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COUNCIL MEETING

AGENDA

For the Ordinary Meeting of Council to be held on

18 November 2026

Dear Council Member,

The next Ordinary Meeting of the Shire of Cranbrook will be held on Wednesday 18 November 2026 at the Frankland River Resource Centre commencing at 3.00pm.



Peter Fitchat
Chief Executive Officer

PUBLIC QUESTION TIME – RULES AND PROCEDURES

The Shire of Cranbrook provides the public with the opportunity to raise questions (as per Section 5.24 of the Local Government Act 1995), or to make a brief statement on issues of concern at all Ordinary Meetings, Special Meetings and Standing Committee Meetings of Council.

The Local Government (Administration) Regulations 1996 requires that a minimum of 15 minutes is to be provided at the beginning of the meeting for question time (where members of the public wish to ask questions).

Question time is the first item on the agenda and the following procedures apply:

1. A member of the public who raises a question during question time is to state his or her name and address. Questions should be directed to the Shire President (or Chairman at Committee Meetings).

2. A question may be taken on notice by the Council or committee for later response.

3. When a question is taken on notice under sub-clause (2) a response is to be given to the member of the public in writing by the CEO, and a copy is to be included in the agenda of the next meeting of the Council or committee as the case requires.

4. Council encourages input from the public but will not debate any issue with those in attendance at meetings.

5. The President (or Chairman) has the right to determine any address, question or statement made by a member of the public to be out of order if it is considered to be:
   (i) a personal attack or adverse reflection on the integrity of Elected Members or Employees;
   (ii) inappropriate behaviour and use of public question time. **Such behaviour will not be permitted or tolerated**.

6. Prevention of Disturbance (refer to Standing Order Local Law clause 8.6)
   a) Any member of the public addressing the Council or a committee is to extend due courtesy and respect to the Council or committee and the processes under which they operate and must take direction from the person presiding whenever called upon to do so. (Penalty $1,000)
   b) No person observing a meeting is to create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means. (Penalty $1,000)

7. Copies of "Public Question Time – Rules and Procedures" will be distributed at each Council/Committee Meetings where members of the public are in attendance.

Recording Of Proceedings

1. No person is to use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council or a committee without the written permission of the Council.
2. Subclause (1) does not apply if the record is taken by or at the direction of the CEO, with the permission of the Council or committee.

DISCLAIMER

This agenda has yet to be dealt with by the Council. The recommendations shown at the foot of each item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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The Shire of Cranbrook advises that anyone who has any application lodged with the Shire of Cranbrook 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 Cranbrook in respect of the application.

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Recording of Meetings

• All Council Meetings are digitally recorded, for audio only, and uploaded to the Shire website following the meeting, except for Confidential Agenda Items (in accordance with Section 5.23(2) of the Local Government Act 1995) which will not be uploaded to the website, in accordance with Reg 14I(10) of the Local Government Administration Regulations 1996.

Defamation – cl 14K *Local Government (Administration) Regulations 1996*

(1) A local government is not liable to an action for defamation in relation to any of the following done by the local government as required or authorised under this Part —

(a) publicly broadcasting a meeting;
(b) making a recording of a meeting;
(c) making a recording of a meeting publicly available;
(d) retaining a recording of a meeting or a copy of a recording;
(e) providing a copy of a recording of a meeting to the Departmental CEO.

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AGENDA

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President, Cr Mulcahy as Presiding Member will declare the meeting open at pm. The Shire President will alert the meeting to the procedures for emergencies including evacuation, designated exits and muster points.

2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

2.1 ATTENDANCE

President	Cr P (Perin) Mulcahy
Deputy President	Cr DM (Daisy) Egerton-Warburton
Councillors	Cr JA (Jennifer) Quick
	Cr P (Peter) Beech
	Cr C (Chelsea) Lange
	Cr H (Harvey) Gillam
Chief Executive Officer	Mr PA (Peter) Fitchat
Chief Financial Officer	Ms K (Kerry) Fisher
Manager of Works	Mr L (Les) Vidovich
Community Development Manager	Mrs J (Jenny) Cristinelli
Governance Officer	Mrs RL (Renee) Dean

Members of the Public

2.2 APOLOGIES

2.3 APPROVED LEAVE OF ABSENCE

Cr Denton has an approved leave of absence for the Ordinary Council Meeting to be held on 18 November 2026.

