



A G E N D A

ORDINARY COUNCIL MEETING

18 August 2026

Notice of Meeting

The Ordinary Council Meeting for the Shire of Corrigin will be held on Tuesday 18 August 2026 in the Council Chambers, 9 Lynch Street, Corrigin commencing at 4.00pm.

Order of Business

1.00pm – 1.30pm	Lunch
1.30pm – 3.30pm	Discussion Forum
3.30pm – 4.00pm	Break
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

13 August 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

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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 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 not been notified of any passings 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 21 July 2026 (Attachment 7.1.1).

OFFICERS RECOMMENDATION

That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 21 July 2026 (Attachment 7.1.1) be confirmed as a true and correct record.

7.2 COMMITTEE MEETINGS

7.2.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of the Local Emergency Management Committee meeting held on Monday 10 August 2026 (Attachment 7.2.1).

OFFICER'S RECOMMENDATION

That Council receives and notes the Minutes of the Local Emergency Management Committee meeting held on Monday 10 August 2026 (Attachment 7.2.1).

8 MATTERS REQUIRING A COUNCIL DECISION

8.1 CORPORATE AND COMMUNITY SERVICES

8.1.1 ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	11/08/2026
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 – July 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 July 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 3.15 - Corporate Credit Cards

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2026/2027 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 July 2026 as per the attached Schedule of Payment, and as summarised below:

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

EFT Payments EFT22845 – EFT22938 \$444,960.57

Direct Debit Payments \$79,521.27

EFT Payroll Payments \$150,470.53

Total Municipal Account Payments \$674,952.37

Trust Account

EFT Payments EFT22843 – EFT22844 \$90.90

Total Trust Account Payments \$90.90

Licensing Trust Account

Direct Debit Payments \$70,209.25

Total Licensing Trust Account Payments \$70,209.25

Total of all Accounts \$745,252.52

8.1.2 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	13/08/2026
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 July 2026

SUMMARY

To present the Monthly Financial Report for the period ended 31 July 2026 in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996.

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 July 2026.

Key Points

- The July result shows a surplus after imposition of general rates of \$8.39 million, which is \$1.10 million above budget. This is mainly due to the opening surplus position being higher than budget while year-end accounting adjustments and the 2025/26 financial statements are still being finalised.
- Cash and investments total \$9.70 million, comprising \$4.91 million in unrestricted cash and \$4.79 million held in reserves. This provides a solid cash position going into the new financial year.
- Operating expenditure is currently below budget, particularly in employee costs and materials and contracts, largely due to timing differences early in the financial year following adoption of the 2026/27 Budget.
- Capital projects and plant purchases are yet to significantly commence, with expenditure of \$182 incurred against the annual capital program budget of \$5.30 million. Works are expected to progress as the financial year advances.
- Annual rates were levied during July and collection activity has recently commenced. Non-rates receivables remain well managed, with the majority of outstanding balances current and no concerns regarding debt recovery

The July 2026 Monthly Financial Report incorporates all known transactions processed as at the report preparation date. As the 2025/26 Annual Financial Statements and audit process are still underway, some balances may be subject to adjustment and may change in future monthly reports following completion of year-end accounting processes and audit review.

Detailed Explanation

Item	Reference
Cash at Bank The total cash and investments as at 31 July 2026 was \$9,695,160. This is made up of \$4,908,094 in municipal funds and cash at bank, and \$4,787,066 in reserve funds held in term deposits. This is down from \$9,911,515 at 30 June 2026, a decrease of approximately \$216,000. The reduction primarily reflects normal operating expenditure and creditor payments during the month, partially offset by the annual rates levy and grant funding received. Cash balances remain at a healthy level and continue to support the Shire's operational and capital requirements.	Page 10 – Cash and Financial Assets Page 11 – Reserve Accounts
Capital Acquisitions Capital expenditure has not yet materially commenced for the 2026/27 financial year, with expenditure of \$182 incurred against an annual capital works and plant program budget of \$5.30 million. The expenditure relates to preliminary costs associated with the Bilbarin Hall redevelopment project. The majority of capital projects and plant replacement purchases are scheduled to occur later in the financial year and are expected to progress following adoption of the 2026/27 Budget. Key projects include the redevelopment of the old tennis courts, road construction and renewal programs, plant replacement purchases and a number of building improvement projects. At this early stage of the financial year, no concerns are identified regarding delivery of the adopted capital program.	Page 12 – Capital Acquisitions Page 13 – Capital Acquisitions Continued Page 14 – Disposal of Assets
Receivables Annual rates were levied during July, resulting in rates receivables of \$3.44 million at month end. Collection activity has only recently commenced and early indications are positive based on collection trends from previous years. Non-rates receivables total \$435,638, with 97.4% of outstanding balances being current. Only 1.3% of receivables are outstanding for more than 90 days. At this stage there are no concerns regarding the recovery of outstanding debts, with receivables continuing to be actively monitored and managed.	Page 15 – Receivables
Closing Funding Surplus/(Deficit) The year-to-date actual closing funding surplus at 31 July 2026 is \$8,389,190, compared to a budgeted surplus of \$7,289,571, resulting in a favourable variance of \$1,099,619. The closing surplus comprises net current assets of \$12,933,840 less adjustments to net current assets of \$4,544,650.	Page 5 – Note 2(a) Net current assets used in the Statement of Financial Activity.

