



A G E N D A

ORDINARY COUNCIL MEETING

16 June 2026

Notice of Meeting

The Ordinary Council Meeting for the Shire of Corrigin will be held on Tuesday 16 June 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
11 June 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.

This document can be made available (on request) in other formats for people with a disability

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 CEO PERFORMANCE REVIEW OCCASIONAL COMMITTEE MEETING..... 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 11

 8.2.1 2025/2026 BUDGET AMENDMENTS 11

 8.2.2 DELEGATION REGISTER REVIEW 14

 8.2.3 POLICY REVIEWS 16

 8.2.4 AUDIT, RISK AND IMPROVEMENT COMMITTEE RECOMMENDATION - COUNCIL PLAN 2025-2035 REVIEW 20

 8.2.5 REVIEW AND CONTINUATION OF BUILDING SERVICES – CITY OF KALAMUNDA..... 22

 8.2.6 ROE TOURISM ASSOCIATION – MEMORANDUM OF UNDERSTANDING 24

 8.2.7 DEPARTMENT OF TRANSPORT LICENSING AGREEMENT 26

 8.2.8 DEVELOPMENT APPLICATION – PROPOSED NEW SOLAR ARRAY AT COOPERATIVE BULK HANDLING LIMITED’S EXISTING GRAIN HANDLING AND STORAGE FACILITY IN CORRIGIN . 28

 8.2.9 CENTRAL AGCARE INC– 48 KIRKWOOD STREET..... 33

 8.2.10 DISABILITY ACCESS AND INCLUSION PLAN – ANNUAL REPORT AND IMPLEMENTATION PLAN 35

 8.2.11 CHIEF EXECUTIVE OFFICER – ANNUAL REVIEW OF PERFORMANCE..... 38

 8.3 WORKS AND SERVICES..... 40

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 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 anyone passing 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 19 May 2026 (Attachment 7.1.1).

OFFICERS RECOMMENDATION

That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 19 May 2026 (Attachment 7.1.1) be confirmed as a true and correct record.

7.2 COMMITTEE MEETINGS

7.2.1 CEO PERFORMANCE REVIEW OCCASIONAL COMMITTEE MEETING

Minutes of the CEO Performance Review Occasional Committee Meeting held on Tuesday 9 June 2026 (Confidential Attachment to be tabled).

OFFICER'S RECOMMENDATION

That Council receives and notes the Minutes of the CEO Performance Review Occasional Committee Meeting held on Tuesday 9 June 2026 (Confidential Attachment to be tabled).

8 MATTERS REQUIRING A COUNCIL DECISION

8.1 CORPORATE AND COMMUNITY SERVICES

8.1.1 ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	08/06/2026
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 – May 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 May 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 May 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>EFT22620 – EFT22723</i>	<i>\$968,396.56</i>
<i>Direct Debit Payments</i>		<i>\$80,223.67</i>
<i>EFT Payroll Payments</i>		<i>\$149,200.09</i>
<i>Total Municipal Account Payments</i>		<i>\$1,197,820.32</i>

Trust Account

<i>EFT Payments</i>	<i>EFT22653 – EFT22654</i>	<i>\$32.70</i>
<i>Total Trust Account Payments</i>		<i>\$32.70</i>

Edna Stevenson Trust Account

<i>EFT Payments</i>	<i>EFT22718</i>	<i>\$6,692.40</i>
<i>Total Edna Stevenson Trust Account Payments</i>		<i>\$6,692.40</i>

Licensing Trust Account

<i>Direct Debit Payments</i>		<i>\$23,619.60</i>
<i>Total Licensing Trust Account Payments</i>		<i>\$23,619.60</i>

Total of all Accounts

\$1,228,165.02

8.1.2 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	10/06/2026
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 May 2026

SUMMARY

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

Key Points

- The May result continues to show a strong year to date surplus position above budget.
- Cash balances remain steady, supporting operational and capital requirements.
- Capital expenditure is progressing toward year end, with most projects nearing completion.
- Rates collection remains high with minimal outstanding debt.
- Receivables are largely current, with no concerns around recovery.

Detailed Explanation

Item	Reference
<p>Cash at Bank The total cash as at 31 May 2026 was \$7,989,740. This is made up of \$113,905 in municipal funds (Municipal Bank Account and various till floats), \$3,608,380 in short term investments, and \$4,267,455 in reserve funds. This is down from \$8,629,693 in April, mainly due to the timing of operational payments and capital expenditure. The Shire's cash position remains stable, with sufficient funds available to meet operational and capital commitments.</p>	<p>Page 10 – Cash and Financial Assets Page 11 – Reserve Accounts</p>

Item	Reference
<p>Capital Acquisitions The capital budget is about 60.5% spent at 31 May 2026, which mainly comes down to timing. A number of projects are still being finalised, and spending will continue to come through as works are completed and invoices received. Some projects, including works at CREC and a couple of plant purchases, are likely to carry over into the 2026/27 budget, however the majority of road projects are expected to be completed by 30 June.</p>	<p>Page 12 – Capital Acquisitions Page 13 – Capital Acquisitions Continued Page 14 – Disposal of Assets</p>
<p>Receivables Rates outstanding are \$26,117, with 99% collected for the year, which is around the same as this time last year and reflects a very strong collection rate. Current receivables are \$33,630. Only a small amount (around \$1,803) is outstanding over 90 days, and at this time there are no concerns around collecting these amounts.</p>	<p>Page 15 – Receivables</p>
<p>Closing Funding Surplus/(Deficit) Year to date (YTD) actual closing balance is \$3,761,972, which is composed of \$8,293,321 current assets less \$547,388 current liabilities less \$3,983,961 adjustments to net current assets. This is above budget at this point in time, mainly reflecting the timing of capital expenditure and lower operating costs.</p>	<p>Page 5 – Note 2(a) Net current assets used in the Statement of Financial Activity.</p>

The May financial position continues to reflect a strong result, with the year-to-date surplus remaining above budget. As the financial year nears completion, the main variances continue to relate to the timing of capital works and lower operating costs. Operating expenses remain below budget, largely due to vacancies and timing of materials and contract works, while revenue continues to track favourably.