3. APPLICATIONS FOR LEAVE OF ABSENCE

4. PUBLIC QUESTION TIME

4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4.2 PUBLIC QUESTIONS

5. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

6. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

- Frankland River Wine Festival Presentation
- Frankland River Community Resource Centre Annual Report
- CWA Streets Alive Project

7. DISCLOSURE OF INTEREST

8. MATTERS FOR WHICH MEETING MAY BE CLOSED

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 ORDINARY MEETING –

That the minutes from the Ordinary Meeting of Council held on 21 October 2026, be confirmed as a true and correct record.

10. REPORTS OF OFFICERS

10.1 CORPORATE AND COMMUNITY SERVICES

10.1.1	**MONTHLY FINANCIAL REPORT – OCTOBER 2026**
RESPONSIBLE OFFICER:	Chelsea Paterson – Manager of Finance
REPORT AUTHOR:	Chelsea Paterson – Manager of Finance
FILE REFERENCE:	FM12
APPLICANT:	N/A
DATE OF REPORT:	11 November 2026
ATTACHMENTS:	Financial Statements for October 2026

Purpose
The purpose of this report is to present the financial position of the Shire of Cranbrook as of 31 October 2026.

Background
The Local Government (Financial Management) Regulations 1996 require a statement of financial activity to be prepared each month and prescribe the contents of that report and accompanying documents. The report is to be presented at an ordinary meeting of the Council within two months after the end of the month to which the report relates.

Officer's Comment
In the Local Government (Financial Management) Regulations 1996, part 4, which outlines the monthly financial reporting requirements, has recently been amended with changes effective from 1 July 2023. The statement of financial activity in the monthly report is now required to be structured in the same way as the annual budget and is to be shown according to nature classification. The monthly report must also include a statement of financial position as at the last day of the previous month. These reports must be presented within 2 months after the end of the previous month and be recorded in the minutes of the meeting at which it is presented.

The template for the Monthly Financial Report has been updated to comply with industry standards and all statutory reporting requirements are contained within the report.

The attached October 2026 Monthly Financial Report represents Four (4) months of the financial year. The following items are worthy of noting on the October 2026 report:

- Closing surplus position of $4,206,040 (shown on page 2).
- Cash and cash equivalents of $8,015,699 of which $3,821,242 is held in cash backed reserve accounts (shown on page 10)
- Outstanding rates of $1,070,175 equates to 29.5% of the 2026/2027 rates levied and arrears from previous years (shown on page 15)
- Depreciation and some asset register transactions for the 2026/27 financial year are yet to be completed, processes require the rollover of the asset register which will occur after the completion of the audit 2025/26; and
- Explanation of material variances is shown by nature on page 6.

Statutory Environment
The Local Government (Financial Management) Regulations 1996 define the requirements for monthly financial reporting (Regulations 34 and 35).

Policy Applicable – Implications
Council Policy 4.1 Defining Material Variances

Financial Implications
The attached report represents the financial position of the Council at the end of the previous month and the adoption of the recommendation below does not have a financial impact.

Risk Implications
The risks associated with matters in this report are:

- Misconduct
- Errors, Omissions and Delays
- Failure of IT and or Communication Systems and Infrastructure
- Failure to fulfil Statutory, Regulatory or Compliance Requirements
- Inadequate Document Management Processes
- Inadequate Supplier/Contract Management

The **impact** of the risk is: Financial, Non-Compliance and Reputational
The **consequences** of these risks are considered to be: Major
The **likelihood** is: Rare
Hence the **risk rating** for this report is: Medium

Risk mitigation includes the Council having strong financial policies and procedures in place and the requirement to report to the Council on a monthly basis.

Council Plan 2025-2035 Reference
The 2025-2035 Shire of Cranbrook, Council Plan states that:

Key Pillar: 4 Leadership
To demonstrate and partake in strong government and leadership
Strategy 4.1: *maintain a high level of corporate governance responsibility and accountability*
Activities: ***4.1.1 Provide strategic leadership and governance***
4.1.2 Effectively represent and promote the Shire of Cranbrook

Consultation
Consultation was not required for this report.

Voting Requirements
Simple Majority

OFFICER'S RECOMMENDATION
That Council receive the attached Monthly Financial Report (containing the Statement of Financial Activity) for the period ending 31 October 2026.

10.1.2	**LIST OF PAYMENTS**
RESPONSIBLE OFFICER:	Chelsea Paterson - Manager of Finance
REPORT AUTHOR:	Téa Etheridge – Finance Officer
FILE REFERENCE:	FM2
APPLICANT:	N/A
DATE OF REPORT:	10 November 2026
ATTACHMENTS:	List of Payments – 1 October 2026 to 31 October 2026

Purpose
The purpose of this report is to advise the Council of payments made during the period 1 October 2026 to 31 October 2026.

