Shire of Narembeen
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AGENDA

Ordinary Council Meeting

18 August 2026

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 August Ordinary Council Meeting has been convened for:

Date: **Tuesday 18 August 2026**

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

Commencing: 5.00pm

Rebecca McCall
Chief Executive Officer

13 August 2026

Contents

1. Official Opening and Welcome

2. Record of Attendance / Apologies

Councillors:

Cr HA Cusack	President
Cr HJ Bald	Deputy President
Cr CD Bray	
Cr MJ Currie	
Cr LR Smoker	
Cr SW Stirrat	

Staff:

Ms R McCall	Chief Executive Officer
Mr R Sunner	Executive Manager Corporate Services
Mr K Markham	Executive Manager Infrastructure Services
Ms K Conopo	Executive Governance Officer

Member of Public:

Apologies:

Cr AM Hardham

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 Cusack

Date	Meeting/Event

7.2 Cr Bald

Date	Meeting/Event

7.3 Cr Bray

Date	Meeting/Event

7.4 Cr Currie

Date	Meeting/Event

7.5 Cr Hardham

Date	Meeting/Event

7.6 Cr Smoker

Date	Meeting/Event

7.7 Cr Stirrat

Date	Meeting/Event

8. Confirmation of Previous Meetings

8.1 Ordinary Council Meeting 21 July 2026

Attachment 8.1A

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation – 8.1

That the minutes of the Shire of Narembeen Ordinary Council Meeting held on Tuesday 21 July 2026, as presented, be confirmed as a true and correct record of proceedings.

9. Minutes of Committee Meetings to be Received

9.1 Audit, Risk and Improvement Committee Meeting 18 August 2026

Attachment 9.1A (late attachment)

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation – 9.1

That the minutes of the Audit, Risk and Improvement Committee Meeting held on Tuesday 18 August 2026, as presented, be received.

10. Recommendations from Committee Meetings for Council Consideration

10.1 Audit, Risk and Improvement Committee Meeting 18 August 2026, Item 6.1 Attachment 9.1A (Late attachment)

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation – 10.1

That Council endorse the recommendation of the Audit Risk and Improvement Committee for Item 6.1 of the meeting held on 18 August 2026.

11. Announcements by Presiding Member without Discussion

12. Matters for which the Meeting may be Closed

12.1 Close the Meeting to the Public

Statutory Implications

Local Government Act 1995 - Section 5.23

4) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis —

   (g) prescribed information

Local Government (Administration) Regulations

4A. Information that may be treated on confidential basis at meeting (Act s. 5.23(4)(g))

For the purposes of section 5.23(4)(g), the following information is prescribed —

(a) the price, or potential price, for the sale or purchase of property by the local government and any information relating to the price or potential price;

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 12.1

That Council close the meeting to public, under Section 5.23(4)(g) of the *Local Government Act 1995*, so that it can receive the price, or potential price, for the sale or purchase of property by the local government and any information relating to the price or potential price.

12.2 Pricing information – RFT 2026-02 Provision of Waste Transfer Station Operation and Management

Date:	10 August 2026
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CORPORATE MANAGEMENT\TENDERING\2026\RFT2026-02
Previous Meeting Reference	21 July 2026 MIN 8216/26
Disclosure of Interest:	Nil
Attachments:	

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to receive the pricing information contained in the submissions to RFT2026-02 Provision of Waste Transfer Station Operation and Management.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 12.2

That Council receive the pricing information from the response for tender RFT2026-02 Provision of Waste Transfer Station Operation and Management.

12.3 Re-Open the Meeting to the Public.

Statutory Implications

Local Government Act 1995 - Section 5.23

(8) If a decision is made to close a meeting to members of the public under subsection (2), (3) or (4), the following must be recorded in the minutes of the meeting —

- *(a)* the decision;
- *(b)* the subsection under which the decision is made and, if that subsection is subsection (2) or (4), the paragraph of that subsection under which the decision is made;
- *(c)* if the provision recorded under paragraph (b) is subsection (2)(c) or (4)(g) — the applicable regulation (including any applicable subregulation or paragraph);
- *(d)* if the provision recorded under paragraph (b) is subsection (2)(d) or (4)(h) — a statement that a direction was given under section 5.23AA(1) or (2) (as the case requires);
- *(e)* an explanation of how the matter or information to which the decision relates falls within the scope of the provision recorded under paragraph (b);
- *(f)* a summary of the steps taken to ensure that the closure to members of the public is for no longer than required or authorised under the provision recorded under paragraph (b);
- *(g)* any prescribed information.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 12.3

That Council re-open the meeting to public.

13. Officers Reports - Office of the Chief Executive Officer

13.1 Chief Executive Officer - Performance Review Panel 2026

Date:	7 August 2026
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 formed to be tasked with facilitating the Chief Executive Officer's 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 Narembeen 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 2026 CEO performance review process in accordance with Division 3 of the Local Government (Administration) Regulations 2021. The panel must 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 Holly Cusack, Shire President
Cr Hannah Bald, 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:

1. *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 Loal 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
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 13.1

That Council form a review panel consisting of President Cr Cusack, Deputy Cr Bald and Cr ________ to undertake the 2026 performance review of the Chief Executive Officer.

13.2 Adoption of the Council Plan 2036

Date:	31 July 2026
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CORPORATE MANAGEMENT/PLANNING/Council Plan
Previous Meeting Reference	MIN 8209/26
Disclosure of Interest:	Nil
Attachments:	13.2A Council Plan 2036

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

The purpose of this report is to present the Council Plan 2036 to Council for adoption following the completion of the public consultation period.

Background

The Council Plan 2036 combines the Shire's Strategic Community Plan and Corporate Business Plan into a single integrated planning document. The draft Plan was endorsed by Council for public consultation at its July 2026 Ordinary Council Meeting and was advertised for public comment in accordance with Council's community engagement process.

Comment

The public consultation period concluded on 7 August 2026. No submissions were received during the consultation period. It is therefore recommended that Council adopt the Council Plan 2036 as advertised.

