MINUTES

Ordinary Council Meeting

21 July 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 July Ordinary Council Meeting has been convened for:

Date: **Tuesday 21 July 2026**

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

Commencing: 5.00pm

Rebecca McCall
Chief Executive Officer

16 July 2026

Contents

1. Official Opening and Welcome

The Presiding person welcomed everyone and opened the meeting at 5.03pm

Attendees were notified that the meeting was being recorded in accordance with the Local Government (Administration) Regulation r14J.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr HA Cusack	President
Cr HJ Bald	Deputy President
Cr CD Bray	
Cr MJ Currie	
Cr AM Hardham	
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:

Nil

Apologies:

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Application for Leave of Absence

5.1 Leave of Absence Request – Cr Hardham

Cr Hardham requests a leave of absence for the August 2026 Ordinary Council meeting.

Statutory Implications

2.25. Disqualification for failure to attend meetings (Act s. 5.25(1))

(1) A council may, by resolution, grant leave of absence, to a member.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation / Council Resolution – 5.1

That Council approve Cr Hardham's request for a leave of absence for the 18 August Ordinary Council Meeting.

MIN 8204/26 **MOTION** - Moved Cr. Stirrat Seconded Cr. Currie

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

6. Deputations/ Petitions/ Presentations/ Submissions

Nil

7. Delegates' Reports

7.1 Cr Cusack

Date	Meeting/Event
22 June 2026	Rural Health Alliance Workshop
22 June 2026	Aus Council of LG -National Summit
23 June 2026	ALGA Rural Forum
23 June 2026	Rural and Regional Liberals Meeting
23 June 2026	Senator Jamie Chaffey, MP Meeting
23 June 2026	Rick Wilson, Member for O'Connor Sundowner
23 June 2026	WALGA Sundowner
24 June 2026	ALGA Conference
25 June 2026	AGLA Conference
03 July 2026	Fluro Parade at school and Memorial Evening
07 July 2026	AUSAlert Zoom Meeting
08 July 2026	CEACA Onsite Meeting
14 July 2026	Vulnerable Residents Meeting
15 July 2026	Special Meeting CEACA Delegation
17 July 2026	Narembeen Club Meeting
21 July 2026	Community Wellbeing Plan Meeting

7.2 Cr Bald

Date	Meeting/Event
30 June 2026	P&C AGM
01 July 2026	SOCK Guest Speaker
03 July 2026	SOCK Fluro Parade
03 July 2026	SOCK Evening Event
15 July 2026	Special Meeting CEACA Delegation
21 July 2026	Community Wellbeing Plan Meeting

7.3 Cr Bray

Date	Meeting/Event
15 July 2026	Special Meeting CEACA Delegation

7.4 Cr Currie

Date	Meeting/Event
03 July 2026	SOCK Week Memorial Evening
15 July 2026	Special Meeting CEACA Delegation

7.5 Cr Hardham

Date	Meeting/Event
15 July 2026	Special Meeting CEACA Delegation

7.6 Cr Smoker

Date	Meeting/Event
15 July 2026	Special Meeting CEACA Delegation

7.7 Cr Stirrat

Date	Meeting/Event

8. Confirmation of Previous Meetings

Items 8.1 – 8.3 were moved en bloc

8.1 Ordinary Council Meeting 16 June 2026
Attachment 8.1A

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation / Council Resolution – 8.1

That the minutes of the Shire of Narembeen Ordinary Council Meeting held on Tuesday 16 June 2026, as presented, be confirmed as a true and correct record of proceedings.

8.2 Special Council Meeting 28 April 2026
Attachment 8.2A

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation / Council Resolution – 8.2

That the minutes of the Shire of Narembeen Special Council Meeting held on Tuesday 28 April 2026, as presented, be confirmed as a true and correct record of proceedings.

8.3 Special Council Meeting 15 July 2026
Attachment 8.3A

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation / Council Resolution – 8.3

That the minutes of the Shire of Narembeen Special Council Meeting held on Wednesday 15 July 2026, as presented, be confirmed as a true and correct record of proceedings.

MIN 8205/26 **MOTION** - Moved Cr. Bray Seconded Cr. Hardham

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

9. Minutes of Committee Meetings to be Received

Items 9.1 – 9.2 moved en bloc

9.1 GECZ Meeting 11 June 2026
Attachment 9.1A

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation / Council Resolution – 9.1

That the minutes of the GECZ Meeting held on Thursday 11 June 2026, as presented, be received.

