



AGENDA

Ordinary Meeting of Council



Meeting to be held in Council Chambers at
15 Maddock Street, Mukinbudin
Commencing at 9.30am Tuesday 15th September 2026

****** 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.

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
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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CONFIDENTIAL ITEM

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CONFIDENTIAL ITEM

CONFIDENTIAL ITEM

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

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12.1 Closure of Meeting

AGENDA

Agenda of the Ordinary Meeting of Council to be held in Council Chambers, Maddock Street, Mukinbudin on Tuesday 15th September 2026.

1. Declaration of Opening

The Shire President to declare the Meeting open at 9.am and note that this meeting is being recorded for publishing on the Shire's website.

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

2.1 Present:

Cr G Shadbolt	Shire President
Cr A Walker	Deputy Shire President

Cr G Bent
Cr A Brandis
Cr A Dagelet
Cr C McGlashan
Cr S Ventris

2.2 Staff:

Tanika McLennan	Chief Executive Officer
Renee Jenkin	Deputy Chief Executive Officer

2.3 Visitors:

2.4 Apologies:

2.5 On leave of absence:

2.6 Applications for leave of absence:

3. Public Question Time (min 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 ____am.

3.3 Declaration of public question time closed

The Shire President to declare public question time closed at ____am.

4. Declarations of Interest

5. Petitions, deputations, and presentations

5.1 Petitions

5.2 Deputations

5.3 Presentations

5.3.1 Tuan Ngo – Office of Regional Architecture

Tuan to give a presentation on the Town Revitalisation Plan following the closure of the Public Consultation Period.

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 August 2026.

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION

Council Decision Number –

Moved: Cr

Seconded: Cr

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

- **Ordinary Meeting of Council held on 18th August 2026**

Carried /

8. Minutes of Committees and External Organisations

8.1 Receipt of Minutes of Council Committees

Nil

8.2 Recommendations from Council Committees for Consideration

- 8.2.1 Audit Committee meeting held on 16th September 2026.
Recommendations from this meeting will be brought to the Council Meeting for endorsement.

OFFICER RECOMMENDATION

Council Decision Number –

Moved: Cr

Seconded: Cr

That the 2025 Compliance Audit Return be adopted.

Carried /

8.3 Receipt of Minutes from External Organisations

- 8.3.1 NEWROC Annual Report 2025-2026

[NEWROC Annual Report](#)

OFFICER RECOMMENDATION

Council Decision Number –

Moved: Cr

Seconded: Cr

That the NEWROC Annual Report 2025-2026 be received.

Carried /

9.1 Monthly Information Report

9.1.1 September 2026 Information Report	
Location:	Mukinbudin
File Ref:	ADM 360
Applicant:	Tanika McLennan, Chief Executive Officer
Date:	7 th August 2026
Disclosure of Interest:	Nil
Responsible Officer	Tanika McLennan, Chief Executive Officer
Author:	Renee Jenkin, Deputy Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	Nil
Documents Tabled	September 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 Caravan Park Manager, Works Supervisor, Community Resource Centre Assistant Manager, Deputy Chief Executive Officer and Chief Executive Officer.

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 September Information Report.

Consultation

Tania Sprigg – Caravan Park Manager
 Craig Powell – Works Supervisor
 Karla Spark – Assistant Community Resource Centre Manager
 Renee Jenkin – Deputy Chief Executive Officer
 Tanika McLennan - Chief Executive Officer

Statutory Environment Nil

Policy Implications Nil

Financial Implications Nil

OFFICER RECOMMENDATION

Council Decision Number –

Moved: Cr

Seconded: Cr

That Council receive the September 2026 Information Report.

Carried /

9.2 Finance Reports

9.2.1 List of Payments – August 2026	
Location:	Mukinbudin
File Ref:	ADM 007
Applicant:	Juliet Nixon, Finance Officer
Date:	7 th September 2026
Disclosure of Interest:	Nil
Responsible Officer:	Tanika McLennan, Chief Executive Officer
Author:	Juliet Nixon, Finance Officer
Voting Requirements	Simple Majority
Documents Attached	List of Payments - Municipal Account (5 pages) List of Payments - Restricted Municipal Account (1 page) Corporate Credit Card Statement - August 2026 (7 pages) Credit Card Summary - August 2026 (1 page) Fuel Cards Statement - August 2026 (3 pages)
Documents Tabled	Nil

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

Summary

List of payments made in August 2026 for endorsement by Council.

Background Information

A list of payments submitted to Council on 15th September 2026, 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

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

Nil.

OFFICER RECOMMENDATION

Council Decision Number –

Moved: Cr

Seconded: Cr

That the list of payments made in August 2026 be endorsed for payment.

