



CONFIRMED MINUTES

Ordinary Meeting of Council



Meeting held in Council Chambers at
15 Maddock Street, Mukinbudin
Commencing at 2.30pm Tuesday 18th March 2025

****** DISCLAIMER ******

Disclaimer:

The Shire of Mukinbudin assumes no responsibility for any act, omission, statement, or implication arising during Council or Committee meetings. The Shire of Mukinbudin explicitly disclaims any liability for any loss incurred as a result of reliance on such acts, omissions, statements, or implications by any individual or legal entity. Any person or legal entity who chooses to act or refrain from acting based on statements, acts, or omissions made during Council or Committee meetings does so at their own risk.

Please note that all meetings are audio recorded and published on the Shire's website for public access.

In particular, it should be noted that in discussions pertaining to planning applications or license applications, any statements or implications of approval made by members or officers of the Shire of Mukinbudin during meetings should not be construed as official notice of approval from the Shire of Mukinbudin. The Shire of Mukinbudin advises that individuals with pending applications must obtain written confirmation of the application's outcome and should only rely on such written confirmation, including any attached conditions determined by the Shire of Mukinbudin.

Ethical Decision Making and Conflicts of Interest:

Council adheres to a code of conduct and ensures that all decisions are based on an honest assessment of the matter, ethical decision-making, and personal integrity. Councillors and staff members comply with statutory requirements to disclose financial, proximity, and impartiality interests. Once declared, they abide by the relevant legislation.



Tanika McLennan

ACTING CHIEF EXECUTIVE OFFICER

Vision Statement

To assist our community towards a prosperous future by providing a positive environment in which to work and live.

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AGENDA

Agenda of the Ordinary Meeting of Council held in Council Chambers, Maddock Street, Mukinbudin on Tuesday 18th March 2025.

1. Declaration of Opening

The Shire President declared the Meeting open at 2.30pm

2. Record of attendance, apologies, and approved leave of absence

2.1 Present:

Cr G Shadbolt Shire President

Cr G Bent
Cr A Farina
Cr C McGlashan
Cr S Ventris
Cr A Walker

2.2 Staff:

Tanika McLennan Acting Chief Executive Officer
Renee Jenkin Manager of Corporate and Community Services

2.3 Visitors:

Nil

2.4 Apologies:

Cr R Nicoletti

2.5 On leave of absence:

Nil

2.6 Applications for leave of absence:

Cr Ventris and Cr Bent requested a leave of absence for the April 2025 Ordinary Meeting of Council.

OFFICER RECOMMENDATION

Council Decision Number – 01 03 2025

Moved: Cr Walker

Seconded: Cr Farina

That Cr Ventris and Cr Bent be granted a leave of absence for the April 2025 Ordinary Meeting of Council.

Carried 6 / 0

3. Public Question Time (max 15 minutes)

3.1 Response to previous questions taken on notice.
Nil

3.2 Declaration of public question time opened (maximum 15 mins)

The Shire President to declare public question time open at 2.31pm.

3.3 Declaration of public question time closed

The Shire President to declare public question time closed at 2.32pm.

4. Declarations of Interest

Cr Walker Proximity

9.3.3 Mukinbudin East Structure Plan Scheme Amendment

5. Petitions, deputations, and presentations

5.1 Petitions Nil

5.2 Deputations Nil

5.3 Presentations Nil

6. Announcements by the Presiding person without discussion

7. Confirmation of the Minutes of previous meetings

7.1 Confirmation of Minutes of Ordinary Meeting of Council held on 18th February 2025.

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION

Council Decision Number – 02 03 2025

Moved: Cr Ventris

Seconded: Cr Farina

That the Minutes of the following meetings be accepted as a true and correct record of proceedings.

- **Ordinary Meeting of Council held on 18th February 2025**

Carried 6 / 0

8. Committee Meetings

8.1 Receipt of Minutes of Committee Meetings

- 8.1.1 SRRG Meeting 18th February 2025
[SRRG Meeting Minutes](#)

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION

Council Decision Number – 03 03 2025

Moved: Cr McGlashan

Seconded: Cr Walker

That the Minutes of the following committee meetings be received.

- SRRG Meeting held 18th February 2025

Carried 6 / 0

8.2 Recommendations from Committee Meeting for Council Consideration

9.1 Monthly Information Report

9.1.1 March 2025 Information Report	
Location:	Mukinbudin
File Ref:	ADM 360
Applicant:	Tanika McLennan, Acting Chief Executive Officer
Date:	10 th March 2025
Disclosure of Interest:	Nil
Responsible Officer	Tanika McLennan, Acting Chief Executive Officer
Author:	Renee Jenkin, Manager of Corporate & Community Services
Voting Requirements	Simple Majority
Documents Attached	Nil
Documents Tabled	March Information Report

Summary

The purpose of this communication is to enable the Council to receive the Monthly Information Report, which includes reports from key personnel, namely the Environmental Health Officer, Caravan Park Manager, Works Supervisor, Community Resource Centre Coordinator and Manager of Corporate and Community Services.

Background Information

The Monthly Information Report serves as a means to provide Council with updates on various operational matters within the Shire of Mukinbudin. These reports offer valuable insights into the performance and progress of the respective areas under the purview of the aforementioned personnel.

Officer Comment

Refer to March Information Report.

Consultation

Tony Turner – Environmental Health Officer

Larry Garlett – Aquatic Centre Manager

Tania Sprigg – Caravan Park Manager

Craig Powell – Works Supervisor

Jessica McCartney – Community Resource Centre Coordinator

Renee Jenkin – Manager of Corporate and Community Services

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

OFFICER RECOMMENDATION**Council Decision Number – 04 03 2025****Moved: Cr Ventris****Seconded: Cr Farina****That Council receive the March 2025 Information Report.****Carried 6 / 0**

9.2 Finance Reports

9.2.1 List of Payments – February 2025	
Location:	Mukinbudin
File Ref:	ADM 007
Applicant:	Tanika McLennan, Acting Chief Executive Officer
Date:	10 th March 2025
Disclosure of Interest:	Nil
Responsible Officer:	Tanika McLennan, Acting Chief Executive Officer
Author:	Juliet Nixon, Administration Officer
Voting Requirements	Simple Majority
Documents Attached	List of Payments - Municipal Account (6 pages) List of Payments - Restricted Municipal Account (1 page) Corporate Credit Card Statement – February 2025 (5 pages) Credit Card Summary - February 2025 (1 page) Fuel Cards Statement - February 2025 (3 pages)
Documents Tabled	Nil

If a Councillor has any questions regarding the enclosed finance report, please see the Senior Finance Officer prior to the meeting, so that a researched answer may be provided.

Summary

List of payments made in February 2025 for endorsement by Council.

Background Information

A list of payments submitted to Council on 18th March 2025, for confirmation in respect of accounts already paid or for the authority to those unpaid. (Please refer to Payment listing attached).

