects GEN	Youth Holiday Program	775.20
				\$1,725.92
40030 - Westpac Banking Corporation Visa –Robert Bell				
Date	Job	Job Description	Comments	Line Total
10-Sep	MECH	Mechanic Expenses	Locks for Mechanic Toolboxes	48.22
12-Sep	TBOX	Toolbox Meetings	Meat for Toolbox Meeting	52.00
			TOTAL	\$100.22

40030 - Westpac Banking Corporation Visa –Stuart Hobley				
Date	Job	Job Description	Comments	Line Total
15-Aug	P3014	2021 Ford Everest Trend (0CMT) - CEO Car	CEO Diesel	125.30
18-Aug	HOU1	Maintenance Staff Housing - 2 Togo St	CEO House	110.75
24-Aug	P3014	2021 Ford Everest Trend (0CMT) - CEO Car	CEO Diesel	63.84
31-Aug	11451110.520	Staff Uniform - Admin GEN	CEO Uniform	164.75
3-Sep	11451000.520	Expenses relating to Administration GEN	CEO Meeting	60.90
3-Sep	11451000.520	Expenses relating to Administration GEN	Parking	10.05
			TOTAL	\$535.59
			TOTAL PAYMENTS	\$2,361.73
<p>Moved: Cr NW (Norm) Jenzen Secinded: Cr B (Bernie) Daly Vote – Simple majority Carried: 7/0</p>				

9.3 Council Investments – At 30th September 2024

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Hayley Byrnes
Report Date:	14th October 2024
Item Approved By:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.3.1 - Bank Statements September 2024

Proposal/Summary

To inform Council of its investments as at 30th September 2024.

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 30th September 2024

COUNCIL ACCOUNTS					
Institution	Amount	Investment type/ Account details	Municipal Funds	Reserve Funds	Trust Funds
Westpac Bank	\$2,723,723.30	Municipal- 0000030	\$2,723,723.30		
Bendigo Bank	\$3,391,502.04	Municipal- 155971377	\$3,391,502.04		
Westpac Bank	\$281,947.95	Business Cash Reserve 22-3647 0.50%		\$281,947.95	
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	\$1,457,464.70	Term Deposit -5.06% Exp 20 Dec 2024		\$1,457,464.70	
TOTAL INVESTMENTS	\$7,864,805.85		\$6,115,225.34	\$1,739,412.65	\$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
30th September 2024

Opening Balance as per Bank Statement & Term Deposits

Term Deposit# 4785431
 Maturing 4 Dec 2024 (5.01%)

		239,962.77
	TOTAL	239,962.77
Credits		0.00
Debits		0.00
Closing Balance as Per Bank Statements & Term Deposits	TOTAL	239,962.77
INCOMING		0.00
		0.00
OUTGOING		0.00
		0.00
Balance as at end of month	TOTAL	239,962.77

CUNDERDIN COMMUNITY TRUST DETAILS
CAPITAL ACCOUNT
30th September 2024

Opening Balance as per Bank Statement & Term Deposits

Term Deposit# 4785433
 Maturing 4 Dec 2024 (5.01%)

		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
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 October 2024

That the report on Council investments as at 30th September 2024 be received and noted.

Moved: Cr N (Natalie) Snooke

Seconded: Cr TE (Todd) Harris

Vote – Simple majority

Carried: 7/0

9.4 Shire of Cunderdin Quarterly Risk Management Report – September 2024

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	14 th October 2024
Author:	Hayley Byrnes
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachments:	Attachment 9.4.1 – Quarterly Risk Management Report September 2024

Proposal/Summary

For Council to note the results of the Risk Dashboard review of the Risk Management Governance Framework.

Background

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

The Risk Management Framework is to be reviewed for appropriateness and effectiveness at least every three years.

The Shire of Cunderdin endorse the Risk Management Framework at the Ordinary Council Meeting in October 2021, with the following resolution;

Resolution 9.12 OCM OCTOBER 2021

That council endorses the Shire of Cunderdin Risk Management Framework.

Comment

The Framework is a comprehensive overview of how the Shire identifies risks that are likely to impact the operations of the Shire and reflect the appropriateness and effectiveness of the Shire’s systems regarding risk management, internal control, and legislative compliance.

The Local Government (Audit) Regulations 1996 prescribes the requirements for local governments in relation to the engagement of auditors, the annual compliance Audit Return and the functions of the Audit Committee.

The amendments extend the responsibilities of the Audit Committee and Chief Executive Officer of the local government in relation to the reviewing and reporting of the local government’s systems and procedures regarding risk management, intern control and legislative compliance.

