



# MINUTES

## ORDINARY COUNCIL MEETING

19 May 2026

The Ordinary Council Meeting for the Shire of Corrigin held on Tuesday 19 May 2026 in the Council Chambers, 9 Lynch Street, Corrigin commencing at 4.00pm.

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**1 DECLARATION OF OPENING**

The President Cr. S Jacobs opened the meeting at 4:02pm and acknowledged the Noongar people as the traditional custodians of the land and paid respects to 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 were advised that the Council meeting was being recorded for future publication.

**2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

Shire President  
Deputy President

Cr. S L Jacobs  
Cr. M R Leach  
Cr. D L Hickey  
Cr. M B Dickinson  
Cr. H V Talbot  
Cr. D L Smith  
Cr. W T E Dyer

Chief Executive Officer  
Deputy Chief Executive Officer  
Executive Support Officer

N A Manton  
M T Henry  
J M Filinski

One member of the public

**3 DECLARATIONS OF INTEREST**

Cr. Talbot declared an impartiality interest in item 8.2.1 as she submitted an application for funding toward the 103<sup>rd</sup> Corrigin Agricultural Show on behalf of the Corrigin Ag Society in her capacity as a committee member.

Cr. Dickinson declared a financial interest in item 8.2.3 Corrigin Dog Cemetery Fee Discount as he is to be considered for a discount in fees for a dog burial.

**4 PUBLIC QUESTION TIME**

NIL

**5 MEMORIALS**

The Shire has been notified the Mr. Bill Muntz and Mr. Colin Rogers have passed away since the last Council Meeting.

**6 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

NIL

## **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 April 2026 (Attachment 7.1.1).

#### **COUNCIL RESOLUTION**

**33/2026 Moved: Cr. Hickey                      Seconded: Cr. Leach**

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

**Carried 7/0**

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

### **7.2 COMMITTEE MEETINGS**

#### **7.2.1 EDNA STEVENSON COMMITTEE MEETING**

Minutes of the Shire of Corrigin Edna Stevenson Trust Committee Meeting held on Monday 11 May 2026 (Attachment 7.2.1).

#### **COUNCIL RESOLUTION**

**34/2026 Moved: Cr. Dickinson                      Seconded: Cr. Talbot**

*That Council receives and notes the minutes of the Shire of Corrigin Edna Stevenson Trust Committee Meeting held on Monday 11 May 2026 (Attachment 7.2.1).*

**Carried 7/0**

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

#### **7.2.2 LOCAL EMERGENCY MANAGEMENT COMMITTEE**

Minutes of the Local Emergency Management Committee meeting held on Monday 11 May 2026 (Attachment 7.2.2).

#### **COUNCIL RESOLUTION**

**35/2026 Moved: Cr. Leach                      Seconded: Cr. Smith**

*That Council receives and notes the Minutes of the Local Emergency Management Committee meeting held on Monday 11 May 2026 (Attachment 7.2.2).*

**Carried 7/0**

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

## 8 MATTERS REQUIRING A COUNCIL DECISION

### 8.1 CORPORATE AND COMMUNITY SERVICES

#### 8.1.1 ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	12/05/2026
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 – April 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 April 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

**COUNCIL RESOLUTION**

**36/2026 Moved: Cr. Hickey**

**Seconded: Cr. Leach**

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

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

EFT Payments	EFT22529 – EFT22619	\$492,723.59
Direct Debit Payments		\$95,571.18
EFT Payroll Payments		\$227,502.97

**Total Municipal Account Payments \$815,797.74**

**Trust Account**

EFT Payments	EFT22528 – EFT22600	\$18,113.80
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**Total Trust Account Payments \$18,113.80**

**Licensing Trust Account**

Direct Debit Payments		\$88,186.25
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**Total Licensing Trust Account Payments \$88,186.25**

**Total of all Accounts**

**\$922,097.79**

**Carried 7/0**

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

*Against: Nil*

## 8.1.2 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	11/05/2026
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 30 April 2026

### SUMMARY

This report provides Council with the monthly financial report for the month ending 30 April 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 30 April 2026.

#### Key Points

- April result is above budget, with a strong year to date surplus.
- Cash position remains steady at \$8.63 million.
- Capital spend is at 48%, with projects progressing toward year end.
- Rates collection remains high at 99%.
- Receivables are mostly current, with no concerns around recovery.

#### Detailed Explanation

Item	Reference
<p><b>Cash at Bank</b>                      The total cash as at 30 April 2026 was \$8,629,693.                      This is made up of \$1,525,002 in municipal funds (Municipal Bank Account and various till floats), \$2,837,236 in short term investments, and \$4,267,455 in reserve funds.                      This is down from \$9,318,429 in March, mainly due to the timing of capital expenditure and payments made during the month. The Shire's overall cash position remains solid, 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><b>Capital Acquisitions</b> The capital budget is about 48% spent at 30 April 2026, which mainly comes down to timing. While we are getting toward the end of the financial year, 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><b>Receivables</b> Rates outstanding are \$32,141, with 99% collected for the year, which is slightly up from 98.9% at the same time last year and reflects a very strong collection rate. Current receivables are \$186,817, with around \$184,343 still within current terms, including \$144,680 owing from Main Roads for road project grants. Only a small amount (around \$1,678) is outstanding over 90 days, and at this time there are no concerns around collecting these amounts.</p>	<p>Page 15 – Receivables</p>
<p><b>Closing Funding Surplus/(Deficit)</b> Year to date (YTD) actual closing balance is \$4,515,043, which is composed of \$9,101,260 current assets less \$602,256 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 April financial position remains strong, with a year-to-date surplus of \$4.52 million, which is above budget primarily due to timing differences in capital expenditure and favourable operating variances. Operating costs continue to be below budget, largely as a result of vacancies and delays in materials and contract works, while additional revenue has been received from land sales and grants. Capital projects are progressing, and expenditure is expected to increase as works are completed and invoiced. Overall, the Shire remains in a sound financial position with strong cash reserves and high rates collection.

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

**STATUTORY ENVIRONMENT**

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

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

Expenditure in accordance with the 2025/2026 Annual Budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

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

<b>Council Plan</b>			
<b>Outcome</b>	<b>Strategies</b>	<b>Action No.</b>	<b>Actions</b>
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

**COUNCIL RESOLUTION**

**37/2026 Moved: Cr. Hickey**

**Seconded: Cr. Dickinson**

*That Council accepts the Statement of Financial Activity for the month ending 30 April 2026 as presented, along with notes of any material variances.*

**Carried 7/0**

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

*Against: Nil*

## 8.2 GOVERNANCE AND COMPLIANCE

Cr. Talbot declared an Impartiality interest in item 8.2.1 – Community Assistance Program 2026/2027 and confirmed she can make a decision in an unbiased manner.

### 8.2.1 COMMUNITY ASSISTANCE PROGRAM 2026/2027

Applicant:	Shire of Corrigin
Date:	04/05/2026
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0057
Attachment Ref:	Attachment 8.2.1 - 2026/2027 Community Assistance Program Applications

#### SUMMARY

Council is requested to consider the applications received under the 2026/2027 Community Assistance Program and determine funding allocations to inform preparation of the 2026/2027 Annual Budget.

#### BACKGROUND

The Shire of Corrigin's Community Assistance Program (CAP) provides financial and non-financial support to local not-for-profit organisations and community groups to assist with the delivery of events, projects, sponsorships and community initiatives.

Council has adopted the Community Assistance Program Policy (Policy 3.9), which outlines the program objectives, funding categories, maximum funding amounts and eligibility criteria. The policy supports initiatives that deliver community benefit and align with the Shire of Corrigin Council Plan 2025–2035.

The 2026/2027 CAP was advertised during February and March 2026 through the Shire website, social media and direct engagement with community groups.

A total of six (6) applications were received, with a combined funding request of \$27,075.

Council considered the applications at a Budget Workshop held on 28 April 2026, with feedback from that session informing the recommendations outlined in this report.

#### Funding Overview

Council traditionally allocates funding across three categories:

- Community Donations: \$5,000 total (maximum \$500 per application)
- Community Grants: \$15,000 total (maximum \$5,000 per application)
- Significant Event Sponsorship / Assistance: \$15,000 total (maximum \$10,000 per application)

In addition to financial contributions, Council may also provide in-kind support such as facility hire, equipment use, staff assistance or fee waivers.

All applications have been assessed in accordance with Policy 3.9 and the Community Assistance Program Guidelines, including consideration of community benefit, demonstrated need, alignment with strategic priorities and organisational capacity.

#### Community Donations

Two (2) applications were received, totalling \$714.50.

**Corrigin Historical Society Inc**

- Request: \$500 for a museum volunteer road trip
- Officer Comment: Council previously discussed providing in-kind support rather than a cash contribution.
- Recommendation: Waive community bus hire fees to a maximum value of \$500, with all fuel and associated costs to be met by the group.

**Corrigin District High School P&C**

- Request: \$214.50 for Containers for Change collection bins
- Recommendation: Approve \$214.50 as requested.

**Community Grants**

Three (3) applications were received, totalling \$16,500.

**Corrigin Historical Society Inc**

- Request: \$5,000 for kitchen upgrades at the Pioneer Museum
- Recommendation: Approve \$5,000 as requested.

**Corrigin Community Shed Inc**

- Request: \$10,000 for safety upgrades and equipment
- Officer Comment: Request exceeds policy limit.
- Recommendation: Approve \$5,000 (maximum allowable under policy).

**Corrigin P&C – Corrigin Triathlon Committee**

- Request: \$1,500 for traffic management
- Recommendation: Approve waiver of fees for the provision of Shire staff.

**Significant Event Sponsorship**

One (1) application was received, totalling \$9,880.

**Corrigin Agricultural Society Inc**

- Request: \$9,880 for the 103rd Corrigin Agricultural Show
- Recommendation: Approve \$9,880 as requested.

**COMMENT**

The Community Assistance Program continues to play an important role in supporting local organisations to deliver initiatives that strengthen community engagement, volunteerism and participation.

The applications received for 2026/2027 demonstrate strong alignment with Council's strategic objectives, particularly in relation to supporting community events, enhancing local facilities and building organisational capacity.

Recommendations presented reflect Council's discussions at the April 2026 Budget Workshop and ensure compliance with Policy 3.9, particularly in relation to funding limits and equitable distribution of available funds.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

**POLICY IMPLICATIONS**

Policy 3.9 Community Assistance Program

**FINANCIAL IMPLICATIONS**

As per the program guidelines and policy Council allocates a total budget of \$35,000 per financial year for the three funding categories and a further \$30,000 for the waiver of rates, rubbish and facility or equipment fees. The allocation for the three funding categories is distributed in the following way:

Community Donations	\$5,000	Maximum contribution of \$500 per application
Community Grants	\$15,000	Maximum contribution of \$5,000 per application
Significant Events	\$15,000	Maximum contribution of \$10,000 per application

**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	1.3.4	Work with local clubs to coordinate investment into sport and recreation facility and equipment upgrades.
		1.3.6	Promote and deliver the Shire's Community Grant Scheme.

**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	4.1.3	Implement and monitor the annual budget to support timely progress toward strategic goals.

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**38/2026 Moved: Cr. Leach**

**Seconded: Cr. Hickey**

*That Council:*

1. *Receives the applications submitted under the 2026/2027 Community Assistance Program;*
2. *Approves funding and in-kind support as follows, subject to final budget adoption:*
  - a. **Community Donations**
    - i. *Corrigin Historical Society Inc – Waiver of community bus hire fees up to \$500*
    - ii. *Corrigin District High School P&C – \$214.50*
  - b. **Community Grants**
    - i. *Corrigin Historical Society Inc – \$5,000*
    - ii. *Corrigin Community Shed Inc – \$5,000*
    - iii. *Corrigin P&C (Triathlon) – Waiver of hire of traffic management up to \$1,500.*
  - c. **Significant Event Sponsorship**
    - i. *Corrigin Agricultural Society Inc – \$9,880*
3. *Notes that all approvals are subject to inclusion in, and adoption of, the 2026/2027 Annual Budget;*
4. *Allocates a nominal amount of \$5,000 in the 2026/2027 Budget for small Community Donations/Grant to allow for eligible requests received during the financial year.*

**Carried 7/0**

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

## 8.2.2 BUSINESS ASSISTANCE GRANT

Applicant:	Shire of Corrigin
Date:	14/05/2026
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0057
Attachment Ref:	Attachment 8.2.2 – Business Assistance Grant Application

### SUMMARY

Council is requested to consider an application from Wilcarra Pty Ltd under the 2025/26 Business Assistance Grant Program, Crime Prevention priority area, following Council's decision not to approve the application under the CCTV Subsidy Partnership Program.

### BACKGROUND

As part of deliberations on the 2025/26 Annual Budget, Council endorsed the allocation of funding for a Business Assistance Grant Program to support local businesses undertaking projects that improve presentation, enhance streetscape appeal, support community safety, and contribute to economic development within the Shire of Corrigin.

The Business Assistance Grant Program includes a Crime Prevention priority area, which provides funding to support community safety enhancement projects or programs, such as CCTV installation. This priority area focuses on creating a safer and more secure environment by prioritising prevention, supporting public law enforcement, and fostering a strong and resilient community. Applications under this category are required to demonstrate that CCTV footage will be available to Police when requested.

At the April 2026 Ordinary Council Meeting, Council considered an application from Wilcarra Pty Ltd under the CCTV Subsidy Partnership Program but resolved not to approve the application, as it did not meet the specific requirement of that program for cameras to be located in public-facing areas.

The application has since been reviewed by officers and is being brought back to Council for consideration under the Business Assistance Grant Program, Crime Prevention priority area, which more appropriately reflects the intent and scope of the proposal.

#### *Funding Overview*

Wilcarra Pty Ltd operates a long-standing local business within the Shire of Corrigin, including fuel and workshop facilities that are regularly accessed by members of the public and affected by highway diversions.

The applicant seeks funding of \$500 (ex GST) to assist with the installation of additional security cameras around fuel bowsers and workshop areas on their property. The applicant has experienced previous thefts and unauthorised access, particularly during periods when the highway is closed and traffic is diverted through the area.

The proposed CCTV installation is intended to deter crime, improve site security, and support broader community safety outcomes. The applicant has indicated that footage from the system will be available to WA Police upon request.

The total project cost exceeds the amount requested, with Wilcarra Pty Ltd contributing the balance of costs.

## **COMMENT**

The Business Assistance Grant Program allows eligible local businesses to apply for funding of up to \$2,000 per application, subject to budget availability. Funding may be provided for projects that align with one of the program's priority areas, including Crime Prevention.

The Crime Prevention priority area supports projects that enhance community safety, deter criminal activity, and strengthen collaboration with law enforcement agencies. This includes CCTV installations where footage can be made available to Police.

While the Wilcarra Pty Ltd application did not meet the specific public-facing location requirements of the CCTV Subsidy Partnership Program, the proposal is considered to align with the broader objectives and intent of the Business Assistance Grant Program under the Crime Prevention priority area.

The application has been assessed against the Business Assistance Grant eligibility and assessment criteria and is considered to:

- be submitted by an eligible local business;
- address a demonstrated need relating to property security and crime deterrence;
- contribute to community safety outcomes;
- support collaboration with WA Police through the availability of CCTV footage; and
- represent value for money, with the applicant contributing to the overall project cost.

Based on the assessment undertaken, the application is considered to meet the eligibility and assessment criteria of the Business Assistance Grant Program under the Crime Prevention priority area. Approval of funding for \$500 (ex GST) is supported.

## **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

## **POLICY IMPLICATIONS**

NIL

## **FINANCIAL IMPLICATIONS**

Council has allocated a total budget of \$20,000 in the 2025/26 financial year for the Business Assistance Grant Program. Approval of funding of \$500 (ex GST) for this application can be accommodated within the adopted budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Community**

**Inclusive, healthy and resilient community**

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

This proposal supports Council's strategic objective of fostering a safe, resilient and connected community by supporting initiatives that deter crime and enhance community safety.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council:*

1. *Receives the application submitted by Wilcarra Pty Ltd;*
2. *Approves the allocation of \$500 (ex GST) to Wilcarra Pty Ltd under the 2025/26 Business Assistance Grant Program – Crime Prevention priority area, for the installation of CCTV at the Wilcarra premises; and*
3. *Notes that:*
  - a. *the grant is provided on a reimbursement basis only;*
  - b. *payment will be made following completion of the works and submission of a completed Acquittal Form, proof of expenditure, and supporting documentation; and*
  - c. *the applicant must make CCTV footage available to WA Police upon request.*

**COUNCIL RESOLUTION**

**39/2026 Moved: Cr. Talbot**

**Seconded: Cr. Dyer**

*That Council:*

1. *Receives the application submitted by Wilcarra Pty Ltd;*
2. *Does not approve the allocation of \$500 (ex GST) to Wilcarra Pty Ltd under the 2025/26 Business Assistance Grant Program – Crime Prevention priority area, for the installation of CCTV at the Wilcarra premises.*

**Carried 6/1**

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

*Against: Cr. Dickinson*

The resolution differed from the Officer's recommendation. The reason for the alternative motion was that the application was not considered eligible for the grant as it was a normal operational expense and not a new initiative as outlined in the grant guidelines.

Cr Dickinson declared a financial interest in item 8.2.3 – Corrigin Dog Cemetery Fee Discount and left the room – 4:18pm

### 8.2.3 CORRIGIN DOG CEMETERY FEE DISCOUNT

<b>Applicant:</b>	Matthew Dickinson
<b>Date:</b>	13/05/2026
<b>Reporting Officer:</b>	Natalie Manton, Chief Executive Officer
<b>Disclosure of Interest:</b>	NIL
<b>File Ref:</b>	PR.0025
<b>Attachment Ref:</b>	NIL

#### SUMMARY

Council is requested to consider the application of the Corrigin Dog Cemetery burial fee in relation to a recent unauthorised burial.

#### BACKGROUND

The Corrigin Dog Cemetery was established in 1974 and has developed into a valued community and tourism asset. The cemetery holds significant emotional and heritage value for the community.

Council endorsed a Memorandum of Understanding (MOU) with the landholder endorsed in 2019 and 2024 confirm that the Shire of Corrigin is responsible for:

- Digging of appropriate sized graves and burial of dog remains.
- Placement of headstones and plaques as required.
- Fencing of the area if required.
- Landscaping of the area, including tree and plant removal or planting.
- Maintenance of trees or other plant matter so not to cause damage or overhang fence lines and gateways.
- Invasive weed control.
- Rubbish removal and provision of appropriate bin placements.
- Provision of signage and other control measures.
- Ensure vehicle access remains unhindered through to the Landowners property, and to the remainder of the Jose Road reserve.
- Other activities considered a normal part of the management of a pet cemetery as a tourist attraction.

Following the signing of the MOU all burials were required to be arranged through the Shire. This requirement was supported by new signage at the dog cemetery and advertising in the shire newsletter and Windmill News.

Since 2018 the following fees have been adopted by Council as part of the budget adoption process:

- \$250 for weekday burials;
- \$500 for weekend, public holiday or after-hours burials.

The fees were introduced to recover costs associated with shire staff time, plant and equipment, materials and to ensure appropriate management of the cemetery.

Approximately 18 months ago, a local resident undertook a burial at the Corrigin Dog Cemetery on a weekend without contacting the Shire and without the use of Shire labour or equipment. Mr Dickinson excavated the grave himself and completed the associated slab and monument works. Over the past 10 years this work has been undertaken by the Shire and individuals are not permitted to carry out burials independently.

As a result, there was no record of the burial held by the Shire at the time. The Shire became aware of the burial recently when staff attended the cemetery to prepare a plot for an approved burial and identified that the location had already been used. Staff subsequently contacted the customer to advise that the originally allocated plot was not available, and an alternative location would be required. The customer accepted this change and the burial proceeded without further issue.

As the adopted fee structure does not provide for alternative charging where no Shire resources are used, the standard \$250 burial fee was applied. All other burials since 2018, including those where individuals have supplied their own monuments, have been undertaken through the Shire and have been subject to the full fee.

The current fee structure and process have been in place for approximately eight years and there has been a high level of community acceptance and compliance. Since the new section was opened in 2018 there have been 32 burials with all customers paying the standard fee of \$250. One owner supplied their own monument, and one plot did not have a burial, and the slab and monument were installed by the Shire.

Of the burials in the new section 56.25% were local Corrigin residents and 43.75% were non-local residents.

#### **COMMENT**

The current fee structure and management arrangements for the Corrigin Dog Cemetery have been in place since 2018 and have operated effectively. Compliance with the requirement to contact the Shire prior to burial has been high, enabling consistent cost recovery and supporting the orderly management of a finite community asset. The absence of complaints since implementation indicates general community acceptance of both the process and associated fees.

There is currently no formal distinction between authorised and unauthorised burials within the fee structure. The current fee does not include a description of what is included although the shire administration has taken it to include access to the cemetery, shire labour, plant and equipment, materials. Since 2018 the shire has approved and completed all the 32 burials and the standard fee of \$250 has been paid.

The Shire has legislative responsibilities under the *Local Government Act 1995* and *Public Health Act 2016* to manage public land appropriately, mitigate risks, and ensure safe and environmentally responsible practices. The current controlled approach to burials supports these obligations by maintaining oversight of burial locations, standards, and site use. It also reduces reputational risks from inconsistent enforcement or perceived mismanagement of a key tourism asset.

The cemetery also contributes to broader strategic objectives, including community wellbeing, tourism, and responsible asset management. The user-pays fee structure supports financial sustainability and ensures that costs associated with service delivery are not borne solely by ratepayers.

The requirement to contact the Shire is advertised on the sign at the cemetery and was included in the shire newsletter and Windmill News in 2018 but has not been reinforced regularly through multiple channels such as shire website, social media, public notice boards, brochures, dog registration correspondence.

This case appears to be a misunderstanding of the standard process rather than broader community concern and is considered an isolated incident. It has highlighted the potential for misunderstanding and the need for clearly documented and communicate the fee structure, guidelines and procedures.

Requiring payment supports fairness, consistency, and good governance whereas waiving the fee may:

- create inconsistency in the application of Council’s adopted fees;
- establish a precedent for future non-compliance; and
- be perceived as inequitable particularly as the individual involved is a Councillor.

This matter is presented for Council to determine whether the standard fee should apply in this instance or be waived or reduced based on the individual circumstances.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Delegation 1.2.17 Defer, Grant Discounts, Waive or Write Off Debts does not include authority to reduce waive or reduce fees in this situation.*

*Public Health Act 2016*

*The Shire is responsible for the management of public land and ensuring that activities undertaken on that land do not create health, safety or environmental risks.*

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

Fees and charges for burials at the dog cemetery are set annually as part of the budget process and are intended to recover costs associated with labour, materials, plant and equipment. No direct costs were incurred by the Shire in this instance

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership**

**Desired Outcome: 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

**COUNCIL RESOLUTION**

**40/2026 Moved: Cr. Dyer**

**Seconded: Cr. Leach**

*That Council:*

- 1. Confirms the requirement that all burials at the Corrigin Dog Cemetery are to be approved and arranged through the Shire of Corrigin in accordance with the Memorandum of Understanding and established practice.*
- 2. Confirms that payment of the \$250 fee for the unauthorised burial is required to maintain consistency and equity with all other customers since 2018 when the fee was introduced;*
- 3. Review the existing Corrigin Dog Cemetery fee structure as part of the 2026/27 budget process.*
- 4. Requests the Chief Executive Officer prepare and publish clear guidelines and update public information relating to the Corrigin Dog Cemetery to ensure the process and fee inclusions are clearly communicated.*

**Carried 6/0**

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

*Against: Nil*

Cr. Dickinson re-entered the room at 4:21pm

## 8.2.4 DRAFT POLICY CORRIGIN DOG CEMETERY

<b>Applicant:</b>	Shire of Corrigin
<b>Date:</b>	13/05/2026
<b>Reporting Officer:</b>	Natalie Manton, Chief Executive Officer
<b>Disclosure of Interest:</b>	NIL
<b>File Ref:</b>	PR.0025
<b>Attachment Ref:</b>	Attachment 8.2.4 - Draft Dog Cemetery Management and Burial Policy and Guidelines

### SUMMARY

Council is asked to consider adopting the Corrigin Dog Cemetery – Management and Burial Policy to provide clear, practical and consistent guidelines for the management, operation and use of the Corrigin Dog Cemetery.

### BACKGROUND

The Corrigin Dog Cemetery was established in 1974 and has developed into a significant local landmark reflecting the strong relationship between community members and their dogs. Over time, the cemetery has expanded and is now managed by the Shire of Corrigin. The Shire has continued to maintain the site and has formalised arrangements for its ongoing use and expansion through agreement with the adjoining landowner.

The cemetery has grown in popularity as both a community space and a tourism attraction, however there are currently limited formal guidelines outlining requirements for burials, memorials, maintenance and site usage. The development of a formal policy is intended to provide clarity for staff, residents and visitors and to support consistent and sustainable management of the site.

The draft policy establishes requirements for burial processes, grave allocation, memorial installation, maintenance responsibilities and site management to ensure the cemetery remains a respectful, safe and sustainable community and tourism asset.

### COMMENT

The proposed policy provides a clear framework for the management of the Corrigin Dog Cemetery, addressing key areas including eligibility for burial, application and approval processes, grave allocation, fees and charges, memorial requirements, maintenance responsibilities and visitor conduct. The policy ensures that all burial activities are overseen by the Shire to maintain safety and consistency, including requiring the Shire to undertake excavation of graves and manage the layout to maximise long-term capacity.

The policy recognises the unique character of the cemetery, particularly the individually decorated graves, while introducing reasonable limits to ensure safety, environmental protection and accessibility. The policy also confirms that the cemetery is for dogs only, provides guidance on the placement of ashes, and outlines clear expectations for pet owners in maintaining gravesites.

Adoption of the policy will improve communication with the community, reduce risk to the Shire by ensuring appropriate controls are in place, and support the long-term development of the cemetery as a valued community and tourism asset.

The policy reduces operational, safety and reputational risks by ensuring that all burial works are approved by the Shire, establishing clear limits on memorial installations, and maintaining appropriate site management practices.

A corresponding set of guidelines will ensure that the cemetery's character can continue to be shaped by personal and meaningful tributes and a diversity of styles reflecting the strong connection between people and their pets. The draft guidelines encourage pet owners to create

thoughtful, colourful and unique memorials that reflect the personality, role and memories of each dog.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

**POLICY IMPLICATIONS**

Adoption of this policy will introduce a new Council Policy under the Community Services and Facilities category of the Shire of Corrigin Policy Register.

- 1.1 Communications Policy
- 6.13 Social Media and Communication Policy
- 7.1 Community Engagement Policy

**FINANCIAL IMPLICATIONS**

Fees and charges for burials at the dog cemetery are set annually as part of the budget process.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership**

**Desired Outcome: 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

**COUNCIL RESOLUTION**

**41/2026 Moved: Cr. Talbot**

**Seconded: Cr. Hickey**

*That Council:*

1. *Endorse the draft Corrigin Dog Cemetery Management and Burial Policy and Guidelines as presented in attachment 8.2.4 for public advertising.*
2. *Request the Chief Executive Officer to consider submissions and present a final Corrigin Dog Cemetery Management and Burial Policy and Guidelines for Council consideration.*
3. *If no submissions are received authorise the Chief Executive Officer to finalise, implement and administer the policy.*

**Carried 7/0**

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

*Against: Nil*

## 8.3 WORKS AND SERVICES

### 8.3.1 PERFORMANCE BASED STANDARDS VEHICLE ACCESS

Applicant:	Red River Nominees
Date:	14/05/2026
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	TT.0001
Attachment Ref:	NIL

#### SUMMARY

Council is asked to consider the request from Main Roads WA Heavy Vehicle Services for Boyd Street to be added to the Performance Based Standards (PBS) Tri Drive Quad Axle Network PBSTDQ3.3.

#### BACKGROUND

Main Roads Heavy Vehicle Services (HVS) has received an application to add the following road(s), within the Shire of Corrigin, onto the Performance Based Standards (PBS) Tri Drive Quad Axle Network PBSTDQ3.3.

The applicant has requested access for a 32.615 metre A double road train from Brookton Highway to the Liberty Fuel Depot on Boyd Street at Straight Line Kilometre (SLK) 0.495 as summarised in the table below.

Road Name	Road Number	Start Point	Start SLK	End Point	End SLK	Access Currently Approved	Support Required
Boyd St	4040147	Brookton Highway	0.00	Boyd Street Liberty Fuel Depot	0.50	Partial access Tandem Drive Network 7 up to 36.5m metres in length. AMMS Level 1 mass limits	PBS Q3.3 36.5m GCM 116 tonne quad axle

The applicant seeks access for a specific PBS “Super Pocket” road train to operate on a defined freight task. The vehicle has an overall length of approximately 32.7 m, which is greater than a standard 27.5 m pocket road train. The increased length is primarily due to compliance with PBS minimum axle spacing requirements, designed to improve load distribution and reduce pavement stress, rather than to increase payload capacity.

The configuration incorporates higher axle groupings (including quad-axle groups), which require additional spacing to meet PBS standards. The vehicle achieves lower per-axle loads compared to conventional heavy vehicle combinations (approximately 8.75 tonne for tandem, 7.83 tonne for tri-axle, and 7.125 tonne for quad-axle groups). This reduction in per-axle loading is expected to lessen pavement wear, particularly in sensitive areas such as road edges and curves.

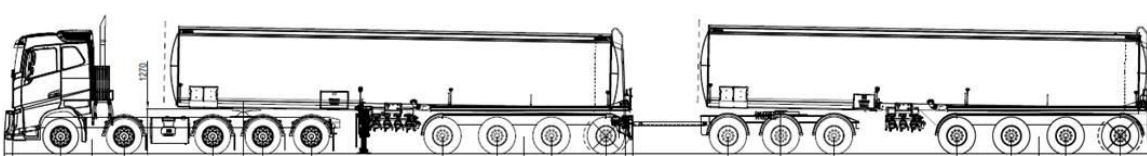
The application relates to a single vehicle undertaking a specific transport task on limited occasions, rather than broader network access. The applicant suggests that the operational impact on the road network would be limited and controlled.

The applicant suggests productivity and efficiency benefits including a reduction in total truck movements (approximately 14.65%) and fuel consumption (approximately 10.2%) resulting in fewer heavy vehicle trips on Boyd Street, and decreased diesel usage.





The map below shows the route proposed by the applicant in red.



The following diagram is an indicative illustration of the proposed vehicle combination.



The table below shows the maximum gross mass for the PBSTDQ3.3 vehicle combination.

Tri Drive and Quad Axle Trailer Combinations					
PBS Level	Vehicle Example	Max. Length	Max. Gross Mass	AMMS Level	Approved Network
Level 1		≤20.0 m	57.5t	Level 1	PBS TDQ1.1
			61.5t	Level 2	PBS TDQ1.2
			64.0t	Level 3	PBS TDQ1.3
Level 2		≤27.5 m	79.0t	Level 1	PBS TDQ2.1
			84.0t	Level 2	PBS TDQ2.2
			87.5t	Level 3	PBS TDQ2.3
Level 2B		≤30.0 m	100.5t	Level 1	PBS TDQ2B.1
			106.5t	Level 2	PBS TDQ2B.2
			111.0t	Level 3	PBS TDQ2B.3
Level 3		≤36.5 m	103.0t	Level 1	PBS TDQ3.1
			111.0t	Level 2	PBS TDQ3.2
			116.0t	Level 3	PBS TDQ3.3

Main Road WA have advised that the proposed PBS Networks will allow up to 36.5 metre PBS vehicle combinations. These PBS vehicles perform within the network envelope of currently approved Tandem Drive Network 4, with the following added benefits:

- **Improved Vehicle Safety** - PBS vehicles are specifically designed to achieve improved safety outcomes and the PBS assessment ensures the vehicles meet a minimum safety performance standard. In addition, braking capability and vehicle stability is improved on PBS vehicles with the mandatory requirement in WA for Electronic Braking Systems (EBS) with Rollover Stability Controls (RSC).
- **Reduced Traffic & Risk Exposure** - By reducing the number of heavy vehicle movements, this consequently reduces the risk exposure, meaning it reduces the number of vehicle interactions, reduces the number of drivers behind the wheel of a heavy vehicle, reducing the risk of human error and the potential for a serious crash.
- **Environment** – Less trips to perform the transport task compared to using prescriptive road trains will result in reduced carbon emissions and heavy vehicle noise. Furthermore, the PBS approved vehicles generally consist of newer prime movers, which meet higher emission standards
- **Reduced Pavement & Bridge Impact** - PBS vehicles are not considered to cause additional road wear compared to prescriptive road trains. The higher productivity PBS vehicles have the same maximum axle loads as prescriptive road trains, however, can carry a greater payload in less trips. Overall, they result in less road wear per payload tonne. Refer to our [RAV Route Assessment Calculators](#) for useful comparisons.

Boyd Street from SLK 0.00 (Brookton Highway) to SLK 1.21 (Channon Close) is currently not on the Restricted Access Vehicle (RAV) network. Adding Boyd Street to the PBSTDQ3.3 network would also make it accessible under lower networks, including Tandem Drive Network 7.3 and Tri Drive Network 4.3. If Boyd Street is instead approved under PBS individual access, it would only be available to that specific PBS vehicle, and the company would be issued a permit.

The following tables show the length and mass for RAV Network 7 and Accredited Mass Management Scheme (AMMS) categories.

Table 1 Tandem Drive Prime Mover, Trailer Combinations Restricted Access Vehicle (RAV) Categories

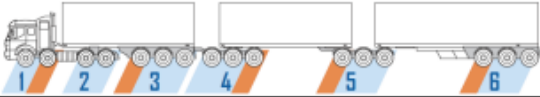

Category 7 RAVs				
Category	Vehicle Description	Length	Max. Mass	Approved Network
7A	AB-Triple (Prime Mover, Semi Trailer & B-Double) 	>27.5 m ≤36.5 m	108.5 t	RAV Network 7
7B	BA-Triple (B-Double & Dog Trailer) 	>27.5 m ≤36.5 m	108.5 t	RAV Network 7

Table 2 Prime Mover, Trailer Combinations AMMS Categories

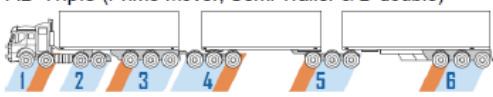







Category 7 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
7A	AB-Triple (Prime Mover, Semi Trailer & B-double) 	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3
7B	BA-Triple (B-double & Dog Trailer) 	>27.5 m ≤36.5 m	Level 1	115 t	7 t	N7.1
			Level 2	119 t	11 t	N7.2
			Level 3	123.5 t	15 t	N7.3

Table 3 Trie Drive Network 4

**Tri Drive Network 4**

Category 4 RAVs						
Cat.	Vehicle Description	Length	AMMS Level	Max. Gross Mass	Max. Modified Mass	Approved Network
4A	B-double towing a Dolly 	>27.5 m + dolly	Level 1	76.5 t + dolly	5 t	<u>TD4.1</u>
			Level 2	79.5 t + dolly	8 t	<u>TD4.2</u>
			Level 3	82.5 t + dolly	11 t	<u>TD4.3</u>

4B	 A-Double towing a Dolly	>27.5 m + dolly	Level 1	98 t + dolly	6 t	<a href="#">TD4.1</a>
			Level 2	102 t + dolly	10 t	<a href="#">TD4.2</a>
			Level 3	106 t + dolly	14 t	<a href="#">TD4.3</a>
4C	 A-Double (Prime Mover, Semi-trailer & Dog Trailer)	>27.5 m ≤36.5 m	Level 1	98 t	6 t	<a href="#">TD4.1</a>
			Level 2	102 t	10 t	<a href="#">TD4.2</a>
			Level 3	106 t	14 t	<a href="#">TD4.3</a>
4D	 B-Triple	>27.5 m ≤36.5 m	Level 1	98 t	6 t	<a href="#">TD4.1</a>
			Level 2	102 t	10 t	<a href="#">TD4.2</a>
			Level 3	106 t	14 t	<a href="#">TD4.3</a>
4E	 BA-Triple (B-double & Dog Trailer)	>27.5 m ≤36.5 m	Level 1	119.5 t	8 t	<a href="#">TD4.1</a>
			Level 2	124.5 t	13 t	<a href="#">TD4.2</a>
			Level 3	129.5 t	18 t	<a href="#">TD4.3</a>
4F	 AB-Triple (Prime Mover, Semi-trailer & B-double)	>27.5 m ≤36.5 m	Level 1	119.5 t	8 t	<a href="#">TD4.1</a>
			Level 2	124.5 t	13 t	<a href="#">TD4.2</a>
			Level 3	129.5 t	18 t	<a href="#">TD4.3</a>

More information on the specific combinations is available on the Main Roads website below.