9.2 LEMC Meeting 18 June 2026
Attachment 9.2A

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officer's Recommendation / Council Resolution – 9.2

That the minutes of the LEMC Meeting held on Thursday 18 June 2026, as presented, be received.

MIN 8206/26 **MOTION** - Moved Cr. Bald Seconded Cr. Smoker

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

10. Recommendations from Committee Meetings for Council Consideration

Nil

11. Announcements by Presiding Member without Discussion

The Presiding person welcomed the incoming Executive Manager Corporate Services, saying; -

“I would like to formally welcome Raj to his role as the EMCS, and we welcome you to the Narembeen Shire, and we hope you enjoy your time here.”

12. Matters for which the Meeting may be Closed

Nil

13. Officers Reports - Office of the Chief Executive Officer

13.1 WALGA AGM Delegates

Date:	24 June 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	GR/ WALGA/ 2026-2027
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

WALGA requires Local Governments to nominate two delegates and up to two proxies to participate in voting at the Annual General Meeting, held as part of the Local Government Convention.

Background

The WALGA AGM is a critical forum for mobilising the views of Western Australian Councils, confronting the emerging issues and developing directions forward for this sphere of government.

Comment

Council is required to nominate up to two (2) voting delegates and up to two (2) proxies for the Annual General Meeting of the Western Australian Local Government Association. A proxy is only entitled to vote in the absence of a voting delegate. Voting delegates and proxies may be Elected Members or officers.

The AGM is scheduled for Thursday 17 September 2026 at 2.30pm.

Consultation

Nil

Statutory Implications

Nil

Policy Implications

WALGA Constitution

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 Framework
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.1

That Council nominate Cr Cusack and Cr Bray as the voting delegates and Cr Bald as the proxy to represent the Shire of Narembeen's interests at the WALGA AGM 2026.

MIN 8207/26 **MOTION** - Moved Cr. Stirrat Seconded Cr. Currie

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

13.2 CEO Appointment as Australia’s Golden Outback Board Member

Date:	7 July 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	G\CORPORATE MANAGEMENT\Representation
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

This Item presents to Council the existing appointment of the Chief Executive Officer (CEO) to the Australian Golden Outback Board for consideration and, if satisfactory, endorsement.

Background

The Gold Region Tourism Organisation Inc (GRTO) trading as Australia’s Golden Outback was established in early 2004 following the development of the “New Concept for State Tourism” by the Western Australian Tourism Commission.

The Region comprises of four tourism precincts – Goldfields, Gascoyne/Murchison, Wheatbelt and Coastal sub-regions.

It is the recognised marketing organisation under the umbrella of Tourism Western Australia (TWA) formerly the Western Australia Tourism Commission and has the specific task of marketing and undertaking promotional activities that will establish the region as a highly desirable tourism destination for intrastate, interstate and international visitors.

The objectives of the organisation are as follows:

- To establish Australia's Golden Outback region as a recognised and highly desirable visitor destination.
- To increase visitor numbers, length of stay and visitor spending in the region.
- To manage stakeholder contributions to achieve the maximum and most efficient marketing outcomes for Australia's Golden Outback region.
- To work with all industry partners and stakeholders to ensure that all issues of infrastructure and development, tourism-related communication and business opportunities of the region are best achieved.

The CEO was elected for a further two-year appointment as the Wheatbelt Representative in November 2025.

Comment

Reasons for the CEO electing to become a board member is to ensure that the Wheatbelt has representation and a voice advocating for our region. The CEO endeavours to foster relations between Tourism WA, AGO and the regions, specifically the Wheatbelt. Strengthen the collaboration between AGO, NewTravel and Roe Tourism for the betterment of our region is undertaken. The intention is to strategically position the Wheatbelt as a destination, utilising AGO and Tourism WA, and to build stronger partnerships between stakeholders.

The Board of AGO meet in on a quarterly basis. The commitment requires the attendance of meetings plus travel which is estimated to be 64 hours per annum. The Chief Executive Officer proposes that this time is taken in lieu to ensure that the business of AGO will not impact on the administration of the Shire of Narembeen.

The Chief Executive Officers seeks Council's endorsement to continue the current voluntary two-year appointment, ending in November 2027.