The Risk Management Framework, developed by LGIS, is in response to the requirements of Reg. 17 of the Local Government (Audit) Regulations 1996 and encapsulates those requirements.

A review had been completed on the Shire’s systems in relation to risk management, internal control and legislative compliance and considers that they are appropriate and effective except for those identified on the attached Dashboard Report.

The key controls that presented as Inadequate when the review was completed are as follows:

Asset Sustainability Practices

Most assets photographed – this process has commenced and is ongoing

Business & Community disruptions

Generator – Quotes have been obtained and this is included in the 23/24 Budget this will be completed as part of the Disaster Relief Grant. Majority of the works have been completed, we are currently waiting on Western Power to complete the necessary upgrade to finalise the project.

IT or Communication systems and infrastructure

I.T. Disaster Recovery Plan – Quotes have been received and work has commenced, scheduled to be finalised June 2024 (First Draft has been reviewed, updated, and returned to IT, the testing stage will be completed in early November and presented to Council for adoption).

Access Control - Ensure that there are strict controls on who can access the server room. Implement electronic access controls with logs, like key cards or biometric systems, and maintain an updated list of authorized personnel.

Surveillance and Monitoring - Install security cameras and monitoring systems to oversee the server room. Ensure that these systems are regularly maintained and monitored.

Environmental Controls - Verify that there are proper environmental controls in place, such as climate control systems to prevent overheating and humidity control to avoid moisture damage.

Fire Suppression and Detection - Install and regularly inspect fire suppression systems (like clean agent systems) and smoke detectors, ensuring they are designed to protect electronic equipment without causing damage.

Environment management

Environment Management Plan – Research being undertaken with regards to having this completed.

IT or communications systems and infrastructure

I.T. Disaster Recovery Plan - Quotes received and work commenced. Scheduled to be finalised December 2024 (First Draft has been reviewed, updated, and returned to IT, the testing stage will be completed in early November and presented to Council for adoption).

Consultation

Stuart Hobley, Chief Executive Officer

Hayley Byrnes, Deputy Chief Executive Officer

Statutory Implications

Local Government (Audit) Regulations 1996

r17. CEO to review certain systems and procedures

- 1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
 - a. risk management; and
 - b. internal control; and
 - c. legislative compliance.
- 2) The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
- 3) The CEO is to report to the audit committee the results of that review.

Policy Implications

Shire of Cunderdin Policy Manual
Policy 1.11 – Organisation Risk Management

Financial Implications

Nil

Strategic Implications

Shire of Cunderdin Strategic Community Plan 2022 -2032

5. CIVIC LEADERSHIP

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

Capability of our organization is continually improved.

Resolution 9.4 OCM October 2024

That Council accept the review of the Risk Dashboard Report identifying current and potential risks.

Moved: Cr B (Bernie) Daly

Seconded: Cr NW (Norm) Jenzen

Vote – Simple majority

Carried: 7/0

9.5 Corporate Business Plan Quarterly Review

Location:	Shire of Cunderdin
Applicant:	Governance and Administration Officer
Date:	9 th October 2024
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.5.1 - July - September 2024 - Quarterly Update

Proposal/Summary

For Council to receive the Corporate Business Plan Report as attached.

Background

Local governments are required to produce a plan for the future under Sec. 5.56 (1) of the Local Government Act 1995. Regulations made under the Act outline the minimum requirements of a plan for the future namely:

- A Strategic Community Plan to cover a period of at least 10 financial years.
- A Corporate Business Plan to cover a period of at least 4 financial years.

On the 15th June 2023, Council adopted the Corporate Business Plan. This plan is subject to a review by staff on a quarterly basis ensure the Shire is meeting Social and Community, Environmental, Housing and Facilities, Economic Development, Infrastructure and Transport and Civic Leadership strategies outlined in the Corporate Business Plan 2021 – 2024.

The traffic light based Quarterly Update to report progress against the priorities as detailed in the Corporate Business Plan driven by the outcomes of the Strategic Community Plan and actioned through the Annual Budget.

Comment

Attachment 9.4.2 – Quarterly Corporate Business Plan Report at 30 September 2024 identifies the strategies and an update on the actions for each Strategic Community Plan objective and the progress of implementation over the four-year life of the Corporate Business Plan.

On review of the required actions demonstrates that the Shire is achieving good overall results. A number of projects have been undertaken or are completed or in progress to be delivered on the strategic outcomes of the Plan.

Consultation

Shire of Cunderdin Staff.

