Shire of Koorda

Drive in, stay awhile

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MINUTES

Ordinary Council Meeting

Held in Shire of Koorda Council Chambers
10 Haig Street, Koorda WA 6475
Wednesday 21 October 2026
Commenced 5.00pm

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, 21 October 2026 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda.

The format of the day will be:

5.00pm	Council Meeting
Following conclusion of Council Meeting	Council Forum

Zac Donovan
Chief Executive Officer
16 October 2026

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Koorda for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Shire of Koorda disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

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
5.00pm, Wednesday 21 October 2026

1. Declaration of Opening

The Presiding person welcomes those in attendance and declares the meeting open at 5.00pm.

2. Record of Attendance, Apologies and Leave of Absence

Councillors:

Cr JM Stratford	President
Cr GW Greaves	Deputy President
Cr KA Fuchsbichler	(5.24pm)
Cr BJ Harrap	
Cr NJ Chandler	
Cr GL Boyne	
Cr BH Moore	

Staff:

Mr Z Donovan	Chief Executive Officer
Mr D West	Works Supervisor
Miss R Coufos	Executive Support Officer

Members of the Public:

Mr R Garven

Apologies:

Nil.

Visitors:

Nil.

Approved Leave of Absence:

Nil.

Announcement by Shire President Cr JM Stratford:

Please be advised that Item 11.1. Monthly Financial Statement will be withdrawn due to ongoing IT issues with producing the report.

As per the Local Government (Financial Management) Regulations 1996 Section 34 (4)(a), the Shire has two months to provide monthly financial statements.

Consequently, the October financials will be presented at the November Ordinary Meeting of Council.

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Motion to Amend Order of Business
Resolution 011026

Moved Cr GW Greaves **Seconded Cr NJ Chandler**

That Council, pursuant to clause 4.3(1) of the Shire of Koorda Standing Orders Local Law 2018, amend the order of business to defer consideration of Items 12.3 and 12.4 until the meeting is closed to members of the public.

CARRIED 6/0
For: Cr JM Stratford, Cr GW Greaves, Cr BJ Harrap, Cr NJ Chandler, Cr GL Boyne, Cr BH Moore

3. Public Question Time

Mr R Garven:
Requested a printed copy of Ordinary Council Meeting Agenda prior to meetings.

Shire President Cr JM Stratford provided the following response:
A hard copy of the agenda may be requested through the administration office.

4. Disclosure of Interest

Cr NJ Chandler has declared a Financial disclosure of interest in relation to Item 13.1. CBH Group Harvest Lease Request as he is a direct employee of CBH.

Cr BH Moore has declared an Impartial disclosure of interest in relation to Item 12.4. Temporary CEO Contingency as he has a personal association with one of the candidates through previous friendship and contact.

5. Applications for Leave of Absence

Nil.

6. Petitions and Presentations

Nil.

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7. Confirmation of Minutes from Previous Meetings

7.1. Ordinary Council Meeting held on 29 September 2026

Click here to view the Ordinary Council Meeting Minutes

Voting Requirements ☒Simple Majority ☐Absolute Majority

Officer Recommendation
Resolution 021026

Moved Cr NJ Chandler **Seconded Cr GL Boyne**

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 29 September 2026, as presented, be confirmed as a true and correct record of proceedings.

CARRIED 6/0
For: Cr JM Stratford, Cr GW Greaves, Cr BJ Harrap, Cr NJ Chandler, Cr GL Boyne, Cr BH Moore

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8. Minutes of Committee Meetings to be Received

8.1. Minutes of Internal Committee Meetings to be Received

a. Audit, Risk & Improvement Committee Meeting Minutes for meeting held on 29 September 2026
Click here to view the Audit, Risk & Improvement Committee Meeting Minutes

Voting Requirements ☒Simple Majority ☐Absolute Majority

Officer Recommendation
Resolution 031026

Moved Cr GL Boyne **Seconded Cr BH Moore**

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

a. Audit, Risk & Improvement Committee Meeting Minutes, 29 September 2026

CARRIED 6/0
For: Cr JM Stratford, Cr GW Greaves, Cr BJ Harrap, Cr NJ Chandler, Cr GL Boyne, Cr BH Moore

9. Recommendations from Committee Meetings for Council Consideration

Nil.

10. Announcements by the President without Discussion

I wish to extend my sincere condolences to the Henning family on the passing of Merle.