[www.mainroads.wa.gov.au/48fea9/globalassets/heavy-vehicles/permits-orders-schemes/amms/accredited-mass-management-scheme-amms-tri-drive-prime-mover-trailer-combinations-operating-conditions.pdf](http://www.mainroads.wa.gov.au/48fea9/globalassets/heavy-vehicles/permits-orders-schemes/amms/accredited-mass-management-scheme-amms-tri-drive-prime-mover-trailer-combinations-operating-conditions.pdf)

[www.mainroads.wa.gov.au/4ab12c/globalassets/heavy-vehicles/permits-orders-schemes/pbs/wa-performance-based-standards-pbs-scheme-access-levels-and-principles.pdf?v=4aff42](http://www.mainroads.wa.gov.au/4ab12c/globalassets/heavy-vehicles/permits-orders-schemes/pbs/wa-performance-based-standards-pbs-scheme-access-levels-and-principles.pdf?v=4aff42)

[www.mainroads.wa.gov.au/490404/globalassets/heavy-vehicles/permits-orders-schemes/amms/accredited-mass-management-scheme-amms-prime-mover-trailer-combinations-operating-conditions.pdf](http://www.mainroads.wa.gov.au/490404/globalassets/heavy-vehicles/permits-orders-schemes/amms/accredited-mass-management-scheme-amms-prime-mover-trailer-combinations-operating-conditions.pdf)

A similar application for Boyd Street in February 2021 was previously not supported by the Shire of Corrigin as the route was via Walton Street, Rendell Street and Boyd Street as per Council resolution below

Resolution 23/2021

*That Council inform Main Roads Heavy Vehicle Services that the application for a 32.44m Tri Drive A Double Performance Based Standard (PBS) Scheme Vehicle Access Approval, requesting AMMS Level 3 Mass (23.5t for tri axle groups and 28.5t for quad axle groups) is not supported for the following reasons:*

- *Poor condition on sections of existing bitumen surface which will require significant investment to upgrade road, including stabilisation, to accommodate additional load of up to 116 tonnes.*
- *Anticipated damage to road to road surface from screwing of tyres on entering and exiting intersections.*

## COMMENT

Council has a responsibility to ensure that the road network is as safe as possible within the limited resources available. To achieve this, Council has committed to implementing a systematic management regime across the road network that aims to balance optimal maintenance,

minimising whole of life costs, user amenity and value for money as well as economic benefits for the shire.

Allowing appropriate heavy vehicle access to the industrial area is important to support local business operations and maintain the economic productivity and supply chain efficiency.

It is recommended that Council inform Main Roads Heavy Vehicle Services that the application for Performance Based Standards (PBS) Tri Drive Quad Axle Network PBSTDQ3.3 (32.7metres and GCM 116 tonne) access from Brookton Highway to Boyd Street is supported for the following reasons:

- Straighter route and less turning than the route from South Street, Rendell to Boyd Street.
- Improve connectivity from Brookton Highway to section of Boyd Street south of Channon Close that is already on the RAV 7.1 (up to 36.5 metres and 115 tonne) network.
- Anecdotal evidence suggests that road trains are already using Boyd Street from Brookton Highway to Channon Close to access local businesses.
- The PBS vehicle has added benefits such as improved safety, and pavement impact.
- The PBS vehicle is a similar length (32.7 metres) compared to RAV 7.1 (27.5m to 36.5 metres) and Gross Combination Mass (GCM116 tonne) as RAV 7.1 (115tonne) which already has access to part of Boyd Street south of Channon Close.

It is recommended that Tandem drive 7.3 and Tri Drive 4.3 is not supported and access is restricted to Tandem Drive Network 7.1 and Tri Dive Network 4.3.

Main Roads WA have advised that they have not conducted an analysis of the swept path for the applicant's vehicle at this stage.

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Road Traffic Act 1972*

*Road Traffic (Vehicles) Act 2012*

*Road Traffic (Vehicle Standards) Regulations 2002*

### **POLICY IMPLICATIONS**

11.3 Road Hierarchy, Maintenance and Renewal Policy

### **FINANCIAL IMPLICATIONS**

The Shire of Corrigin 10 year road program details the cost of road maintenance, renewal and upgrades of approximately \$2million per annum.

There is a significant gap between amount of funding required for road maintenance, renewal and upgrade as outlined in the policy and funding availability.

**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

**COUNCIL RESOLUTION**

**42/2026 Moved: Cr. Smith**

**Seconded: Cr. Dickinson**

*That Council inform Main Roads Heavy Vehicle Services that:*

1. *the application for a Performance Based Standards (PBS) Tri Drive Quad Axle Network PBSTDQ3.3 access from Brookton Highway to Boyd Street is supported for the following reasons:*
  - *Straighter route and less turning than the route from South Street, Rendell to Boyd Street.*
  - *Improve connectivity from Brookton Highway to section of Boyd Street south of Channon Close that is already on the RAV 7 network.*
  - *Anecdotal evidence suggests that road trains are already using Boyd Street from Brookton Highway to Channon Close.*
  - *The PBS vehicle has added benefits such as improved safety, and pavement impact.*
  - *The PBS vehicle is a similar length (32.7 metres) compared to RAV 7.1 (27.5m to 36.5 metres) and Gross Combination Mass (GCM116 tonne) as RAV 7.1 (115tonne) which already has access to part of Boyd Street south of Channon Close.*
2. *the Shire of Corrigin does not support automatically adding Boyd Street SLK 0.00 to 0.50 to the Tandem Drive Network 7.3 or Tri Drive Network 4.3 and that the classification of Boyd Street be limited to Tandem Drive Network 7.1 or Tri Drive Network 4.1 due to impact on road from extra weight.*

**Carried 5/2**

*For: Cr. Jacobs, Cr. Leach, Cr. Smith, Cr. Dyer & Cr. Talbot*

*Against: Cr. Hickey & Cr. Dickinson*

**9 CHIEF EXECUTIVE OFFICER REPORT**

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

**10 PRESIDENT'S REPORT**

The President Cr. S Jacobs gave an overview of meetings and events attended.

**11 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS**

Cr. D Smith gave an overview of meetings attended.

Cr. D Hickey gave an overview of meetings attended.

Cr. H Talbot gave an overview of meetings attended.

**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 16 June 2026 at 4pm.

**16 MEETING CLOSURE**

The President, Cr. S Jacobs closed the meeting at 4:45pm.



# Agenda Attachments

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MAY 2026

- ATTACHMENT 7.1.1 - COUNCIL MINUTES – 21 APRIL 2026**
- ATTACHMENT 7.2.1 - EDNA STEVENSON COMMITTEE MINUTES – 11 MAY 2026**
- ATTACHMENT 7.2.2 - LEMC MINUTES – 11 MAY 2026**
- ATTACHMENT 8.1.1 - ACCOUNTS FOR PAYMENT – APRIL 2026**
- ATTACHMENT 8.1.2 - MONTHLY FINANCIAL REPORT APRIL 2026**
- ATTACHMENT 8.2.1 - COMMUNITY ASSISTANCE GRANT APPLICATIONS**
- ATTACHMENT 8.2.2 - BUSINESS ASSISTANCE GRANT APPLICATION**
- ATTACHMENT 8.2.4 - DRAFT DOG CEMETERY MANAGEMENT POLICY AND GUIDELINES**



# MINUTES

## ORDINARY COUNCIL MEETING

21 April 2026

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

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## 1 DECLARATION OF OPENING

The President Cr. S Jacobs opened the meeting at 4:05pm and acknowledged the Noongar people as the traditional custodians of the land and paid respects to 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 were advised that the Council meeting was being recorded for future publication.

## 2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Shire President  
Deputy President

Cr. S L Jacobs  
Cr. M R Leach  
Cr. D L Hickey  
Cr. M B Dickinson  
Cr. H V Talbot  
Cr. D L Smith  
Cr. W T E Dyer

Chief Executive Officer  
Deputy Chief Executive Officer  
Executive Support Officer

N A Manton  
M T Henry  
J M Filinski

Two member/s of the public

## 3 DECLARATIONS OF INTEREST

Cr. W Dyer Declared an impartiality interest in item 8.2.6 – Business Assistance Grant as a quote for works involved in an application was provided by his father's business.

CEO N Manton declared a financial interest in item 8.2.9 – ALGA National General Assembly Attendance as she has been invited to attend the conference.

The President, Cr. S Jacobs declared an impartiality interest in item 8.2.9 – ALGA National General Assembly Attendance as she has been invited to attend the conference.

## 4 PUBLIC QUESTION TIME

NIL

## 5 MEMORIALS

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

## 6 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

NIL

## **7 CONFIRMATION OF MINUTES**

### **7.1 PREVIOUS COUNCIL MEETING**

#### **7.1.1 ORDINARY COUNCIL MEETING**

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

#### **COUNCIL RESOLUTION**

**15/2026 Moved: Cr. Leach**

**Seconded: Cr. Hickey**

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

**Carried 7/0**

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

### **7.2 COMMITTEE MEETINGS**

#### **7.2.1 BUSH FIRE ADVISORY COMMITTEE**

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

#### **COUNCIL RESOLUTION**

**16/2026 Moved: Cr. Smith**

**Seconded: Cr. Dickinson**

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

**Carried 7/0**

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

#### **7.2.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE**

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

#### **COUNCIL RESOLUTION**

**17/2026 Moved: Cr. Talbot**

**Seconded: Cr. Hickey**

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

**Carried 7/0**

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

## **8 MATTERS REQUIRING A COUNCIL DECISION**

### **8.1 CORPORATE AND COMMUNITY SERVICES**

#### **8.1.1 ACCOUNTS FOR PAYMENT**

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

#### **SUMMARY**

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

#### **BACKGROUND**

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

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

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

#### **COMMENT**

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

#### **STATUTORY ENVIRONMENT**

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

#### **POLICY IMPLICATIONS**

Policy 3.1 – Purchasing Policy  
Policy 3.14 - Corporate Credit Cards

#### **FINANCIAL IMPLICATIONS**

Expenditure in accordance with the 2025/2026 Annual Budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership**

**Strong Governance and Leadership**

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

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**18/2026 Moved: Cr. Leach**

**Seconded: Cr. Dyer**

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

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

<i>EFT Payments</i>	<i>EFT22433 – EFT22527</i>	<i>\$653,205.21</i>
<i>Direct Debit Payments</i>		<i>\$83,634.99</i>
<i>EFT Payroll Payments</i>		<i>\$147,817.15</i>

***Total Municipal Account Payments*** ***\$884,657.35***

***Trust Account***

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

***Edna Stevenson Trust Account***

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

***Licensing Trust Account***

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

***Total of all Accounts***

***\$937,450.40***

***Carried 7/0***

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

*Against: Nil*

### 8.1.2 MONTHLY FINANCIAL REPORT

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

#### SUMMARY

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

#### BACKGROUND

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

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

#### COMMENT

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

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

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

**STATUTORY ENVIRONMENT**

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

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

Expenditure in accordance with the 2025/2026 Annual Budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

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

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

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**19/2026 Moved: Cr. Talbot**

**Seconded: Cr. Hickey**

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

**Carried 7/0**

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

*Against: Nil*

## 8.2 GOVERNANCE AND COMPLIANCE

### 8.2.1 BUSH FIRE ADVISORY COMMITTEE MEETING RECOMMENDATIONS

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

#### SUMMARY

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

#### BACKGROUND

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

The objectives of the Bush Fire Advisory Committee are to:

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

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

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

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

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

#### COMMENT

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

## **STATUTORY ENVIRONMENT**

### *Bushfire Act 1954*

#### *Section 67 of the Bush Fires Act 1954*

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

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

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

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

*(4) A committee appointed under this section –*

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

#### *Section 41 – Bush fire brigades*

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

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

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

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

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

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

**POLICY IMPLICATIONS**

Policy 9.2 Bush Fire Control  
 Bushfire Brigade Policies and Procedures

**FINANCIAL IMPLICATIONS**

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

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Community**

**Inclusive, healthy and resilient community**

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

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**20/2026 Moved: Cr. Dickinson**

**Seconded: Cr. Hickey**

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

**1. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION**

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

**2. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION**

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

**3. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION**

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

**Bilbarin Brigade**

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

**Bullaring Brigade**

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

**Bulyee/Kunjin Brigade**

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

**Corrigin East Brigade**

Tim George	PO Box 159	Corrigin	0427 655 045
Kim Courboules	PO Box 79	Corrigin	0427 632 624

Bruce Talbot PO Box 75 Corrigin 0427 632 224

**Central Brigade**

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

**4. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION**

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

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

**5. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION**

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

**6. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION**

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

**7. BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION**

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

**Dual Fire Control Officers**

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

**Carried 7/0**

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

*Against: Nil*

**COUNCIL RESOLUTION**

**21/2026 Moved: Cr. Leach**

**Seconded: Cr. Dyer**

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

**Carried 7/0**

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

*Against: Nil*

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

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

### SUMMARY

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

### BACKGROUND

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

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

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

### COMMENT

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

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

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

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

### STATUTORY ENVIRONMENT

*Local Government Act 1995*

5.56. *Planning principal activities*

(1) *A local government is to plan for the future of the district*

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

*Local Government (Administration) Regulations 1996*

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

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

*Local Government (Administration) Regulations 1996*

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

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

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

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

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership**

**Strong Governance and Leadership**

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

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**22/2026 Moved: Cr. Leach**

**Seconded: Cr. Talbot**

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

**Carried 7/0**

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

*Against: Nil*

### 8.2.3 RECORDS DISASTER MANAGEMENT AND IT DISASTER PLANS REVIEW

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

#### SUMMARY

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

#### BACKGROUND

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

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

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

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

#### COMMENT

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

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

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

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

**STATUTORY ENVIRONMENT**

*State Records Act 2000*

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

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

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

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**23/2026 Moved: Cr. Smith**

**Seconded: Cr. Dyer**

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

**Carried 7/0**

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

*Against: Nil*

## 8.2.4 LEASE AGREEMENT WITH THE AUSTRALIAN RED CROSS SOCIETY

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

### SUMMARY

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

### BACKGROUND

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

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

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

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

### COMMENT

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

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

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

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

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

## **STATUTORY ENVIRONMENT**

*Local Government Act 1995-Section 3.58. Disposing of property*

*Local Government (Functions and General) Regulations 1996*

*30. Dispositions of property excluded from Act s. 3.58*

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

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

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

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

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

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

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

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

*Land Administration Act 1997 (WA)*

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

*Commercial Tenancy (Retail Shops) Agreement Act 1985.*

## **POLICY IMPLICATIONS**

NIL

## **FINANCIAL IMPLICATIONS**

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

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

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Community**

**Inclusive, healthy and resilient community**

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

**Objective: Economy**

**A strong, diverse local economy**

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

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**24/2026 Moved: Cr. Leach**

**Seconded: Cr. Talbot**

*That Council:*

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

**Carried 7/0**

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

*Against: Nil*

## 8.2.5 LEASE AGREEMENT CONTAINER DEPOSIT SCHEME

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

### SUMMARY

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

### BACKGROUND

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Indicative timeline is as follows:

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

## **COMMENT**

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

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

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

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

**STATUTORY ENVIRONMENT**

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

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

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

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

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

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Environment**

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

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

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**25/2026 Moved: Cr. Dickinson**

**Seconded: Cr. Hickey**

*That Council:*

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

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

**Carried 7/0**

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

*Against: Nil*

## 8.2.6 BUSINESS ASSISTANCE GRANT

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

### SUMMARY

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

### BACKGROUND

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

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

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

#### *Funding Overview*

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

#### Applicant details:

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

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

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

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

**COMMENT**

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

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

Eligibility and assessment summary:

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

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

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

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

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

**POLICY IMPLICATIONS**

NIL

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

**FINANCIAL IMPLICATIONS**

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

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

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

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

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**26/2026 Moved: Cr. Leach**

**Seconded: Cr. Dickinson**

*That Council:*

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

**Carried 7/0**

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

*Against: Nil*

## 8.2.7 CCTV SUBSIDY PARTNERSHIP PROGRAM

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

### SUMMARY

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

### BACKGROUND

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

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

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

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

### Funding Overview

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

Applicant details are as follows:

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

**COMMENT**

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

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

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

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

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

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

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

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

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Community**

**Inclusive, healthy and resilient community**

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

**VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

*That Council:*

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

## **COUNCIL RESOLUTION**

**27/2026 Moved: Cr. Talbot**

**Seconded: Cr. Smith**

*That Council:*

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

**Carried 7/0**

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

*Against: Nil*

The application from Wilcarra Pty Ltd, which was included in the Officer's Recommendation, was not approved by Council as it did not include a supporting quotation and did not meet the program criteria relating to public-facing CCTV coverage.

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

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

#### **SUMMARY**

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

#### **BACKGROUND**

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

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

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

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

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

#### **COMMENT**

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

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

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

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

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

**STATUTORY ENVIRONMENT**

NIL

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Economy**

**A strong, diverse local economy**

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

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**28/2026 Moved: Cr. Talbot**

**Seconded: Cr. Leach**

*That Council:*

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

**Carried 7/0**

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

*Against: Nil*

The President, Cr. S Jacobs declared an impartiality interest in the following item as she has been invited to attend the ALGA National General Assembly in Canberra.

The CEO, N Manton declared a financial interest in the following item as the cost of attending the ALGA General Assembly in Canberra is an addition to the training and professional allowance within the CEO salary package.

### **8.2.9 ALGA NATIONAL GENERAL ASSEMBLY ATTENDANCE**

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

#### **SUMMARY**

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

#### **BACKGROUND**

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

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

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

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

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

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

#### **COMMENT**

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

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

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

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

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

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

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

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

*Local Government (Administration) Regulations 1996 –*

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

*Local Government (Rules of Conduct) Regulations 2007.*

### **POLICY IMPLICATIONS**

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

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

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

### **FINANCIAL IMPLICATIONS**

Attendance at the 2026 National General Assembly is not included in the current budget. Indicative costs for attendance by the Shire President and Chief Executive Officer are approximately \$11,408. This includes registration fees, accommodation, flights, transfers and official event costs.

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

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

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

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

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

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

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

**VOTING REQUIREMENT**

Absolute Majority

**COUNCIL RESOLUTION**

**29/2026 Moved: Cr. Talbot**

**Seconded: Cr. Hickey**

*That Council:*

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

**Carried by Absolute Majority 7/0**

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

*Against: Nil*

## 8.3 WORKS AND SERVICES

### 8.3.1 TENDER SUPPLY AND DELIVERY OF PRIME MOVER

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

#### SUMMARY

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

#### BACKGROUND

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

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

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

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

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

The following compliant submissions were received:

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

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

#### COMMENT

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

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

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

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

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

### **STATUTORY ENVIRONMENT**

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

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

### **POLICY IMPLICATIONS**

Policy 2.9 Purchasing Policy

### **FINANCIAL IMPLICATIONS**

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

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

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

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership**

**Strong Governance and Leadership**

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

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**30/2026 Moved: Cr. Leach**

**Seconded: Cr. Dickinson**

*That Council:*

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

**Carried 6/1**

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

*Against: Cr. Hickey*

**COUNCIL RESOLUTION**

**31/2026 Moved: Cr. Leach**

**Seconded: Cr. Hickey**

*That Council accept late agenda item 8.3.2 – FWC Road Transport Contractual Chain Order.*

**Carried 7/0**

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

*Against: Nil*

**8.3.2 FAIR WORK COMMISSION EMERGENCY ROAD TRANSPORT CONTRACTUAL CHAIN ORDER – CEO AUTHORISATION FOR FUEL COST RECOVERY**

Applicant:	Shire of Corrigin
Date:	21/04/2026
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	GOV.0001
Attachment Ref:	Attachment 8.3.2.1 – Fair Work Commission Road Transport Contractual Chain Order – Fuel Cost Recovery 2026 Attachment 8.3.2.2 – CEO Delegation Register 2025 (Extracts: Delegations 1.2.9 & 1.2.16)

**SUMMARY**

This item seeks Council authorisation for the Chief Executive Officer to approve and pay fuel levies or fuel cost recovery adjustments required under the Fair Work Commission Emergency Road Transport Contractual Chain Order (RTCCO), where such payments or associated contract variations exceed the CEO's current delegated authority.

**BACKGROUND**

The Fair Work Commission Emergency Road Transport Contractual Chain Order commenced on 21 April 2026 and imposes mandatory fuel cost recovery obligations across road transport contractual chains.

The Order applies broadly where a party engages, or benefits from, road transport services, either directly or indirectly. As a result, the Shire of Corrigin is captured in its capacity as a primary or secondary party in multiple contractual chains associated with core service delivery.

Contracts potentially affected include, but are not limited to:

- Waste, recycling, and landfill services;
- Ranger, security, or regulatory services involving vehicle use;
- Freight and logistics arrangements for the delivery of goods, plant, materials, and consumables;
- Bitumen, gravel, asphalt, and road construction material supply contracts where transport forms part of the supply chain; and
- Any other service or supply contract where road transport is an integral component of performance.

Compliance with the Order may require the Shire to:

- Pay fuel levies or fuel cost recovery amounts;
- Approve reimbursement or rate adjustments related to fuel price volatility; and/or
- Facilitate downstream recovery of fuel costs where transport workers or subcontractors are involved,

including in circumstances where existing contracts do not contain fuel price rise-and-fall provisions.

## **COMMENT**

The Shire's current Delegation Register limits the Chief Executive Officer's authority to vary contracts to no more than 10% or \$100,000 (whichever is the lesser) and does not extend to approving payments arising from contract variations beyond those limits.

Given the potentially cumulative nature of fuel cost recovery requirements, including regular reviews and adjustments, and the number of contracts that may be affected across operational areas, the CEO does not currently hold sufficient delegated authority to ensure timely compliance with the Order.

Without specific authorisation, there is a risk that:

- The Shire may be unable to meet mandatory obligations within required timeframes;
- Non-compliance with Commonwealth industrial law may occur; and
- Officers may be placed in a position of acting outside their delegated authority.

Providing a targeted and time-limited Council authorisation allows the Shire to meet its legal obligations while maintaining appropriate governance oversight. Reporting requirements will ensure Council remains informed of any financial impacts and contract variations arising from the Order.

## **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*s 5.42 – Delegations of some powers and duties to CEO*

*s5.43 – Limits on delegations to CEO*

*Local Government (Financial Management) Regulations 1996*

*r.12 – Payments from municipal or trust fund*

*Fair Work Amendment (Fairer Fuel) Act 2026 (cth)*

*Fair Work Commission Emergency Road Transport Contractual Chain Order*

## **POLICY IMPLICATIONS**

Shire of Corrigin Delegation Register 2025

This item does not propose any permanent amendment to the Delegation Register. The requested authority is limited to compliance with the Fair Work Commission Emergency Road Transport Contractual Chain Order.

## **FINANCIAL IMPLICATIONS**

Fuel cost recovery payments required under the Order represent externally imposed compliance costs and may:

- Be unbudgeted at the time contracts were approved;
- Vary in magnitude and duration; and
- Apply across multiple suppliers and service categories.

All payments will remain subject to the Shire's financial management controls and will be reported through established financial reporting and budget review processes.

**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	Keep the community informed and seek their feedback	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

**COUNCIL RESOLUTION**

**32/2026 Moved: Cr. Dyer**

**Seconded: Cr. Leach**

*That Council*

1. *Notes the commencement of the Fair Work Commission Emergency Road Transport Contractual Chain Order on 21 April 2026 and its application to local governments participating in road transport contractual chains.*
2. *Acknowledges that the Shire of Corrigin holds a range of contracts and service arrangements involving road transport which may be affected by the Order.*
3. *Recognises that compliance with the Order may require fuel levies or fuel cost recovery adjustments to be paid under existing contracts, including where such payments exceed the Chief Executive Officer’s delegated authority under:*
  - *Delegation 1.2.9 (contract variations limited to 10% or \$100,000); and*
  - *Delegation 1.2.16 (payments from the municipal or trust fund)*
4. *Authorises the Chief Executive Officer, for the duration of the Fair Work Commission Emergency Road Transport Contractual Chain Order and any extension or review of that Order, to:*
  - *Approve and pay fuel levies or fuel cost recovery adjustments required solely to comply with the Order; and*
  - *Approve associated variations to existing service and supply contracts where such variations exceed the CEO’s delegated authority, provided they are directly attributable to compliance with the Order and are appropriately documented.*
5. *Requires the Chief Executive Officer to ensure that:*
  - *All approvals and payments comply with the Local Government Act 1995, the Local Government (Financial Management) Regulations 1996, and internal financial controls; and*
  - *All payments and contract variations made under this authority are reported to Council through the next available Ordinary Council Meeting or budget review process.*

6. *Confirms that this authorisation is limited to matters arising from the Fair Work Commission Emergency Road Transport Contractual Chain Order and does not amend the Delegation Register or create a precedent for unrelated matters.*

**Carried by Absolute Majority 7/0**

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

*Against: Nil*

**9 CHIEF EXECUTIVE OFFICER REPORT**

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

**10 PRESIDENT'S REPORT**

The President, Cr. S Jacobs gave an overview of meetings and events attended.

**11 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS**

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

**13 INFORMATION BULLETIN**

**14 WALGA AND CENTRAL ZONE MOTIONS**

**15 NEXT MEETING**

Ordinary Council Meeting on 19 May 2026 at 4pm.

**16 MEETING CLOSURE**

The President, Cr. Jacobs closed the meeting at 4:54pm.



# MINUTES

ENDA STEVENSON TRUST FUND  
TRUSTEES MEETING

**11 May 2026 at 12.00pm**

Venue: Corrigin Council Chambers  
9 Lynch Street, Corrigin

## Terms of Reference

### **1.0 NAME**

The Stevenson Trust Fund established by a trust deed dated 27 September 2005.

### **2.0 OBJECTIVES OF TRUST FUND**

The promotion and advancement of the education of the residents of the Shire of Corrigin.

### **3.0 APPLICATION OF THE INCOME OR CAPITAL OF THE STEVENTSON'S TRUST FUND**

Income shall be applied in the following ways:

- Establishing and maintaining a scholarship to be called the Stevenson Scholarship
- Assisting Corrigin District High School with the operation of their health and wellbeing programs for students; and
- Towards such other causes that comply with the object of the Trust Fund, as described in 2, and are agreed to by unanimous resolution of Trustees.

### **4.0 TRUSTEES**

Section 1 (h) of the Trust Deed notes that the Trustees shall be those people from time to time holding the offices of the:

- (a) President of the Shire of Corrigin
- (b) Chairman of the Corrigin District High School Council
- (c) Headmaster of Corrigin District High School
- (d) Officer in Charge of Police of the Corrigin Police Station

## 1. DECLARATION OF OPENING

The Chairperson, Cr S Jacobs, opened the meeting at 12:06pm

## 2. ATTENDANCE/APOLOGIES

President – Shire of Corrigin	Cr S Jacobs
Principal – Corrigin District High School	S Hardingham
Officer in Charge – Corrigin Police	G Barke

Staff

Chief Executive Officer – Shire of Corrigin	N Manton
Executive Support Officer – Shire of Corrigin	J Filinski

## 3. MINUTES OF PREVIOUS MEETING

### Resolution

**Moved: G Barke**

**Seconded: S Hardingham**

*Minutes of the Edna Stevenson Trust Fund Trustees meeting held on 10 November 2025 be confirmed as a true and correct record (Attachment 3.1)*

**Carried**

## 4. STEVENSON TRUST FUND – LEGAL ADVICE ON TRUST ADMINISTRATION

Legal advice was obtained following a recommendation arising from the Shire's audit conducted under the *Local Government (Financial Management) Regulations 1996* (Regulation 5 review), and as resolved by the Committee at its meeting on 10 November 2025, to ensure the Trust is being administered in accordance with the terms and underlying intent of the Trust Deed.

The advice confirms that the primary purpose of the Trust is to provide scholarships to eligible students from Corrigin pursuing tertiary education. While some amendments made in 2016 to broaden eligibility and assistance are valid, others, particularly those allowing funds to be used for general educational purposes, are inconsistent with the original intent of the Trust and may not be valid.

Any substantive change to the purpose of the Trust would require a formal process under the *Charitable Trusts Act 2022*. The advice highlights the need for the Trust to continue operating within its original purpose unless and until any changes are formally approved. The full legal advice is provided as Attachment 4.1.

### Resolution

**Moved: S Hardingham**

**Seconded: G Barke**

*That the Trustees receive and note the advice provided in attachment 4.1.*

**Carried**

### Resolution

**Moved: S Hardingham**

**Seconded: S Jacobs**

- 1. That the Original Trust Deed, the 2016 Trust Variation and McLeod's advice be reviewed by Squire Patton Boggs;*
- 2. Determine whether the 'Centre for Child Health Research at the University of WA' is still a charitable fund;*
- 3. Approve expenditure from the Edna Stevenson Trust for the cost of seeking advice*

**Carried**

## 5. GENERAL BUSINESS

### 5.1. FINANCIAL REPORTS

Financial reports as at 30 April 2026

Edna Stevenson Trust Fund Receipts and Payments Statement for 2025/2026 As at 30 April 2026			
<b>Summary for 2025/2026</b>			
Income		Expenditure	
Interest - 2025/2026	\$ 97.79	Scholarships paid - 2025/2026	-\$ 7,455.81
Sale of Opals	\$ -	Administration Fee paid to Corrigin Shire - 2026	-\$ 4,400.00
<b>Income</b>	<b>\$ 97.79</b>	<b>Expenditure</b>	<b>-\$ 11,855.81</b>
		<b>Total Income &amp; Expenditure for 2025/2026</b>	<b>-\$ 11,758.02</b>
<b>Breakdown for 2025/2026</b>			
31/07/2025	Interest earned for the month of July - NAB account		\$ 13.55
1/08/2025	Scholarship - Kailey Coppen		-\$ 1,897.80
31/08/2025	Interest earned for the month of August - NAB account		\$ 10.36
4/09/2025	Scholarship - CDHS Cyber Safety & Digital Wellness Workshops		-\$ 2,755.81
30/09/2025	Interest earned for the month of September - NAB account		\$ 8.60
31/10/2025	Interest earned for the month of October - NAB account		\$ 8.24
13/11/2025	Scholarship - Kailey Coppen		-\$ 2,802.20
30/11/2025	Interest earned for the month of November - NAB account		\$ 7.31
31/12/2025	Interest earned for the month of December - NAB account		\$ 8.27
31/01/2026	Interest earned for the month of January - NAB account		\$ 7.52
27/02/2026	Interest earned for the month of February - NAB account		\$ 8.78
5/03/2026	Administration Fee paid to Corrigin Shire - 2026		-\$ 4,400.00
31/03/2026	Interest earned for the month of March - NAB account		\$ 11.55
30/04/2026	Interest earned for the month of April - NAB account		\$ 13.61
		<b>Total Income &amp; Expenditure for 2025/2026</b>	<b>-\$ 11,758.02</b>
<b>Breakdown of funds held</b>			
NAB bank account closing balance 30/04/2026			\$ 41,422.27
<i>NAB term deposit opened 20/09/2024. Principal \$750,000. Interest rate 5.01%, earned \$18,633.09 interest at 20/03/2025 maturity (reinvested)</i>			
<i>NAB term deposit rolled over 28/03/2025 - \$768,633.09. Interest rate 4.70%, earned \$8,907.73 interest at 26/06/2025 maturity (reinvested)</i>			
NAB term deposit rolled over 26/06/2025 - \$777,540.82. Interest rate 4.15%, to earn \$32,267.95 interest at 26/06/2026 maturity			\$ 777,540.82
<b>Total Edna Stevenson Trust funds as at 30/04/2026</b>			<b>\$ 818,963.09</b>
Net Balance - Capital	\$ 728,900.73		
Net Balance - Operating	\$ 90,062.36		
	<b>\$ 818,963.09</b>		
The Shire of Corrigin holds in trust the following items, located within Council's safe as at 10 June 2024			
5 silver pendants			
123 opal stones as at 10 June 2024			
<b>Breakdown of funds utilised per year</b>			
Opening Balance (2006/2007)			\$ 30,050.67
Income & Expenditure - 2007/2008			\$ 737,163.11
Income & Expenditure - 2008/2009			\$ 28,870.86
Income & Expenditure - 2009/2010			\$ 33,482.54
Income & Expenditure - 2010/2011			\$ 21,971.28
Income & Expenditure - 2011/2012			\$ 33,558.85
Income & Expenditure - 2012/2013			\$ 21,490.90
Income & Expenditure - 2013/2014			\$ 18,684.62
Income & Expenditure - 2014/2015			\$ 8,702.19
Income & Expenditure - 2015/2016			\$ 13,869.35
Income & Expenditure - 2016/2017			-\$ 18,617.13
Income & Expenditure - 2017/2018			\$ 9,309.52
Income & Expenditure - 2018/2019			\$ 1,713.96
Income & Expenditure - 2019/2020			-\$ 14,174.30
Income & Expenditure - 2020/2021			-\$ 23,309.66
Income & Expenditure - 2021/2022			-\$ 24,809.62
Income & Expenditure - 2022/2023			-\$ 20,408.61
Income & Expenditure - 2023/2024			-\$ 31,804.61
Income & Expenditure - 2024/2025			\$ 4,977.19
Income & Expenditure - 2025/2026			-\$ 11,758.02
<b>Total Edna Stevenson Trust funds as at 30/04/2026</b>			<b>\$ 818,963.09</b>

## 5.2. SCHOLARSHIP STATUS REPORT

2024 Academic year:					
	Awarded	Claimed	Unclaimed	Remaining	Comments
Tyler Lee-Dyer	\$5,000.00	\$0.00	\$5,000.00	\$0.00	Scholarship Withdrawn
CDHS - Resilience Project	\$5,000.00	\$5,000.00	\$0.00	\$0.00	Scholarship Finalised.
CDHS - Japan Camp	\$10,000.00	\$10,000.00	\$0.00	\$0.00	Scholarship Finalised.
CDHS - Year 7-10 Canberra Camp	\$7,500.00	\$7,500.00	\$0.00	\$0.00	Scholarship Finalised.
CDHS - Year 5-6 Ningaloo Camp	\$10,000.00	\$10,000.00	\$0.00	\$0.00	Scholarship Finalised.
Ava Crotty	\$5,000	\$4,849.31	\$150.69	\$0.00	Scholarship Finalised.
2025 Academic year:					
	Awarded	Claimed	Unclaimed	Remaining	Comments
Kailee Hughes	\$5,000.00	\$5,000.00	\$0.00	\$0.00	Scholarship Finalised.
CDHS - Resilience Project	\$5,000.00	\$5,000.00	\$0.00	\$0.00	Sponsorship Awarded. Payments made.
CDHS - eSafeKids Workshops	\$3,000.00	\$2,755.81	\$244.19	\$0.00	Sponsorship Awarded. Payments made.
Ava Broughton	\$4,750.00	\$4,688.85	\$61.15	\$0.00	Scholarship Finalised.
Kailey Coppen	\$4,700.00	\$4,700.00	\$0.00	\$0.00	Scholarship Finalised.
2026 Academic year:					
	Awarded	Claimed	Unclaimed	Remaining	Comments

## 5.3. SCHOLARSHIP APPLICATIONS

### 5.3.1 CONSIDERATION OF NEW SCHOLARSHIP APPLICATIONS

One new scholarship application was received from Tayah Aldworth on 27 April 2026 (Attachment 5.3.1.1).

