



Shire of
Koorda

Drive in, stay awhile

MINUTES

Ordinary Council Meeting

Held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Wednesday 20 August 2025

Commencing 6.15pm

NOTICE OF MEETING

Dear Elected Members,

Notice is hereby given that the next Ordinary Meeting of Council of the Shire of Koorda will be held on Wednesday, 20 August 2025 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda.

The format of the day will be:

6.00pm	Koorda Grants Committee Meeting
6.15pm	Council Meeting
Following conclusion of Council Meeting	Council Forum

Zac Donovan
Chief Executive Officer
15 August 2025

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, and statement or intimation of approval made by a member or officer of the Shire of Koorda during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Koorda.

The Shire of Koorda warns that anyone who has any application lodged with the Shire of Koorda must obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Koorda in respect of the application.

To be read aloud if any member of the public is present.

Signed



Zac Donovan
Chief Executive Officer

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**Shire of Koorda
Ordinary Council Meeting
6.15pm, Wednesday 20 August 2025**



1. Declaration of Opening

The Presiding person welcomes those in attendance and declares the meeting open at 6.15pm.

2. Record of Attendance, Apologies and Leave of Absence

Councillors:

Cr JM Stratford	President
Cr NJ Chandler	
Cr GL Boyne	
Cr KA Fuchsbichler	

Staff:

Mr Z Donovan	Chief Executive Officer
Ms L Foote	Deputy Chief Executive Officer

Members of the Public:

Apologies:

Cr GW Greaves	Deputy President
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Visitors:

George Storer, CBFO, Koorda Volunteer Bushfire Brigade
David Trigg, Volunteer, Koorda Volunteer Bushfire Brigade
Mr Bruce Moore

Approved Leave of Absence:

3. Public Question Time

Nil.

4. Disclosure of Interest

The following Councillor has disclosed an interest in item 12.1 Rates Recovery Reserve.

Cr KA Fuchsbichler

Financial – Potentially will participate in the auction for either of the properties subject to the item.

5. Applications for Leave of Absence

Nil.

6. Petitions and Presentations

5 years of service to the Koorda Volunteer Bushfire Brigade.

6.18pm – George Storer & David Trigg withdrew from chambers.

7. Confirmation of Minutes from Previous Meetings

7.1. Ordinary Council Meeting held on 16 July 2025
[Ordinary Council Minutes](#)

Voting Requirements ☒ Simple Majority ☐ Absolute Majority

Officer Recommendation
Resolution 010825

Moved Cr NJ Chandler

Seconded Cr KA Fuchsbichler

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 16 July 2025, as presented, be confirmed as a true and correct record of proceedings.

CARRIED 4/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

CONFIRMED

8. Minutes of Committee Meetings to be Received

8.1. Minutes of External Committee Meetings to be Received

- a. NewTravel Meeting Minutes for meeting held 24 July 2025
[NewTravel Meeting Minutes](#)
- b. NEWROC Council Meeting Minutes for meeting held 5 August 2025
[NEWROC Council Meeting Minutes](#)

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer Recommendation Resolution 020825

Moved Cr GL Boyne

Seconded Cr KA Fuchsbichler

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the below External Committee meetings, as tabled.

- a. NewTravel Meeting, 24 July 2025; and
- b. NEWROC Meeting, 5 August 2025.

CARRIED 4/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

9. Recommendations from Committee Meetings for Council Consideration

9.1. Consideration of 2025/2026 Round 1 Koorda Community Grant Program Applications

Governance and Compliance		
Date	14 August 2025	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	Nil	
Disclosure of Interest	Nil	
Purpose of Report	☒ Executive Decision ☐ Legislative Requirement ☐ Information	
Attachments	2025 07 31 Koorda Pistol Club \$5,000.00	

Background:

The Shire of Koorda is committed to recognising the value of all community organisations and has developed a clear and powerful vision “To build a vibrant and sustainable community with shared social values, in which we can live and work in harmony with our environment”.

The Community Grants Program is allocated from within Council’s general revenue budget each year to provide financial support to community organisations that meet the objectives of the Community Grants Program (“CGP”).

