



AGENDA

Ordinary Council Meeting
16 September 2025



NOTICE OF MEETING

Dear Elected Members and Members of the Public,

In accordance with the provisions of Section 5.5 of the Local Government Act, you are hereby notified that the September Ordinary Council Meeting has been convened for:

Date: **Tuesday 16 September 2025**

At: Shire of Narembeen Council Chambers
1 Longhurst Street, Narembeen

Commencing: 5.00pm

Rebecca McCall
Chief Executive Officer

11 September 2025

DISCLAIMER

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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 license, any statement or limitation or approval made by a member or officer of the Shire of Narembeen during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narembeen. The Shire of Narembeen warns that anyone who has an application lodged with the Shire of Narembeen must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Narembeen in respect of the application.

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1. Official Opening and Welcome

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr SW Stirrat	President
Cr HA Cusack	Deputy President
Cr TW Cole	
Cr MJ Currie	
Cr HJ Bald	
Cr CD Bray	
Cr AM Hardham	

Staff:

Ms R McCall	Chief Executive Officer
Mr B Forbes	Executive Manager Corporate Services
Mr K Markham	Executive Manager Infrastructure Services

Member of Public:

Apologies:

3. Public Question Time

4. Disclosure of Interest

5. Application for Leave of Absence

6. Deputations/Petitions/Presentations/Submissions

7. Delegates' Reports

7.1 Cr Stirrat

Date	Meeting/Event	Venue

7.2 Cr Cusack

Date	Meeting/Event	Venue

7.3 Cr Bray

Date	Meeting/Event	Venue

7.4 Cr Hardham

Date	Meeting/Event	Venue

7.5 Cr Cole

Date	Meeting/Event	Venue

7.6 Cr Bald

Date	Meeting/Event	Venue

7.7 Cr Currie

Date	Meeting/Event	Venue

8. Confirmation of Previous Meetings

8.1 Ordinary Council Meeting 19 August 2025 Attachment 8.1A

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation – 8.1

That the minutes of the Shire of Narembreen Ordinary Council Meeting held on Tuesday 19 August 2025, as presented, be confirmed as a true and correct record of proceedings.

9. Minutes of Committee Meetings to be Received

9.1 RoeROC Ordinary Meeting 4 September 2025 Attachment 9.1A

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation – 9.1

That the minutes of the RoeROC Ordinary Meeting held on Thursday 4 September 2025, as presented, be received.

10. Recommendations from Committee Meetings for Council Consideration

11. Announcements by Presiding Member without Discussion

12. Officers Reports - Office of the Chief Executive Officer

12.1 Chief Executive Officer - Performance Review Panel 2025

Date:	8 September 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Kathryn Conopo, Executive Governance Officer
File Reference	PERSONNEL
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

This Item presents for a review panel to be tasked with facilitating the Chief Executive Officers Performance Review, for consideration and adoption.

Background

On 3 February 2021, the Local Government (Administration) Amendment Regulations 2021 introduced 'Model CEO Standards' detailing mandatory minimum standards for the recruitment, selection, performance review and termination of employment in relation to local government CEOs. The aim of the Model CEO Standards is to provide a consistent and equitable framework for CEO recruitment, performance review and termination across all local governments, in accordance with principles of merits, equity and transparency.

The Shire of Narembreen adopted the Model CEO Standards at its Ordinary Council Meeting on 15 November 2022 (MIN 7522/22).

Comment

The CEO requests the formation of a review panel to facilitate the 2025 CEO performance review process in accordance with Division 3 of the Local Government (Administration) Regulations 2021. The panel will ensure that the review is conducted impartially and transparently, in line with the agreed performance criteria and the standards set out in the legislation.

Consultation

Cr Scott Stirrat, Shire President
Cr Holly Cusack, Deputy President

Statutory Implications

The Review will be conducted in accordance with Sections 5.38 and 5.39(3)(b) of the *Local Government Act 1995* and Regulation 18D of the *Local Government (Administration Regulations) 1996*, which requires that:

- The performance of the CEO be reviewed at least once a year;
The CEO will have a written contract of employment, which shall include performance criteria for the purpose of conducting a review; and,
A Local Government is to consider each review on the performance of the CEO carried out under section 5.38 and is to accept the review, with or without modification, or to reject the review.*

Policy Implications

Council Policy - CEO Standards for Recruitment, Performance and Termination.