Item	Reference
The favourable variance is primarily due to the opening funding surplus being higher than budget pending completion of year-end accounting adjustments and finalisation of the 2025/26 financial statements. In addition, operating expenditure is tracking below budget at this early stage of the financial year due to the timing of payroll allocations, purchases and works.	

The Shire's financial position remains sound at 31 July 2026, with cash and investments totalling \$9.70 million, a closing funding surplus of \$8.39 million, and a strong liquidity position at the commencement of the financial year. Operating expenditure is currently tracking below budget due to timing differences associated with payroll allocations, purchases and works early in the financial year.

Annual rates were levied during July and collection activity has recently commenced. Non-rates receivables remain well managed, with the majority of outstanding balances current and no concerns regarding debt recovery. Capital expenditure activity has also commenced as expected, with major projects and plant replacement purchases scheduled to progress throughout the 2026/27 financial year.

The primary variances from budget relate to the higher than budget opening funding surplus pending completion of year-end accounting adjustments and finalisation of the 2025/26 financial statements, together with the timing of operating expenditure early in the financial year.

Further information on the July 2026 financial position is contained within the explanation of material variances included in the Monthly Financial Report, refer 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

Income and expenditure in accordance with the 2026/2027 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 Statement of Financial Activity for the month ending 31 July 2026, together with the accompanying financial position report and notes relating to material variances.

8.2 GOVERNANCE AND COMPLIANCE

8.2.1 REVIEW OF THE SHIRE OF CORRIGIN LOCAL LAWS

Applicant:	Shire of Corrigin
Date:	5 August 2026
Reporting Officer:	Jarrad Filinski, Executive Support Officer
Disclosure of Interest:	NIL
File Number:	LE.0002
Attachment Reference:	Attachment 8.2.1 – Local Laws (Consolidated)

SUMMARY

Council is required to periodically review its local laws under section 3.16 of the *Local Government Act 1995*. Previously, local laws were required to be reviewed every eight years; however, legislative amendments have extended this period to fifteen years.

BACKGROUND

Section 3.16 of the *Local Government Act 1995* requires local governments to periodically review their local laws to determine whether each local law should be repealed, amended or remain unchanged.

Transitional provisions in the Local Government Act 1995 as amended in 2024 by clause 65 of Schedule 9.3 require local governments to review local laws that have not been reviewed within the eight (8) years prior to legislative amendments being made. This requirement does not apply to local laws already reviewed during that period.

These reviews must be completed by 7 December 2026. Local laws not reviewed by this date will lapse.

The most recent report into the review of the Shire of Corrigin local laws was accepted by Council at the Ordinary Council Meeting in September 2017.

The current Shire of Corrigin Local Laws and their date of gazettal are:

Local Law	Gazettal Date	Last Review Date
Pest Plants	30 July 1982	19 September 2017
Trading in Public Places	23 January 2001	19 September 2017
Standing Orders	23 January 2001	19 September 2017
Fencing	26 September 2003	19 September 2017
Health	11 October 2016	19 September 2017
Animals, Environment and Nuisance	6 December 2016	19 September 2017
Dogs	9 June 2021	Not reviewed
Bush Fire Brigades	31 May 2024	Not reviewed

While none of the Shire's current local laws are due for review under the new timeframe, it is considered appropriate for Council to undertake a review of all current local laws at this time. This will consolidate the Shire's active local laws into a single review process and align future review dates, providing a more efficient and consistent approach to future statutory reviews.

Copies of all current local laws have been provided to Council as Attachment 8.2.1 and can be found on the [Shire of Corrigin website](#) with the exception of the Townsite of Corrigin Local Law. The Townsite of Corrigin Local Law was made in 1961 to establish the gazetted townsite boundaries and was enacted by the Governor. As such, it is not considered necessary for review as part of this process.

