



A G E N D A

ORDINARY COUNCIL MEETING

21 April 2026

Notice of Meeting

The Ordinary Council Meeting for the Shire of Corrigin will be held on Tuesday 21 April 2026 in the Council Chambers, 9 Lynch Street, Corrigin commencing at 4.00pm.

Order of Business

| | |
|------------------|--|
| 12.30pm – 1.00pm | Lunch with Dr. Ramakrishna |
| 1.30pm – 3.30pm | Discussion Forum |
| 3.30pm – 4.00pm | Break/ Brian and Betty Sturges 70 Year Anniversary |
| 4.00pm | Council Meeting |

I have reviewed this agenda and am aware of all recommendations made to Council and support each as presented.



Natalie Manton
Chief Executive Officer
16 April 2026

Disclaimer:

The Shire of Corrigin gives notice to members of the public that any decisions made at the meeting today, can be revoked, pursuant to the Local Government Act 1995. Members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

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Strengthening our community now to grow and prosper into the future

Contents

| | | |
|-------|---|----|
| 1 | DECLARATION OF OPENING..... | 4 |
| 2 | ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE | 4 |
| 3 | DECLARATIONS OF INTEREST | 4 |
| 4 | PUBLIC QUESTION TIME | 4 |
| 5 | MEMORIALS | 4 |
| 6 | PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS | 4 |
| 7 | CONFIRMATION OF MINUTES..... | 5 |
| 7.1 | PREVIOUS COUNCIL MEETING | 5 |
| 7.1.1 | ORDINARY COUNCIL MEETING | 5 |
| 7.2 | COMMITTEE MEETINGS..... | 5 |
| 7.2.1 | BUSH FIRE ADVISORY COMMITTEE | 5 |
| 7.2.2 | AUDIT, RISK AND IMPROVEMENT COMMITTEE..... | 5 |
| 8 | MATTERS REQUIRING A COUNCIL DECISION | 6 |
| 8.1 | CORPORATE AND COMMUNITY SERVICES | 6 |
| 8.1.1 | ACCOUNTS FOR PAYMENT..... | 6 |
| 8.1.2 | MONTHLY FINANCIAL REPORT | 8 |
| 8.2 | GOVERNANCE AND COMPLIANCE | 10 |
| 8.2.1 | BUSH FIRE ADVISORY COMMITTEE MEETING RECOMMENDATIONS | 10 |
| 8.2.2 | AUDIT, RISK AND IMPROVEMENT COMMITTEE RECOMMENDATION - REVIEW OF COUNCIL PLAN 2025 - 2035 | 14 |
| 8.2.3 | RECORDS DISASTER MANAGEMENT AND IT DISASTER PLANS REVIEW | 17 |
| 8.2.4 | LEASE AGREEMENT WITH THE AUSTRALIAN RED CROSS SOCIETY | 19 |
| 8.2.5 | LEASE AGREEMENT CONTAINER DEPOSIT SCHEME | 22 |
| 8.2.6 | BUSINESS ASSISTANCE GRANT | 26 |
| 8.2.7 | CCTV SUBSIDY PARTNERSHIP PROGRAM | 29 |
| 8.2.8 | REQUEST TO CHANGE ROAD NAME – MORRELL ROAD TO DING ROAD..... | 32 |
| 8.2.9 | ALGA NATIONAL GENERAL ASSEMBLY ATTENDANCE | 34 |
| 8.3 | WORKS AND SERVICES..... | 37 |
| 8.3.1 | TENDER SUPPLY AND DELIVERY OF PRIME MOVER..... | 37 |
| 9 | CHIEF EXECUTIVE OFFICER REPORT..... | 40 |
| 10 | PRESIDENT’S REPORT | 40 |
| 11 | COUNCILLORS’ QUESTIONS, REPORTS AND INFORMATION ITEMS | 40 |
| 12 | URGENT BUSINESS APPROVED BY THE PRESIDENT OR DECIDED BY THE COUNCIL | 40 |
| 13 | INFORMATION BULLETIN | 40 |
| 14 | WALGA AND CENTRAL ZONE MOTIONS | 40 |
| 15 | NEXT MEETING..... | 40 |
| 16 | MEETING CLOSURE | 40 |

1 DECLARATION OF OPENING

Council acknowledges the Noongar people as the traditional custodians of the land and pay our respect to their elders past and present as well as the pioneering families who shaped the Corrigin area into the thriving community we enjoy today.

Councillors, staff, and members of the public are advised that the Council meeting is being recorded for future publication.

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

3 DECLARATIONS OF INTEREST

Councillors and officers are reminded of the requirements of s5.65 of the *Local Government Act 1995*, to disclose any interest during the meeting before the matter is discussed and of the requirement to disclose an interest affecting impartiality under the Shire of Corrigin Code of Conduct.

4 PUBLIC QUESTION TIME

A period of 15 minutes is allocated for questions with a further period of 15 minutes provided for statements from members of the public. The procedure for asking questions and responding is to be determined by the presiding member. The time allocated for questions is to be decided by the members of the Council and members of the public are to be given an equal and fair opportunity to ask a question and receive a response.

Questions and statements are to be –

- a) presented in writing on the relevant form to the Chief Executive Officer prior to commencement of the meeting; and
- b) clear and concise.

5 MEMORIALS

The Shire has been notified that Carol Jeffrey and Maureen Kirkwood have passed away since the last Council Meeting.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS COUNCIL MEETING

7.1.1 ORDINARY COUNCIL MEETING

Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 17 March 2026 (Attachment 7.1.1).

OFFICERS RECOMMENDATION

That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 17 March 2026 (Attachment 7.1.1) be confirmed as a true and correct record.

7.2 COMMITTEE MEETINGS

7.2.1 BUSH FIRE ADVISORY COMMITTEE

Minutes of the Bush Fire Advisory Committee meeting held on Thursday 26 March 2026 (Attachment 7.2.1).

OFFICERS RECOMMENDATION

That Council receives and notes the Minutes of the Bush Fire Advisory Committee meeting held on Thursday 26 March 2026 (Attachment 7.2.1).

7.2.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE

Minutes of the Audit, Risk and Improvement Committee meeting held on Monday 13 April 2026 (Attachment 7.2.2).

OFFICERS RECOMMENDATION

That Council receives and notes the Minutes of the Audit, Risk and Improvement Committee meeting held on Monday 13 April 2026 (Attachment 7.2.2).

8 MATTERS REQUIRING A COUNCIL DECISION

8.1 CORPORATE AND COMMUNITY SERVICES

8.1.1 ACCOUNTS FOR PAYMENT

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Date: | 02/04/2026 |
| Reporting Officer: | Tanya Ludlow, Finance / Human Resources Officer |
| Disclosure of Interest: | NIL |
| File Ref: | FM.0036 |
| Attachment Ref: | Attachment 8.1.1 – Accounts for Payment – March 2026 |

SUMMARY

Council is requested to note the payments from the Municipal and Trust funds as presented in the Schedule of Accounts Paid for the month of March 2026.

BACKGROUND

This information is provided to Council monthly in accordance with provisions of the *Local Government Act 1995* Section 6.8 (2)(b) and *Local Government (Financial Management) Regulations 1996* Clause 13.

Accountability in local government can be multifaceted, as councils seek to achieve diverse social, political, and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principles and expectations that local government is fully accountable for community resources.

All payments are independently assessed by the Deputy Chief Executive Officer, to confirm that all expenditure that has been incurred, is for the Shire of Corrigin and has been made in accordance with Council policy, procedures, the *Local Government Act 1995* and associated regulations. The review by the Deputy Chief Executive Officer also ensures that there has been no misuse of any corporate credit or fuel purchase cards.

COMMENT

Council has delegated authority to the Chief Executive Officer to make payments from the Shire's Municipal and Trust funds as required. A list of all payments is to be presented to Council each month and be recorded in the minutes of the meeting at which the list was presented.