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and Resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Ineffective Employment Practices
Risk Category	Compliance
Consequence Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Legislation; CEO Standards For Recruitment, Performance and Termination
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation – Item 12.1

That Council form a review panel consisting of Cr Stirrat, Deputy Cr Cusack and Cr _____ to facilitate the 2025 performance review of the Chief Executive Officer.

12.2 RoeROC – Memorandum of Understanding (2024-2029) and Operational Guidelines

Date:	7 September 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Kathryn Conopo, Executive Governance Officer
File Reference	CORPORATE MANAGEMENT/ROEROC
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	12.2A RoeROC Memorandum of Understanding 2024-2029 12.2B RoeROC Operational Guidelines

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

To consider the adoption of the RoeROC Memorandum of Understanding (MOU) (2024–2029) and Operational Guidelines, as endorsed by the RoeROC Committee on 4 September 2025, and to formally ratify these documents on behalf of the Shire of Narembeen.

Background

Over the past 12 months, RoeROC has undertaken a comprehensive governance review to modernise and clarify its governance framework. The review was initiated through resolutions at RoeROC Committee and Executive meetings in late 2024 and early 2025.

Key outcomes of the review included:

- The merger of the existing MOU and Terms of Reference into a single, cohesive governance structure.
- Clearly defined roles for the RoeROC Committee (delegate-level), RoeROC Executive (CEO-level), and associated working groups.
- Development of new Operational Guidelines to replace the Terms of Reference (2024), allowing procedural updates to occur independently of the MOU.

The Draft MOU and Operational Guidelines were endorsed by the RoeROC Executive at its meeting on 17 July 2025 and circulated to member Councils for feedback during August 2025. All member Councils, including Narembeen, informally supported the documents.

At its meeting on 4 September 2025, the RoeROC Committee formally adopted the revised MOU and Operational Guidelines, subject to a clarification in clause 4.2 (Voting).

Comment

The final RoeROC Memorandum of Understanding (2024–2029) and accompanying Operational Guidelines provide a modernised, clear, and flexible governance structure for RoeROC.

Key inclusions in the revised framework are:

- Defined governance structure with clear responsibilities and reporting lines.
- Formal inclusion of the Executive Officer role.
- Updated governance terminology to remove ambiguity.
- Reviewed provisions for admitting new members (Section 9).
- New operational appendix allowing evolving procedures without requiring re-execution of the MOU.
- Clarification of membership expectations and voting entitlements.
- Tenure of Chair and Deputy Chair positions aligned to local government election cycles.

The clarification adopted by the RoeROC Committee in clause 4.2 ensures that voting rights are restricted to those members formally committed to, or actively participating in, a referred project or item.

Formal adoption by the Shire of Narembeen will complete the ratification process across member Councils.

Consultation

Council – August Discussion Forum
RoeROC Executive Officer
RoeROC CEO's
RoeROC Committee Meeting – June 2025 and September 2025

Statutory Implications

Local Government Act 1995 – Section 3.35

Establishment agreement, amendment of

- (1) The participants may amend the established agreement for a for a regional local government by agreement made.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence 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, Legislation, MOU and Operational Guidelines
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 12.2

That Council:

1. Notes the RoeROC Committee resolution of 4 September 2025 adopting the RoeROC Memorandum of Understanding (2024–2029) and Operational Guidelines, with clause 4.2a (Voting) amended to specify that voting applies only to members participating in the referred item or project.
2. Formally endorses the RoeROC Memorandum of Understanding (2024–2029) as presented in Attachment 12.2A.
3. Formally adopts the RoeROC Operational Guidelines as presented in Attachment 12.2B, noting these replace the previous RoeROC Terms of Reference (2024).