During the 2017 review, Council resolved to repeal and make new Standing Orders and Fencing Local Laws. While the review process commenced, it was not progressed to completion due to organisational changes and turnover in senior staff, and the existing local laws therefore remain in force.

COMMENT

If Council determines it is necessary to repeal or amend the local law, the Local Government must commence the process of making a new repeal or amendment local law (outlined in section 3.12 of the Act) to implement any changes. This includes the requirement to conduct another local public notice process under section 3.12(3).

Although the 2017 review identified the Standing Orders and Fencing Local Laws for repeal and replacement, a preliminary assessment indicates that the existing Fencing Local Law remains suitable for its intended purpose and does not appear to require substantive amendment at this time.

In relation to the Standing Orders Local Law, updated model Standing Orders Local Laws are expected to be developed in the near future. Accordingly, it is considered appropriate to retain the current Standing Orders Local Law at this time and consider any future amendments once the updated model local law becomes available.

In accordance with section 3.16 (2) (c) of the *Local Government Act 1995*, the local government is required to give public notice of its intention to review its local laws and invite submissions from the public for a period of six weeks. Following the close of the submission period, a report on the outcome of the review will be presented to Council at the October Ordinary Council Meeting for consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995

S 3.14. Commencement of local laws

A local law comes into operation on the 14th day after the day on which it is published in the Gazette or on such later day as may be specified in the local law.

s 3.15. Local laws to be publicized

A local government is to take reasonable steps to ensure that the inhabitants of the district are informed of the purpose and effect of all of its local laws.

3.16. Periodic review of local laws

(1) Within a period of 15 years after the day on which a local law commenced or a determination in respect of the local law was last made under subsection (4), as the case requires, a local government must carry out a review of the local law to determine whether it considers that the local law should be repealed, be amended or remain unchanged.

(2) The local government is to give local public notice stating that —

(a) the local government proposes to review the local law; and

(b) a copy of the local law may be inspected or obtained at any place specified in the notice; and

(c) submissions about the local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given.

(3) After the last day for submissions, the local government is to consider any submissions made and cause a report of the review to be prepared and submitted to its council.

(4) After the report has been submitted to its council, the local government must determine whether it considers that the local law should be repealed, be amended or remain unchanged. * Absolute majority required.*

(5) If no determination is made under subsection (4) within the applicable 15-year period under subsection (1), the local law is repealed at the end of that period.

(6) If a local law is repealed by subsection (5), the local government must, not later than 14 days after the end of the applicable 15-year period —

(a) give notice of the repeal to —

(i) the Departmental CEO; and

(ii) if a department of the Public Service other than the Department assists in the administration of an Act under which the local law was made — the chief executive officer of that other department; and

(b) publish notice of the repeal in the Gazette; and

(c) give local public notice of the repeal.

(7) If different provisions of a local law commenced on different days, the local law is taken, for the purposes of this section, to have commenced on the earliest of those days.

(8) This section does not apply to a local law if all it does is amend the text of, or repeal, a local law.

POLICY IMPLICATIONS

7.1 Community Engagement Policy

9.2 Bushfire Control

FINANCIAL IMPLICATIONS

Local Law review will need to go out for statewide public notice.

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with section 3.16 of the Local Government Act 1995, undertakes a review of the following local laws:

- Pest Plants Local Law 1982 – 30/7/1982;*
- Trading in Public Places Local Law 2001 – 23/1/2001;*
- Standing Orders Local Law 2001 – 23/1/2001;*
- Fencing Local Law 2003 – 26/9/2003;*
- Health Local Law 2016 – 11/10/2016;*
- Animals, Environment and Nuisance Local Law 2016 – 6/12/2016;*
- Dogs Local Law 2021 – 9/6/2021*
- Bush Fire Brigades Local Law 2024 – 31/5/2024;*

8.2.2 WALGA AGM VOTING DELEGATES

Applicant:	Shire of Corrigin
Date:	12/08/2026
Reporting Officer:	Jarrad Filinski, Executive Support Officer
Disclosure of Interest:	NIL
File Ref:	GR.0022
Attachment Ref:	NIL

SUMMARY

Council is asked to confirm voting delegates for the WA Local Government Association (WALGA) Annual General Meeting to be held on Thursday 17 September 2026 at the Perth Convention and Exhibition Centre.

BACKGROUND

The WALGA Annual General Meeting (AGM) will be held as part of the WA Local Government Convention at the Perth Convention and Exhibition Centre on Thursday 17 September 2026, 2.30pm – 5.30pm.