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11. OFFICER'S REPORTS – CORPORATE & COMMUNITY

11.1. Monthly Financial Statements – ITEM WITHDRAWN

Corporate and Community	
Date	14 October 2026
Location	Not Applicable
Responsible Officer	Zac Donovan, Chief Executive Officer
Author	Kristyn Harrap, Payroll & Finance Officer
Legislation	*Local Government Act 1995;* *Local Government (Financial Management) Regulations 1996*
Disclosure of Interest	Nil
Purpose of Report	☐Executive Decision ☒Legislative Requirement ☐Information
Attachments	September 2026 Financial Activity Statement – Attachment to follow due to IT Issues

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11.2. List of Accounts Paid

Corporate and Community	
Date	14 October 2026
Location	Not Applicable
Responsible Officer	Zac Donovan, Chief Executive Officer
Author	Kristyn Harrap, Payroll & Finance Officer
Legislation	*Local Government Act 1995;* *Local Government (Financial Management) Regulations 1996*
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 9 September 2026 to 13 October 2026.

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 delegated 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 2026-2036
4.1. Strengthen Engagement Transparency and Trust

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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 2026/2027 Budget.

Voting Requirements: ☒Simple Majority ☐Absolute Majority

Officer Recommendation
Resolution 041026

Moved Cr GW Greaves **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 9 September 2026 to 13 October 2026.

Municipal Voucher V171 to V256 **Totalling $ 501,786.78**
Purchase Card Transactions (V234) **Totalling $2,045.08**
Total $ 503,831.86

CARRIED 6/0
For: Cr JM Stratford, Cr GW Greaves, Cr BJ Harrap, Cr NJ Chandler, Cr GL Boyne, Cr BH Moore

11.3. Bushfire Risk Coordinator Grant Agreement

Corporate and Community	
Date	13 October 2026
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	Bushfire Risk Planning Coordinator Grant Agreement

Background:
There is an opportunity for the Shire to be part of a Department of Fire and Emergency Services program to develop a Regional Bushfire Risk Management Plan that will contain information specific to each participating local government.

The program involves DFES accessing $173,500 grant funding to allocate a dedicated Bushfire Risk Coordinator to the project for 12 months at no direct cost to the participating local governments comprising the Shires of Dalwallinu, Dowerin, Koorda, Mukinbudin and Trayning.

The purpose of this item is to provide Council the program agreement to endorse and to formalise approving the shared Community Emergency Services Manager as a Shire Bushfire Control Officer as per the Memorandum of Understanding between DFES and the three shires.

Comment:
The Bushfire Risk Planning Coordinator Grant Agreement (attached) provides (page 10) an outline of the anticipated activities to be undertaken by funding the program. It then sets out the obligations of the various parties and for the Shire of Koorda this is largely to provide information when required.

Where the agreement refers to the “Organisation”, this is the local government that will be hosting the position. The Shire of Dalwallinu has nominated to host the position and as such will be responsible for managing payroll, workers compensation and organising recruitment of the role.

The position will mostly be operating from the metropolitan region and travel periodically to the region and so without the need for permanent residential or office accommodation, it was considered that as a more central shire that Koorda could host the position.

However, the Shire declined given the additional demands as was experienced in hosting the shared CESM which included coordinating recruitment, vehicle leases and managing recouping costs and grant reconciliation. For example, while the grant covers salary and worker compensation insurance, any claim would be with the Shire’s provider and so affect the Shire’s ongoing insurance charges.

As mentioned, in addition to the grant agreement, Council is asked to formalise the appointment of the shared CESM as a Bushfire Control Officer for the Shire of Koorda. Appointment of a BFCO is made by the Council, in the normal course of event at the recommendation of the Bushfire Advisory Committee. However, in the case of the CESM it is a requirement under section 5.2 of the MOU with DFES.

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Under the existing structure, the CESM would be lower in the hierarchy to the Shire's Chief Bushfire Control Officer and Deputy Chief Bushfire Control Officer and have the same status as the three other existing Bushfire Control Officers. The CESM would also have a key role in assisting the Bushfire Risk Planning Coordinator complete the Regional Bushfire Risk Management Plan.