STATUTORY ENVIRONMENT

S6.4 Local Government Act 1995, Part 6 – Financial Management
R34 Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Policy 3.1 – Purchasing Policy
Policy 3.14 - Corporate Credit Cards

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2025/2026 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Civic Leadership

Strong Governance and Leadership

| Council Plan | | | |
|--------------|--|------------|---|
| Outcome | Strategies | Action No. | Actions |
| 4.1 | Deliver a high standard of governance and administration | 4.1.2 | Long term financial plans are implemented and monitored to assist with the timing and achievement of our goals. |
| | | 4.1.3 | Implement and monitor the annual budget to support timely progress toward strategic goals |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the list of accounts paid during the month of March 2026 as per the attached Schedule of Payment, and as summarised below:

Municipal Account (inclusive of credit card and fuel card purchases)

| | | |
|--|----------------------------|----------------------------|
| <i>EFT Payments</i> | <i>EFT22433 – EFT22527</i> | <i>\$653,205.21</i> |
| <i>Direct Debit Payments</i> | | <i>\$83,634.99</i> |
| <i>EFT Payroll Payments</i> | | <i>\$147,817.15</i> |
| <i>Total Municipal Account Payments</i> | | <i>\$884,657.35</i> |

Trust Account

| | | |
|--|----------------------------|-----------------------|
| <i>EFT Payments</i> | <i>EFT22438 – EFT22439</i> | <i>\$65.30</i> |
| <i>Total Trust Account Payments</i> | | <i>\$65.30</i> |

Edna Stevenson Trust Account

| | | |
|---|--|--------------------------|
| <i>Direct Debit Payments</i> | | <i>\$4,400.00</i> |
| <i>Total Edna Stevenson Trust Account Payments</i> | | <i>\$4,400.00</i> |

Licensing Trust Account

| | | |
|--|--|---------------------------|
| <i>Direct Debit Payments</i> | | <i>\$48,327.75</i> |
| <i>Total Licensing Trust Account Payments</i> | | <i>\$48,327.75</i> |

Total of all Accounts

\$937,450.40

8.1.2 MONTHLY FINANCIAL REPORT

| | |
|-------------------------|---|
| Applicant: | Shire of Corrigin |
| Date: | 11/03/2026 |
| Reporting Officer: | Myra Henry, Deputy Chief Executive Officer |
| Disclosure of Interest: | NIL |
| File Number: | FM.0037 |
| Attachment Ref: | Attachment 8.1.2 – Monthly Financial Report for the period ending 31 March 2026 |

SUMMARY

This report provides Council with the monthly financial report for the month ending 31 March 2026.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996*, regulation 34 states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget.

Variances between budgeted and actual expenditure including the required material variances (10% with a minimum value of \$10,000) are included in the variance report.

COMMENT

The Shire is required to prepare the Statement of Financial Activity as per *Local Government (Financial Management) Regulation 34* but can resolve to have supplementary information included as required. All mandatory information is provided, and the closing surplus balances to the net current assets at 31 March 2026.

| Item | Reference |
|---|---|
| <p>Cash at Bank The total cash as at 31 March 2026 was \$9,318,429 This is composed of \$1,429,698 municipal funds (Municipal Bank Account and various till floats), \$3,621,276 in short term investment, and \$4,267,455 in reserve funds.</p> | <p>Page 10 – Cash and Financial Assets Page 11 – Reserve Accounts</p> |
| <p>Capital Acquisitions The capital budget is approximately 44.14% complete at 31 March 2026. This is due to projects commencing after seeking quotes following the budget adoption.</p> | <p>Page 12 – Capital Acquisitions Page 13 – Capital Acquisitions Continued Page 14 – Disposal of Assets</p> |
| <p>Receivables Rates outstanding is \$39,220 with 98.8% of rates collected for the year compared to 97.9% in March 2025. Current receivables are \$37,303.</p> | <p>Page 15 – Receivables</p> |
| <p>Closing Funding Surplus/(Deficit) Year to date (YTD) actual closing balance is \$5,044,979 which is composed of \$9,622,955 Current Assets less \$594,015 Current Liabilities less \$3,983,961 Adjustments to Net Current Assets.</p> | <p>Page 5 – Note 2(a) Net current assets used in the Statement of Financial Activity.</p> |

Further information on the March 2026 financial position is in the explanation of material variances included in each of the monthly financial reports, please refer to page 6.

STATUTORY ENVIRONMENT

s. 6.4 Local Government Act 1995, Part 6 – Financial Management
 r. 34 Local Government (Financial Management) Regulations 1996
 r. 35 Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2025/2026 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership
 Strong Governance and Leadership**

| Council Plan | | | |
|--------------|--|------------|---|
| Outcome | Strategies | Action No. | Actions |
| 4.1 | Deliver a high standard of governance and administration | 4.1.2 | Long term financial plans are implemented and monitored to assist with the timing and achievement of our goals. |
| | | 4.1.3 | Implement and monitor the annual budget to support timely progress toward strategic goals |

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council accepts the Statement of Financial Activity for the month ending 31 March 2026 as presented, along with notes of any material variances.

8.2 GOVERNANCE AND COMPLIANCE

8.2.1 BUSH FIRE ADVISORY COMMITTEE MEETING RECOMMENDATIONS

| | |
|-------------------------|--|
| Applicant: | Bush Fire Advisory Committee |
| Date: | 27/03/2026 |
| Reporting Officer: | Jarrad Filinski, Executive Support Officer |
| Disclosure of Interest: | NIL |
| File Number: | ES.0001, ES.0006 & ES.0028 |
| Attachment Ref: | Attachment 8.2.1 – Firebreak Order 2026/27 |

SUMMARY

This item seeks Council endorsement of the recommendations from the Bush Fire Advisory Committee meeting.

BACKGROUND

The Council of the Shire of Corrigin has established and maintained a Bush Fire Advisory Committee in accordance with the *Bush Fires Act 1954* to provide adequate fire protection to the Shire.

The objectives of the Bush Fire Advisory Committee are to:

- make recommendations and advise Council on all matters relating to the *Bush Fires Act 1954* Section 67 (1);
- liaise with other emergency organisation and relevant bodies with regards to Fire and Emergency Management within the Shire of Corrigin.

The Bush Fire Advisory Committee provides advice to the Shire of Corrigin on matters relating to:

- preventing, controlling, and extinguishing of bush fires
- planning of the form of firebreaks in the district
- prosecution for breaches of the *Bush Fires Act 1954*
- formation of bush fire brigades and appointment of Bush Fire Control Officers, Fire Weather Officers, and Harvesting Ban Officers
- ensuring co-operation and co-ordination of bush fire brigades in their efforts and activities
- any other matters relating to bush fire control whether of the same kind, or a different kind from, those specified.

The Advisory Committee meet twice yearly and confirm the requirements for:

- Restricted and Prohibited Burning Periods
- Automatic Harvest and Movement of Vehicle Ban
- Burning on Sundays
- Easter and Public Holidays
- Movement of Vehicle Ban

COMMENT

The recommendations of the Corrigin Bush Fire Advisory Committee enable the Shire of Corrigin to comply with its statutory requirements in relation to the *Bush Fire Act 1954*.

STATUTORY ENVIRONMENT

Bushfire Act 1954

Section 67 of the Bush Fires Act 1954

(1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.

(2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.

(3) In respect to a committee so appointed, the local government shall fix the quorum for the transaction of business at meetings of the committee and may –

- a. Make rules for the guidance of the committee; and*
- b. Accept the resignation in writing of, or remove, any member of the committee; and*
- c. Where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.*

(4) A committee appointed under this section –

- a. May from time to time meet and adjourn as the committee thinks fit;*
- b. Shall not transact business at a meeting unless the quorum fixed by the local government is present;*
- c. Is answerable to the local government and shall, as and when required by the local government, report fully on its activities.*

Section 41 – Bush fire brigades

1) For the purpose of carrying out normal brigade activities a local government may, in accordance with its local laws made for the purpose, establish and maintain one or more bush fire brigades and may, in accordance with those local laws, equip each bush fire brigade so established with appliances, equipment and apparatus.

(2) A local government shall keep a register of bush fire brigades and their members in accordance with the regulations and shall register therein each bush fire brigade established by it under subsection (1) and each member of each such brigade.