12.3 RoeROC – Application for Membership by the Shire of Wickepin

Date:	5 September 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CORPORATE MANAGEMENT/ROEROC
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	12.3A New Membership Request – Shire of Wickepin

Purpose of Report

☒ Executive Decision

☐ Legislative Requirement

Summary

Council is requested to consider a request from the Shire of Wickepin to join the Roe Regional Organisation of Councils (RoeROC). The RoeROC Committee has supported the proposal in principle and now seeks formal endorsement from all existing member Councils, as required under the RoeROC Memorandum of Understanding (2024–2029).

Background

At its meeting on 4 September 2025, the RoeROC Committee considered the Shire of Wickepin's formal application to join RoeROC. A comprehensive Discussion Paper, prepared by the RoeROC Executive Officer in consultation with member Council's CEOs, assessed the strategic, financial, and governance implications of the application.

The application aligns with the governance principles of RoeROC and has received principal support from all CEOs, including commentary from the Shire of Narembeen suggesting support.

In accordance with Section 9 of the RoeROC MOU, admission of a new member requires a unanimous resolution of all current member Councils.

Comment

The Shire of Wickepin's inclusion in RoeROC is viewed as strategically beneficial, strengthening the organisation's collective capacity and enhancing opportunities for regional collaboration.

While Wickepin will not participate in legacy projects such as the Bendering Waste Site or the RoeHealth EHO Scheme, it has expressed strong interest in contributing to new and emerging initiatives, including:

- Shared Services Working Group (SSWG)
- ERP procurement
- Renewable Energy Policy Framework
- Digital resource platforms

In addition to diversifying the skills and resources available within RoeROC, Wickepin has indicated a willingness to contribute equitably to governance and project costs. This will provide immediate financial benefits to existing members through reduced Executive Officer contributions, while also broadening the base of member Shires engaged in forward-looking initiatives.

The broader benefits of Wickepin's inclusion are expected to:

- Strengthen RoeROC's regional capacity and strategic influence;
- Expand collaboration in shared services, advocacy, and infrastructure planning;
- Contribute meaningfully to emerging regional projects and policy development;
- Position RoeROC as a stronger, more cohesive body capable of addressing future challenges and opportunities.

Consultation

Councillors – August Discussion Forum
RoeROC CEO's
RoeROC Committee

Statutory Implications

Local Government Act 1995 – Section 3.65

Establishment agreement, amendment of

- (2) That establishment agreement can be amended under subsection (1) to include another local government as a further participant if that local government is a party to amending agreement.

Policy Implications

RoeROC Memorandum of Understanding 2024–2029 – Section 9 (Admitting New Members)

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.1 Forward planning and implementation of plans to achieve strategic priorities

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence 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 and Legislation; RoeROC MOU and Operational Guidelines
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Risk Implications

Risk Profiling Theme	Inadequate Engagement Practices
Risk Category	Reputational
Consequence Description	Unsubstantiated, low impact, low profile or 'no news' item
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Community Engagement Framework; RoeROC MOU and Operational Guidelines
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

The inclusion of the Shire of Wickepin as a member of RoeROC will have positive financial implications for existing member Councils. While final membership fees are yet to be confirmed, the following arrangements are proposed for consideration by the Shire of Wickepin:

- One-off Entry Contribution – A payment of \$8,869, equivalent to one-fifth of the 2024/25 Executive Officer cost, to offset governance and administrative costs incurred to date.
- Ongoing Annual Contribution – Participation in shared funding arrangements for the RoeROC Executive Officer and joint projects, consistent with the cost-sharing methodology applied to current members.

Based on these proposed arrangements, the annual contribution for each member Shire towards the Executive Officer would reduce from \$11,087 to approximately \$8,869 once Wickepin joins. This represents both an immediate financial saving for existing members and a more sustainable cost-sharing model into the future.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 12.3

That Council:

1. Endorse in principle the proposal for the Shire of Wickepin to join the Roe Regional Organisation of Councils (RoeROC), subject to final agreement on membership fees and cost-sharing arrangements; and
2. Support the proposed financial model for presentation to the Shire of Wickepin, being:
 - A one-off entry contribution of \$8,869; and
 - Participation in ongoing shared funding arrangements for the RoeROC Executive Officer and joint projects.
3. Request the RoeROC Executive Officer to finalise membership terms with the Shire of Wickepin in accordance with the RoeROC Memorandum of Understanding (2024–2029).