Consultation:
Giles De Brito, Business Development Manager, DFES
Murray McBride, District Officer Avon, DFES

Statutory Implications:
Nil

Policy Implications:
Nil

Strategic Implications:
Shire of Koorda Strategic Community Plan 2026-2036
4.1 Strengthen engagement, transparency and trust
5.3 Strengthen Partnerships and Innovation

Risk Implications:

Risk Profiling Theme	Failure to engage with plan
Risk Category	Reputational
Risk Description	The Shire may suffer professional reputational damage if it does not commit to participating in the development of the regional plan.
Consequence Rating	Moderate (3)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (3)
Key Controls (in place)	Council support
Action (Treatment)	Staff management
Risk Rating (after treatment)	Adequate

Financial Implications:
Nil

Voting Requirements: ☒Simple Majority ☐Absolute Majority

Officer Recommendation
Resolution 051026

Moved Cr GL Boyne **Seconded Cr BJ Harrap**

That Council:
1. Approves the CEO to sign the Bushfire Risk Planning Coordinator Grant Agreement, as presented, on behalf of the Shire of Koorda.
2. The Community Emergency Services Manager, shared between the Shires of Koorda, Mt Marshall and Mukinbudin, be appointed a Bushfire Control Officer for the Shire of Koorda.

CARRIED 6/0
For: Cr JM Stratford, Cr GW Greaves, Cr BJ Harrap, Cr NJ Chandler, Cr GL Boyne, Cr BH Moore

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12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

12.1. Wild Dog Mitigation Advocacy

Governance and Compliance	
Date	13 October 2026
Location	Koorda Shire
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	Draft GECZ Agenda Item – Advocacy on Wild Dog Mitigation

Background:
The Ordinary Council meeting of 19 August received a presentation from Central Wheatbelt Biosecurity Association Executive Officer Linda Vernon and board member Carl Fuchsbichler on the non-renewal of CWBA permits to undertake wild dog controls.

Up until June, the CWBA has coordinated wild dog controls on private land and that of the Department of Biodiversity, Conservation and Attractions. However, following a decision of the Yamatji Nation Joint Management Body, DBCA withdrew the permits for the Yamatji Conservation Estate.

The concern is that without wild dog mitigation on the Yamatji Conservation Estate, the animal numbers will increase and leave the Aboriginal lands and cause stock losses on private properties and risks to community safety in neighbouring towns.

In the discussion following the CWBA presentation on 19 August, the Shire committed to raise the issue at the next WALGA Great Eastern Country Zone meeting to request WALGA to advocate to the State Government for a resolution that will protect the interests of all parties.

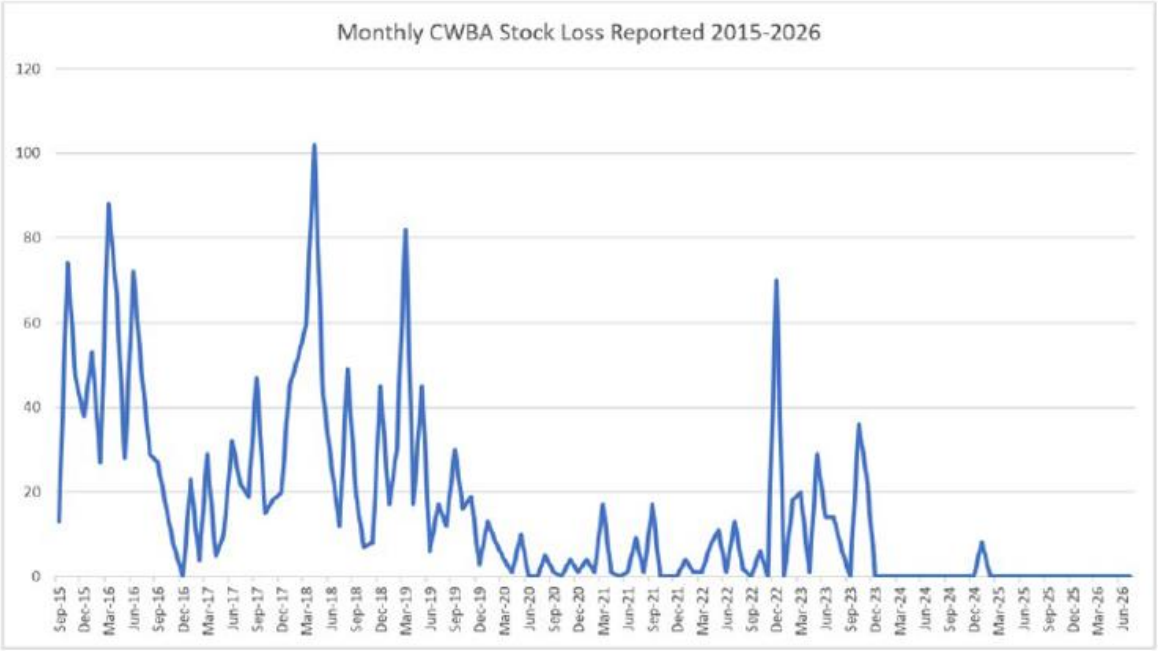
As such, the purpose of this item is for Council to endorse or amend the attached agenda item to be presented by the Shire of Koorda at the November meeting of the GECZ.