The CGP objectives are to support projects that promote community capacity, improve social participation and inclusion as well as enhance community harmony and social cohesion.

The Shire of Koorda CGP assists community groups and Not for Profit organisations with their vital work and programmes to:

- Promote community capacity, community harmony and social cohesion;
- Encourage people and organisations to help themselves;
- Ensure fair distribution of activities and services throughout Koorda; and
- Encourage resident participation in activities which benefit the community in Koorda.

Comment:

The Koorda Grants Committee is to recommend to Council the successful applicants for this based on the below selection criteria;

- Applicant History: Has the applicant applied previously? Did the applicant adhere to the guidelines and acquittal requirements?
- Does the project meet a broader community need?
- Does the project benefit a sufficiently broad, or diverse, target group?
- Does the organisation have the capacity to undertake and manage the project?
- Does the application represent value for money?
- Collaborative community wide projects are encouraged.

Ordinary Council Minutes
Wednesday 20 August 2025
Applications opened from 1 July to 31 July. A list of the applications for 2025/2026 Round 1 are included below;

Group	Project	Project Cost (exc GST)	Requested Amount
Koorda Pistol Club	New fencing to meet new safety standards.	10,200.00	5,000.00
		TOTAL	\$5,000.00

The “Requested Amounts” marked with an * indicate organisations not registered for GST, and if approved, would not be able to claim GST on their claim invoice to the Shire.

Consultation:
Koorda CGP Applicants

Statutory Implications:
Nil.

Policy Implications:
Policy “[F - Grants - Community Grants Program](#)” covers all aspects of the Koorda CGP.

Strategic Implications:
Shire of Koorda Integrated Strategic Plan 2024
1.2 - Local volunteer groups supported through initiatives that reduce volunteer fatigue and strengthen their resilience.
1.2.2 - Review and refine community grants program as required.

Financial Implications:
An allocation of \$10,000 is included in the 2025/2026 Budget for the Shire of Koorda Community Grants Program.

Voting Requirements: ☒ Simple Majority ☐ Absolute Majority

Committee Recommendation
Resolution 030825

Moved Cr GL Boyne

Seconded Cr NJ Chandler

That Council, endorse the recipients and funding allocation, for the below applicants of the 2025/2026 Round 1 Koorda Community Grant Program, as determined at the Grants Committee Meeting held on 20 August 2025;

1. Koorda Pistol Club

\$5,000.00

CARRIED 4/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

10. Announcements by the President without Discussion

Congratulations to Tony Brown on his appointment as the Inaugural Local Government Inspector.

Congratulations to Amy Lego being awarded Life Membership at the Koorda Netball Club.

Congratulations and good luck to the Koorda Hockey and Netball Clubs who begin their finals campaign on weekend.

The Shire President extends condolences to the Storer family on the passing of David, and to the Leeke family on the passing of Bradley.

Lastly a reminder to the Community, the nominations for the Local Government Elections open 28 August and close on 4 September.

11. OFFICER'S REPORTS – CORPORATE & COMMUNITY

11.1. List of Accounts Paid

Corporate and Community		
Date	13 August 2025	
Location	Not Applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	Lana Foote, Deputy Chief Executive Officer	
Legislation	<i>Local Government Act 1995;</i> <i>Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	☐ Executive Decision ☒ Legislative Requirement ☐ Information	
Attachments	List of Accounts Paid	

Background:

This item presents the List of Accounts Paid, paid under delegated authority, for the period 1 July 2025 to 12 August 2025.

Comment:

From 1 September 2023, Regulations were amended that required Local Governments to disclose information about each transaction made on a credit card, debit card or other purchasing cards. Purchase cards may include the following: business/corporate credit cards, debit cards, store cards, fuel cards and/or taxi cards.

The List of Accounts Paid as presented has been reviewed by the Chief Executive Officer.

Consultation:

Zac Donovan, Chief Executive Officer
Finance Team

Statutory Implications:

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegate authority.

Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies. Payments have been made under delegated authority.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2024

4.1.1 - Ensure efficient use of resources and that governance and operational compliance and reporting meets legislative and regulatory requirements.