(2a) A local government is to notify the FES Commissioner as soon as practicable after any changes occur in any of the details required to be recorded in the register under subsection (2).

(3) A local government may at any time cancel the registration of a bush fire brigade.

Section 43 – Election and duties of officers of bush fire brigades

A local government which establishes a bush fire brigade shall by its local laws provide for the appointment or election of a captain, a first lieutenant, a second lieutenant, and such additional lieutenants as may be necessary as officers of the bush fire brigade, and prescribe their respective duties.

POLICY IMPLICATIONS

Policy 9.2 Bush Fire Control
 Bushfire Brigade Policies and Procedures

FINANCIAL IMPLICATIONS

The cost of managing the bush fire brigades is contained in the annual budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

**Objective: Community
 Inclusive, healthy and resilient community**

| Council Plan | | | |
|--------------|--|------------|--|
| Outcome | Strategies | Action No. | Actions |
| 1.1 | Access to key and enabling community infrastructure and services | 1.1.2 | Support initiatives to attract and retain emergency service volunteers |

VOTING REQUIREMENT

Simple Majority

COMMITTEE AND OFFICER’S RECOMMENDATION

That Council adopt the Bush Fire Advisory Committee’s recommendations 1-7 en bloc.

1. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That Greg Evans be appointed Chief Bush Fire Control Officer for 2026/27.

2. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That Steven Bolt be appointed Deputy Chief Bush Fire Control Officer for 2026/27.

3. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the following people be appointed as Bush Fire Control Officers for 2026/27:

Bilbarin Brigade

| | | | |
|--------------|------------|----------|--------------|
| Steven Bolt | PO Box 226 | Corrigin | 0427 652 043 |
| Sadow Jacobs | PO Box 37 | Corrigin | 0427 652 042 |
| Paul McBeath | PO Box 87 | Corrigin | 0427 629 024 |

Bullaring Brigade

| | | | |
|-----------------|-------------|-----------|--------------|
| Juan Baker | PO Box 305 | Corrigin | 0427 378 970 |
| Greg Evans | Post Office | Bullaring | 0429 657 021 |
| Craig Jespersen | PO Box 18 | Yealering | 0427 887 075 |
| Joel Bell | PO Box 45 | Corrigin | 0429 657 097 |

Bulyee/Kunjin Brigade

| | | | |
|----------------|------------|----------|--------------|
| Kim Sturges | PO Box 130 | Corrigin | 0488 658 040 |
| John Hewett | PO Box 239 | Corrigin | 0427 632 480 |
| Braden Grylls | PO Box 115 | Corrigin | 0428 658 048 |
| Craig Poultney | PO Box 267 | Corrigin | 0427 454 002 |

Corrigin East Brigade

| | | | |
|----------------|------------|----------|--------------|
| Tim George | PO Box 159 | Corrigin | 0427 655 045 |
| Kim Courboules | PO Box 79 | Corrigin | 0427 632 624 |
| Bruce Talbot | PO Box 75 | Corrigin | 0427 632 224 |

Central Brigade

| | | | |
|------------------|------------|----------|--------------|
| Garrick Connelly | PO Box 26 | Corrigin | 0488 632 107 |
| Adam Rendell | PO Box 200 | Corrigin | 0427 632 291 |
| Corey Weguelin | PO Box 263 | Corrigin | 0427 312 448 |
| Natalie Manton | PO Box 221 | Corrigin | 0427 425 727 |
| Roger Northey | PO Box 221 | Corrigin | 0448 494 027 |

4. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Chief Bush Fire Control Officer, the Deputy Chief Bush Fire Control Officer, Sandow Jacobs and Adam Rendell be appointed as Fire Weather Officers for 2026/27.

- *Greg Evans is responsible for Town Centre and Southwest Quarter,*
- *Steven Bolt responsible for Northwest Quarter,*
- *Sandow Jacobs responsible for Northeast Quarter and*
- *Adam Rendell responsible for Southeast Quarter.*

5. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That Council appoint Natalie Manton, Adam Rendell, Garrick Connelly (if Adam Rendell unavailable), Sandow Jacobs, Steven Bolt (if Sandow Jacobs unavailable), Paul Baker, Juan Baker (if Paul Baker unavailable), Greg Evans, Braden Grylls (if Greg Evans is unavailable) as authorised Harvest Ban Officers for 2026/27.

6. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That that Community Emergency Services Manager Roger Northey be appointed as Training Officer for 2026/27.

7. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the following people be appointed as Dual Fire Control Officers for 2026/27:

Dual Fire Control Officers

| | |
|------------------|----------------------------|
| Quairading Shire | Craig Poultney |
| Wickepin Shire | Craig Jespersen, Joel Bell |
| Bruce Rock Shire | Sandow Jacobs, Tim George |
| Narembeen Shire | Tim George |
| Kondinin Shire | Bruce Talbot, Tim George |
| Kulin Shire | Bruce Talbot |
| Pingelly Shire | Greg Evans, Braden Grylls |
| Brookton Shire | Greg Evans, Braden Grylls |

COMMITTEE AND OFFICER'S RECOMMENDATION

That Council adopt the 2026/27 Firebreak Order as provided in Attachment 8.2.1.

8.2.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE RECOMMENDATION - REVIEW OF COUNCIL PLAN 2025 - 2035

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Date: | 14/04/2026 |
| Reporting Officer: | Myra Henry, Deputy Chief Executive Officer |
| Disclosure of Interest: | NIL |
| File Ref: | CM.0049 |
| Attachment Ref: | Attachment 8.2.2 – Council Plan Review |

SUMMARY

This item presents a review of the Shire of Corrigin Council Plan for consideration by Council.

BACKGROUND

The Shire of Corrigin Council Plan 2025–2035 was developed following an extensive period of community consultation undertaken in 2025 and was formally adopted by Council on 19 August 2025.

The Council Plan combines the Strategic Community Plan and Corporate Business Plan into a single integrated document. It outlines the community’s long-term vision and aspirations, together with the Shire’s priorities, actions, and resourcing commitments required to achieve those outcomes.

The Council Plan is required to be reviewed at least annually in accordance with the *Local Government (Administration) Regulations 1996* and the Shire’s Integrated Planning and Reporting Framework to ensure it remains relevant and reflects current priorities and capacity.

COMMENT

The Shire of Corrigin Council Plan 2025–2035 integrates the Strategic Community Plan and Corporate Business Plan into a single document outlining the Shire’s long-term vision, priorities, and actions.

The Council Plan includes a schedule of actions and commitments to be delivered over the life of the Plan. This report provides an update on progress against those actions, including achievements to date and actions that are ongoing or yet to commence.

In addition to the statutory annual review, management will provide periodic updates on progress against Council Plan actions to support monitoring of implementation and inform internal oversight of delivery.

The review process supports transparency, accountability, and continuous improvement in service delivery.

STATUTORY ENVIRONMENT

Local Government Act 1995

5.56. *Planning principal activities*

(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

s. 19C. *Strategic community plans, requirements for (Act s. 5.56)*

- 1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- 2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- 3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- 4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- 5) In making or reviewing a strategic community plan, a local government is to have regard to —
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
 - (c) demographic trends.
- 6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- 7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications. *Absolute majority required.
- 8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- 9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- 10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

Local Government (Administration) Regulations 1996

s. 19DA. Corporate business plans, requirements for (Act s. 5.56)

- 1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
 - 2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
 - 3) A corporate business plan for a district is to —
 - a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
 - b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
 - c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
 - 4) A local government is to review the current corporate business plan for its district every year.
 - 5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.
 - 6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
- *Absolute majority required.*
- 7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The annual budget and Long Term Financial Plan include provision for the resourcing required to support delivery of the outcomes and actions contained within the Council Plan 2025-2035.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Civic Leadership

Strong Governance and Leadership

| Council Plan | | | |
|--------------|--|------------|--|
| Outcome | Strategies | Action No. | Actions |
| 4.1 | Deliver a high standard of governance and administration | 4.1.5 | Continue to implement, monitor and report against the Integrated Planning and Reporting milestones |

VOTING REQUIREMENT

Simple Majority

COMMITTEE AND OFFICER'S RECOMMENDATION

That Council Receives and notes the review of the Shire of Corrigin Council Plan 2025–2035

8.2.3 RECORDS DISASTER MANAGEMENT AND IT DISASTER PLANS REVIEW

| | |
|-------------------------|---|
| Applicant: | Shire of Corrigin |
| Date: | 09/04/2026 |
| Reporting Officer: | Myra Henry, Deputy Chief Executive Officer |
| Disclosure of Interest: | NIL |
| File Number: | CM.0061 |
| Attachment Ref: | Attachment 8.2.3 - Records Disaster Management Plan and IT Disaster Recovery Plan |

SUMMARY

Council is requested to endorse the reviewed and updated Records Disaster Management Plan and Information Technology (IT) Disaster Recovery Plan. The Plans have been reviewed and updated to reflect current practices, systems, contacts and recovery processes, ensuring they remain relevant, compliant and fit for purpose.