13. Officers Reports - Development and Regulatory Services

Nil

14. Officers Reports - Corporate Services

14.1 Council Policy Review

Date:	22 August 2025
Location:	Nil
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Kathryn Conopo, Executive Governance Officer
File Reference	CORPORATE MANAGEMENT/ Policy
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.1A Policies for Review

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

For Council to review the attached policy amendment(s).

Background

The Council has a significant number of policies covering a range of issues which require periodical review.

Comment

The following policies have been reviewed by management and Council. Comments regarding the nature of any changes is provided relative to each policy.

Policy	Comment
10.1.12 Natural Crossings	No changes – this policy is being kept as an interim measure until a “Levels of Service” framework is created.
(NEW) Land Drainage Crossing Road Reserves	This new policy combines the Deep Drainage Policy and the Shallow Drainage Policy.

Consultation

Chief Executive Officer
Executive Manager Corporate Services
Executive Manager Infrastructure Services
Councillors – June 2025 Discussion Forum

Statutory Implications

Local Government Act 1995

Section 2.7 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.

[Section 2.7 amended: No. 17 of 2009 s. 4.]

Section 5.41 Functions of CEO

The CEO's functions are to —

- a) advise the council in relation to the functions of a local government under this Act and other written laws; and
- b) ensure that advice and information is available to the council so that informed decisions can be made; and
- c) cause council decisions to be implemented; and
- d) manage the day-to-day operations of the local government; and
- e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- f) speak on behalf of the local government if the mayor or president agrees; and
- g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

Policy Implications

Council has adopted a Strategic Policy Framework which guides the format, content, nature and review date for each policy. The Strategic Policy Framework also differentiates between Council Policies, Executive Policies and Procedures/Manuals.

It is considered good corporate governance to review policies as they fall due and to consider if any new policies should be added in line with legislative changes.

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence 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, Strategic Policy Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

Simple Majority



Absolute Majority

Officers Recommendation – Item 14.1

That Council adopt the revised policies, as attached.

14.2 Council Policy Review (Repeal)

Date:	22 August 2025
Location:	Nil
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Kathryn Conopo, Executive Governance Officer
File Reference	ADM541
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.2A Policies for repeal

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

To review several Council policies of an administrative nature

Background

The Council has a significant number of policies covering a range of issues which require periodical review.

Comment

The following policies are recommended for repeal, and comment is provided relative to each policy.

Policy	Reason for repeal
10.1.13 Roadside Clearing – moving fence lines	This is an operational function.
10.1.18 Road Designs Standards	This is an operational function and will be captured under the Levels of Service framework.
10.2.2 Minimum Standard of Footpath	This is an operational function and will be captured under the Levels of Service framework.
Deep Drainage	This policy has been amalgamated into new Land Drainage Policy
Shallow Drainage	This policy has been amalgamated into new Land Drainage Policy
Significant accounting policies	The policy repeats material from legislation and accounting standards which are redundant or otherwise restated annually in the annual financial report.

Consultation

Chief Executive Officer
Executive Manager Corporate Services
Executive Manager Infrastructure Services
Councillors – June and August 2025 Discussion Forum

Statutory Implications

Local Government Act 1995

Section 2.7 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.

[Section 2.7 amended: No. 17 of 2009 s. 4.]

Section 5.41 Functions of CEO

The CEO's functions are to —

- a) advise the council in relation to the functions of a local government under this Act and other written laws; and
- b) ensure that advice and information is available to the council so that informed decisions can be made; and
- c) cause council decisions to be implemented; and
- d) manage the day-to-day operations of the local government; and
- e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- f) speak on behalf of the local government if the mayor or president agrees; and
- g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

Policy Implications

Council has adopted a Strategic Policy Framework which guides the format, content, nature and review date for each policy. The Strategic Policy Framework also differentiates between Council Policies, Executive Policies and Procedures/Manuals.