Officer Comment

Standard process of obtaining Council endorsement of payments.

Strategic & Social Implications

N/A

Consultation

N/A

Statutory Environment

A list of payments is required to be presented to Council as per section 13 of the Local Government (Financial Management) Regulations 1996.

Policy Implications

Council Policy No. 1.6.5 (e) states that a list of payments is required to be presented to Council each month in accordance with Financial Management Regulations 13(1) for recording in the minutes.

Financial Implications

All payments have been made in accordance with the 2024/2025 Budget.

OFFICER RECOMMENDATION

Council Decision Number – 05 03 2025

Moved: Cr McGlashan

Seconded: Cr Bent

That the list of payments made in February 2025 be endorsed for payment.

Municipal Fund:

Muni EFTs	EFT	10004	to	EFT	10098	\$426,494.34
Muni Cheques	Chq	31994	to	Chq	31995	\$27,174.72
Muni Direct Debits (Superannuation, loans, leases)	DD	12871.1	to	DD	12904.12	\$41,011.21
Pays on (Not included on payment listing)		13/02/2025 & 27/02/2025				\$115,854.80
Total Municipal Funds						\$610,535.07

Restricted Muni Fund:

RMF EFTs	EFT	-	to	EFT	-	\$0.00
RMF Cheques	Chq	-	to	Chq	-	\$0.00
RMF Direct Debits	DD	12838.1	to	DD	12934.1	\$45,260.20
Total Restricted Muni Funds						\$45,260.20

Carried 6 / 0

9.2.2 Monthly Statement of Financial Activity Report – 28 February 2025	
Location:	Mukinbudin
File Ref:	ADM 005
Applicant:	Nil
Date:	7 th March 2025
Disclosure of Interest:	Nil
Responsible Officer	Tanika McLennan, Acting Chief Executive Officer
Author:	Darren Long – Financial Consultant
Voting Requirements	Simple Majority
Documents Attached	<u>Statement of Financial Activity – For the period ended 28 February 2025 (77 Pages)</u>
Documents Tabled	Nil

If a Councillor has any questions regarding the enclosed finance report, please discuss these queries with the CEO so that a researched answer may be provided for you from the Financial Consultant.

Summary

The Monthly Financial Report for 28 February 2025 is presented for Councils consideration.

Background Information

This financial report is provided to Council monthly in accordance with provisions of the *Local Government Act 1995 and Local Government (Financial Management Regulations 1996)*.

Officer Comment

The Shire prepares the monthly financial statements in the statutory format along with other supplementary financial reports consisting of:

- (a) Statement of Comprehensive Income by Function/Program;
- (b) Statement of Comprehensive Income by Nature/Type;
- (c) Statement of Financial Activity by Nature/Type;
- (d) Statement of Financial Activity by Function/Program;
- (e) Summary of Net Current Asset Position;
- (f) Statement of Material Variances;
- (g) Statement of Financial Position;
- (h) Statement of Cash Flows;
- (i) Capital acquisitions;
- (j) Disposal of Assets;
- (k) Statement of Capital Grants and Contract Liabilities;
- (l) Statement of Cash Back Reserves;
- (m) Loan Borrowings Statement;
- (n) Restricted Cash Statement;
- (o) Detailed Operating and Non-Operating Schedules.

The Regulations require local governments to prepare annual budget estimates and month by month budget estimates so that comparatives can be made to Year to Date (YTD) Actual amounts of expenditure, revenue and income, and materials variances can be commented on.

The Statement of Financial Activity as at 28 February shows a closing surplus of \$428,154.

Strategic & Social Implications

N/A

Consultation

Darren Long – Financial Consultant

Statutory Environment

Local Government Act 1995

Section 6.4—Specifies that a local government is to prepare such other financial reports as are prescribed.

Local Government (Financial Management) Regulations 1996:

Regulation 34 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - (b) budget estimates to the end of month to which the statement relates;
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
 - (e) the net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, and 5 prescribe further details of information to be included in the monthly statement of financial activity.

Policy Implications

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Last year Council adopted a policy that the material variation be set at \$11,000 and 10%.

Financial Implications

There is no direct financial implication in relation to this matter.

OFFICER RECOMMENDATION**Council Decision Number – 06 03 2025****Moved: Cr Farina****Seconded: Cr Walker**

That Council receive the Monthly Financial Report for the period ending 28 February 2025.

Carried 6 / 0

9.3 Chief Executive Officer's Reports

9.3.1 Annual Electors Meeting Outcomes	
Location:	Mukinbudin
File Ref:	ADM 019
Applicant:	Tanika McLennan – Acting Chief Executive Officer
Date:	6 th March 2024
Disclosure of Interest:	Nil
Responsible Officer	Tanika McLennan – Acting Chief Executive Officer
Author:	Renee Jenkin, Manager of Corporate & Community Services
Voting Requirements	Simple Majority
Documents Attached	Nil
Documents Tabled	Nil

Summary

To allow Council to consider discussion and outcomes from the Annual Electors meeting held on 13th February 2025 in the Council Chambers.

Background Information

5.33. Decisions made at electors' meetings

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
- (a) *at the first ordinary council meeting after that meeting; or*
 - (b) *at a special meeting called for that purpose,*
- whichever happens first.*

Officer Comment

The Annual Meeting of Electors held on 11th February 2024 involved a large amount of discussion and a summary of the discussion follows:

Question

Whispie Bayly requested an update on the Beringbooding Tank Management Order and asked that Council submit a detailed formal submission to the minister, outlining the history of the Tank and its importance to Mukinbudin residents. Whispie also suggested that Council consider hiring a contractor to compile the submission and recommended Mr. Dylan Copeland as a potential candidate for the task.

Response

Cr Shadbolt informed that Council requested a Management Order for Beringbooding in October 2024, and that the process may take up to 6 months. He expressed understanding of local residents' frustrations and agreed that, if a decision is not made within the next 2 months, Council would be open to submitting a formal request to the Minister. Cr Shadbolt also noted that DWER, as a funding body, has historically been a reliable department for securing grant funding.

Tom Bayly entered the meeting at 5.34pm.

Question

Robert Bayly asked how it was determined that the Shire did not previously hold a Management Order for the Beringbooding Tank.

Response

Acting CEO, Tanika McLennan, explained that the discovery was made during the grant application process. Prior to that, the Shire was unaware that it did not have management over the Beringbooding Tank.

Question

Kim Graham inquired about the difference between Dootanning and Beringbooding, noting that Dootanning was recently fitted with the same "Hex Covers" planned for Beringbooding. He also questioned how the process for those works was completed so quickly in comparison to Beringbooding.

Tracy Seaby entered the meeting at 5.37pm

Jeff Seaby entered the meeting at 5.37pm

Response

Acting CEO, Tanika McLennan, clarified that the installation of the "Hex Covers" at Dootanning was carried out by the Shire through private works, on behalf of the Department of Water (DWER), who have management of this reserve. She also explained that, since the process is already underway for Beringbooding, there is limited ability for the Shire to speed up the process.