The adopted Council Plan will become the Shire's principal strategic planning document and will guide Council's decision-making, resource allocation and review of supporting informing strategies, including the Long-Term Financial Plan, Asset Management Plan and Workforce Plan.

Consultation

The draft Council Plan was available for public comment from 22 July 2026 to 7 August 2026. Consultation included the Shire’s website and social media platform.

Statutory Implications

The Council Plan has been prepared in accordance with section 5.56 of the *Local Government Act 1995*, which requires a local government to plan for the future of its district. The minimum requirements for preparing and reviewing a Strategic Community Plan and Corporate Business Plan are prescribed in regulations 19C and 19DA of the *Local Government (Administration) Regulations 1996*.

Policy Implications

Shire of Narembeen Integrated Planning Framework.

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
The Council Plan provides the strategic direction for future reviews of the Asset Management Plan and will guide long-term infrastructure planning and asset renewal priorities.

Long Term Financial Plan
The priorities and actions contained within the Council Plan will inform future reviews of the Long-Term Financial Plan to ensure resources are aligned with Council's strategic objectives.

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, Integrated Planning Framework and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Implementation of actions identified within the Council Plan will be subject to annual budget deliberations, grant funding opportunities and the Long-Term Financial Plan.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation – Item 13.2

That Council:

1. Adopts the Council Plan 2036 as the Shire's Strategic Community Plan and Corporate Business Plan in accordance with section 5.56 of the *Local Government Act 1995* and Regulations 19C and 19DA of the *Local Government (Administration) Regulations 1996*.
2. Authorises the Chief Executive Officer to publish the adopted Council Plan 2036 on the Shire's website and implement the Plan through the Shire's Integrated Planning and Reporting Framework.

13.3 Tender Review – RFT 2026-02 Provision of Waste Transfer Station Operation and Management

Date:	10 August 2026
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CORPORATE MANAGEMENT\TENDERS\RFT2026-02
Previous Meeting Reference	21 July 2026 MIN 8216/26
Disclosure of Interest:	Nil
Attachments:	

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

For Council to consider the award of tender RFT2026-02 Provision of Waste Transfer Station Operation and Management.

Background

On 15 July 2026, Council advertised tender RFT2026-02 Provision of Waste Transfer Station Operations and Management via an open public tender process, with a closing date of Tuesday 10 August 2026 at 10.00am.

The term of the contract is for three years, with an estimated expiration date of 1 September 2029. An option to extend the contract by two years will be offered if Council is satisfied with the Contractors' performance.

Comment

One tender submission was received and was deemed acceptable; therefore, a detailed comparison is unavailable.

Consultation

Executive Manager Infrastructure Services
Executive Manager Corporate Services

Statutory Implications

Local Government Act 1995

3.57 Tenders for providing goods and services

(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and services.

(2) Regulations may make provision about tenders.

Local Government (Functions and General) 1996

11. When tenders have to be publicly invited

(1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $250 000 unless subregulation (2) states otherwise.

(2) Tenders do not have to be publicly invited according to the requirements of this Division if:

(a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or
(aa) the supply of the goods or services is associated with a state of emergency or a COVID-19 declaration; or
(b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or
(c) within the last 6 months –

(i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment, or …..

14. Publicly inviting tenders, requirements for

(1) When regulation 11(1), 12(2) or 13 requires tenders to be publicly invited, Statewide public notice of the invitation is to be given.
(2) If the CEO has, under regulation 23(4), prepared a list of acceptable tenderers, instead of giving Statewide public notice the CEO is required to give notice of the invitation to each acceptable tenderer listed.
(2A) If a local government —

a. is required to invite a tender; or
b. not being required to invite a tender, decides to invite a tender,

the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

(3) The notice, whether under subregulation (1) or (2), is required to include —

a. a brief description of the goods or services required; and
b. particulars identifying a person from whom more detailed information as to tendering may be obtained
c. information as to where and how tenders may be submitted; and
d. the date and time after which tenders cannot be submitted. …..

18. Rejecting and accepting tenders

(1) A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.
(2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
(3) If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.

(4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them (if any) it thinks it would be most advantageous to the local government to accept.
(4a) To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.
(5) The local government may decline to accept any tender …….

Policy Implications

Procurement Framework

Strategic Implications

Strategic Community Plan

Strategic Priority:	4. Civic Leadership
Objective:	Progress towards achievement of the Corporate Business Plan
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	Indequate Asset Sustainability Practices
Risk Category	Financial Impact
Consequence Description	$50,001 - $500,000
Consequence Rating	Major (4)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Moderate (8)
Key Controls in Place	Proper management of projects and standardised contracts for delivery of goods and services
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

The 2027 budget has an allocation for the operational costs of the Waste Transfer Station.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation – Item 13.3

That Council award tender for RFT2026-02 Provision of Waste Transfer Station Operation and Management to PM Services for a three (3) year contract, with an optional two (2) year extension available based on performance.

13.4 Delegations – Planning and Development

Date:	7 August 2026
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Kathryn Conopo, Executive Governance Officer
File Reference	G\AUTHORISATIONS\Delegations\Delegations Register
Previous Meeting Reference	July Discussion Forum 2026
Disclosure of Interest:	Nil
Attachments:	**13.4A Planning Delegations 2026-08**

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to consider delegating authority to the Chief Executive Officer to determine planning and development applications and to provide advice to the Western Australian Planning Commission and other relevant regulatory authorities.

Council is also requested to endorse the revised Delegations Register, incorporating these new delegations, as attached.

Background

The Shire of Narembeen has entered into a Memorandum of Understanding and Service Agreement with the City of Kalamunda (KAL) for the review and assessment of planning and development applications through KAL's Planning Department.

Under this arrangement, KAL undertakes the assessment of applications and provides the Shire with a completed assessment and recommendation. Under the Shire's current process, these recommendations are then presented to Council for consideration and determination.