Consultation

Nil

Statutory Implications

Section 5.84 *Local Government Act 1995* applies - the Chief Executive Officer is to disclose interest in a primary return and annual return.

Australian Accounting Standard AASB 124 Related Parties applies - the Chief Executive Officer is to disclose interest if appliable.

Policy Implications

The Shire of Narembeen Code of Conduct.
Executive Policy – 6. Organisational – Secondary Employment

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 Framework
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There is no financial impact to the Shire of Narembeen.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.2

That Council resolves to approve the Chief Executive Officers appointment to the Board of Australia's Golden Outback.

MIN 8208/26 **MOTION -** Moved Cr. Bald Seconded Cr. Hardham

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

13.3 Draft Council Plan 2036

Date:	13 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	Nil
Disclosure of Interest:	Nil
Attachments:	13.3A Draft Council Plan 2036

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

The purpose of this report is to present the Draft Council Plan 2036 to Council for endorsement for public consultation.

Background

The Council Plan 2036 combines the Shire's Strategic Community Plan and Corporate Business Plan into a single integrated planning document. It provides the long-term strategic direction for the Shire, aligns community aspirations with Council's priorities and service delivery, and satisfies the Integrated Planning and Reporting Framework requirements.

Comment

The Draft Council Plan provides an integrated strategic framework to guide Council over the next decade. It combines strategic planning and corporate business planning into a practical implementation framework that aligns community aspirations with Council's service delivery, financial planning and governance responsibilities.

The Plan is structured around five strategic priorities:

- A Place People Can Live, Stay and Belong
- A Strong Local Economy and Future Livelihoods
- Connected Community Life
- Infrastructure that Supports Long-Term Liveability
- Courageous Leadership and Shared Responsibility.

Subject to Council endorsement, the Draft Council Plan will be released for public comment before a final version is presented to Council for adoption.

Consultation

Preparation of the Draft Council Plan included extensive community consultation undertaken during March 2026, including community workshops, stakeholder sessions, youth engagement, surveys and ongoing discussions with residents, businesses and community organisations.

The engagement process involved 84 workshop participants, 148 workshop attendances and 46 survey responses, representing approximately 16.5% of the Shire's population.

Statutory Implications

The Draft 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 will inform future reviews of the Asset Management Plan and provides the strategic direction for infrastructure renewal, maintenance and investment priorities. Asset management planning is identified as a key supporting framework for implementation and ongoing review of the Plan.

Long Term Financial Plan

Implementation of the Council Plan will be considered through the Long-Term Financial Plan to ensure that strategic priorities are financially sustainable and appropriately funded over time. The Long-Term Financial Plan forms part of the Shire's integrated planning framework and will be reviewed alongside the Council Plan.

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 Framework, Integrated Planning Framework and Legislation
Action / Treatment	Nil

Risk Rating After Treatment	Adequate

Financial Implications

There are no immediate financial implications arising from endorsement of the Draft Council Plan for public consultation. Future projects and initiatives identified within the Plan will be considered through the annual budget process and the Long-Term Financial Plan, subject to Council priorities and available funding.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.3

That Council:

1. Receives the Draft Council Plan 2036.
2. Endorses the Draft Council Plan 2036 for the purpose of public consultation.
3. Authorises the Chief Executive Officer to undertake community consultation on the Draft Council Plan 2036.
4. Receives a further report following the completion of the consultation period, including any submissions received and the final Council Plan for adoption.

MIN 8209/26 **MOTION** - Moved Cr. Bray Seconded Cr. Stirrat

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

13.4 Corporate Business Plan – Quarterly Monitoring Report – June 2026

Date:	13 July 2026
Location:	Not Applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CP/Planning/Corporate Business Plan/Progress Reports
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	13.4A IPR Quarterly Progress Report – June 2026

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

For Council to review and endorse the Corporate Business Plan (CBP) quarterly progress report for June 2026.

Background

The council, community, and administration each has a unique role and responsibilities for the development of effective and sustainable integrated plans for the local area and reporting on the progress of those plans. A successful integrated planning and reporting process will deliver a:

- Strategic Community Plan (SCP) that clearly links the community's aspirations with the council's vision and long-term strategy;
- Corporate Business Plan that integrates resourcing plans and specific council plans with the strategic community plan; and
- Clearly stated vision for the future viability of the local area.