Municipal Fund:

Muni EFTs	EFT	11709	to	EFT	11790	\$296,132.76
Muni Cheques	Chq	32024	to	Chq	32024	\$12,361.78
Muni Direct Debits (Superannuation, loans, leases)	DD	14982.1	to	DD	14982.10	\$95,404.43
Pays on (Not included on payment listing)		13/08/2026 & 27/08/2026				\$113,776.00
Total Municipal Funds						\$517,674.97

Restricted Muni Fund:

RMF EFTs	EFT	-	to	EFT	-	\$0.00
RMF Cheques	Chq	-	to	Chq	-	\$0.00
RMF Direct Debits	DD	14963.1	to	DD	15073.1	\$14,622.26
Total Restricted Muni Funds						\$14,622.26

Carried /

9.2.2 Monthly Statement of Financial Activity Report – July 2026	
Location:	Mukinbudin
File Ref:	ADM 005
Applicant:	Lucia Scari, Manager of Corporate Services
Date:	26 th August 2026
Disclosure of Interest:	Nil
Responsible Officer	Lucia Scari, Manager of Corporate Services
Author:	Lucia Scari, Manager of Corporate Services
Voting Requirements	Simple Majority
Documents Attached	Statement of Financial Activity – July 2026
Documents Tabled	Nil

If a Councillor has any questions regarding the enclosed finance report, please see the Manager of Corporate Services prior to the meeting, so that a researched answer may be provided.

Summary

The Monthly Financial Report for July 2026 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.

Strategic & Social Implications

N/A

Consultation

Bob Waddell – 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. Council adopted a policy that the material variation be set at \$12,000 and 10% for the 2026/2027 budget.

Financial Implications

Nil

OFFICER RECOMMENDATION**Council Decision Number –****Moved: Cr****Seconded: Cr**

That Council receive the Monthly Financial Report for the period ending 31st July 2026.

Carried /

9.2.3 Unbudgeted Expenditure – Purchase of swimming pool cleaner	
Location:	Shire of Mukinbudin
File Ref:	ADM 016
Applicant:	Lucia Scari – Manager of Corporate Services
Date:	8 th September 2026
Disclosure of Interest:	Nil
Responsible Officer	Lucia Scari – Manager of Corporate Services
Author:	Lucia Scari – Manager of Corporate Services
Voting Requirements	Absolute Majority
Documents Attached	Nil
Documents Tabled	Nil

Summary

This agenda item seeks Council's approval for a \$19,131.13 budget amendment against General Ledger "Plant & Equipment (Capital) – Swimming Pool", to recognise the expenditure that will be incurred from the Shire's Municipal Funds for the unexpected purchase of a new swimming pool commercial cleaner.

Background Information

As part of the annual service of the swimming pool Wave 300 commercial cleaner, the repair contractor identified several issues with the existing cleaner.

The cost to repair the machine was estimated at approximately \$7,500, including the replacement of the navigator box assembly. This component was only replaced in 2025/2026 at a cost of approximately \$2,000 and is now in need of replacement again.

The cleaner has recorded 3,589 operating hours and is now more than seven years old. Given its age, operating hours and the recurring repair requirements, the cleaner has reached or exceeded its expected useful life, which is generally between five and seven years.

Following the assessment, it was determined that the existing swimming pool cleaner was no longer economical to repair and that purchasing a new commercial swimming pool cleaner would provide a more viable and cost effective option for the Shire.

As a result, it is proposed that a new commercial swimming pool cleaner be purchased to replace the existing equipment.

Officer Comment

The automatic swimming pool cleaner is integral to the operation of the swimming pool, as it is required to maintain the appropriate levels of cleanliness and hygiene.

In accordance with the Shire's Purchasing Policy, two written quotations have been obtained for the purchase of a Wave 300XL commercial swimming pool cleaner:

Pool Robotics Perth	Maytronics Commercial
\$19,131.13 (Ex. GST)	\$22,090.10 (Ex. GST) plus \$150 delivery

The successful quote from Pool Robotics requires an amendment of \$19,131.13 to the 2026/2027 annual budget, as the need to replace the existing commercial swimming pool cleaner was not foreseen at the time the budget was adopted.

The proposed budget amendment will contribute to a deficit for the Shire, with savings to be identified during the Budget Review process to offset this amount.

Consultation

Tanika McLennan – Chief Executive Officer

Renee Jenkin – Deputy Chief Executive Officer

Lucia Scari – Manager of Corporate Services

Strategic & Social Implications

Integrated Strategic Plan 2025–2035

Pillar 2: Community

Goal 4 – Access to quality recreation and leisure facilities

Statutory Environment

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

- (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.*

- (1a) In subsection (1) —
additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

Policy Implications

Nil

Financial Implications

The proposed purchase will result in an increase of \$19,131.13 in expenditure in the 2026/2027 Annual Budget.