Question

Robert Bayly asked whether the Management Order for Beringbooding would cover both the catchment area infrastructure and the Tank itself.

Response

Acting CEO, Tanika McLennan, clarified that the Management Order application was for the entire Reserve, which encompasses the catchment area and Tank.

Question

Peta Watson expressed concerns about the absence of an action plan, as the closest neighbor to Beringbooding Tank. She noted that the deteriorating water quality has created a breeding ground for mosquitoes. Peta explained that her family has noticed a significant increase in mosquitoes, to the point where they are unable to go outside in the evenings due to the mass of mosquitoes.

Response

Cr Shadbolt expressed sympathy for local residents and explained that the Management Order process is ongoing, offering apologies for the delays.

Question

Luke Sprigg inquired whether the Shire has developed a Water Security Plan for its residents, emphasising the importance of having a sustainable and reliable water source.

Response

Cr Shadbolt explained that while no formal Water Security Plan has been developed yet, the Council's investment in the Barbalin Pipeline demonstrates the Shire's commitment to securing reliable water sources.

Question

Lynne Rockliff raised concerns about the absence of ACRO bays and pram ramps, especially at the CRC and post office, as well as the height of curbs on Ferguson Street, which pose challenges for residents who use mobility aids. She asked whether these improvements could be continued throughout the townsite to ensure accessibility to all businesses and streets.

Kylie Sippe entered the meeting at 5.45pm.

Response

Cr Shadbolt explained that due to the elevation of some town streets, the installation of pram ramps is not feasible. Acting CEO, Tanika McLennan, informed Electors that the Shire has applied for the Active Transport Grant funding from the Department of Infrastructure, Transport, Regional Development, Communications, and the Arts. If successful, the Shire plans to prioritise accessibility improvements throughout the townsite, which includes ACRO bays, pram ramps and new footpaths.

Question

Robbie Fagan thanked the Shire for the new tree plantings at the cemetery and asked if they are still being watered.

Response

Acting CEO, Tanika McLennan, explained that although staff continue to water the trees, the frequency has been reduced to help them acclimatise to the conditions.

Question

Teresa Morony asked whether the Shire has a weed management plan in place for the townsite.

Response

Cr Shadbolt explained that the Shire staff have measures in place for weed control.

Question

Whispie Bayly asked for an update the progress in sourcing a Doctor, as it is now public knowledge that Dr Olat is leaving.

Response

Cr Shadbolt stated that the matter was confidential. He explained that Dr. Olat's contract was originally set to end in June 2025, but he has since resigned and will conclude his employment in March 2025. Recruitment efforts, including an expression of interest process, are currently underway, and he assured that it is a priority.

Question

Teresa Morony queried if the Honour Boards will be reinstated and displayed at the Sporting Complex.

Response

Cr Shadbolt noted that this query was related to the District Club. Cr Ventris provided an update, mentioning that the District Club is looking to install smaller honour boards in the function room at the Sporting Complex to recognise the service of office bearers, volunteers and players prior to 2000. Cr Walker added that the CRC, in its role as the District Club Secretary, is currently compiling the records which have been provided by local clubs.

Question

Teresa Morony requested an update on the old Niche Wall at the Cemetery and inquired whether an engineer had been engaged to inspect the infrastructure.

Response

Cr Shadbolt clarified that the old Niche Wall is structurally stable and will remain intact until no further ashes are interred. Acting CEO, Tanika McLennan, explained that while the Shire had tried to engage an engineer for an inspection, the cost was considerable, and as a result, no further action will be taken at this time.

Question

Robbie Fagan asked what steps have been taken following the Community Consultation process conducted by 150 Square consultant, Darren Mollenoyux, in 2024. She also inquired if the findings from those sessions would be made public.

Response

Acting CEO, Tanika McLennan, explained that the information gathered from the consultation sessions has been compiled, and the Council will adopt the finalised 2025-2035 Integrated Strategic Plan at the Ordinary Council Meeting scheduled for Tuesday, 18th February 2025.

Question

Jeff Seaby requested an update on the Community Hub project.

Response

Cr Shadbolt explained that no further plans have been finalised at this stage. He outlined the funding structure and noted that the Council has not yet determined how its own-source funding will be allocated. He confirmed that the Shire has made budget allocations and has reserve funds set aside. The grant application assumed the remainder would be funded by borrowings however Council will explore all options, including the potential sale of the current CRC building once it relocates to the Community Hub. Cr Shadbolt indicated that the process could take up to two years or more. He assured that further advertising and community updates will be provided to the community.

Question

Jeff Seaby requested an update on the Council's intentions with the old Bowling Club site.

Response

Acting CEO, Tanika McLennan, explained that the Shire has completed a Scheme Amendment, allowing the Shire to rezone the land as residential, once final approval is determined by the Minister. Cr Shadbolt added that the Shire is also applying for accommodation funding through CEACA to develop additional accommodation, which, if successful, may be partially or fully constructed on that site.

Question

Peta Watson asked if future Community Consultation Sessions could be scheduled during less busy times of the year to help encourage greater community engagement and participation.

Response

Acting CEO, Tanika McLennan, acknowledged that the timing of the consultation process may not have been ideal for many residents, but explained that it was necessary due to the timeline of the Integrated Strategic Plan process being managed by a third-party consultant.

Question

Jenny Heaney inquired if there were any upcoming plans for the vacant land opposite the Shire Administration, commonly referred to as the "Boodie Rats" premises.

Response

Cr Shadbolt explained that no plans have been made at this point.

Question

Jenny Heaney asked if the old "Derandee" building, commonly referred to, is still privately owned.

Response

Cr Shadbolt confirmed that the premises is still privately owned. Cr Farina explained that the Council had previously approached the owner about purchasing the building, but the owner declined.

Question

Luke Sprigg queried if the Shire had plans for Residential and Commercial development.

Response

Cr Shadbolt explained that the new development proposal is currently with the Shire's Town Planner. He noted that this process requires considerable time and effort, and that there are only three available blocks left in the estate south of the townsite. Cr Shadbolt also mentioned that the rock and sewerage issues on the western side of the townsite make it less suitable for development, with the most appropriate location being to the east of the current townsite.

Question

Luke Sprigg inquired if the Council has any plans for the Main Street, specifically regarding parking for long vehicles. He noted that the number of heavy vehicles speeding on Shadbolt Street is a serious concern.

Response

Cr Shadbolt informed that the Shire successfully secured grant funding to create a Heavy Vehicle Rest Area on Strugnell Street (opposite the Men's Shed). This initiative aims to redirect heavy vehicles to Strugnell Street, reducing traffic on the Main Street. Cr Nicoletti added that the Wheatbelt Secondary Freight Network route is under development, with the potential to link to Strugnell Street, further easing heavy traffic on the Main Street. Cr Shadbolt emphasised that this remains a priority and a concern for the Council.