All member local governments are entitled to be represented by two voting delegates. Only registered delegates are permitted to exercise voting entitlements on behalf of Council.

The meeting will address issues of interest to all local governments including policy issues, constitutional amendments and key focus areas for the Association.

COMMENT

WALGA permits local governments to nominate two voting delegates and two proxies.

In previous years the voting delegates for the Shire of Corrigin have been the President and Deputy President. To exercise the Shire's voting entitlement at the AGM, voting delegates must be registered with WALGA prior to commencement of the meeting. WALGA has requested that registrations be submitted by 5:00pm on Tuesday, 1 September 2026

Council Policy 2.5 – Elected Members Training, Professional Development, and Expenses Policy outlines the Shire President and Shire Deputy President will be the voting delegates at the WALGA AGM.

STATUTORY ENVIRONMENT

Local Government Act 1995 s.9.58.

POLICY IMPLICATIONS

Policy 2.5 Elected Members Training, Professional Development, and Expenses Policy

FINANCIAL IMPLICATIONS

A provision of \$20,000 has been included in the 2026/27 budget for elected members to attend the WA Local Government Convention and other pre- approved conferences including registration, accommodation and travel expenses.

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	4.1.4	Investigate shared services and resourcing through partnerships

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. appoints Cr Jacobs and Cr Leach as the Shire of Corrigin voting delegates and Cr _____ and Cr _____ as proxy voting delegates for the 2026 WALGA Annual General Meeting.*
- 2. authorises the appointed voting delegates and proxies to exercise the Shire of Corrigin's voting entitlements at the 2026 WALGA Annual General Meeting as they consider to be in the best interests of the Shire of Corrigin.*

8.2.3 BUSINESS ASSISTANCE GRANTS

Applicant:	Shire of Corrigin
Date:	13/08/2026
Reporting Officer:	Regan Chester, Administration Officer
Disclosure of Interest:	NIL
File Ref:	FM.0057
Attachment Ref:	Attachment 8.2.3 – Business Assistance Grant Applications

SUMMARY

Council is requested to consider two applications received under the 2026/2027 Business Assistance Grant Program.

BACKGROUND

As part of its deliberations for the 2026/27 Annual Budget, Council endorsed funding for the Business Assistance Grant Program. The purpose of the program is to support local businesses undertaking projects that enhance streetscape, support community safety, and contribute to local economic development within the Shire of Corrigin.

The Business Assistance Grant Program includes three categories, Shopfront Improvement, Crime Prevention, and Place Activation, which provide funding to support community enhancement projects or programs.

Funding Application Overviews:

Applicant One

- Applicant Details: The McLeary Group Pty Ltd
- Trading as: Rejuvenate Corrigin
- Property Location: 14 Campbell Street, Corrigin
- Contact: Claire McLeary
- Project: Rejuvenate Corrigin Shopfront Improvement

Rejuvenate Corrigin operates as a locally owned hairdressing and wellness business in Corrigin. The business provides hairdressing, massage, reflexology and retail wellness to local residents and visitors. The applicant currently employs three local staff members and is committed to providing ongoing employment and training opportunities.

The applicant is requesting funding of \$2,000 (ex GST) to assist with the upgrade of the public-facing salon and showroom area. This includes presentation improvements such as signage and display enhancements, activation of the showroom frontage, and the expansion of the salon area to accommodate additional hairdressing workstations.

The applicant has identified a number of future improvements for the business, however, stage 1 of the project will focus on external shopfront signage and façade enhancements designed to improve the visual presentation of the premises and contribute positively to the Campbell Street streetscape.

Applicant Two

- Applicant Details: The Mallee Tree Café & Gallery
- Trading as: The Mallee Tree Café
- Property Location: 11 Campbell Street, Corrigin
- Contact: Anne-Marie O'Donohue
- Project: Veranda Repairs

The Mallee Tree Café & Gallery was established by Anne-Marie O'Donohue in 2005. The applicant initially rented the business and six months into her lease brought the store outright. The applicant has 5 staff working at the café, where they deliver in-house and takeaway catering as a service for the community.

The applicant previously completed structural works to the building's veranda in 2022, which involved lifting the existing façade and installing structural poles.

Following the completion of these works, issues have arisen with stormwater drainage from the veranda. During periods of heavy rainfall, water leakage from the roof drainage system results in water falling at customer access areas, creating inconvenience for patrons and impacting the presentation of the premises.