Statutory Implications

Local Government Act 1995, s5.56 Planning for the future

- 1) A local government is to plan for the future of the district.
- 2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996, r19DA. Corporate business plans, requirements for (Act s. 5.56)

Policy Implications

Nil.

Financial Implications

2023/24 Adopted Budget.

Strategic Implications

Shire of Cunderdin Strategic Community Plan.

Resolution 9.5 OCM October 2024

That Council receive and endorse the Corporate Business Plan Report for the quarter ending 30 September 2024.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr A (Tony) Smith

Vote – Simple majority

Carried: 7/0

9.6 Council Policy Manual Review Financial Hardship Policy

Location:	Shire of Cunderdin
Applicant:	Governance and Administration Officer
Date:	9 th October 2024
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.6.1 – Draft Policy for Hardship Applications

Proposal/Summary

For Council to review and endorse the amendments to Council Policy Manual, Policy 3.8 - Financial Hardship Policy.

Background

In June 2020 Council adopted a policy Financial Hardship Policy in response to the effect from the Global COVID 19 pandemic.

A review of the policy has been conducted to broaden the policy boundaries from being specific to the application from the impacts of COVID, to simplify the application process and assessment guidelines.

Comments

The most significant change to the policy is the addition of Schedule 3.8.1 Financial Hardship Application Form, which will provide a streamlined approach for both ratepayers and staff to apply for and assess applications.

Consultation

Shire of Cunderdin Staff

Statutory Implications

Local Government Act 1995

S2.7 – Role of Council

- b) determine the local government's policies

Policy Implications

Shire of Cunderdin Council Policy Manual
3.8 Financial Hardship Application

Financial Implications

Nil.

Strategic Implications

Corporate Business Plan

5.1 Shire communication is consistent, engaging and responsive

Employ professional customer service workforce who have the required knowledge and training to ensure a good standard of Customer Service

Resolution 9.6 OCM October 2024

That Council:

1. Endorse amendments to the Council Policy Manual, Policy 3.8 – Financial Hardship Policy.
2. Authorise publication of the amended policy on the Shires website.

Moved: Cr N (Natalie) Snooke

Seconded: Cr HN (Holly) Godfrey

Vote – Simple majority

Carried: 7/0

UNCONFIRMED

9.7 Shire of Cunderdin Administration Christmas Closing Period

Location:	Shire of Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	14th October 2024
Author:	Hayley Byrnes
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 closure of the Shire Administration Office over the Christmas / New Year period.

Background

In the past five (5) years Council has authorised the closure of the Administration Office as follows:

2019/20	24th December 2019, returning on Thursday 2nd January 2020, 7 Day Closure
2020/21	24th December 2020, returning on Monday 4th January 2021, 7 Day Closure
2021/22	24th December 2021, returning on Tuesday 4th January 2022, 6 Day Closure
2022/23	26th December 2022, returning on Tuesday 3rd January 2023, 6 Day Closure
2023/24	25th December 2023, returning on Tuesday 2nd January 2024, 6 Day Closure

No complaints and / or adverse comments have been received in relation to the office closure over the periods mentioned.

Comments

As a general rule no significant business is conducted between the Christmas and New Year period, therefore it is considered an ideal time to close the office, allowing staff an opportunity to clear some of their accrued leave entitlements and enjoy a relaxing festive period with their families.

It is proposed the office be closed from the midday Tuesday 24th December 2024 to Friday 3rd January 2025 inclusive, reopening on Monday 6th January 2025.

Tuesday 24 th December (half day)	TIL/Annual Leave/PSD
Wednesday 25 th December	Public Holiday/Christmas Day
Thursday 26 th December	Public Holiday - Boxing Day
Friday 27 th December	TIL/Annual Leave /PSD
Monday 30 th December	TIL/Annual Leave /PSD
Tuesday 31 st December	TIL/Annual Leave /PSD
Wednesday 1 st January	Public Holiday – New Years Day
Thursday 2 nd January	TIL/Annual Leave /PSD
Friday 3 rd January	TIL/Annual Leave /PSD

During an eight and a half (8.5) business day closure period staff time will be allocated to public holidays (3 days) and days to either Annual Leave, Public Service Day, or Time in Lieu.

The outside works crew will stand down on the 20th December 2024 and return to work on the 7th January 2025. A skeleton staff will be available to work through this period and attend to any emergencies.

Notification of the office closure will be displayed in the Bandicoot, on local notice boards, the Shire website, and Shire Facebook page.

Consultation

Shire of Cunderdin Staff

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

2023/24 Adopted Budget.

Strategic Implications

Shire of Cunderdin Strategic Community Plan.