Question

Lynne Rockliff expressed her gratitude to the Shire for the roll out of the "LifeVac" throughout its buildings and amenities.

Response

Cr Shadbolt thanked Lynne for bringing the initiative to the Shire's attention.

Question

Ev Comerford thanked the Shire for its continued support of the senior members of the community and inquired if there were any upcoming trips planned.

Response

Cr Shadbolt explained that the Shire is dedicated to supporting our senior community members.

Question

Kylie Sippe queried if the Shire has established a Street Tree Plan.

Response

Cr Shadbolt explained that while there is no formal plan in place, Council has always replaced trees that have been removed, and this remains an ongoing initiative.

Question

Jeff Seaby queried if water from the Barbalin Pipeline project was accessible in the townsite.

Response

Cr Shadbolt explained that the pipeline has been extended as far as the School, where it will be used for their grounds. However, no further extensions to the pipeline are planned at this time.

Question

Nicholas Spark queried road infrastructure, and if Council had any plans to bituminise Beringbooding and Moondon roads and if there are there any grants available to undertake these projects, noting that the Shire of Mt Marshall have recently bituminised Scotsman road.

Response

Acting CEO, Tanika McLennan, explained that the only available funding for these types of works would come through the Roads to Recovery program, which is how Mt Marshall was able to bituminise Scotsman Road. This project was done in stages due to the high costs associated with large-scale projects. Cr Nicoletti added that the lifespan of bitumen roads is around 20 years, and as a result, Council has a rolling program in place to ensure all bitumen roads are replaced over this 20-year period.

Consultation

Whole of Council

Electors

Strategic & Social Implications

The discussions and outcomes from the Annual Electors Meeting align with several strategic priorities in the **2025-2035 Integrated Strategic Plan**, particularly in the areas of **economic development, community well-being, environmental sustainability, and civic leadership**.

- **Economy:**
 - **Goal 3: Essential services and infrastructure drive local economic growth**
 - *3.5 Develop a 10-year Council housing strategy to maintain, enhance, and expand our housing stock* (Relevance: Queries about residential and commercial development).
 - *3.6 Continue partnerships for the delivery of housing options* (Relevance: Discussions on CEACA housing projects).
 - *3.8 Determine needs and opportunities for commercial and light industrial land development* (Relevance: Discussion on land development and zoning amendments).
- **Community:**
 - **Goal 5: A safe and inclusive community for all ages**
 - *5.4 Work with Police to promote community safety and attract external funding for the provision of CCTV at Council facilities* (Relevance: Discussion on Main Street traffic safety concerns).
 - *5.5 Develop and implement the Cemetery management plan that is sensitive to all denominations* (Relevance: Concerns regarding the Niche Wall and cemetery upkeep).
 - **Goal 6: Local access to health and aged care services**
 - *6.1 Advocate to retain and improve the delivery of local health services, including opportunities for additional GP/Nurse hours* (Relevance: Concerns regarding GP recruitment and retention).
- **Civic Leadership:**
 - **Goal 10: Regularly engage with our community**
 - *10.1 Develop and implement a Community Engagement Framework* (Relevance: Requests for improved community consultation scheduling).
 - *10.3 Quarterly report to the community on progress against our Integrated Strategic Plan* (Relevance: Transparency in Council projects and ongoing initiatives).

Statutory Environment

5.33. Decisions made at electors' meetings

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
- (a) *at the first ordinary council meeting after that meeting; or*
 - (b) *at a special meeting called for that purpose,*
- whichever happens first.*

Policy Implications

Nil

Financial Implications

Nil

OFFICER RECOMMENDATION**Council Decision Number – 07 03 2025****Moved: Cr Ventris****Seconded: Cr Bent**

That the other comments, suggestions and opinions from the Annual Electors meeting be noted.

Carried 6 / 0

9.3.2 Code of Conduct	
Location:	Mukinbudin
File Ref:	ADM 019
Applicant:	Tanika McLennan – Acting Chief Executive Officer
Date:	6 th March 2024
Disclosure of Interest:	Nil
Responsible Officer	Tanika McLennan – Acting Chief Executive Officer
Author:	Tanika McLennan – Acting Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	2025 Employee Code of Conduct Local Government Model Code of Conduct
Documents Tabled	Nil

Summary

The Shire is required to adopt a Code of Conduct for Council Members, Committee Members, and Candidates, as well as a Code of Conduct for Employees, in accordance with the Local Government Act 1995. This agenda item presents these codes for adoption.

Background Information

Council Policy 1.11 – *Code of Conduct* was revoked in 2021, requiring the formal adoption of updated Codes in compliance with legislative requirements. 2021 Drafts of the Code of Conduct for Council Members, Committee Members, and Candidates, as well as a Code of Conduct for Employees were prepared however these were not compliant and were not formally adopted by Council.

Officer Comment

The requirements for a Code of Conduct for Council members and staff in Western Australian local governments are outlined in the Local Government Act 1995 and the Local Government (Model Code of Conduct) Regulations 2021. Below is a summary of the key requirements:

1. Code of Conduct for Council Members, Committee Members & Candidates

Under Section 5.104 of the Local Government Act 1995, local governments must adopt a Code of Conduct for council members, committee members, and candidates that is consistent with the Model Code of Conduct Regulations 2021. The code must include provisions related to:

- General principles (integrity, accountability, and ethical behaviour).
- Behavioural standards (respect, fairness, and impartiality).
- Rules of conduct (misuse of position, conflict of interest, and gifts).

Each local government must adopt its own Code, but it cannot be inconsistent with the Model Code of Conduct Regulations.

2. Code of Conduct for Employees

Under Section 5.51A of the Local Government Act 1995, the Chief Executive Officer (CEO) must prepare and implement a Code of Conduct for employees. This code applies to all staff and must cover:

- Ethical and professional behaviour.
- Conflicts of interest.
- Reporting of misconduct.
- Appropriate workplace behaviour and interactions.

The Code of Conduct for employees does not have to follow a model code but should align with the principles of good governance and integrity.

The adoption of these codes formalises Council's commitment to responsible governance and ethical conduct.

Consultation

Tanika McLennan – Acting Chief Executive Officer

Renee Jenkin – Manager of Corporate of Community Services

Strategic & Social Implications

2025-2035 Integrated Strategic Plan

Strategic Pillar 4: Civic Leadership

- **GOAL 11: Compliant governance and responsible financial management**
 - **11.3 Decision making of Council is supported by up-to-date and clear policies and procedures** (Ensuring the adoption of a Code of Conduct aligns with this goal by maintaining transparent and accountable governance).
- **GOAL 12: Build the capacity of our current and future leaders and staff**
 - **12.1 Elected members and staff are provided with regular training and development opportunities** (A clear Code of Conduct supports professional development and ethical standards for leadership and staff).