Background
Nil

Officer's Comment
Nil

Statutory Environment
Local Government (Financial Management) Regulation 13 and 13A states:
13. List of accounts
(1) If the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the Chief Executive Officer is to be prepared each month showing for each account paid since the last such list was prepared:

(a) the payee's name;
(b) the amount of the payment;
(c) the date of the payment; and
(d) sufficient information to identify the transaction.

13A. Payments by employees via purchasing cards
(1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared — (a) the payee's name;

(b) the amount of the payment;
(c) the date of the payment;
(d) sufficient information to identify the payment.

(2) A list prepared under sub regulation (1) must be —

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
(b) recorded in the minutes of that meeting.

Policy Applicable – Implications
Council Policy 4.8 – 'Purchasing', states that:
"The Chief Executive Officer is delegated authority to make payments from the Municipal Fund or the Trust Fund. Each payment from the Municipal Fund or the Trust Fund is to be noted on a list compiled for each month showing:

a) The payee's name
b) The amount of the payment
c) The date of the payment
d) Sufficient information to identify the transaction.

The list referred to above is to be presented to the Council at each ordinary meeting of the Council and is to be recorded in the minutes of the meeting at which it is presented.

It is considered appropriate to delegate this authority to the Chief Executive Officer as the payment of accounts is the final process after debts have been incurred through other processes and systems in place."

Financial Implications
There are no financial implications for this report.

Risk Implications
The risks associated with matters in this report are:

- Misconduct
- Errors, Omissions and Delays
- Failure of IT and or Communication Systems and Infrastructure
- Failure to fulfil Statutory, Regulatory or Compliance Requirements
- Inadequate Document Management Processes
- Inadequate Supplier/Contract Management

The **impacts** of the risk are: Financial, Non-Compliance and Reputational,
The **consequences** of these risks are considered to be: Major
The **likelihood** is: Rare
Hence the **risk rating** for this report is: Low

Risk mitigation includes the Council having strong financial policies and procedures in place and the requirement to report to the Council on a monthly basis.

Strategic Community Plan Reference
The 2021-2031 Shire of Cranbrook, Strategic Community Plan states that:

Key Pillar: 4 Leadership
To demonstrate and partake in strong government and leadership
Strategy 4.1: *maintain a high level of corporate governance responsibility and accountability*
Activities: 4.1.1 Provide strategic leadership and governance

Consultation
Consultation was not required for this report.

Voting Requirements
Simple Majority

OFFICER'S RECOMMENDATION
That the payment of accounts totalling $1,068,115.14 per the attachment be noted:

- **Electronic Funds Transfers EFT 18310 to EFT 18424 - $762,077.27;**
- **Internal Account Transfers (Payroll Weeks 14, 16, 18 & 19) - $254,785.10;**
- **Direct Debit - $44,292.44;**
- **Credit card purchases of $6,360.55 and**
- **Fuel Card Purchases of $599.78.**

10.2 GOVERNANCE AND EXECUTIVE SERVICES

10.3 WORKS

10.3.1	**2026/27 ANNUAL BUDGET AMENDMENT – BALLOCHMYLE ROAD RECONSTRUCTION AND WIDENING**
RESPONSIBLE OFFICER:	Peter Fitchat – Chief Executive Officer
REPORT AUTHOR:	Les Vidovich – Manager of Works
FILE REFERENCE:	AU002
APPLICANT:	N/A
DATE OF REPORT:	10 November 2026
ATTACHMENTS:	Nil

Purpose
The purpose of this report is for Council to consider an amendment to the 2026/27 Annual Budget to include the approved, fully funded Ballochmyle Road reconstruction and widening project

Background
During preparation of the 2026/27 Annual Budget, Works staff presented Councillors with the proposed reconstruction and widening of Ballochmyle Road, Cranbrook, between SLK 0.01 and SLK 1.0 (approximately one kilometre). Councillors supported and approved the project for inclusion during the budget preparation process. However, the project was inadvertently missed when the final 2026/27 Annual Budget was compiled and adopted.

Works staff submitted the project through the Australian Government Roads to Recovery funding portal. The project has been approved for funding of $203,478 through the program administered by the Department of Infrastructure.

The proposed works comprise reconstruction and widening of Ballochmyle Road to a 7-metre sealed width. The total project budget is $203,478, with the full amount funded through Roads to Recovery and no Shire contribution proposed.