COMMUNITY AND SOCIAL

CIVIC LEADERSHIP

5.3 Implement systems and processes that meet legislative and audit obligations

Capability of our organization is continually improved

Resolution 9.7 OCM October 2024

That Council resolves to:

1. Approve the closure of the Shire of Cunderdin Administration Office during the Christmas / New Year period from midday Tuesday 24th December 2024 to Friday 3rd January 2025 inclusive, reopening on Monday 6th January 2024 at 8.30am.
2. Advertise the Administration Office closure in the Bandicoot, on Local Notice Boards, the Shire website, and Shire Facebook page.

Moved: Cr NW (Norm) Jenzen

Seconded: Cr HN (Holly) Godfrey

Vote – Simple majority

Carried: 7/0

9.8 Proposed RAV Upgrade

Location:	Shire of Cunderdin
Applicant:	Governance and Administration Officer
Date:	9 th October 2024
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.8.1 – Location of Maisey Road Attachment 9.8.2 – Location of Nambling Road

Proposal/Summary

Council is requested to consider the proposed RAV upgrade of the Shire of Cunderdin's Road network as detailed below.

Background

Heavy Vehicle Services (HVS) contacted the Shire via email requesting to add the following sections of roads onto the Restricted Access Vehicle (RAV) Network RAV N7.3.

Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
4070055	Maisey Rd	2.412	4.19	Nil	Tandem Drive Network 7
4060017	Nambling Rd	0.00	8.51	Tandem Drive Network 4	Tandem Drive Network 7

Comments

HVS will conduct an onsite assessments and consider the safety aspects of approving RAV access in accordance with the [Standard Restricted Access Vehicle Route Assessment Guidelines](#) and [Guidelines for Approving RAV Access](#).

HVS have asked that the Shire assist the assessment process by providing estimated traffic volumes and any comments relating to road condition, that the Shire can foresee impacting the above roads.

If the Shire is in favour of supporting the request, HVS will assess the mentioned roads and a condition report will be sent to the Shire on its findings. If the roads are found to be suitable, they will then be added to the network as per the requested RAV rating.

Any road that requires maintenance or works will not be added to the network until the condition of the road meets requirements of the HVS assessment. Either the applicant or the Shire will need to bring the road to the required standard prior to the road being upgraded to the requested RAV rating.

The approval of an upgrade in RAV rating may result in an increase of on-going maintenance to the requested road.

Works Manager, Robert Bell, commented there are no issues or concerns with from a works perspective that will stop these roads from being on the RAV 7 network.

Consultation

Main Roads Heavy Vehicle Service (HVS)
Stuart Hobley, Chief Executive Officer
Robert Bell, Manager of Works and Services

Statutory Implications

Road Traffic (Vehicles) Act, 2012

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

Resolution 9.8 OCM October 2024

That the Council:

1. Accepts and approves the request to amend the RAV rating of:
 - Nambling Road SLK 0.00 – SLK 8.51
 - Maisey Road SLK 2.41 – SLK 4.19
2. Authorise the administration to advise Main Roads Heavy Vehicle Services of the above decision acknowledging approval is subject to a favourable road condition report be received from Main Roads Heavy Vehicle Services on the completion of their road assessments.

Moved: Cr TE (Todd) Harris

Seconded: Cr NW (Norm) Jenzen

Vote – Simple majority

Carried: 7/0

9.9 Delegations Register 2024 – Adoption

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	5 th September 2024
Author:	Stuart Hobley
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.9.1 - Delegations Register 2024

Proposal/Summary

For Council to adopt the revised Delegations Register.

Background

Council's Delegations Register has been reviewed for relevance to current circumstances and operational effectiveness. The Local Government Act 21995 Section 5.46 (2) requires the Council to review the delegations to the CEO annually. Council last reviewed its delegations on 23rd November 2023.

The Delegations Register fit into a hierarchy of requirements, which are noted within the Appendix to the draft document. Accordingly, it is necessary that it integrates with legislative requirements and the local laws, planning policy and general policy as made by Council.

Comments

In assessing the current delegations, the review has concluded the current delegation levels overall are appropriate, effective and provide for administrative efficiencies.

Delegations may be made, amended, or revoked at any time by absolute majority.

Whilst no change is proposed to the level of authority delegated to the CEO, changes have been made to:

3.1 Municipal Fund – Incurring expenditure

Adjustment to purchase order authorisation amounts.

Manager of Works and Services – authorisation change from \$70,000 to \$150,000.

Museum Manager- authorisation from \$1,000 changing to \$5,000.