Risk Implications:

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls (in place)	Governance Calendar
Action (Treatment)	Nil
Risk Rating (after treatment)	Adequate

Financial Implications:

Funds expended are in accordance with Council's adopted 2025/2026 Budget.

Voting Requirements: ☒ Simple Majority ☐ Absolute Majority

Officer Recommendation
Resolution 040825

Moved Cr KA Fuchsbichler

Seconded Cr GL Boyne

That Council, by Simple Majority, pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*;

Receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Koorda Municipal Fund, as presented in the attachment, and as detailed below:

For the period 1 July 2025 to 12 August 2025.

**Municipal Voucher V001 to V102
Purchase Card Transactions (V001, V015, V083 & V094)**

**Totalling \$ 1,122,826.95
Totalling \$ 7,108.72
Total \$ 1,129,935.67**

CARRIED 4/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

11.2. Annual Convention Attendance

6.24pm - SUSPEND STANDING ORDERS Resolution 050825

Moved Cr GL Boyne

Seconded Cr NJ Chandler

That standing orders be suspended to discuss item 11.2. Annual Convention Attendance.

CARRIED 4/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

6.33pm - RESUMPTION OF STANDING ORDERS Resolution 060825

Moved Cr NJ Chandler

Seconded Cr KA Fuchsbichler

That standing orders be resumed as per the attendance register.

CARRIED 4/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

Corporate and Community		
Date	8 August, 2025	
Location	Not Applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	As above	
Legislation	Nil	
Disclosure of Interest	Nil	
Purpose of Report	☒ Executive Decision ☐ Legislative Requirement ☐ Information	
Attachments	Nil	

Background:

Each year the WA Local Government Association holds an annual conference to accommodate the association's Annual General Meeting and afford Elected Members and staff the opportunity to gain knowledge and insight from industry, political and inspirational speakers and enhance sector networks.

The 2025 WALGA Convention will be held from Monday 22 September to Wednesday 24 September. The program can be viewed at [WALGA Local Government Convention 2025](#)

As shown, the first day of the convention is largely for Mayors and Presidents with the opportunity to meet with heads of agencies and the Mayors and Presidents Forum from 3pm. There is an opportunity for all elected members to network at a Welcome Drinks event from 6pm to 9pm on the Monday.

The second day of the convention has more speakers including the keynote address by entrepreneur and futurist Dr Richard Hames and WALGA President Cr Karen Chapel with the Association AGM held after lunch at 1.30. The gala cocktail event is from 6.30pm to 10.30pm at the Art Gallery of WA.

The third day of the convention opens with a breakfast event, a panel session, breakout sessions, and a closing keynote speaker. The convention is scheduled to close at 3.45pm.

Comment:

Currently the Shire has rooms booked at the Parmelia Hilton for all Elected Members (at \$270 per night) for Monday 22 September and Tuesday 23 September to facilitate the scenario of all Elected Members attending both days of the convention. These rooms can be cancelled up until next Monday 25 August without penalty. The deadline to register for the convention is also Monday 25 August.

Pricing for the various days and additional events are as follows:

Convention Components	Cost
Full Delegate - both Tuesday and Wednesday	\$1250
Single Day Delegate - Tuesday or Wednesday	\$625
Welcome Drinks - Monday 6pm-9pm	\$125
Gala Cocktail – Tuesday 6.30pm-10.30pm	\$190
Icons Breakfast – Wednesday 7am-8.45am	\$110

As such if an Elected Member opted to attend both days of the convention, each of the three additional events and with accommodation the total cost would be \$2215 or \$11,075 if all of Council requested the same attendance. However, this is the scenario for the highest costs, and as per last year it is likely that councillors prefer to attend a variation of the program and attend all events. Though not listed on the convention website, attendance on the Tuesday afternoon for the WALGA AGM is at no charge.

For the WALGA AGM the Shire can send two voting delegates and up to three proxies. It is proposed that the President and Deputy President be nominated at the Shire's two delegates and the CEO as one of the proxies. The Shire also has the opportunity to provide motions to the AGM.