BACKGROUND

At the Ordinary Meeting held on 17 February 2022, Council adopted the Records Disaster Management Plan and IT Disaster Recovery Plan (Council Resolution 13/2022).

The purpose of the Plans is to document the processes, responsibilities and recovery actions required in the event of a disaster impacting both physical and digital records held by the Shire of Corrigin, and to support business continuity.

During the 2023/2024 audit findings, it was noted that the IT Disaster Recovery Plan had not been formally reviewed and updated in 2024. As part of addressing this management finding, the Plans have now been comprehensively reviewed and updated.

The review has been undertaken by the Deputy Chief Executive Officer, with assistance from Wallis Computer Solutions, the Shire's contracted information technology service provider. Updates ensure the Plans reflect the Shire's current IT environment, record storage arrangements, emergency contacts, recovery processes and contemporary risks.

COMMENT

The review and update of the Records Disaster Management Plan and IT Disaster Recovery Plan ensures the Shire maintains current and effective disaster recovery documentation and continues to meet governance, compliance and audit expectations.

Endorsement of the updated plans will formally address the 2023/2024 management finding relating to overdue review of the plans. Once endorsed, the updated plans will continue to be communicated to staff and retained alongside the Record Keeping Plan and relevant emergency management documentation.

The review has resulted in no material changes to the Shire's operational arrangements, with updates limited to reflecting current systems, contacts and service provider information. This ensures the Plans remain contemporary and support sound governance, risk management and strategic planning in accordance with the *Local Government Act 1995* and the Shire's Integrated Planning and Reporting framework, including clear alignment between records management, information technology disaster recovery and broader information governance arrangements.

The Records Disaster Management Plan and IT Disaster Recovery Plan are to be reviewed on a biennial basis, or earlier where there are significant changes to systems, risk profile or legislative requirements, reflecting the dynamic nature of disaster recovery and business continuity arrangements.

STATUTORY ENVIRONMENT

State Records Act 2000

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership
Strong Governance and Leadership**

| Council Plan | | | |
|--------------|--|------------|---|
| Outcome | Strategies | Action No. | Actions |
| 4.1 | Deliver a high standard of governance and administration | 4.1.2 | Long term financial plans are implemented and monitored to assist with the timing and achievement of our goals. |
| | | 4.1.5 | Continue to implement, monitor and report against the Integrated Planning and Reporting milestones |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the reviewed and updated Records Disaster Management Plan and IT Disaster Recovery Plan as outlined in attachment 8.2.3.

8.2.4 LEASE AGREEMENT WITH THE AUSTRALIAN RED CROSS SOCIETY

| | |
|-------------------------|---|
| Applicant: | Shire of Corrigin |
| Date: | 5/03/2026 |
| Reporting Officer: | Regan Chester, Administration Officer |
| Disclosure of Interest: | NIL |
| File Ref: | CP.0095 |
| Attachment Ref: | Confidential Attachment 8.2.4 – Draft Lease Red Cross |

SUMMARY

This item seeks Council endorsement of a new lease agreement with Australian Red Cross Society for the former Railway Station building on Crown Reserve 47959 being lot 523 Walton Street.

BACKGROUND

Council resolved at the July 2021 Ordinary Council Meeting, to enter into a lease agreement with the Australian Red Cross Society for the for a term of one year, with four one year options to extend. Further to this resolution, Council decided that there would be no option to renew this lease after the agreement expired, as it was expected that Australian Red Cross Society would rebuild their own building at 33 Walton Street, Corrigin. This building since being sold to 1922 & You.

Australian Red Cross Society has exercised all terms in the current lease agreement and there is no option to renew or extend at the expiry of 31 May 2026. The Red Cross have expressed an interest in leasing the former Railway Station building for a further term.

A proposed new lease agreement has been drafted based on the existing agreement which was prepared by McLeods Solicitors. The draft lease includes the following terms required by the *Commercial Tenancy (Retail Shops) Agreement Act 1985*:

- (a) the tenant guide;
- (b) a disclosure form, at least 14 days prior to signing of the Lease.
- (c) the Lease must give the Lessee the ability to assign the Lease.
- (d) The Lessee must be granted a term of five (5) years.

COMMENT

The Australian Red Cross Society has been a valued tenant and has maintained the premises to a high standard. The Red Cross shop provides an important service to residents and the wider region, while also attracting visitors to the area.

The shop plays a meaningful role in supporting individuals and families experiencing cost of living pressures by offering affordable goods and assistance. The service is supported by a strong network of volunteers and continues to operate as an important social hub for the community.

The proposed lease is exempt from the public advertising requirements under the *Local Government (Functions and General) Regulations 1996*, as the arrangement is with a charitable organisation for purposes that deliver a public benefit.

The draft lease agreement is based on the existing lease and in line with the requirements of the *Commercial Tenancy (Retail Shops) Agreement Act 1985*. The Red Cross Society have indicated a preferred three year term with a three year option which is less than the minimum term of five years as required by the *Commercial Tenancy (Retail Shops) Agreement Act 1985*.

It is recommended that Council support a new lease agreement with the Australian Red Cross Society.

STATUTORY ENVIRONMENT

Local Government Act 1995-Section 3.58. Disposing of property

Local Government (Functions and General) Regulations 1996

30. Dispositions of property excluded from Act s. 3.58

(1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.

(2) A disposition of land is an exempt disposition if —

(a) the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and —

(i) its market value is less than \$5 000; and

(ii) the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee; or

(b) the land is disposed of to a body, whether incorporated or not —

(i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and

(ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;

Land Administration Act 1997 (WA)

A management body (e.g. the Shire of Corrigin) has power to lease land in a management order) or, has power to lease land under its own written law, may also lease reserve land provided the lease accords with the purpose of the reserve and subject to the approval of the Minister for Lands under section 18 of the Land Administration Act.

Commercial Tenancy (Retail Shops) Agreement Act 1985.

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The income from the current lease is included in the 2025/26 budget and is used to offset the maintenance expenditure of the building.

The lease payments for the remaining term of the lease will be included in future budgets along with building maintenance expenditure.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Community

Inclusive, healthy and resilient community

| Council Plan | | | |
|--------------|---|------------|--|
| Outcome | Strategies | Action No. | Actions |
| 1.3 | High standard of community and recreation activities and facilities | 1.3.7 | Support local arts and culture initiatives |

Objective: Economy

A strong, diverse local economy

| Council Plan | | | |
|--------------|--|------------|--|
| Outcome | Strategies | Action No. | Actions |
| 2.2 | Improve the town central business district and housing options | 2.2.1 | Continue to develop the Main Street enhancement in conjunction with the business community |

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

1. *Authorises the Chief Executive Officer to negotiate a new lease agreement with the Australian Red Cross Society for the former Railway Station building on Crown Reserve 47959 being lot 523 Walton Street based on:*
 - *Initial term of three years with an option of a further three years.*
 - *Annual lease payment of \$2,500 plus reimbursement of utilities*
 - *CPI rent review clause*
2. *Authorise the Shire President and the Chief Executive Officer to execute the relevant lease agreements and affix the common seal of the Shire of Corrigin on the lease agreement following confirmation on Ministerial consent.*

8.2.5 LEASE AGREEMENT CONTAINER DEPOSIT SCHEME

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Date: | 13/04/2026 |
| Reporting Officer: | Natalie Manton, Chief Executive Officer |
| Disclosure of Interest: | NIL |
| File Ref: | CP.0106, WM.0041 |
| Attachment Ref: | Confidential Attachment 8.2.5.1 - Draft lease Container Deposit Scheme shed Attachment 8.2.5.2 - WARRRL Summary Report under separate cover |

SUMMARY

Council is asked to consider granting a lease of the Container Deposit Scheme (CDS) facility at 8 Goyder Street, Corrigin, to the preferred applicant identified through the WA Return Recycle Renew Ltd (WARRRL) Expressions of Interest process, and to authorise the related statutory and contractual actions.