The applicant is requesting funding of \$2,000 (ex GST) to assist with undertaking repairs including the replacement of roofing sections, box gutters, and downpipes to rectify the existing water drainage issue.

Completion of these repairs will also enable the applicant to proceed with planned shopfront beautification works, including repainting the building façade and installing a new business sign that has already been purchased. These improvements are contingent on the completion of the drainage repairs to minimise the risk of damage to new infrastructure and to ensure safe installation conditions for contractors.

COMMENT

The Business Assistance Grant Program enables local businesses to apply for grants of up to \$2,000 per application, subject to the availability of funds within the adopted budget. Funding is available for projects that align with one or more of the programs priority areas.

Both applications received by Rejuvenate Corrigin and The Mallee Tree Café & Gallery have been assessed as meeting the eligibility requirements of the Shopfront Improvement category.

Eligibility and assessment criteria and summary:

Eligibility/ Assessment Requirement	Meets Requirements	
	Rejuvenate Corrigin	The Mallee Tree Café
Applicant has an ABN	✓	✓
Applicant holds current liability insurance	✓	✓
Property owner consent obtained (if applicable)	✓	✓
Project complies with planning/ building regulations	✓	✓
No outstanding debt to the Shire	✓	✓
Acknowledgement of grant conditions	✓	✓

The applications submitted by the applicants have been assessed against the requirements of the Business Assistance Grant Program and are considered to meet the eligibility criteria for funding.

Both projects are consistent with the objectives of the program, as they will improve the presentation, functionality, and amenity of the streetscape. Accordingly, approval of both applications is recommended.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

3.9 Financial Assistance Programs

FINANCIAL IMPLICATIONS

Council has allocated a total of \$20,000 in the 2026/27 budget for the financial year for the Business Assistance Grant Program. Approval of \$4,000 (ex GST) for the applications 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
1.3	High Standard of community and recreation activities and facilities	1.3.6	Promote and deliver the Shire's Community Grant Scheme

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 with the business community

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Receives the applications submitted by Rejuvenate Corrigin and The Mallee Tree Café*
2. *Approves the allocation of \$2,000 (ex GST) to Rejuvenate Corrigin under the 2026/27 Business assistance Grant Program – Shopfront Improvements priority area*
3. *Approves the allocation of \$2,000 (ex GST) to The Mallee Tree Café under the 2026/27 Business Assistance Grant Program – Shopfront Improvements priority area*
4. *Both applicants note that:*
 - a. *The grant is provided on a reimbursement basis only; and*
 - b. *Payment will be made following completion of the works and submission of a completed acquittal form, proof of expenditure, and supporting documentation.*

8.2.4 LOCAL EMERGENCY MANAGEMENT RECOMMENDATION

Applicant:	Shire of Corrigin
Date:	11/08/2026
Reporting Officer:	Jarrad Filinski, Executive Support Officer
Disclosure of Interest:	NIL
File Ref:	ES.0003
Attachment Ref:	NIL

SUMMARY

Council is requested to consider a recommendation from the Local Emergency Management Committee (LEMC) to apply for funding through the 2027–29 Regional Airports Development Scheme (RADS) for animal exclusion fencing and a gate at the Corrigin Airport.

BACKGROUND

The Department of Transport and Major Infrastructure (DTMI) has opened applications for the 2027–29 RADS funding round.

More than \$3.8 million is available through the funding round for airport infrastructure projects that improve regional air services and aviation safety. Funding is available for projects to be undertaken across the 2027-28 and 2028-29 financial years, with applications closing at 5:00pm WST on Friday 11 September 2026.

At its meeting held on 10 August 2026, LEMC considered potential emergency management projects suitable for funding through the RADS program and resolved to recommend that Council consider applying for funding for animal exclusion fencing and a gate at the Corrigin Airstrip.

COMMENT

The proposed animal exclusion fencing and gate would assist in improving safety at the Corrigin Airstrip by reducing the risk of animals accessing the runway.

The project would particularly support the safe operation of Royal Flying Doctor Service (RFDS) aircraft and reduce the need for runway inspections prior to aircraft landing.

Applications are required to be submitted through the DTMI Grants Management System by 11 September 2026. The RADS guidelines specify that applicants must not obtain or submit letters of support from the RFDS or Department of Fire and Emergency Services, as both organisations are represented on the RADS Consultative Committee and provide input directly through the assessment process.

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The financial implications will be dependent on the estimated project cost, funding sought through the RADS program and any required Shire contribution which is expected to be 50% of total project cost in the 2026/27 financial year.