Applicant	Education Intuition	Amount requested
Tayah Ashlyn Baker Aldworth	Curtin University	\$16,970

The Executive Support Officer ESO has confirmed information provided by applicant as listed below:

- Studying a double degree full-time in 2026.
- Tayah studied at various schools for her high school years, a total of approximately 3 months at Corrigin District High School.
- Tayah reported her parent' income, however, is financially independent receiving no support or allowance from her parent. Tayah supports herself through casual work, a Curtin University Scholarship and ABSTUDY Allowance.
- Casual work fluctuates greatly, with the latest payslip being provided being over the normal, as it was during over the school holiday period.
- Outside of university periods, Tayah's primary address is 11 Camm Street, Corrigin.
- Assessment Matrix provided as attachment 5.3.1.2.
- Does not meet the interpretation of a student as she hasn't completed 3 years high school at Corrigin District High School or at a government run high school.

Suggested financial criteria 9 May 2022

Fortnightly earnings	Scholarship award
\$0 - \$1500	\$5000
\$1501 - \$2000	\$4000
\$2001 - \$3000	\$3000
\$3001 - \$4000	\$2000
\$4001+	\$0

### Recommendation

#### Moved:

That the Trustees do not grant Tayah Ashlyn Baker Aldworth a scholarship for the 2026 calendar year, as she does not meet the Edna Stevenson Trust criteria for a 'student', having not completed three years of secondary schooling at either Corrigin District High School or another government run senior high school. Also, that Tayah is already receiving other scholarships.

#### Seconded:

**Resolution**

**Moved: G Barke**

**Seconded: S Jacobs**

That the Trustees do not grant Tayah Ashlyn Baker Aldworth a scholarship for the 2026 calendar year, as she does not meet the Edna Stevenson Trust criteria for a 'student', having not completed three years of secondary schooling at either Corrigin District High School or another government run senior high school.

**Carried**

**5.3.2 CORRIGIN DISTRICT HIGH SCHOOL**

The Corrigin District High School (CDHS) Principal, Shannon Hardingham and Deputy Principal, Jo Courboulos, have submitted requests (Attachment 5.3.2) for funding to support student wellbeing and career development initiatives.

**Background**

CDHS is seeking up to \$5,000 to continue delivery of The Resilience Project School Partnership Program for a fourth year. Funding has previously been provided for the program, which has demonstrated strong outcomes in supporting student mental health, resilience, and overall wellbeing. The program focuses on evidence-based pillars including gratitude, empathy, and mindfulness.

CDHS is also requesting \$6,000 to support a Careers Camp for secondary students in 2026. The camp will involve 32 students attending a three-night program in Perth from 22–25 July 2026. Activities will include visits to educational institutions, attendance at the Perth Careers and Employment Expo, and participation in leadership and team-building activities. The funding will contribute towards accommodation, transport, activities, and catering costs, enabling students to access exposure to future education and employment pathways.

The combined request for both programs totals \$11,000.

**Resolution**

**Moved: S Jacobs**

**Seconded: G Barke**

That the Trustees **decline** a grant of up to \$5,000 to the Corrigin District High School towards the Resilience Project based on legal advice that the 2016 variation to the Trust Deed to permit the use of trust fund income to assist the Corrigin District High School with the operation of their health and wellbeing programs for students is not valid.

That the Trustees **decline** a grant of \$6,000 to the Corrigin District High School towards secondary student Careers Camp based on legal advice that the 2016 variation to the Trust Deed to permit the use of trust fund income to assist the Corrigin District High School with the operation of their health and wellbeing programs for students is not valid.

**Carried**

## **5.4 OTHER MATTERS**

### **5.4.1 CUSTOMER DUE DILIGENCE – TRUSTEE VERIFICATION (NAB)**

Correspondence has been received from National Australia Bank (NAB) requesting additional information to satisfy Customer Due Diligence requirements in relation to the Stevenson Trust Fund (Attachments 5.4.1.1 and 5.4.1.2).

NAB has advised that, as part of its legal and regulatory obligations, it is required to verify the identity of the current Trustees as the controlling parties of the Trust. Specifically, NAB has requested confirmation of each Trustee's full name, date of birth, and residential address. Due to the nature of the Trust's structure, NAB has further advised that this information must be provided via a letter from a registered accountant or lawyer.

Trustees are requested to provide the required information to the Senior Finance Officer ([rates@corrigin.wa.gov.au](mailto:rates@corrigin.wa.gov.au)) or the Executive Support Officer ([eso@corrigin.wa.gov.au](mailto:eso@corrigin.wa.gov.au)) for consolidation and submission to NAB.

#### **Resolution**

**Moved: S Hardingham                      Seconded: G Barke**

That the Trustees approve the use of Trust funds to meet any reasonable costs associated with obtaining the required verification.

***Carried***

## **6 NEXT MEETING**

The next meeting will be 10 August 2026

## **7 MEETING CLOSURE**

The Chairperson, Cr. S Jacobs closed the meeting at 12:57pm.



# MINUTES

## LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

**11 May 2026 at 1:00pm**

Venue: Council Chambers,  
9 Lynch Street, Corrigin

## Terms of Reference

### 1.0 NAME

The Committee shall be known as the Corrigin Local Emergency Management Committee (LEMC).

### 2.0 ROLE OF THE COMMITTEE

To collaborate with local support organisations, hazard management agencies and industry representatives to collectively build a resilient community that is prepared to respond and recover from an emergency.

### 3.0 OBJECTIVES OF THE COMMITTEE

- To advise and assist the Shire of Corrigin in ensuring that local emergency management arrangements are established for its district.
- To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.
- To assist with the preparation and approval of the Corrigin Local Emergency Management Plan and submit such plans to the Office of Emergency Management (OEM) for approval.
- To review at least annually the Corrigin Local Emergency Management Plan.
- To assist in the preparation of emergency management operating procedures for application in the Shire of Corrigin.
- To ensure appropriate testing and exercising of the local emergency management plan.
- To prepare an annual report of the activities of the LEMC for submission to the OEM.
- To provide assistance to the Local Emergency Coordinators and Hazard Management Agencies during emergency management operations.
- To carry out such other emergency management functions as directed by OEM.

### 4.0 MEMBERSHIP

The Council appoints to the Committee those ex-officio representatives whose titles appear below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing at the date of the Local Government election in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

Membership of the Committee shall be:

- The President of the Shire of Corrigin
- Deputy Shire President
- The Officer in Charge of the Corrigin Police District or delegate(s)
- The Shire's Chief Bush Fire Control Officer
- The SES Area Manager or delegate
- The Chairperson of St John Ambulance Corrigin or delegate
- A health representative from the Corrigin Hospital
- An officer from the Department of Communities
- Representatives from other agencies as required

### 5.0 PRESIDING MEMBER

The President takes the role of Presiding Member. The members of the Committee shall elect a Deputy Presiding Member to chair in the absence of the Presiding Member at the first meeting after the local government election to satisfy the requirements of the *Local Government Act 1995*.

The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Corrigin Standing Orders.

The minutes of the advisory committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.

The *Local Government Act 1995* places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees. The Presiding Member, if not the Shire President, as well as individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

## 6.0 CONDUCT OF MEETINGS

Ordinary meetings of the Committee shall be held on a day as determined by the Presiding Member generally in February, May, August and November each year. Written notice shall be given to all Committee members, at least 14 days prior to the meeting.

Special meetings of the Committee may be convened:

- by the Presiding Member
- by written notice to all committee members, such notice being signed by at least four members of the Committee, giving not less than seven days notice and stating purpose of the meeting.
- by the Council

The time and venue of meetings will be determined by the Presiding Member or the Council having due regard to the general convenience of the Committee members.

Each meeting of the LEMC should consider, but not be restricted to, the following matters, as appropriate:

### Every meeting:

- Confirmation of local emergency management arrangements contacts details and key holders;
- Review of any post-incident reports and post exercise reports generated since last meeting;
- Progress of emergency risk management process;
- Progress of treatment strategies arising from emergency risk management process;
- Progress of development or review of local emergency management arrangements; and
- Other matters determined by the local government.

### First quarter:

- Development and approval of next financial year LEMC exercise schedule (to be forwarded to relevant DEMC);
- Begin developing annual business plan.

### Second quarter:

- Preparation of LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report);
- Finalisation and approval of annual business plan.

### Third quarter:

- Identify emergency management projects for possible grant funding.

### Fourth quarter:

- National and State funding nominations.

The Committee is established by the Council of the Shire of Corrigin under the powers and given in section 5.8 of the *Local Government Act 1995*. Notice of meetings, quorum requirements of 50% of members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the *Local Government Act 1995*.

## 7.0 DELEGATED POWERS

The Committee has no delegated powers and is an advisory committee to Council only.

Recommendations of committee meetings are to be presented to Council by staff for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

## 1. DECLARATION OF OPENING

The Chairperson, Cr. S Jacobs opened the meeting at 1:04pm.

## 2. ATTENDANCE/APOLOGIES

Shire President	Cr. Sharon Jacobs
Shire Deputy President	Cr. M Leach
Chief Executive Officer	Natalie Manton
Executive Support Officer	Jarrad Filinski
Corrigin District High School, Principal	Shannon Hardingham
Corrigin Police, Officer in Charge	Gavin Barke
Department of Communities, Regional Officer	Jo Spadaccini
Corrigin Volunteer Fire and Rescue (VFRS), Captain	Trent Di Fulvio
Corrigin Hospital, Director of Nursing/HSM	Elizabeth McIntosh
Western Power, Team Leader	Brett Dew

### APOLOGIES

DFES District Emergency Management Advisor	Viv Gardiner
Corrigin St John Ambulance, Chair	Braden Hill
Department of Communities, Regional Coordinator	Michael Phillips

## 3. MINUTES OF PREVIOUS MEETING

### Resolution

**Moved: E McIntosh**                      **Seconded: S Hardingham**

*Minutes of the Local Emergency Management Committee Meeting held on 9 February 2026 be confirmed as a true and correct record (Attachment 3.1)*

*Carried*

## 4. REVIEW OF LEMC DOCUMENTS

Committee to advise of any changes to any known contact details via email to [eso@corrigin.wa.gov.au](mailto:eso@corrigin.wa.gov.au).

- Local Emergency Management Arrangements (*Attachment 4.1*)
- Local Emergency Evacuation Plan (*Attachment 4.2*)
- Local Emergency Recovery Plan (*Attachment 4.3*)

## 5. REVIEW OF INCIDENTS AND EXERCISES

Review of any post-incident reports and post exercise reports generated since last meeting.

### 5.1. INCIDENTS

#### Fires:

27 February 2026	Rabbit Proof Fence x Brookton-Corrigin Road – Electric Vehicle Fire
9 March 2026	Corrigin South Road – Duck flew into power lines

#### Other Incidents:

25 March	Corrigin Rock, medical episode, person in distress on land
5 March	Assistance with ambulance at Gorge Rock

### 5.2. DESKTOP EXERCISE

No desktop exercise was conducted. An electric vehicle fire exercise may be considered for a future exercise.

## 6. OTHER MATTERS

Discussion was held regarding the need for a transfer switch for a generator for the Patient Transfer Station and airstrip lights. This is important to ensure patient transfer facility is

operational for Royal Flying Doctor Service (RFDS) transfers and for the safety of St John Ambulance volunteers. Installing a generator switch would allow the airstrip lights to function during a power outage which is essential for safe landing of the RFDS aircraft and helicopter for patient transfers and emergency rescue operations.

Action: Investigate whether there are defined vegetation clearing distances permitted around power poles.

## 7. REPORTS

Reports from LEMC members and stakeholders

### Shire of Corrigin

- RFDS has expressed interest in storing fuel at the airstrip. CEO N Manton is negotiating a suitable storage option before approving the storage.

### Department of Communities

- Communities continued supporting evacuation centres, emergency accommodation, and early recovery activities throughout the high threat season.
- New “Go Bag” and hygiene pack initiatives have received positive feedback from impacted communities.
- Local Governments are reminded to ensure only approved evacuation centres are listed in the LEMA and State register.
- Updated ERS evacuation centre training will be rolled out to local governments during the preparedness season.
- Communities responded to 13 bushfire incidents and 3 cyclone events between January and March 2026, including Severe Tropical Cyclone Narelle.
- The State Support Plan – Emergency Relief and Support was activated for TC Narelle, with 5 evacuation centres opened and more than 180 people supported.
- Communities continues leading social recovery coordination, with key issues including housing damage, financial hardship, limited services, and environmental health concerns.
- Round Four of the Disaster Ready Fund is expected to open mid-2026, with opportunities for local governments to seek funding for emergency facility upgrades and backup power.

### Corrigin Police

- Two new officers have commenced work in Corrigin
- The Current focus is on road policing and road safety in the region

### Corrigin District Hospital

- Corrigin hospital is currently operating close to capacity and may not have means to keep locals in Corrigin if they need prolonged care.

### Corrigin Volunteer Fire and Rescue

- A new rescue truck has been received on a temporary basis.

### Western Power

- B Dew discussed regional statistics. The PowerPoint used to inform the discussion will be attached to the minutes.

## 8. NEXT MEETING

The next meeting will be Monday 10 August 2026 at 1:00pm

**9. MEETING CLOSURE**

The Chairperson, Cr. S Jacobs closed the meeting at 2:05pm and thanked everyone for their attendance.

**SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF APRIL 2026**

**MUNICIPAL ACCOUNT**

**EFT PAYMENTS**

<b>EFT #</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT22529	02/04/2026	ARROW BRONZE	NICHE WALL PLAQUES	\$ 813.16
EFT22530	02/04/2026	CJS AGRI-MECHANICS	PLANT SERVICE AND REPAIRS - TORO MOWERS	\$ 3,086.63
EFT22531	02/04/2026	CHESTER, REGAN LOUISE	STAFF REIMBURSEMENT	\$ 457.98
EFT22532	02/04/2026	CORRIGIN ROADHOUSE	FUEL SUPPLIES FOR MARCH 2026	\$ 756.94
EFT22533	02/04/2026	CORRIGIN TYREPOWER	PLANT REPAIRS - CEO VEHICLE, PRIME MOVER	\$ 160.00
EFT22534	02/04/2026	FLICK ANTICIMEX PTY LTD	ANNUAL SERVICE FEE FOR SHARPS DISPOSAL UNITS AT ROTARY PARK	\$ 286.00
EFT22535	02/04/2026	GEOGRAPHE UNDERGROUND SERVICES	CUSTOMER REFUND	\$ 90.00
EFT22536	02/04/2026	IRIS CONSULTING GROUP PTY LTD	RECORDS ESENTENCING, DISPOSAL AND ARCHIVING TRAINING - STAFF REGISTRATION	\$ 303.60
EFT22537	02/04/2026	LANDGATE	RURAL UV INTERIM VALUATIONS, MINING TENEMENTS INTERIM VALUATIONS	\$ 115.56
EFT22538	02/04/2026	NEU-TECH AUTO ELECTRICS, TYRES & MECHANICAL	PLANT PARTS AND REPAIRS - TIPPER TRUCK, MWS VEHICLE, TRACTOR, TRAILER	\$ 2,525.25
EFT22539	02/04/2026	POOL & PUMP SERVICE & REPAIRS PTY LTD	PLANT SERVICE - HYDRO POOL PUMP	\$ 1,650.00
EFT22540	02/04/2026	TELSTRA LIMITED	PHONE AND INTERNET CHARGES	\$ 821.88
EFT22541	02/04/2026	WALLIS COMPUTER SOLUTIONS	LIBRARY CLOUD BACKUP, NEW LAPTOP FOR EHO	\$ 5,277.80
EFT22542	02/04/2026	MAJOR MOTORS UNIT TRUST T/AS SOUTH WEST ISUZU	PURCHASE OF NEW SIDE TIPPER TRUCK	\$ 230,626.00
EFT22543	02/04/2026	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 169.19
EFT22544	02/04/2026	SALARY PACKAGING AUSTRALIA	SALARY PACKAGING PAYROLL DEDUCTION	\$ 409.63
EFT22545	16/04/2026	A TEAM PRINTING PTY LTD	PRINTED ENVELOPES	\$ 1,679.70
EFT22546	16/04/2026	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS AND BATHROOM SUPPLIES	\$ 2,439.39
EFT22547	16/04/2026	ARROW BRONZE	NICHE WALL PLAQUE	\$ 522.78
EFT22548	16/04/2026	AUSTRALIA POST	POSTAGE CHARGES FOR MARCH 2026	\$ 52.08
EFT22549	16/04/2026	AUSTRALIAN INSTITUTE OF MANAGEMENT WA HRD LTD	WHS FOR MANAGERS, SUPERVISORS AND TEAM LEADERS - STAFF REGISTRATION	\$ 1,614.00
EFT22550	16/04/2026	B G L SOLUTIONS	OVERSEEDING HOCKEY FIELD	\$ 2,586.10
EFT22551	16/04/2026	BOC LIMITED	CONTAINER SERVICE FEE FOR SWIMMING POOL - MEDICAL OXYGEN	\$ 14.88
EFT22552	16/04/2026	BEST OFFICE SYSTEMS	PRINTING CHARGES - ADMIN OFFICE, RESOURCE CENTRE, WORKS DEPOT	\$ 356.66
EFT22553	16/04/2026	BROWNLEY'S PLUMBING & GAS	ANNUAL BACKFLOW WATER TESTING	\$ 3,744.40
EFT22554	16/04/2026	BUILDING CERTIFICATION SERVICES WA PTY LTD	BA3 CERTIFICATE OF DESIGN COMPLIANCE - CORRIGIN CARAVAN PARK	\$ 594.00
EFT22555	16/04/2026	CJS AGRI-MECHANICS	PLANT SERVICE AND REPAIRS - ROLLER, GRADER, PRIME MOVER	\$ 18,900.66
EFT22556	16/04/2026	CTI LOGISTICS	FREIGHT CHARGES FOR MARCH 2026	\$ 1,584.07
EFT22557	16/04/2026	CITY OF KALAMUNDA	BUILDING CONSULTANCY SERVICES FOR FEBRUARY 2026	\$ 350.00
EFT22558	16/04/2026	CORRIGIN HARDWARE	HARDWARE SUPPLIES FOR MARCH 2026	\$ 1,669.20
EFT22559	16/04/2026	CORRIGIN HISTORICAL SOCIETY (INC)	2025/2026 COMMUNITY ASSISTANCE GRANT - DUSTY BOOTS FESTIVAL	\$ 2,000.00
EFT22560	16/04/2026	CORRIGIN HOTEL	REFRESHMENTS AND CATERING	\$ 936.28
EFT22561	16/04/2026	CORRIGIN OFFICE SUPPLIES	STATIONERY SUPPLIES FOR MARCH 2026	\$ 455.05
EFT22562	16/04/2026	CORRIGIN SENIOR CITIZENS CENTRE INC.	HIRE OF SENIOR CITIZENS HALL FOR BINGO EVENT FROM NOVEMBER 2025	\$ 50.00

**SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF APRIL 2026**

EFT22563	16/04/2026	CORRIGIN TYREPOWER	PLANT REPAIRS - SIDE TIPPER TRAILER, DOLLY TRAILER	\$ 1,840.00
EFT22564	16/04/2026	CORSIGN WA PTY LTD	REFLECTORS FOR KURRENKUTTEN BRIDGE	\$ 145.20
EFT22565	16/04/2026	D&L STUDIO PTY LTD T/AS - METAL ARTWORK CREATIONS	STAFF NAME BADGES	\$ 39.49
EFT22566	16/04/2026	DEPT OF LOCAL GOVERNMENT, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY FOR MARCH 2026	\$ 1,161.91
EFT22567	16/04/2026	DEPARTMENT OF PREMIER AND CABINET	ADVERTISING - 2025/2026 FIREBREAK ORDER	\$ 484.62
EFT22568	16/04/2026	DIALPLAN	PHONE AND EQUIPMENT CHARGES - CORRIGIN MEDICAL CENTRE	\$ 1,105.50
EFT22569	16/04/2026	GREAT SOUTHERN FUEL SUPPLIES	BULK FUEL SUPPLIES FOR MARCH 2026	\$ 53,513.02
EFT22570	16/04/2026	HADDEO INFRASTRUCTURE AGRICULTURE PTY LTD	PROGRESS PAYMENT - VARIOUS PROJECT MANAGEMENT SERVICES	\$ 2,420.00
EFT22571	16/04/2026	HERSEY'S SAFETY PTY LTD	SAFETY AND HARDWARE SUPPLIES	\$ 83.60
EFT22572	16/04/2026	I SWEEP TOWN & COUNTRY	STREET SWEEPING CORRIGIN TOWNSITE	\$ 4,537.50
EFT22573	16/04/2026	JA GIMBEL PAINTING	PAINTING SERVICES AT 36B JOSE STREET	\$ 2,145.00
EFT22574	16/04/2026	KATEMS SUPERMARKET	REFRESHMENTS AND CATERING SUPPLIES FOR MARCH 2026	\$ 721.17
EFT22575	16/04/2026	MOMA SOLAR	SOLAR BOLLARDS FOR WAR MEMORIAL	\$ 950.77
EFT22576	16/04/2026	MOORE AUSTRALIA W A PTY LTD	ONSITE FINANCIAL WORKSHOP - BENDERING LANDFILL	\$ 7,920.00
EFT22577	16/04/2026	NARA TRAINING & ASSESSING PTY LTD (BY SKILLHIRE)	WORKING AT HEIGHTS TRAINING - STAFF REGISTRATION	\$ 550.00
EFT22578	16/04/2026	NEU-TECH AUTO ELECTRICS, TYRES & MECHANICAL	PLANT PARTS AND REPAIRS - SAM TRAILER, RUBBISH TRAILER, CREW CAB TRUCK	\$ 1,833.65
EFT22579	16/04/2026	NUTRIEN AG SOLUTIONS LIMITED	SOIL WETTER, FERTILISER FOR SWIMMING POOL LAWNS	\$ 134.86
EFT22580	16/04/2026	PATHWEST LABORATORY MEDICINE W.A.	PRE-EMPLOYMENT DRUG AND ALCOHOL SCREENINGS	\$ 99.00
EFT22581	16/04/2026	PORTER CONSULTING ENGINEERS	CONSULTANCY SERVICES - GOYDER STREET DRAINAGE	\$ 4,730.00
EFT22582	16/04/2026	QUAIRADING EARTHMOVING	PUSHING UP GRAVEL	\$ 2,640.00
EFT22583	16/04/2026	SCAVENGER FIRE & SAFETY	FIRE EQUIPMENT SERVICING	\$ 1,779.58
EFT22584	16/04/2026	SIGMA TELFORD GROUP	POOL CHEMICALS	\$ 1,491.01
EFT22585	16/04/2026	SWAN MATERIALS PTY LTD	55.30 TONNES OF 7MM WASHED GRANITE	\$ 5,494.17
EFT22586	16/04/2026	TEAM GLOBAL EXPRESS - TOLL GLOBAL	FREIGHT CHARGES	\$ 41.22
EFT22587	16/04/2026	TELSTRA LIMITED	PHONE AND INTERNET CHARGES	\$ 540.54
EFT22588	16/04/2026	THE BUTCHERS BLOCK	REFRESHMENTS AND CATERING SUPPLIES	\$ 51.75
EFT22589	16/04/2026	THOR EARTH PLANT HIRE	ROOF REPAIRS TO WINDMILL BUILDING	\$ 737.00
EFT22590	16/04/2026	TUDORBANK HOLDINGS PTY LTD	SHOWER REPAIRS AT 36B JOSE STREET	\$ 3,900.00
EFT22591	16/04/2026	VALLEY AIRCON & REFRIGERATION	REPAIRS TO AIRCONDITIONER AT 3 JANES DRIVE	\$ 1,567.50
EFT22592	16/04/2026	WA CONTRACT RANGER SERVICES	RANGER SERVICES - ANIMAL CONTROL	\$ 866.25
EFT22593	16/04/2026	WALLIS COMPUTER SOLUTIONS	SECURE ERASE AND DECOMMISSION REPLACED LAPTOPS	\$ 247.50
EFT22594	16/04/2026	WESTRAC PTY LTD	CAT LOCKS	\$ 377.60
EFT22595	16/04/2026	WEST COAST ASBESTOS REGISTERS	REMOVAL OF ASBESTOS FENCE AT 23B SEIMONS AVENUE	\$ 405.00
EFT22596	16/04/2026	WORK HEALTH PROFESSIONALS	STAFF AUDIOMETRIC TESTING AND DRUG AND ALCOHOL SCREENING	\$ 4,213.00
EFT22597	16/04/2026	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 169.19
EFT22598	16/04/2026	SALARY PACKAGING AUSTRALIA	SALARY PACKAGING PAYROLL DEDUCTION	\$ 409.63
EFT22601	23/04/2026	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS AND BATHROOM SUPPLIES	\$ 288.64
EFT22602	23/04/2026	AUSROAD MANUFACTURING PTY LTD	PLANT PARTS - PATCHING TRUCK	\$ 2,143.90

**SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF APRIL 2026**

EFT22603	23/04/2026	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR MARCH 2026	\$ 21,874.00
EFT22604	23/04/2026	AVON WASTE	RUBBISH COLLECTION FOR MARCH 2026	\$ 28,142.10
EFT22605	23/04/2026	B G L SOLUTIONS	OVERSEEDING MAIN OVAL	\$ 2,323.20
EFT22606	23/04/2026	BD WATER PTY LTD	SUPPLY AND INSTALL NEW RETICULATION STATIONS AT ROTARY PARK	\$ 7,665.27
EFT22607	23/04/2026	COMBINED PEST CONTROL WA	INSPECTION OF KURRENKUTTEN BRIDGES	\$ 550.00
EFT22608	23/04/2026	DR T RAMAKRISHNA	SUBSIDY PAYMENT AS PER AGREEMENT - JANUARY TO MARCH 2026	\$ 19,074.12
EFT22609	23/04/2026	EXURBAN PTY LTD	TOWN PLANNING CONSULTANCY SERVICES FOR MARCH 2026	\$ 3,078.29
EFT22610	23/04/2026	M2 TECHNOLOGY GROUP PTY LTD (M2 ON HOLD)	ON HOLD TELEPHONE SUBSCRIPTION FOR APRIL 2026	\$ 110.00
EFT22611	23/04/2026	MCLEODS LAWYERS	PREPERATION OF DRAFT LEASE FOR CONTAINERS FOR CHANGE FACILITY	\$ 666.60
EFT22612	23/04/2026	NARROGIN CARPETS & CURTAINS (CASHAN ENTERPRISES PTY LTD)	REPLACEMENT CARPETS FOR 36B JOSE STREET	\$ 4,345.00
EFT22613	23/04/2026	SHIRE OF BROOKTON	PROVISION OF COMMUNITY EMERGENCY SERVICES MANAGER JAN TO MAR 2026	\$ 4,783.47
EFT22614	23/04/2026	TEAM GLOBAL EXPRESS - TOLL GLOBAL	FREIGHT CHARGES	\$ 101.30
EFT22615	23/04/2026	THE WINDMILL NEWSPAPER	ADVERTISING - PUBLIC NOTICE	\$ 35.00
EFT22616	30/04/2026	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 288.78
EFT22617	30/04/2026	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 169.19
EFT22618	30/04/2026	CORRIGIN SHIRE WORKERS SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 230.00
EFT22619	30/04/2026	SALARY PACKAGING AUSTRALIA	SALARY PACKAGING PAYROLL DEDUCTION	\$ 409.63
<b>TOTAL EFT PAYMENTS</b>				<b>\$ 492,723.59</b>

**DIRECT DEBIT PAYMENTS**

<b>DD #</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
DD18565.1	01/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 6,830.85
DD18566.1	01/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 3,142.28
DD18593.1	01/04/2026	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 11,345.19
DD18593.2	01/04/2026	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 699.45
DD18593.3	01/04/2026	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,599.10
DD18593.4	01/04/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,715.06
DD18593.5	01/04/2026	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 538.43
DD18593.6	01/04/2026	CARESUPER	SUPERANNUATION CONTRIBUTIONS	\$ 457.47
DD18678.1	01/04/2026	NATIONAL AUSTRALIA BANK	CREDIT CARD PAYMENT	\$ 3,216.46
DD18569.1	10/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 103.15
DD18570.1	10/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 176.96
DD18567.1	13/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 140.06
DD18568.1	13/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 739.88
DD18571.1	14/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 975.33
DD18591.1	15/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 83.80
DD18626.1	15/04/2026	THE BOND ADMINISTRATOR	THE BOND ADMINISTRATOR - 32 CAMM STREET	\$ 1,860.00
DD18628.1	15/04/2026	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 11,036.59

**SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF APRIL 2026**

DD18628.2	15/04/2026	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,557.82
DD18628.3	15/04/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,507.01
DD18628.4	15/04/2026	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 545.31
DD18628.5	15/04/2026	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 667.47
DD18628.6	15/04/2026	CARESUPER	SUPERANNUATION CONTRIBUTIONS	\$ 584.32
DD18590.1	17/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 161.30
DD18618.1	17/04/2026	WATER CORPORATION OF WA	WATER CHARGES	\$ 3,725.28
DD18580.1	20/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 12,561.01
DD18608.1	28/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 4,117.08
DD18659.1	29/04/2026	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 10,798.05
DD18659.2	29/04/2026	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,777.63
DD18659.3	29/04/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,691.77
DD18659.4	29/04/2026	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 545.31
DD18659.5	29/04/2026	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 694.45
DD18659.6	29/04/2026	CARESUPER	SUPERANNUATION CONTRIBUTIONS	\$ 584.32
DD18664.1	30/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 3,442.40
DD18665.1	30/04/2026	SYNERGY	ELECTRICITY CHARGES	\$ 5,950.59
			<b>TOTAL DIRECT DEBIT PAYMENTS</b>	<b>\$ 95,571.18</b>

**EFT PAYROLL PAYMENTS**

<b>PPE #</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
PPE010426	02/04/2026	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT TO EMPLOYEES	\$ 79,008.00
PPE150426	16/04/2026	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT TO EMPLOYEES	\$ 71,514.17
PPE290426	30/04/2026	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT TO EMPLOYEES	\$ 76,980.80
			<b>TOTAL EFT PAYROLL PAYMENTS</b>	<b>\$ 227,502.97</b>

**MUNICIPAL ACCOUNT - TOTAL PAYMENTS** \$ 815,797.74

**TRUST ACCOUNT**

**EFT PAYMENTS**

<b>EFT #</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT22528	02/04/2026	1922 & YOU INC.	CORRIGIN COMMUNITY DEVELOPMENT FUND DONATION - DISABLED TOILET, FLOORING	\$ 18,000.00
EFT22599	23/04/2026	PUBLIC TRANSPORT AUTHORITY	TRANSWA TICKET SALES FOR MARCH 2026	\$ 86.72
EFT22600	23/04/2026	SHIRE OF CORRIGIN - MUNICIPAL	TRANSWA TICKET COMMISSIONS FOR MARCH 2026	\$ 27.08
			<b>TOTAL EFT PAYMENTS</b>	<b>\$ 18,113.80</b>

**TRUST ACCOUNT - TOTAL PAYMENTS** \$ 18,113.80

**SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF APRIL 2026**

**LICENSING TRUST ACCOUNT**

**DIRECT DEBIT PAYMENTS**

<b>DD #</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
DD18597.1	01/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,537.95
DD18599.1	02/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 41,792.60
DD18601.1	07/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,347.05
DD18607.1	08/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 10,866.85
DD18612.1	09/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 106.40
DD18614.1	10/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,135.50
DD18616.1	13/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 335.10
DD18620.1	14/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 2,325.60
DD18624.1	15/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 128.80
DD18631.1	16/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 180.45
DD18634.1	17/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 2,120.25
DD18636.1	20/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 316.75
DD18640.1	21/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 6,000.50
DD18644.1	22/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 2,316.25
DD18648.1	23/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,390.65
DD18650.1	24/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 6,406.70
DD18652.1	28/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,132.95
DD18657.1	29/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 8,099.50
DD18662.1	30/04/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 646.40

**TOTAL DIRECT DEBIT PAYMENTS \$ 88,186.25**

**LICENSING TRUST ACCOUNT - TOTAL PAYMENTS \$ 88,186.25**

**TOTAL MUNICIPAL ACCOUNT PAYMENTS \$ 815,797.74**

**TOTAL TRUST ACCOUNT PAYMENTS \$ 18,113.80**

**TOTAL EDNA STEVENSON TRUST ACCOUNT PAYMENTS \$ -**

**TOTAL LICENSING TRUST ACCOUNT PAYMENTS \$ 88,186.25**

**TOTAL OF ALL ACCOUNT PAYMENTS \$ 922,097.79**

**SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF APRIL 2026**

**CREDIT CARD PURCHASES**

<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
06/03/2026	CORRIGIN SHIRE LICENSING	PLATE CHANGE FEES FOR TIPPER TRUCK	\$ 38.80
09/03/2026	KARIS MEDICAL GROUP	PRE-EMPLOYMENT MEDICAL APPOINTMENT	\$ 198.00
10/03/2026	AUSTRALIA POST	ANNUAL POST OFFICE BOX RENEWAL FEE	\$ 401.00
16/03/2026	SAFETYCULTURE	IAUDITOR FULL SEAT - STAFF REGISTRATION	\$ 208.31
16/03/2026	CORRIGIN ROADHOUSE	FUEL FOR ADMINISTRATION VEHICLE - 2CR	\$ 63.76
19/03/2026	CROWN PROMENADE PERTH	ACCOMMODATION FOR STAFF TRAINING	\$ 1,011.50
23/03/2026	CORRIGIN SHIRE LICENSING	VEHICLE REGISTRATION RENEWAL FOR WORKS AND SERVICES VEHICLE - 1CR	\$ 95.55
23/03/2026	CROWN PROMENADE PERTH	MEALS FOR STAFF TRAINING	\$ 31.36
23/03/2026	CALTEX KARRAGULLEN	FUEL FOR ADMINISTRATION VEHICLE - 2CR	\$ 83.79
24/03/2026	CORRIGIN SHIRE LICENSING	VEHICLE REGISTRATION RENEWAL FOR TIPPER TRUCK	\$ 94.35
26/03/2026	SYNERGY	SUPPLY ABOLISHED - 42 LYNCH STREET	\$ 577.14
26/03/2026	CANVA	ANNUAL SUBRSCRIPTION FEE	\$ 412.90
<b>TOTAL CREDIT CARD PURCHASES</b>			<b>\$ 3,216.46</b>