Consultation:

Rachel Horton, Executive Manager Advocacy, WALGA

Statutory Implications:

Nil

Policy Implications:

Nil

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2024

4.1 - Open and Transparent Leadership.

4.2 - Investment in the skills and capabilities of our elected members and staff.

Risk Implications:

Risk Profiling Theme	Reputational regarding non-attendance or expenditure
Risk Category	Reputational
Risk Description	Sector reputational risk and potential loss of knowledge in non-attendance, however alternative community reputational risk for expenditure to attend.
Consequence Rating	Insignificant (1)
Likelihood Rating	Possible (3)
Risk Matrix Rating	Low (3)
Key Controls (in place)	Governance and financial controls
Action (Treatment)	Governance
Risk Rating (after treatment)	Adequate

Financial Implications:

Dependent on options selected by council but nil unbudgeted expenditure.

Voting Requirements: ☒ Simple Majority ☐ Absolute Majority

Officer Recommendation
Resolution 070825

Moved Cr KA Fuchsbichler

Seconded Cr NJ Chandler

That Council endorse:

1. Accommodation necessary to attend the WALGA Convention at the PCEC be provided as per:

Monday, 22 September: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

Tuesday, 23 September: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

2. The following Shire of Koorda representatives attend the 2025 WALGA Convention as per:
Monday 22 September:

Mayors and Presidents Forum: Cr JM Stratford

Welcome Drinks: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

Tuesday 23 September:

Morning Session: (9am-2.30) Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler, ZV Donovan (CEO)

WALGA AGM: Cr JM Stratford, Cr GW Greaves, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler, ZV Donovan (CEO)

3. The following as the Shire's delegates to the AGM:

Voting Delegate 1: Cr Jannah Stratford

Voting Delegate 2: Cr Gary Greaves

Proxy 1: Zac Donovan, CEO

CARRIED 4/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

The following Councillor has disclosed an interest in item 12.1 Rates Recovery Reserve.

Cr KA Fuchsbichler

Financial – Potentially will participate in the auction for either of the properties subject to the item.

6.35pm – Cr KA Fuchsbichler withdrew from the chambers

6.35pm – Mr Bruce Moore withdrew from the meeting.

Officer Recommendation Resolution 080825

Moved Cr GL Boyne

Seconded Cr NJ Chandler

That Council closes the meeting to the public at 6.35pm in accordance with s5.23(2)(c) of the Local Government Act, as item 12.1 deals with a contract that may be entered into and 5.23(2)(d) commercial value/information of a person other than the Shire.

CARRIED 3/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne

Officer Recommendation Resolution 090825

Moved Cr NJ Chandler

Seconded Cr GL Boyne

That Council re-opens the meeting to the public at 6.42pm.

CARRIED 3/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne

12.1 Rates Recovery Reserve

It is recommended that Council close the meeting to the public in accordance with the Local Government Act section 5.23 (2) (c) as a contract may be entered into and 5.23 (2) (d) commercial value/information of a person other than the Shire.

Governance and Compliance		
Date	8 August, 2025	
Location	Properties in the Koorda townsite	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	As above	
Legislation	Local Government Act 1995	
Disclosure of Interest	Nil	
Purpose of Report	☒ Executive Decision ☐ Legislative Requirement ☐ Information	
Attachments	Form 5 (23 Smith St) – Confidential sent under separate cover Form 5 (1 Allenby St) – Confidential sent under separate cover	

Voting Requirements: ☒ Simple Majority ☐ Absolute Majority

**Officer Recommendation:
Resolution 100825**

Moved Cr GL Boyne

Seconded Cr NJ Chandler

That Council directs the CEO to;

- a. set an auction reserve for each of 1 Allenby Street and 23 Smith Street at \$10,000 for each of the auctions to be conducted on 4 October 2025, and**
- b. publicly advertises the reserve price.**

CARRIED 3/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne

6.46pm – Cr KA Fuchsbichler and Mr Bruce Moore returned to the chambers.