Comment:
The decision to withdraw the wild dog control permits immediately effects about 340,000 hectares of DBCA land within and adjacent the shires of Dalwallinu, Morawa and Perenjori but if not redressed has the potential to impact shires further south and within the Great Eastern Country Zone.

Since the suspension of the permits in June, there have been wild dog sightings in the shires of Dalwallinu, Perenjori and Morawa and two stock attacks in each of Perenjori and Morawa.

The effectiveness of the wild dog mitigation measures is depicted in the following graphic which shows monthly stock loss from attacks and the impact of the introduction of the controls from late 2027 and the spike in 2022 when permits were previously suspended for a short period.

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The CWBA is adamant it is not seeking to bypass Aboriginal interests or joint management arrangements but want to "work collaboratively to find a solution that recognises these responsibilities while also protecting agricultural production, livestock welfare and regional communities".

Since presenting to the Shire in August, the CWBA has met with the Environment Minister's Chief of Staff and had positive discussions though have not received any further correspondence or progress since. They have also tentatively secured a meeting with the Yamatji Southern Regional Corporation next week however the day of any meeting is yet to be confirmed.

In addition to the proposal that the Shire of Koorda take an item to the Great Eastern Country Zone, the Shire of Morawa is also planning an item for the Northern Country Zone. CWBA is requesting that the zones to request WALGA to advocate to the State Government on the issue which has the potential to adversely impact communities across at least three zones by:

1. Urgently advocate for government to facilitate discussions between DBCA, Traditional Owner representative bodies, recognised biosecurity groups and affected local governments to establish workable land access arrangements for declared pest management.
2. Investigate and support practical buffer control arrangements along the agricultural interface to reduce the risk of wild dogs moving onto farming properties.
3. Establish a clear and timely process for resolving permit and access issues that impact the delivery of coordinated declared pest management program.

Consequently, the draft item for the Shire of Koorda to present to the GECZ meeting on 12 November is attached for Council review and endorsement or otherwise.

Consultation:
Linda Vernon, Executive Officer, Central Wheatbelt Biosecurity Association

Statutory Implications:
Nil

Policy Implications:
Nil

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2026-2036
4.1. Strengthen Engagement Transparency and Trust

Risk Implications:

Risk Profiling Theme	Risk to community safety that may reflect on Shire not taking action
Risk Category	Reputation
Risk Description	Possibility that landowners will consider the Shire has not taken action.
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (2)
Key Controls (in place)	Leading advocacy request
Action (Treatment)	Nil
Risk Rating (after treatment)	Adequate

Financial Implications:

Nil

Voting Requirements: ☒Simple Majority ☐Absolute Majority

Officer Recommendation
Resolution 061026

Moved Cr GW Greaves **Seconded Cr NJ Chandler**

That Council endorse the Great Eastern Country Zone agenda item as presented to request to be included on the agenda for the 12 November Great Eastern Country Zone meeting.

CARRIED 6/0
For: Cr JM Stratford, Cr GW Greaves, Cr BJ Harrap, Cr NJ Chandler, Cr GL Boyne, Cr BH Moore

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12.2. Health Local Law – Public Health Act Transition

Governance and Compliance	
Date	14 October 2026
Location	Koorda Shire
Responsible Officer	Zac Donovan, Chief Executive Officer
Author	As above
Legislation	Local Government Act 1995 (sections 3.12, 3.13 and 3.16) Public Health Act 2016
Disclosure of Interest	Nil
Purpose of Report	☒Executive Decision ☐Legislative Requirement ☐Information
Attachments	Draft GECZ Agenda Item – Public Health Act Transition Chief Health Officer update on repeal of the Health (MP) Act local law provisions 2026

Background:
The Ordinary Council meeting of 19 August resolved that due to advice that the review of the Public Health Act 2016 would not be completed this year, that the Shire of Koorda's Health Local Law would be unchanged with the statutory review.