Officer's Comment
Although Councillors had approved the project for inclusion during budget preparation, the Ballochmyle Road works were inadvertently left out of the final adopted 2026/27 Annual Budget. A formal budget amendment is therefore recommended to give effect to the intended inclusion of the project and to recognise both the expenditure and the matching Roads to Recovery grant revenue.

Including the project in the budget will allow the Shire to proceed with the approved reconstruction and widening works, subject to the procurement requirements and delivery program. The stated SLK limits cover approximately 990 metres; the final scope should be consistent with the approved Roads to Recovery project.

Statutory Environment
Section 6.8(1)(b) of the Local Government Act 1995 provides that expenditure from the municipal fund for a purpose not included in the annual budget may be incurred where authorised in advance by resolution of Council made by absolute majority.

Policy Applicable – Implications
Any applicable Shire procurement, asset management and roadworks policies will apply to delivery of the project.

Financial Implications
The proposed amendment to the 2026/27 Annual Budget is:
1) Increase expenditure – Ballochmyle Road reconstruction and widening (SLK 0.1–1.0) $203,478 and
2) Increase Roads to Recovery grant revenue for the same project: $203,478.

The project is fully funded by the Australian Government Roads to Recovery Program, with no Council contribution proposed and no net change to the budgeted operating/financing position arising from these matching adjustments.

Risk Implications
The risks associated with matters in this report are:

- Errors, Omissions and Delays
- Inadequate Asset Sustainability Practices
- Inadequate Safety and Security Practices
- Inadequate Project/Change Management
- Inadequate Supplier/Contract Management

The **impacts** of the risk are: People, Financial, Service Interruption, Reputational and Property
The **consequences** of these risks are considered to be Moderate
The **likelihood** is Possible
Hence the **risk rating** for this report is Medium

Risk mitigation includes programming and documenting the works, completing engineering and safety reviews, undertaking compliant procurement, monitoring costs and milestones, and maintaining appropriate road-user traffic management during construction.

Council Plan 2025-2035 Reference
The 2025-2035 Shire of Cranbrook, Council Plan states that:

Key Pillar: 3 Environment:
To enhance maintain protect and promote our natural environment and built infrastructure
Strategy 3.3: *Maintain our built infrastructure, servicing the needs of the community*
Activities: ***3.3.1 Maintain the road infrastructure network and pursue funding opportunities to support appropriate road network service levels***

Consultation
Consultation included presentation of the proposed project to Councillors during preparation of the 2026/27 Annual Budget, when Councillors supported its inclusion, and submission by Works staff through the Roads to Recovery portal. Consultation also occurred between the Chief Executive Officer, Manager of Finance and Manager of Works.

Voting Requirements
Absolute Majority

OFFICER'S RECOMMENDATION
That Council, pursuant to section 6.8(1)(b) of the Local Government Act 1995, by absolute majority, approves an amendment to the 2026/27 Annual Budget to include the Ballochmyle Road reconstruction and widening project (SLK 0.1 to SLK 1.0), comprising:

1. An expenditure allocation of $203,478 for reconstruction and widening to a 7-metre sealed width; and
2. Corresponding Roads to Recovery grant revenue of $203,478 to fully fund the project, with no Shire contribution required.

10.3.2	**REALLOCATION OF FUNDS WITHIN COUNCIL'S 2026/27 BUDGET**
RESPONSIBLE OFFICER:	Peter Fitchat – Chief Executive Officer
REPORT AUTHOR:	Les Vidovich – Manager of Works
FILE REFERENCE:	BR488
APPLICANT:	N/A
DATE OF REPORT:	11 November 2026
ATTACHMENTS:	Nil

Purpose

The purpose of this report is for Council to consider reallocating $40,000 from CF533 – Cranbrook Frankland / Boronia View to BR488 – Bridge 0488, Wingebellup Road, to complete design works for the proposed replacement of the bridge with culverts.

Background

Works associated with CF533 – Cranbrook Frankland / Boronia View were completed during the 2025/26 financial year. An allocation of $40,000 for these works was mistakenly included again in the 2026/27 Annual Budget, despite the works having been completed.

Funding for design works for BR488 – Bridge 0488, Wingebellup Road, was allocated in the 2025/26 budget but was not carried forward into the 2026/27 budget. These design works now require funding to progress the proposed replacement of the existing bridge with culverts.