Comment

Delegating authority to the Chief Executive Officer to determine planning and development applications, and to provide advice to the Western Australian Planning Commission and other relevant regulatory authorities, will streamline the Shire's administrative and operational processes.

The proposed delegations will reduce processing time for routine planning matters and decrease the number of operational matters required to be presented to Council. This will enable Council to focus on matters of greater strategic significance while maintaining appropriate administrative oversight through the Shire's Delegations Register.

Consultation

Executive Manager Infrastructure Services
Executive Manager Corporate Services
Council – July Discussion Forum

Statutory Implications

Local Government Act 1995

5.42. Delegation of some powers and duties to CEO

(1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
  (a) this Act other than those referred to in section 5.43; or
  (b) the Planning and Development Act 2005 section 214(2), (3) or (5).

* Absolute majority required

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.44. CEO may delegate powers and duties to other employees

(1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
  (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
  (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.

(4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.

(5) In subsections (3) and (4) —
conditions includes qualifications, limitations or exceptions

Policy Implications

Shire of Narembeen Delegations Register

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	Delegations Register and Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation – Item 13.4

That Council, by absolute majority and as per the attached, delegate the authority to the Chief Executive Officer to:

1. Determine applications for development approval.
2. Provide recommendations to the WA Planning Commission regarding applications for subdivision/amalgamations or strata title, clearance of conditions of development approval, subdivision/amalgamation or strata title.
3. Advise other regulatory authorities on planning matters.
4. Respond to appeals and requests for consideration made to the State Administrative Tribunal and WA Planning Commission.

13.5 Major Land Transaction Provisions – Regional Workforce Housing Projects

Date:	9 August 2026
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:	Nil

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

Council is requested to endorse an advocacy position seeking amendments to the Local Government (Functions and General) Regulations 1996 to provide greater flexibility for local government-led workforce housing projects undertaken for a public purpose, and to authorise the Chief Executive Officer to advocate this position to the State Government, WALGA and other relevant stakeholders.

The Chief Executive Officer has presented the advocacy item to the WALGA Great Eastern Country Zone (GECZ), seeking support for a review of the Major Land Transaction exemption provisions as they apply to regional workforce housing projects.

Background

Rural local governments across Western Australia are increasingly taking a direct role in facilitating housing delivery in response to housing shortages, workforce attraction and retention challenges, and limited private sector development in smaller communities.

Local governments are investing significant capital in workforce housing to support essential personnel, including teachers, police officers, health professionals, emergency service personnel and local government employees. Under the current legislative framework, these projects may be captured by the Major Land Transaction provisions in section 3.59 of the Local Government Act 1995.

The applicable Major Land Transaction threshold is the lesser of $2 million or 10 per cent of a local government's annual operating expenditure. For many smaller regional local governments, the threshold is therefore well below $2 million and can be reached by a relatively modest housing project.

The issue can also arise where workforce housing is subject to a long-term lease, which may be treated as a land transaction or disposal even though the local government retains ownership of the land and dwellings and the project is undertaken for a public, rather than commercial, purpose.

Comment

The current framework can impose substantial procedural and administrative requirements on regional workforce housing projects that are intended to address market failure and support the continuity of essential services. While the transparency and accountability objectives of the Major Land Transaction provisions remain important, there is a reasonable basis for distinguishing public-purpose workforce housing from commercial land transactions.

The proposed advocacy position is that the State Government review the exemption provisions in the Local Government (Functions and General) Regulations 1996 and consider an exemption or other appropriate regulatory treatment for local government-led workforce housing projects where the primary purpose is workforce attraction and retention, the housing supports essential services or identified workforce shortages, the local government retains ownership of the assets, the project is not undertaken for commercial profit, and the project addresses demonstrated housing market failure.

The Chief Executive Officer has presented this matter to GECZ. Council endorsement will provide a clear organisational mandate for the CEO to continue advocating the position through WALGA, relevant Ministers, State Government agencies and other appropriate forums.

Consultation

Cr Holly Cusack, Shire President
Cr Hannah Bald, Deputy President

Statutory Implications

Section 3.59 of the Local Government Act 1995 establishes requirements relating to commercial enterprises and major land transactions. The Local Government (Functions and General) Regulations 1996 prescribe matters relevant to those requirements, including exemptions.

The proposed Council decision does not itself amend or disapply the statutory requirements. Until any legislative or regulatory amendment is made, the Shire must continue to comply with the Local Government Act 1995 and applicable regulations for individual projects.

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 Loal Government

Asset Management Plan
No direct implications. Any future housing development would be subject to appropriate asset management and whole-of-life cost assessment.

Long Term Financial Plan
No direct implications. Any future housing development would be subject to separate Council consideration and inclusion in the Long-Term Financial Plan, where required.

Risk Implications

Risk Profiling Theme	Inadequate Engagement Practices
Risk Category	Reputational
Consequence Description	Substantiated, low impact, low news items
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls in Place	Communication and Engagement Framework
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There are no expected direct financial costs associated with the advocacy position, other than staff time, which will be accommodated within existing resources.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 13.5

That Council:

1. endorses advocacy to the State Government seeking a review of the Major Land Transaction exemption provisions contained within the Local Government (Functions and General) Regulations 1996 as they relate to local government-le workforce housing projects undertaken for a public purpose.
2. supports regulatory amendments that recognise workforce housing projects delivered by local governments to support essential services, workforce attraction and workforce retention in rural Western Australian, including appropriate exemptions or alternative regulatory treatment where the local government retains ownership and the project is not undertaken for commercial profit.
3. authorises the Chief Executive Officer to advocate Council's endorsed position to WALGA, the Minister for Local Government, the Minister for Planning and Lands; Housing and Works, relevant State Government departments and agencies, and other stakeholders as appropriate.
4. Notes that the Chief Executive Officer has presented the advocacy item to the WALGA Great Eastern Country Zone (GECZ).