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
4.1	Deliver a high standard of governance and administration	4.1.4	Investigate shared services and resourcing through partnerships

VOTING REQUIREMENT

Simple Majority

COMMITTEE AND OFFICER'S RECOMMENDATION

That Council authorise the Shire of Corrigin to consider applying to the 2027–29 Regional Airports Development Scheme (RADS) funding round for animal exclusion fencing and gate to improve the airport safety for RFDS pilots and reduce need for runway inspections prior to landing.

8.2.5 COMMUNITY EMERGENCY SERVICES MANAGER MOU

Applicant:	Shire of Corrigin
Date:	13/08/2026
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	ES.0034
Attachment Ref:	Attachment 8.2.5.1 CESM MOU Shires of Brookton Corrigin and Pingelly Attachment 8.2.5.2 CESM Business Plan

SUMMARY

Council is asked to endorse the revised Memorandum of Understanding (MOU) for a Community Emergency Services Manager (CESM) service shared with the Shires of Brookton and Pingelly.

BACKGROUND

The Shires of Brookton, Corrigin and Pingelly initially agreed to participate in a three year MOU agreement for the CESM position in 2020 based on the 60/40 funding model as offered by the DFES Commissioner. The MOU was revised in 2024 for a further three year term. The MOU and Business Plan have been reviewed and updated in line with the commencement of the new CESM who will be starting in the role in September 2026.

The CESM program has worked well over past six years and all three local governments are keen to see it continue. A revised draft MOU has been prepared by DFES and the Shire of Brookton as the host local government for a three year term with an option for a further three years.

The purpose of the MOU is to outline the roles and responsibilities of the local governments and the Department of Fire and Emergency Services (DFES) to manage the CESM role.

The CESM assists the Shire of Corrigin with the following tasks:

- enhanced capacity and capability of volunteers and provision of on-ground support to Incident Controller in response to emergency incidents
- deliver coordinated prevention programs to reduce the incidence of emergencies and improve the level of safety in the community.
- operate to a consistent set of protocols and equipment standards.
- provide efficient systems of communication between organisations at all levels to improve service delivery outcomes.
- promote and support volunteer organisational arrangements that combine the spirit of volunteerism to attract and retain members.
- provide and or coordinate the level of training to personnel, to ensure the competencies are appropriate to the risk level of emergencies to which volunteers will be required to respond.
- develop a partnership that will see a best practice approach to emergency service delivery implemented between the Shires and DFES
- enhance community ownership of fire prevention and preparedness programs and activities.

COMMENT

Emergency management and compliance requirements have increased in recent years and there are many areas where further support and assistance from the CESM is required.

The Shire of Brookton is willing to continue to host the position and cover the administration costs.

The current arrangement for the CESM to provide support to the Shire of Corrigin for three days per fortnight is expected to continue.

The CESM will be employed under the terms and conditions of the Shire of Brookton Enterprise Agreement and will operate under the supervision of the DFES Area Officer Narrogin West and the Shire of Brookton CEO.

STATUTORY ENVIRONMENT

Local Emergency Management Act 2005

s.39 Local Emergency Management Committees

POLICY IMPLICATIONS

9.3 Bushfire Control

FINANCIAL IMPLICATIONS

The Shire of Corrigin portion of the 40% financial contribution to the joint CESM position is approximately \$20,000 per annum and this amount has been included in the Shire of Corrigin 2026/27 budget.

The Shire of Brookton provides primary office accommodation and employee administration support.

The Shire of Corrigin provides office space and occasionally covers the cost of accommodation in Corrigin.

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
3.2	Protect and use natural resources sustainably	3.2.1	Prepare the community and shire assets for more frequent natural disasters
		3.2.2	Manage weeds and pests, verge side vegetation and firebreaks

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

OFFICER'S RECOMMENDATION

That Council:

1. *Endorse the Community Emergency Service Manager (CESM) Memorandum of Understanding between the Department of Fire and Emergency Services and the Shires of Brookton, Corrigin and Pingelly for a period of three years from the date of signing with an option of a further three year term.*
2. *Authorise the Chief Executive Officer to execute the document on behalf of the Shire of Corrigin subject to any minor variations.*

8.2.6 BUSHFIRE RISK MANAGEMENT PLAN UPDATE 2026

Applicant:	Shire of Corrigin
Date:	13/08/2026
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	ES.0023
Attachment Ref:	Attachment 8.2.6.1 - BRM Plan 2 Year Process Attachment 8.2.6.2 - BRM Plans General Update 2025 Attachment 8.2.6.3 - Shire of Corrigin Draft BRM Plan 2026

SUMMARY

Council is asked to endorse the updated draft Shire of Corrigin Bushfire Risk Management Plan (BRM Plan), which has been reviewed in accordance with the 2-Year Bushfire Risk Management Plan Review Process and the BRM Plans – General Update (November 2025)

BACKGROUND

The previous Shire of Corrigin Bushfire Risk Management Plan was endorsed by Council in November 2022 for the period 2022–2027.