Statutory Environment

Local Government Act 1995, sections 5.51A, 5.103 and 5.104

5.51A. Code of conduct for employees

- (1) The CEO must prepare and implement a code of conduct to be observed by employees of the local government.
- (2) The CEO may amend the code of conduct.
- (3) The CEO must publish an up-to-date version of the code of conduct on the local government's official website.
- (4) Regulations may prescribe the content of, and other matters in relation to, codes of conduct under this section.
- (5) A code of conduct under this section is of no effect to the extent that it is inconsistent with regulations made for the purposes of subsection (4).

5.103. Model code of conduct for council members, committee members and candidates

- (1) Regulations must prescribe a model code of conduct for council members, committee members and candidates.

- (2) The model code of conduct must include —
 - (a) general principles to guide behaviour; and
 - (b) requirements relating to behaviour; and
 - (c) provisions specified to be rules of conduct.
- (3) The model code of conduct may include provisions about how the following are to be dealt with —
 - (a) alleged breaches of the requirements referred to in subsection (2)(b);
 - (b) alleged breaches of the rules of conduct by committee members.
- (4) The model code of conduct cannot include a rule of conduct if contravention of the rule would, in addition to being a minor breach under section 5.105(1)(a), also be a serious breach under section 5.105(3).
- (5) Regulations may amend the model code of conduct.

5.104. Adoption of model code of conduct

- (1) Within 3 months after the day on which regulations prescribing the model code come into operation, a local government must prepare and adopt* a code of conduct to be observed by council members, committee members and candidates that incorporates the model code.

** Absolute majority required.*

- (2) Within 3 months after the day on which regulations amending the model code come into operation, the local government must amend* the adopted code of conduct to incorporate the amendments made to the model code.

** Absolute majority required.*

- (3) A local government may include in the adopted code of conduct requirements in addition to the requirements referred to in section 5.103(2)(b), but any additional requirements —
 - (a) can only be expressed to apply to council members or committee members; and
 - (b) are of no effect to the extent that they are inconsistent with the model code.
- (4) A local government cannot include in the adopted code of conduct provisions in addition to the principles referred to in section 5.103(2)(a) or the rules of conduct.
- (5) The model code is taken to be a local government's adopted code of conduct until the local government adopts a code of conduct.
- (6) An alleged breach of a local government's adopted code of conduct by a candidate cannot be dealt with under this Division or the adopted code of conduct unless the candidate has been elected as a council member.
- (7) The CEO must publish an up-to-date version of a local government's adopted Code of Conduct on the local government's official website.

Local Government (Model Code of Conduct) Regulations 2021

Policy Implications

Council Policy 1.11 – *Code of Conduct* was revoked in 2021, requiring the formal adoption of updated Codes in compliance with legislative requirements.

Financial Implications

Nil

OFFICER RECOMMENDATION**Council Decision Number – 08 03 2025****Moved: Cr Walker****Seconded: Cr McGlashan****That Council adopts:**

- 1. The Code of Conduct for Council Members, Committee Members and Candidates, as required by the Local Government Act 1995, section 5.104 (1).**
- 2. The Employee Code of Conduct, as required by the Local Government Act 1995, section 5.51A.**

Carried 6 / 0

9.3.3 Mukinbudin East Structure Plan Scheme Amendment – March 2025	
Location:	Lots 66 and 66 Bent Street, Lot 90 and 91 Koorda-Bullfinch Road, Mukinbudin
File Ref:	ADM 343
Applicant:	Tanika McLennan, Acting Chief Executive Officer
Date:	6 th March 2025
Disclosure of Interest:	Cr Walker – Proximity
Responsible Officer	Tanika McLennan, Acting Chief Executive Officer
Author:	Paul Bashall – Planwest (WA) Pty Ltd
Voting Requirements:	Simple Majority
Documents Attached:	Scheme Amendment Document – March 2025 Scheme Amendment Attachments
Documents Tabled:	Nil

Summary

The Shire of Mukinbudin is progressing with Scheme Amendment No. 3, which seeks to rezone approximately 43.7 hectares of land immediately east of Mukinbudin townsite from Rural to Urban Development. The amendment aims to address the shortage of available residential and commercial land by facilitating a mix of residential, commercial, rural residential, and open space lots and aligns with the Shire's strategic objective to increase available housing and economic opportunities.

Background

In October 2024, Council initiated Scheme Amendment No. 3 to address the shortage of available residential and commercial lots in Mukinbudin. The amendment was subsequently referred to the Environmental Protection Authority (EPA) and advertised between 17 December 2024 and 28 January 2025.

The amendment area consists of four lots, with Lot 91 forming the majority of the land (40.5 hectares) as shown in **Figure 1** below. The proposed zoning change will allow for a mix of housing, including standard residential lots, larger rural residential lots, commercial precincts, and open space, all of which will be subject to a future Structure Plan.

FIGURE 1 – LOCATION PLAN

Source: Planwest, ESRI, Landgate

Officer Comment

The Shire is experiencing a shortage of available residential lots in and near Mukinbudin and is keen to facilitate the development of additional land for a variety of lot sizes from 800m² to 1.7 hectares. This will be implemented through the development of a Structure Plan for the area.

In addition to the residential lots, the Structure Plan will provide for open space and several commercial lots. Amendment No 3 will introduce a new zone (Urban Development) to cater for a degree of flexibility whilst a Structure Plan for the area is being developed and refined. The proposed new objectives for the new Urban Development zone will be consistent with the model scheme provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

It is anticipated that a future review of the Scheme may replace the Town Centre zone with a Commercial zone.

Location and Site Area

Figure 2 provides a Google Earth Street View of Lot 91 from Bent Street (Kununoppin-Mukinbudin Road) near the Earl Drive intersection. The land is currently cropped under contract and is relatively flat with the only vegetation being a tree-lined border on the Bent Street boundary.

FIGURE 2 – STREET VIEW FROM KUNUNOPPIN-MUKINBUDIN ROAD

Source: Planwest, Google Earth.

The majority of the land, (Lot 91) is owned by the Shire of Mukinbudin, and is proposed to provide a variety of residential lots to supplement the existing townsite lots located immediately west of Kununoppin-Mukinbudin Road (also named Bent Street). Also, part of the proposal is to create an additional 5 commercial lots on Bent Street and 9 Rural Residential lots ranging from about 8,200m² (0.8ha) and 1.7 hectares.

The Council has received several inquiries over the years regarding the availability of larger rural residential properties around Mukinbudin, however, the Council has not been in a position to offer a choice of residential options.

There is virtually no existing development over the amendment area, however Lot 90 Kununoppin-Mukinbudin Rd has a large shed on the eastern portion of the lot that remains 'Rural'. This area will be part of this amendment but **not** part of the Structure Plan.

It is likely that, on completion of this Amendment, the Council will seek to modify the townsite boundary to include the structure plan area as well as Lot 90 Koorda-Bullfinch Road.