Capital projects are progressing toward completion, with the majority of works expected to be finalised by 30 June, although some items will carry forward into the 2026/27 financial year. Overall, the Shire remains in a sound financial position with stable cash reserves and strong rates collection.

Further information on the May 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

Income and 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 May 2026 as presented, along with notes of any material variances.

8.2 GOVERNANCE AND COMPLIANCE

8.2.1 2025/2026 BUDGET AMENDMENTS

Applicant:	Shire of Corrigin
Date:	09/06/2026
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0399
Attachment Ref:	Attachment 8.2.1 – 2025/2026 Budget Amendments

SUMMARY

Council is requested to approve amendments to the 2025/2026 Annual Budget. These amendments relate to updated revenue from the sale of land inventory at Granite Rise, associated operating expenditure increases, and revised transfers to the Land Subdivision Reserve.

The amendments ensure that the budget accurately reflects actual financial activity and aligns with Council's intention to allocate proceeds from land sales toward future subdivision developments.

BACKGROUND

In accordance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996*, local governments must undertake a budget review between 1 January and 28 February each year. The Shire of Corrigin completed and endorsed its 2025/2026 Mid-Year Budget Review at the March 2026 Ordinary Council Meeting.

COUNCIL RESOLUTION

13/2026 Moved: Cr. Smith

Seconded: Cr. Leach

That Council:

- 1. Adopt the 2025/2026 midyear budget review as provided in Attachment 8.2.3.1 and make amendments as per Note 1 of the informing documents.*
- 2. Forward the adopted 2025/2026 midyear budget review to the Department of Local Government, Sport and Cultural Industries in accordance with the Local Government (Financial Management) Regulations 1996.*

Carried by Absolute Majority 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

Following the mid-year review, the Shire has continued to monitor financial performance through to the end of the financial year.

The review identified a number of variances and included increased transfers to the Land Subdivision Reserve due to higher than expected lot sales at Granite Rise. Since that time, additional sales have occurred, resulting in further increases to revenue, associated operating expenditure, and transfers to reserve.

As Council approaches the end of the financial year, it is important these variances are formally incorporated into the budget to ensure accuracy and compliance.

COMMENT

The primary purpose of these amendments is to ensure that revenue from Granite Rise land sales, associated operating expenditure, and transfers to the Land Subdivision Reserve accurately reflect actual activity and Council's adopted intent.

The key amendments include:

- An increase in revenue from the sale of land inventory at Granite Rise due to stronger than anticipated sales activity
- An increase in operating expenditure for Granite Rise to account for additional costs associated with extra land sales, including extra settlement agent fees and related expenses to the extra sales
- An increase in transfers to the Land Subdivision Reserve to reflect Council's intention that profits from land sales be set aside for future land development once the Granite Rise subdivision is fully sold

Transfers to and from reserves must align with the adopted budget or subsequent budget amendments. These amendments ensure that reserve movements are formally authorised and accurately reflect Council's intent, avoiding potential audit findings.

This approach ensures that funds generated from the Granite Rise development are preserved for future land development opportunities, in line with Council's long-term financial planning.

All other budget variations are considered minor and will form part of the end of year surplus carried forward.

Administration will continue to monitor the budget and will bring forward any further adjustments, if required, as part of the 2026/2027 budget process, particularly in relation to reserve transfers.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.8(1)(b)

Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires:

- (1) *Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.*

POLICY IMPLICATIONS

3.7 Annual Budget Preparation

FINANCIAL IMPLICATIONS

The proposed amendments adjust revenue, expenditure, and reserve transfers to align with actual activity relating to the Granite Rise subdivision.

These changes ensure that proceeds from land sales are appropriately allocated and that associated costs are recognised within the current financial year.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

**Objective: Governance and 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

Absolute Majority

OFFICER'S RECOMMENDATION

That Council endorse the amendments to the 2025/2026 Annual Budget as detailed in Attachment 8.2.1.

8.2.2 DELEGATION REGISTER REVIEW

Applicant:	Shire of Corrigin
Date:	22/05/2026
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Number:	GOV.0001
Attachment Ref:	Attachment 8.2.2 – Delegations Register Review

SUMMARY

Council is requested to review and endorse the Delegation Register as required under s5.46 (2) of the *Local Government Act 1995*.

BACKGROUND

Under s5.46 (2) of the *Local Government Act 1995* Council is required to, at least once every financial year review its delegations to the Chief Executive Officer (CEO) and employees.

Council can delegate certain powers and duties to the CEO and the CEO, in turn, can on-delegate those powers and functions to other employees.

Section 5.46 of the Act requires the CEO to keep a register of, and records relevant to, delegations to the CEO and any delegations on-delegated to employees. This section also requires the delegations to be reviewed at least once every financial year. The current delegation register was last reviewed by Council at the Ordinary Council Meeting on 17 June 2025 and passed by resolution 60/2025.

COMMENT

The Delegation Register is consistent with the WA Local Government Association (WALGA) model template.

As part of the annual review process, one delegation relating to the Audit and Risk Committee has been removed from the Register. The relevant provisions under s.7.12A of the *Local Government Act 1995* are now considered to operate as an “acting through” process of the Audit and Risk Committee, not requiring a formal delegation from Council.

In addition, an existing delegation relating to leases, licences and rental agreements of land or property has been expanded to include authority for the Chief Executive Officer to initiate lease extensions or renewals within the terms of the existing delegation. The delegation continues to apply to agreements of two years or less, including the exercise of renewal or extension options previously approved by Council, and remains subject to established financial and reporting limitations to ensure appropriate governance oversight is maintained.

No other substantial changes have been made to the Delegation Register following the review.

STATUTORY ENVIRONMENT

S5.18 Local Government Act 1995 Register of delegations to committees

*S5.42 (1) Local Government Act 1995 Delegation of some powers and duties to CEO **

S5.46 (2) of the Local Government Act 1995 Register of, and records relevant to, delegations to CEO and employees.