The Integrated Planning and Reporting Framework:

- recognises that planning for a local government is holistic in nature and driven by the community;
- builds organisational and resource capability to meet community need;
- optimises success by understanding the integration and interdependencies between the components; and
- emphasises performance monitoring so that local governments can adapt and respond to changes in community needs and the business environment.

A strategic review is undertaken every two years, alternating between a minor review and a major review. The Shire of Narembeen's second major strategic review was carried out in 2022/2023 resulting in the adoption of the:

- Strategic Community Plan 2022-2032
- Corporate Business Plan 2022-2023 / 2025-2026

Comment

The CBP undergoes an annual review alongside the annual budget deliberations, with quarterly reports on operational progress. This process ensures that the Shire of Narembeen is actively working towards achieving and implementing its identified goals.

It is crucial for the Shire to assess and track the success of these initiatives to fulfill the aspirations and strategies outlined in the SCP. To this end, the organisation implements reporting mechanisms to ensure alignment of its operations and its commitments and priorities.

Progress reports are conducted quarterly using a traffic light system. These quarterly reports are formally presented to Council's Audit Risk and Improvement Committee - annual results will be communicated to the community through the end-of-year financial annual report as required by legislation.

The CBP – Quarterly Progress Review for June 2026 is presented to Council for its review.

Consultation

Nil

Statutory Implications

Local Government Act 1995 - Section 5.56

(1) A local government is to plan for the future of the district…..

Local Government (Administration) Regulations 1996 – Section 19DA

(1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
(2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
(3) A corporate business plan for a district is to —
  (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
  (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
  (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
(4) A local government is to review the current corporate business plan for its district every year.
(5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of.
(6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*
(7) A corporate business plan is to be, and is to remain, consistent with any relevant strategic community plan.

*by absolute majority.

Policy Implications

Nil

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 Framework
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There are no financial implications to Council in relation to this item. Identified outcomes from the CBP are factored into the Council's Long-Term Financial Plan.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.4

That Council receives the Corporate Business Plan Quarterly Monitoring Report – June 2026 as presented in Attachment 13.4A.

MIN 8210/26 **MOTION** - Moved Cr. Hardham Seconded Cr. Currie

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

14. Officers Reports - Corporate Services

14.1 September 2026 Ordinary Council Meeting – Proposed Change of Meeting Date

Date:	13 July 2026
Location:	Nil
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	Governance\ Council Meetings
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

For Council to consider changing the date of the September 2026 Ordinary Meeting of Council from 5.00pm on Tuesday, 15 September 2026 to 5.00pm on Tuesday, 22 September 2026.

Background

Council has previously endorsed the Chief Executive Officer and Cr Bald to attend the National Small Town Reinvention Conference in Longreach from 7 to 11 September 2026.

The WALGA Local Government Convention will be held in Perth from 16 to 18 September 2026. The Shire President and Councillors wishing to attend will be required to travel to Perth on Tuesday, 15 September 2026, for the Convention's 11.00am commencement on Wednesday, 16 September.

The Chief Executive Officer will also be on approved leave from 15 to 19 September 2026.

Due to the timing of the September Ordinary Council Meeting, management has only a limited timeframe to prepare, collate and distribute the meeting agenda. The attendance of key elected members and the Chief Executive Officer at the above commitments further reduces the available time to finalise agenda items and meet the statutory requirements for agenda distribution.

Rescheduling the September Ordinary Meeting of Council to Tuesday, 22 September 2026 will provide sufficient time to prepare and distribute the agenda, while ensuring compliance with statutory requirements and enabling the attendance of the Chief Executive Officer, Shire President and Councillors.

Comment

Should Council resolve to change the date of the September Ordinary Meeting, the revised meeting details will be advertised in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*.

Consultation

Council Discussion Forum June 2026
Executive Manager Corporate Services

Statutory Implications

Section 5.3 of the *Local Government Act 1995* is applicable and states:

5.3. Ordinary and special council meetings

(1) A council is to hold ordinary meetings and may hold special meetings.

(2) Ordinary meetings are to be held not more than 3 months apart.

(3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

Regulation 12(1) of the *Local Government (Administration) Regulations 1996.*

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 Framework, Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There will be a minor cost associated with advertising the revised meeting date and time.