BACKGROUND

The Container Deposit Scheme (CDS) operates through a network of refund points for eligible containers. The Shire of Corrigin was allocated a refund point at the commencement of the scheme in 2020 due to the town's population and the absence of interest from private enterprise or community organisations.

At the Ordinary Council Meeting held on 16 June 2020, Council resolved (95/2020) as follows:
That Council endorses the Application to WA Return Recycle Renew Ltd, for a flexible refund point in Corrigin operated by the Shire of Corrigin.

The Shire of Corrigin entered into an agreement with WA Return Recycle Renew Ltd (WARRRL) to provide the CDS service in Corrigin for an initial five year term commencing on 1 October 2020. The initial agreement provided for an option of a further term.

The CDS Refund Point operates from a purpose built shed on Crown Reserve 29118 at 8 Goyder Street.

On 2 December 2024, WARRRL provided notice of its intention to extend the existing Reveal Point Operator Agreement for a further two-year period.

While the CDS provides an important community service, income generated from the facility has not consistently covered operating costs, mainly due to maintenance and staff expenses. The facility recorded a small surplus of \$4,545 in 2022/23, followed by a loss of \$16,558 in 2023/24, a loss of \$15,197 in 2024/25 and a loss of \$3,734 in the current financial year. Increased overtime costs were the primary contributor to these losses.

In its current form the CDS service is unsustainable for the Shire of Corrigin and other options were considered to ensure the ongoing viability of the service in Corrigin.

At the Ordinary Council Meeting held on 18 February 2025, Council resolved (Resolution 11/2025) to accept the Refund Point Agreement (RPA) extension, call for Expressions of Interest from experienced refund point operators, and pursue a lease and transfer of the CDS operation to a third party, subject to statutory requirements.

Under the proposed arrangement, the lessee would assume responsibility for the day-to-day management and operation of the CDS facility, including administration, staffing, refunds, inductions, cleaning, maintenance, utilities, compliance, and reporting to WARRRL. The Shire would retain responsibility for structural building maintenance.

Equipment to be included as part of the lease comprises the purpose-built shed, sorting table, desk, laptop, computer, and printer.

The CDS facility is located on Crown Reserve 29118. The Department Planning Lands and Heritage advised in December 2020 that it supported the establishment of the Container Deposit Scheme on the land. In July 2025, Council resolved (Resolution 80/2025) to seek Ministerial approval to amend the reserve purpose to *Community Purposes* and to add power to lease to the Management Order.

The Shire of Corrigin has been approached by experienced refund point operators interested in taking over the CDS facility in Corrigin. WARRRL advertised Expressions of Interest in March 2026 and received three submissions. Following assessment, one applicant was shortlisted and interviewed.

As Scheme Coordinator, WARRRL is responsible for independently assessing and appointing refund point operators in accordance with legislative, regulatory, and contractual requirements, including due diligence on governance, financial capacity, operational capability, and compliance. The Shire is responsible for landowner approvals and lease arrangements.

WARRRL has provided a high-level summary of the preferred applicant to support Council's consideration of the proposed lease.

Indicative timeline is as follows:

| | |
|---------------|--|
| 30 April 2026 | Advertising proposed lease as per <i>section 3.58 of the Local Government Act 1995</i> |
| 15 May 2026 | Close of submissions or objections |
| 5 June 2026 | Finalisation of lease and Ministerial consent (subject to no objections) |
| 1 July 2026 | Commencement of operations by the new refund point operator |

COMMENT

Extending the RPA and transferring the CDS operation to a third party will ensure the continued provision of a centrally located refund point for Corrigin and surrounding communities.

The transfer of operational responsibility to an experienced refund point operator is considered the most effective way to improve service quality, operational flexibility, and financial sustainability. An independent operator will be better positioned to adjust operating hours, staffing arrangements, and service offerings to maximise usage and revenue.

The current RPA is nearing expiry, and it is anticipated that the new agreement will mirror the existing arrangements, subject to WARRRL approval.

Following the Council resolution in July 2025, the Department of Lands and Heritage completed its assessment and approved the requested change to the reserve purpose and Management Order. The Department lodged a case with Landgate on 1 October 2025 to update the Management Order and title, with an initial expected timeframe of approximately 90 business days. On follow-up in February 2026, Landgate advised that processing times for may extend up to 125 business days, and the application was confirmed as being within the system for approximately 90 days at that time. The matter remains in the Landgate queue awaiting allocation to an officer for assessment. The Shire has been advised that the approved changes are effective, and the Shire can progress the next step of seeking Ministerial approval to lease using an unsigned but final version of the lease documentation.

STATUTORY ENVIRONMENT

Local Government Act 1995
 s.3.58. *Disposing of property*
 s. 9.49A *Execution of documents*

Local Government (Functions and General) Regulations
 30. *Dispositions of property excluded from Act s. 3.58*

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The 2025/26 budget includes provision for CDS income and expenditure, including staffing and maintenance costs. Lease income from the CDS facility is also included.

An Asset Valuer Pro (AVP) report dated 2 September 2024 valued the CDS shed at \$159,885. An independent rental valuation prepared by Asset Valuation Advisory in April 2025 estimated market rent at approximately \$7,000 per annum. To support the viability of the CDS operation and consistent with other commercial leases, Council resolved to set a discounted annual lease fee of \$3,500 (including GST).

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Environment

Preservation of the natural environment for the benefit of current and future generations.

| Council Plan | | | |
|--------------|-----------------------------------|------------|--|
| Outcome | Strategies | Action No. | Actions |
| 3.1 | Waste management within the Shire | 3.1.3 | Continue to educate the community about best practice waste disposal |

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

1. *Receive and note the summary report from WA Return Recycle Renew Ltd (WARRRL) in response to the Expression of Interest process for an experienced Receival Point Operator to operate the Container Deposit Scheme facility at 8 Goyder Street Corrigin.*
2. *Accept the recommendation from WARRRL of the preferred applicant.*
3. *Transfer the rights and obligations of the existing Receival Point Operator Agreement to the successful applicant.*
4. *Authorise the CEO to negotiate a lease of the land and building at 8 Goyder Street Corrigin (Crown Reserve 29118, Lot 12 on Deposited Plan 228740-12 for the purpose of operating the Container Deposit Scheme subject to Ministerial consent, based on the following terms:*
 - a) *An initial term of two years aligned with the existing Receival Point Agreement.*

- b) option for an additional five year (5) term based on the future agreement with WARRRL.*
 - c) an annual lease rental of \$3,500 (including GST) commencing on 1 July 2026.*
 - d) Annual CPI rent review clause based on Perth CPI.*
 - e) Lessee responsible for cleaning, maintenance and repair of equipment and premises and utility charges.*
- 5. Give local public notice of the proposed lease in accordance with section 3.58 of the Local Government Act 1995 and consider any submissions received at the close of advertising period.*
 - 6. Seek ministerial consent for the lease as required.*
 - 7. Execute the lease document on behalf of the Shire of Corrigin subject to there being no objections received at the close of the advertising period.*

8.2.6 BUSINESS ASSISTANCE GRANT

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Date: | 14/04/2026 |
| Reporting Officer: | Myra Henry, Deputy Chief Executive Officer |
| Disclosure of Interest: | NIL |
| File Ref: | FM 0057 |
| Attachment Ref: | Attachment 8.2.6 – Business Assistance Grant Application |

SUMMARY

Council is requested to consider an application received under the 2025/26 Business Assistance Grant Program.