**MONTHLY FINANCIAL REPORT**  
**(Containing the required statement of financial activity and statement of financial position)**  
**For the period ended 30 April 2026**

***LOCAL GOVERNMENT ACT 1995***  
***LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996***

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**SHIRE OF CORRIGIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 APRIL 2026**

	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
<b>OPERATING ACTIVITIES</b>						
<b>Revenue from operating activities</b>						
General rates	3,185,550	3,184,710	<b>3,188,113</b>	3,403	0.11%	
Rates excluding general rates	98,446	98,446	<b>98,446</b>	0	0.00%	
Grants, subsidies and contributions	1,543,011	1,274,686	<b>1,363,558</b>	88,872	6.97%	
Fees and charges	843,808	695,902	<b>661,149</b>	(34,753)	(4.99%)	
Interest revenue	283,990	72,290	<b>50,664</b>	(21,626)	(29.92%)	▼
Other revenue	261,461	186,900	<b>491,399</b>	304,499	162.92%	▲
Profit on asset disposals	218,867	171,605	<b>159,749</b>	(11,856)	(6.91%)	
	<b>6,435,133</b>	<b>5,684,539</b>	<b>6,013,078</b>	<b>328,539</b>	5.78%	
<b>Expenditure from operating activities</b>						
Employee costs	(3,045,931)	(2,537,776)	<b>(2,267,502)</b>	270,274	10.65%	▲
Materials and contracts	(2,500,851)	(2,067,669)	<b>(1,632,849)</b>	434,820	21.03%	▲
Utility charges	(374,880)	(312,050)	<b>(292,551)</b>	19,499	6.25%	
Depreciation	(4,714,278)	(3,928,080)	<b>(3,784,076)</b>	144,004	3.67%	
Finance costs	(51,087)	(25,544)	<b>(26,137)</b>	(593)	(2.32%)	
Insurance	(346,106)	(346,076)	<b>(311,558)</b>	34,518	9.97%	
Other expenditure	(216,439)	(150,602)	<b>(153,130)</b>	(2,528)	(1.68%)	
Loss on asset disposals	(235,609)	(230,671)	<b>(29,560)</b>	201,111	87.19%	▲
	<b>(11,485,181)</b>	<b>(9,598,468)</b>	<b>(8,497,363)</b>	<b>1,101,105</b>	11.47%	
Non cash amounts excluded from operating activities	2(c) 4,714,322	3,987,146	<b>3,653,887</b>	(333,259)	(8.36%)	
<b>Amount attributable to operating activities</b>	<b>(335,726)</b>	<b>73,217</b>	<b>1,169,602</b>	<b>1,096,385</b>	1497.45%	
<b>INVESTING ACTIVITIES</b>						
<b>Inflows from investing activities</b>						
Proceeds from capital grants, subsidies and contributions	1,545,354	890,042	<b>1,090,629</b>	200,587	22.54%	▲
Proceeds from disposal of assets	547,000	243,000	<b>271,364</b>	28,364	11.67%	▲
Proceeds on disposal of financial assets at fair values through other comprehensive income	167,080	0	<b>0</b>	0	0.00%	
	<b>2,259,434</b>	<b>1,133,042</b>	<b>1,361,993</b>	<b>228,951</b>	20.21%	
<b>Outflows from investing activities</b>						
Payments for non-current land held for resale	0	0	<b>520,000</b>	520,000	0.00%	
Acquisition of property, plant and equipment	(2,252,500)	(1,850,250)	<b>(752,860)</b>	1,097,390	59.31%	▲
Acquisition of infrastructure	(3,061,509)	(1,850,754)	<b>(1,802,554)</b>	48,200	2.60%	
	<b>(5,314,009)</b>	<b>(3,701,004)</b>	<b>(2,035,414)</b>	<b>1,665,590</b>	45.00%	
Non-cash amounts excluded from investing activities	2(d) (1,444)	0	<b>0</b>	0	0.00%	
<b>Amount attributable to investing activities</b>	<b>(3,056,019)</b>	<b>(2,567,962)</b>	<b>(673,421)</b>	<b>1,894,541</b>	73.78%	
<b>FINANCING ACTIVITIES</b>						
<b>Inflows from financing activities</b>						
Transfer from reserves	234,660	0	<b>183,078</b>	183,078	0.00%	
	<b>234,660</b>	<b>0</b>	<b>183,078</b>	<b>183,078</b>	0.00%	
<b>Outflows from financing activities</b>						
Repayment of borrowings	(103,465)	(51,140)	<b>(51,140)</b>	0	0.00%	
Transfer to reserves	(427,708)	0	<b>0</b>	0	0.00%	
	<b>(531,173)</b>	<b>(51,140)</b>	<b>(51,140)</b>	<b>0</b>	0.00%	
<b>Amount attributable to financing activities</b>	<b>(296,513)</b>	<b>(51,140)</b>	<b>131,938</b>	<b>183,078</b>	357.99%	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
<b>Surplus or deficit at the start of the financial year</b>	2(a) 3,688,258	3,688,258	<b>3,886,924</b>	198,666	5.39%	
Amount attributable to operating activities	(335,726)	73,217	<b>1,169,602</b>	1,096,385	1497.45%	▲
Amount attributable to investing activities	(3,056,019)	(2,567,962)	<b>(673,421)</b>	1,894,541	73.78%	▲
Amount attributable to financing activities	(296,513)	(51,140)	<b>131,938</b>	183,078	357.99%	▲
<b>Surplus or deficit after imposition of general rates</b>	<b>0</b>	<b>1,142,373</b>	<b>4,515,043</b>	<b>3,372,670</b>	295.23%	▲

**KEY INFORMATION**

- ▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
  - ▲ Indicates a variance with a positive impact on the financial position.
  - ▼ Indicates a variance with a negative impact on the financial position.
- Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF CORRIGIN  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 30 APRIL 2026**

	<b>Actual 30 June 2025</b>	<b>Actual as at 30 April 2026</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	3,915,716	4,370,478
Trade and other receivables	194,271	296,104
Other financial assets	4,259,215	4,259,215
Inventories	167,803	138,594
Contract assets	297,762	0
Other assets	1,272	36,869
<b>TOTAL CURRENT ASSETS</b>	<b>8,836,039</b>	<b>9,101,260</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	17,197	17,197
Other financial assets	79,620	79,620
Inventories	1,045,000	525,000
Investment in associate	41,554	41,554
Property, plant and equipment	34,553,917	34,211,356
Infrastructure	171,715,780	170,688,504
<b>TOTAL NON-CURRENT ASSETS</b>	<b>207,453,068</b>	<b>205,563,231</b>
<b>TOTAL ASSETS</b>	<b>216,289,107</b>	<b>214,664,491</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	319,963	141,095
Other liabilities	35,706	34,754
Borrowings	103,466	52,326
Employee related provisions	374,081	374,081
<b>TOTAL CURRENT LIABILITIES</b>	<b>833,216</b>	<b>602,256</b>
<b>NON-CURRENT LIABILITIES</b>		
Borrowings	1,023,119	1,023,119
Employee related provisions	54,612	54,612
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>1,077,731</b>	<b>1,077,731</b>
<b>TOTAL LIABILITIES</b>	<b>1,910,947</b>	<b>1,679,987</b>
<b>NET ASSETS</b>	<b>214,378,160</b>	<b>212,984,504</b>
<b>EQUITY</b>		
Retained surplus	34,343,148	33,132,570
Reserve accounts	4,450,533	4,267,455
Revaluation surplus	175,584,479	175,584,479
<b>TOTAL EQUITY</b>	<b>214,378,160</b>	<b>212,984,504</b>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF CORRIGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 APRIL 2026**

**1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES**

**BASIS OF PREPARATION**

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

**Local Government Act 1995 requirements**

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996*, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 11 May 2026

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

**MATERIAL ACCOUNTING POLICES**

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

**Critical accounting estimates and judgements**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits

**SHIRE OF CORRIGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 APRIL 2026**

**2 NET CURRENT ASSETS INFORMATION**

	Adopted Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 30 April 2026
<b>(a) Net current assets used in the Statement of Financial Activity</b>			
<b>Current assets</b>	\$	\$	\$
Cash and cash equivalents	589,909	3,915,716	4,370,478
Trade and other receivables	68,435	194,271	296,104
Other financial assets	4,452,263	4,259,215	4,259,215
Inventories	77,240	167,803	138,594
Contract assets	0	297,762	0
Other assets	33,872	1,272	36,869
	5,221,719	8,836,039	9,101,260
<b>Less: current liabilities</b>			
Trade and other payables	(137,850)	(319,963)	(141,095)
Other liabilities	(36,154)	(35,706)	(34,754)
Borrowings		(103,466)	(52,326)
Employee related provisions	(345,400)	(374,081)	(374,081)
Other provisions	(57,292)	0	0
	(576,696)	(833,216)	(602,256)
Net current assets	4,645,023	8,002,823	8,499,004
Less: Total adjustments to net current assets	2(b) (4,645,023)	(4,115,899)	(3,983,961)
<b>Closing funding surplus / (deficit)</b>	<b>0</b>	<b>3,886,924</b>	<b>4,515,043</b>
<b>(b) Current assets and liabilities excluded from budgeted deficiency</b>			
<b>Adjustments to net current assets</b>			
Less: Reserve accounts	(4,643,581)	(4,450,533)	(4,267,455)
Less: Current assets not expected to be received at end of year			
- Contract Liabilities	36,154	0	0
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	0	103,466	52,326
- Current portion of unspent capital grants held in reserve	(37,596)	0	0
- Current portion of employee benefit provisions held in reserve	0	231,168	231,168
<b>Total adjustments to net current assets</b>	2(a) <b>(4,645,023)</b>	<b>(4,115,899)</b>	<b>(3,983,961)</b>
	<b>Adopted Budget Estimates 30 June 2026</b>	<b>YTD Budget Estimates 30 April 2026</b>	<b>YTD Actual 30 April 2026</b>
	\$	\$	\$
<b>(c) Non-cash amounts excluded from operating activities</b>			
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	(218,867)	(171,605)	(159,749)
Add: Loss on asset disposals	235,609	230,671	29,560
Add: Depreciation	4,714,278	3,928,080	3,784,076
Non-cash movements in non-current assets and liabilities:			
- Employee provisions	(16,698)	0	0
<b>Total non-cash amounts excluded from operating activities</b>	<b>4,714,322</b>	<b>3,987,146</b>	<b>3,653,887</b>
<b>(d) Non-cash amounts excluded from investing activities</b>			
<b>Adjustments to investing activities</b>			
Movement in current unspent capital grants associated with restricted cash	(1,444)	0	0
<b>Total non-cash amounts excluded from investing activities</b>	<b>(1,444)</b>	<b>0</b>	<b>0</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

**SHIRE OF CORRIGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 APRIL 2026**

**3 EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2025-26 year is \$10,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
<b>Revenue from operating activities</b>			
<b>Interest revenue</b>	(21,626)	(29.92%)	▼
This is a timing variance received less in interest than anticipate due to investing for longer terms.			
<b>Other revenue</b>	304,499	162.92%	▲
This variance is related to the sale of extra Granite Rise Blocks, have sold more than anticipated.			
<b>Expenditure from operating activities</b>			
<b>Employee costs</b>	270,274	10.65%	▲
Employee costs are below the anticipated budget across all programs, this is due to various position not being filled, over the financial year.			
<b>Materials and contracts</b>	434,820	21.03%	▲
This is a timing issues of invoices and unavailability of contractors.			
<b>Loss on asset disposals</b>	201,111	87.19%	▲
Disposal of various asset still to be completed, some disposed early March, others to finalised before 30 June. Refer to note 6.			
<b>Inflows from investing activities</b>			
<b>Proceeds from capital grants, subsidies and contributions</b>	200,587	22.54%	▲
This is a timing variance related to capital grants received earlier than anticipated for.			
<b>Proceeds from disposal of assets</b>	28,364	11.67%	▲
Proceeds received from disposal of assets was higher than budgeted refer to note 6 for specific plant.			
<b>Outflows from investing activities</b>			
<b>Acquisition of property, plant and equipment</b>	1,097,390	59.31%	▲
This is a timing variance in expenditure on Capital purchases, as various projects are being tied and invoices will coming in.			
<b>Surplus or deficit after imposition of general rates</b>	3,372,670	295.23%	▲
As described above			

**SHIRE OF CORRIGIN**  
**SUPPLEMENTARY INFORMATION**

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**BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION**

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF CORRIGIN  
 SUPPLEMENTARY INFORMATION  
 FOR THE PERIOD ENDED 30 APRIL 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.69 M	\$3.69 M	\$3.89 M	\$0.20 M
Closing	\$0.00 M	\$1.14 M	\$4.52 M	\$3.37 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$8.63 M	% of total
Unrestricted Cash	\$4.36 M	50.5%
Restricted Cash	\$4.27 M	49.5%

Refer to 3 - Cash and Financial Assets

Payables		
	\$0.14 M	% Outstanding
Trade Payables	\$0.01 M	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0.0%

Refer to 9 - Payables

Receivables		
	\$0.26 M	% Collected
Rates Receivable	\$0.03 M	99.0%
Trade Receivable	\$0.26 M	% Outstanding
Over 30 Days		1.7%
Over 90 Days		0.9%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.34 M)	\$0.07 M	\$1.17 M	\$1.10 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$3.19 M	% Variance
YTD Budget	\$3.18 M	0.1%

Grants and Contributions		
YTD Actual	\$1.36 M	% Variance
YTD Budget	\$1.27 M	7.0%

Refer to 12 - Grants and Contributions

Fees and Charges		
YTD Actual	\$0.66 M	% Variance
YTD Budget	\$0.70 M	(5.0%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.06 M)	(\$2.57 M)	(\$0.67 M)	\$1.89 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.27 M	%
Adopted Budget	\$0.55 M	(50.4%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1.80 M	% Spent
Adopted Budget	\$3.06 M	(41.1%)

Refer to 5 - Capital Acquisitions

Capital Grants		
YTD Actual	\$1.09 M	% Received
Adopted Budget	\$1.55 M	(29.4%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.30 M)	(\$0.05 M)	\$0.13 M	\$0.18 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.05 M)
Interest expense	(\$0.03 M)
Principal due	\$1.08 M

Refer to 10 - Borrowings

Reserves	
Reserves balance	\$4.27 M
Net Movement	(\$0.18 M)

Refer to 4 - Cash Reserves

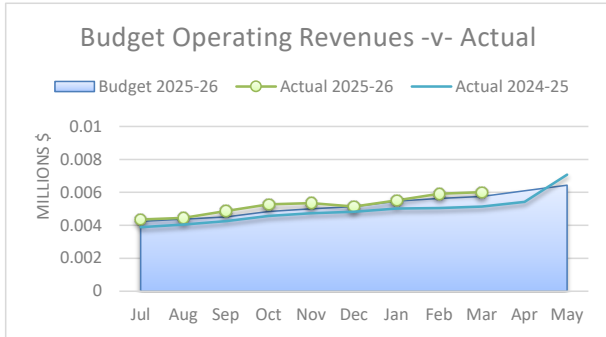
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF CORRIGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2026**

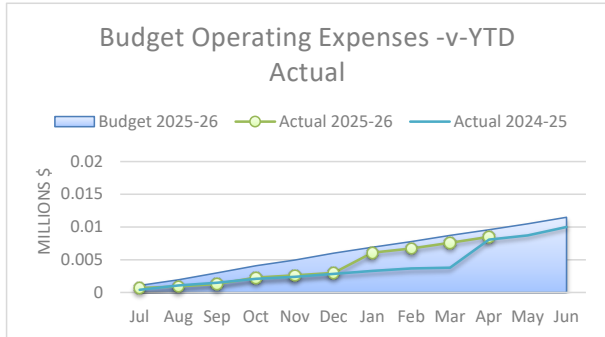
**2 KEY INFORMATION - GRAPHICAL**

**OPERATING ACTIVITIES**

**OPERATING REVENUE**

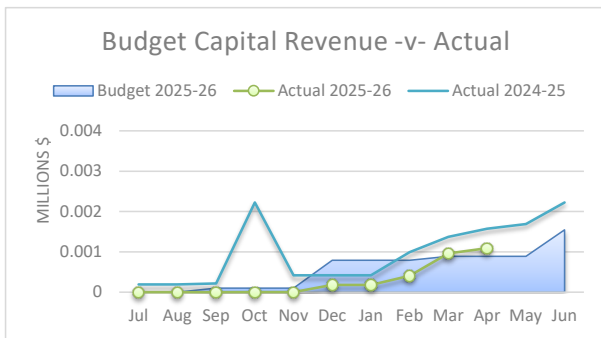


**OPERATING EXPENSES**

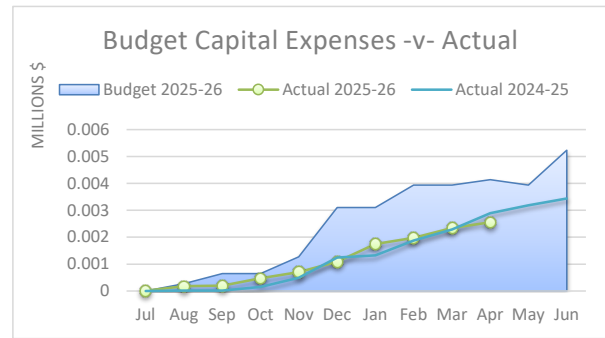


**INVESTING ACTIVITIES**

**CAPITAL REVENUE**



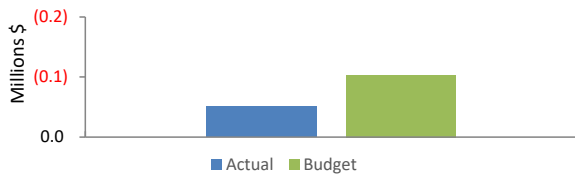
**CAPITAL EXPENSES**



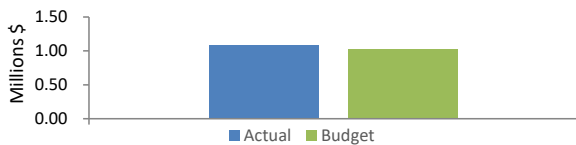
**FINANCING ACTIVITIES**

**BORROWINGS**

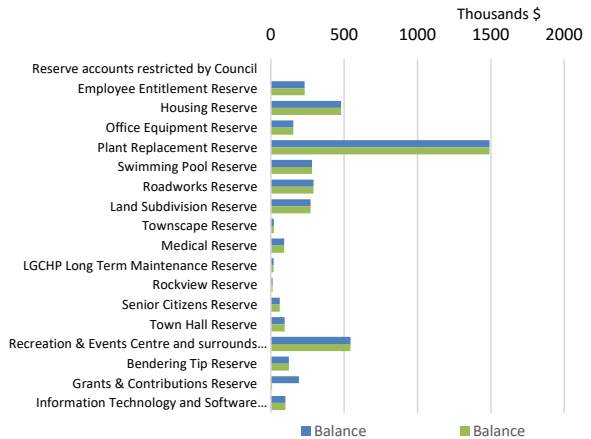
**Principal Repayments**



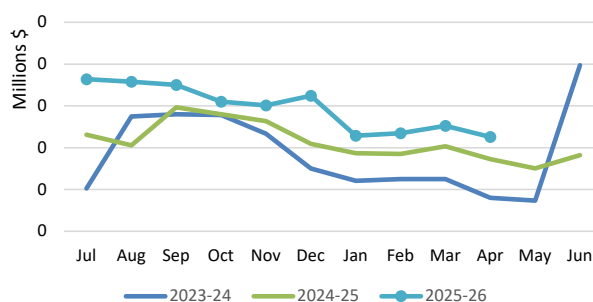
**Principal Outstanding**



**RESERVES**



**Closing funding surplus / (deficit)**



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

**SHIRE OF CORRIGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2026**

**3 CASH AND FINANCIAL ASSETS AT AMORTISED COST**

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash Float on Hand	Cash and cash equivalents	400		400				
Municipal Fund	Cash and cash equivalents	756,016		756,016		NAB	0.00%	At Call
Overnight Cash Deposit Facilities	Cash and cash equivalents	768,586		768,586		WATC/NAB	4.05%	At Call
Reserves At Call Fund	Cash and cash equivalents	0	8,240	8,240		NAB	0.00%	At Call
Trust Fund	Cash and cash equivalents	0		0	106,032	NAB	0.00%	At Call
The Stevenson Trust	Cash and cash equivalents	0		0	41,422	NAB	0.55%	At Call
Police Licensing Trust Fund	Cash and cash equivalents	0		0	2,564	NAB	0.00%	At Call
Municipal Cash at Bank at Call	Cash and cash equivalents	2,837,236		2,837,236				
Reserves Fund	Financial assets at amortised cost	0	4,259,215	4,259,215		NAB	4.10%	06/2026
The Stevenson Trust	Financial assets at amortised cost	0		0	777,541	NAB	5.01%	06/2026
<b>Total</b>		<b>4,362,238</b>	<b>4,267,455</b>	<b>8,629,693</b>	<b>927,559</b>			
<b>Comprising</b>								
Cash and cash equivalents		4,362,238	8,240	4,370,478	150,018			
Financial assets at amortised cost - Term Deposits		0	4,259,215	4,259,215	777,541			
		<b>4,362,238</b>	<b>4,267,455</b>	<b>8,629,693</b>	<b>927,559</b>			

**KEY INFORMATION**

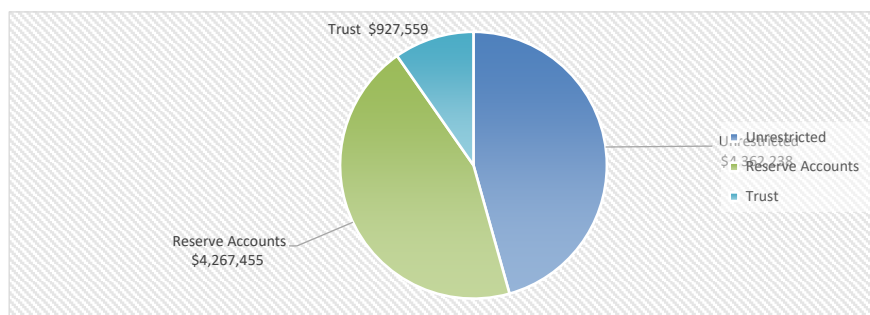
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



**SHIRE OF CORRIGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2026**

**4 RESERVE ACCOUNTS**

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Reserve accounts restricted by Council</b>								
Employee Entitlement Reserve	231,168	19,069	0	250,237	231,168	0	0	231,168
Housing Reserve	478,383	28,771	0	507,154	478,383	0	0	478,383
Office Equipment Reserve	153,372	11,018	0	164,390	153,372	0	0	153,372
Plant Replacement Reserve	1,490,691	78,491	0	1,569,182	1,490,691	0	0	1,490,691
Swimming Pool Reserve	280,725	16,015	0	296,740	280,725	0	0	280,725
Roadworks Reserve	291,759	11,448	0	303,207	291,759	0	0	291,759
Land Subdivision Reserve	271,631	77,738	0	349,369	271,631	0	0	271,631
Townscape Reserve	20,048	787	(20,835)	0	20,048	0	0	20,048
Medical Reserve	91,447	13,588	0	105,035	91,447	0	0	91,447
LGCHP Long Term Maintenance Reserve	18,418	723	(15,000)	4,141	18,418	0	0	18,418
Rockview Reserve	12,113	1,475	0	13,588	12,113	0	0	12,113
Senior Citizens Reserve	60,279	2,365	0	62,644	60,279	0	0	60,279
Town Hall Reserve	94,211	8,697	0	102,908	94,211	0	0	94,211
Recreation & Events Centre and surrounds Rese	542,227	31,276	0	573,503	542,227	0	0	542,227
Bendering Tip Reserve	122,743	14,816	0	137,559	122,743	0	0	122,743
Grants & Contributions Reserve	191,318	7,507	(198,825)	0	191,318	0	(183,078)	8,240
Information Technology and Software Reserve	100,000	103,924	0	203,924	100,000	0	0	100,000
	<b>4,450,533</b>	<b>427,708</b>	<b>(234,660)</b>	<b>4,643,581</b>	<b>4,450,533</b>	<b>0</b>	<b>(183,078)</b>	<b>4,267,455</b>

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	370,000	300,000	13,475	(286,525)
Furniture and equipment	107,500	76,250	69,695	(6,555)
Plant and equipment	1,775,000	1,474,000	669,690	(804,310)
<b>Acquisition of property, plant and equipment</b>	<b>2,252,500</b>	<b>1,850,250</b>	<b>752,860</b>	<b>(1,097,390)</b>
Infrastructure - roads	2,279,009	1,459,504	1,509,799	50,295
Infrastructure - other	162,500	71,250	69,896	(1,354)
Infrastructure - parks and ovals	620,000	320,000	222,860	(97,140)
<b>Acquisition of infrastructure</b>	<b>3,061,509</b>	<b>1,850,754</b>	<b>1,802,554</b>	<b>(48,200)</b>
<b>Total capital acquisitions</b>	<b>5,314,009</b>	<b>3,701,004</b>	<b>2,555,414</b>	<b>(1,145,590)</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	1,545,354	890,042	1,090,629	200,587
Other (disposals & C/Fwd)	547,000	243,000	271,364	28,364
Reserve accounts				
Townscape Reserve	20,835	0	0	0
LGCHP Long Term Maintenance Reserve	15,000	0	0	0
Grants & Contributions Reserve	198,825	0	183,078	183,078
Contribution - operations	2,986,995	2,567,962	1,010,343	(1,557,619)
<b>Capital funding total</b>	<b>5,314,009</b>	<b>3,701,004</b>	<b>2,555,414</b>	<b>(1,145,590)</b>

**KEY INFORMATION**

**Initial recognition**

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

**Measurement after recognition**

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

**Reportable Value**

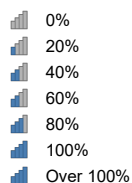
In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

## 5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

## Capital expenditure total

## Level of completion indicators

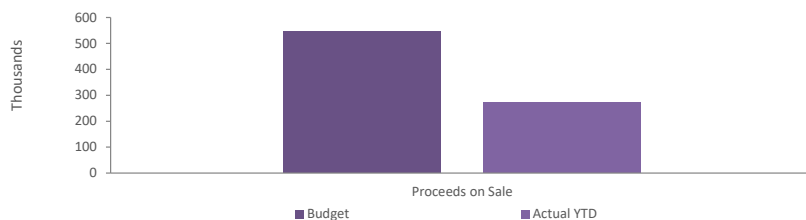


Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

	Account Description	Adopted			Variance
		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
Community Resource Centre	Front Desk Re-Fitout (carryover 24/25)	20,000	20,000	0	20,000
Housing	Replace Carpets - 1 Spanney	10,000	10,000	9,875	125
Bilbarin Hall	Redevelopment of the Bilbarin Hall precinct	150,000	75,000	0	75,000
CREC	Construct Shade Shelter indoor Netball Court	80,000	195,000	3,600	191,400
CREC	Install Fans Indoor Netball court	60,000	0	0	0
CREC	Construct portico at entrance (carryover 24/25)	50,000	0	0	0
Loch Ness Dam	Aerator - Dam	20,000	32,500	0	32,500
Reserve and Dam Maintenance	OHS Equipment – Chemical Treatment Upgrades	45,000	0	0	0
Pool- Main	Pool cleaner	0	0	40,223	(40,223)
Pool- Main	New PA and Sound System	6,000	18,750	4,522	14,228
Pool- Heated	Pump Room & Pool Ventilation System Upgrades	26,500	15,000	24,950	(9,950)
Sale Yard	eTag's Reader	10,000	10,000	0	10,000
ROE Health	ROE EHO Vehicle - 4CR	65,000	65,000	0	65,000
CREC	Generator – Evacuation Centre (Power Resilience Project)	156,000	156,000	0	156,000
Roads and Civil	Standard Flow Skid Steer Mulcher - Attachment	80,000	0	(0)	0
Roads and Civil	Skid Steer Loader - CR13 (carryover 24/25)	140,000	140,000	124,182	15,818
Roads and Civil	Tipper Truck - CR4 (carryover 24/25)	231,000	0	209,660	(209,660)
Roads and Civil	Crew Cab Truck - CR18	140,000	0	0	0
Roads and Civil	Crew Cab Truck - CR16 (carryover 24/25)	130,000	130,000	115,335	14,665
Roads and Civil	Prime Mover - CR19	350,000	520,000	0	520,000
Roads and Civil	Tri Axle Low Loader Trailer - CR2233 (carryover 24/25)	170,000	170,000	172,523	(2,523)
Other Property& Services	MWS Vehicle - 1CR	65,000	65,000	0	65,000
Other Property& Services	7x5 Tandem Tipper Trailer - 1THY294 (carryover 24/25)	15,000	30,000	0	30,000
Other Property& Services	7x5 Tandem Tipper Trailer - CR3246 (carryover 24/25)	15,000	0	0	0
Other Property& Services	Miscellaneous small plant (> \$5,000)	20,000	0	0	0
Other Property& Services	Forklift - CR4030 (carryover 24/25)	53,000	53,000	47,990	5,010
Other Property& Services	CEO Vehicle - CR1	85,000	85,000	0	85,000
Other Property& Services	DCEO Vehicle - 2CR	60,000	60,000	0	60,000
Lynch Street near Church	Reseal	21,375	10,687	0	10,687
Bendering Rd - renewal	Reseal	36,000	125,500	82,109	43,391
Bendering Rd - upgrade	Reconstruct and widen including upgrade drainage, signage and clear zones.	215,000	115,000	110,626	4,374
Dry Well Rd	Shoulder Reconditioning	197,066	148,533	196,513	(47,980)
Bullaring-George Road and Rabbit Proof Fence Road	Widen intersection and approaches, install rubble strips, remove hazards from clear zone, improve drainage	311,684	165,842	34,252	131,590
Doyle Road	Widen and Gravel Resheet	56,160	28,080	0	28,080
Corrigin - Quairading Rd (RRG)	Final Seal	102,000	51,000	68,586	(17,586)
Rabbit Proof Fence Road	Feature Survey and Geotechnical investigation	44,020	32,010	26,220	5,790
Corrigin - Bruce Rock Road - WSNF	Finalise design and pavement analysis	30,400	25,200	11,706	13,494
Babakin - Corrigin Rd (RRG)	Final Seal	185,000	92,500	464	92,036
Corrigin South Rd	Reconstruct	443,200	221,600	399,569	(177,969)
Wickepin - Corrigin Road (RRG) 24/25 project	Reconstruct and widen , including upgrade drainage, signage and clear zones.	417,000	374,000	579,754	(205,754)
Wickepin - Corrigin Road (RRG)	Final Seal	81,000	0	0	0
Bilbarin - Quairading Rd	Reseal	139,104	69,552	0	69,552
Transfer Station	Concrete retaining wall - hook bin	20,000	20,000	25,968	(5,968)
Pool- Heated	Replace Expansion Joints, Regrout & Reline	40,000	31,250	43,388	(12,138)
Pool - Surrounds	Awning (replace shade sails)	7,500	0	0	0
Pool - Surrounds	Basketball Refurbishments	15,000	0	0	0
Main Street Car Bays (CWA)	Electric Vehicle Charging Station (carryover 24/25)	60,000	0	0	0
Caravan Park	Install Patio	20,000	20,000	540	19,460
Sporting Ovals	Reticulation Upgrade - CREC (carryover 24/25)	500,000	310,000	222,860	87,140
Rotary Park	Shade Shelter - over BBQ's - Rotary Park	10,000	0	0	0
Old Tennis Courts (Skate Park)	Redevelopment of old tennis courts	100,000	0	0	0
Hill Street	Lighting the Way Project - Solar Bollard Lighting - Hill Street	10,000	10,000	0	10,000
		<b>5,314,009</b>	<b>3,701,004</b>	<b>2,555,414</b>	<b>1,145,590</b>

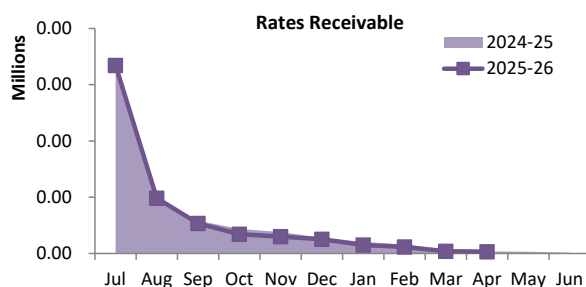
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
<b>Buildings</b>									
209	Infant Health Clinic, Lynch Street	114,618	85,000	0	(29,618)	114,560	85,000	0	(29,560)
100549	Rockview Homestead (Demolition)	59,155	0	0	(59,155)	0	0	0	0
212	Rotary Park Toilet Block (Demolition)	65,836	0	0	(65,836)	0	0	0	0
<b>Plant and equipment</b>									
1001141	2025 Ford Everest SUV 2.0L BiT DSL 10 Speed Auto Arctic White - 4CR	46,222	65,000	18,778	0	0	0	0	0
100722	2013 Hino 5 Tonne Tipper Truck (CR4) (carryover 24/25)	0	48,000	48,000	0	0	70,000	70,000	0
1000852	2014 NPR 300 Isuzu Crew Cab Truck (CR16) (carryover 24/25)	0	30,000	30,000	0	0	26,364	26,364	0
10271	2003 Tri Axle Low Loader Trailer (CR2233)(carryover 24/25)	23,111	40,000	16,889	0	21,318	57,273	35,955	0
1000938	2015 Caterpillar 226B3 Skidsteer Loader (CR13) (carryover 24/25)	0	25,000	25,000	0	0	23,636	23,636	0
100579	2008 Mack Prime Mover (CR19)	16,187	40,000	23,813	0	0	0	0	0
100746	2014 Isuzu 5 tonne Crew Cab (CR18)	20,111	30,000	9,889	0	0	0	0	0
1001140	2025 Ford Everest SUV 2.0L BiT DSL 10 Speed Auto Arctic White - 1CR	46,222	65,000	18,778	0	0	0	0	0
1001138	2025 Toyota Prado DSL GXL Wagon Glacier White - CEO Vehicle - CR1	59,101	70,000	10,899	0	0	0	0	0
1001109	Mazda CX-5 M 6A Maxx Sport Petrol FWD Sonic Silver 2023 - 2CR	26,864	27,000	136	0	0	0	0	0
10413	2006 Caterpillar Forklift (CR4030)(carryover 24/25)	5,315	15,000	9,685	0	5,297	9,091	3,794	0
100489	2007 John Papas Trailer (1THY294)(carryover 24/25)	0	5,000	5,000	0	0	0	0	0
549	1996 7x5 Tandem Tipper Trailer (CR3246)(carryover 24/25)	0	2,000	2,000	0	0	0	0	0
<b>Parks and Ovals</b>									
246	Oval Reticulation	81,000	0	0	(81,000)	0	0	0	0
		<b>563,742</b>	<b>547,000</b>	<b>218,867</b>	<b>(235,609)</b>	<b>141,175</b>	<b>271,364</b>	<b>159,749</b>	<b>(29,560)</b>