In addition to these two larger lots are two other small lots, both designated as Lot 66. These are small areas at the rear of lots facing Bent Street and appear to be laneways. These two areas have been included in the Urban Development zone to allow the Council the option to amalgamate these areas with the abutting lots facing Bent Street.

All these areas are contained in 4 certificates of title as shown in **Table 1**. Copies of these titles are attached in **Schedule 1**.

TABLE 1 – LAND DETAILS

LOT	PLAN/DIAG	OWNER	AREA	VOLUME	FOLIO
66 Bent St	D31338	State of WA	1,705m ²	2771	802
66 Bent St	D29815	Shire of Mukinbudin	307m ²	2907	510
90 Kununoppin-Mukinbudin Rd	P424339	Magical Jessica P/L	1.69ha	4025	256
91 Kununoppin-Mukinbudin Rd	P424339	Shire of Mukinbudin	42.84	4025	257

Source: Landgate

The southwest portion of the proposed estate is affected by a 500m buffer from the Council's wastewater treatment plant. Any affected lots in this area will require a notification on title advising of the proximity to this facility.

Local Planning Policies

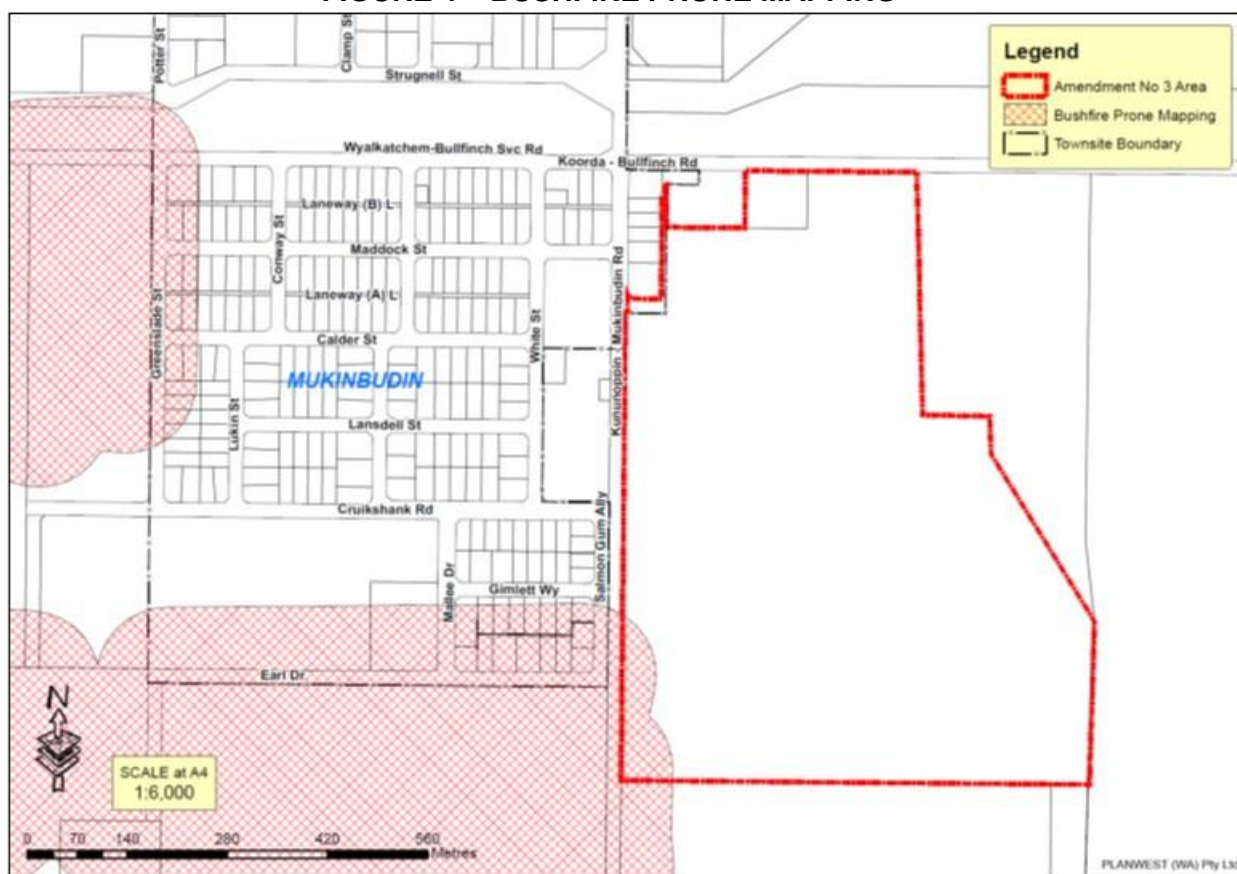
There are no Local Planning Policies adopted under the provisions of the Scheme that relate to, or effect, the amendment area. The Council has adopted other building/planning/health type policies in its Policy & Procedures Manual, however, none of these policies relate to this Scheme Amendment.

Bushfire Prone Mapping

The subject land is only affected by the Bushfire Prone Mapping in the southwest corner of the property because the area is within 100 metres of the golf course vegetation.

This affected area is separated from the bush source by the main road (Kununoppin-Mukinbudin Road). The new lots affected by this bushfire mapping will require a Bushfire Attack Level (BAL) prior to development. **Figure 4** shows the extent of the Bushfire Prone Mapping.