14. Officers Reports - Corporate Services

14.1 Adoption of the Budget for the Year Ended 30 June 2027

Date:	6 August 2027
Location:	Not Applicable
Responsible Officer:	Raj Sunner, Executive Manager Corporate Services
Author:	Raj Sunner, Executive Manager Corporate Services
File Reference	FM\Budgets\2027
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.1A SoN Statutory Annual Budget 2026-2027 14.1B Schedule of fees and charges for the year ended 30 June 2027

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to review and endorse the reports and schedules comprising the annual budget for the year ended 30 June 2027 and endorse the following:

- statutory budget reports
- schedule of fees and charges
- rate in the dollar for rate categories and minimum rates
- interest rates and administration charges on rates paid via instalments
- interest rates on overdue rates
- instalment option due dates
- Council's materiality threshold for financial reporting.

Background

The 2027 budget has been prepared after extensive consultation with Councillors and staff including multiple workshops to factor in Council's proposed projects for the next 10 years to 2036, in accordance with Council's various strategic plans.

Keeping with Council's Corporate Business Plan, the budget contains a 5% increase to projected income for GRV and UV rate categories, including minimum rates.

Comment

The 2026-2027 annual budget has been prepared following continued internal and external consultation with various stakeholder groups. The budget is prepared secondary to the 10-year financial plan to ensure that the proposed expenditure is appropriate given Council's appetite for risk and its expectations for the cost and timing of future projects.

Narembeen's Council is ambitious and aims to deliver a high standard of services and facilities to the community. This ambition is reflected in the planned commitment of a significant number of resources over the next 5 years for the development and renewal of key high-profile community facilities and infrastructure. Council's ambition is tempered with appropriate caution; potential risks are mitigated with proper and continual planning and consultation to ensure that proposed projects will satisfy the needs of the community whilst ensuring the life cycle costs are viable.

In addition to funding projects through operating revenue and reserves, the 2026–2027 Budget includes new borrowings to support the delivery of key strategic infrastructure. Council proposes to borrow $1.0 million to fund the construction of a new staff house and a new administration building at the Works Depot, providing essential infrastructure to support service delivery and workforce sustainability. The Budget also includes a Self-Supporting Loan (SSL) of $66,000 on behalf of the Narembeen Football Club to fund the Club's contribution towards the installation of new oval lighting. The SSL will be fully repaid by the Football Club in accordance with the loan agreement, with no ongoing financial impact on Council other than facilitating the borrowing arrangement.

To fund Council's planned projects, increases to rates are necessitated. As per the attached budget document, Council will raise general rates of $2,388,310 to cover the deficit in operations, in addition to gratia rates of $34,004. Council's general rate income is summarised below:

Category (Rating Basis)	Rate in the Dollar	Minimum Rates	Estimated Revenue
Townsite (GRV)	$0.105084	$590.00	$ 309,290.00
Rural and mining (UV)	$0.006955	$590.00	$2,079,020.00
		Budgeted Gross Rate Revenue	**$2,388,310.00**

Like all budget estimates, assumptions and contingencies can have significant adverse or beneficial impacts over time. Owing to the timing of the budget adoption and the way the budget is prepared there is scope for Council's projected surplus to materially change. The likely sources of this change are:

- The full reconciliation of the Council's financial records as of 30 June 2026 impacting the brought forward surplus figure.
- Rise and fall in projected income and expenses.
- Unforeseen costs owing to adverse events.

Consultation

Councillors
Chief Executive Officer
Executive Manager Infrastructure Services
Staff

Statutory Implications

Local Government Act 1995 Section 6.2:

6.2. *Local government to prepare annual budget*

(1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

** Absolute majority required.*

(2) *In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —*

(a) *the expenditure by the local government; and*

(b) *the revenue and income, independent of general rates, of the local government; and*

(c) *the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.*

(3) *For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.*

(4) *The annual budget is to incorporate —*

(a) *particulars of the estimated expenditure proposed to be incurred by the local government; and*

(b) *detailed information relating to the rates and service charges which will apply to land within the district including —*

(i) *the amount it is estimated will be yielded by the general rate; and*

(ii) *the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;*

and

(c) *the fees and charges proposed to be imposed by the local government; and*

(d) *the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and*

(e) *details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and*

(f) *particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and*

(g) *such other matters as are prescribed.*

(5) *Regulations may provide for —*

(a) *the form of the annual budget; and*

(b) *the contents of the annual budget; and*

(c) *the information to be contained in or to accompany the annual budget.*

[Section 6.2 amended by No. 49 of 2004 s. 42(8) and 56.]

Policy Implications

No policies are directly affected by the adoption of the budget – many policies relate to its subsequent enaction.

Strategic Implications

Strategic Community Plan

Strategic Priority:	1. Happy, safe, healthy and inclusive community.
Objectives:	1.2 Facilitate and advocate for quality health services, health facilities and programs in the Shire.

	1.4 Recreational, social and heritage spaces are safe and encourage active and healthy lifestyles.
Strategy:	Considered and measured allocation of resources to infrastructure and amenities that benefit the community

Strategic Priority:	4. Well governed and efficiently managed Local Government
Objectives:	4.1 Forward planning and implementation of plans to achieve strategic priorities 4.2 Compliance and resourced Local Government
Strategy:	Budget prepared in conjunction with long-term financial plan to ensure that decisions are sustainable and affordable.

Asset Management Plan
The budget contains significant capital expenditure for asset renewal, improvement and addition.

Long Term Financial Plan
As noted, the annual budget is prepared following the revision and renewal of the latest version of Council's long-term financial plan. Council's long-term modelling has been developed to prioritise sustainability, delivery of services and continual improvement of Shire infrastructure in addition to providing new infrastructure and facilities to the community.