It is proposed to reallocate the $40,000 from CF533 to BR488 in the 2026/27 budget to complete the required design works. The replacement of Bridge 0488 with culverts is proposed for the 2027/28 financial year, following completion of design and the tender process. The 2027/28 construction budget for the culverts is $1,786,000, funded through the Australian Government's Roads to Recovery Program administered by the Department of Infrastructure.

Officer's Comment

As the Cranbrook Frankland / Boronia View works were completed in 2025/26, the $40,000 allocated to CF533 in 2026/27 is no longer required for that project. The allocation was included in error rather than representing additional works to be undertaken.

The proposed transfer to BR488 will restore funding for the design phase that was budgeted in 2025/26 but not carried forward. Completing the design will support preparation for the tender process and the proposed replacement of Bridge 0488 with culverts in 2027/28. The proposed $40,000 reallocation relates only to design works, not construction.

Statutory Environment

Local Government Act (1995)

Section 2.7 (2) Provides information on the role of Council.

(1) The council —
  (a) governs the local government's affairs; and
  (b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to —
  (a) oversee the allocation of the local government's finances and resources and
  (b) determine the local government's policies.

Policy Applicable – Implications

There is no Council policy applicable to this report.

Financial Implications
The proposed amendment to the 2026/27 Annual Budget reallocates $40,000 between project allocations as follows:

Decrease: CF533 – Cranbrook Frankland / Boronia View: $40,000
Increase: BR488 – Bridge 0488 Wingebellup Rd – Design for Replacement with Culverts: $40,000

The reallocation has a nil net impact on the total 2026/27 Annual Budget. The replacement works are proposed to proceed in 2027/28 following the design and tender process.

Risk Implications
The risks associated with matters in this report are

- Errors, Omissions and Delays
- Inadequate Asset Sustainability Practices
- Inadequate Project/Change Management
- Inadequate Supplier/Contract Management

The **impacts** of the risk are: Financial, Service Interruption, Reputational and Property
The **consequences** of these risks are considered to be Moderate
The **likelihood** is Possible
Hence the **risk rating** for this report is Medium

Risk mitigation includes completing and reviewing the engineering design and scope, confirming site investigations and required approvals, establishing procurement and tender milestones, and monitoring design expenditure and delivery against the proposed 2027/28 construction program.

Council Plan 2025-2035 Reference
The 2025-2035 Shire of Cranbrook, Council Plan states that

Key Pillar: 3 Environment:
To enhance maintain protect and promote our natural environment and built infrastructure
Strategy 3.3: *Maintain our built infrastructure, servicing the needs of the community*
Activities: ***3.3.1 Maintain the road infrastructure network and pursue funding opportunities to support appropriate road network service levels***
3.3.2 Seek upgrade of transport an associated infrastructure, including air, rail and bridges

Consultation
Consultation for this report included the Chief Executive Officer, Manager of Finance and Manager of Works.

Voting Requirements
Simple Majority

OFFICER'S RECOMMENDATION
That Council approves the following amendments to the 2026/27 Annual Budget:
1. Removes the full budget allocation of $40,000 from CF533 – Cranbrook Frankland / Boronia View, as the works were completed in the 2025/26 financial year; and
2. Reallocates $40,000 to BR488 – Bridge 0488, Wingebellup Road, to undertake design works for the proposed replacement of the bridge with culverts.

10.1.3	**BUDGET AMENDMENT - FRANKLAND RIVER TOWN HALL - COMMUNITY GYM**
RESPONSIBLE OFFICER:	Peter Fitchat – Chief Executive Officer
REPORT AUTHOR:	Jenny Cristinelli – Community Development Manager
FILE REFERENCE:	CP201
APPLICANT:	N/A
DATE OF REPORT:	9 November 2026
ATTACHMENTS:	Nil

Purpose
The purpose of this report is for the Council to consider an amendment to the 2026/2027 adopted budget.

Background
At the 19 August 2026 meeting of Council, it was resolved that:

Recommendation 1 – Budget of 2026-2027
OFFICER'S RECOMMENDATION/COUNCIL DECISION
Motion 07082026
Moved Cr Denton, seconded Cr Egerton-Warburton that pursuant to the provisions of Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, Council adopt the Budget as contained in the attachment of this agenda and the minutes, for the Shire of Cranbrook for the 2026-2027 financial year which includes the following:

- **Statement of Comprehensive Income by Nature and Type**
- **Statement of Cash Flows**
- **Statement of Financial Activity**
- **Notes to and Forming Part of the Budget.**

Officer's Comment
The Frankland River Town Hall continues to undergo significant improvements through funding from the Communities Facilities Upgrade Reserve and Shire contributions. While substantial upgrades have been completed, one remaining area identified for improvement is the former library room within the Town Hall.