7 RECEIVABLES

Rates receivable	30 June 2025	30 Apr 2026
	\$	\$
Opening arrears previous year	55,159	14,442
Levied this year	3,149,171	3,286,559
Less - collections to date	(3,189,888)	(3,268,860)
<b>Net rates collectable</b>	<b>14,442</b>	<b>32,141</b>
% Collected	99.5%	99.0%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(634)	184,343	1,224	205	1,679	186,817
Percentage	(0.3%)	98.7%	0.7%	0.1%	0.9%	
<b>Balance per trial balance</b>						
Trade receivables						186,817
GST receivable						42,738
Receivables for employee related provisions						34,408
<b>Total receivables general outstanding</b>						<b>263,963</b>

KEY INFORMATION

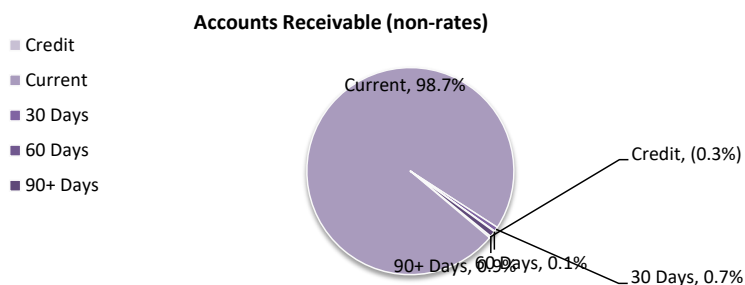
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 30 April 2026
	\$	\$	\$	\$
<b>Other current assets</b>				
Financial assets at amortised cost	4,259,215	0	0	4,259,215
<b>Inventory</b>				
Fuel	67,803	11,142	(40,351)	38,594
Land held for resale - Cost of acquisition	100,000	0	0	100,000
<b>Other assets</b>				
Prepayments	0	788	(788)	0
Joint Ventures	1,272	218,215	(182,618)	36,869
<b>Contract assets</b>				
Contract assets	297,762	0	(297,762)	0
<b>Total other current assets</b>	<b>4,726,052</b>	<b>230,145</b>	<b>(521,519)</b>	<b>4,434,678</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

Description	Original Budget				YTD Actual			
	Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
	Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$	
Granite Rise - 3 Haydon Close	25,000	42,480	17,480	0	25,000	40,000	15,000	0
Granite Rise - 5 Haydon Close	25,000	39,600	14,600	0	25,000	40,000	15,000	0
Granite Rise - 7 Haydon Close	25,000	44,000	19,000	0	25,000	40,000	15,000	0
Granite Rise - 8 Haydon Close	0	0	0	0	30,000	40,909	10,909	0
Granite Rise - 2 Lawton Way	0	0	0	0	30,000	49,091	19,091	0
Granite Rise - 4 Lawton Way	30,000	0	0	0	30,000	43,636	13,636	0
Granite Rise - 5 Lindsay Rise	25,000	41,000	16,000	0	25,000	37,273	12,273	0
Granite Rise - 6 Lindsay Rise	0	0	0	0	45,000	75,455	30,455	0
Granite Rise - 8 Lindsay Rise	0	0	0	0	45,000	75,455	30,455	0
Granite Rise - 10 Lindsay Rise	0	0	0	0	45,000	75,455	30,455	0
Granite Rise - 12 Lindsay Rise	0	0	0	0	45,000	75,455	30,455	0
Granite Rise - 16 Lindsay Rise	0	0	0	0	45,000	74,545	29,545	0
Granite Rise - 3 Abe Way	0	0	0	0	30,000	50,000	20,000	0
Granite Rise - 4 Price Retreat	0	0	0	0	25,000	40,000	15,000	0
Granite Rise - 6 Price Retreat	0	0	0	0	25,000	40,000	15,000	0
Granite Rise - 8 Price Retreat	0	0	0	0	25,000	40,000	15,000	0
	130,000	167,080	67,080	0	520,000	837,274	317,274	0

Contract assets

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

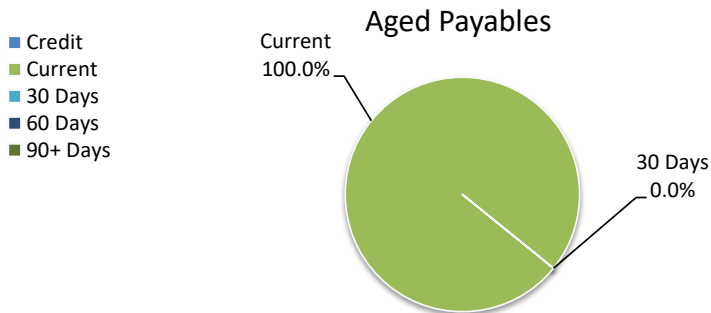
**9 PAYABLES**

<b>Payables - general</b>	<b>Credit</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+ Days</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Payables - general	0	12,077	0	0	0	12,077
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
<b>Balance per trial balance</b>						
Sundry creditors						12,077
ATO liabilities						42,035
ATO liabilities						62,049
Payroll Creditors						25,771
Accrued Expenses						(837)
<b>Total payables general outstanding</b>						<b>141,095</b>

**Amounts shown above include GST (where applicable)**

**KEY INFORMATION**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Community Recreation & Events Centre	102	1,126,584	0	0	(51,140)	(103,465)	1,075,444	1,023,119	(26,137)	(51,087)
<b>Total</b>		<b>1,126,584</b>	<b>0</b>	<b>0</b>	<b>(51,140)</b>	<b>(103,465)</b>	<b>1,075,444</b>	<b>1,023,119</b>	<b>(26,137)</b>	<b>(51,087)</b>
Current borrowings		103,465					52,326			
Non-current borrowings		1,023,119					1,023,118			
		<b>1,126,584</b>					<b>1,075,444</b>			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening	Liability	Liability	Liability	Closing
		Balance	transferred	Increase	Reduction	Balance
		1 July 2025	from/(to)			30 April 2026
		\$	\$	\$	\$	\$
<b>Other liabilities</b>						
Excess Rates		35,706	0	91,663	(92,615)	34,754
<b>Total other liabilities</b>		35,706	0	91,663	(92,615)	34,754
<b>Employee Related Provisions</b>						
Provision for annual leave		125,158	0	0	0	125,158
Provision for long service leave		189,919	0	0	0	189,919
Other employee leave provisions		34,121	0	0	0	34,121
Employment on-costs		24,883	0	0	0	24,883
<b>Total Provisions</b>		374,081	0	0	0	374,081
<b>Total other current liabilities</b>		<b>409,787</b>	<b>0</b>	<b>91,663</b>	<b>(92,615)</b>	<b>408,835</b>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2025	Liability	Liability	30 Apr 2026	Liability	Budget	Budget	Revenue
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>								
Grants Commission Grant Received - General Purpose	0	0	0	0	0	667,632	500,724	578,626
Grants Commission Grant Received - Local Roads	0	0	0	0	0	386,159	289,617	335,658
DFES LGGS Funding	0	0	0	0	0	115,000	115,000	79,560
CRC Funding Income	0	0	0	0	0	114,967	114,967	114,967
Wage Offset Income	0	0	0	0	0	1,000	0	0
Direct Grants Income - Main Roads	0	0	0	0	0	250,253	250,253	250,253
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,535,011</b>	<b>1,270,561</b>	<b>1,359,064</b>
<b>Contributions</b>								
CRC Grant Funding Income	0	0	0	0	0	5,500	4,125	1,903
Other Culture Income	0	0	0	0	0	2,500	0	2,591
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,000</b>	<b>4,125</b>	<b>4,494</b>
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,543,011</b>	<b>1,274,686</b>	<b>1,363,558</b>

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities				Capital grants, subsidies and			
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Apr 2026	Current Liability 30 Apr 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>								
Funding - Emergency Power Supply - CREC Generator	0	0	0	0	0	135,000	67,500	0
Grant - Regional Road Group Income	0	0	0	0	0	400,000	300,000	398,336
Grant - Roads to Recovery Income	0	0	0	0	0	696,426	348,213	557,213
Grant - MRWA Blackspot Income	0	0	0	0	0	207,789	103,895	83,116
Misc Income, Streets Roads - Camm Street Shared Path Grant	0	0	0	0	0	2,000	1,000	1,000
Grant - Wheatbelt Secondary Freight Network	0	0	0	0	0	9,898	9,898	0
Grant - Wheatbelt Secondary Freight Network	0	0	0	0	0	59,536	59,536	16,434
Public Utilities Other Income - Charge up Workplace Grant	0	0	0	0	0	34,705	0	0
Public Halls and Civic Centres Grant Funding	0	0	0	0	0	0	0	14,529
Public Utilities Other Income	0	0	0	0	0	0	0	19,922
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,545,354</b>	<b>890,042</b>	<b>1,090,550</b>
<b>Capital contributions</b>								
Reimbursements - Tourism Income	0	0	0	0	0	0	0	79
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>79</b>
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,545,354</b>	<b>890,042</b>	<b>1,090,629</b>

**SHIRE OF CORRIGIN  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 APRIL 2026**

**14 TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

<b>Description</b>	<b>Opening Balance 1 July 2025</b>	<b>Amount Received</b>	<b>Amount Paid</b>	<b>Closing Balance 30 April 2026</b>
	\$	\$	\$	\$
Community Funds Held	110,912	20,000	(25,000)	<b>105,912</b>
Edna Stevenson Educational Trust	830,721	98	(11,856)	<b>818,963</b>
Police Licensing	3,485	521,959	(522,882)	<b>2,562</b>
Westrail Bus Ticketing	106	854	(838)	<b>122</b>
	<b>945,224</b>	<b>542,911</b>	<b>(560,576)</b>	<b>927,559</b>

# COMMUNITY ASSISTANCE PROGRAM

APPLICATION FORM



The Shire of Corrigin values the important role community groups play in delivering activities, services, and events that benefit residents and contribute to a vibrant, inclusive and resilient community. The Community Assistance Program provides financial and non-financial support to local community groups and not-for-profit organisations to deliver projects, events, and initiatives that strengthen community connection and align with the Shire of Corrigin Council Plan 2025-2035.

## OBJECTIVES

- Provide financial and non-financial support to community groups for projects, programs, and events.
- Encourage projects that deliver social, economic, and environmental benefits to the Corrigin community.
- Support initiatives that build community capacity, participation, and wellbeing.
- Promote collaboration, partnerships, and volunteer involvement.
- Ensure funded projects align with the Shire of Corrigin Council Plan.

Please complete all sections of this form, along with all requested documents and submit to the Shire of Corrigin via email ([shire@corrigin.wa.gov.au](mailto:shire@corrigin.wa.gov.au)) or in person at the Shire Administration Office. This form should be completed in conjunction with reading the Community Assistance Program Guidelines.

## APPLICATION ELIGIBILITY

- The applicant is a not-for-profit incorporated community organisation, OR an unincorporated not-for-profit group applying through an eligible auspice (auspice details and confirmation letter attached).
- The project or event will be delivered within the Shire of Corrigin and provides benefit to the wider community.
- The project or event aligns with the Shire of Corrigin Council Plan 2025–2035 and the Community Assistance Program Guidelines.
- The applicant holds current public liability insurance appropriate to the project or event.
- The applicant has no outstanding acquittals or unreturned funds from previous Shire funding.
- For Community Grants and Significant Event Sponsorship/Assistance: the organisation is applying within the program limits for the financial year (including any auspiced applications).

Note: Community Grants are generally based on a one-third Shire contribution and a two-thirds applicant contribution (up to the category maximum).

## APPLICANT DETAILS

Organisation/Group Name	Corrigin Historical Society Inc
Contact Person	Ken Baldwin
Position	President
Phone Number	0475231152
Email Address	corriginpioneermuseum@gmail.com

Postal Address	P.O. Box 108 Corrigin
Street Address	45 Walton Street Corrigin
ABN	79 562 729 395

Is the Organisation registered for GST?  Yes  No

Public Liability Insurance Provider & Policy Number: Local Community Insurance 880 447 0253

Number of Paid staff: none

Number of volunteers: 50 members of the society approx 15 active volunteers

Is this the first time applying for funding through the Shire of Corrigin?  Yes  No

*if no (please provide details of previous funding received):* 2025 \$2771 purchase of garden vaccum.  
2026 \$2000 for Dusty Boots Festival (approved)

Does the organisation receive any waivers/discounted fees (rates, rubbish, facility/equipment)?  Yes  No

*if yes (please provide details):* Shires pays for water and power as per the lease agreement.

Are you incorporated?  Yes  No If no, complete the auspicng section below (required).

Auspicing organisation name	
Contact Person	
Position	
Phone Number	
Email Address	
Postal Address	
Street Address	
ABN	

Please attach a confirmation letter from the auspicng organisation confirming it will auspicng this application.

Will the auspicng organisation also be submitting an application under this program this financial year?

Yes  No

## PROJECT DETAILS

Funding Category (tick one):

Community Donation  Community Grants  Significant Event Sponsorship/Assistance

Project Name: Museum Road Trip to Westonia and Merredin

Start date: August 2026

Finish date: August 2026

Amount requested (ex GST): \$500

Applicant contribution (cash and/or in-kind): \$200

Project Description (include what is your project, what is the purpose of your project, describe how your event/activity meets the selection criteria):

Additional information may be attached on a separate sheet if required.

The Corrigin Historical Society is seeking a donation of \$500 through the Community Assistance Program to assist with the cost of a members' visit to the Westonia Museum, Merredin Railway Museum, and Merredin Military Museum. The purpose of the trip is to give members the opportunity to learn from other regional museums, exchange ideas, and bring back practical knowledge that can help improve the Corrigin Pioneer Museum. The bus hire cost is based on distance travelled, with the Society covering any additional costs above the requested amount, including fuel and entry fees beyond the grant amount.

Main location of activities for this event/activity? (Please outline the activities involved in your project)

Additional information may be attached on a separate sheet if required.

The project is based in Corrigin, WA, through the Corrigin Historical Society and Corrigin Pioneer Museum. The activity involves a return bus trip from Corrigin to visit museums in Westonia and Merredin

Describe the target group for your project, and how they will benefit from the project

Additional information may be attached on a separate sheet if required. The target group for this project is primarily members and volunteers of the Corrigin Historical Society and Corrigin Pioneer Museum, who will benefit from the opportunity to visit and learn from other museums in Westonia and Merredin. The trip will provide ideas and inspiration for displays, interpretation, volunteer involvement, and general museum development, which can then be applied back in Corrigin for the benefit of the museum and wider community. If space allows, the trip will also be offered to non-members who have an interest in local history, museums, and heritage. This gives broader members of the Corrigin community the chance to participate, learn more about regional museums, and become more engaged with the work of the Corrigin Historical Society. In this way, the project supports not only current members, but also encourages wider community involvement and interest in local heritage.

List any additional grants that you have applied for/or will apply for in relation to this Project.

Additional information may be attached on a separate sheet if required. None

How will you measure the success of your project?

Additional information may be attached on a separate sheet if required. The success of the project will be measured by the level of participation in the trip, the feedback received from those who attend, and the practical value of the visit to the Corrigin Historical Society and Pioneer Museum. We will assess how successful the project has been by recording attendance numbers, noting the level of community interest including any participation by non-members, and discussing what ideas, contacts, and lessons were gained from visiting the museums in Westonia and Merredin. Success will also be measured by how the knowledge gained can be applied back in Corrigin, such as new ideas for displays, museum presentation, volunteer involvement, and future cooperation with other regional museums. A successful project will be one that strengthens our members' understanding, encourages wider community engagement, and contributes to the ongoing development of the Corrigin Pioneer Museum

Impact if funding is reduced or unsuccessful:

Additional information may be attached on a separate sheet if required. If funding is reduced or unsuccessful, the Corrigin Historical Society would need to either increase its own financial contribution or reduce the scope of the trip. This could place pressure on the Society's limited funds and may reduce the number of participants able to attend. It may also limit the opportunity to include non-members from the wider community. Despite this, the Society would still aim to proceed if possible, as the visit offers valuable learning and networking opportunities that can benefit the museum and the broader Corrigin community. The main impact of reduced funding would be on affordability and accessibility, rather than on the value of the p

Partnerships (if any): nil

Previous similar projects delivered: Road Trip to Narrogin and Wagin which was very successful.

#### ACKNOWLEDGMENT PLAN

How will you acknowledge the Shire of Corrigin's support for this project (e.g., signage, social media, website)?

We will acknowledge the Shire of Corrigin's support in our Society communications and publicity relating to the project. This will include recognition in member updates and, where appropriate, on the Corrigin Pioneer Museum's social media platforms and website. We would also be pleased to acknowledge the Shire's assistance in any post-trip reports, newsletters, or promotional material connected with the visit. This recognition will demonstrate the Shire's support for local heritage, volunteer development, and community engagement.

**RISK ASSESSMENT**

Identify potential risks to the project and outline mitigation strategies.

Risk	Likelihood	Mitigation Strategy
Lack of interest	low	will advertise to non members

**BUDGET SUMMARY**

Sample Budget Detail Template

<b>Project Title:</b> Museum Upgraded Picnic Area		
<b>Income:</b> \$1,000.00		
Contributor	Description	Amount
Applicants Contribution	Cash	\$1,000.00
Lotterywest	Grant	\$1,500.00
Local Service Club	Sponsorship	\$500.00
Local Service Club	Sponsorship	\$70.00
Shire of Corrigin	Grant Assistance	\$1,100.00
<b>Total income (inc GST)</b>		<b>\$4,170.00</b>

<b>Project Expenditure</b>			
Description	Amount (ex GST)	GST	Amount (inc GST)
Equipment Hire	\$454.55	\$45.45	\$500.00
Plants	\$290.91	\$29.09	\$320.00
Brochures	\$227.27	\$22.73	\$250.00
Treated Pine	\$1,818.18	\$181.82	\$2,000.00
Van Hire	\$454.55	\$45.45	\$500.00
New Seating	\$545.45	\$54.55	\$600.00
<b>Total Expenditure</b>		<b>\$379.09</b>	<b>\$4,170.00</b>

Additional information may be attached on a separate sheet if required.

Budget Details

<b>Project Title: Museum Road Trip to Westonia and Merredin</b>		
<b>Income:</b>		
<b>Contributor</b>	<b>Description</b>	<b>Amount</b>
Shire of Corrigin	Donation	\$500
Corrigin Historical Society	Contribution	\$200
<b>Total income (inc GST)</b>		<b>\$700</b>

<b>Project Expenditure</b>			
<b>Description</b>	<b>Amount (ex GST)</b>	<b>GST</b>	<b>Amount (inc GST)</b>
Bus Hire	\$340		\$340
Fuel	\$110		\$110
Museum Admission	\$250		\$250
<b>Total Expenditure</b>			<b>\$700</b>

Attach quotes or estimates to support your application.

Have you received funding from another source?  Yes  No

If yes, please specify the amount? \_\_\_\_\_

## DECLARATION

This declaration is made by the applicant (an eligible incorporated organisation) or an appropriate sponsoring body on behalf of the applicant:

- I am authorised to submit this application on behalf of the applicant organisation (or auspicing organisation, where applicable).
- I confirm the information provided is true and correct and that supporting documents are attached.
- I confirm the organisation will deliver the project as described and use any approved funding for the stated purpose only.
- I confirm appropriate insurance and any required approvals will be in place for the project or event.
- I understand funding is subject to Council approval and, if approved, an acquittal with supporting evidence will be required within 30 days of project completion.
- I acknowledge the Shire of Corrigin's support in accordance with the program guidelines.

Name: Ken Baldwin

Position: President

Signature: *K Baldwin*

Date: 31/03/2026

## REQUESTED ATTACHMENTS

Please attach all relevant documents (copies only – originals not required):

- Meeting minutes showing an endorsed motion for the application to be submitted.
- The organisation's most recent bank and financial statements (audited copy preferred if available).
- Certificate of Incorporation (if applicable).
- Current Public Liability Insurance certificate.
- Relevant quotes or estimates to match the submitted budget.
- Auspicing letter confirming the auspice arrangement (if applicable).
- Evidence of other grant funding or donation approvals (if applicable).
- Project or Event Plan and/or timeline (if applicable).
- Any other supporting information relevant to the assessment criteria.

**The locomotive at the CRC** as advised in the correspondence, the locomotive will come to the museum as soon as the Train Shed is ready. Discussions have been held with the Gayfer family.

**The Lawton Memorial Garden Arch** was also raised, as outlined in the correspondence.

**The Railway Water Tower** remains an ongoing matter, also as outlined in the correspondence.

**Train Shed** As you can see, the concrete floor for the train shed has now been laid and our sign put up. Thanks to the two Ronnies for erecting the sign. The next step will be to insulate the shed, make it as dust-free as possible, and probably install a whirlybird. Once that is done, we can consider setting up our exhibits.

A big thank you to Trevor Dyer, Jeff Thorgersen and the Shire crew that worked on their rostered day off. Special thanks also to Barney Gallinagh for his involvement and now for organising the floor.

**Mosaic Collection** now that Dusty Boots is over, we will be concentrating more on checking and logging the Mosaic Collection.

**Human Library** David Price has agreed to manage this project. If that is alright with David, I will ask him to report on recent progress, under general business.

**Visit from York Heritage Weekend Organisers** the visit from the York Heritage Weekend and archives people went well. They were very impressed with the museum, and a lot of useful ideas and information were exchanged. A big thank you to Maureen Price for supplying the sandwiches. It is good to know you can do more than scones, Maureen.

**Medical Students Visit** we recently had approximately 12 medical students visit the museum. They were a great group of young people and showed genuine interest in what they saw. I think this highlighted the need for us to provide more information on many of our exhibits, particularly for younger people and for visitors who do not come from an agricultural background.

**Community Assistance Program – Shire Grants** I intend to submit two grant applications under the Shire's Community Assistance Program. One application is for the upgrade of our kitchen area, and the other is for a donation from the Shire towards our museum visit to Westonia and Merredin bus tour.

I need to move a motion that the membership agree to the lodging of the grant applications to upgrade the kitchen and for the Museum bus trip to Westonia and Merredin.

So, I move a motion that we submit a grant application to upgrade the kitchen and a donation application to assist in funding the Museum bus trip to Merredin and Westonia. **Seconded, V Downing. Carried.**

The President's report was moved by J Thompson, seconded J Courboules **Carried.**

**General Business:**

David Price advised the human library project is about capturing the pioneering stories of the district. Last year the High School in conjunction with 1922 and You created their own human library which they want to do again this year. David will be involved doing a comprehensive history of the families in Corrigin including input from the High School students.

## Meeting of Corrigin Historical Society Sunday 5 April 2026

Before we begin, please be upstanding and observe a minute's silence for Pat Trengrove.

- Present: P Tulloch, M Price, S Brown-Smith, K Baldwin, R Chivell, V Downing, G Downing, D Price, J Courboules, C Baldwin, Ron Dunwell, R Gannaway, G Humphries, J Thompson
- Apologies: V Gallinagh, V Dickinson, M Mithcell, L Hall & Ruth Dunwell
- Previous Minutes: Received on a motion moved C Baldwin, seconded Ron Gannaway Carried.
- Correspondence: Outgoing and incoming correspondence was read and accepted.  
Received on a motion moved K Baldwin, seconded J Thompson Carried.
- Financial Report: The Treasurer's Report for March 2026 was read.  
Received on a motion moved G Downing, seconded P Tulloch Carried.
- Curator's Report: Within the last month there has obviously been a massive effort by various people to get the Dusty Boots event finalisations completed, in addition to a big yard clean up in readiness.
- The train shed is now in its final stages, the concrete having been laid within the last four weeks, and the doors now refitted, we will start to group and look at moving displays into it once the shed has been fitted out. Well, done to those involved, the time and effort put in is greatly appreciated.
- The yard surrounds are looking fantastic; the festival yesterday was brilliant. Bringing families out into the community together is really what it is about in my opinion.
- The only donation made this month is a Juniors Farmer's Club badge, which will be added to our collection of badges. These are not yet on display, but we will be working on creating a board for them. Peter Tulloch has a personal collection which he will go through and donate to the museum in the future.
- Previous donations made in the last few months are now on display with descriptive signage.
- There's not a great deal to report, but as I say the yard and surrounds at the moment are looking spot on. Again, well done to everybody involved.
- The Curator's Report was moved by R Gannaway, seconded P Tulloch Carried.
- President's Report: **Dusty Boots Easter Heritage Festival** the Dusty Boots Easter Heritage Festival has now been held, and I would like to thank everyone who assisted in any way, whether through planning, preparation, helping on the day, or with pack-up afterwards. It was a major undertaking and could not have happened without the support of our members, volunteers, supporters and sponsors. Special thanks to the subcommittee Val and Graeme Downing, Greg Humphries and Linda Hall.
- Shire Issues Follow-Up Following the December meeting** I wrote to the Shire regarding several matters requiring their consideration.
- Parking area near the Kirkwood Street gate** Val Downing and I met with Terry Barron on site. The Shire agreed to carry out some clean-up work, although no major alterations are proposed at this stage.

# Corrigin Historical Society (Inc.)

PO Box 108, Corrigin WA 6375

Phone: 0475 231 152

Email: [corriginpioneermuseum@gmail.com](mailto:corriginpioneermuseum@gmail.com)



7 April 2026

Shire of Corrigin  
PO Box 221  
Corrigin WA 6375

Please note that the attached financial statement is the **Corrigin Historical Society's March 2026 financial report**, being the latest completed financial report available at the time of this application.

As the Society's **Dusty Boots Festival** was held only recently, on **Saturday 4 April 2026**, a number of invoices and event-related accounts are still being received and processed. Accordingly, the attached March report does not yet reflect the Society's final financial position following that event.

Should it be required, an **updated financial report can be made available at the end of April 2026**, once outstanding invoices have been received, and the relevant accounts have been finalised.

Kind regards

A handwritten signature in black ink, appearing to read "Ken Baldwin". The signature is written in a cursive style and is enclosed within a large, hand-drawn oval.

Ken Baldwin  
President | Corrigin Historical Society  
Corrigin Pioneer Museum

☎ 0475 231 152

✉ [corriginpioneermuseum@gmail.com](mailto:corriginpioneermuseum@gmail.com)

# Corrigin Historical Society

## Monthly Report - General Ledger

Report Month: March 2026

				Total	Debit	Credit	GST
<b>Community Fee Saver</b>							
740	3 Mar 2026	EFT	Downing G & V	62.00 Dr			
1)		Liquor Licence	Liquor Licence		62.00		0.00
741	6 Mar 2026	EFT	Katems	45.69 Dr			
1)		Biscuits	Morning Tea Supplies		45.69		0.00
742	6 Mar 2026	EFT	Corrigin Hardware	121.95 Dr			
1)		Paint	Hardware		121.95		0.00
743	6 Mar 2026	EFT	Downing G & V	150.00 Dr			
1)		St John First Aid Kit	Sundry Costs		150.00		0.00
744	14 Mar 2026	Stmnt	Corrigin Office Supplies	54.30 Dr			
1)		Stationery	Office Supplies		54.30		0.00
745	17 Mar 2026	Stmnt	Frrr	5,325.00 Cr			
1)		Funding for Human Library	Grant Funding			5,325.00	0.00
746	17 Mar 2026	Stmnt	Baldwin C	170.00 Dr			
1)		Desk for Human Library	Furniture Purchases		170.00		0.00
749	23 Mar 2026	EFT	Downing G & V	166.00 Dr			
1)		Wristbands	Wristbands		166.00		0.00
747	25 Mar 2026	EFT	Minuteman Press	248.60 Dr			
1)		Raffle Tickets	Raffle Tickets		248.60		0.00
748	25 Mar 2026	EFT	Baldwin K	98.38 Dr			
1)		Signs Reimbursement	Hardware		98.38		0.00
753	27 Mar 2026	INV	Connelly Images	557.70 Dr			
1)		Train Shed Signage	Signage		557.70		0.00
754	31 Mar 2026	Inv's	Baldwin C	75.00 Dr			
1)		Easter Eggs & Jug	Sundry Costs		75.00		0.00

# Monthly Report - General Ledger

Total      Debit      Credit      GST

## Cashbook Summary for bank account: Community Fee Saver

Cashbook Payments	1,749.62
Cashbook Receipts	5,325.00
Cashbook Transfers Out	0.00
Cashbook Transfers In	0.00
GST Collected	0.00
GST Paid	0.00

## All Bank Accounts

Cashbook Payments	1,749.62
Cashbook Receipts	5,325.00
Cashbook Transfers Out	0.00
Cashbook Transfers In	0.00
GST Collected	0.00
GST Paid	0.00

## Cash Book Balances - March 2026

	Opening	Payments	Receipts	Transfers Out	Transfers in	Closing
Community Fee Saver	11,263.69	1,749.62	5,325.00	0.00	0.00	14,839.07

## Bank Account Balances - March 2026

	Opening	Debits	Credits	Closing
Community Fee Saver	11,263.69	1,749.62	5,325.00	14,839.07

## Cashbook Reconciliation - March 2026

	Statement Close	Outstanding Debits	Outstanding Credits	Cashbook Closing
Community Fee Saver	14,839.07	0.00	0.00	14,839.07

# COMMUNITY ASSISTANCE PROGRAM

APPLICATION FORM



The Shire of Corrigin values the important role community groups play in delivering activities, services, and events that benefit residents and contribute to a vibrant, inclusive and resilient community. The Community Assistance Program provides financial and non-financial support to local community groups and not-for-profit organisations to deliver projects, events, and initiatives that strengthen community connection and align with the Shire of Corrigin Council Plan 2025-2035.

## OBJECTIVES

- Provide financial and non-financial support to community groups for projects, programs, and events.
- Encourage projects that deliver social, economic, and environmental benefits to the Corrigin community.
- Support initiatives that build community capacity, participation, and wellbeing.
- Promote collaboration, partnerships, and volunteer involvement.
- Ensure funded projects align with the Shire of Corrigin Council Plan.

Please complete all sections of this form, along with all requested documents and submit to the Shire of Corrigin via email ([shire@corrigin.wa.gov.au](mailto:shire@corrigin.wa.gov.au)) or in person at the Shire Administration Office. This form should be completed in conjunction with reading the Community Assistance Program Guidelines.

## APPLICATION ELIGIBILITY

- The applicant is a not-for-profit incorporated community organisation, OR an unincorporated not-for-profit group applying through an eligible auspice (auspice details and confirmation letter attached).
- The project or event will be delivered within the Shire of Corrigin and provides benefit to the wider community.
- The project or event aligns with the Shire of Corrigin Council Plan 2025–2035 and the Community Assistance Program Guidelines.
- The applicant holds current public liability insurance appropriate to the project or event.
- The applicant has no outstanding acquittals or unreturned funds from previous Shire funding.
- For Community Grants and Significant Event Sponsorship/Assistance: the organisation is applying within the program limits for the financial year (including any auspiced applications).

Note: Community Grants are generally based on a one-third Shire contribution and a two-thirds applicant contribution (up to the category maximum).

## APPLICANT DETAILS

Organisation/Group Name	Corrigin Historical Society Inc
Contact Person	Ken Baldwin
Position	President
Phone Number	0475231152
Email Address	corriginpioneermuseum@gmail.com

Postal Address	P.O. Box 108 Corrigin
Street Address	
ABN	79 562 729 395

Is the Organisation registered for GST?  Yes  No

Public Liability Insurance Provider & Policy Number: Local Community Insurance Services 880 447 0253

Number of Paid staff: Nil

Number of volunteers: 50 members 15 Active volunteers

Is this the first time applying for funding through the Shire of Corrigin?  Yes  No

*if no (please provide details of previous funding received):* 2025 \$2771 purchase of garden vaccum .  
2026 \$2000 for Dusty Boots Festival (approved)

Does the organisation receive any waivers/discounted fees (rates, rubbish, facility/equipment)?  Yes  No

*if yes (please provide details):* Shire pays for water and power as per the lease agreement.

Are you incorporated?  Yes  No If no, complete the auspicng section below (required).

Auspicing organisation name	
Contact Person	
Position	
Phone Number	
Email Address	
Postal Address	
Street Address	
ABN	

Please attach a confirmation letter from the auspicng organisation confirming it will auspicng this application.

Will the auspicng organisation also be submitting an application under this program this financial year?

Yes  No

## PROJECT DETAILS

Funding Category (tick one):

Community Donation  Community Grants  Significant Event Sponsorship/Assistance

Project Name: Corrigin Pioneer Museum Kitchen Renovation

Start date: August 2026

Finish date: September 2026

Amount requested (ex GST): \$5000

Applicant contribution (cash and/or in-kind): \$3600

Project Description (include what is your project, what is the purpose of your project, describe how your event/activity meets the selection criteria):

Additional information may be attached on a separate sheet if required.

The Corrigin Historical Society is seeking funding to replace and upgrade the kitchen at the Corrigin Pioneer Museum. The existing kitchen is outdated and no longer meets the practical needs of our volunteer-run organisation. A new kitchen will provide a safer, cleaner and more functional space for volunteers to support meetings, open days, events and visitor activities, helping the Museum remain a welcoming and useful community facility.

Main location of activities for this event/activity? (Please outline the activities involved in your project)

Additional information may be attached on a separate sheet if required.

Corrigin Pioneer Museum, Corrigin. The project involves upgrading the existing kitchen facilities to provide a safer, cleaner and more functional space for volunteers, meetings, open days, community events and visitor use.

Describe the target group for your project, and how they will benefit from the project

Additional information may be attached on a separate sheet if required. The target group includes Museum volunteers, members, visitors and the wider Corrigin community. Upgrading the kitchen will provide a safer, cleaner and more functional space to support meetings, open days, events and visitor hospitality. This will improve the day-to-day operation of the Museum and strengthen its value as a community facility.

List any additional grants that you have applied for/or will apply for in relation to this Project.

Additional information may be attached on a separate sheet if required. None

How will you measure the success of your project?

Additional information may be attached on a separate sheet if required. Success will be measured by the completion of the kitchen upgrade and the improved safety, functionality and usability of the space. We will assess this through practical day-to-day use, volunteer and member feedback, and the kitchen's ongoing use during meetings, open days and community events.

Impact if funding is reduced or unsuccessful:

Additional information may be attached on a separate sheet if required. If funding is reduced or unsuccessful, the kitchen upgrade may need to be delayed or completed in stages. This would mean the Museum continues to operate with an outdated and less functional kitchen for longer. As a volunteer-run organisation with limited funds, external support is important to help us complete the project in a timely and effective manner.

Partnerships (if any): Nil

Previous similar projects delivered: Not similar but have delivered on projects in the past.

#### ACKNOWLEDGMENT PLAN

How will you acknowledge the Shire of Corrigin's support for this project (e.g., signage, social media, website)?

The Shire of Corrigin's support will be acknowledged through the Museum's social media, website and, where appropriate, signage at the Museum. We will also publicly recognise the Shire's contribution in project-related communications and community updates.

**RISK ASSESSMENT**

Identify potential risks to the project and outline mitigation strategies.

Risk	Likelihood	Mitigation Strategy
Higher than expected costs	<b>Low</b>	Receive quotes and use reliable contractors.

**BUDGET SUMMARY**

Sample Budget Detail Template

<b>Project Title:</b> Museum Upgraded Picnic Area		
<b>Income:</b> \$1,000.00		
Contributor	Description	Amount
Applicants Contribution	Cash	\$1,000.00
Lotterywest	Grant	\$1,500.00
Local Service Club	Sponsorship	\$500.00
Local Service Club	Sponsorship	\$70.00
Shire of Corrigin	Grant Assistance	\$1,100.00
<b>Total income (inc GST)</b>		<b>\$4,170.00</b>

<b>Project Expenditure</b>			
Description	Amount (ex GST)	GST	Amount (inc GST)
Equipment Hire	\$454.55	\$45.45	\$500.00
Plants	\$290.91	\$29.09	\$320.00
Brochures	\$227.27	\$22.73	\$250.00
Treated Pine	\$1,818.18	\$181.82	\$2,000.00
Van Hire	\$454.55	\$45.45	\$500.00
New Seating	\$545.45	\$54.55	\$600.00
<b>Total Expenditure</b>		<b>\$379.09</b>	<b>\$4,170.00</b>

Additional information may be attached on a separate sheet if required.