Risk Implications

Risk Profiling Theme	Indequate Asset Sustainability Practices
Risk Category	Financial Impact
Consequence Description	More than $500,000
Consequence Rating	Catastrophic (5)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Moderate (5)
Key Controls in Place	Capital expenditure for asset renewal and improvement is allocated in accordance with best practice principles, the professional advice of management, and in accordance with the asset management plan. Capital expenditure is always in consultation and deliberation with Council.
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Risk Profiling Theme	Inadequte Project/Change Management
Risk Category	Financial Impact
Consequence Description	More than $500,000
Consequence Rating	Catastrophic (5)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Moderate (5)
Key Controls in Place	The projects proposed for the year ended 30 June 2027 have been budgeted for in conjunction with the development of a long-term financial plan that demonstrates a sufficient level of sustainability and flexibility to suite Council's appetite for risk.
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

The budget governs all expenditure incurred throughout the next financial year, pending any subsequent amendments by Council.

As detailed in the Statement of Financial Activity in the attached budget report, the proposed budget is balanced (achieves $0.00 surplus) by utilising the entire brought forward surplus for either: projects, operating costs or setting aside funds for future projects.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation – Item 14.1

That Council endorse the following by absolute majority:

1. The Shire of Narembeen annual budget for the year ended 30 June 2027, as attached, per s.6.2(1) of the Local Government Act 1995.
2. Levying a Rate in the Dollar of $0.105084 for all GRV-based townsite assessments, noting that all non-mining and non-rural assessments are categorised as 'townsite'.
3. Levying a Rate in the Dollar of $0.006955 for all UV-based rural and mining assessments.
4. Levying a minimum rate of $590.00 for all rateable GRV and UV assessments.
5. Setting the following repayment options for rates as per with s6.45(1)(a) of the Local Government Act 1995:

Option	Due By
Option A – One Payment	2 October 2026
Option B – Four Instalment Options	2 October 2026
	4 December 2026
	5 February 2027
	9 April 2027

6. No instalment option being offered on service charges for rubbish collection.
7. An instalment plan administration fee of $10.00 per reminder rate notice issued, per s6.45(3) of the Local Government Act 1995.
8. Instalment interest to be levied at 5.50% as per s6.45(3) of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996.
9. Late payment penalty interest to be levied at 11.00% for all assessments that are overdue by 2 October 2026 (including partially), unless otherwise on the endorsed instalment plan, per s6.51(1) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996.
10. Transfer/movements to and from Reserve Accounts as detailed Note 8 of the Statutory Budget as per s6.11 (3)(a) of the Local government Act.

11. The Schedule of Fees and Charges for the year ended 30 June 2027, as attached, per s6.16(3)(a) of the Local Government Act 1995.
12. A materiality threshold of 10% or $25,000, whichever is greater, in accordance with Local Government (Financial Management) Regulations 1996 Regulation 34.

14.2 CEO Standards for Recruitment, Performance and Termination Policy Review

Date:	7 August 2026
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CORPORATE MANAGEMENT/POLICIES
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	**14.2A CEO Standards for Recruitment, Performance and Termination Policy**

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

For Council to review and endorse the CEO Standards for Recruitment, Performance and Termination Policy

Background

As part of an ongoing process the attached policy has been identified as due for review.

Comment

The policy proposed for endorsement have been written to function is conjunction with other Council Policies and align with sections of the Local Government (Administration) Regulations. Policies are based on WALGA models where possible.

The attached policy has been reviewed, and no further amendments are recommended.

Consultation

Chief Executive Officer
Executive Manager Corporate Services
Executive Manager Infrastructure Services

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

Human Resource Policy

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	Policy Framework and WALGA Model Policies
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There are no significant financial implications associated with the adoption of the Policy.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 14.2

That Council adopt the CEO Standards for Recruitment, Performance and Termination Policy, as attached.

14.3 Amendments to the 2026-2027 Fees and Charges Schedule

Date:	15 July 2025
Location:	Not Applicable
Responsible Officer:	Raj Sunner, Executive Manager Corporate Services
Author:	Raj Sunner, Executive Manager Corporate Services
File Reference	FINANCIAL MANAGEMENT\BUDGETS\Amendments
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

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Summary

To seek Council's endorsement of the amended Fees and Charges 2026-2027, inspirating proposed combined Gym and Pool membership fees.

Background

During the June Council Discussion Forum, Council requested that the introduction of a combined Pool and Gym membership option be explored.

In response, Administration has reviewed the existing membership structures and eligibility requirements for both facilities and developed proposed combined membership fees for Council's consideration.

Comment

The proposed combined Pool and Gym membership fees have been developed to provide value for money to the community while supporting Council's recovery of the costs associated with operating and maintaining these facilities.

In developing the proposed fee structure, the following factors were considered:

- there is currently no family membership option available for the Gym;
- the Gym Conditions of Entry do not permit access to persons under 16 years of age; and
- adult Pool membership fees apply from 16 years of age.

Given the differing membership categories and age restrictions applying to the two facilities, a combined family membership is not considered practical at this time.

Accordingly, it is proposed that combined Pool and Gym memberships be offered for 12 months under Adult and Concession categories only.

Consultation

Chief Executive Officer
Executive Manager Corporate Services
Council – July Discussion Forum

Statutory Implications

Local Government Act 1995

6.19. Local Government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

(a) its intention to do so; and
(b) the date from which it is proposed the fees or charges will be imposed.

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	Ineffective Management of Events / Facilities / Venues
Risk Category	Reputational
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	Risk Management Framework
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

The proposed fees and charges are expected to contribute to the recovery of operational costs associated with the provision of Council services and facilities. The financial impact has been considered in preparing the 2026–2027 budget.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 14.3

That Council adopts the following amendments to the Fees and Charges Schedule for 2026-2027, with the amended fees to take effect from 4 September 2026 following the completion of the required public notice period.

Fees and Charges to be added:

Pool and Gym Memberships	
Annual Adult Pool and Gym Membership	$ 385.00
Annual Concession Pool and Gym Membership	$ 231.00

14.4 Schedule of Accounts for the Month Ended 31 July 2026

Date:	10 August 2026
Location:	Not applicable
Responsible Officer:	Raj Sunner, Executive Manager Corporate Services
Author:	Liz Markham, Administration Officer (Creditors)
File Reference	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.4A Schedule of Accounts Paid – July 2026 14.4B Credit Card Payment List – July 2026

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 July 2026.