Under the Local Government Act 1995 sec. 3.16(4), Council had the option to determine if the Health Local Law should be repealed, amended or remain unchanged. The decision for the local law to remain unchanged was so not to undertake a process that would soon be outdated by legislative change.

Consequently, although as a result the Health Local Law would now not be required by the Act to be reviewed for another four years, Council resolved that the local law should be reviewed within 12 months following clarification by the State Government of the revised Public Health Act 2016.

Council also resolved that the Shire formally write to WALGA requesting a model Health Local Law be developed for the sector which captures all aspects of the legislative changes.

The purpose of this item is for Council to endorse an item to be presented to the November WALGA Great Eastern Country Zone meeting to request the Association develop the model local law.

Comment:
In correspondence to all local governments, the WA Chief Health Officer confirmed that the implementation of the Public Health Act 2016 would not be completed by the end of 2026 and as such the required repeal of local law provisions would also be delayed.

It remains however that the changes will be substantial and the flow on effect to the Shire will require an extensive review of the existing Health Local Law to the point that developing a new Health Local Law will be more appropriate. Developing an entirely new Health Local Law should expect to require significant legal advice and assistance and as such costs to the Shire.

The CEO has contacted WALGA as per Council's resolution to request that a model template be developed. The response from WALGA was that "at this stage we won't be developing a template" as it was "not possible to confirm what matters should be included" until after the legislative review.

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In support of the Shire's position, the NEWROC Council meeting on 1 September, requested an agenda item be provided to the next WALGA Great Eastern Country Zone meeting asking WALGA to reconsider development of a Health Local Law template as the need will affect all local governments.

To both progress Council's previous resolution that WALGA provide a Health Local Law template and the request from NEWROC for the matter to be escalated to the Great Eastern Country Zone, attached is a draft zone agenda item for Council endorsement.

Consultation:
Dr Clare Huppatz, Chief Health Officer
Felicity Morris, Manager Governance and Procurement, WALGA
Mark Gregory, M Gregory Legal

Statutory Implications:
Local Government Act 1995 (sections 3.12, 3.13 and 3.16)
Public Health Act 2016

Policy Implications:
Nil

Strategic Implications:
Shire of Koorda Integrated Strategic Plan 2026-2036
4.1. Strengthen Engagement Transparency and Trust

Risk Implications:

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	Some temporary non-compliance
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (2)
Key Controls (in place)	Timetable as presented in item
Action (Treatment)	Nil
Risk Rating (after treatment)	Adequate

Financial Implications:
Nil

Voting Requirements: ☒Simple Majority ☐Absolute Majority

Officer Recommendation
Resolution 071026

Moved Cr NJ Chandler **Seconded Cr BH Moore**

That Council endorse the Great Eastern Country Zone agenda item as presented to request to be included on the agenda for the 12 November Great Eastern Country Zone meeting.

CARRIED 6/0
For: Cr JM Stratford, Cr GW Greaves, Cr BJ Harrap, Cr NJ Chandler, Cr GL Boyne, Cr BH Moore

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13. OFFICER'S REPORTS – WORKS & ASSETS

Cr NJ Chandler declared a financial interest in item 13.1. CBH Group Harvest Lease Request as he is a direct employee of CBH.

5.12pm - Cr NJ Chandler left Chambers and did not partake in discussion

13.1. CBH Group Harvest Lease Request

It is recommended that Council close the meeting to members of the public in accordance with section 5.23(4)(i) of the Local Government Act 1995, as the matter contains information of a commercial value concerning a person other than the Shire.

Works and Assets	
Date	8 October 2026
Location	Not applicable
Responsible Officer	Zac Donovan, Chief Executive Officer
Author	As above
Legislation	Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2, clause 61(1) Local Government Act 1995 (sec. 3.58) Local Government (Functions and General) Regulations 1996 Regulation. 30(2)(e) Shire of Koorda Local Planning Scheme No.3
Disclosure of Interest	Nil
Purpose of Report	☒Executive Decision ☒Legislative Requirement ☐Information
Attachments	(Confidential Attachments sent under separate cover) Confidential - Draft Lease Agreement – SOKD and CBH Group CBH Site Plan - Koorda

Background:
CBH Group has requested to lease land from the Shire at Lot 402 and 32 Price Street to assist with the 2026 harvest storage as similar to that which was facilitated for the 2022 and 2023 seasons. The lease will be used to install temporary bulkheads providing an additional 40,000 tonnes of capacity.