	Voting Requirements

☒ Simple Majority ☐ Absolute Majority

	Officers Recommendation / Council Resolution – 14.1

That Council resolves to hold the September 2026 Ordinary Meeting of Council in the Council Chambers at the Shire Administration Building, commencing at 5.00pm on Tuesday, 22 September 2026, and that the revised meeting date and time be publicly advertised.

MIN 8211/26 **MOTION** - Moved Cr. Smoker Seconded Cr. Bald

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

14.2 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

Summary

To seek Council's endorsement of the amended fees and charges 2026-2027.

Background

The reinstatement of swimming pool fees, following two years of free entry, was considered by Council at the June 2026 Discussion Forum. At the same time, management undertook a review of gym membership fees, which had not been increased for several years, to ensure they remained appropriate and reflected the cost of providing the service.

Since the June 2026 Ordinary Council Meeting, several additional fees and charges have been identified, including charges relating to new Community Resource Centre equipment, updated statutory building application fees, and the sale of Cash for Containers Drop and Go bags through the Community Resource Centre.

In addition, several duplicate fees have been identified within the Fees and Charges Schedule and are recommended for removal.

Comment

The proposed fees have been set to provide value for money to the community while enabling Council to recover the costs of providing these goods and services.

Statutory fees prescribed by legislation are identified within the schedule of fees and charges.

Consultation

Chief Executive Officer
Executive Manager Corporate Services
Environmental Health Officer
CRC Coordinator
Council – June 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	Legislation
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 / Council Resolution – Item 14.2

That Council adopts the following amendments to the Fees and Charges Schedule for 2026-2027, with the amended fees to take effect from 3 August 2026 following the completion of the required public notice period.

Fees and Charges to be added:

Swimming Pool		
1122200	Children, under 5 (must have a paying adult in the water at least 16yr)	Free of Charge
1122200	Spectator (includes adult supervising children 5-9 years)	Free of Charge
1122200	Children (5-15 years)	$ 2.50
1122200	Adults (16+)	$ 5.00
1122200	Senior / Concession (seniors and health care)	$ 3.00
1122200	Organised events (excluding community events)	Cost +30%
1122200	Narembeen District High School (swimming events and lessons)	Per MOU
1122200	Narembeen Swimming Club	Per MOU
1122200	VacSwim sessions (participating children without membership)	$ 2.50
1122200	Season - Family	$ 315.00
1122200	Season - Adult	$ 210.00
1122200	Season - Child	$ 105.00
1122200	Season - Concession	$ 126.00
1122200	Monthly - Family	$ 120.00
1122200	Monthly - Adult	$ 60.00
1122200	Monthly - Child	$ 30.00
1122200	Monthly - Concession	$ 36.00

Gym		
1132150	Annual Gym Membership	$ 220.00
1132150	Annual Gym Membership - Concession	$ 132.00
1132150	3 Monthly Gym Membership	$ 70.00
1132150	3 Monthly Gym Membership - Concession	$ 42.00
1132150	Monthly Gym Membership	$ 28.00
1132150	Monthly Gym Membership - Concession	$ 16.80
1132150	Casual Gym Usage per visit	$ 7.00
n/a	Swipe Card Bond (refundable)	$ 50.00

Fines Enforcement (Applicable to all infringements) - Fines, Penalties and Infringement Notices Enforcement Regulations 1994		
	Issuing Final Demand - Fine Regs Schedule 2	$ 28.30
	Preparing Enforcement Certificate	$ 24.10
	Registration Infringement Notice	$ 90.50

Rubbish Collection		
1052510	Cash for Containers Drop & Go bags x 2 - collected at CRC	$ 1.00

Community Resource Centre - Equipment Hire, Per Day		
1052510	Astrotourism Telescope Hire (weeknight)	$ 40.00
1052510	Astrotourism Telescope Hire (weekend)	$ 50.00

Fees and Charges to be updated:

Building and Construction Industry Training Fund Levy		
1332200	Levy on all Residential, Commercial and Civil Engineering Project where value of construction is more than $100,000	0.2% value of work over $100,000.

Duplicate Fees and Charges to be removed:

Rates Administration		
3121600	Rate enquiry fee	$ 50.00

Occupancy Permits		
1332200	Application for Temporary Moveable Accommodation	$ 300.00

MIN 8212/26 **MOTION -** Moved Cr. Hardham Seconded Cr. Currie

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

14.3 Financial Statements for the Month Ended 30 June 2026

Date:	8 June 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Ashleigh Hunter, Senior Finance Officer
File Reference	FINANCIAL MANAGEMENT\ACCOUNTING\End of month
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.3A Shire of Narembeen - Financial Statements for Month Ended 30 June 2026

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to review and the financial statements for the month ended 30 June 2026.