BACKGROUND

As part of deliberations on the 2025/26 Annual Budget, Council endorsed the allocation of funding for a Business Assistance Grant Program to support local businesses undertaking projects that improve presentation, enhance streetscape appeal, and contribute to economic development within the Shire of Corrigin. The Business Assistance Grant provides financial assistance to encourage local businesses to reinvest in their properties and contribute to a welcoming, attractive and economically vibrant town environment.

Following adoption of the 2025/26 Budget in July 2025, Council considered the structure and application package for the Business Assistance Grant Program at a Councillor discussion forum held in November 2025. The program was then advertised to the community from February 2026 through the Shire's website, newsletter, social media and local newspaper.

This report is presented to Council to consider the first application received under the Business Assistance Grant Program.

Funding Overview

The following application has been received under the 2025/26 Business Assistance Grant Program, seeking funding of \$2,000 (ex GST).

Applicant details:

- Business: Be You Always Property Pty Ltd
- Trading as: Be You Nails and Beauty
- Property location: 13 Campbell Street, Corrigin
- Contact: Nicole Squiers, Salon Manager
- Project: Verandah / roof upgrade

The applicant previously completed structural works to support and lift the existing verandah in January 2026 at their own cost.

The current funding request relates only to new rectification works that are yet to be undertaken, which are required to address issues arising from the earlier upgrade. A separate quote has been provided for these works, which include replacement of roofing materials, battens, box gutters and parapet wall sheeting, installation of new downpipes, and testing to ensure the issue is resolved.

The estimated total cost of the rectification works is \$7,647.20 (inc GST). The applicant is seeking \$2,000 (ex GST) under the Business Assistance Grant Program and will contribute the remaining costs.

COMMENT

The Business Assistance Grant Program allows eligible businesses to apply for up to \$2,000 per application, subject to budget availability, with a maximum of ten grants allocated per financial year.

Applications are assessed against the eligibility and assessment criteria outlined in the program guidelines. These include the applicant’s eligibility, the nature of the project, alignment with program objectives, value for money, and compliance considerations.

Eligibility and assessment summary:

| Eligibility / Assessment Requirement | Meets Requirement |
|--|-------------------|
| Business located within the Shire of Corrigin | ✓ |
| Valid ABN provided | ✓ |
| Property owned by applicant | ✓ |
| Public Liability Insurance provided | ✓ |
| No outstanding debt with the Shire | ✓ |
| Project relates to shopfront / streetscape improvement | ✓ |
| Quote provided for proposed works | ✓ |
| Applicant financial contribution | ✓ |
| Project subject to planning / building compliance | ✓ |

The application submitted by Be You Always Property Pty Ltd has been assessed against the program requirements and is considered to meet the eligibility criteria of the Business Assistance Grant Program. Supporting documentation has been provided, including a project quote and confirmation of public liability insurance. The applicant has also acknowledged that all required planning and building approvals will be obtained prior to works commencing.

The proposed works align with the objectives of the program by improving the presentation, safety and functionality of a public-facing shopfront within the Corrigin town centre and contributing to improved streetscape amenity.

Based on the assessment undertaken, the application is considered to meet the eligibility and assessment criteria of the Business Assistance Grant Program and demonstrates clear benefit to the townsite. Approval of the recommended funding is supported.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

NIL

While there is no adopted local planning policy specifically applicable to this application, the Shire has prepared Corrigin Main Street Retail Precinct Development Guidelines document. The proposed works are consistent with the intent of these guidelines, which encourage improvements to shopfront presentation and streetscape amenity within the town centre, while supporting the ongoing viability of local businesses.

FINANCIAL IMPLICATIONS

Council has allocated a total of \$20,000 in the 2025/26 financial year for the Business Assistance Grant Program. Approval of this application for \$2,000 (ex GST) can be accommodated within the adopted budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Community

Inclusive, healthy and resilient community

| Council Plan | | | |
|--------------|---|------------|--|
| Outcome | Strategies | Action No. | Actions |
| 1.2 | Safe, accessible and inviting public places and facilities | 1.2.2 | Investigate opportunities/ initiatives to collaborate with local businesses and community groups to enhance CCTV and lighting. |
| 1.3 | High standard of community and recreational activities and facilities | 1.3.6 | Promote and deliver the Shire’s Community Grant Scheme |

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

1. *Receives the application submitted by Be You Always Property Pty Ltd under the 2025/26 Business Assistance Grant Program;*
2. *Approves the allocation of \$2,000 (ex GST) to Be You Always Property Pty Ltd for the Verandah / Roof Rectification project at 13 Campbell Street, Corrigin; and*
3. *Notes that:*
 - a. *the grant is provided on a reimbursement basis only;*
 - b. *payment will be made following completion of the works and submission of a completed Acquittal Form, proof of expenditure and supporting documentation;*
 - c. *all required planning and building approvals must be obtained prior to works commencing; and*
 - d. *the project must be completed, and documentation submitted, within the 2025/26 financial year.*

8.2.7 CCTV SUBSIDY PARTNERSHIP PROGRAM

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Date: | 14/04/2026 |
| Reporting Officer: | Myra Henry, Deputy Chief Executive Officer |
| Disclosure of Interest: | NIL |
| File Ref: | FM 0057 |
| Attachment Ref: | Attachment 8.2.7 – CCTV Subsidy Partnership Program Applications |

SUMMARY

Council is requested to consider applications received under the 2025/26 CCTV Subsidy Partnership Program.

BACKGROUND

As part of deliberations on the 2025/26 Annual Budget, Council endorsed the allocation of funding for a CCTV Subsidy Partnership Program to support businesses and eligible properties within the Shire of Corrigin to install CCTV systems that enhance public safety, deter crime, and improve collaboration with WA Police.

Following adoption of the 2025/26 Budget in July 2025, Council considered the structure and application package for the CCTV Subsidy Partnership Program at a Councillor forum held in November 2025. The program was then advertised to the community from February 2026 through the Shire's website, newsletter, social media and local newspaper.

The CCTV Subsidy Partnership Program provides a rebate of up to \$500 per application, subject to budget availability, with a maximum of ten rebates available per financial year.

Rebates are paid following verification of installation and submission of all required documentation.

Funding Overview

A total of four applications have been received under the 2025/26 CCTV Subsidy Partnership Program, each requesting the maximum rebate of \$500, for a total funding request of \$2,000.

Applicant details are as follows:

- Wilcarra Pty Ltd – Steven Lee, Director
Request to install additional security cameras to monitor fuel bowsers and workshop areas. The applicant has experienced previous vehicle thefts and notes the location is frequently accessed due to highway diversions. Increased CCTV coverage is intended to deter crime and support broader community safety.
- The Hooper Family Trust – Michelle Hooper, Property Owner
Property located at 3 Larke Crescent. Proposal includes installation of cameras covering the front gate, footpath and road, as well as rear areas of the property. The project aims to improve security for guests and members of the public.
- GW & ML Hooper & Co – Michelle Hooper, Owner
Proposal includes CCTV coverage at the end of the driveway facing Bending Road, and cameras at the front and rear doors of the rural property to improve property security.
- Matthew Hooper – Property Owner
Installation of CCTV cameras covering Centenary Avenue, the front door, rear door, and driveway/shed access. The project aims to improve property security and contribute to overall town safety.

COMMENT

The CCTV Subsidy Partnership Program allows eligible businesses, residents and property owners within the Shire of Corrigin to apply for a rebate of up to \$500 per application, subject to budget availability.

Applications are assessed against the eligibility and assessment criteria outlined in the program guidelines. Applicants must be located within the Shire, have no outstanding debts to the Shire, obtain property owner consent where applicable, ensure at least one camera covers a public-facing area, and commit to registering the system with WA Police Cam-Map WA.

The application received from Wilcarra Pty Ltd was submitted using the Business Assistance Grant application form; however, the request relates specifically to CCTV installation and was assessed under the CCTV Subsidy Partnership Program in accordance with its eligibility criteria and funding limits.