Governance and Compliance		
Date	11 August, 2025	
Location	Not Applicable	
Responsible Officer	Zac Donovan, Chief Executive Officer	
Author	As above	
Legislation	<i>Heritage Act 2018</i> <i>Aboriginal Heritage Act 1972</i> <i>Land Administration Act 1997</i>	
Disclosure of Interest	Nil	
Purpose of Report	☐ Executive Decision ☐ Legislative Requirement ☒ Information	
Attachments	20250728 - Shire of Koorda - Aboriginal Heritage Processes in SW 20250730 Letter to Koorda - P15390 School East Dukin	

Background:

During the past 12 months the Shire has been required to respond to two separate matters regarding Aboriginal heritage – these being responding to the South West Native Title Settlement last September, and a claim this February by the Badimia Barna group which takes in part of the Shire.

Following Council resolutions on these matters the Shire CEO met with the Ballardong Aboriginal Corporation CEO Mat Wilson to build the relationship and discuss the South West Native Title Settlement sites, and had discussions with Julia Horsley, deputy legal officer with the Yamatji Marpa Aboriginal Corporation to establish lines of communication for the Badimia Barna group claim.

The Shire recently received separate letters from the Department of Planning Lands and Heritage regarding Aboriginal heritage processes and the State heritage value of the East Dukin School site.

The purpose of this item is to provide information for Council and, through the publication of the agenda, to the community.

Comment:

As attached the correspondence from the DPLH Director General Anthony Kannis (dated 28 July) outlines the overall South West Native Title Settlement agreement and the establishment of six regional corporations and the Noongar Standard Heritage Agreement which sets out engagement requirements for State Government departments and agencies.

It continues that while local governments are not bound to enter and follow the NSHA, a modified version – the Noongar Heritage Agreement for Local Government – has been created by WALGA for local governments to apply should they wish and that consultation should initially occur with the relevant regional corporation.

The correspondence from the DPLH concluded by highlighting resources that can be accessed by local governments to ensure places of Aboriginal heritage are not harmed and that land owners need to consent prior to an agency or local government submitting an Aboriginal heritage application.

The second correspondence from the DLPH was received two days later from Kristi Clarke, the Acting Assistant Director General of Heritage and Property Services and concerned the consideration of the potential inclusion in the State Register of Heritage Places of the East Dukin school.

The correspondence found that “while the site had heritage value it was unlikely the cultural heritage significance required to meet entry in the State Register and therefore does not warrant a full assessment”.

Though not requested by the Shire, inclusion of the site in the Heritage Register would afford it greater protections than that afforded by the local heritage survey retained by the Shire. The correspondence did however suggest the Shire consider protecting the site through the local planning scheme. A copy of the Heritage Council preliminary review of the site is included with the correspondence.

Consultation:

Nil

Policy Implications:

Nil

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2024
4.1 Open and transparent leadership

Financial Implications:

Nil as identified

Risk Implications:

Risk Profiling Theme	Cultural statutory obligations and protection of sites of value
Risk Category	Governance
Risk Description	The shire does not meet its statutory obligations
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low(4)
Key Controls (in place)	Management procedures
Action (Treatment)	Effective
Risk Rating (after treatment)	Low (4)

Statutory Implications:

Heritage Act 2018
Aboriginal Heritage Act 1972
Land Administration Act 1997

Voting Requirements: ☒ Simple Majority ☐ Absolute Majority

Officer Recommendation
Resolution 0825

Moved Cr JM Stratford

Seconded Cr GL Boyne

That Council receives the information contained in this item.

CARRIED 4/0

For: Cr JM Stratford, Cr NJ Chandler, Cr GL Boyne, Cr KA Fuchsbichler

CONFIRMED

13. OFFICER'S REPORTS – WORKS & ASSETS

Nil.

14. Urgent Business Approved by the Person Presiding or by Decision

Nil.

15. Elected Members' Motions

Nil.

16. Matters Behind Closed Doors

Nil.

17. Closure

The Presiding person thanked everyone for their attendance and declared the meeting closed at 6.48pm.

Signed: Stratford

Presiding Person at the meeting at which the minutes were confirmed.

Date: 17 September 2025