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 for the month ended 30 June 2026 is $3,491,395 with cash on hand of $9,637,678 including $5,405,593 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 / Council Resolution – Item 14.3

That Council receive the monthly financial statements for the month 30 June 2026.

MIN 8213/26 **MOTION** - Moved Cr. Bray Seconded Cr. Currie

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

14.4 Schedule of Accounts for the Month Ended 30 June 2026

Date:	14 June 2026
Location:	Not applicable
Responsible Officer:	Raj Sunner, Executive Manager Corporate Services
Author:	Raj Sunner, Executive Manager Corporate Services
File Reference	FINANCIAL MANAGEMENT\ACCOUNTING\End of Month
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	14.4A Schedule of accounts paid – June 2026 14.4B Credit Card Payment list – 17 June 2026 (BPay) 14.4C Credit Card Payment list – June 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 30 June 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 30 June 2026 were $1,035,673.97.

Total expenditure incurred on corporate cards for the same period was $15,404.48.

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 / Council Resolution – Item 14.4

That Council receive and endorse the schedule of accounts paid for the month ended 30 June 2026, as attached.

MIN 8214/26 **MOTION -** Moved Cr. Bald Seconded Cr. Hardham

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

15. Officers Reports - Development and Regulatory Services

Nil

16. Officers Reports - Infrastructure Services

16.1 Adoption of the Parks and Gardens Level of Service Plan

Date:	13 July 2026
Location:	Not applicable
Responsible Officer:	Ken Markham, Executive Manager Infrastructure Services
Author:	Rebecca McCall, Chief Executive Officer
File Reference	PARKS AND RESERVES\PLANNING
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	16.1A Parks and Gardens Level of Service Plan

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

The purpose of this report is to present the Parks and Gardens Level of Service Plan to Council for adoption. The Plan establishes the service standards for the maintenance and management of the Shire's parks, gardens and public open spaces, providing a strategic framework to guide service delivery, support sustainable asset management and align community expectations with available resources.

Background

The Shire maintains a diverse portfolio of parks, gardens, sporting facilities, streetscapes and public open spaces that contribute to community wellbeing, recreation, tourism and the presentation of the district. The Parks and Gardens Level of Service Plan has been developed to define the level of service Council intends to provide across these assets, establish service objectives and performance measures, and support transparent decision-making regarding maintenance priorities and resource allocation. The Plan complements operational maintenance programs and inspection schedules, which are managed separately through the Parks and Gardens Operational Framework.

Comment

The Parks and Gardens Level of Service Plan provide a clear and consistent framework for delivering parks and gardens services across the Shire. It establishes guiding service principles, defines asset classifications, outlines maintenance and response standards, and introduces measurable performance indicators to monitor service delivery. The Plan adopts a risk-based approach to prioritising maintenance activities while recognising that service levels remain subject to available funding, staffing resources, climatic conditions and legislative requirements. Adoption of the Plan will provide strategic direction for future operational planning, budgeting and continuous improvement of parks and gardens services.

Consultation

The draft Plan was developed by the Chief Executive Officer and Executive Manager Infrastructure Services and presented to Council at the June Discussion Forum for feedback. The final Plan incorporates the comments received and is now presented for adoption.

Statutory Implications

There are no specific statutory requirements for Council to adopt a Parks and Gardens Level of Service Plan. The Plan supports Council's obligations to manage public assets responsibly, deliver services in a safe manner and undertake risk-based asset management practices.

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

The Plan supports the Shire's Asset Management Framework by establishing agreed service levels for parks and gardens assets. It provides the basis for maintenance planning, lifecycle decision-making, asset prioritisation and future reviews of the Asset Management Plan.

Long Term Financial Plan

The Plan supports the Long-Term Financial Plan by aligning service levels with available resources and identifying service expectations that can be sustainably funded over time. It provides a strategic basis for forecasting future operational and asset renewal requirements through Council's long-term planning processes.