Mechanic – no previous authorisation. Proposed to add authorisation up to \$5,000.

3.2 Municipal Fund and Trust Fund – Payments from Bank Accounts

Addition of President as an authorised person to make payments from bank accounts.

Consultation

Stuart Hobley, Chief Executive Officer

Statutory Implications

Local Government Act 1995

5.42. Delegation of some powers and duties to CEO

- 1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - a) this Act other than those referred to in section 5.43; or
 - b) the Planning and Development Act 2005 section 214(2), (3) or (5).
- * Absolute majority required.

- 1) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.43. Limits on delegations to CEO 28

A local government cannot delegate to a CEO any of the following powers or duties —

- a) any power or duty that requires a decision of an absolute majority of the council;
- b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- c) appointing an auditor;
- d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- f) borrowing money on behalf of the local government;
- g) hearing or determining an objection of a kind referred to in section 9.5;
- ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- h) any power or duty that requires the approval of the Minister or the Governor;
- i) such other powers or duties as may be prescribed.

s5.44. CEO may delegate powers and duties to other employees

- 1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- 2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- 3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
 - a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
 - b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.
- 4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- 5) In subsections (3) and (4) —
conditions includes qualifications, limitations or exceptions.

s5.45. Other matters relevant to delegations under this Division

- 1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —
 - a) a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and
 - b) any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.
- 2) Nothing in this Division is to be read as preventing —
 - a) a local government from performing any of its functions by acting through a person other than the CEO; or
 - b) a CEO from performing any of his or her functions by acting through another person.

s5.46. Register of, and records relevant to, delegations to CEO and employees

- 1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- 2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- 3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Shire of Cunderdin Strategic Community Plan.

5. CIVIC LEADERSHIP

5.1 Shire communication is consistent, engaging and responsive

5.2 Forward planning and implementation of plans

Accountable and transparent decision making

5.3 Implement systems and processes that meet legislative and audit obligations

External Audits and Reviews confirm compliance with relevant legislation.

Capability of our organization is continually improved

Resolution 9.9 OCM October 2024

That Council:

1. Adopt the Shire of Cunderdin Delegations Register 2024 as presented.

Moved: Cr B (Bernie) Daly

Seconded: Cr N (Natalie) Snooke

Vote – Absolute majority

Carried: 7/0

9.10 Local Government Elections – Review of WALGA Advocacy Positions

Location:	Shire of Cunderdin
Applicant:	Governance and Administration Officer
Date:	9 th October 2024
Author:	Samantha Pimlott
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 9.10.1 - InfoPage and Summary - Elections Advocacy Positions

Proposal/Summary

Council to provide a decision on WALGAs advocacy positions as they relate to Local Government Elections, to see if the positions are still current.

Background

The *Local Government Amendment Act 2023* introduced a range of electoral reforms that came into effect prior to the 2023 Local Government ordinary elections:

- the introduction of Optional Preferential Voting (OPV);
- extending the election period to account for delays in postal services;
- changes to the publication of information about candidates;
- backfilling provisions for extraordinary vacancies after the 2023 election;
- public election of the Mayor or President for larger Local Governments;
- abolishing wards for smaller Local Governments; and
- aligning the size of councils with the size of populations of each Local Government (change to representation)

Following requests from several Zone's, WALGA undertook a comprehensive review and analysis of 5 ordinary election cycles up to and including the 2023 Local Government election against the backdrop of these legislative reforms. The review and report focused on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), with the analysis finding evidence of the rising cost and a reduction in service of conducting Local Government elections in Western Australia.

Comments

The Elections Analysis Review and Report was presented to State Council 4 September 2024, with State Council supporting a review of WALGA's Local Government Elections Advocacy Positions.

WALGA is requesting Councils consider the current and alternative Elections Advocacy Positions and provide a response back to WALGA for the December 2024 State Council meeting.

WALGA State Council's current advocacy position and the advocacy positions to be considered by Council can be found in Attachment 9.10.1 - InfoPage and Summary - Elections Advocacy Positions.

Consultation

Tony Brown, Executive Director Member Services – WALGA
Stuart Hobley, Chief Executive Officer

Statutory Implications

Local Government Act 1995

Local Government (Elections) Regulations 1997

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

5. CIVIC LEADERSHIP

5.2 Forward planning and implementation of plans

Accountable and transparent decision making

5.3 Implement systems and processes that meet legislative and audit obligations

External Audits and Reviews confirm compliance with relevant legislation.