It is considered good corporate governance to review policies as they fall due and to consider if any new policies should be added in line with legislative changes.

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence 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, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 14.2

That council repeal the policies, as attached.

14.3 Financial Statements for the Month Ended 31 July 2025

Date:	6 May 2025
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.3A Shire of Narembreen - Financial statements for month ended 31 July 2025

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to review and the financial statements for the months ended 31 July 2025.

Background

The monthly financial reports are presented in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

Comment

Council's closing funding surplus as at 31 July 2025 is \$4,664,369 with cash on hand of \$8,080,099 including \$5,880,537 of restricted reserves.

Consultation

Nil

Statutory Implications

Local Government Act 1995, Section 6.4

Regulation 34(1) of the Local Government (Financial Management) Regulations 1996 requires a local government to prepare each month a statement of financial activity.

Regulation 34(2) requires the statement of financial activity to report on the sources and applications of funds, as set out in the annual budget.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence 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, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 14.3

That Council receive the monthly financial statements for the month ended 31 July 2025.

14.4 Financial Statements for the Month Ended 31 August 2025

Date:	6 May 2025
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.4A Shire of Narembreen - Financial statements for month ended 31 August 2025

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to review and the financial statements for the months ended 31 August 2025.

Background

The monthly financial reports are presented in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

Comment

Council's closing funding surplus as at 31 August 2025 is \$4,535,231 with cash on hand of \$9,789,415 including \$5,880,537 of restricted reserves.

Consultation

Nil

Statutory Implications

Local Government Act 1995, Section 6.4

Regulation 34(1) of the Local Government (Financial Management) Regulations 1996 requires a local government to prepare each month a statement of financial activity.

Regulation 34(2) requires the statement of financial activity to report on the sources and applications of funds, as set out in the annual budget.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
Objective: Well governed and efficiently managed Local Government
Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence 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, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 14.4

That Council receive the monthly financial statements for the month ended 31 August 2025.

14.5 Schedule of Accounts for the Month Ended 31 August 2025

Date:	12 August 2025
Location:	Not applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.5A Schedule of Accounts paid for the month ended 31 August 2025 14.5B Credit card payments, August 2025

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to receive the list of payments made by the Shire of Narembeen for the month ended 31 August 2025.

Background

The Shire's schedule of accounts paid is to be provided to Council each month, pursuant to the requirements of *Local Government (Financial Management) Regulation 1996*.

Comment

As per the attached schedule, total payments from Municipal funds for the month ended 31 August 2025 total \$561,729.62 in addition to \$3,302.34 of expenditure on Council credit cards that were debited from Council's transaction account.

Consultation

Nil

Statutory Implications

Local Government (Financial Management) Regulations 1996

Reg. 13 List of Accounts

1. If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO 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 payments; and
 - d. Sufficient information to identify the transaction.

3. A list prepared under sub regulation (1) or (2) is to be –
 - a. Presented to the council at the next ordinary meeting of council after the list is prepared; and
 - b. Recorded in the minutes of that meeting.

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Strategic Priority: 4. Civic Leadership
 Objective: Well governed and efficiently managed Local Government
 Strategy: 4.2 Compliant and resourced Local Government

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Failure to Fulfill Statutory, Regulatory or Compliance Requirements
Risk Category	Compliance
Consequence 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, Financial Management Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 14.5

That Council receive and endorse the schedule of accounts paid for the month ended 31 August 2025.

15. Officers Reports - Community Services

16. Officers Reports - Infrastructure Services

17. Elected Member Motions of which Previous Notice has been Given

18. Elected Member Motions Without Notice

19. New Business of an Urgent Nature Approved by the Presiding Person or Decision

20. Matters for which the Meeting may be Closed

21. Closure of Meeting

The next meeting will be held on Tuesday 21 October 2025 commencing at 5.00pm

There being no further business, the chair declared the meeting closed at ____pm