Budget Details

Project Title: <b>Corrigin Pioneer Museum Kitchen Rennovation</b>		
Income:		
Contributor	Description	Amount
Shire of Corrigin	Grant	\$5000
Corrigin Historical Society	Contribution	\$3200
<b>Total income (inc GST)</b>		<b>\$8200</b>

Project Expenditure			
Description	Amount (ex GST)	GST	Amount (inc GST)
Purchase of kitchen kit	\$4000		\$4000
Installation	\$2750		\$2750
Painting	\$1450		\$1450
<b>Total Expenditure</b>			<b>\$8200</b>

Attach quotes or estimates to support your application.

Have you received funding from another source?  Yes  No

If yes, please specify the amount? \_\_\_\_\_

## DECLARATION

This declaration is made by the applicant (an eligible incorporated organisation) or an appropriate sponsoring body on behalf of the applicant:

- I am authorised to submit this application on behalf of the applicant organisation (or auspicing organisation, where applicable).
- I confirm the information provided is true and correct and that supporting documents are attached.
- I confirm the organisation will deliver the project as described and use any approved funding for the stated purpose only.
- I confirm appropriate insurance and any required approvals will be in place for the project or event.
- I understand funding is subject to Council approval and, if approved, an acquittal with supporting evidence will be required within 30 days of project completion.
- I acknowledge the Shire of Corrigin's support in accordance with the program guidelines.

Name: Ken Baldwin

Position: President

Signature: *K Baldwin*

Date: 25/03/2026

## REQUESTED ATTACHMENTS

Please attach all relevant documents (copies only – originals not required):

- Meeting minutes showing an endorsed motion for the application to be submitted.
- The organisation's most recent bank and financial statements (audited copy preferred if available).
- Certificate of Incorporation (if applicable).
- Current Public Liability Insurance certificate.
- Relevant quotes or estimates to match the submitted budget.
- Auspicing letter confirming the auspice arrangement (if applicable).
- Evidence of other grant funding or donation approvals (if applicable).
- Project or Event Plan and/or timeline (if applicable).
- Any other supporting information relevant to the assessment criteria.

# COMMUNITY ASSISTANCE PROGRAM

APPLICATION FORM



The Shire of Corrigin values the important role community groups play in delivering activities, services, and events that benefit residents and contribute to a vibrant, inclusive and resilient community. The Community Assistance Program provides financial and non-financial support to local community groups and not-for-profit organisations to deliver projects, events, and initiatives that strengthen community connection and align with the Shire of Corrigin Council Plan 2025-2035.

## OBJECTIVES

- Provide financial and non-financial support to community groups for projects, programs, and events.
- Encourage projects that deliver social, economic, and environmental benefits to the Corrigin community.
- Support initiatives that build community capacity, participation, and wellbeing.
- Promote collaboration, partnerships, and volunteer involvement.
- Ensure funded projects align with the Shire of Corrigin Council Plan.

Please complete all sections of this form, along with all requested documents and submit to the Shire of Corrigin via email ([shire@corrigin.wa.gov.au](mailto:shire@corrigin.wa.gov.au)) or in person at the Shire Administration Office. This form should be completed in conjunction with reading the Community Assistance Program Guidelines.

## APPLICATION ELIGIBILITY

- The applicant is a not-for-profit incorporated community organisation, OR an unincorporated not-for-profit group applying through an eligible auspice (auspice details and confirmation letter attached).
- The project or event will be delivered within the Shire of Corrigin and provides benefit to the wider community.
- The project or event aligns with the Shire of Corrigin Council Plan 2025–2035 and the Community Assistance Program Guidelines.
- The applicant holds current public liability insurance appropriate to the project or event.
- The applicant has no outstanding acquittals or unreturned funds from previous Shire funding.
- For Community Grants and Significant Event Sponsorship/Assistance: the organisation is applying within the program limits for the financial year (including any auspiced applications).

Note: Community Grants are generally based on a one-third Shire contribution and a two-thirds applicant contribution (up to the category maximum).

## APPLICANT DETAILS

Organisation/Group Name	Corrigin Community Shed
Contact Person	John Reynolds
Position	President
Phone Number	9411740586
Email Address	JJReynolds1951@hotmail.com

Postal Address	P.O.Box 268, Corrigin
Street Address	2 Lynch Street, Corrigin
ABN	24897396697

Is the Organisation registered for GST?  Yes  No

Public Liability Insurance Provider & Policy Number: Australian Mens Shed Association

Number of Paid staff: nil

Number of volunteers: 16

Is this the first time applying for funding through the Shire of Corrigin?  Yes  No

*if no (please provide details of previous funding received):* N/A

Does the organisation receive any waivers/discounted fees (rates, rubbish, facility/equipment)?  Yes  No

*if yes (please provide details):* N/A

Are you incorporated?  Yes  No If no, complete the auspicing section below (required).

Auspicing organisation name	
Contact Person	
Position	
Phone Number	
Email Address	
Postal Address	
Street Address	
ABN	

Please attach a confirmation letter from the auspicing organisation confirming it will auspice this application.

Will the auspicing organisation also be submitting an application under this program this financial year?

Yes  No

## PROJECT DETAILS

Funding Category (tick one):

Community Donation  Community Grants  Significant Event Sponsorship/Assistance

Project Name: Corrigin Community Shed

Start date: 16th February, 2026

Finish date: Ongoing

Amount requested (ex GST): \$10,000.00

Applicant contribution (cash and/or in-kind): In Kind Free Labour

[ ] Project Description (include what is your project, what is the purpose of your project, describe how your event/activity meets the selection criteria):

Additional information may be attached on a separate sheet if required.

Part fit out for Corrigin Community Shed. Community Shed always ready to lend a helping hand in their community, Maintaining Men and Womens health and wellbeing in an active supervised envireonment. Community Shed of WA define a local shed as a group of men and women that come together to participate in activities and shared interests.

Main location of activities for this event/activity? (Please outline the activities involved in your project)

Additional information may be attached on a separate sheet if required. 2 Lynch Street, Corrigin

Woodwork, Metalwork, Welding, Car Maintenance, Computer Skills, Restorations of Furniture and manufacture of furniture and workbenches from recycled timber pallets. Sourced locally. saving pallets from going to landfill.

Describe the target group for your project, and how they will benefit from the project

Additional information may be attached on a separate sheet if required. Many men and women after retirement find themselves alone often living in isolation and needing to make contact with the community and find new purpose but aren't sure how to. There are men and women that have moved to a new community that need to make some new mates and acquaintances. Some will want to access the resources available within the Corrigin Community Shed.

List any additional grants that you have applied for/or will apply for in relation to this Project.

Additional information may be attached on a separate sheet if required. N/A

How will you measure the success of your project?

Additional information may be attached on a separate sheet if required. By increasing membership and maintaining the mental and physical health and wellbeing of our member and helping the community at the same time.

Impact if funding is reduced or unsuccessful:

Additional information may be attached on a separate sheet if required. Fund raising to purchase smaller machines or to obtain second hand machinery and equipment/tools. THE POWER IS A SAFETY CONCERN THAT MUST BE ADDRESSED EITHER WAY (RCD need to be installed)

Partnerships (if any): Nil

Previous similar projects delivered: Nil

## ACKNOWLEDGMENT PLAN

How will you acknowledge the Shire of Corrigin's support for this project (e.g., signage, social media, website)?

Signage and Social Media (WA Shed Association)

## RISK ASSESSMENT

Identify potential risks to the project and outline mitigation strategies.

Risk	Likelihood	Mitigation Strategy
40 AMP Power Supply to Shed "No RCD"	High	Update and Replace old China fuses with new RCD

## BUDGET SUMMARY

Sample Budget Detail Template

Project Title: Museum Upgraded Picnic Area		
Income: \$1,000.00		
Contributor	Description	Amount
Applicants Contribution	Cash	\$1,000.00
Lotterywest	Grant	\$1,500.00
Local Service Club	Sponsorship	\$500.00
Local Service Club	Sponsorship	\$70.00
Shire of Corrigin	Grant Assistance	\$1,100.00
<b>Total income (inc GST)</b>		<b>\$4,170.00</b>

Project Expenditure			
Description	Amount (ex GST)	GST	Amount (inc GST)
Equipment Hire	\$454.55	\$45.45	\$500.00
Plants	\$290.91	\$29.09	\$320.00
Brochures	\$227.27	\$22.73	\$250.00
Treated Pine	\$1,818.18	\$181.82	\$2,000.00
Van Hire	\$454.55	\$45.45	\$500.00
New Seating	\$545.45	\$54.55	\$600.00
<b>Total Expenditure</b>		<b>\$379.09</b>	<b>\$4,170.00</b>



## DECLARATION

This declaration is made by the applicant (an eligible incorporated organisation) or an appropriate sponsoring body on behalf of the applicant:

- I am authorised to submit this application on behalf of the applicant organisation (or auspicing organisation, where applicable).
- I confirm the information provided is true and correct and that supporting documents are attached.
- I confirm the organisation will deliver the project as described and use any approved funding for the stated purpose only.
- I confirm appropriate insurance and any required approvals will be in place for the project or event.
- I understand funding is subject to Council approval and, if approved, an acquittal with supporting evidence will be required within 30 days of project completion.
- I acknowledge the Shire of Corrigin's support in accordance with the program guidelines.

Name: John Reynolds

Position: President

Signature: 

Date: 9th March, 2026

## REQUESTED ATTACHMENTS

Please attach all relevant documents (copies only – originals not required):

- Meeting minutes showing an endorsed motion for the application to be submitted.
- The organisation's most recent bank and financial statements (audited copy preferred if available).
- Certificate of Incorporation (if applicable).
- Current Public Liability Insurance certificate.
- Relevant quotes or estimates to match the submitted budget.
- Auspicing letter confirming the auspice arrangement (if applicable).
- Evidence of other grant funding or donation approvals (if applicable).
- Project or Event Plan and/or timeline (if applicable).
- Any other supporting information relevant to the assessment criteria.



Tuesday, March 3, 2026

## Certificate of Currency

The policy referred to is current as at the date of this certificate and whilst a due date has been indicated it should be noted that the policy may be cancelled in the future. Accordingly, reliance should not be placed on the expiry date.

**Policy Number:** 10M 8279076

**Insurer:** CGU Australia Pty Ltd

**Insured:** Master Policy for The Australian Men's Sheds Association including scheduled member sheds

**Noted Insured Shed:** Corrigin Community Shed

**Interested Party:** Senior Citizens Committee Corrigin

**Period of Insurance:** (From) 28 February 2026 at 4:00pm local time at the place of issue  
(To) 28 February 2027 at 4:00pm local time at the place of issue

**Policy Type:** General and Products Liability

**Limit of Liability:**

- Public Liability \$40,000,000 any one Occurrence
- Advertising Liability \$40,000,000 any one Occurrence
- Products Liability \$40,000,000 any one Occurrence and in the aggregate for any one Period of Insurance

**Territorial Limits** Anywhere in the world excluding North America or jurisdictions where local insurance is required to be effected.

**Disclaimer:** The information provided is a summary only and does not amend, extend, alter or set out the full terms of the policy referred to nor do we confirm or warrant the Insurance cover is in force at the date of this advice. You must always refer to the policy for full details and to the extent of any inconsistency the policy prevails. The policy is also subject to the operation of the Insurance Contracts Act 1984 (cth), including in particular, the insurer's rights under section 28 in relation to pre contractual non disclosure or misrepresentation. We will not provide any updates in relation to the policy to any third party unless we specifically agree to do so in writing with the third party.

Signed for and on behalf of CGU Australia Pty Ltd.

Sean McDermott  
Everest Risk Group Pty Ltd  
**Authorised Representative No 447131**

P: (02) 8880 0653

M: 0449 855 896

E: smcdermott@everestrg.com.au



053  
01455-

CORRIGIN COMMUNITY SHED  
2 LYNCH ST  
CORRIGIN WA 6375

Our reference: 7167336272052

16 February 2026



## Your tax file number

Dear Sir/Madam

The details of your tax file number registration are:

**Name:** CORRIGIN COMMUNITY SHED

**Tax file number:** 513 027 930

It's important to keep this letter and any other document with your tax file number on it, in a safe place.

You should quote this tax file number when contacting us as it will help us find your information faster.

You will be asked to provide your tax file number to financial institutions and investment bodies when you open accounts or make investments with them. You don't have to give your tax file number to these organisations, but if you don't, they may withhold more tax from any investment returns or interest they pay to you.

### For more information

You can find out more on our website [www.ato.gov.au/tfn](http://www.ato.gov.au/tfn)

For information about your rights and obligations, go to [www.ato.gov.au/taxpayerscharter](http://www.ato.gov.au/taxpayerscharter)

Yours faithfully

David Allen  
Second Commissioner of Taxation

048P\_04WADL23096C1MBL/E-1455/S-14871-2973/



# Payment submitted

<b>Payment No.</b>	<b>1003740095</b>
<b>From</b>	<b>Retirement Advantage Account</b>
<b>To</b>	<b>australian mens shed ass</b> 032-505 291495
<b>Amount</b>	<b>\$456.00</b>
<b>Description</b>	<b>IN9846 corrigin shed</b>
<b>Reference</b>	<b>in 9846 corrigin shed</b>
<b>Estimated arrival</b>	<b>4 Hours</b> <small>*Why 4 Hours? As you're paying someone new, it may take 4 Hours or more.</small>

This statement of payments is indicative only and you should verify it before relying on it as a record for tax or other purposes. Bankwest does not guarantee the accuracy of this statement and is not liable for any omissions, errors or inaccuracies. Please report any errors or discrepancies you may find by contacting Bankwest Help Centre on 13 17 19.

Bankwest, a division of Commonwealth Bank of Australia ABN 48 123 123 124 AFSL / Australian credit licence 234945



Department of Local Government,  
Industry Regulation and Safety



Issue date 1/3/2026  
Receipt Number 61595352740  
Job reference 1915971

Mr John Reynolds  
8 Goyder St  
CORRIGIN WA 6375

**TAX RECEIPT**  
ABN: 48 723 237 878

Description	GST <sup>1</sup>	Fee
Application for Incorporation - CORRIGIN COMMUNITY SHED INCORPORATED -	\$0.00	\$158.40
<b>Total</b>		<b>\$158.40</b>

<sup>1</sup> GST EXEMPT

Payment received: **\$158.40**  
Payment Date: PAID ON 1/3/2026  
Payment Method: CREDIT CARD

Please keep a copy of this receipt for future reference.

**IMPORTANT REMINDER FOR INCORPORATED ASSOCIATIONS**

To meet your legal obligations, your association must:



Hold an AGM every year within 6 months of the end of your financial year.



Present financial statements to members at the AGM.



Submit an Information Statement to Consumer Protection using AssociationsOnline within 6 months of the financial year end.

Visit: [www.consumerprotection.wa.gov.au/associations-information-statement](http://www.consumerprotection.wa.gov.au/associations-information-statement)

Associations and Charities  
Gordon Stephenson House Level 2 /140 William Street Perth Western Australia 6000  
Locked Bag 14 Cloisters Square Perth WA 6850  
Telephone 1300 304 074 or (08) 6552 9300  
Email [associations@lgirs.wa.gov.au](mailto:associations@lgirs.wa.gov.au) | Internet [www.lgirs.wa.gov.au/associations](http://www.lgirs.wa.gov.au/associations)  
wa.gov.au

Minutes of Meeting Held Thursday 5<sup>th</sup> March, 2026

Members Present:

John Reynolds

Lindsay Smoker

Ron Ganaway

Barrie Shultz

Brian Thompson

Cecil Praetz

Richard Tilbee

Steven Close

Open meeting at 1115hrs to discuss fun raising.

1. Seek funding from Shire Community Assistance Program.

Motion moved by Ron Ganaway and Seconded Lindsay Smoker.

2. Seek funding from C.B.H. Grass Roots. *Not UNFIL 1.8.26*

Motion moved by Barrie Shultz and Seconded by Ron Ganaway.

Meeting closed at 1145hrs 5<sup>th</sup> March, 2026.



ABN 85 034 929 787 ACN 141 014 306  
 Hachzed Pty Ltd trustee for HZE Unit Trust trading as Harris Zuglian Electrics

383 Walton Street, CORRIGIN WA 6375  
 Telephone: (08) 9063 2911 Fax: (08) 9063 2922  
 Email: hzelectrics@bigpond.com

Gary Harris  
 0417 632 289

Quote

**Shire of Corrigin**  
**PO Box 221**  
**CORRIGIN WA 6375**

8/02/2026

**Quote # Q2026/06**

Your Order #

Qty	Code	Description	Our Price	Unit	Disc	Amount
	lc	Attention; John Reynolds Location: Men's Shed Workshop. Install 4 15amp outlets and 1 3 phase outlet on the east side of the Shed for Bench Grinder, Drill and Panel Saw.				
100	02-30-4mm TEWH	2 Core Active+Earth Cable 4mm TPS (R,Bk,E)	\$6.985	1mt		\$698.50
25	03-34-4mm 4CEODOR	4mm Orange Circular 4c+e Cable	\$15.40	1mt		\$385.00
4	33-222- CLI238/25WE	Mounting Block 25mm Entry	\$31.90	1		\$127.60
4	16-31-2025/15	Large Plate Power Point 15amp Double	\$111.10	1		\$444.40
1	18-22-56C520	Weather Proof Power Point+Switch 3 phase+earth+neutral 20amp	\$218.90	1		\$218.90
1	26-25-RCD440/30	R.C.D (Safety Switch) 3phase 40amp	\$114.40	1		\$114.40
1	24-44-4CB/320/8	Circuit Breaker 3phase 20amp	\$96.80	1		\$96.80
10	32-15-563/1	Cable Connector 2x6mm	\$1.265	1		\$12.65
20	22-12-9025MD	Conduit Light Duty 25mm	\$4.95	1mt		\$99.00
40	22-13-9032MD	Conduit Light Duty 32mm	\$6.60	1mt		\$264.00
5	23-42-242/25	Conduit Coupling 25mm	\$3.08	1		\$15.40
10	23-43-242/32	Conduit Coupling 32mm	\$4.125	1		\$41.25
2	23-385-252/32/3	Conduit Box 32mm 3way	\$48.50	1		\$97.00
5	22-35-9032CM	Conduit Corrugated 32mm Light Duty	\$7.70	1mt		\$38.50
20	23-24-180/32	Conduit Half Saddle 32mm	\$1.43	1		\$28.60
5	23-82-263/25	Conduit Screw Adaptor 25mm	\$2.97	1		\$14.85
	46-	Fixings/Consumables	\$100.00	1		\$100.00
15	00-10-HZ Labour Tradesman	HZ Labour Tradesman	\$132.00	1 hr		\$1,980.00

**We appreciate the opportunity to submit a quote for your approval**

SALE AMOUNT	\$4,342.59
FREIGHT	\$0.00
10% GST	\$434.26

Quote prepared by: Gary Harris

**Quote Total \$4,776.85**

Quote is valid for 30 days from above date

# QUOTE

Men's Shed Corrigin  
Attention: John  
2 Lynch St  
CORRIGIN WA 6375  
AUSTRALIA

**Date**  
3 Mar 2026

**Expiry**  
2 Apr 2026

**Quote Number**  
QU-0134

**Reference**  
Switchboard Upgrade/15A  
GPO's

**ABN**  
17 160 314 810

Bright Spark Electrical  
Contracting EC008750  
24 Barcombe Way  
LEEMING WA 6149

AUSTRALIA  
ph: 0427252659

em:  
brightsparkelectricalservic  
es@gmail.com

## Shed Sub-board Upgrade and 15A power points

- Install new enclosure and RCD/protection devices to shed sub-board.
- Install 2 double 15A power points on Eastern wall
- Install double 15A power point 5to6m to the left of sub-board.
- Test installation

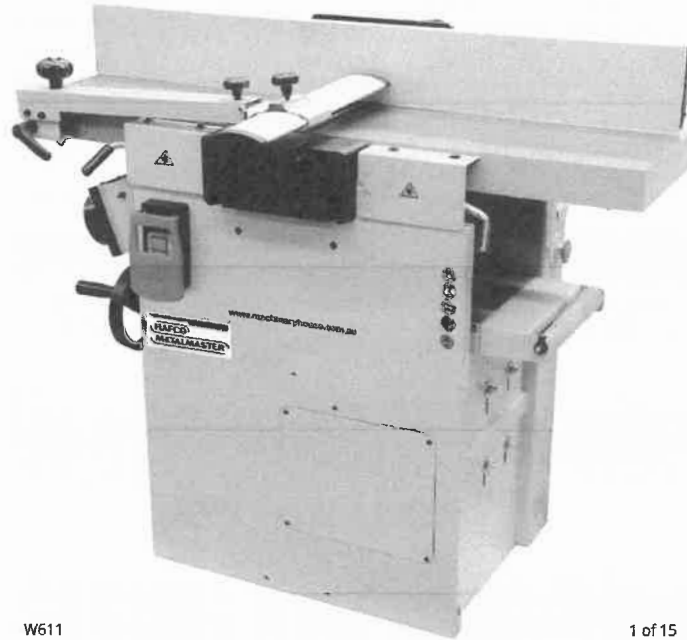
Description	Quantity	Unit Price	GST	Amount AUD
Labour - Qualified Electrician	11.00	120.00	10%	1,320.00
Labour - Apprentice	10.00	50.00	10%	500.00
S/Board Encl Surface 24 Module White Plain Door	1.00	144.50	10%	144.50
100A 3 Pole din mount Isolator	1.00	108.00	10%	108.00
MAX9 RCBO 1PN C 25A 30mA A SLIM	4.00	85.25	10%	341.00
20A RCBO 1P 30mA A SLIM	2.00	75.00	10%	150.00
MAX9 RCBO 1PN C 16A 30mA A SLIM	3.00	75.00	10%	225.00
MAX9 RCBO 1PN C 10A 30mA A SLIM	1.00	75.00	10%	75.00
RCD 40A 4P 30mA, A type	1.00	114.45	10%	114.45
MAX9 MCB 3P C 16A 6000A	1.00	78.00	10%	78.00
MAX9 MCB 3P C 20A 6000A	1.00	80.52	10%	80.52
4mm 2C&E Flat Cable (Per Metre)	50.00	4.05	10%	202.50
Fixings & Fittings Conduit	1.00	200.00	10%	200.00
Twin Switch Socket Outlet, 250V, 15A, Weather Proof	3.00	110.40	10%	331.20
			Subtotal	3,870.17
			TOTAL GST 10%	387.02
			<b>TOTAL AUD</b>	<b>4,257.19</b>

> Planer & Thicknessers > W611

## PT-254S - Planer & Thicknesser Combination - Spiral Cutter Head

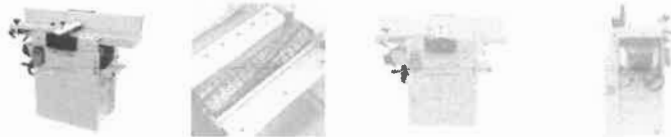
254mm Wide Planer Capacity

254 x 190mm (W x H) Thicknesser Capacity



W611

1 of 15



**HAFCO**  
**WOODMASTER**

Order Code: W611

ex-gst  
**\$ 2,890.00**

⚡ 240V / 10A  
🔄 2 Years Warranty

- 1 +

inc-gst  
**\$ 3,179.00**

Or up to **12 months** interest free. Fees apply. **ZIP** ⓘ

Enquire

Price Match

Compare Wishlist Print

🚚 Delivery & 📍 Pickup Availabilities

Your Suburb or Postcode ?

Description

## PT-254S - Planer & Thicknesser Combination - Spiral Cutter Head

254mm Wide Planer Capacity

254 x 190mm (W x H) Thicknesser Capacity

### Overview

You now don't have to choose between buying a separate planer or a thicknesser – with the PT-254S you can have the best of both worlds in one machine. Hafco Woodmaster has designed a machine now that includes a "Spiral Cutter Head" that cuts your timber effortlessly smoother and quieter than the conventional HSS blades.

The surfacing tables are 1100mm long, made from cast iron and precision ground finish to ensure material to slide smoothly to produce accurate results. The spiral cutter head is fitted with German quality carbide inserts and powered by a powerful 2.2kW / 3hp, 240V motor that can handle the toughest timbers to achieve superior finish every time.

This versatile machine features an extra heavy duty cast aluminium extruded fence with centered controls for quick adjustments, and a built-in dust chute capable of handling both operations.

### Features

- Spiral cutter head with 44 carbide inserts
- Heavy-duty 2.2kW / 3hp 240V motor
- 254mm wide x 190mm high thicknesser capacity
- Auto-feed thicknesser rollers 5m/min
- 4800rpm cutter head speed
- 1100 x 265mm jointer table size
- Large aluminium fence tilts 45-90° with lever locking system and unique sliding design
- Heavy duty cast iron tables with ground finish to ensure accuracy and flatness
- Large hand-wheel for quick and precise adjustments of thickness height
- 100mm dust chute

### Includes

- 5 x spare carbide inserts
- 10 x spare insert screws

### Optional Accessories

- 4 x Machine Mounts - (M001)

## Specifications



[Compare Product Range](#)

ORDER CODE	W611
MODEL	PT-254S
Planer Capacity	254 (mm)
Cutter Head Type	Carbide Inserts (HSS / Carb)
Table Length - Planer	1110 (mm)
Table Height - Planer	810 (mm)
Length of Infeed Planer Table	525 (mm)
Length of Outfeed Planer Table	525 (mm)
Fence Length x Height	1080 x 130 (mm)
Thickneser Capacity	254 x 190 (mm)
Table Length - Thickneser	700 (with roller extension support) (mm)
Feed Speed	5 (m/min)
Cutter Block Diameter	70 (mm)
Cutter Block Speed	4800 (rpm)
Motor Power	2.2 / 3 (kW / hp)
Voltage / Amperage	240 / 10 (V / amp)
Floor Space (W x D x H)	1100 x 600 x 940 (mm)
Nett Weight	216 (kg)

## Downloads



[Email a link to this page](#)



[Product Brochure](#)



[Instruction Manual \(26 MB\)](#)

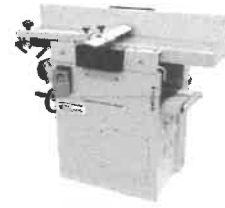


[W611 Extra Customer Instructions. initial setting of tables to blades \(503 KB\)](#)



[Planer Thickneser Risk Assessment](#)

## Compare Product Range 2



ORDER CODE		W61
MODEL		PT-254S
Planer Capacity	(mm)	254
Cutter Head Type	(HSS / Carb)	Carbide Inserts
Table Length - Planer	(mm)	1110
Table Height - Planer	(mm)	810
Length of Infeed Planer Table	(mm)	525
Length of Outfeed Planer Table	(mm)	525
Fence Length x Height	(mm)	1080 x 130
Thickneser Capacity	(mm)	254 x 190
Table Length - Thickneser	(mm)	700 (with roller extension support)
Feed Speed	(m/min)	5
Cutter Block Diameter	(mm)	70
Cutter Block Speed	(rpm)	4800
Motor Power	(kW / hp)	2.2 / 3
Voltage / Amperage	(V / amp)	240 / 10
Floor Space (W x D x H)	(mm)	1100 x 600 x 940
Nett Weight	(kg)	216
Pricing	(ex-gst)	<b>\$2,890.00</b>
	(inc-gst)	<b>\$3,179.00</b>

> Dust Collectors - Wood > W394

## DC-3 - Dust Collector

2HP

1200cfm - LPHV System



W394

1 of 13



**HAFCO**  
**WOODMASTER**

Order Code: W394

ex-gst

\$ 430.00

⚡ 240V / 10A

🔄 2 Years Warranty

inc-gst

\$ 473.00

- 1 +

or from \$10/week with **ZIP** ⓘ

Enquire

Price Match

Compare Wishlist Print

🚚 Delivery & 📍 Pickup Availabilities

Your Suburb or Postcode ?

Description

## DC-3 - Dust Collector

2HP  
1200cfm - LPHV System

### Overview

LPHV = Low Pressure High Volume System

The DC-3 is a low-pressure high-volume dust collector (LPHV), dust and shavings of LPHV extractors are sucked through the impeller fan blade, the heavier waste falls into the lower bag with the air being exhausted through the top filter bag which aids in collecting some of the fine dust on the way out. This type of extraction shifts huge volumes of air at low pressure. They are very efficient at removing bulk waste, recommended for Planers, Thicknessers & Wood Lathes etc, hence some people call them chip collectors. The fine filtration efficiency can be improved somewhat by fitting a cyclone and replacing the bag with a cartridge filter.

### Features

- 1200cfm air flow suction
- Portable on wheels
- Ø100mm twin inlets
- Quick-action clamps
- 5 Micron fine filter bag
- 1.5kW / 2hp 240V motor

Specifications

Compare Product Range

ORDER CODE	W394
MODEL	DC-3
Type	Dust Collector
Airflow	1200 (CFM)
LPHV - Low Pressure High Volume	Yes (Yes / No)

HPLV - High Pressure Low Volume	(Yes / No)	No
Inlets / Diameter	(No. / mm)	2 x Ø100
Motor Power	(kW / hp)	1.5 / 2
Voltage	(V / amp)	240 / 10
Floor Space (W x D x H)	(mm)	1000 x 700 x 1950
Nett Weight	(kg)	42

#### Downloads



Email a link to this page



Product Brochure



Instructions Manual (5 MB)






Parts List (1 MB)



Dust Collector - Wood Risk Assessment

## Compare Product Range 11

				 Package De:
ORDER CODE		W316	W394	K047
MODEL		CDS-2/3	DC-3	DCC-310
Type		Cyclone Dust Separ...	Dust Collector	Dust Collec
Airflow	(CFM)	~	1200	1200
LPHV - Low Pressure High Volume	(Yes / No)	No	Yes	Yes
HPLV - High Pressure Low Volume	(Yes / No)	No	No	No
Inlets / Diameter	(No. / mm)	2 x Ø100	2 x Ø100	2 x Ø100
Outlets / Diameter	(No. / mm)	Ø152 ~ 25mm	~	~
Motor Power	(kW / hp)	~	1.5 / 2	1.5 / 2
Voltage	(V / amp)	~	240 / 10	240 / 10
Floor Space (W x D x H)	(mm)	650 x 560 x 1700	1000 x 700 x 1950	2000 x 700
Nett Weight	(kg)	19	42	91
Pricing	(ex-gst)	<b>\$450.00</b>	<b>\$430.00</b>	<b>\$1,190.00</b>
	(inc-gst)	<b>\$495.00</b>	<b>\$473.00</b>	<b>\$1,309.00</b>



Department of Local Government,  
Industry Regulation and Safety



**WESTERN AUSTRALIA**  
*Associations Incorporation Act 2015*  
(Section 31)

IARN: A1046858S

# Certificate of Incorporation

This is to certify that

**CORRIGIN COMMUNITY SHED INCORPORATED**

is an association incorporated under the  
*Associations Incorporation Act 2015*

The date of incorporation is the  
twenty second day of April 2026

A handwritten signature in blue ink that reads "Blake".

Patricia Blake  
Commissioner for Consumer Protection

# CERTIFICATE

# COMMUNITY ASSISTANCE PROGRAM

APPLICATION FORM



The Shire of Corrigin values the important role community groups play in delivering activities, services, and events that benefit residents and contribute to a vibrant, inclusive and resilient community. The Community Assistance Program provides financial and non-financial support to local community groups and not-for-profit organisations to deliver projects, events, and initiatives that strengthen community connection and align with the Shire of Corrigin Council Plan 2025-2035.

## OBJECTIVES

- Provide financial and non-financial support to community groups for projects, programs, and events.
- Encourage projects that deliver social, economic, and environmental benefits to the Corrigin community.
- Support initiatives that build community capacity, participation, and wellbeing.
- Promote collaboration, partnerships, and volunteer involvement.
- Ensure funded projects align with the Shire of Corrigin Council Plan.

Please complete all sections of this form, along with all requested documents and submit to the Shire of Corrigin via email ([shire@corrigin.wa.gov.au](mailto:shire@corrigin.wa.gov.au)) or in person at the Shire Administration Office. This form should be completed in conjunction with reading the Community Assistance Program Guidelines.

## APPLICATION ELIGIBILITY

- The applicant is a not-for-profit incorporated community organisation, OR an unincorporated not-for-profit group applying through an eligible auspice (auspice details and confirmation letter attached).
- The project or event will be delivered within the Shire of Corrigin and provides benefit to the wider community.
- The project or event aligns with the Shire of Corrigin Council Plan 2025–2035 and the Community Assistance Program Guidelines.
- The applicant holds current public liability insurance appropriate to the project or event.
- The applicant has no outstanding acquittals or unreturned funds from previous Shire funding.
- For Community Grants and Significant Event Sponsorship/Assistance: the organisation is applying within the program limits for the financial year (including any auspiced applications).

Note: Community Grants are generally based on a one-third Shire contribution and a two-thirds applicant contribution (up to the category maximum).

## APPLICANT DETAILS

Organisation/Group Name	
Contact Person	
Position	
Phone Number	
Email Address	

Postal Address	
Street Address	
ABN	

Is the Organisation registered for GST?  Yes  No

Public Liability Insurance Provider & Policy Number: \_\_\_\_\_

Number of Paid staff: \_\_\_\_\_

Number of volunteers: \_\_\_\_\_

Is this the first time applying for funding through the Shire of Corrigin?  Yes  No

*if no (please provide details of previous funding received):*

Does the organisation receive any waivers/discounted fees (rates, rubbish, facility/equipment)?  Yes  No

*if yes (please provide details):*

Are you incorporated?  Yes  No If no, complete the auspicing section below (required).

Auspicing organisation name	
Contact Person	
Position	
Phone Number	
Email Address	
Postal Address	
Street Address	
ABN	

Please attach a confirmation letter from the auspicing organisation confirming it will auspice this application.

Will the auspicing organisation also be submitting an application under this program this financial year?

Yes  No

## PROJECT DETAILS

Funding Category (tick one):

Community Donation  Community Grants  Significant Event Sponsorship/Assistance

Project Name: \_\_\_\_\_

Start date: \_\_\_\_\_

Finish date: \_\_\_\_\_

Amount requested (ex GST): \_\_\_\_\_

Applicant contribution (cash and/or in-kind): \_\_\_\_\_

Project Description (include what is your project, what is the purpose of your project, describe how your event/activity meets the selection criteria):

Additional information may be attached on a separate sheet if required.

Main location of activities for this event/activity? (Please outline the activities involved in your project)

Additional information may be attached on a separate sheet if required.

Describe the target group for your project, and how they will benefit from the project

Additional information may be attached on a separate sheet if required.

List any additional grants that you have applied for/or will apply for in relation to this Project.

Additional information may be attached on a separate sheet if required.

How will you measure the success of your project?

Additional information may be attached on a separate sheet if required.

Impact if funding is reduced or unsuccessful:

Additional information may be attached on a separate sheet if required.

Partnerships (if any): \_\_\_\_\_

Previous similar projects delivered: \_\_\_\_\_

## ACKNOWLEDGMENT PLAN

How will you acknowledge the Shire of Corrigin's support for this project (e.g., signage, social media, website)?