The request follows Council approval of a development application at the 19 August Ordinary Council meeting for new bulkheads on the western side of the CBH site that will provide an additional 65,000 tonnes of storage capacity.

The purpose of this item is to provide Council background to the request and present the proposed lease agreement for endorsement including confirmation of the proposed fee.

Comment:
As mentioned, the CBH Group request to lease Lot 42 and 32 Price Street is consistent with previous practice and the proposed installation of bulkheads complies with the permitted use of the zoning of the land as general industry in the Shire of Koorda Local Planning Scheme No.3.

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The proposal before Council is for CBH Group to lease Lot 402 and 32 Price Street for 12 months (26 October 2026 to 25 October 2027) and install two bulkheads with a total capacity of 40,000 tonne. CBH Group had proposed for the lease to commence from 1 October however it is proposed the lease is not retrospective to Council making its determination.

The lease request from CBH Group was via email from the Lead of Planning and Approvals in which the reason for the need to lease the property was an expected record harvest and that "ARC has just closed a portion (Wyalkatchem to Mukinbudin) of railway for repair works which will impact our ability to outload in a timely manner".

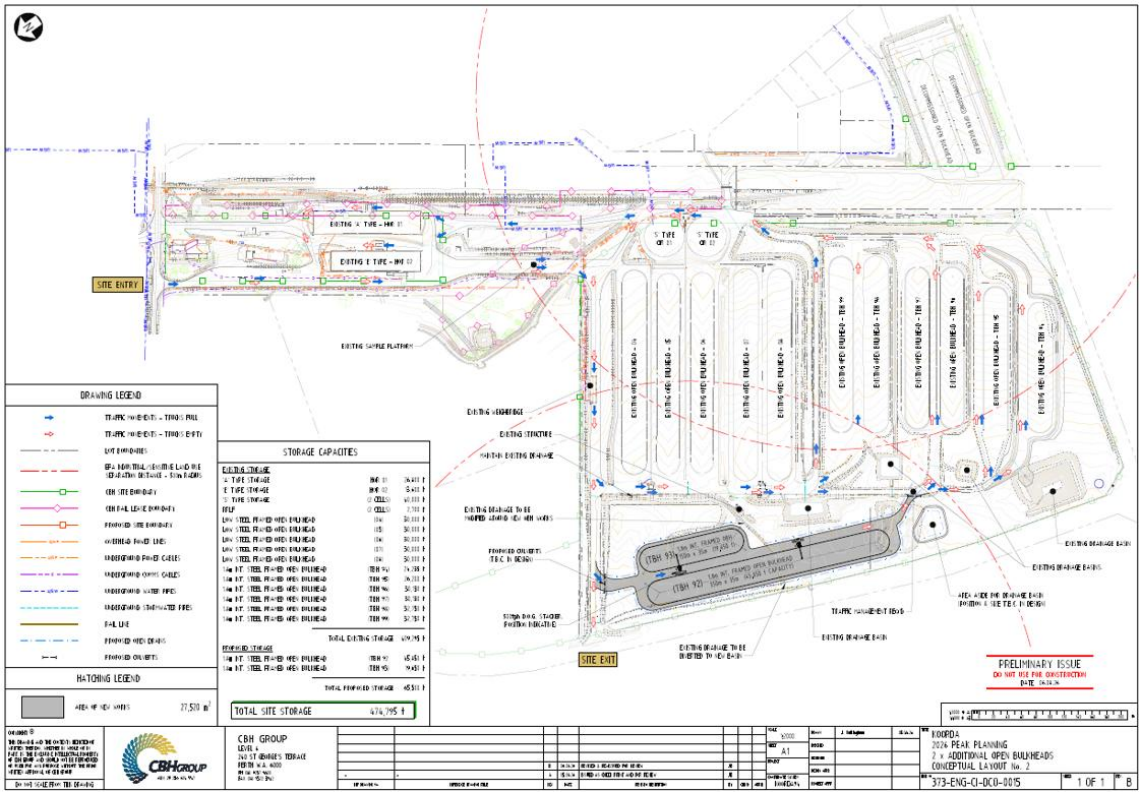
In the DA approved by Council last month, the reason given for the additional 65,000 tonnes capacity was also an expected record harvest and movement away from stock (sheep) and stated that any additional traffic movements was irrelevant as "the receival task is driven by local production".