POLICY IMPLICATIONS

The following Council Policies are referenced in the Delegations Register:

- Policy 3.1 – Purchasing Policy
- Policy 3.3 – Regional Price Preference Policy
- Policy 3.6 – Charitable Organisations
- Policy 3.10 - Investment of Funds
- Policy 3.11 – Rates Procedure for Unpaid Rates
- Policy 3.12 – Financial Hardship Policy
- Policy 3.13 - Debt Collection
- Policy 9.1 – Roadside Burning and Spraying
- Policy 9.2 - Bushfire Control
- Policy 12.1 – Food Safety Compliance and Enforcement

FINANCIAL IMPLICATIONS

The cost of administering the functions outlined in the Delegations Register is included in the 2026/27 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	4.1.5	Continue to implement, monitor and report against the Integrated Planning and Reporting milestones

VOTING REQUIREMENT

Absolute Majority

OFFICER’S RECOMMENDATION

That Council endorse the Delegations Register as provided in Attachment 8.2.2.

8.2.3 POLICY REVIEWS

Applicant:	Shire of Corrigin
Date:	15/05/2026
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	CM.0059
Attachment Ref:	Attachment 8.2.3 – Combined Policies: Policy 1.6 Privacy and Information Sharing, Policy [NEW] Financial Assistance Programs, Policy 3.7 Annual Budget Preparation, Policy 3.8 Asset Accounting – Capitalisation and Depreciation Thresholds, Policy 3.9 Community Assistance Programs, Policy 3.18 Portable and Attractive Assets; and Policy 3.19 Asset Disposal

SUMMARY

This report seeks Council’s endorsement of a new policy and the review and amendment of existing policies as part of the ongoing review of the Shire’s Policy Register.

BACKGROUND

The Register of Policies “the Register” is reviewed annually in October and presented to Council for consideration and adoption to ensure policies remain current, compliant and reflective of operational practices.

The objectives of the Register are to:

- provide Council with a formal written record of all policy decisions;
- provide staff with clear operational guidance;
- enable timely and consistent decision-making;
- assist Councillors in responding to community enquiries;
- ensure alignment with legislative requirements, audit expectations and best practice; and
- provide transparency to the community.

All policies are reviewed annually, however update dates may vary. The dates listed reflect the most recent amendments to each policy.

- Policy 1.6 Information Privacy Policy – last major change 2018
- Policy 3.18 Portable and Attractive Assets – last major change 2021
- Policy 3.8 Asset Accounting – Capitalisation and Depreciation Thresholds – last change 2025

In light of recent legislative changes, updated audit expectations and the release of new guidance, a comprehensive review of relevant policies has been undertaken.

The *Privacy and Responsible Information Sharing Act 2024* (PRIS Act) was enacted in 2024, with key provisions applying to local governments from 1 July 2026.

In preparation for these changes, the Shire has undertaken a review of its existing Information Privacy Policy to ensure it is compliant and operationally ready for implementation of the new legislative framework.

In addition, the Department of Local Government, Industry Regulation and Safety (DLGIRS) released the Non-Financial Assets Valuation Guidelines in March 2026. These guidelines set out strengthened expectations for asset recognition, valuation, revaluation, record keeping and internal controls.

Accordingly, the Shire has reviewed and updated its asset-related policies to ensure alignment with these guidelines and current audit expectations.

COMMENT

The following policies have been reviewed and updated:

Policy 1.6 Privacy and Information Sharing (formerly Information Privacy Policy)

The policy has been reviewed, renamed and significantly updated to align with the *Privacy and Responsible Information Sharing Act 2024 (PRIS Act)*.

The updated policy strengthens requirements relating to the collection, use, disclosure and protection of personal information, and introduces provisions for lawful information sharing and management of information breaches.

Policy #TBD (new) Financial Assistance Programs

This is a new policy developed to reflect current financial assistance and grant funding arrangements available to the Shire, ensuring appropriate governance, transparency and application of new and existing funding programs.

Policy 3.7 Annual Budget Preparation Policy

Reviewed and updated to ensure consistency with current practices, legislative requirements and alignment across the Shire.

Policy 3.8 Asset Accounting Capitalisation and Depreciation Thresholds

Reviewed and updated to align with current Australian Accounting Standards, audit recommendations and the DLGIRS Non-Financial Assets Valuation Guidelines (released March 2026), including strengthened requirements for asset recognition, revaluation, review and record keeping.

Policy 3.9 Community Assistance Programs Policy

Reviewed and updated to reflect current arrangements available to the Shire, ensuring appropriate governance, transparency and application of new and existing funding programs and to ensure the policy is relevant and aligned with current guidelines and operational practices.

Policy 3.18 Portable and Attractive Assets

Updated to strengthen internal controls, asset recording requirements and stocktake processes, ensuring alignment with audit expectations and integration with the Shire's broader asset management framework and the DLGIRS Non-Financial Assets Valuation Guidelines (released March 2026)

Policy 3.19 Asset Disposal

Reviewed and enhanced to clarify disposal processes, strengthen internal controls, and ensure consistency with asset accounting practices and legislative requirements, including alignment with the DLGIRS Non-Financial Assets Valuation Guidelines (March 2026).

Overall, these updates ensure and improve consistency across the Shire's policy framework by:

- aligning with current legislative obligations;
- reflecting audit expectations and governance standards;
- incorporating contemporary asset management practices;
- supporting consistent and transparent decision-making; and
- demonstrating a proactive approach to legislative compliance and governance.