## RISK ASSESSMENT

Identify potential risks to the project and outline mitigation strategies.

Risk	Likelihood	Mitigation Strategy

## BUDGET SUMMARY

Sample Budget Detail Template

<b>Project Title:</b> Museum Upgraded Picnic Area		
<b>Income:</b> \$1,000.00		
Contributor	Description	Amount
Applicants Contribution	Cash	\$1,000.00
Lotterywest	Grant	\$1,500.00
Local Service Club	Sponsorship	\$500.00
Local Service Club	Sponsorship	\$70.00
Shire of Corrigin	Grant Assistance	\$1,100.00
<b>Total income (inc GST)</b>		<b>\$4,170.00</b>

Project Expenditure			
Description	Amount (ex GST)	GST	Amount (inc GST)
Equipment Hire	\$454.55	\$45.45	\$500.00
Plants	\$290.91	\$29.09	\$320.00
Brochures	\$227.27	\$22.73	\$250.00
Treated Pine	\$1,818.18	\$181.82	\$2,000.00
Van Hire	\$454.55	\$45.45	\$500.00
New Seating	\$545.45	\$54.55	\$600.00
<b>Total Expenditure</b>		<b>\$379.09</b>	<b>\$4,170.00</b>




## DECLARATION

This declaration is made by the applicant (an eligible incorporated organisation) or an appropriate sponsoring body on behalf of the applicant:

- I am authorised to submit this application on behalf of the applicant organisation (or auspicing organisation, where applicable).
- I confirm the information provided is true and correct and that supporting documents are attached.
- I confirm the organisation will deliver the project as described and use any approved funding for the stated purpose only.
- I confirm appropriate insurance and any required approvals will be in place for the project or event.
- I understand funding is subject to Council approval and, if approved, an acquittal with supporting evidence will be required within 30 days of project completion.
- I acknowledge the Shire of Corrigin's support in accordance with the program guidelines.

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature:  \_\_\_\_\_

Date: \_\_\_\_\_

## REQUESTED ATTACHMENTS

Please attach all relevant documents (copies only – originals not required):

- Meeting minutes showing an endorsed motion for the application to be submitted.
- The organisation's most recent bank and financial statements (audited copy preferred if available).
- Certificate of Incorporation (if applicable).
- Current Public Liability Insurance certificate.
- Relevant quotes or estimates to match the submitted budget.
- Auspicing letter confirming the auspice arrangement (if applicable).
- Evidence of other grant funding or donation approvals (if applicable).
- Project or Event Plan and/or timeline (if applicable).
- Any other supporting information relevant to the assessment criteria.



# Containers for Change WA Shop

[Containers for Change WA / Shop Home / Cart](#)

## CART

	Product	Price	Quantity	Subtotal
	120L Bin, Containers for Change	\$71.50	3	\$214.50
Coupon code	<input type="text"/>	<input type="button" value="APPLY COUPON"/>		<input type="button" value="UPDATE CART"/>

## Cart totals

Subtotal	\$214.50
Shipping	Calculate shipping
<b>Total</b>	<b>\$214.50 (includes \$19.50 GST)</b>

### ABOUT THE SHOP

From bins and bags to stickers and signs, find everything you need to turn your workplace, school or community group into a trobikar for change.

### SHOP ONLINE

[Bags & Bins](#)  
[Tools](#)  
[Stickers](#)  
[Posters & Signage](#)  
[Plans & Resources](#)

### QUICK LINKS

[Privacy Policy](#)  
[Terms & Conditions](#)  
[Terms of Sale](#)

### SUPPORT

[shop@swirt.com.au](mailto:shop@swirt.com.au)  
08 42 42 1126 (TOLL FREE)

# Containers for Change WA Shop

Containers for Change 120L / 240L Bins / 40L Bin, Containers for Change



## 120L Bin, Containers for Change

\$71.50

An additional collection fee of \$16.50 or delivery charges will apply, calculated at checkout. Standard delivery times are 5-10 days for metro delivery and 10-15 days for regional delivery.

1517 in stock

1

ADD TO CART

The ultimate piece of container saving equipment.

120L wheeled bin plus distinguishable white lid with opening for bottles and cans. Bin features distinctive Containers for Change branding hot-stamped on both sides and a large, waterproof front sticker showing eligible containers.

Holds approximately 120 10c containers. Maximum order of 20. Contains recycled HDPE.

Dimensions: 550(l) x 480(w) x 910(h)mm

### PLEASE NOTE:

Orders containing more than two bins will be supplied stacked and unassembled.

**FOR ORDERS GOING TO REGIONAL AREAS:** Orders containing more than two bins will be supplied stacked, unassembled and wrapped on a pallet. You must be able to receive a palletised delivery from our regional delivery partners to proceed. Please contact [shop@csmtl.com.au](mailto:shop@csmtl.com.au) with any queries or concerns.

**REFUND POINT OPERATORS:** If you'd like to order more than 20 bins, please email [sales@masfec.com.au](mailto:sales@masfec.com.au) directly. Bins supplied from Masfec do not include the front sticker.

SKU: CAC140 | Category: [Bins & Bins](#) | Tags: [Commercial Techniques](#) [Community Issues](#) [Industrial](#) [Retail](#) [Public Services](#) [Subsidiary](#)

## Related products



### Pop-up Bin, Large

\$18.00 - \$19.00

SELECT OPTIONS



### 240L Bin, Containers for Change

\$65.00

ADD TO CART



### Pop-up Bin, Small

\$10.00 - \$10.50

SELECT OPTIONS



### Collection Bags

\$30.00 - \$34.00

SELECT OPTIONS

### ABOUT THE SHOP

Proactive management, every one right, free recycling you want to do, our complete range of containers going from residential to change.

### SHOP ONLINE

Home & Office  
Contact  
FAQs  
Waste & Recycling  
Terms & Conditions

### QUICK LINKS

Home & Office  
Terms & Conditions  
Track & Trace

### SUPPORT

Engineering Support  
13 42 47 (13 424247)



- CDHS – request to forward monies unclaimed from Government Student assist program to P&C

## **Out**

- *Invoice out to Perth NRM for catering Tuesday 21 Oct 25.*
- Permission granted to use RCL account for yr 5/6 camp Thermomix raffle – K Weguelin
- CDHS – Staff shirts for cleaners – invoice sent
- CDHS – comms over using compass pay for uniform shop.
- CDHS – mud kitchen P&C contribution enquiry
- CDHS – comms for school personalized gazebos
- Corrigin Shire – comms to sell cookbook
- Drummuster Invoice – reimbursement for drums
- CDHS – permission to use square for yr 5/6 sausage sizzle
- Flags and Canopies - comms to organize new logo marquees
- Transfer to school of Funds raised from sausage sizzle bake sale.
- CDHS – confirmation of donation of KPP Christmas lolly bags
- CDHS – permission to use square at Party in the Park
- CDHS – transfer of funds raised to school from Party in the Park
- CDHS –acceptance to claim monies from Government Student assist program to P&C
- Associations document – Infostatement
- CDHS – uniform shop email re: stock
- Graeme Passmore – retirement notification – Drummuster
- ACNC newsletter
- Drummuster – request for training for Corrigin Waste Management site new employee
- Monty Monstar Fundraiser – registration

## **5. Treasurer’s Report: Up until date 16.02.26**

Community account	\$ 14,700.70
Uniform account	<u>\$4,032.29</u>
	\$18,732.99

*That the financial report be adopted.*

Moved: Tanya Ludlow                      Seconded: Claire Crossland                      **Carried**

## **6. Other Reports**

### **Principal’s Report (Shannon Hardingham):**

As per attached.

Summarised:

- 6 new families
- Funding for 143 students
- Early connections still running.
- New teacher and Gardner from England
- Two new education assistants joined the team
- School psych is remaining same which is positive.
- Range of courses via SIDE
- Grounds and buildings – external of main school and toilets (school cost). Library and U/c to finish.
- Admin and staffroom painted internally.
- Room 11 complete.

- Sifted playground sand.
- New fence at kindy/pp.
- Funding Requests
- Wishlists
- Larger size shirts for bigger kids – no stock of some sizes but also nothing larger than a large that we need. XL and 2XL shirts have been ordered.
- Science incursion
- Swimming carnival
- Naplan

## **School Board Report :**

### **Uniform Shop Report (Samara Grylls):**

- More sizes coming – 12's and XL and XXL

## **7. General Business:**

### **• Fundraising ideas**

- Calendar and photo comp – kids take pics, and best get put into calendar.
- Morning tea at the Athletics and interschool if we host.
- Containers for change day – once a term. Everyone bring a bag. Work with the green team. Money to P&C also put out to community. Bins at carnivals. Kez to enquire with Shire about purchasing CFC bins to be used at school events.
- Easter egg raffle – Katherine Weguelin happy to organize. Donations to Katherine. Everyone to donate and hampers made.

### **• Shannon Hardingham – Discussion on use of childrens photos with AI**

- No attendee heavily pro-photos being posted onto the internet. Concerns around accessibility to outsiders, privacy of students, and advances of tech.

### **• Teachers Wishlists**

- Discussed purchasing sharpeners – maybe three
- Whiteboard fundraising – met with opposition due to being for one classroom only so not majority of students will benefit.
- Spare hats approved,
- Replenish sporting equipment approved

### **• New Gazebos**

- Held at Kez's house. She will bring to swim carnival. Other gazebos, size we wanted are not going on sale.

**Meeting closed: 2.55pm**

Next Meeting: Term 2 approx. Week 3 Time TBA

Kez Fisher (President)





**NAB Community Fee Saver  
Account**

For further information call the  
Business Servicing Team on 13 10 12

**Account Balance Summary**

Opening balance	\$14,730.70	Cr
Total credits	\$1,430.00	
Total debits	\$1,394.74	
<b>Closing balance</b>	<b>\$14,765.96</b>	<b>Cr</b>

**Statement starts 31 January 2026  
Statement ends 27 February 2026**



/023035

**THE TREASURER**  
CORRIGIN DISTRICT HIGH SCHOOL  
CORRIGIN DISTRICT HIGH SCHOOL  
53 LYNCH STREET  
CORRIGIN WA 6375

**Outlet Details**

Corrigin  
27 Fortune St, Narrogin WA 6312

**Account Details**

CORRIGIN DISTRICT HIGH SCHOOL  
PARENTS & CITIZENS ASSOCIATION INCORPORATED  
BSB number 086-576  
Account number 50-831-1328

**Transaction Details**

Date	Particulars	Debits	Credits	Balance
31 Jan 2026	Brought forward			14,730.70 Cr
4 Feb 2026	Mrs Megan Ruth Leach Year 5/6 Fundr Year 5/6.....		100.00	14,830.70 Cr
16 Feb 2026	Cash Deposit Business Post.....		540.00	15,370.70 Cr
19 Feb 2026	J SZCZECINSKI5/6 cam p catering do.....		790.00	16,160.70 Cr
20 Feb 2026	Internet Transfer Reimbursement.....	812.03		15,348.67 Cr
23 Feb 2026	Internet Transfer P and C.....	333.47		
	Internet Transfer Reimbursement 5-6.....	78.74		
	Internet Transfer Reimbursement 5-6.....	170.50		14,765.96 Cr

**Summary of Government Charges**

Government	From 1 July to date	Last year to 30 June
Withholding tax	\$0.00	\$0.00
Bank Account Debit (BAD) tax	\$0.00	\$0.00

Bank Accounts Debits (BAD) Tax or State Debits Duty has been abolished for all states & territories effective 1/7/2005. Any amount shown on this statement applies to debits processed on or before 30/06/2005.

For further information on any applicable rebates, fees or government charges, please refer to the NAB's "A Guide to Fees & Charges" booklet. Please retain this statement for taxation purposes

**Explanatory Notes**

*Please check all entries and report any apparent error or possible unauthorised transaction immediately.*

*We may subsequently adjust debits and credits, which may result in a change to your account balance to accurately reflect the obligations between us.*

*For information on resolving problems or disputes, contact us on 1800 152 015, or ask at any NAB branch.*

06871177024 / E-23035 S-411966 I-83931

**CORRIGIN DISTRICT HIGH SCHOOL P & C FINANCIAL STATEMENT  
1 JANUARY 2026 - 28 FEBRUARY 2026**

**GENERAL ACCOUNT**

<b>Income</b>		<b>Expenditure</b>	
"A Taste of Corrigin" Cookbook	\$ 570.00	2026 Year 5/6 Camp CFGI/Rabobank Fundraiser	\$ 1,394.74
2026 Year 5/6 Camp CFGI/Rabobank Fundraiser	\$ 890.00		
	<b>\$ 1,460.00</b>		<b>\$ 1,394.74</b>

Opening balance as at 1 January 2026	\$ 14,700.70
Plus income	\$ 1,460.00
Less expenditure	\$ 1,394.74
Closing balance as at 28 February 2026	<u>\$ 14,765.96</u>

**UNIFORM ACCOUNT**

<b>Income</b>		<b>Expenditure</b>	
Uniform Sales	\$ 3,144.00		
	<b>\$ 3,144.00</b>		<b>\$ -</b>

Opening balance as at 1 January 2026	\$ 4,032.29
Plus income	\$ 3,144.00
Less expenditure	\$ -
Closing balance as at 28 February 2026	<u>\$ 7,176.29</u>

**COMBINED FUNDS**

General Account	\$ 14,765.96
Uniform Account	<u>\$ 7,176.29</u>
	<u>\$ 21,942.25</u>
<i>Plus Funds Currently Held in CompassTix (Membership Fees)</i>	<u>\$ 24.00</u>
<i>Total Combined Funds in Bank Accounts and Held in CompassTix</i>	<u>\$ 21,966.25</u>

**UNIFORMS**

**Uniforms on hand as at 14 February 2026**

Stock value - cost price	\$ 22,879.59	Stock value - selling price	\$ 26,563.00
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**Uniforms on order as at 14 February 2026**

Stock value - cost price	\$ 6,017.00	Stock value - selling price	\$ 6,900.00
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**Total Value of uniforms on hand and on order as at 14 February 2026**

Stock value - cost price	\$ 28,896.59	Stock value - selling price	\$ 33,463.00
--------------------------	--------------	-----------------------------	--------------

**Available funds as at 28 February 2026**

<b>General Account Current Balance</b>	<b>\$ 14,765.96</b>
Less triathlon money	-\$ 5,586.78
Less fundraising money held for CDHS	\$ -
<b>Balance</b>	<b>\$ 9,683.92</b>
Less 2026 / 2027 WACSSO affiliation fee due June 2026 (estimate)	-\$ 950.00
Less 2026 / 2027 uniform stock insurance due July 2026 (estimate for 25 units / \$25,000 of cover)	-\$ 375.00
Less supplies for Breakfast Club - estimated \$120 per term / \$480 per year	-\$ 480.00
Less contribution towards school excursions (\$500 ea) and camps (\$1,000 ea)	-\$ 4,000.00
Less end of year student awards	-\$ 1,000.00
<b>Total of Anticipated Financial Commitments up to December 2026</b>	<b>-\$ 6,805.00</b>
<b>Remaining funds available for P &amp; C - General Account</b>	<b>\$ 2,878.92</b>
<b>Uniform Account Current Balance</b>	<b>\$ 7,176.29</b>
Less funds for uniform stock on order	-\$ 6,017.00
<b>Remaining funds available for P &amp; C - Uniform Account</b>	<b>\$ 1,159.29</b>

# COMMUNITY ASSISTANCE PROGRAM

APPLICATION FORM



The Shire of Corrigin values the important role community groups play in delivering activities, services, and events that benefit residents and contribute to a vibrant, inclusive and resilient community. The Community Assistance Program provides financial and non-financial support to local community groups and not-for-profit organisations to deliver projects, events, and initiatives that strengthen community connection and align with the Shire of Corrigin Council Plan 2025-2035.

## OBJECTIVES

- Provide financial and non-financial support to community groups for projects, programs, and events.
- Encourage projects that deliver social, economic, and environmental benefits to the Corrigin community.
- Support initiatives that build community capacity, participation, and wellbeing.
- Promote collaboration, partnerships, and volunteer involvement.
- Ensure funded projects align with the Shire of Corrigin Council Plan.

Please complete all sections of this form, along with all requested documents and submit to the Shire of Corrigin via email ([shire@corrigin.wa.gov.au](mailto:shire@corrigin.wa.gov.au)) or in person at the Shire Administration Office. This form should be completed in conjunction with reading the Community Assistance Program Guidelines.

## APPLICATION ELIGIBILITY

- The applicant is a not-for-profit incorporated community organisation, OR an unincorporated not-for-profit group applying through an eligible auspice (auspice details and confirmation letter attached).
- The project or event will be delivered within the Shire of Corrigin and provides benefit to the wider community.
- The project or event aligns with the Shire of Corrigin Council Plan 2025–2035 and the Community Assistance Program Guidelines.
- The applicant holds current public liability insurance appropriate to the project or event.
- The applicant has no outstanding acquittals or unreturned funds from previous Shire funding.
- For Community Grants and Significant Event Sponsorship/Assistance: the organisation is applying within the program limits for the financial year (including any auspiced applications).

Note: Community Grants are generally based on a one-third Shire contribution and a two-thirds applicant contribution (up to the category maximum).

## APPLICANT DETAILS

Organisation/Group Name	Corrigin P and C - Corrigin Triathlon Commi
Contact Person	Emma Poulney
Position	Organiser
Phone Number	0428152880
Email Address	Cranelle1429@gmail.com

Postal Address	53 Lynch Street, Corrigin WA 6375
Street Address	
ABN	81 993 889 014.

Is the Organisation registered for GST?  Yes  No

Public Liability Insurance Provider & Policy Number: \_\_\_\_\_

Number of Paid staff: 0

Number of volunteers: 24

Is this the first time applying for funding through the Shire of Corrigin?  Yes  No

*if no (please provide details of previous funding received):* The Shire of Corrigin has generously supported us for previous years providing funding for traffic management and traffic control to ensure a safe event.

Does the organisation receive any waivers/discounted fees (rates, rubbish, facility/equipment)?  Yes  No

*if yes (please provide details):*

Are you incorporated?  Yes  No If no, complete the auspicing section below (required).

Auspicing organisation name	Corrigin District High School P&C Association <sup>+</sup>
Contact Person	Emma Poultney for Triathlon Committee
Position	Organiser
Phone Number	0428152880
Email Address	cranelle1429@gmail.com
Postal Address	
Street Address	53 Lynch Street, Corrigin WA 6375
ABN	81 993 889 014

Please attach a confirmation letter from the auspicing organisation confirming it will auspice this application.

Will the auspicing organisation also be submitting an application under this program this financial year?

Yes  No

## PROJECT DETAILS

Funding Category (tick one):

Community Donation  Community Grants  Significant Event Sponsorship/Assistance

Project Name: Corrigin Triathlon 2027

Start date: Unsure February or March Next year.

Finish date: \_\_\_\_\_

Amount requested (ex GST): 1500

Applicant contribution (cash and/or in-kind): in kind?

Project Description (include what is your project, what is the purpose of your project, describe how your event/activity meets the selection criteria):

Additional information may be attached on a separate sheet if required. The Corrigin Triathlon is an inclusive community event, focusing on health, fitness and fun! The Corrigin Triathlon Sub committee work together to provide a safe and fun event, encouraging the community and surrounding communities to give the sport of triathlon a go! We are requesting the amount of \$1500 as per workings from last year for 2 x traffic controllers, to implement traffic management plan provided from 12pm to 6pm on the day of the event.

Main location of activities for this event/activity? (Please outline the activities involved in your project)

Additional information may be attached on a separate sheet if required. The Corrigin Pool and the township of Corrigin as per the traffic management plan

Describe the target group for your project, and how they will benefit from the project

Additional information may be attached on a separate sheet if required. The Corrigin Triathlon is an inclusive community event, that encourages the community as a whole to give the sport of Triathlon a go. It encourages health, fitness and fun. We also are hoping to attract competitors from surrounding town and Perth clubs, bringing support to the towns shops and local businesses.

List any additional grants that you have applied for/or will apply for in relation to this Project.

Additional information may be attached on a separate sheet if required. None

How will you measure the success of your project?

Additional information may be attached on a separate sheet if required. We will measure the success of the event depending on the local support from the community, the competitors numbers and feedback on how the event was run and enjoyed.

Impact if funding is reduced or unsuccessful:

Additional information may be attached on a separate sheet if required. If funding isn't successful we would need to use the entry fees to pay for the traffic controllers privately and likely this will make the event not viable.

Partnerships (if any): \_\_\_\_\_

Previous similar projects delivered: 26 years of the mighty Corrigin Triathlon! \_\_\_\_\_

## ACKNOWLEDGMENT PLAN

How will you acknowledge the Shire of Corrigin's support for this project (e.g., signage, social media, website)?

We will acknowledge the Shire of Corrigin's support via signage at the event, social media and also thanks and acknowledgement in speech at the awards.

## RISK ASSESSMENT

Identify potential risks to the project and outline mitigation strategies.

Risk	Likelihood	Mitigation Strategy

## BUDGET SUMMARY

Sample Budget Detail Template

<b>Project Title:</b> Museum Upgraded Picnic Area		
<b>Income:</b> \$1,000.00		
Contributor	Description	Amount
Applicants Contribution	Cash	\$1,000.00
Lotterywest	Grant	\$1,500.00
Local Service Club	Sponsorship	\$500.00
Local Service Club	Sponsorship	\$70.00
Shire of Corrigin	Grant Assistance	\$1,100.00
<b>Total income (inc GST)</b>		<b>\$4,170.00</b>

Project Expenditure			
Description	Amount (ex GST)	GST	Amount (inc GST)
Equipment Hire	\$454.55	\$45.45	\$500.00
Plants	\$290.91	\$29.09	\$320.00
Brochures	\$227.27	\$22.73	\$250.00
Treated Pine	\$1,818.18	\$181.82	\$2,000.00
Van Hire	\$454.55	\$45.45	\$500.00
New Seating	\$545.45	\$54.55	\$600.00
<b>Total Expenditure</b>		<b>\$379.09</b>	<b>\$4,170.00</b>

Additional information may be attached on a separate sheet if required.

Budget Details

<b>Project Title:</b> CORRIGIN TRIATHLON 2027		
<b>Income:</b>		
<b>Contributor</b>	<b>Description</b>	<b>Amount</b>
Competitors	Entry Fees	\$1300
Grant		\$1500 Traffic Controller
<b>Total income (inc GST)</b>		\$2800

Project Expenditure			
<b>Description</b>	<b>Amount (ex GST)</b>	<b>GST</b>	<b>Amount (inc GST)</b>
Traffic Controllers	\$1500		1500
Medal	\$140		140
Printing	\$80		80
Timing Mats	Donated		
Traffic Management pla	Donated		
<b>Total Expenditure</b>			1720

Attach quotes or estimates to support your application.

Have you received funding from another source?  Yes  No

If yes, please specify the amount? \_\_\_\_\_

## DECLARATION

This declaration is made by the applicant (an eligible incorporated organisation) or an appropriate sponsoring body on behalf of the applicant:

- I am authorised to submit this application on behalf of the applicant organisation (or auspicing organisation, where applicable).
- I confirm the information provided is true and correct and that supporting documents are attached.
- I confirm the organisation will deliver the project as described and use any approved funding for the stated purpose only.
- I confirm appropriate insurance and any required approvals will be in place for the project or event.
- I understand funding is subject to Council approval and, if approved, an acquittal with supporting evidence will be required within 30 days of project completion.
- I acknowledge the Shire of Corrigin's support in accordance with the program guidelines.

Name: Emma Poultney

Position: Organiser

Signature: \_\_\_\_\_

Date: 16 April 2026

## REQUESTED ATTACHMENTS

Please attach all relevant documents (copies only – originals not required):

- Meeting minutes showing an endorsed motion for the application to be submitted.
- The organisation's most recent bank and financial statements (audited copy preferred if available).
- Certificate of Incorporation (if applicable).
- Current Public Liability Insurance certificate.
- Relevant quotes or estimates to match the submitted budget.
- Auspicing letter confirming the auspice arrangement (if applicable).
- Evidence of other grant funding or donation approvals (if applicable).
- Project or Event Plan and/or timeline (if applicable).
- Any other supporting information relevant to the assessment criteria.

Corrigin DHS P&C  
C/- 53 Lynch Street  
CORRIGIN, WA 6375

23<sup>rd</sup> April 2026

Shire of Corrigin  
9 Lynch Street  
CORRIGIN, WA 6375

Dear Shire of Corrigin,

I am writing on behalf of the Corrigin DHS P&C to state that I am aware and in support of Corrigin Triathlon which auspices under the Corrigin DHS P&C.

Sincerely,

Kerilee Fisher  
President  
Corrigin DHS P&C

# COMMUNITY ASSISTANCE PROGRAM

APPLICATION FORM



The Shire of Corrigin values the important role community groups play in delivering activities, services, and events that benefit residents and contribute to a vibrant, inclusive and resilient community. The Community Assistance Program provides financial and non-financial support to local community groups and not-for-profit organisations to deliver projects, events, and initiatives that strengthen community connection and align with the Shire of Corrigin Council Plan 2025-2035.

## OBJECTIVES

- Provide financial and non-financial support to community groups for projects, programs, and events.
- Encourage projects that deliver social, economic, and environmental benefits to the Corrigin community.
- Support initiatives that build community capacity, participation, and wellbeing.
- Promote collaboration, partnerships, and volunteer involvement.
- Ensure funded projects align with the Shire of Corrigin Council Plan.

Please complete all sections of this form, along with all requested documents and submit to the Shire of Corrigin via email ([shire@corrigin.wa.gov.au](mailto:shire@corrigin.wa.gov.au)) or in person at the Shire Administration Office. This form should be completed in conjunction with reading the Community Assistance Program Guidelines.

## APPLICATION ELIGIBILITY

- The applicant is a not-for-profit incorporated community organisation, OR an unincorporated not-for-profit group applying through an eligible auspice (auspice details and confirmation letter attached).
- The project or event will be delivered within the Shire of Corrigin and provides benefit to the wider community.
- The project or event aligns with the Shire of Corrigin Council Plan 2025–2035 and the Community Assistance Program Guidelines.
- The applicant holds current public liability insurance appropriate to the project or event.
- The applicant has no outstanding acquittals or unreturned funds from previous Shire funding.
- For Community Grants and Significant Event Sponsorship/Assistance: the organisation is applying within the program limits for the financial year (including any auspiced applications).

Note: Community Grants are generally based on a one-third Shire contribution and a two-thirds applicant contribution (up to the category maximum).

## APPLICANT DETAILS

Organisation/Group Name	The Corrigin Agricultural Society (Inc)
Contact Person	Heather Talbot
Position	Sponsorship Coordinator
Phone Number	0428 632 132
Email Address	sponsor.corriginag@gmail.com

Postal Address	24 Larke Crescent Corrigin 6375
Street Address	24 Larke Crescent Corrigin 6375
ABN	46945099494

Is the Organisation registered for GST?  Yes  No

Public Liability Insurance Provider & Policy Number: AON - 10M 8232989

Number of Paid staff: 0

Number of volunteers: 20 on committee and numerous over the week of the Show.

Is this the first time applying for funding through the Shire of Corrigin?  Yes  No

*if no (please provide details of previous funding received):* The Corrigin Ag Society has received funding from the Shire of Corrigin for many years for the annual Ag Show.

Does the organisation receive any waivers/discounted fees (rates, rubbish, facility/equipment)?  Yes  No

*if yes (please provide details):* The Shire of Corrigin has always allowed the Corrigin Agricultural Society to hire CREC and the surrounding oval facilities at O'Shea Place at a reduced fee for the week before the show.

Are you incorporated?  Yes  No If no, complete the auspicing section below (required).

Auspicing organisation name	
Contact Person	
Position	
Phone Number	
Email Address	
Postal Address	
Street Address	
ABN	

Please attach a confirmation letter from the auspicing organisation confirming it will auspice this application.

Will the auspicing organisation also be submitting an application under this program this financial year?

Yes  No

## PROJECT DETAILS

Funding Category (tick one):

Community Donation  Community Grants  Significant Event Sponsorship/Assistance

Project Name: 103rd Corrigin Agricultural Show

Start date: 7.9.2026

Finish date: 12.9.2026

Amount requested (ex GST): 9,880

Applicant contribution (cash and/or in-kind): 35,000 in-kind and 25,000-40000 cash dependent on grants and sponsorship

Project Description (include what is your project, what is the purpose of your project, describe how your event/activity meets the selection criteria):

Additional information may be attached on a separate sheet if required.

The Corrigin Agricultural Society runs the annual  
The Show is a costly exercise and relies heavily on  
This project aligns with the following priorities  
1.3 High Standard of community and Recreation  
Priority Action:  
1.3.7 Support local arts and culture initiatives  
The Ag Society is seeking assistance from the  
The contribution the Ag Society is seeking is:  
\$1,080 (toilet cleaning, EHO & building officer,  
Equipment hire (30 temp fence panels, bins, etc)  
In-Kind rubbish removal \$300  
Cash Donation - Music Entertainment \$3,500  
Cash Donation - Fireworks \$3,500  
Total request \$9,880

Main location of activities for this event/activity? (Please outline the activities involved in your project)

Additional information may be attached on a separate sheet if required. The Ag Show takes place at O'shea  
Place including the ovals and  
Corrigin Recreation and Events  
Centre

Describe the target group for your project, and how they will benefit from the project

Additional information may be attached on a separate sheet if required. The annual show brings people from all over the district and surrounding towns whether they are entering their wares for judging or visiting for the entertainment of the event. The show encourages social interaction regardless of age, gender, economic status or background. It is an all-inclusive event that is a celebration of the many talents in our community and with its proud history attracts not only current community members but visiting family, past residents and visitors passing through Corrigin or from surrounding towns

List any additional grants that you have applied for/or will apply for in relation to this Project.

Additional information may be attached on a separate sheet if required. The Royal Ag Society has a grant that we will be applying for this year. It is up to \$10,000. We also apply for small grants from CSBP, Rabobank and Collgar Wind farm.

How will you measure the success of your project?

Additional information may be attached on a separate sheet if required. The success of the project is measured through numbers through the gate and feedback from attendees of the show

Impact if funding is reduced or unsuccessful:

Additional information may be attached on a separate sheet if required. Whilst the Ag Society has other avenues of funding they are mostly small scale grants and sponsorship or donations. By obtaining ongoing Shire support for this important community event it takes away a huge amount of pressure on the committee to be constantly seeking extra support from local businesses and individuals and keeps the show affordable for all in the community.

Partnerships (if any): \_\_\_\_\_

Previous similar projects delivered: This is the 103rd show the society has delivered.

## ACKNOWLEDGMENT PLAN

How will you acknowledge the Shire of Corrigin's support for this project (e.g., signage, social media, website)?

The Ag Society acknowledges the valuable support from the Shire of Corrigin in a number of different ways. Through the acknowledgement in the show schedule, both printed and online, via social media on Facebook and the website and verbally throughout the day at the Show.

## RISK ASSESSMENT

Identify potential risks to the project and outline mitigation strategies.

Risk	Likelihood	Mitigation Strategy
Unfavourable weather	Likely	Provide shade and protective shelters against both hot and wet weather.
Unsuccessful in funding	Possible	Have saved funds as back up if some funding unsuccessful

## BUDGET SUMMARY

Sample Budget Detail Template

Project Title: Museum Upgraded Picnic Area		
Income: \$1,000.00		
Contributor	Description	Amount
Applicants Contribution	Cash	\$1,000.00
Lotterywest	Grant	\$1,500.00
Local Service Club	Sponsorship	\$500.00
Local Service Club	Sponsorship	\$70.00
Shire of Corrigin	Grant Assistance	\$1,100.00
<b>Total income (inc GST)</b>		<b>\$4,170.00</b>

Project Expenditure			
Description	Amount (ex GST)	GST	Amount (inc GST)
Equipment Hire	\$454.55	\$45.45	\$500.00
Plants	\$290.91	\$29.09	\$320.00
Brochures	\$227.27	\$22.73	\$250.00
Treated Pine	\$1,818.18	\$181.82	\$2,000.00
Van Hire	\$454.55	\$45.45	\$500.00
New Seating	\$545.45	\$54.55	\$600.00
<b>Total Expenditure</b>		<b>\$379.09</b>	<b>\$4,170.00</b>

Additional information may be attached on a separate sheet if required.

Budget Details

<b>Project Title: 103rd Corrigin Agricultural Show</b>		
<b>Income:</b>		
<b>Contributor</b>	<b>Description</b>	<b>Amount</b>
In-kind Labour	In-kind volunteer labour	35000
Shire of Corrigin	Community Assistance Grant	9880
Various Businesses and Individuals	Sponsorship Show and Shears Comp	35000
Rabobank	Community fund	5000
WA Government	WA Agricultural Shows Grant	10000
Other income, gate, membership etc	Various	25000
<b>Total income (inc GST)</b>		<b>119880</b>

<b>Project Expenditure</b>			
<b>Description</b>	<b>Amount (ex GST)</b>	<b>GST</b>	<b>Amount (inc GST)</b>
Shire Labour	981.81	98.91	1080
Equipment Hire	1363.63	136.37	1500
in-kind rubbish removal	272.73	27.27	300
Entertainment - Band	3545.45	354.55	3900
Fireworks & permit	7993.64	799.36	8793
Other Expenditure & In-kind	94933.64	9493.36	104307
<b>Total Expenditure</b>			<b>119880</b>

Attach quotes or estimates to support your application.

Have you received funding from another source?  Yes  No

If yes, please specify the amount? Nothing yet to be confirmed

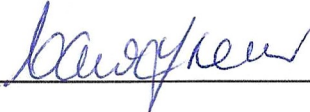
## DECLARATION

This declaration is made by the applicant (an eligible incorporated organisation) or an appropriate sponsoring body on behalf of the applicant:

- I am authorised to submit this application on behalf of the applicant organisation (or auspicing organisation, where applicable).
- I confirm the information provided is true and correct and that supporting documents are attached.
- I confirm the organisation will deliver the project as described and use any approved funding for the stated purpose only.
- I confirm appropriate insurance and any required approvals will be in place for the project or event.
- I understand funding is subject to Council approval and, if approved, an acquittal with supporting evidence will be required within 30 days of project completion.
- I acknowledge the Shire of Corrigin's support in accordance with the program guidelines.

Name: Caron Green

Position: Treasurer

Signature: 

Date: 23.3.26

## REQUESTED ATTACHMENTS

Please attach all relevant documents (copies only – originals not required):

- Meeting minutes showing an endorsed motion for the application to be submitted.
- The organisation's most recent bank and financial statements (audited copy preferred if available).
- Certificate of Incorporation (if applicable).
- Current Public Liability Insurance certificate.
- Relevant quotes or estimates to match the submitted budget.
- Auspicing letter confirming the auspice arrangement (if applicable).
- Evidence of other grant funding or donation approvals (if applicable).
- Project or Event Plan and/or timeline (if applicable).
- Any other supporting information relevant to the assessment criteria.