OFFICER RECOMMENDATION**Council Decision Number –****Moved: Cr****Seconded: Cr**

That, pursuant Section 6.8 of the Local Government Act 1995, expenditure of \$19,131.13 for the purchase of a Wave 300XL Commercial Swimming Pool Cleaner be authorised.

Carried /

****CONFIDENTIAL ITEM****

9.2.4 Unbudgeted Expenditure – Staying In Place Project	
Location:	Shire of Mukinbudin
File Ref:	ADM 016
Applicant:	Lucia Scari – Manager of Corporate Services
Date:	4 th September 2026
Disclosure of Interest:	Nil
Responsible Officer	Lucia Scari – Manager of Corporate Services
Author:	Lucia Scari – Manager of Corporate Services
Voting Requirements	Absolute Majority
Documents Attached	Nil
Documents Tabled	Nil

Statutory Environment*Local Government Act 1995*

Section 5.23(4)(b) permits a council to close a meeting to members of the public where the matter involves information relating to the personal affairs of an individual.

9.3 Chief Executive Officer's Reports****CONFIDENTIAL ITEM****

9.3.1 New Motor Grader – Award of Tender 03.202627	
Location:	All of Shire
File Ref:	ADM 522
Applicant:	Tanika McLennan, Chief Executive Officer
Date:	8 th September 2026
Disclosure of Interest:	
Responsible Officer	Tanika McLennan, Chief Executive Officer
Author:	Tanika McLennan, Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	WesTrac Pty Ltd Quote Afgri Equipment Quote Komatsu Australia Quote Brooks Equipment Quote McIntosh & Son W.A Quote
Documents Tabled	Nil

Statutory Environment*Local Government Act 1995*

Section 5.23(4)(c) permits a council to close a meeting to members of the public where the matter involves information contained in a tender received by the local government, to the extent that the information comprises a tendered price or tendered methodology for calculating a price.

****CONFIDENTIAL ITEM****

9.3.2 Bitumen Sealing – Award of Tender 02.202627	
Location:	All of Shire
File Ref:	ADM 261
Applicant:	Tanika McLennan, Chief Executive Officer
Date:	8 th September 2026
Disclosure of Interest:	
Responsible Officer	Tanika McLennan, Chief Executive Officer
Author:	Tanika McLennan, Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	Nil
Documents Tabled	Nil

Statutory Environment*Local Government Act 1995*

Section 5.23(4)(c) permits a council to close a meeting to members of the public where the matter involves information contained in a tender received by the local government, to the extent that the information comprises a tendered price or tendered methodology for calculating a price.

OFFICER RECOMMENDATION**Council Decision Number –****Moved: Cr****Seconded: Cr**

That in accordance with section 5.23 (4) of the Local Government Act 1995 the meeting be closed to members of the public to consider the following matters on a confidential basis:

1. Agenda Item 9.2.4, on the basis that the matter deals with information relating to the personal affairs of an individual pursuant to section 5.23(4)(b) of the *Local Government Act 1995*; and
2. Agenda Items 9.3.1 and 9.3.2, on the basis that the matters contain information contained in a tender received by the local government, being:
 - a tendered price; and/or
 - a tendered methodology for calculating a price,
 pursuant to section 5.23(4)(c) of the *Local Government Act 1995*.

Carried /**OFFICER RECOMMENDATION****Council Decision Number –****Moved: Cr****Seconded: Cr**

That the meeting be reopened to members of the public.

Carried /

9.3.3 Country Net Rail Alliance – Support for Regional Rail Freight Network	
Location:	Mukinbudin
File Ref:	ADM 523
Applicant:	Tanika McLennan, Chief Executive Officer
Date:	8 th September 2026
Disclosure of Interest:	Nil
Responsible Officer	Tanika McLennan, Chief Executive Officer
Author:	Tanika McLennan, Chief Executive Officer
Voting Requirements	Simple Majority
Documents Attached	Nil
Documents Tabled	Nil

Summary

The Shire has received correspondence from the Country Net Rail Alliance seeking local government support for the development of a safe, efficient and sustainable rural rail freight network in Western Australia. The Alliance highlights the ongoing impact of the closure of Tier 3 rail lines, including increased reliance on regional roads for grain freight and associated road maintenance and safety pressures.

The State Government has commenced negotiations to bring the freight rail network back into Government hands and is currently investing in regional freight infrastructure, including investigation of the potential recommissioning of Tier 3 rail lines. Council is asked to consider supporting the objectives of the Country Net Rail Alliance and advocating for continued investment in regional rail freight infrastructure.