Background

The Shire's schedule of accounts paid is to be provided to Council each month, pursuant to the requirements of Regulation 13 of *Local Government (Financial Management) Regulations 1996.*

Comment

Per the attached schedule, total payments from Municipal funds for the month ended 31 July 2026 were $796,455.76

Total expenditure incurred on corporate cards for the same period was $4,827.01.

Consultation

Nil

Statutory Implications

Local Government (Financial Management) Regulations 1996

Regulation 13

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 14.4

That Council receive and endorse the schedule of accounts paid for the month ended 31 July 2026, as attached.

15. Officers Reports - Development and Regulatory Services

15.1 Development Application for Single House – Lot 61 (49) Cheetham, Narembeen.

Date:	28 July 2026
Location:	Lot 61 (49) Cheetham Way, Narembeen
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	COUNCIL PROPERTIES/RESIDENTIAL
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	**15.1A Rural Development Assessment**

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

Council is to consider an application for planning approval for a Single House on Lot 61 (49) Cheetham Way, Narembeen.

Background

A Development Application has been submitted by the owners and assessed by the Shire's Planning Consultant, the City of Kalamunda. The assessment concludes that, subject to the recommended conditions, the proposal is consistent with the applicable planning framework and is suitable for approval.

49 Cheetham Way falls under the R12.5 Zoning as per the Narembeen TPS No.2 Narembeen Townsite Structure Plan.

The R-Codes will apply to the works, and it is noted that the Site requirements for residential zones as listed in the Shire of Narembeen's scheme text are in accordance with the R-Codes.

Comment

This application is for a single house.

The subject site is zoned 'Urban' under the Metropolitan Region Scheme and 'Residential' under the Shire's Local Planning Scheme. The 'single house' land use is a 'P' (permitted use) within the 'Residential' zone and the site has a density coding of R12.5

An application for planning approval is required in accordance with clause 61(1)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015,* as although a Single House is listed in Column 1 (Item 6), it does not satisfy the deemed-to-comply requirements of the R-Codes set out in Column 2(b). These relate to the following:

Clause 5.3.5 Vehicular Access

- Driveway 0.4m setback from the side boundary in lieu of 0.5m

Consultation

City of Kalamunda – Planning Consultant

Statutory Implications

This application has been assessed in accordance with the provisions of the *Planning and Development Act 2025*, the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Shire of Narembeen Local Planning Scheme No. 2 and the applicable provisions of the *Residential Design Codes (R-Codes)*.

Approval of the application will satisfy Council's statutory responsibilities under the planning legislation. Refusal of the application would require Council to identify and substantiate defensible planning grounds that demonstrate the proposal is inconsistent with the applicable planning framework.

Policy Implications

Shire of Narembeen Town Planning Scheme No. 2.

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	Legislation, Town Planning Scheme and R-Codes
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

The prescribed Development Application fees will be paid by the applicant in accordance with the *Planning and Development (Fees) Regulations 2011*, following Councils determination.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation – Item 15.1

That Council resolves to approve the development application for Lot 61 (49) Cheetham Way, Narembeen, subject to the following conditions:

1. The development must be carried out in accordance with the stamped approved plan(s)/drawing(s) and document(s) (including any recommendations made) listed below.

Plan No.	Title	Revision	Date	Prepared by
1-4	Development plans	-	22/04/2026	Applicant

2. Stormwater must be disposed of on-site to the satisfaction of the Shire of Narembeen. for the duration of the development.
3. This development approval does not authorise the removal of any vegetation other than any marked for removal on the approved plan(s).
4. The single house must be constructed with the finished floor consistent with the stamped plans. Any additional proposed cut and fill to the site does not form part of this development approval and if required, amended plans must be submitted to the Shire of Narembeen for approval.
5. All external fixtures (e.g. service equipment, mechanical ventilation, water tanks, compressors etc.) must be installed, located and screened, prior to occupation of the development and maintained for the duration of the development to the satisfaction of the Shire of Narembeen, to avoid adverse effects, including noise and visual amenity of nearby properties.

6. Clearances are to be maintained from the wastewater disposal system(s) to new buildings and boundaries in accordance with the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.
7. Prior to Prior to occupation of the development, crossovers must be designed and constructed to the specification and satisfaction of the Shire of Narembeen.

In addition to the conditions, the applicant is to have regard to the following:

a) All development must comply with the provisions of Shire's Local Planning Scheme No 2, Health Regulations, Building Code of Australia, and all other relevant Acts, Regulations and Local Laws.
b) Prior to construction on site the applicant is required to obtain a building permit.
c) Any trees requiring protection from development works should be in accordance with AS4970-2009 "Protection of Trees on Development Sites".
d) The applicant is reminded of their obligations to comply with the "Land development sites and impacts on air quality: a guideline for the prevention of dust and smoke pollution from land development sites in Western Australia", prepared by the Department of Environment.

15.2 Development Application for Addition to Single House – Lot 24258 (768) Wogarl East Road, Wadderin

Date:	28 July 2026
Location:	Lot 24258 (768) Wogarl East Road, Wadderin
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	A5151
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	**15.2A Rural Development Assessment**

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

Council is to consider an application for planning approval for an Addition to Single House (Outbuilding) – Lot 24258 (no.768) Wogarl East Road, Wadderin WA 6369.

Background

A Development Application has been submitted by the owner and assessed by the Shire's Planning Consultant, the City of Kalamunda. The assessment concludes that, subject to the recommended conditions, the proposal is consistent with the applicable planning framework and is suitable for approval.

Comment

This application is for an Outbuilding.

The subject site is zoned 'Farming' under the Shire's Local Planning Scheme. A development application is required as the proposal is not exempt under the Planning and Development (LPS) regulation 2015 and requires assessment against the Objectives of the Zone and LPP15.