The combination of the DA approved bulkheads and that proposed by the lease will add 105,000 tonnes of capacity to the Koorda site. Enabling greater capacity at Koorda also enables greater capacity for grain transfers from other sites, as occurred last season, which impacts local road infrastructure. On this, CBH has applied for an additional bulkhead at Beacon this season but not yet for Bencubbin.

Consequently, given the statement that the DA was to accommodate "the receival task… driven by local production", and the experience last year with transfers between Bencubbin to Koorda, the Shire requested the CBH Lead of Planning and Approvals to confirm that the requested additional storage capacity was to accommodate grain from within the Shire of Koorda only.

The response provided to the Shire on this point was that: "The entirety of the tonnes received at CBH Koorda Shire leased land will be from grower deliveries. While majority of these tonnes are delivered from within the Koorda catchment CBH cannot control nor guarantee that this will account for the entirety of these tonnes. It is highly unlikely that deliveries would occur from outside the catchment area though."

The following site plan from the previous DA (and attached) identifies the approved additional storage (the area shaded on the western side) and the proposed location of the bulkheads to be installed as part of the lease application before Council (shown on the south-east corner as decommissioned).



Should Council agree to awarding the lease for the additional Storage capacity, it is proposed that the fee charged to CBH Group be at least $9,000 (exclusive of GST) for a period no longer than 12 months. This amount is calculated with a consistent inflator of the amount charged for the 2023 lease of $7,000 (ex. GST) that was escalated by $500 from the previous year. Council may want to adjust the proposed lease fee to reflect other considerations.
The proposed lease fee of $9,000 (ex GST) also takes into account that it is recommended that the Shire would not require a Development Application to be submitted by CBH Group for any structures (bulkheads) that would be installed on the site that would attract a fee estimated of at least $2,000.

It is irrelevant under the Planning and Development (Local Planning Schemes) Regulations 2015 that the proposed bulkheads are temporary or permanent in respect to the requirement of a Development Application. Temporary works are permitted for up to 48 hours – under Schedule 2, clause 61(1), item 17 – and for longer, in any 12-month period, if agreed by the local government.

That is, the local government (Council) has the discretion to treat the bulkhead as temporary works, and not require a DA from CBH Group, but only within a 12-month period. As such the lease proposed to be offered to CBH Group is for just less than 12 months only with no options to extend. Should CBH Group require the lease for a longer period, the Shire will need to set new lease terms and conditions.

Should CBH Group continue to use the site beyond the lease term then the Shire should require both additional lease payments and a Development Application be submitted for the works extending beyond the 12-month period. Should a new lease be negotiated prior to expiry the DA would not be required due to the new application of Schedule 2, clause 61(1) to the new period.

However, Council should also be aware that extending the lease period beyond 12 months would also then require the application of Local Government Act 1995 (sec. 3.58) which sets out that the Shire would need to conduct a public process including public advertising and submissions prior to lease.

The 12-month lease is exempt from Section 3.58 as per Local Government (Functions and General) Regulations 1996 Reg. 30(2)(e) as it is less than 2 years and does not give the lease exclusive use of the land to CBH Group. The timing of the lease renewal should be monitored by the Shire.

Consultation:
Timothy Roberts, CBH Group, Lead Planning and Approvals

Statutory Implications:
Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2, clause 61(1)
Local Government Act 1995 (sec. 3.58)
Local Government (Functions and General) Regulations 1996 Regulation. 30(2)(e)
Shire of Koorda Local Planning Scheme No.3

Policy Implications:
Nil

Strategic Implications:
Shire of Koorda Integrated Strategic Plan 2026-2036
4.1. Strengthen Engagement Transparency and Trust

UNCONFIRMED

Risk Implications:

Risk Profiling Theme	Additional road maintenance costs.
Risk Category	Financial
Risk Description	Increased cost of road maintenance should the additional bulkheads be used to facilitate storage at the site of grain other than that by properties within the shire and transport of that grain from the site by road.
Consequence Rating	Major (4)
Likelihood Rating	Possible (3)
Risk Matrix Rating	High (12)
Key Controls (in place)	Commitment in correspondence
Action (Treatment)	Application process
Risk Rating (after treatment)	Adequate

Financial Implications:

Annual lease of $9,000 unless otherwise stipulated by Council

Voting Requirements: ☒Simple Majority ☐Absolute Majority

Officer Recommendation
Resolution 081026

Moved Cr GL Boyne **Seconded Cr BH Moore**

That Council:

1. **Agrees to continue leasing Lots 402 and 32 Price, Street, Koorda to Co-operative Bulk Handling Limited (CBH) for emergency grain storage from 26 October 2026 to 25 October 2027.**

2. **Authorises the Chief Executive Officer to sign the 'Agreement to Lease' document as presented for and on behalf of the Shire of Koorda.**

CARRIED 5/0

For: Cr JM Stratford, Cr GW Greaves, Cr BJ Harrap, Cr GL Boyne, Cr BH Moore

5.20pm - Cr NJ Chandler returned to Chambers

UNCONFIRMED

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

Nil.

15. Elected Members' Motions

Nil.

UNCONFIRMED

16. Matters Behind Closed Doors

It is recommended that Council close the meeting to members of the public in accordance with section 5.23(4)(i) of the Local Government Act 1995, as the matter contains information affecting an employee or employees.

Officer Recommendation
Resolution 091026

Moved Cr GW Greaves **Seconded Cr BJ Harrap**

That Council closes the meeting to the public at 5.21pm in accordance with s5.23 (4) (i) of the Local Government Act, as item 12.3 Establishment of CEO Recruitment Panel and 12.4 Temporary CEO Contingency contains information affecting an employee or employees.

CARRIED 6/0
For: Cr JM Stratford, Cr GW Greaves, Cr BJ Harrap, Cr NJ Chandler, Cr GL Boyne, Cr BH Moore

5.21pm – Mr R Garven withdrew from Chambers and did not return
5.23pm – Mr Z Donovan, Mr D West & Miss R Coufos withdrew from Chambers
5.24pm – Cr KA Fuchsbichler entered Chambers

12.3. Establishment of CEO Recruitment Panel

Governance and Compliance	
Date	8 October 2026
Location	Not Applicable
Responsible Officer	Cr Jannah Stratford, President
Author	As above
Legislation	Local Government Act 1995 Sections 5.8, 5.39 and 5.39A Local Government (Administration) Regulations 1996 (Sch. 2, Div. 2)
Disclosure of Interest	Nil
Purpose of Report	☐Executive Decision ☒Legislative Requirement ☐Information
Attachments	(Confidential Attachments – Sent under separate cover) SOKD Model Standards for CEO Recruitment, Performance Review and Termination DRAFT Recruitment and Selection Panel Terms of Reference Confidentiality Agreement DRAFT SOKD CEO Application Package (2026)

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12.4. Temporary CEO Contingency

Cr BH Moore has declared an Impartial disclosure of interest in relation to Item 12.4. Temporary CEO Contingency as he has a personal association with one of the candidates through previous friendship and contact.

Governance and Compliance	
Date	15 October 2026
Location	Not Applicable
Responsible Officer	Cr Jannah Stratford, President
Author	As above
Legislation	Local Government Act 1995 Sections 5.36, 5.39C and 5.41
Disclosure of Interest	Nil
Purpose of Report	☐Executive Decision ☒Legislative Requirement ☐Information
Attachments	G - Appointment of an Acting Chief Executive Officer V1.1 (Confidential Attachments – Sent under separate cover) Candidate CV Candidate CV

Officer Recommendation
Resolution 141026

Moved Cr GL Boyne **Seconded Cr NJ Chandler**

That Council re-open the meeting to the public at 5.36pm as per the attendance register.

CARRIED 7/0
For: Cr JM Stratford, Cr GW Greaves, Cr KA Fuchsbichler, Cr BJ Harrap, Cr NJ Chandler, Cr GL Boyne, Cr BH Moore

5.37pm – Mr Z Donovan, Mr D West and Miss R Coufos returned to Chambers

UNCONFIRMED

17. Closure

The Presiding person thanked everyone for their attendance and declared the meeting closed at 5.38pm.

Signed: _____

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

Date: 18 November 2026

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