Background Information

The Shire has received correspondence from the Country Net Rail Alliance, jointly supported by Professor Peter Newman of Curtin University, seeking the support of local governments across regional Western Australia for the future of the State's rural rail freight network.

The Country Net Rail Alliance has its origins in the Wheatbelt Rail Retention Alliance, which was established following the 2009 Strategic Grain Network Review (SGNR) recommendation that a number of Tier 3 grain rail lines be closed.

The Tier 3 lines were ultimately placed into care and maintenance on 30 June 2014. Following their closure, grain previously transported by rail has increasingly been transported by road, placing additional demands on regional and local road networks.

Whilst no rail in the Shire of Mukinbudin was closed as part of the 2014 Tier 3 closures, it is noted that the line east of Mukinbudin townsite was closed in approximately 1960 and the Bonnie Rock line was closed in the late 1990's. Mukinbudin remains connected to the regional grain rail network through the Wyalkatchem–Mukinbudin line, which currently terminates at Mukinbudin.

The Bonnie Rock CBH facility has a storage capacity of approximately 56,000 tonnes, with grain currently relying on road transport to access the regional rail network. The movement of grain from Bonnie Rock to Wyalkatchem provides an example of the interdependence between the local road and regional rail networks.

In the past, the Shire has committed significant investment to the Bonnie Rock Road Grain Logistics Program, a program of road reconstruction works aimed at improving the local road network to support agricultural freight movements. More recently, the Nungarin North Road has been a focus area for upgrades to accommodate grain freight movements as part of the Wheatbelt Secondary Freight Network.

The State Government has previously acknowledged that the closure of Tier 3 lines resulted in increased freight volumes on local roads and compounded the challenges associated with maintaining those roads. In 2020, the Government also identified the potential for investment in Tier 3 lines, noting that the lines would require upgrading before being returned to service. The issue has gained renewed relevance in recent years due to significant growth in WA's grain production and increasing pressure on the State's freight network.

In January 2025, the Cook Government announced its intention to commence negotiations with Arc Infrastructure to bring the State's freight rail network back into Government hands. The Government cited growing freight demand, record grain harvests and the importance of increasing the proportion of freight transported by rail.

The State Government is also currently investing in regional rail infrastructure through the Agricultural Supply Chain Improvements program. This includes upgrades to grain rail sidings, improvements to the Midland Line and investigation of the potential recommissioning of Tier 3 rail lines in the Narrogin–Wickepin–Kulin area.

The 2025–26 State Budget includes \$8.3 million to progress planning and negotiations to bring the Freight Rail Network back into Government hands.

The Country Net Rail Alliance is seeking local government support for a united regional voice advocating for the removal of the rail network from the existing Rail Freight Lease Agreement and the development of an up to date, efficient and sustainable rural rail freight network.

Officer Comment

An efficient freight network is critical to the economic sustainability of Mukinbudin and the Wheatbelt, particularly given the importance of grain production to the regional economy.

For local governments, the movement of increasing volumes of agricultural freight by road also has implications for road maintenance, road safety and the longevity of local road infrastructure.

The Shire has a direct interest in ensuring that the State's transport infrastructure is planned and maintained to appropriately support the long term growth of the agricultural sector while minimising unnecessary pressure on local government road networks.

Supporting the principle of increased use of rail for suitable long distance agricultural freight is consistent with the State Government's current policy direction and investment in regional freight infrastructure.

Council's support would provide a local government voice in support of a coordinated regional approach to the future of the rural rail network.

Consultation

Nil

Strategic & Social Implications

Strategic Pillar 1: Economy

Goal 1. Transport network is safe and efficient

Goal 3. Essential services and infrastructure drive local economic growth

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

There are no direct financial implications associated with providing Council's support. However, the future configuration of the regional freight network has potential long term implications for local government road maintenance expenditure and road infrastructure requirements.

OFFICER RECOMMENDATION

Council Decision Number –

Moved: Cr

Seconded: Cr

That Council:

- 1. Supports the objectives of the Country Net Rail Alliance to promote a safe, efficient and sustainable rural rail freight network serving regional Western Australia;**
- 2. Supports the return of the Western Australian freight rail network to appropriate public ownership and/or control where this provides the best long term outcome for regional communities, industry and the State;**
- 3. Supports continued investigation and State investment in the upgrading and recommissioning of regional rail infrastructure; and**
- 4. Authorises the Chief Executive Officer to advise the Country Net Rail Alliance and the relevant State Government representatives of the Shire's support.**

Carried /

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 President thanked Elected Members and Staff for attending and declared the meeting closed at ____pm.