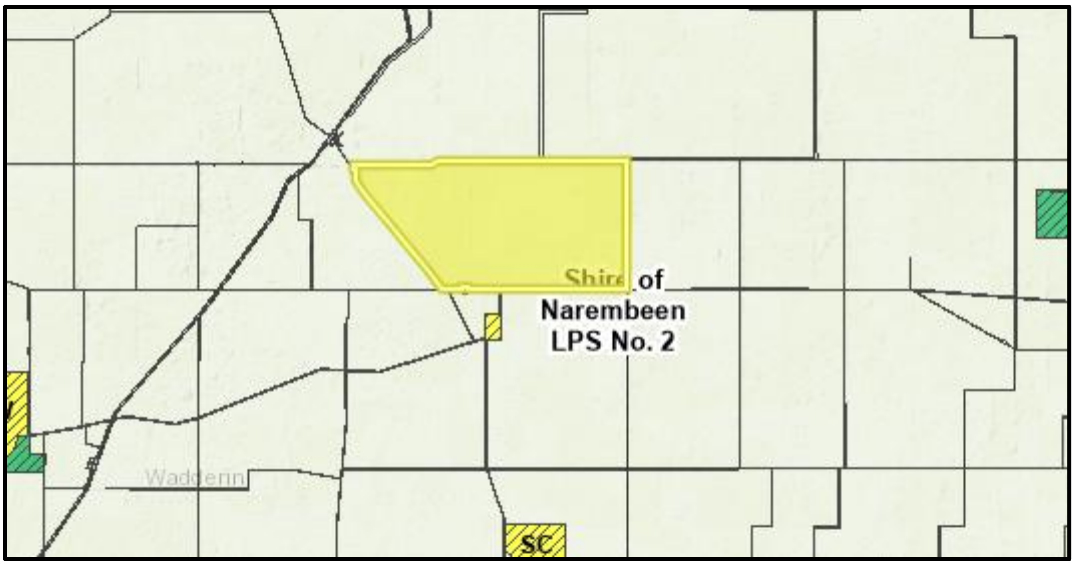

Figure 1: Subject Site

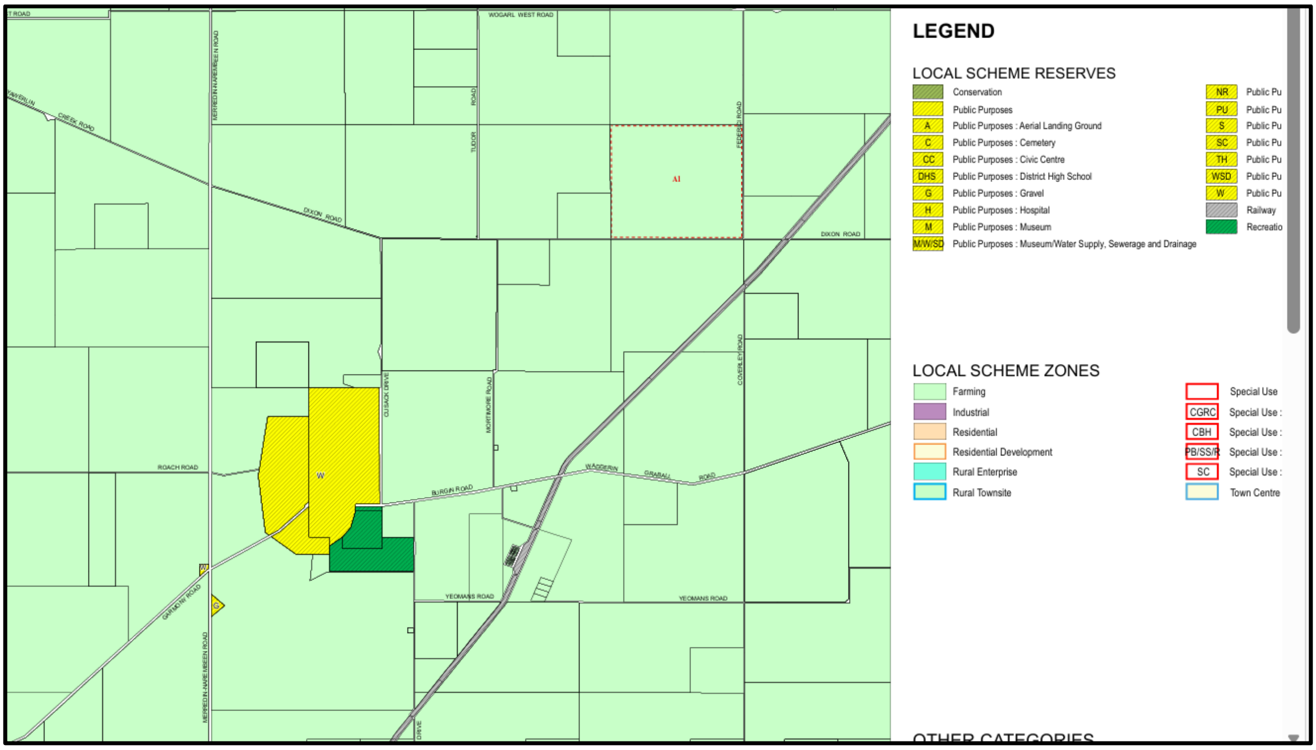

Figure 2: Zoning Map

Consultation

City of Kalamunda – Planning Consultant

Statutory Implications

This application has been assessed in accordance with the provisions of the *Planning and Development Act 2025*, the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Shire of Narembeen Local Planning Scheme No. 2 and the applicable provisions of the *Residential Design Codes (R-Codes)*.

Approval of the application will satisfy Council's statutory responsibilities under the planning legislation. Refusal of the application would require Council to identify and substantiate defensible planning grounds that demonstrate the proposal is inconsistent with the applicable planning framework.

Policy Implications

Shire of Narembeen Town Planning Scheme No. 2.

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	Legislation, Town Planning Scheme and R-Codes
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

The prescribed Development Application fees will be paid by the applicant in accordance with the *Planning and Development (Fees) Regulations 2011*, following Councils determination.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation – Item 15.2

That Council resolves to approve the development application for Lot 24258 (no.768) Wogarl East Road, Wadderin, subject to the following conditions:

1. The development must be carried out in accordance with the stamped approved plan(s)/drawing(s) and document(s) (including any recommendations made) listed below.