Over the past eighteen months, the establishment of a 24-hour community gym within this space has been discussed with the local community. Preliminary investigations have been undertaken to determine the cost of converting the former library room into a functional gym facility.

Based on these investigations, an estimated allocation of $115,000 would be required to undertake the conversion works and equip the facility for community use. The proposed project aligns with the purpose of the Communities Facilities Upgrade Reserve**,** which provides funding for improvements to, and development of, community facilities.

The conversion of the former library room into a community gym would represent the final stage of the Frankland River Town Hall improvement program. The project would enhance opportunities for health, fitness and wellbeing within the community by providing accessible recreational infrastructure for residents and visitors alike.

The proposed facility would further strengthen the Town Hall as a community hub, encouraging greater utilisation of the precinct, supporting social connection.

Statutory Environment
Local Government Act 1995, Part 6 Financial Management, Division 4 General Financial Provisions.
Section 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.
(b) is authorised in advance by resolution*; or
(c) is authorised in advance by the mayor or president in an emergency."

** Absolute majority required.*

Local Government (Financial Management) Regulations 1996 Part 2 General financial management – s. 6.10

Regulation 17. - Reserve accounts, title of etc.

"(1) A reserve account is to have a title that clearly identifies the purpose for which the money in the account is set aside.
(2) In the accounts, annual budget and financial reports of the local government a reserve account is to be referred to —
(a) in the information required by regulations 27(g) and 38, by its full title; and
(b) otherwise, by its full title or by an abbreviation of that title."

[Regulation 17 amended in Gazette 20 Jun 1997 p. 2839.]

Policy Applicable – Implications
There is no Council policy applicable to this report

Financial Implications
The total cost of the matters in this report is anticipated to be $115,000 and can be funded from the Communities Facilities Upgrade Reserve.

Risk Implications
The risks associated with matters in this report are:

- Business and Community Disruption
- Errors, Omissions and Delays
- Failure to fulfil Statutory, Regulatory or Compliance Requirements

The **impacts** of the risk are: Financial, Non-Compliance, Reputational
The **consequences** of these risks are considered to be: Major
The **likelihood** is: Possible
Hence the **risk rating** for this report is: High

Risk mitigation includes the adoption of the budget by 30 August each year and a structured approach to the delivery of the programmes and projects identified and approved in the budget. Mitigation also includes sound supervision of the various projects by members of the Management Team and the staff under their direct control.

Council Plan 2025-2035 Reference
The 2025-2035 Shire of Cranbrook, Council Plan states that:

Key Pillar: 1 Social:
Be respectful for our friendly, vibrant, connected and safe community
Strategy 1.1: Support an engaged and inclusive community culture.
Activities: ***1.1.3 Ensure appropriate community infrastructure and facilities, servicing the health and social needs of our community***

Strategy 1.3: *Facilitate accessibility in our community spaces, supporting inclusion and connection*
Activities: ***1.3.1 Support an advocate for health and wellbeing initiatives and provisions of services to the community***
1.3.2 Support a healthy, sporting an active community

Key Pillar: 3 Environment:
To enhance maintain protect and promote our natural environment and built infrastructure
Strategy 3.3: *Maintain our built infrastructure, servicing the needs of the community*
Activities: ***3.3.4 Maintain and enhance our community infrastructure, providing appropriate public facilities***

Key Pillar: 4 Leadership
To demonstrate and partake in strong government and leadership
Strategy 4.1: *maintain a high level of corporate governance responsibility and accountability*
Activities: ***4.1.1 Provide strategic leadership and governance***

Strategy 4.2: *maintain an effective organisation delivering community services*
Activities: ***4.2.1 Deliver appropriate services to our community***

Consultation
Consultation for this report included, Elected Members, Shire CEO, Shire Management Team, Frankland River Community Resource Centre Manager and Community Members

Voting Requirements
Absolute Majority

OFFICER'S RECOMMENDATION
That Council approve the amendment to the current 2026/2027 budget to transfer an amount of $115,000 from the Community Facilities Upgrade Reserve to Capital Expense – Frankland River Hall Major Maintenance General to convert the former Frankland River Town Hall Library space into a Community Gym.

11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING

13. MATTERS BEHIND CLOSED DOORS

14. CLOSURE OF MEETING

There being no further business to discuss, the Shire President, Cr Mulcahy will declare the meeting closed at pm.