STATUTORY ENVIRONMENT

Local Government Act, Section 2.7(2) (b):

Local Government Act 1995 – Section 2.7 Role of council

- (1) *The council —*
 - (a) *governs the local government’s affairs; and*
 - (b) *is responsible for the performance of the local government’s functions.*
- (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government’s finances and resources; and*
 - (b) *determine the local government’s policies.*

POLICY IMPLICATIONS

- Policy 1.6 – Privacy and Information Sharing
- Policy [NEW] – Financial Assistance Programs
- Policy 3.7 – Annual Budget Preparation Policy
- Policy 3.8 – Asset Accounting – Capitalisation and Depreciation Thresholds
- Policy 3.9 – Community Assistance Programs Policy
- Policy 3.18 – Portable and Attractive Assets
- Policy 3.19 – Asset Disposal

FINANCIAL IMPLICATIONS

NIL

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Community

Desired Outcome: Inclusive, healthy and resilient community

Strategic Community Plan		Corporate Business 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: 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, in accordance with Section 2.7(2)(b) of the Local Government Act 1995, adopts:

- a. Policy 1.6 – Privacy and Information Sharing (as amended)*
- b. Policy [NEW] – Financial Assistance Programs*
- c. Policy 3.7 – Annual Budget Preparation Policy (as amended)*
- d. Policy 3.8 – Asset Accounting – Capitalisation and Depreciation Thresholds (as amended)*
- e. Policy 3.9 – Community Assistance Programs Policy (as amended)*
- f. Policy 3.18 – Portable and Attractive Assets (as amended)*
- g. Policy 3.19 – Asset Disposal (as amended)*

as provided in attachment 8.2.3, to ensure alignment with current legislation, audit requirements and best practice governance standards.

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

Applicant:	Shire of Corrigin
Date:	27/05/2026
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	CM.0049
Attachment Ref:	Attachment 8.2.4 – Council Plan 2025-2035 Review

SUMMARY

This item presents a review of the Shire of Corrigin Council Plan including Strategic Community Plan and Corporate Business Plan for Council review.

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 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.

The Audit, Risk and Improvement Committee reviewed the Council Plan at the meeting on 13 April 2026.

STATUTORY ENVIRONMENT

Local Government Act 1995

5.56. *Planning principal activities*

Local Government (Administration) Regulations 1996

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

Local Government (Administration) Regulations 1996

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

POLICY IMPLICATIONS

Policy 3.7 Annual Budget Preparation

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

Absolute Majority

COMMITTEE AND OFFICER'S RECOMMENDATION.

That Council endorses the review of the Shire of Corrigin Council Plan 2025–2035 as provided in attachment 8.2.4.

8.2.5 REVIEW AND CONTINUATION OF BUILDING SERVICES – CITY OF KALAMUNDA

Applicant:	Shire of Corrigin
Date:	9/06/2026
Reporting Officer:	Regan Chester, Administration Officer
Disclosure of Interest:	NIL
File Number:	DBC.0011
Attachment Reference:	Attachment 8.2.5.1 - City of Kalamunda Memorandum of Understanding and Shared Services Agreement Attachment 8.2.5.2 – Shire of Narrogin Memorandum of Understanding

SUMMARY

Council is requested to endorse the continuation of the existing agreement with the City of Kalamunda for the provision of building surveying services for further period of three years.

BACKGROUND

The Shire of Corrigin has had an agreement with the City of Kalamunda since 2012 to provide the following building surveying services including:

- Process applications for building licences;
- Prepare building approvals for issue;
- Undertake required site inspections;
- Advise on appropriate action following site inspection;
- Assess against Residential Design Codes requirements;
- Demolition Licences;
- Prepare reports in relation to any applications for building dispensations; and
- Provide a telephone enquiry service for local residents.

At the Ordinary Council Meeting held in August 2023 the following resolution was passed.

Resolution (109/2023)

That Council:

1. *Endorse the extension of the existing agreement with the City of Kalamunda for the provision of building services as outlined in the proposed Memorandum of Understanding and Shared Services Agreement for a further period of three years to 30 June 2026.*
2. *Delegates the formation of the Contract with the City of Kalamunda to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry into the Contract.*

COMMENT

The existing agreement with the City of Kalamunda enables the Shire of Corrigin to provide a comprehensive building service to local residents and is working well. The current agreement commenced in 2023 as per Councils resolution.

The staff at the City of Kalamunda are familiar with building and planning matters in the Shire of Corrigin and provide a telephone and email enquiry service for prospective building approval applicants as well as advice to Shire of Corrigin staff on the approvals process.

The annual cost of the service is dependent on the number of building applications assessed and the level of services utilised.

Building fee income collected by the Shire of Corrigin between the 2023/2024 and 2025/2026 financial years, in accordance with the *Building Act 2011* and *Building Regulations 2012*, has

ranged from \$4,185 to \$9,382 per annum. This level of income is not sufficient to support the employment of a part-time staff member to carry out these duties.

The Shire received an proposal from the Shire of Narrogin to provide similar services at a comparable cost. However, it is noted that the City of Kalamunda offers greater reliability due to its larger team, which provides stronger support and back up.

Given the effectiveness of the current arrangement and level of service provided, it is recommended Council endorse the continuation of the existing agreement with the City of Kalamunda for Building Services.

STATUTORY ENVIRONMENT

Building Act 2011

Building Regulations 2012

POLICY IMPLICATIONS

3.1 Purchasing Policy

FINANCIAL IMPLICATIONS

The average annual cost of the Building Services between the 2023/2024 and 2025/2026 financial years was approximately \$3,700 with provision included during the annual budget process.

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 endorses the continuation of the Memorandum of Understanding and Shared Services Agreement with the City of Kalamunda for the provision of building services for a further three-year period to 30 June 2029, subject to any minor amendments being approved by the Chief Executive Officer during the term of the agreement.

8.2.6 ROE TOURISM ASSOCIATION – MEMORANDUM OF UNDERSTANDING

Applicant:	Shire of Corrigin
Date:	10/06/2026
Reporting Officer:	Regan Chester, Administration Officer
Disclosure of Interest:	NIL
File Ref:	ED.0016
Attachment Ref:	Attachment 8.2.6 – Roe Tourism Memorandum of Understanding

SUMMARY

Council is requested to consider and endorse the Memorandum of Understanding (MOU) between the Shire of Corrigin and Roe Tourism Association.