Plan No.	Title	Revision	Date	Prepared by
1	Site Plan	-	12/03/2026	Applicant
2	Elevation plans	-	03/04/2026	WBS

2. Stormwater must be disposed of on-site to the satisfaction of the Shire of Narembeen for the duration of the development.
3. This development approval does not authorise the removal of any vegetation other than any marked for removal on the approved plan(s).
4. The outbuilding must be constructed with the finished floor level matching the approved plans. Any additional cut and fill to the site does not form part of this development approval and if required, amended plans must be submitted to the Shire of Narembeen. for approval.
5. The outbuilding must not be used for habitable, commercial, or industrial purposes.

In addition to the conditions, the applicant is to have regard to the following:

a) All development must comply with the provisions of Shire's Local Planning Scheme No 2, Health Regulations, Building Code of Australia, and all other relevant Acts, Regulations and Local Laws.
b) Prior to construction on site the applicant is required to obtain a building permit.
c) Any trees requiring protection from development works should be in accordance with AS4970-2009 "Protection of Trees on Development Sites".
d) The applicant is reminded of their obligations to comply with the "Land development sites and impacts on air quality: a guideline for the prevention of dust and smoke pollution from land development sites in Western Australia", prepared by the Department of Environment.

15.3 Development Application for Addition/Alteration to Single House – Lot 18 (44) Churchill Street, Narembeen.

Date:	28 July 2026
Location:	Lot 18 (44) Churchill Street, Narembeen
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	A1119
Previous Meeting Reference	Nil
Disclosure of Interest:	Executive Governance Officer (minute taker)
Attachments:	**15.3A Rural Development Assessment**

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

Council is to consider an application for planning approval for Addition/Alteration to Single House on Lot 18 Churchill Street, Narembeen.

Background

A Development Application has been submitted by the owners and assessed by the Shire's Planning Consultant, the City of Kalamunda. The assessment concludes that, subject to the recommended conditions, the proposal is consistent with the applicable planning framework and is suitable for approval.

Comment

This application is for an extension to an existing dwelling and the addition of a shed/garage.

The subject site is zoned 'Residential' under the Shire's Local Planning Scheme number 2 and coded R12.5.

Reason why development assessment is required:

An application for planning approval is required in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015,* as it does not satisfy:

- 5.1.3 Lot boundary setbacks: 1 meter from secondary street (communal street) in lieu of 2 meters.
- 5.4.3 Outbuildings wall height on 3.1 meters in lieu of 2.4meters and ridge height of 4.3m in lieu of 4.2 meters.

Consultation

City of Kalamunda – Planning Consultant

Statutory Implications

This application has been assessed in accordance with the provisions of the *Planning and Development Act 2025*, the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Shire of Narembeen Local Planning Scheme No. 2 and the applicable provisions of the *Residential Design Codes (R-Codes)*.

Approval of the application will satisfy Council's statutory responsibilities under the planning legislation. Refusal of the application would require Council to identify and substantiate defensible planning grounds that demonstrate the proposal is inconsistent with the applicable planning framework.

Policy Implications

Shire of Narembeen Town Planning Scheme No. 2.

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	Legislation, Town Planning Scheme and R-Codes
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

The prescribed Development Application fees will be paid by the applicant in accordance with the *Planning and Development (Fees) Regulations 2011*, following Councils determination.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation – Item 15.3

That Council resolves to approve the development application for Lot 18 (44) Churchill Street.

Narembeen, subject to the following conditions:

1. The development must be carried out in accordance with the stamped approved plan(s)/drawing(s) and document(s) (including any recommendations made) listed below.

Plan No.	Title	Revision	Date	Prepared by
1-5	Development plans	-	30/4/2026	Woodbridge Drafting Service

2. Stormwater must be disposed of on-site to the satisfaction of the Shire of Narembeen for the duration of the development.
3. This development approval does not authorise the removal of any vegetation other than any marked for removal on the approved plan(s).
4. The alterations to single house must be constructed with the finished floor consistent with the stamped plans. Any additional proposed cut and fill to the site does not form part of this development approval and if required, amended plans must be submitted to the Shire of Narembeen for approval.
5. All external fixtures (e.g. service equipment, mechanical ventilation, water tanks, compressors etc.) must be installed, located and screened, prior to occupation of the development and maintained for the duration of the development to the satisfaction of the Shire of Narembeen, to avoid adverse effects, including noise and visual amenity of nearby properties.
6. Clearances are to be maintained from the wastewater disposal system(s) to new buildings and boundaries in accordance with the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.

7. The outbuilding must be constructed with the finished floor level matching the approved plans. Any additional cut and fill to the site does not form part of this development approval and if required, amended plans must be submitted to the Shire of Narembeen. for approval.
8. The outbuilding must be constructed of similar colours and materials (not Zincalume) to the existing single house, to the satisfaction of the Shire of Narembeen.
9. The outbuilding must not be used for habitable, commercial, or industrial purposes.

In addition to the conditions, the applicant is to have regard to the following:

a) All development must comply with the provisions of Shire's Local Planning Scheme No 2, Health Regulations, Building Code of Australia, and all other relevant Acts, Regulations and Local Laws.
b) Prior to construction on site the applicant is required to obtain a building permit.
c) Any trees requiring protection from development works should be in accordance with AS4970-2009 "Protection of Trees on Development Sites".
d) The applicant is reminded of their obligations to comply with the "Land development sites and impacts on air quality: a guideline for the prevention of dust and smoke pollution from land development sites in Western Australia", prepared by the Department of Environment.

16. Officers Reports - Infrastructure Services

Nil

17. Officers Reports - Community Services

Nil

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

19. Elected Member Motions Without Notice

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

21. Closure of Meeting

The next meeting will be held on Tuesday 22 September 2026 commencing at 5.00pm

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