The recommended applications align with the objectives of the CCTV Subsidy Partnership Program by increasing the number of CCTV systems overlooking public spaces, strengthening collaboration with WA Police through Cam-Map WA registration, and supporting property owners and businesses to invest in security infrastructure that contributes to a safer and more resilient community.

Funding under the program is provided on a reimbursement basis only. Approved applicants will be required to complete and submit a Reimbursement Form within 30 days of CCTV installation, together with proof of expenditure, photographs of the installed system, and confirmation of registration with WA Police Cam-Map WA, prior to payment being made.

Based on the assessment undertaken, the remaining applications are considered to meet the eligibility and assessment criteria of the CCTV Subsidy Partnership Program and demonstrate clear community safety benefits. Approval of the recommended funding allocations is supported.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Council has allocated a total budget of \$5,000 in the 2025/26 financial year for the CCTV Subsidy Partnership Program. Approval of the recommended applications, totalling \$1,500, can be accommodated within the adopted budget. Subsidy payments will be reimbursed following verification of installation and compliance with program requirements.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Community

Inclusive, healthy and resilient community

| Council Plan | | | |
|--------------|---|------------|--|
| Outcome | Strategies | Action No. | Actions |
| 1.2 | Safe, accessible and inviting public places and facilities | 1.2.2 | Investigate opportunities/ initiatives to collaborate with local businesses and community groups to enhance CCTV and lighting. |
| 1.3 | High standard of community and recreational activities and facilities | 1.3.6 | Promote and deliver the Shire's Community Grant Scheme |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Receives the applications submitted under the 2025/26 CCTV Subsidy Partnership Program; and*
2. *Approves the allocation of funding under the CCTV Subsidy Partnership Program as follows:*
 - *Wilcarra Pty Ltd – \$500 (ex GST)*
 - *The Hooper Family Trust – \$500 (ex GST)*
 - *GW & ML Hooper & Co – \$500 (ex GST)*
 - *Matthew Hooper - \$500 (ex GST)*
3. *Notes that approved funding is provided on a reimbursement basis only and will be paid following the submission and verification of a completed Reimbursement Form, proof of expenditure, photographs of the installed CCTV system, and confirmation of registration with WA Police Cam-Map WA, with the maximum reimbursement being \$500 (ex GST) per approved application.*

8.2.8 REQUEST TO CHANGE ROAD NAME – MORRELL ROAD TO DING ROAD

| | |
|-------------------------|---|
| Applicant: | Shire of Corrigin |
| Date: | 31/03/2026 |
| Reporting Officer: | Jarrad Filinski, Executive Support Officer |
| Disclosure of Interest: | NIL |
| File Ref: | ROA.0011 |
| Attachment Ref: | Attachment 8.2.8 – Road Name Change Request – Morrell Road to Ding Road |

SUMMARY

Council is requested to consider a request from Mrs Betty Sturges to rename Morrell Road, Corrigin to Ding Road in recognition of her grandfather, Mr John Benjamin Ding.

BACKGROUND

The Shire of Corrigin received correspondence from Mrs Betty Sturges requesting that Morrell Road be renamed Ding Road in recognition of her grandfather, Mr John Benjamin Ding.

The request was initially raised at Coffee with a Councillor on 2 February 2026, with written correspondence provided outlining historical information relating to Mr Ding's association with the Corrigin district.

Morrell Road is a rural road within the Shire of Corrigin and has four (4) directly affected landowners.

The Shire sought advice from Landgate's Geographic Names and Addressing team in relation to the proposed road name change. Landgate provided written advice regarding the application of current naming standards and the implications of road renaming, including considerations relating to the endurance of established road names, addressing systems, and service delivery impacts.

The Standards for Geographical Naming in Western Australia provide that road names are intended to be enduring and that renaming is discouraged unless there is a clear operational or service delivery need. Examples of acceptable reasons for a road name change include road redesign, traffic flow changes, duplication issues, addressing inconsistencies, or correction of errors in the original naming.

COMMENT

The current request is for commemorative purposes. While the correspondence provided outlines historical connections between Mr Ding and the Corrigin district, commemorative recognition alone is not a supported basis for road renaming under current standards.

While the Geographic Names register does not include a recorded origin for Morrell Road, Landgate's advice indicates the name has been in long-standing use and is historically associated with land ownership adjoining the road over an extended period.

Road names with established historical usage are intended to be enduring. Changes are generally discouraged as they can result in unnecessary disruption to mapping systems, property addressing, and service delivery, including utilities and emergency services. During any transition period, overlapping addressing information may also create avoidable confusion for residents and service providers.

It is also noted that there are already two existing roads named "Ding Road" within Western Australia, increasing the potential for duplication within the state addressing system.

Having regard to the Landgate advice and applicable naming standards, the proposed road renaming does not meet the criteria required to support a change.

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Economy

A strong, diverse local economy

| Council Plan | | | |
|--------------|---|------------|---|
| Outcome | Strategies | Action No. | Actions |
| 2.1 | Road network is safe, well maintained and capable of the freight task | 2.1.1 | Continue to deliver the Road Management Program with a view to improve maintenance of gravel roads, in line with Council's adopted road hierarchy and long term road construction and maintenance plans |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Note the request from Mrs Betty Sturges to rename Morrell Road to Ding Road; and*
2. *Not support the request to rename Morrell Road on the basis that:*
 - *the proposal does not meet the Standards for Geographical Naming in Western Australia;*
 - *the request is for commemorative purposes, which is not a supported basis for road renaming under current standards;*
 - *Morrell Road is an established road name with long-standing historical usage;*
 - *renaming may result in unnecessary disruption to addressing systems, service delivery, and emergency services; and*
 - *there is potential duplication with existing "Ding Road" locations in Western Australia.*

8.2.9 ALGA NATIONAL GENERAL ASSEMBLY ATTENDANCE

| | |
|-------------------------|---|
| Applicant: | Shire of Corrigin |
| Date: | 14/04/2026 |
| Reporting Officer: | Natalie Manton, Chief Executive Officer |
| Disclosure of Interest: | NIL |
| File Ref: | GR.0066 |
| Attachment Ref: | NIL |

SUMMARY

This item seeks Council approval for the Shire President and Chief Executive Officer to attend the 2026 Australian Local Government Association (ALGA) National General Assembly (NGA) in Canberra to raise issues affecting the Shire, including rural GP services and key worker housing.

BACKGROUND

The Australian Local Government Association holds a National General Assembly each year, providing councils with an opportunity to meet with Federal Government representatives and discuss matters relevant to local government.

The 2026 NGA will be held in Canberra from 23 to 25 June 2026 and will coincide with a Parliamentary sitting period, allowing for meetings with Federal Ministers, Members of Parliament and senior government officers.

The Shire President and Chief Executive Officer have been invited to attend as part of a group of rural councils that have been working together to access sustainable funding for General Practitioner (GP) services in rural communities.

The Shire of Corrigin also works with neighbouring local governments through the Roe Regional Organisation of Councils (Roe ROC). One of the current areas of shared work is addressing shortages of suitable housing for key workers across the region.

The Shire has not attended an ALGA National General Assembly since 2014.

The following link provides more information on the [National General Assembly – ALGA](#)

COMMENT

Attendance at the 2026 NGA will allow the Shire to take part in meetings and discussions that directly affect service delivery and workforce issues in Corrigin.

An ongoing issue is sustainable funding for rural General Practitioner (GP) services. In many rural communities, local governments are contributing significant funding and in kind support to help keep doctors in town.

While this support helps maintain essential services, it places additional pressure on council budgets for a service that is not a core responsibility of local government. Attending the NGA provides an opportunity to attend meetings with government decision makers and contribute to discussions about how rural GP services are funded and supported in the future.

Another issue affecting the Shire is the availability of housing for key workers, including health staff, council employees and other essential workers. Limited housing continues to affect the ability to attract and retain staff. The Roe ROC local governments in the region are working together to identify housing needs and funding opportunities. Attendance at the NGA allows these matters to be raised directly with the Federal Government.

The cost of attendance is unbudgeted and travel costs are higher than usual due to current airfare pricing and fuel costs.