BACKGROUND

Roe Tourism Association is a collaborative, not-for-profit organisation that was formed in 1998 to promote tourism across the region. The members include the Shires of Beverley, Bruce Rock, Corrigin, Kondinin, Kulin, Lake Grace, Narembeen and Quairading. The main focus of the association is promoting the 'Pathways to Wave Rock' self-drive trail, which links the included member Shires and highlights their regional attractions.

Through participation, the Shire of Corrigin has contributed to:

- Joint regional tourism marketing and promotion,
- Maintaining strong network links with neighbouring Local Governments and tourism operations,
- Sharing of knowledge, resources, and promotional opportunities,
- Contribute to coordinated tourism messaging, particularly in the key visitor routes,
- Development of visitor experiences across the Wheatbelt, and;
- Production of promotional materials.

The association works closely with each Local Government, community groups and local businesses to encourage visitation and economic activity within the region.

COMMENT

The Shire of Corrigin are formally recognised as a Member Council in the association's constitution. A Memorandum of Understanding between all Member Councils was developed in 2020 to formalise the financial contribution arrangements.

Endorsing this MoU will represent the third successive agreement entered into as part of a long-standing regional, which support broader economic development objectives by encouraging visitation and improving the regions tourism profile. There have been no significant changes to the MoU proposed; the only difference being that the Shire of Beverley have since joined the association.

The continued support this MOU will deliver the following benefits:

- Consistent promotion and tourism messaging across the eight shires.
- Increased reach of advertising.
- Coordinated approach to journey planning.
- Stronger regional collaboration.
- Increased tourism numbers and economic benefit.
- Support for local businesses and community.
- Improved data collection of visitation in the region.

The MOU would come into effect 1 July 2026 and stays in effect until 30 June 2029.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

3.7 Annual Budget Preparation

FINANCIAL IMPLICATIONS

Since 2023, the Shire has contributed \$6,000 per annum for the membership fee, inclusive of our contribution towards the Executive Officer.

The member fees are discussed at the Roe Tourism Annual General Meeting (AGM) each year, and the annual fee is determined by the committee then.

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
2.3	Promote the visitor experience, particularly nature based tourism	2.3.2	Active participation in Roe Tourism Association to promote our attractions

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorse the Roe Tourism Memorandum of Understanding for the provision of tourism services for the period 1 July 2026 to 30 June 2029.*
- 2. Authorise the Chief Executive Officer to execute the document on behalf of the Shire of Corrigin subject to any minor variations.*

8.2.7 DEPARTMENT OF TRANSPORT LICENSING AGREEMENT

Applicant:	Shire of Corrigin
Date:	3/06/2026
Reporting Officer:	Regan Chester, Administration Officer
Disclosure of Interest:	NIL
File Ref:	CS.0007
Attachment Ref:	Attachment 8.2.7.1 – Department of Transport Licensing Services Agreement (Confidential) Attachment 8.2.7.2 – Department of Transport Non-Road Law Functions Agreement (Confidential)

SUMMARY

Council is asked to endorse the agreement with the Department of Transport for licensing services.

BACKGROUND

The agreement between the Shire of Corrigin and the Department of Transport for the provision of licensing services under Section 11 of the *Road Traffic (Administration) Act 2008* expires on 30 June 2026.

The new term for both the Agreement for the Provision of Licensing Services and Agreement for the Provision of Non Road Law Functions expires on 30 June 2031

The agreement outlines the Department of Transport and the Shire of Corrigin responsibilities and obligations in relation to the provision of licensing services.

The Agreement for the Provision of Licensing Services includes:

- Transaction services
- Timeliness and quality of service
- Auditing of services
- Schedule of fees
- Confidential information declaration
- Business rules
- Equipment maintenance
- Performance measures

The Agreement for the Provision of Non Road Law Functions includes:

- Driving Instructor fees
- Off Road Vehicle registrations
- Proof of Age Cards
- License and boat licence renewals
- Schedule of Fees

COMMENT

The provision of licensing services at the Shire of Corrigin is delivered as a service to the community. The cost of providing the service is partially offset by a commission fee received from the Department of Transport for undertaking the services on their behalf.

The commission payment rate included in the 2026 agreement has increased by approximately 20% per transaction type compared to the commission rates in the previous agreement.

The fees paid to the Shire of Corrigin are outlined in the agreement from the Department of Transport with no scope for negotiation.

STATUTORY ENVIRONMENT

Local Government Act 1995
Road Traffic (Administration) Act 2008

POLICY IMPLICATIONS

1.9 Common Seal Usage Policy

FINANCIAL IMPLICATIONS

The Department of Transport have increased commission rates by approximately 20% on average.

The Shire of Corrigin received commission fees from the Department of Transport licensing services in 2025/2026 of \$30,657.06.

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 authorises the Shire President and Chief Executive Officer of the Shire of Corrigin to sign and affix the common seal to the following agreements:

- 1. DTMI750626 Agreement for the Provision of Licensing Services in Shire of Corrigin in terms of Section 11 of the Road Traffic (Administration) Act 2008 (Attachment 8.2.7.1).*
- 2. DTMI750626 Agreement for the Provision of Non Road Law Functions in Shire of Corrigin (Attachment 8.2.7.2).*

8.2.8 DEVELOPMENT APPLICATION – PROPOSED NEW SOLAR ARRAY AT COOPERATIVE BULK HANDLING LIMITED’S EXISTING GRAIN HANDLING AND STORAGE FACILITY IN CORRIGIN

Applicant:	Cooperative Bulk Handling Limited
Landowner:	As above
Location:	Lot 20 on Deposited Plan 41206 Corrigin South Road, Corrigin
Date:	10/06/2026
Reporting Officer:	Mr Joe Douglas – Town Planner
Disclosure of Interest:	NIL
File Ref:	PA04-2026 A310
Attachment Ref:	Attachment 8.2.8.1 – CBH Development Application – 70 Corrigin South Road Attachment 8.2.8.2 – CBH Development Application Community Comment Attachment 8.2.8.3 – CBH Development Application Electrical Engineering & Western Power Advice

SUMMARY

This report recommends that Council grant conditional approval to a development application submitted by Ellett Construction Services on behalf of Cooperative Bulk Handling Limited (Landowner) for the construction and use of a proposed new solar array on Lot 20 on Deposited Plan 41206 Corrigin South Road, Corrigin.