FIGURE 4 – BUSHFIRE PRONE MAPPING



Source: Planwest, DFES, Landgate

Landform Description

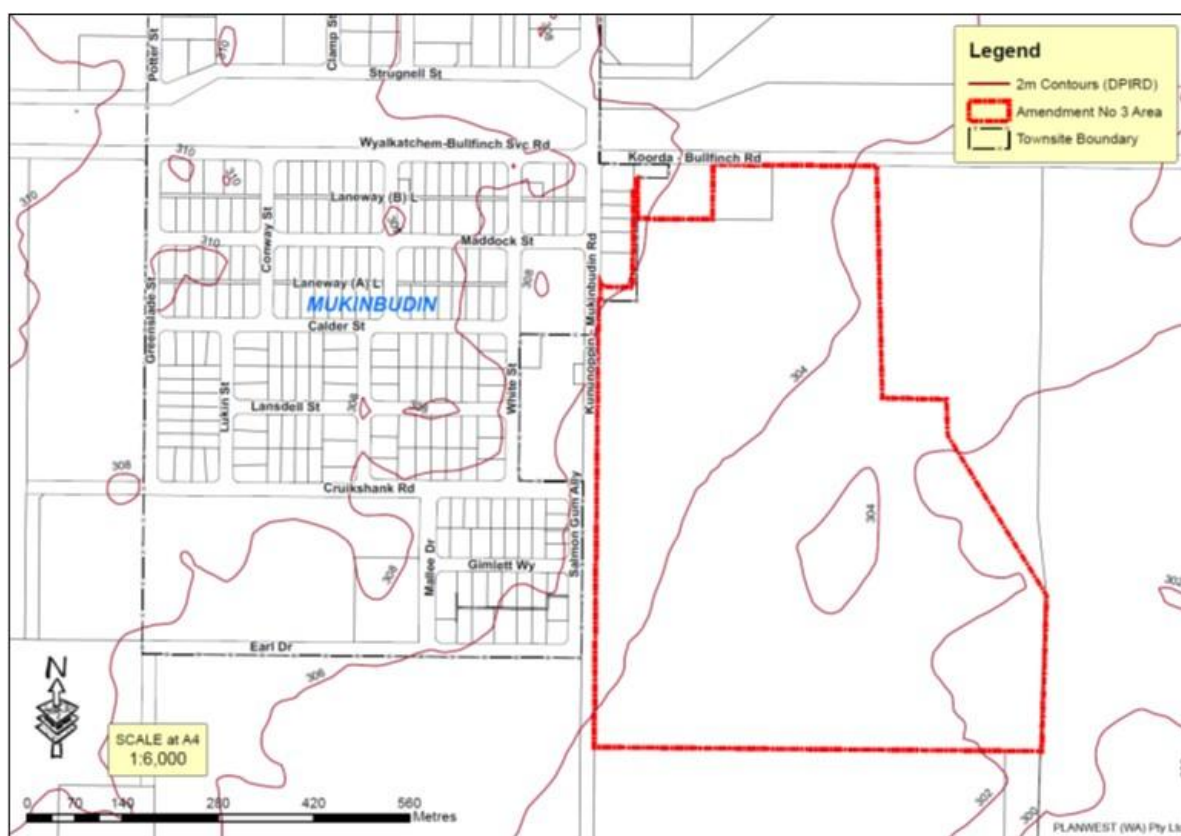
The land has been cropped for many years with very little remnant vegetation remaining. There is a lineal buffer along the boundary with Kununoppin-Mukinbudin Road that partially screens the land from the main road.

There is no evidence of a high water table, erosion, wetlands or acid sulphate soils on the property. The land consists of part of an ancient plain over weathered granite typical of conditions in the district.

There is no record of previous uses that may have created contaminated soils, and there are no cultural or historic records over the land that impact this proposal.

The land is relatively flat with a slight downward slope from the north west towards the south east corner of the property. This equates to a slope of about 1m in every 100m horizontal metre. These contours are shown in **Figure 5**.

FIGURE 5 – LAND CONTOURS



Source: Planwest, Landgate

Structure Plan Proposal

The proposed Scheme Amendment seeks to rezone the land from 'Rural' to 'Urban Development' to allow for a mix of uses. Council has drafted a subdivision plan that includes a variety of lot sizes to accommodate different lifestyle needs.

The indicative plan (Figure 6) outlines a road network with five access points—four connecting to Kununoppin-Mukinbudin Road and one to Koorda-Bullfinch Road. Once Council finalises

Consultation

Council adopted Amendment No. 3 in October 2024 and referred it to the Environmental Protection Authority and the Department of Planning, Lands and Heritage for approval, after which it was publicly advertised. During the advertising period between 17 December 2024 and 28 January 2025 the Scheme Amendment was:

- advertised in the Muka Matters (local paper) and on the Council's social media. A copy of this advertisement is contained in **Attachment A**.
- made available on the Council's web site.
- Emails referred to several businesses on Bent Street (17 Dec 2024) including:
 - AFGRI
 - Mukinbudin Butchers
 - Muka Mail & Merchandise
 - Mukinbudin Agencies
 - Muka Tyre & Autos
- Letters were sent (19 Dec 2024) to Water Corporation and Western Power
- Emails referred to service agencies (20 Dec 2024) including:
 - Dept Ag enquiries@dpird.wa.gov.au
 - Dept Education Regional office wheatbelt.ero@education.wa.edu.au
 - Dept Environment Reg info.epa@dwer.wa.gov.au
 - Dept Fire & Emergency GPO Box P1174 Perth WA 6844, Australia
 - Dept Health PO Box 8172 Perth Business Centre Perth WA 6849
 - Heritage Council heritagesupport@dplh.wa.gov.au
 - Main Roads enquiries@mainroads.wa.gov.au
 - Dept Mines mineshreps@dmirs.wa.gov.au (undelivered 20/12/24)
 - Dept Parks enquiries@dbca.wa.gov.au
 - Public Transport enquiries@pta.wa.gov.au
 - Tourism info@westernaustralia.com
 - Dept Water eosupport@dwer.wa.gov.au

During this period the Council received submissions from Department of Fire and Emergency Services (DFES), Department of Primary Industries and Regional Development (DPIRD), Water Corporation (WC) and Department of Planning, Lands and Heritage (DPLH). One submission was received from a private individual.

The Schedule below provides a summary of the 5 submissions. Copies of the submissions are contained in **Attachment B**.

SHIRE OF MUKINBUDIN - LOCAL PLANNING SCHEME No 4 - Amendment No 3						
SCHEDULE OF SUBMISSIONS						
Sub No	Date Rec'd	Submitter	Property Affected	Summary of Submission	Officer Comment	Officer Recommendation
1	19-Dec-24	Neighbour	Adjacent land	Submission is solely a plan of the Structure Plan area (no written submission) with markings indicating; 1. a sewer and a waterway drain to a dam 2. the change of the northern-most residential lots to 'commercial other use'.	These drainage factors will be considered in more detail as the Structure Plan (SP) is developed. The designation of the northernmost residential lots to 'commercial other use' is not consistent with good planning principles as the lots would be facing residential lots, they are not on a main road, and there is no demonstrated demand for these uses over and above the commercial area already designated.	1. That the submission be noted. 2. The submitter be advised of the opportunity to comment on the detail of the Structure Plan when it is advertised.
2	7-Jan-25	DFES	Bushfire Prone areas	DFES is unclear whether State Planning Policy 3.7 (SPP3.7) has been applied to the proposal.	A very small area in the southwest of the Amendment area is affected by the Bushfire Prone mapping. This designation originates from the bushland in the north-east corner of the golf course and will be dealt with on the lodgement of a Development Approval (DA) application.	1. That the submission be noted. 2. DFES be advised that the Council will require a BAL assessment on the lodgement of a DA application.
3	9-Jan-25	DPIRD	n/a	No objections	No comment.	1. That the submission be noted.
4	16-Jan-25	Water Corporation	Amendment area	1. The subject area falls outside a planned water scheme area and therefore a reticulated potable water supply is not immediately available. 2. The subject area falls outside a current planned sewerage district. A pump station may be required.	Preparation of the SP will require more detailed advice from servicing agencies in regard to water, effluent, power and communications.	1. That the submission be noted. 2. That the WC be advised that engineers will be commissioned to prepare a services report in consultation with WC.
5	28-Jan-25	DPLH Heritage	Amendment area	As there are no heritage protected places within or around the amendment area, there is no objection to the proposal from a historic heritage perspective.	No comment.	That the submission be noted.