These factors need to be balanced against the potential benefit of contributing to discussions that may reduce future costs or pressures on the Shire by improving funding arrangements

STATUTORY ENVIRONMENT

Local Government Act 1995

- s 5.90A – requirement to prepare and adopt a policy that deals with matters relating to the attendance of council members and the CEO at events.

Local Government (Administration) Regulations 1996 –

- r.34B – required code of conduct contents about gifts to employees

Local Government (Rules of Conduct) Regulations 2007.

POLICY IMPLICATIONS

2.5 Elected Members’ Training, Professional Development, And Expenses Policy

The following conferences have ongoing approval for the Shire President or their nominee and the CEO or their nominee: Sustainable Economic Growth for Regional Australia, Australian Local Government Association - National General Assembly, and National Roads Forum.

2.6 Elected Member, Chief Executive Officer and Employee Attendance at Events Policy

FINANCIAL IMPLICATIONS

Attendance at the 2026 National General Assembly is not included in the current budget.

Indicative costs for attendance by the Shire President and Chief Executive Officer are approximately \$11,408. This includes registration fees, accommodation, flights, transfers and official event costs.

Approximately \$6,800 remains available in the members and administration conference budget. This results in an estimated unbudgeted cost of approximately \$4,500. This amount can be covered by savings of approximately \$24,000 identified in members of council expenditure and administration training budget allocations.

Final costs will be confirmed at the time of booking and may vary depending on travel pricing.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Civic Leadership

Strong Governance and Leadership

| Council Plan | | | |
|--------------|---|------------|--|
| Outcome | Strategies | Action No. | Actions |
| 4.2 | Keep the community informed and seek their feedback | 4.2.1 | Improve regular communication and expand channels to inform our community of decisions, actions and opportunities for feedback |

Objective: Community
Inclusive, healthy and resilient community

| Council Plan | | | |
|--------------|--|------------|--|
| Outcome | Strategies | Action No. | Actions |
| 1.1 | Access to key and enabling community infrastructure and services | 1.1.1 | Continued provision of local GP services |

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council

- 1. Approves the attendance of the Shire President and Chief Executive Officer at the 2026 Australian Local Government Association National General Assembly in Canberra.*
- 2. Authorises the associated unbudgeted expenditure, noting partial offset through identified savings.*
- 3. Supports the Shire of Corrigin participating with other rural councils in meetings with relevant Federal Ministers, Shadow Ministers and senior policy advisors to advocate for funding of rural doctors and key worker housing.*

8.3 WORKS AND SERVICES

8.3.1 TENDER SUPPLY AND DELIVERY OF PRIME MOVER

| | |
|-------------------------|--|
| Applicant: | Shire of Corrigin |
| Date: | 14/04/2026 |
| Reporting Officer: | Myra Henry, Deputy Chief Executive Officer |
| Disclosure of Interest: | NIL |
| File Ref: | FM.0419 |
| Attachment Ref: | Confidential Attachment 8.3.1 – Quotes and Evaluation Matrix |

SUMMARY

This item outlines submissions received for the E-Quote for the supply and delivery of one new prime mover and seeks Council approval to award the contract to the preferred supplier and adopt expenditure exceeding \$250,000.

BACKGROUND

Council made provision in the 2025/26 Annual Budget for the replacement of a prime mover, with a budget allocation of \$350,000 (excluding GST). The original budget provision was to replace the 2008 Mack Prime Mover (CR19).

As part of the March 2026 budget review, Executive considered the condition and maintenance history of the Shire's prime mover fleet. At the Ordinary Council Meeting held in March 2026, Council resolved (Resolution 13/2026) to amend the replacement program and instead replace the 2011 Iveco Powerstar 6x4 Prime Mover (CR7), noting that this vehicle had been requiring increased maintenance compared to CR19, with no change to the adopted budget.

As the estimated value of the purchase was expected to exceed \$250,000, a formal Request for Tender (RFT 1-2026) was undertaken in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996*. The Request for Tender was advertised on the WA Local Government Association (WALGA) Vendor Panel platform on 27 February 2026 and closed on 20 March 2026.

The RFT was issued to 11 suppliers via the WALGA Vendor Panel. At the close of tenders, two submissions were received.

The submissions were evaluated in accordance with the selection criteria set out in the RFT documentation, using a weighted price methodology based on best value for money, availability, and regional price preference. The evaluation was undertaken by Terry Barron, Manager of Works and Services, and Nick Darke, Leading Hand Road and Civil.

The following compliant submissions were received:

- Company A – Supply of a Freightliner Cascadia 126 Day Cab 6x4 Prime Mover for \$351,346 (excluding GST).
- Company B – Supply of a Mack Anthem Prime Mover for \$358,800 (excluding GST).

The outcomes of the evaluation are addressed in the Comment and Recommendation sections of this report.

COMMENT

While the submission from Company A for the Freightliner Cascadia was lower in price, the evaluation panel assessed the Mack Anthem submission from Company B as better suited to the Shire's operational requirements.

The Mack Anthem is a heavier-duty prime mover and is considered more appropriate for the type of work regularly undertaken by the Shire, including pit and heavy haulage operations. The Freightliner Cascadia was assessed as less suitable for these operational demands.

In addition, the Shire maintains an existing fleet of Mack vehicles. Standardising on the Mack make provides operational and maintenance efficiencies, including operator familiarity, consistency in servicing arrangements, and reduced requirement for holding a broader range of spare parts.

While the recommended Mack Anthem is approximately \$8,800 higher than the adopted 2025/26 budget allocation for the prime mover replacement, savings have been achieved in other plant and equipment purchases within this budget year. In particular, the Skid Steer Loader, which had a budget provision of \$140,000, was purchased for \$124,182, resulting in a saving of \$15,818. These savings offset the higher cost of the recommended prime mover.

When assessed against the RFT selection criteria, including price, availability, suitability for intended use, and overall value for money, the evaluation panel considers the Mack Anthem submission to represent the most appropriate outcome for the Shire.

STATUTORY ENVIRONMENT

Local Government Act 1995 section 3.57 – Tenders for providing goods or services

Local Government (Functions and General) Regulations 1996 section 3.57 Part 4 – Provisions of Goods and Services, Division 2 – Tenders for Providing Goods and Services.

POLICY IMPLICATIONS

Policy 2.9 Purchasing Policy

FINANCIAL IMPLICATIONS

The 2025/26 Annual Budget includes a provision of \$350,000 (excluding GST) for the replacement of a prime mover. The recommended Mack Anthem Prime Mover has a purchase price of \$358,800 (excluding GST), which exceeds the adopted budget allocation by \$8,800.

Savings have been achieved in other plant and equipment purchases within the 2025/26 financial year, including a saving of \$15,818 on the purchase of the Skid Steer Loader. These savings are sufficient to offset the additional cost associated with the recommended prime mover.

Council approval is required to adopt the total contract expenditure, with the final contract value inclusive of GST.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Civic Leadership

Strong Governance and Leadership

| Council Plan | | | |
|--------------|--|------------|---|
| Outcome | Strategies | Action No. | Actions |
| 4.1 | Deliver a high standard of governance and administration | 4.1.2 | Long term financial plans are implemented and monitored to assist with the timing and achievement of our goals. |
| | | 4.1.3 | Implement and monitor the annual budget to support timely progress toward strategic goals |

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

1. *Accepts the tender submitted by Company B for the supply and delivery of one Mack Anthem Prime Mover for a total contract value of \$394,680 (inclusive of GST); and*
2. *Adopts the expenditure for this purchase in accordance with the Local Government Act 1995 and the Local Government (Functions and General) Regulations 1996.*

9 CHIEF EXECUTIVE OFFICER REPORT

The Chief Executive Officer report was provided to Council during the Discussion Forum

10 PRESIDENT'S REPORT

11 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS

12 URGENT BUSINESS APPROVED BY THE PRESIDENT OR DECIDED BY THE COUNCIL

13 INFORMATION BULLETIN

14 WALGA AND CENTRAL ZONE MOTIONS

15 NEXT MEETING

Ordinary Council Meeting on 19 May 2026 at 4pm.

16 MEETING CLOSURE