BACKGROUND

Ellett Construction Services have submitted a development application on behalf of Cooperative Bulk Handling Limited (Landowner) for the construction and use of a proposed new solar array on Lot 20 on Deposited Plan 41206 Corrigin South Road, Corrigin.

The proposed development will be undertaken in the south-eastern corner of Lot 20 and include:

- minor earthworks on land previously developed for bulk grain handling and storage purposes;
- the installation of concrete piers for solar terraces;
- trenching for all associated electrical and stormwater drainage works; and
- the installation of chain link fencing and associated access gates around its perimeter for security purposes.

The proposed development will comprise a total area of approximately 1,398m² and be used to generate electricity at a lower cost to support the continued use of the land for grain handling and storage purposes.

A copy of the development application including various supporting information and plans is provided in Attachments 8.2.8.1 – 8.2.8.3.

COMMENT

Lot 20 is classified ‘Rural’ zone in the Shire of Corrigin Local Planning No.2 (LPS2) and located in Special Control Area 1 entitled ‘Wastewater Treatment Plant Buffer’.

Council has previously determined that the current development and use of Lot 20 for grain handling and storage purposes, including all incidental activities, falls under the use class ‘warehouse/storage’ which is consistent with the objectives of the land’s current ‘Rural’ zoning classification in LPS2 and is therefore permitted.

Assessment of the application in the context of the specific objectives and standards of the Shire’s local planning framework including Local Planning Scheme No.2 (LPS2), the Deemed Provisions

of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and all relevant State Planning Policies has confirmed the proposal is compliant or capable of compliance with the following relevant requirements:

- The general aims and objectives of LPS2 including those specific to all land classified 'Rural' zone;
- Land capability and suitability;
- Land use compatibility including the continued operation of the Water Corporation's wastewater treatment plant and buffer separation distances to sensitive land uses;
- Lot boundary setbacks;
- Amenity of the locality including potential environmental, visual and social impacts;
- Protection of the natural environment and cultural heritage significance;
- Vehicle access and parking including traffic management and safety; and
- Flood, stormwater drainage and bushfire risk management.

When considering and final determining the application Council should also note the following key points:

- a) The proposed development is only minor in scale and is not therefore expected to have any negative impacts on the general amenity, character, functionality and safety of the immediate locality subject to compliance with a number of conditions;
- b) The proposed solar panels have low reflectivity as evidenced by the Daylight Reflectance Test Report submitted in support of the application. As such the proposed development is unlikely to have any negative visual impacts on the immediate locality;
- c) There will be no material change to the volume of stormwater generated in this part of the property by the proposed development. There is however a need to carefully plan for its integration into the existing stormwater drainage system on the land which is currently the subject of a major review by CBH in consultation with the Shire to address a number of issues that have arisen as a result of the recent development of the land for its current approved purpose;
- d) The Water Corporation has not raised any issues or concerns with the proposed development in terms of the continued operation of its existing wastewater treatment plant located approximately 450 metres north;
- e) One (1) formal written objection was received during public advertising which was signed by seven (7) other local business owners/representatives. The primary concerns raised include the risk of increased fluctuations to electricity supply to local businesses and the potential for damage to key operational infrastructure which is expensive and disruptive, the lack of detail regarding power quality investigations and proposed mitigation measures to protect local business operations, and the failure to include a dust management plan to ensure the proposed development operates efficiently and effectively at all times (see Attachment 8.2.8.2); and
- f) Written correspondence has been received from CBH's electrical engineering consultant and Western Power which respond to and satisfactorily address all of the concerns raised in the objection received during public advertising (see Attachment 8.2.8.3).

In light of all of the above it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the proposed development proceeds in a proper and orderly manner.

An alternative to the recommendation for conditional development approval provided below is not considered necessary for the following reasons:

- i) The proposal is well founded, permissible and has scope to be lawfully approved;
- ii) The proposal is capable of being implemented in a proper and orderly manner without any

- negative impacts subject to compliance with a number of conditions; and
- iii) Ellett Construction Services and Cooperative Bulk Handling Limited are legally obliged to address/satisfy all other statutory and regulatory requirements applicable to the proposal.

STATUTORY ENVIRONMENT

Planning and Development Act 2005 (as amended)
Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Corrigin Local Planning Scheme No.2

POLICY IMPLICATIONS

State Planning Policy 4.1 – *State Industrial Buffer*

PUBLIC CONSULTATION

Public consultation was undertaken for the minimum required period of 28 days in accordance with the specific requirements of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. At the conclusion of public advertising one (1) submission had been received which was signed by seven (7) other local business owners. In accordance with the procedural requirements of LPS2 the application was also referred to the Water Corporation for review and comment with no concerns or objections raised by this agency in response.

FINANCIAL IMPLICATIONS

All administrative costs associated with processing the application are provided for in Council’s annual budget and have been offset in full by the development application fee paid by the applicant.

All costs associated with the proposed development will be met by the landowner.

It is significant to note should the applicant and/or landowner be aggrieved by Council’s final decision in this matter they have the right seek a formal review of that decision by the State Administrative Tribunal. Should this occur for whatever reason the Shire would need to respond. The cost to respond to an appeal cannot be determined at this preliminary stage but could be expected, based on the recent experience of other local government authorities in Western Australia, to range anywhere from \$5,000 to \$60,000 excluding GST depending upon how far the matter proceeds through the review process.