Strategic and Statutory Implications

This amendment aligns with the Integrated Strategic Plan 2025-35:

- Goal 3: Essential services and infrastructure drive local economic growth
 - 3.5: Develop a 10-year Council housing strategy
 - 3.7: Develop residential land, considering lifestyle block options
 - 3.8: Determine needs and opportunities for commercial and light industrial land development
- Goal 7: Retain young people and families in our community
 - 7.3: Provide family-friendly events and diverse youth activities beyond traditional sports

Statutory Environment

The amendment has been prepared in accordance with:

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015
- Environmental Protection Act 1986 (EPA referral requirements)

Policy Implications

Nil

Financial Implications

The creation of new lots is not a simple or cheap process. The advantage the Council has is that it owns the land. The development cost of services like roads, drainage and landscaping can be reduced by using Council's existing resources. However, the cost of sewerage, water and power to each lot will probably be the greatest single cost. Once the rezoning is initiated and supported by the EPA and WA Planning Commission more detailed designs and costings can occur.

Cr Walker departed the meeting at 2:42 pm and did not participate in the vote on item 9.3.3, Mukinbudin East Structure Plan Scheme Amendment – March 2025.

Officer Recommendation

Council Decision Number – 09 03 2025

Moved: Cr Bent

Seconded: Cr McGlashan

That the Council:

- 1. Note the submissions received for Scheme Amendment No. 3;**
- 2. Adopt Scheme Amendment No. 3 to rezone land east of Mukinbudin townsite from 'Rural' to 'Urban Development'; and**
- 3. Submit the amendment to the Western Australian Planning Commission (WAPC) for final approval.**

Carried 5 / 0

Cr Walker returned to the meeting at 2:43 pm

CONFIDENTIAL ITEM

9.3.4 Chief Executive Officer Recruitment	
Location:	All of Shire
File Ref:	Staff
Applicant:	Tanika McLennan – Acting Chief Executive Officer
Date:	10 th March 2025
Disclosure of Interest:	Nil
Responsible Officer	Gary Shadbolt, Shire President
Author:	Tanika McLennan – Acting Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	Recruitment Quotes
Documents Tabled	Nil

Statutory Environment**5.23. Meetings generally open to public**

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
 - (a) a matter affecting an employee or employees; and
 - (b) the personal affairs of any person; and
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person,
 where the trade secret or information is held by, or is about, a person other than the local government; and
 - (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;

And

- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

OFFICER RECOMMENDATION

Council Decision Number – 10 03 2025

Moved: Cr Ventris

Seconded: Cr McGlashan

That in accordance with section 5.23 (2) (a) of the Local Government Act 1995 that the meeting be closed to members of the Public as Agenda item 9.3.7 is deemed to be

(b) the personal affairs of any persons:

Carried 6 / 0

OFFICER RECOMMENDATION

Council Decision Number – 11 03 2025

Moved: Cr Ventris

Seconded: Cr Walker

That Council appoints 150 Square to manage the recruitment of a Chief Executive Officer.

Carried 6 / 0

OFFICER RECOMMENDATION

Council Decision Number – 12 03 2025

Moved: Cr Walker

Seconded: Cr Farina

That the meeting be reopened to members of the public.

Carried 6 / 0

9.3.5 Short Film Funding Request	
Location:	Mukinbudin
File Ref:	ADM 476
Applicant:	Tanika McLennan – Acting Chief Executive Officer
Date:	11 th March 2024
Disclosure of Interest:	Nil
Responsible Officer	Tanika McLennan – Acting Chief Executive Officer
Author:	Tanika McLennan – Acting Chief Executive Officer
Voting Requirements	Absolute Majority
Documents Attached	Nil
Documents Tabled	Nil

Summary

This agenda item seeks Council's approval to allocate \$5,000 to support the production of a short film in Mukinbudin, showcasing the town's landscapes and natural features. The film will be promoted by well-known influencers with a combined online following of approximately 4 million people, providing a unique opportunity to enhance Mukinbudin's visibility and attract future visitors.

Background Information

The Shire of Mukinbudin received correspondence from Callan Durlik on 11 March 2025, seeking financial support for a short film project. The film will be shot in Mukinbudin and feature its wide-open spaces, sunsets, sunrises, granite outcrops, and bushwalking areas.

The film is based on a true story involving Richard Hammond from *Top Gear*, who experienced a near fatal car accident and later recalled walking in the bush while hearing his wife's voice, despite her speaking to him while he was in a coma. The production will require a hospital like setting for some scenes.

The \$5,000 funding will be allocated towards accommodation in Mukinbudin and post production expenses. The filmmakers have also committed to organising a local screening once the film is released.

Officer Comment

This project presents a significant promotional opportunity for Mukinbudin. The film will be submitted to multiple film festivals and later released on YouTube, with the influencers involved likely to produce additional content showcasing the town. Given the broad reach of the influencers, this exposure has the potential to attract visitors and tourism investment.

The requested funding is a modest investment in exchange for high level marketing value, aligning with the Shire's objectives to promote tourism and economic development. The project also supports local businesses while the film crew are located within Mukinbudin.

Consultation

Callan Durlik – Filmmaker

Strategic & Social Implications

2025-2035 Integrated Strategic Plan:

- Strategic Pillar 1: Economy
 - Goal 2: Enhance the local visitor experience
 - 2.1 Active participation in NEWTravel
 - 2.2 CRC develops and implements an annual events plan
 - 2.5 CRC investigates opportunities to expand wildflower and stargazing tours

The film project aligns with the Shire's strategic goal of enhancing tourism by increasing the town's exposure to a global audience.

Statutory Environment

Local Government Act 1995 – Section 6.8

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

- Absolute majority required.

Policy Implications

Nil

Financial Implications

Approval of this request will require \$5,000 in unbudgeted expenditure. The funds would be taken from Council's tourism and area promotion budget.

OFFICER RECOMMENDATION

Council Decision Number – 13 05 2025

Moved: Cr Bent

Seconded: Cr Ventris

That Council:

1. Approves the allocation of \$5,000 to support the production of the short film in Mukinbudin; and
2. Authorises the Acting CEO to liaise with the filmmakers to finalise arrangements and ensure the Shire receives appropriate recognition in the film's promotion.

**Carried 6 / 0
By Absolute Majority**

10. Elected Members Motions of which previous notice has been given

10.1 Nil

11. Urgent Business Approved by Person Presiding or by Decision

11.1 Nil

12. Closure of Meeting

12.1 The Chairperson thanked Elected Members and Staff for attending and declared the meeting closed at 3.02pm.



DECLARATION

I declare that these minutes of the Ordinary Meeting of Council held on the 18th March 2025 were confirmed at the Ordinary Meeting of Council held on 15th April 2025.

Signed: _____

Being the person presiding at the meeting at which these minutes were confirmed.

Date: _____