In accordance with the requirements of the State Hazard Plan – Fire, local governments are required to maintain a current and endorsed Bushfire Risk Management Plan to strategically identify, assess and treat bushfire risk across all land tenures within the district using a multi-agency approach.

From May 2026, local governments were required to transition to a two-year review cycle for Bushfire Risk Management Plans. This revised process focuses on confirming the currency and accuracy of the plan and requires updates only where there have been changes to the local bushfire risk context. The process is intended to streamline plan maintenance and reduce administrative burden while maintaining an appropriate level of risk assurance.

The Community Emergency Services Manager (CES) has completed the required 2-Year BRM Plan Review Checklist, reviewed and updated the BRM Plan where necessary, and ensured that associated Bushfire Risk Management System (BRMS) data remains current.

A draft BRM Plan has been completed outlining a strategy to reduce bushfire related risk across all land tenures within the district. A copy of the draft plan is provided for Council consideration in Attachment 8.2.6.3

COMMENT

The Office of Bushfire Risk Management (OBRM) advised the Shire of Corrigin on 17 October 2022 that the previous BRM Plan met the standards of the Bushfire Risk Management Planning – Guidelines for Preparing a Bushfire Risk Management Plan. The revised draft BRM Plan includes update information based on the original approved plan.

The updated Bushfire Risk Management Plan has been reviewed in accordance with:

- the Procedure for Completing a 2-Year Bushfire Risk Management Plan Review (November 2025); and
- the BRM Plans – General Update (November 2025) issued by the Office of Bushfire Risk Management.

The review confirmed that the plan remains a current and accurate representation of the Shire's bushfire risk context. Minor updates were completed where required to ensure alignment with contemporary guidance, data accuracy, and current treatment strategies.

Endorsement of the updated BRM Plan by Council confirms the Shire's ongoing commitment to working collaboratively with landowners and other agencies to manage bushfire risk within the district. Council endorsement also satisfies the local government obligations under the State Hazard Plan – Fire and supports continued eligibility for bushfire mitigation funding programs administered by the State.

Following Council endorsement, the updated plan and completed review checklist will be submitted to OBRM via the BRM Planning Portal to maintain plan endorsement.

STATUTORY ENVIRONMENT

Emergency Management Act 2005 s20(4)

State Hazard Plan Clause 2.2.8

POLICY IMPLICATIONS

Shire of Corrigin Bushfire Policies and Procedures

FINANCIAL IMPLICATIONS

The cost of updating the BRM Plan by the Community Emergency Services Manager (CESM) is included in the 2025/26 budget.

Updating the BRM Plan allows the Shire of Corrigin to apply for bushfire risk mitigation funding for 2026/27 financial year.

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
3.2	Protect and use natural resources sustainably	3.2.1	Prepare the community and shire assets for more frequent natural disasters
		3.2.2	Manage weeds and pests, verge side vegetation and firebreaks

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the Shire of Corrigin Bushfire Risk Management Plan 2026 completed in accordance with the Department of Fire and Emergency Services 2-Year Bushfire Risk Management Plan Review Process and the Bushfire Risk Management Plans – General Update (November 2025), as provided in Attachment 8.2.6.3.

8.3 WORKS AND SERVICES

8.3.1 TENDER - BULLARING GORGE ROCK ROAD INTERSECTION

Applicant:	Shire of Corrigin
Date:	11/08/2026
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0445
Attachment Ref:	Attachment 8.3.1 - Tender Evaluation Report - PUBLIC Attachment 8.3.1 - Tender Evaluation Report - CONFIDENTIAL

SUMMARY

This item advises Council of the submissions received in response to Request for Quote (RFQ) 21-2026, Bullaring Gorge Rock Road Rabbit Proof Fence Road Intersection Upgrade.

BACKGROUND

The Shire of Corrigin secured \$645,000 in State Black Spot funding to improve the safety of the Rabbit Proof Fence Road and Bullaring Gorge Rock Road intersection, which has a history of crashes, near misses and ongoing community concern.