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	2.1.2	Advocate for Brookton Hwy improvements as well as access to the Corrigin CBH site

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

*That Council **APPROVE** the development application submitted by Ellett Construction Services on behalf of Cooperative Bulk Handling Limited (Landowner) for the construction and use of a proposed new solar array on Lot 20 on Deposited Plan 41206 Corrigin South Road, Corrigin subject to the following conditions and advice notes:*

Conditions

- 1. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by the local government.*
- 2. Any additional development which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of the local government.*
- 3. The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced within this period it shall not be carried out without the further approval of the local government having first being sought and obtained.*
- 4. A plan or plans providing details of all proposed stormwater drainage management arrangements, including timeframes for completion of all associated works, must be prepared and submitted to the local government for consideration of approval prior to the commencement of development.*
- 5. If the proposed solar panels give rise to any reflectivity issues for any unforeseen reason/s during the life of the proposed development the landowner shall remedy the issues within 28 days of receipt of written notification from the local government of the requirement to do so unless a longer remediation period is approved by the local government.*
- 6. All non-recyclable waste generated through the construction process as well as any excess soil/gravel shall be removed from the land and disposed at a licensed landfill facility. The stockpiling of any waste and/or soil on the land is not permitted unless otherwise approved by the local government.*

Advice Notes

- 1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant/landowner and not the local government to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the local government's attention.*
- 2. This is a development approval of the Shire of Corrigin under its Local Planning Scheme No.2. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.*
- 3. The proponent is responsible for ensuring the correct siting of all improvements on the land the subject of this approval. An identification survey demonstrating correct siting and setbacks of the proposed improvements may be requested of the applicant/landowner by the local government to ensure compliance with this determination notice and all applicable provisions.*
- 4. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Local Planning Scheme No.2 and may result in legal action being initiated by the local government.*

5. *If the applicant/landowner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted directly to the State Administrative Tribunal within 28 days of the local government's determination.*

8.2.9 CENTRAL AGCARE INC– 48 KIRKWOOD STREET

Applicant:	Shire of Corrigin
Date:	10/06/2026
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	A871
Attachment Ref:	Attachment 8.2.9 - Historical Correspondence & Minutes

SUMMARY

This item seeks Council endorsement of a recommendation to transfer the title of 48 Kirkwood Street Corrigin to Central Agcare Inc following repayment of loan funds in full.

BACKGROUND

A review of land titles identified the property at 48 Kirkwood Street (lot 228) on Deposit Plan 147137 CT1897/812 as being owned by the Shire of Corrigin. A search of Landgate records confirms the Shire of Corrigin as the registered owner having purchased the property in 1992 for \$48,000.

The property has been recorded in the Shire of Corrigin rates system as being owned by Central Agcare Inc and the rates have been paid by the organisation for many years.

In February 2002, Council considered a request from Central Agcare Inc for a self-supporting loan to acquire the property for use as offices and consulting rooms for community service functions. The Council minutes record that the Shire of Corrigin resolved to advertise its intention to raise a self-supporting loan of \$13,500 over 15 years on behalf of Central Agcare Inc, on the condition that the land be vested in Council until the loan had been repaid in full.

Available Shire and Central Agcare Inc records, including the updated repayment schedule and historical correspondence, indicate that the self-supporting loan was repaid in full in 2010 as shown in Attachment 8.2.9. Despite repayment of the loan, the transfer of title to Central Agcare Inc was not completed and the land remains registered in the name of the Shire of Corrigin.

COMMENT

The available evidence supports the conclusion that the property was held in the name of the Shire of Corrigin as security while the self-supporting loan raised on behalf of Central Agcare Inc remained outstanding.

It is likely that a change of staff and accounting systems around the time the loan was repaid meant that the transfer of land was not finalised.

It is recommended that Council authorise the Chief Executive Officer to arrange for the property to be transferred to Central Agcare Inc.

The transfer of title to Central Agcare is considered an exempt disposition of property as per *Local government (Functions and General) Regulations 1996 s.30 (2) (b)* as Central Agcare Inc is a charitable organisation.

STATUTORY ENVIRONMENT

Local Government Act 1995

s. 3.58 Disposing of property

s. 6.2(4) (d) Local government to prepare annual budget

s. 6.15 (1) (a) (iv) Local government's ability to receive revenue and income

s. 6.20 Power to borrow

*Local government (Functions and General) Regulations 1996
s.30 Dispositions of property excluded from Act s.3.58 (2) (b)*

POLICY IMPLICATIONS

Policy 3.7 Annual Budget Preparation

FINANCIAL IMPLICATIONS

No loan income remains outstanding based on available records.

The land and building shown on the Central Agcare balance sheet are not included on the Shire of Corrigin asset register.

Costs associated with title transfer, settlement, title searches and Landgate registration fees are estimated at 1,500. If the transfer proceeds, any associated costs should be met from the 2026/27 budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Civic Leadership

Strong Governance and Leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.1	Investigate the best option and budget for financial management systems for effective governance and administration of Council

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council

1. *Acknowledge that the self-supporting loan raised by the Shire of Corrigin on behalf of Central Agcare Inc in relation to the property at 48 Kirkwood Street Corrigin (lot 228 on Deposit Plan 147137 CT1897/812) has been paid in full.*
2. *Notes that the property remains registered in the name of the Shire of Corrigin and that title has not yet been transferred to Central Agcare Inc as intended following full repayment of the self-supporting loan.*
3. *Authorise the Chief Executive Officer to obtain any necessary legal and/or settlement advice and to undertake all actions required to transfer the property at 48 Kirkwood Corrigin to be transferred to Central Agcare Inc*
4. *Include the cost of transferring the land to Central Agcare Inc in the 2026/27 budget*

8.2.10 DISABILITY ACCESS AND INCLUSION PLAN – ANNUAL REPORT AND IMPLEMENTATION PLAN

Applicant:	Shire of Corrigin
Date:	10/06/2026
Reporting Officer:	Caris Negri, CRC Coordinator, Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	CP.0001
Attachment Ref:	Attachment 8.2.10.1 – DAIP 2025–2026 Implementation Plan Progress Report Attachment 8.2.10.2 – Draft DAIP 2026–2027 Implementation Plan

SUMMARY

This item presents the Disability Access and Inclusion Plan (DAIP) 2025–2026 Implementation Plan Progress Report and seeks Council endorsement of the DAIP 2026–2027 Implementation Plan.