Resolution 9.10 OCM October 2024

That Council recommends that WALGA adopt the following Local Government Election Advocacy Positions:

1. PARTICIPATION – Council support advocacy position 1A
2. TERMS OF OFFICE - Council support advocacy position 2A
3. VOTING METHODS - Council support advocacy position 3A
4. INTERNAL ELECTIONS - Council support advocacy position 4A
5. VOTING ACCESSIBILITY - Council support advocacy position 5A, B & C.
6. METHOLD OF ELECTION OF MAYOR - Council support advocacy position 6A.

Moved: Cr TE (Todd) Harris

Seconded: Cr N (Natalie) Snooke

Vote – Simple majority

Carried: 7/0

9.11 Community Water Supply Program

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	5 th September 2024
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 and authorise submission of grant application to the Community Water Supply Program and resulting funds expenditure upon receiving notification of submission successes.

Background

The Community Water Supplies Partnerships (CWSP) program, facilitated by Department of Water and Environmental Resources, provides grants of up to \$100,000 for community water supply improvements in dryland agricultural areas receiving fewer than 600 mm average annual rainfall. This is an annual program that opens in May of each year and remains open to receive applications until 11th November, or until funds are exhausted.

The Shire owns three (3) 47,000 litre water tanks located at the Cunderdin Airfield for emergency services use. The tanks are showing signs of disrepair and were recently subject to plastic welding repair. This repair is a temporary solution and further repair, or replacement will be required.

Comments

The grant application will include replacement to the same or larger capacity of the currently installed tanks and installation of rainfall catchment measures to reduce the pressure and reliance on scheme water use.

All applications must have the support of the LGA, and the application form must be signed by Shire's President and Chief Executive Officer. This support includes the commitment to providing 30% funding towards the total project costs.

Consultation

Stuart Hobley, Chief Executive Officer
Liezl De Beer, Community Development Officer
Ben Davies, Community Emergency Services Manager
Robert Bell, Works and Services Manager
Joel Innes, Wheatbelt Plumbing and Gas

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Anticipated that project costs will apply to the 2025/26 financial year.
Grant available funds are up to \$100,000.00.

Strategic Implications

Shire of Cunderdin Strategic Community Plan.

1. COMMUNITY AND SOCIAL

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

The Shire supports positive leisure, learning and recreation outcomes

3. BUILT ENVIRONMENT

3.3 Enhance public spaces and townscapes

Central business district amenities are welcoming and attractive

5. CIVIC LEADERSHIP

5.2 Forward planning and implementation of plans

Financial sustainability in achieving community aspirations

Resolution 9.11 OCM October 2024

That Council:

1. Approve submission of application to the Community Water Supply Program for the replacement of airfield water tanks and installation of water catchment processes to fill the replaced tanks.
2. Commit to contributing 30% of the project costs upon receiving notification of grant success.

Moved: Cr A (Tony) Smith

Seconded: Cr HN (Holly) Godfrey

Vote – Simple majority

Carried: 7/0

9.12 Move Behind Closed Doors

Resolution 9.12 OCM October 2024

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

Moved: Cr B (Bernie) Daly

Seconded: Cr TE (Todd) Harris

Vote – Simple majority

Carried: 7/0

Cr NW (Norm) Jenzen, Cr HN (Holly) Godfrey, Cr B (Bernie) Daly, Cr N (Natalie) Snooke, Cr A (Tony) Smith and Chief Executive Officer Stuart Hobley declared an impartiality interest in Item 9.13 Cunderdin Community Grants.

9.13 Cunderdin Community Grants

9.14 Move From Behind Closed Doors

Resolution 9.14 OCM October 2024

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

Moved: Cr TE (Todd) Harris

Seconded: Cr B (Bernie) Daly

Vote – Simple majority

Carried: 7/0

9.15 Chief Executive Officers Report

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	17 th October 2024
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 the Chief Executive Officer has been addressing over the past month.

Background

Cunderdin Industrial Lot Development

Development WA have advised that all the subdivision approvals have been received. The tender is nearly complete, and it should be released in the next few weeks, however it may be subject to Western Power delays.

Development WA have not been able to find a real estate agent and are now seeking a statewide rural land agent for all their small projects. They have suggested that they may be able to sell the Cunderdin Lots without the use of a real estate agent if there is enough local interest.

The lot at the rear of Donovan Engineering has been successfully subdivided and sold to Donovan Engineering.

Watts Street Subdivision

Douglas Partners have advised that the data required for the soil report requested by the Department of Environment and Water has been returned and the report will be completed as soon as possible. If the soil report is acceptable the subdivision application will be lodged.