5:00 PM  
20/03/26  
Cash Basis

**Corrigin Agricultural Society Inc**  
**Profit & Loss**  
July 2025 through June 2026

	<u>Jul 25 - Jun 26</u>
Ordinary Income/Expense	
Income	
01. BAR	
Bar Costs	-6,420.42
Bar Takings	8,902.00
Total 01. BAR	2,481.58
02. GATE	
Gate Costs	-299.94
Gate Sponsorship	1,500.00
Gate Takings	8,473.00
Membership	8,160.00
Total 02. GATE	17,833.06
03. SHOW MERCHANDISE	
Stubby Holders	456.00
Total 03. SHOW MERCHANDISE	456.00
04. SHEARS	
Catering	-104.97
Judging Costs	-320.00
Registrations	
Registrations - Shearing	1,350.00
Registrations - Wool Handling	720.00
Total Registrations	2,070.00
Repairs & Maintenance	-20.50
Shears Prize Money	-5,870.00
Shears Sponsorship	10,075.00
Singlet Purchases	-2,959.00
Singlet Sales	1,060.00
Trophies	-445.90
WACSA	-940.00
Total 04. SHEARS	2,544.63
06. SCHEDULES	
Advertising	2,670.00
Printing	-336.51
Schedule Postage	-52.70
Schedule Sales	18.00
Total 06. SCHEDULES	2,298.79
07. JUDGES LUNCHEON	
Costs	-117.41
Takings	295.00
Total 07. JUDGES LUNCHEON	177.59
08. CARS ON THE GRASS	
Prizes	-100.00
Total 08. CARS ON THE GRASS	-100.00
09. SHEEPDOG TRIALS	
Prizes	-620.00
Sponsorship	620.00
Total 09. SHEEPDOG TRIALS	0.00
10. ENTERTAINMENT	
Costs	-23,780.66
Sponsorship	16,080.00
Total 10. ENTERTAINMENT	-7,700.66
11. SHOW DAY PRIZE MONIES	
Donations	2,380.00
Prize Money Paid	-3,108.00
Trophies/Ribbons	-101.01
Total 11. SHOW DAY PRIZE MONIES	-829.01

5:00 PM  
20/03/26  
Cash Basis

**Corrigin Agricultural Society Inc**  
**Profit & Loss**  
July 2025 through June 2026

	<u>Jul 25 - Jun 26</u>
<b>12. SITE CHARGES</b>	
Site Charges Eco's	705.00
Site Charges Food	1,210.00
Site Charges Gazebos	1,250.00
Site Charges Large Oval	955.00
Site Charges Showbags	500.00
<b>Total 12. SITE CHARGES</b>	<u>4,620.00</u>
<b>14. INTEREST RECEIVED</b>	2,456.31
<b>15. SQUARE</b>	
Square Costs	-37.07
<b>Total 15. SQUARE</b>	<u>-37.07</u>
<b>18. CONTAINERS FOR CHANGE</b>	
Show Day Cans	80.20
<b>Total 18. CONTAINERS FOR CHANGE</b>	<u>80.20</u>
<b>Total Income</b>	<u>24,281.42</u>
<b>Gross Profit</b>	24,281.42
<b>Expense</b>	
Administration Costs	178.20
Advertising Expense	22.00
Busy Bee Costs	583.08
Cleaning	91.25
Equipment Rental	1,580.00
Float Show Day	0.00
Honorarium/Donations	400.00
Insurance	4,788.22
Key Deposit	0.00
Oval Rental	300.00
Plant & Equipment	622.74
Printing	89.95
Repairs	4,162.36
Signage	439.60
Stationery	116.70
Uniforms (Badges)	289.74
<b>Total Expense</b>	<u>13,663.84</u>
<b>Net Ordinary Income</b>	<u>10,617.58</u>
<b>Net Income</b>	<u><u>10,617.58</u></u>

# THE CORRIGIN AGRICULTURAL SOCIETY INC.

Minutes of the Corrigin Ag Society Inc committee meeting held on MONDAY 23<sup>rd</sup> February 2026 at the Corrigin Hotel dining room 7.30pm.

Vice President Chris Priest welcomed everyone to the meeting.

**PRESENT:** C & A Priest, S Courboulos, C Green, V Downing, I Hislop, S Birch, E Pridham, H Talbot, J Hewett, E Wilson.

**APOLOGIES:** S Gallinagh, M Ferrari, P Bolton, W & L Crombie, F Job.

Minutes from AGM general meeting accepted as a true record. Moved A Priest Sec. E Wilson. Cd.

## **CORRESPONDENCE:**

- INWARD -**
1. Luka Hall & Kerry Lee family – thankyou.
  2. ATO – Endorsement notice for Charity Concession status.
  3. Liz Harfull – info on cookbook launch. Being done by Woolorama 7<sup>th</sup> March

11.15 in Wool Pavilion.

4. K Ripp – resignation.
5. Affiliates conference (RAS) Friday 27<sup>th</sup> Feb. As no one attending, have applied

to be online.

6. Tiffany Davey (current Rural Ambassador) – offering help at show.
7. Affiliates – requesting contact info on past rural ambassador entrants, as

thinking of having a 25<sup>th</sup> Anniversary celebration.

8. Affiliates – suggestions about changing Zones as many areas don't have shows or rural ambassador entrants. (eg Eastern may become Wheatbelt South/North).

shows or rural ambassador entrants. (eg Eastern may become Wheatbelt South/North).

- OUTWARD –**
1. B McDonnell bringing her up to date with cookbook launch.
  2. Affiliates – contact info re past rural ambassador candidates.

H Talbot moved inward be accepted, outward endorsed. Sec. I Hislop. Cd.

**TREASURER'S REPORT:** Tabled. TD \$80,000. Int due May \$1606.69. NAB Cheque Act \$14780.29. CBA Act \$1304.21.

Treasurer moved her report be accepted. Sec. V Downing. Cd.

## **REPORTS:**

**I Hislop (School)** – Art theme is food – source, raw, cooked, or packaging. Any media to be used, classes to be given their specific topic this week.

As one of the International Year themes is **Women in Farming**, he would like it to be included in the show. Ideas include Art, photos, interviews of locals (all ages). Add a photo category for this year, interview some local farming women in Grain tent as it needs better usage. **New ideas welcome. Action - lan to start advertising.**

He wants laminated posters in hall stating time exhibits could be taken down. Also, a copy in schedule.

**Emily Pridham** – learning stalls from Val.

**Sophie Birch (Schedule)** has had handover from Val. To set up a WhatsApp group for communication and to set schedule meeting time.

**V Downing (Stalls)** – new fb add soon, updating jot form.

**(Entertainment) – Cloutz has increased to \$15000.** It does include new rides (whirlwind swing, ghost train) and extensive side show attractions. All rides remain at \$6. Lengthy discussion as to whether we could afford it. **Conclusion – to go ahead but advertising will need to be widespread** to attract more families, in the hope it will pay off. Children shouldn't get bored with the increase of attractions.

**Walter Whip** (another possibility) - \$5500 includes 2–3-hour workshop and a 30-minute evening show including fire. No conclusion as waiting to see if fireworks will go ahead.

**Heather (Sponsorship)** – To commence writing to past sponsors, some want an idea of how much to give. Collgar Wind Farm have reduced their easy grant to \$2500, up to \$10000 goes before a committee. Maybe try for the lesser amount? Will also start application for the Shire Community funding, making sure cleaning and rubbish removal is clearly outlined.

H Talbot moved The Corrigin Agricultural Society Inc apply to the Shire of Corrigin Community Assistance grants program for funding towards indoor fencing, 4 red skip bins, fireworks, toilet cleaning and entertainment options for approximately \$10,000. The Treasurer to be the authorised signatory on behalf of the Ag Society.

Sec. J Hewett. Cd.

John Hewett – to take small eco shelter to Birds Silos for modification (removing a side) so it can be used for the band or other uses. Also, to get a written quote ASAP as that could be used in grant application.

#### **GENERAL BUSINESS:**

1. **Replacement ideas for sheaf toss:** after discussion it was agreed to make it same as the girl's comp ie tossing boot for accuracy (nearest the flag). Secretary has asked Kirsty Rendell to organise girls this year. H Talbot to check that Milden Hay will still sponsor.
2. E Wilson suggested having an area with free activities (using large games CRC have) all agreed. If successful committee can purchase different ones and share with CRC.
3. J Hewett reported that fireworks men said if set up was near edge of football oval, all should be OK. **Conclusion: President to liaise with Rob and get in writing some idea of safe distances, how changing conditions are monitored and cancellation policy.** Lauren will have to see this to OK fireworks,
4. Treasurer asked about admission prices and membership. All agreed to keep the same.
5. Secretary to ask Kylie for folders or info from her Portfolios ASAP. Also will send thankyou letter.
6. Liz Harfull is available for show but would need financial travel assistance. Happy to do whatever we wanted. No decision made. Re cookbook orders, get an idea from Murray and Vicki as to what they would buy from us, then do an advertising/pre order campaign to get an idea of how many the Ag Society should order. Secretary to purchase one at Woolorama and use it to advertise.
7. **A Priest asked for meeting time to be earlier, 7pm. A show of hands indicated all agreed.**

Next meeting Monday 23<sup>rd</sup> March

Meeting closed at 9pm.

**Date of Issue:** 23 March 2026

Corrigin Agricultural Society Inc  
PO Box 195  
CORRIGIN WA 6375  
AUSTRALIA

**Contact:** Irma Santosa  
  
t: +61 3 9211 3017  
e: Irma.santosa@aon.com

**We hereby certify that the under mentioned insurance policy is current as at the date of this certificate, please refer to the important notices below.**

<b>Class of Insurance</b>	<b>Public &amp; Products Liability</b>
<b>Insured</b>	Corrigin Agricultural Society Inc
<b>Business Description</b>	Principally agricultural shows, machinery field days, Royal Shows, Agricultural Shows , Affiliated Shows, Affiliated Bodies, Field Days, Trade Space Exhibitors, covering volunteers, people carrying out activities on behalf & at the direction of the Insured for accidental injury or death including travel.
<b>Insurer</b>	Insurance Australia Limited T/as CGU Insurance
<b>Policy Number</b>	10M8232989
<b>Period of Insurance</b>	From: 4.00 pm 31/12/2025 Local Standard Time To: 4.00 pm 31/12/2026 Local Standard Time
<b>Limit of Liability</b>	<b>\$50,000,000</b> any one occurrence and in the aggregate
<b>Geographical Limit</b>	Anywhere in the Commonwealth of Australia

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#### Further Information

Should you have any queries, please contact us on the details set out at the top of the page.

#### Important notes

- Aon does not guarantee that the insurance outlined in this Certificate will continue to remain in force for the period referred to as the Policy may be cancelled or altered by either party to the contract, at any time, in accordance with the terms of the Policy and the Insurance Contracts Act 1984 (Clth).
- Aon accepts no responsibility or liability to advise any party who may be relying on this Certificate of such alteration to or cancellation of the Policy.
- Subject to full payment of premium
- This certificate does not:
  - represent an insurance contract or confer rights to the recipient;
  - amend, extend or alter the Policy; or
  - contain the full policy terms and conditions

**Val - Corrigin Ag Show**

Australia  
stalls.corriginag@gmail.com

**Delivery Address -**

Corrigin

Show running 10am - 4pm

ALL RIDES WE CHARGE \$6 RIDES

**Travel expectations**

BELLOW TBC CLOSER TO EVENT

Arriving Thursday afternoon/evening.  
Setting up Friday  
Operating show day Saturday  
Tear down Saturday night/Sunday morning  
Leaving Sunday

We require;

- mains power for overnight camps (preferably 3 phase)
- access to showers and toilets
- access to water tap

**\$6 all rides**

## Quote #5633-7153

**Cloutz Event Hire**

58 - 60 Roe Road  
Capel Western Australia 6271  
Australia



cloutzeventhire@yahoo.com.au

ABN: 34340433042

**Date** 22-02-2026

**Order** #5633

**Start Date** 10-09-2026

**Finish Date** 13-09-2026

			<b>Price</b>	<b>GST</b>	<b>Total</b>
1 x	<b>Zipper</b>	6 Hours	\$6,000.00	GST	\$6,000.00
	Space required 20mx20m				
1 x	The Zipper Includes: Generator to run ride Operators to run ride	6 Hours	\$0.00	GST	
1 x	Truck mounted Diesel generator	6 Hours	\$0.00		
1 x	<b>Ghost Train</b> Minimum 1x Live Actor Minimum 12x Animatronics Ghost train, drives you through various haunted themes. Audio Visual and Atmospheric Effects.  Required space: 54ft frontage x 45ft depth		\$5,500.00	GST	\$5,500.00
1 x	<b>Bungee Trampoline</b>  space required 10mx10m	6 Hours	\$2,372.73	GST	\$2,372.73
1 x	<b>Whirl Wind Swing</b> 20 Seats 200 - 300 Patrons per hour. 10m x 10m space required  1x 15amp power point required	6 hours	\$3,181.81	GST	\$3,181.81
1 x	<b>Tropical Island Combo</b>		\$450.00	GST	\$450.00

6.1m x 5.8m x 4.6m with slide, basketball ring, obstacles and bollards  
http://cloutzeventhire.com.au/tropical-island-combo.aspx  
VEHICLE ACCESS REQUIRED

1 x	<b>Amusement Operator</b>	6 hours	\$441.84	GST	\$441.84
1 x	<b>Laughing Clown Carnival Game Truck</b> we charge patrons per game  7m frontage x 5m depth required				
1 x	<b>Lucky numbers wall - \$2 game</b> we charge patrons  7m frontage x 5m depth required				
1 x	<b>Balloon Burst &amp; Hook a dinosaur carnival game - Trailer mounted</b> we charge patrons 8m frontage 6m depth				
1 x	<b>Happy bear toys - trailer</b> we charge patrons 10m frontage				
1 x	<b>Fairy Floss Machine</b> we charge patrons 3m frontage				
1 x	<b>Slush Rush - Slushy Trailer</b> we charge patrons				
1 x	<b>Shooting gallery - Carnival game</b> we charge patrons  19ft frontage				
1 x	<b>Delivery Fee</b>		\$3,630.00	GST	\$3,630.00
				Subtotal	\$21,576.38
				Sponsorship Discount 35 %	\$-7,397.09
				Total excl. GST	\$14,179.29
				GST	\$1,417.93
				<b>Total incl. GST</b>	<b>\$15,597.22</b>

ALL QUOTATIONS ARE ONLY VALID FOR 14 DAYS

Upon Paying this Invoice you agree to our Terms and Conditions/Disclaimer Located;

<http://www.cloutzeventhire.com.au/terms-and-condit...>

<http://cloutzeventhire.com.au/...>

We do Require a non refundable booking fee Minimum 30% of hire total to secure this booking.

Bank Details  
Cloutz Event Hire  
BSB; 086-565

ACC; 80-791-2537

Please use your name and event date as description.  
Please email through a remittance of payments made

If you wish to pay via credit card, please shoot us an email asking for a credit card payment link. (please note there is a 1.9%+ credit card transaction fee)

Once we have received your booking Fee we will forward through a updated invoice with amount owing. Including Confirmation of your booking.

**ALL ORDERS MUST BE PAID IN FULL 1 WEEK PRIOR TO DELIVERY OR COLLECTION!**

If we haven't received payment there will be no delivery or collection.

Any Extra Paperwork, not advised of before booking. including but not limited to; inductions, setting up accounts, preparing/completing administrative documents. May incur an admin fee

Thank you for supporting a locally owned small business!

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Thank you for supporting a locally owned small business!



**NAB Community Fee Saver Account**

For further information call the Business Servicing Team on 13 10 12



/007645

DEAR PRESIDENT  
9 SEIMONS AVE  
CORRIGIN WA 6375

**Account Balance Summary**

Opening balance	\$14,780.29	Cr
Total credits	\$0.00	
Total debits	\$0.00	
<b>Closing balance</b>	<b>\$14,780.29</b>	<b>Cr</b>

**Statement starts 31 January 2026**  
**Statement ends 27 February 2026**

**Outlet Details**

Bunbury  
Unit 1 Commercial Centre, Bunbury Forum  
Lot 69 Pennant Rd, East Bunbury WA 6230

**Account Details**

THE CORRIGIN AGRICULTURAL SOCIETY INC  
BUSINESS EVERYDAY AC  
BSB number 086-554  
Account number 32-881-7022

**Transaction Details**

Date	Particulars	Debits	Credits	Balance
31 Jan 2026	Brought forward			14,780.29 Cr
13 Feb 2026	Please Note From Today Your Dr Interest Rate Is 14.910%			14,780.29 Cr

**Summary of Government Charges**

	From 1 July to date	Last year to 30 June
<b>Government</b>		
Withholding tax	\$0.00	\$0.00
Bank Account Debit (BAD) tax	\$0.00	\$0.00

Bank Accounts Debits (BAD) Tax or State Debits Duty has been abolished for all states & territories effective 1/7/2005. Any amount shown on this statement applies to debits processed on or before 30/06/2005.

For further information on any applicable rebates, fees or government charges, please refer to the NAB's "A Guide to Fees & Charges" booklet. Please retain this statement for taxation purposes

**Explanatory Notes**

*Please check all entries and report any apparent error or possible unauthorised transaction immediately. We may subsequently adjust debits and credits, which may result in a change to your account balance to accurately reflect the obligations between us.*

*For information on resolving problems or disputes, contact us on 1800 152 015, or ask at any NAB branch.*

068603242818 / E-7645 S-13321 F-26841





Government of Western Australia  
Department of Mines, Industry Regulation and Safety  
Consumer Protection

DUPLICATE

**WESTERN AUSTRALIA**  
*Associations Incorporation Act 2015*  
(Section 10)

IARN: A1001401C

## Certificate of Incorporation

This is to certify that

**THE CORRIGIN AGRICULTURAL SOCIETY (INC)**

is an association incorporated under the  
*Associations Incorporation Act 2015*

The date of incorporation is the  
fifth day of July 1991



Patricia Blake  
Commissioner for Consumer Protection

CERTIFICATE

Susan Gallinagh

---

**From:** Rob Cardile <rob@cardilefireworks.com.au>  
**Sent:** 4 March 2026 9:17 AM  
**To:** Sue Courboulos; Sue  
**Subject:** Corrigin Agricultural Show Fireworks Display 12-09-2026  
**Attachments:** dmirs c 2026 S 7-9.pdf, map corrigin full exclusion zone for display 2026.pdf, Risk Assessment Corrigin Show 2026.pdf, cleanup.pdf, Acknowledgement of cleanup.pdf

Hi Sue & Committee,

We would be delighted to be a part of your 2026 entertainment.

***Summary***

Fireworks Display \$7,500 plus GST (TBC)  
Permits and approvals DMIRS and CASA \$543 inc GST

Please advise if the fireworks budget is suitable - we can accommodate to your requirements.

**Please find attached the following for your 2026 fireworks display:**

- Fireworks permit application;
- Map;
- Risk Assessment document;
- Clean up of fireworks area.

Once completed please send back to me the signed fireworks permit application as I will then forward the Department of Mines and Petroleum for approval.

- Will you have the local fire crew on hand for the display;
- Is the map attached accurate for the position of the fireworks firing location, public and exclusion zone;
- Will your committee arrange for fencing off the exclusion zone (refer map attached) and security to keep public outside the exclusion zone at all times;
- Can you arrange for a clean-up of the area for any cardboard fallout the following morning;

Please ring or email me if you have any queries.

Please email back to confirm you have received this email and the attached documentation.

I await your reply.

Regards

# BUSINESS ASSISTANCE GRANT PROGRAM



## APPLICATION FORM

The Business Assistance Grant Program provides financial assistance to local businesses for projects that improve presentation, enhance streetscape appeal, and drive economic development in the Shire of Corrigin.

### OBJECTIVES

- Support local businesses to grow and reinvest in the Shire of Corrigin
- Enhance the visual appeal and functionality of business premises through shopfront improvements
- Activate public-facing spaces to create vibrant, welcoming areas for residents and visitors
- Contribute to a thriving local economy and improved town amenity

Please complete all sections of this form and submit to the Shire of Corrigin via email ([shire@corrigin.wa.gov.au](mailto:shire@corrigin.wa.gov.au)) or in person at the Shire Administration Office. This form should be completed in conjunction with reading the Business Assistance Grant Guidelines.

### APPLICATION CHECKLIST & ELIGIBILITY

- Applicant has an ABN
- Applicant holds current Public Liability Insurance
- Property owner consent obtained (if applicable)
- Project complies with planning/building regulations
- No outstanding debt with the Shire
- Acknowledgment of grant conditions

### APPLICANT DETAILS

Business Name	Wilcarra Pty Ltd.
Contact Person	Steven Lee
Position	Director
Phone Number	0427658046
Email Address	wilcarra@wilcarra.com.au
Postal Address	P.O Box 23 CORRIGIN 6325
ABN	13275781598.

Registered for GST?  Yes  No

Bank Details (BSB & Account No): 142 001 114149700

Public Liability Insurance Provider & Policy Number: Achmea - 19000008213

## BACKGROUND INFORMATION

Please provide background on your business including years' operating in Corrigin, staff numbers, and plans for growth.

Additional information may be attached on a separate sheet if required.

Wilcarra was founded in 19<sup>90</sup> by my parents Ivan & Helen Lee. Now the business is run by myself & my wife Amy. We have expanded our business 5 times during this time. We have invested in much infrastructure & staff accommodation. We currently have 5 staff all living on farm with accommodation for another 4 casual. We have plans to increase our land again. Also our business is very much in a growth stage.

## PROJECT DETAILS

Priority Area (tick one):  Shopfront Improvement  Crime Prevention  Place Activation

Project Title: Security Cameras

Project Description (include what you plan to do, why funding is needed, and how the work will be delivered):

Additional information may be attached on a separate sheet if required.

→ We ~~have~~ would like to have funding assistance to put more security cameras around fuel & workshop areas on our property. We have had ~~times~~ stolen in the past & many times when the Highway is closed due to accidents vehicles are diverted past our property and internal roads are always accessible to the public. Due to our location, many occasions we have found people walking through our paddocks. Some try to get photos in the crops others just looking around.

## BUDGET SUMMARY

Attach quotes or estimates to support your application.

Item/Activity	Supplier	Grant Request (ex GST)	Business Contribution (ex GST)	Other Funding
Security Camera	John Oliver IT Solutions	\$500	\$755	None

Have you received funding from another source?  Yes  No

If yes, please specify the amount? \_\_\_\_\_

## PREVIOUS FUNDING HISTORY

Has your business received any funding from the Shire in the last 2 years? If yes, provide details:

Year	Amount	Purpose
None		

## ACKNOWLEDGMENT PLAN

How will you acknowledge the Shire of Corrigin's support for this project (e.g., signage, social media, website)?

Social media.

## DECLARATION

- I confirm that I am authorised to submit this application.
- I confirm that the information provided is true and correct.
- I agree to provide further information if required.
- I give permission for Shire to use this project in promotional material.
- I agree to submit an Acquittal Form within 30 days of project completion.

Name: Steven Lee

Position: Director - Wilcarra Pty Ltd

Signature: [Signature]

Date: 27/3/26

Strategic Benefit: How will this project benefit your business, the local community, and the Corrigin town environment?

Additional information may be attached on a separate sheet if required.

Security is in everyone benefit. After farm they is in a pattern and many farms all get hit at once. This ~~seem~~ security keeps our neighbours safe too

Partnerships (if any): No

Previous similar projects delivered: have got security cameras in different areas of the farm.

Impact if funding is reduced or unsuccessful:

Additional information may be attached on a separate sheet if required.

## RISK ASSESSMENT

Identify potential risks to the project and outline mitigation strategies.

Risk	Likelihood	Mitigation Strategy
theif	low Medium but increasing	Security Cameras

# DRAFT CORRIGIN DOG CEMETERY – MANAGEMENT AND BURIAL POLICY

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**Policy Owner:** Corporate and Community Services

**Person Responsible:** Chief Executive Officer

**Date of Approval:** [To be inserted]

**Amended:**

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**Objective:** To establish clear, practical and consistent guidelines for the management, operation and use of the Corrigin Dog Cemetery, ensuring respectful burial practices, equitable access for the community, protection of the site as a valued tourism asset, and sustainable long-term use of available land.

**Policy:** The Shire of Corrigin recognises the Corrigin Dog Cemetery as a significant community and tourism asset and will manage the cemetery in a manner that is respectful, safe, environmentally responsible and sustainable. The Shire will oversee all activities within the cemetery to ensure consistency, safety and efficient use of land while supporting the ability for community members and visitors to memorialise their dogs in an appropriate manner. All burial activities, site works and memorial installations are subject to Shire approval and must comply with the requirements outlined in this policy.

This policy applies to all Shire staff, contractors, community members and visitors undertaking activities within the Corrigin Dog Cemetery, including burial of dogs, installation of memorials and the ongoing maintenance of gravesites.

## **Eligibility**

The Corrigin Dog Cemetery is for the burial of dogs only. Applications for burial may be made by both residents and non-residents, subject to approval by the Shire and payment of the prescribed fee.

## **Burial Application and Approval**

All burials must be arranged through the Shire prior to any works being undertaken. Applicants must complete an Application for Burial and Instruction of Grave and receive approval before proceeding. No unauthorised burials, grave excavation or installation of slabs or monuments is permitted.

## **Allocation of Graves**

Graves will be allocated sequentially based on availability to ensure efficient land use and longevity of the cemetery. Due to limited capacity, the reservation of plots is generally not permitted. In exceptional circumstances, where a pet is near end of life, arrangements may be considered at the discretion of the Shire.

### **Fees and Charges**

Fees for burial services will be set by Council as part of the annual Fees and Charges and will include standard and after-hours rates. Additional charges may apply depending on the services requested, including grave excavation, slab construction and monument installation.

### **Grave Preparation and Burial Requirements**

All graves are to be excavated by the Shire to ensure appropriate depth, safety and consistency. Standard grave dimensions are approximately 1000mm long, 700mm wide and 1200mm deep. Pet owners are not permitted to dig graves. Pet owners are responsible for filling in the grave following burial and must bring appropriate equipment to do so. Each grave is generally limited to one dog, however two dogs may be buried together at the same time provided they fit within the standard grave dimensions.

### **Ashes and Interments**

Ashes may be placed in an existing grave with prior approval from the Shire. Exhumation or relocation of remains is not permitted and existing graves cannot be reopened for additional burials at a later date.

### **Memorials and Decorations**

The Shire acknowledges that individually decorated graves contribute to the unique character of the cemetery. All memorials must be approved prior to installation and must comply with the following requirements:

- All items must be contained within the standard grave dimensions of 1000mm x 700mm;
- Maximum height of any memorial is 1000mm;
- Acceptable items include plaques, headstones, secured artificial flowers and small personal mementos;
- Prohibited items include glass, plants or trees and any hazardous materials.
- All decorations must be securely installed, must not extend beyond the grave boundary and must not interfere with access or neighbouring graves.

### **Maintenance Responsibilities**

Pet owners are responsible for maintaining their grave site in a tidy and safe condition, including ensuring that all decorations remain secure and presentable. The Shire will undertake general maintenance of the cemetery including landscaping, waste management and safety monitoring. Community volunteers may assist with the maintaining the dog cemetery from time to time.

The Shire reserves the right to remove any items that are unsafe, damaged, untidy or present a risk to visitors or the environment.

### **Visitor Conduct**

All visitors must treat the cemetery with respect. Pets visiting the cemetery must be kept under control at all times and must not disturb graves. Littering, vandalism and interference with memorials is prohibited.

**Environmental and Land Management**

Due to the limited land available, the cemetery will be managed by the Shire of Corrigin to maximise capacity and ensure long-term sustainability. The layout of graves and any expansion works will be determined by the Shire in accordance with land agreements, site survey and environmental considerations.

**Work Health and Safety**

All works within the cemetery will be undertaken in accordance with relevant health and safety requirements. The Shire will ensure workers and volunteers are appropriately trained and supervised to maintain a safe environment.

**Prohibited Activities**

The following activities are not permitted within the cemetery: unauthorised burials, private excavation of graves, installation of oversize or unsafe structures, placement of hazardous materials, and any activity that may damage or interfere with existing graves or infrastructure.

# **CORRIGIN DOG CEMETERY**

## **Draft Guidelines and Procedures (For Community Consultation)**

The Shire of Corrigin acknowledges that losing a much loved pet dog can be difficult and emotional. The Corrigin Dog Cemetery provides a place where pets can be respectfully laid to rest and remembered in a meaningful way. The Shire is committed to maintaining a space that allows the community to celebrate the bond between people and their dogs, while also ensuring the cemetery remains safe, respectful and sustainable for future generations.

These guidelines and procedures support the Corrigin Dog Cemetery – Management and Burial Policy by providing clear, practical information for Shire of Corrigin staff, community members and visitors on how burials are arranged, what is permitted at the cemetery, and how the site is managed.

These guidelines are designed to support the unique character of the Corrigin Dog Cemetery as a vibrant, creative and heartfelt place of remembrance. The intent is to balance respectful burial practices with the community's tradition of celebrating the lives of their dogs through personalised and colourful memorials, while ensuring the site remains safe, well-maintained and sustainable for future generations.

These guidelines are intended to ensure that the cemetery remains a respectful, safe and sustainable place for current and future generations.

### **Overview of the Corrigin Dog Cemetery**

The Corrigin Dog Cemetery, located approximately five kilometres west of the town of Corrigin along Brookton Highway. The cemetery's origins trace back to Paddy Wright, a Corrigin local whose dog 'Strike' passed away in 1974. Seeking a suitable place to bury his companion, he chose a patch of soft earth west of town. This simple act resonated with others, and soon more locals began burying their dogs at the same site.

By 1975, the area had become an informal but recognised burial ground. The Shire later acknowledged its significance, and it gradually evolved into a dedicated cemetery. The cemetery is located on private land and the Shire of Corrigin has a Memorandum of Understanding with the land owner for the use of the land.

The Corrigin Dog Cemetery is a unique and much-loved community and tourism attraction, widely recognised for its colourful, creative and highly personalised graves. It reflects the deep connection between people and their dogs in rural life and has become an iconic destination for visitors to the region. The cemetery is not only a place of remembrance, but also a place of storytelling, creativity and community pride.

### **Who Can Be Buried at the Cemetery**

The cemetery is for dogs only. The Shire does not permit the burial of other animals at this location. Both residents of the Shire of Corrigin and non-residents are eligible to apply for a burial, subject to approval and payment of applicable fees.

### **How to Arrange a Burial**

All burials must be arranged through the Shire prior to any works taking place. The process is as follows:

- Contact the Shire Administration Office on 90 632 203 or email [shire@corrigin.wa.gov.au](mailto:shire@corrigin.wa.gov.au) to discuss your requirements and availability of a grave.
- Complete an Application for Burial and Instruction of Grave form.

- Confirm the burial date and time with Shire staff.
- Arrange payment of applicable fees.

If a dog passes away outside normal working hours, applicants should contact the Manager of Works and Services on 0447137749. After-hours fees will apply where Shire staff are required to attend.

Do not proceed with burial or any works without first seeking approval.

### **Allocation of Graves**

Graves are allocated in sequence based on availability. This ensures fair access and efficient use of limited space. Reservation of specific plots is generally not permitted. In limited circumstances, where a dog is very old or unwell, the Shire may consider preparing a grave in advance.

### **Fees and Charges**

Final fees will be adopted annually by Council:

#### **Standard Burial and Memorial**

weekday, includes excavation of grave, standard cement slab and standard memorial supplied by shire

#### **After-Hours Burial and Memorial**

weekend/public holiday/RDO includes excavation of grave, standard cement slab and standard memorial supplied by shire.

### **Additional Services**

Concrete slab and standard memorial (for ashes or no excavation of grave required)

Standard monument (hexagon or heart) supply and installation – cost plus 20%

Shire installation of owner-supplied slab and monument – fee based on private works rates

Ashes interment in existing grave – fee based on private works rates

Fees are intended to cover staff time, plant and equipment, and ongoing management of the cemetery.

### **Grave Preparation and Burial Requirements**

All graves will be excavated by the Shire of Corrigin to ensure safety, correct depth and consistent layout across the cemetery. Pet owners are not permitted to dig graves themselves.

Standard grave dimensions are approximately 1000mm long, 700mm wide and 1200mm deep. Dogs must fit within these dimensions. If a dog exceeds these dimensions, owners must discuss alternative arrangements with the Shire.

Pet owners are responsible for filling in the grave following the burial and must bring appropriate tools to do so. Owners must take care when filling graves and during burial activities to ensure their own safety and that of others.

Each grave is generally for one dog only. Two dogs may be buried together at the same time if they fit within the standard grave size. Removal and replacement of a memorial to bury a second dog in an existing grave at a later date is not permitted.

## **Ashes**

Dog ashes may be placed in an existing grave at any time with prior approval from the Shire. A small fee may apply. Ashes interment must be coordinated to avoid disturbance to existing graves.

## **Memorials, Decorations and Personal Items**

The Corrigin Dog Cemetery is renowned for its individuality, personality and creativity, and pet owners are encouraged to create memorials that are as unique as their dogs. The cemetery's character is shaped by these personal and meaningful tributes, with each gravesite telling its own story through thoughtful, colourful and sometimes playful expressions of remembrance. This diversity of styles is a defining feature of the cemetery and reflects the strong connection between people and their pets.

Memorials often reflect the personality, role and memories of each dog, and may include elements that tell a story or capture their life on the farm, at home, or within the community. Owners may choose to include a wide variety of memorial elements such as headstones, plaques, engraved tiles, painted rocks, decorative pebbles, collars, leads, toys, statues, photographs, or other small personalised items that reflect the life and personality of their dog. These examples are not exhaustive and owners are encouraged to discuss ideas with the Shire if they are unsure about suitability.

All memorials and personal or decorative items must comply with the following requirements:

- Be contained within the standard grave dimensions of 1000mm x 700mm
- Maximum height of any memorial is 1000mm
- Securely fixed or positioned to the base slab or memorial prevent movement
- Maintained in a neat, tidy and respectful condition
- Be contained within the grave boundary and not interfere with neighbouring plots
- Not pose a risk to visitors or staff.
- Not create a trip hazard, environmental risk or fire hazard

The following restrictions apply:

- No glass items are permitted
- No trees or plants are to be planted

Concrete slabs may be installed by the Shire or supplied by the owner to Shire specifications.

The Shire of Corrigin can provide standard monument options such as hexagon or heart shapes or owners may supply their own monument subject to approval.

Memorial items may be added over time provided they are securely fixed to the base slab or monument and continue to meet the Dog Cemetery Guidelines.

The Shire reserves the right to remove any items that are unsafe, damaged, unsecured, untidy or that impact on the overall amenity of the cemetery.

## **Maintenance Responsibilities**

Pet owners are responsible for maintaining their gravesite, including keeping it tidy and ensuring decorations remain safe and secure.

The Shire will undertake general maintenance of the cemetery including raking, rubbish collection, weed control and overall site management in collaboration with local community volunteers. Items that become loose, damaged or are found outside the cemetery area may be removed by the Shire.

**Visitor Conduct**

Visitors are expected to respect the dog cemetery and must not damage, alter or interfere with any graves or memorials.

Pets are permitted but must be under control and must not disturb graves. All rubbish must be removed or placed in bins provided.

**Prohibited Activities**

The following are not permitted at the Corrigin Dog Cemetery:

- unauthorised burials; private excavation of graves;
- oversized monuments or structures;
- use of hazardous materials such as glass;
- removal or disturbance of existing graves; and
- any activity that poses a safety or environmental risk.

**Environmental and Site Management**

The cemetery is also a recognised tourism attraction and its presentation contributes to the visitor experience in Corrigin. Maintaining a balance between creativity, order and safety ensures the site remains welcoming for both the local community and visitors.

The cemetery operates on limited land and is managed by the shire and community volunteers to maximise capacity and ensure long-term use.

The Shire determines the layout of graves, spacing between plots and future expansion areas. Community cooperation in following these guidelines ensures the longevity of the cemetery.