BACKGROUND

The Disability Services Act 1993 requires public authorities to develop and implement a Disability Access and Inclusion Plan (DAIP) and report on progress annually.

Council endorsed the Shire of Corrigin Disability Access and Inclusion Plan 2025–2030 in June 2025. The DAIP outlines strategies to improve access and inclusion across seven outcome areas and is supported by annual Implementation Plans which detail specific actions, timelines and responsibilities.

In accordance with the DAIP, progress is reviewed annually and reported to management and Council. The Implementation Plan is updated each year to support the ongoing delivery of the five-year plan.

The DAIP addresses the following outcomes:

- Outcome 1: People with disability have the same opportunities as other people to access the services of, and any events organised by, a public authority.
- Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.
- Outcome 3: People with disability receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.
- Outcome 4: People with disability receive the same level and quality of service from the employees of a public authority as other people receive.
- Outcome 5: People with disability have the same opportunities as other people to make complaints.
- Outcome 6: People with disability have the same opportunities as other people to participate in public consultation.
- Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment.

COMMENT

The DAIP 2025–2026 Progress Report summarises actions undertaken during the year, including progress against each strategy and items carried forward.

The Draft 2026–2027 Implementation Plan outlines proposed actions for the coming year, including new and ongoing items, and identifies responsible officers and timeframes.

The Progress Report has informed the new Plan, with outstanding actions carried forward and additional actions included where required.

Key focus areas include improving access to information, delivering disability awareness training, progressing accessibility improvements, and strengthening inclusive employment practices.

Overall, good progress has been made, with some actions continuing into 2026–2027.

Providing the report and plan to Council supports compliance and transparent reporting, and subject to endorsement, the Plan will guide 2026–2027 activities and inform reporting to the Department of Communities.

STATUTORY ENVIRONMENT

Disability Services Act 1993 Part 5 — Disability access and inclusion plans by public authorities
Local Government Act 1995
Disability Services Act 1993
Disability Services Regulations 2004
Disability Discrimination Act 1992
Equal Opportunity Act 1984

POLICY IMPLICATIONS

Policy 6.1 – Community Engagement Policy

FINANCIAL IMPLICATIONS

Implementation of DAIP actions is incorporated within the Shire’s annual budget and long-term financial planning.

Actions may include:

- Improvements to access to buildings and facilities
- Delivery of inclusive community programs and events
- Staff training and awareness initiatives

The annual budget will include provision for DAIP strategies over the life of the plan.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Community

Desired Outcome: Inclusive, healthy and resilient community

Council Plan			
Outcome	Strategies	Action No.	Actions
1.2	Safe, accessible and inviting public places and facilities	1.2.3	Review and demonstrate progress of the Shire’s Disability Access and Inclusion Plan (DAIP)

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council

1. *Receives the DAIP 2025–2026 Implementation Plan Progress Report; and*
2. *Endorses the DAIP 2026–2027 Implementation Plan.*

8.2.11 CHIEF EXECUTIVE OFFICER – ANNUAL REVIEW OF PERFORMANCE

Applicant:	Shire of Corrigin
Date:	8/06/2026
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	CEO declared financial interest as item related to CEO salary
File Ref:	PER - MANT
Attachment Ref:	Confidential Attachment under separate cover

REASON FOR CONFIDENTIALITY

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2)(b) (ii) of the *Local Government Act 1995* because it deals with a matter relating to the recruitment or employment of the CEO or a senior employee, including a review of performance under section 5.38.

OFFICER'S RECOMMENDATION

That the committee in accordance with Clause 15.10 of the Standing Orders meet behind closed doors.

SUMMARY

The CEO Performance Review Occasional Committee recommend that Council endorse the resolutions from the meeting held on 9 June 2026 regarding the CEO's performance.

BACKGROUND

Sections 5.38 and 5.39 (3) (b) of the *Local Government Act 1995* require that the performance of the CEO is to be reviewed at least once each year. The review is also to be undertaken consistently with the model standards in Schedule 2 to the *Local Government (Administration) Regulations 1996*.

Any variation to the CEO Total Remuneration Package must be consistent with the remuneration determined by the Salaries and Allowances Tribunal under section 5.39(7) of the *Local Government Act 1995*.

A review of delegations and Key Performance Indicators forms part of the review process as per s.5.41. Role of CEO under the *Local Government Act 1995*.

COMMENT

To assist Council in the process of review, the CEO prepared a confidential report outlining evidence of achievements measured against the performance criteria (under separate cover).

Incredible People were engaged to conduct a survey of Councillors and prepare a confidential report which is included in (under separate cover).

STATUTORY ENVIRONMENT

Local Government Act 1995

s. 5.38 Annual review of employees' performance

s. 5.39. Contracts for CEO and senior employees

s. 5.39A. Model standards for CEO recruitment, performance and termination

s. 5.41 Role of CEO

Local Government Administration Regulations 1996

r. 18FA. Model standards for CEO recruitment, performance and termination (Act s. 5.39A(1))
Schedule 2

POLICY IMPLICATIONS

Council Policy 6.2 - Chief Executive Officer Recruitment, Performance and Termination.

FINANCIAL IMPLICATIONS

CEO salary is contained in the annual budget.

On 2 April 2026, the Salaries and Allowances Tribunal released the 2026 Determination of the Salaries and Allowances Tribunal for Local Government Chief Executive Officers and Elected Council Members.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

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

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.1	Investigate the best option and budget for financial management systems for effective governance and administration of Council

VOTING REQUIREMENT

Absolute Majority

COMMITTEE AND OFFICER’S RECOMMENDATION

To be added by Council

OFFICER’S RECOMMENDATION

That Council in accordance with Clause 15.11 of the Standing Orders reopen the meeting to the public.

8.3 WORKS AND SERVICES

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 21 July 2026 at 4pm.

16 MEETING CLOSURE