Mitchell Street and Yilgarn Street Housing Update

The President and Chief Executive Officer have completed the prestart process with Stallion Homes. The final costs will be based on these meetings.

The CEO and Cr A Harris and Cr N Snooke met with Modular WA for the prestart meeting for the two, three-bedroom dwellings on Mitchell Street. Modular WA have advised that there is one major amendment after the soil condition report was completed. Due to the high clay content of the soil the modular homes will need to be placed on concrete footings.

Local Government Week

The Chief Executive Officer, Shire President and Cr T Harris attended Local Government Week. The conference highlighted the changes in the Artificial Intelligence landscape and how quickly it will change in the next five years.

End of Year Function

It has been customary for Council and staff to hold an End of year Function in December. Does Council have any suggestions for this year's event?

Comment

Nil.

Consultation

Nil.

Statutory Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Resolution 9.15 OCM October 2024

That the Chief Executives Officers Report be received.

Moved: Cr HN (Holly) Godfrey

Seconded: Cr TE (Todd) Harris

Vote – Simple majority

Carried: 7/0

10 Environmental Health and Building

Nil.

11 Planning & Development

Nil.

12 Works & Services

12.1 Purchase of Tri Axle Drop Deck Trailer – Budget Amendment

Location:	Cunderdin
Applicant:	Hayley Byrnes, Deputy Chief Executive Officer
Date:	17 th October 2024
Author:	Hayley Byrnes
Item Approved by:	Stuart Hobley, Chief Executive Officer
File Reference:	Nil
Attachment/s:	PRIVATE & CONFIDENTIAL Attachment 12.1.1 - Custom Quip PRIVATE & CONFIDENTIAL Attachment 12.1.2 - Howard Porter PRIVATE & CONFIDENTIAL Attachment 12.1.3 - AAA PRIVATE & CONFIDENTIAL Attachment 12.1.4 - Bruce Rock Engineering PRIVATE & CONFIDENTIAL Attachment 12.1.5 - Tri-Axle Trailer Evaluation

Proposal/Summary

To seek Council's approval to make a budget amendment to accommodate the purchase of a Tri Axle Drop Deck Trailer. The approved budget for this purchase was \$150,000.

Background

The Shire's plant replacement program included the purchase of a Tri Axle Drop Deck Trailer with a budget allocation of \$150,000. Upon further investigation and receipt of quotations, the actual cost for the trailer is higher than anticipated due to market fluctuations and supplier cost increases.

This purchase was proposed as part of a broader strategy to reduce the ongoing costs and operational delays associated with hiring external contractors to mobilise the Shire's equipment to job sites. In recent years, the Shire has incurred considerable costs and experienced downtime waiting for contractors to be available. The addition of this trailer to the Shire's fleet will allow for greater flexibility and efficiency in transporting machinery, reducing reliance on external transport services.

Comment

The purchase of the Tri Axle Drop Deck Trailer is necessary for the ongoing operation of the Shire's works program. The cost overrun was unforeseen, and reallocating funds from the roller purchase, in addition to utilising the Plant Reserve, will allow the Shire to complete the purchase without impacting other operational areas.

Unused funds of \$16,000 remain from the recent budgeted purchase of a roller, and these could be reallocated to assist with covering the cost of the trailer. The remaining amount required is recommended to be drawn from the Plant Reserve.

The Plant Reserve has sufficient funds to cover the additional expenditure, ensuring that the procurement remains within the Shire's financial capability. The Plant Reserve current balance is \$159,991.88 with a budgeted transfer of \$100,000.00 to be completed for this financial year.

Consultation

Robert Bell, Manager of Works and Services
Matthew Griff, Mechanic
Plant Selection Committee

Statutory Implications

Local Government Act 1995, s6.8 Expenditure from municipal fund not included in annual budget

- 1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - b) is authorised in advance by resolution*; or
 - c) is authorised in advance by the mayor or president in an emergency.

*Absolute majority required

Policy Implications

Nil.

Financial Implications

The approved budget for the Tri Axle Drop Deck Trailer was \$150,000. The final cost may exceed this amount. It is recommended that the shortfall be funded by:

- \$16,000 from unused funds allocated to the purchase of the roller.
- The remaining balance from the Plant Reserve will be the total preferred quote price, excluding GST and stamp duty.
(There is sufficient balance in the Plant Reserve to accommodate this adjustment).