The budgeted value of the work required to be completed by external contractors is expected to be over the \$250,000 expenditure threshold for tenders and therefore it was necessary to call for tenders. The Shire of Corrigin Purchasing Policy provides an exemption to publicly invite tenders where the purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program.

The Request for Quote (RFQ) was sent to 12 suppliers on the WA Local Government (WALGA) Preferred Supplier Panel (PSP009) on 19 June 2026 based on the Road Design Safety Report and design provided by Porter Consulting Engineers. The original deadline for submissions was extended from 20 July 2026 to 27 July 2026 following clarification of some technical matters and minor amendments to the project documentation.

Three conforming submissions were received and subsequently evaluated against the criteria outlined in the RFQ documentation.

The prices for the intersection upgrade varied considerably with the difference between the highest quote and the lowest quote being \$1,065,000.

The responses were evaluated against pre-determined selection criteria by a panel comprising Natalie Manton, Chief Executive Officer and Terry Barron, Manager of Works and Garrick Yandle, Project Consultant.

Evaluation Criteria

Item No	Description	Weighting
1	Tendered Price(s)	40%
2	Road Construction Experience with similar projects	20%
3	Demonstrated Understanding	15%
4	Availability and Timeliness	15%
5	Regional Price Preference	10%

A summary report of the responses is included in Attachment 8.3.1

All three submissions were professional, detailed and addressed the selection criteria. The responses all demonstrated extensive road construction experience and provided evidence of successful delivery of projects similar in scope and complexity.

No concerns were identified regarding experience, references, insurances or previous project performance. All contractors demonstrated a good understanding of the project and had the necessary plant, equipment, personnel and technical expertise to successfully deliver the proposed works.

The tendered prices were all significantly higher than the current budget allocation.

COMMENT

The original project delivery was expected to be completed in the 2025/26 financial year. The funding requirement to stage the project over two years may have contributed to the increases in market construction costs. The prices received reflect the current challenges of delivering road construction projects in regional Western Australia including labour, fuel, traffic management, material supply and project timing.

Based on the submissions received, the project cannot be delivered within the approved budget allocation. The project scope, construction methodology and timing will need to be reviewed before the project is re-advertised. A variation to the project budget will also be required to increase the available funding and enable the intended road safety outcomes to be delivered within a realistic budget.

STATUTORY ENVIRONMENT

Local Government Act 1995:

S5.23 Meetings generally open to public

(1) The following are to be open to members of the public —

(a) all council meetings;

(b) all meetings of a committee.

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

(c) information contained in a tender received by the local government for a contract to the extent that the information —

(i) is a tendered price; or

(ii) a tendered methodology for calculating a price;

s.3.57 Tenders for providing goods or services

Local Government (Functions and General) Regulations 1996:

r.11 When tenders have to be publicly invited

(2) Tenders do not have to be publicly invited according to the requirements of this Division if —

(b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program;

r.18 Rejecting and accepting tenders

The CEO has delegated authority from Council to invite, evaluate, seek clarification or decline any tender with the following conditions:

b. Tenders may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the period immediately prior to the adoption of a new Annual Budget and where the:

- value of the proposed new contract has been included in the draft Annual Budget proposed for adoption*

POLICY IMPLICATIONS

3.1 Purchasing Policy

Purchasing that exceeds \$250,000 in total value (excluding GST) must be put to public tender when it is determined that a regulatory tender exemption, as stated under 3.6 of this policy is not deemed to be suitable.

3.6 Tendering Exemptions

An exemption to publicly invite tenders may apply in the following instances:

- the purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program or State Government Common Use Arrangement.

FINANCIAL IMPLICATIONS

The tendered prices all exceed the estimated cost of the intersection upgrade that was included as part of the capital expenditure in 2026/27 annual budget.

The 2026/27 Budget contains provision for \$529,326 for upgrade of the Bullaring Gorge Rock Road, Rabbit Proof Fence Road Intersection. Funding of \$346,884 from State Blackspot Program and \$182,442 contribution from Shire of Corrigin.

A portion of this funding is set aside for a final safety audit before re-opening the road following the intersection upgrade.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035

Objective: Economy

Desired Outcome: 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:

- Reject all quotations received for RFQ 21-2026 Bullaring Gorge Rock Road / Rabbit Proof Fence Road Intersection Upgrade as all submissions exceed the approved project budget allocation.*
- Support a revision of the project scope, delivery options, timing and obtaining additional funding to enable delivery of the Bullaring Gorge Rock Road / Rabbit Proof Fence Road Intersection Upgrade.*

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 15 September 2026 at 4pm.

16 MEETING CLOSURE