Strategic Implications

5. CIVIC LEADERSHIP

5.2 Forward planning and implementation of plans

Accountable and transparent decision making

Resolution 12.1 OCM October 2024

That Council:

1. Approves the reallocation of \$16,000 of unused funds from the roller purchase as additional finance for the purchase of the Tri Axle Drop Deck Trailer.
2. Approves amendment to the Shire of Cunderdin 2024/25 Budget, transferring the balance required to purchase Tri Axle Drop Deck Trailer, of up to \$25,491.75 from the plant reserve.

Moved: Cr B (Bernie) Daly

Seconded: Cr N (Natalie) Snooke

Vote – Absolute majority

Carried: 7/0

13 Urgent Items

13.1 Late Agenda Item – Australian Heritage Grants 2024-25

Location:	Shire of Cunderdin
Applicant:	Museum Manager
Date:	19 th October 2024
Author:	Michelle Samson
Item Approved by:	Stuart Hobley, Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

For Council to approve and authorise submission of grant application to the Department of Climate Change, Energy the Environment and Water (DCEEW) for funding through the Australian Heritage Grants 2024-25 program and resulting funds expenditure upon receiving notification of submission success.

Background

The Australian Heritage Grants program facilitated by the Department of Climate Change, Energy the Environment and Water (DCEEW) provides grants of up to \$400,000 for the conservation and protection of national resources including natural and cultural heritage.

The Australian Heritage Grant program provides support to protect and promote the national heritage values of national heritage listed places through strengthened recognition, management conservation and public engagement. This is the seventh round of an annual program which opened 16th September and closes on Friday 25th October 2024.

As an identified element of the Goldfields Water Supply Scheme the No 3 pump station building and site is eligible to apply for funding that directly impacts the building.

Comment

The grant application includes completing the following activities:

- Carry out identified scope of conservation works which include the masonry repairs to the chimney flue and building elevations,
- Revise and update the 2017 Conservation Plan focussing on reviewing the condition and any changes made since 2017
- Prepare a feature survey to assist with decisions regarding drainage and site works
- Prepare an asbestos register and asbestos management plan
- Structural engineer to inspect and advise on condition of timber railway trestle including documentation of any required remediation work
- Prepare and interpretation strategy to complement existing interpretation and align the presentation of the Pump Station with the Water Corporation's interpretation strategy for the Goldfields Water Supply Scheme.

The project activities can commence February 2025 and must be completed by 31 March 2027 and fully acquitted by 30 June 2027 which allows two years to complete the identified works and activities.

Consultation

Stuart Hobley, Chief Executive Officer
Hayley Byrnes, Deputy Chief Executive Officer
Michelle Samson, Museum Manager
Museum Management Committee
Kelly Rippingale Senior Manager Assets Management, National Trust of WA

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

The project costs are expected to be spread across three financial years: 2024/25, 2025/26, and 2026/27. The Shire's contribution will be sourced from the Museum Reserve account, along with future allocations to the reserve.

The available funding is up to \$400,000 per application, covering 80% of the project expenditure. The Shire's financial commitment will account for the remaining 20%, up to \$100,000 of the total project costs.

As of now, the Museum Reserve has a balance of \$52,259.79, with an additional \$15,000 budgeted for transfer in 2024/25, bringing the total to \$67,259.79 by June 30, 2025.

Historically, the Shire has budgeted an annual transfer of \$15,000 to the Museum Reserve to accumulate funds for projects of this nature. If the Shire continues this \$15,000 annual contribution for the next two years, the Museum Reserve balance would reach \$97,259.79, excluding any interest earned or donations.

Any additional funds needed up to the 20% will be included in future years budget allocations.

Strategic Implications

Shire of Cunderdin Community Strategic Plan

1. Community and social
2. Built environment
3. Civic Leadership

Cunderdin Museum Strategic Plan 2024/25

No 3 Pump Station Conservation Plan 2017

Resolution 13.1 OCM October 2024

That Council:

1. Approves the submission of a grant application for up to \$400,000 to support the Museum project, with the understanding that this amount will cover 80% of the overall project expenditure, as outlined in the funding guidelines.
2. Commits to providing the required 20% financial contribution towards the project, to be funded from the Museum Reserve.

Moved: Cr HN (Holly) Godfrey

Seconded: Cr N (Natalie) Snooke

Vote – Simple majority

Carried: 7/0

14 Scheduling of Meeting

14.1 November 2024 Ordinary Meeting

The next ordinary meeting of Council is scheduled to take place on Wednesday 27th November 2024 commencing at 5:00pm 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 7.12pm.

16 Certification

DECLARATION

I, Alison Harris, certify that the minutes of the Ordinary Council Meeting held on 23rd October 2024, as shown, were confirmed at the ordinary meeting of Council held on 27th November 2024.

Signed: _____

Date: _____