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	Integrated Planning Framework; Parks and Gardens Operational Framework
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Adoption of the Plan does not create an immediate additional budget commitment. Service delivery will continue to be undertaken within annual budget allocations approved by Council. Any future changes to adopted service levels that require additional resources will be considered through the annual budget process and Long-Term Financial Plan reviews.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 16.1

That Council:

1. Adopts the Parks and Gardens Level of Service Plan as presented.
2. Endorses the Plan as the strategic framework for the delivery of parks and gardens services across the Shire.
3. Notes that service delivery under the Plan will be implemented within available annual budget allocations and will be reviewed in accordance with the Plan's governance and review framework.

MIN 8215/26 **MOTION** - Moved Cr. Stirrat Seconded Cr. Currie

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

16.2 Request for Tender RFT2026-02 – Provision of Waste Transfer Station Operation and Management

Date:	13 July 2026
Location:	Not applicable
Responsible Officer:	Ken Markham, Executive Manager Infrastructure Services
Author:	Rebecca McCall, Chief Executive Officer
File Reference	PARKS AND RESERVES\PLANNING
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	16.2A RFT2026-02

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

The purpose of this report is to seek Council approval to invite public tenders for the operation and management of the Narembeen Waste Transfer Station under a three-year contract, with an option to extend for a further two years, to ensure the continued delivery of this essential service.

Background

The current contract for the operation and management of the Narembeen Waste Transfer Station is due to expire on 31 August 2026. To ensure continuity of this essential community service, a public tender process is required to appoint a suitably qualified contractor.

The proposed contract requires the successful tenderer to operate the Waste Transfer Station, manage public access, oversee waste and recycling activities, maintain the site, comply with environmental and workplace safety legislation, and provide records and reporting to the Shire. The contract also includes provisions for maintaining recycling initiatives, supporting community groups operating within the site, and ensuring compliance with environmental obligations.

Comment

The Request for Tender has been prepared to provide prospective tenderers with a clear understanding of the Shire's requirements and contractual obligations.

The contract will:

- provide for the day-to-day operation and management of the Waste Transfer Station;
- require compliance with the Environmental Protection Act, Work Health and Safety legislation and other statutory obligations;
- require the contractor to provide appropriate insurances, risk management and safety management plans;
- be evaluated using weighted criteria comprising:
    - Price – 50%
    - Relevant Experience and Reputation – 25%

- Resources and Availability – 20%
- Local Economy – 5%.

Advertising will be undertaken in accordance with the *Local Government (Functions and General) Regulations* and the Shire's Procurement Framework. The tender documentation includes clear evaluation criteria to ensure a transparent and equitable procurement process.

Consultation

Chief Executive Officer
Executive Governance Officer

The tender will be publicly advertised through the Shire's website and local advertising channels, inviting submissions from suitably qualified contractors.

Statutory Implications

The tender process will be conducted in accordance with:

Local Government Act 1995
Section 3.57 – Tenders for providing goods or services, which requires a local government to publicly invite tenders before entering into a contract of a prescribed kind for the supply of goods or services.

Local Government (Functions and General) Regulations 1996
Division 2 – Tenders for Providing Goods or Services

Policy Implications

Procurement 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 Waste Transfer Station is an important community asset. Appointing an experienced contractor will assist in maintaining the facility to an appropriate operational standard, protect existing infrastructure, and ensure the site continues to operate safely and efficiently.

Long Term Financial Plan
The contract forms part of the Shire's ongoing waste management service delivery and is provided for within the Long-Term Financial Plan.

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	Procurement Framework, Tender Register, Legislation
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Funding for the Waste Transfer Station operations is included within the Shire's annual operating budget.

The successful tender price will be incorporated into future annual budgets for the duration of the contract.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 16.2

That Council:

1. Authorises the Chief Executive Officer to invite public tenders for RFT2026-02 – Provision of Waste Transfer Station Operation and Management in accordance with the *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996*.
2. Authorises the Chief Executive Officer to undertake the tender evaluation process and prepare a report to Council recommending the appointment of a preferred tenderer.
3. Notes that the proposed contract is for an initial term of three (3) years commencing 1 September 2026, with an option to extend for a further two (2) years subject to satisfactory contractor performance.

MIN 8216/26 **MOTION** - Moved Cr. Bray Seconded Cr. Hardham

CARRIED 7 / 0

For: Cr Cusack, Cr Bald, Cr Bray, Cr Currie, Cr Hardham, Cr Smoker, Cr Stirrat. Against: Nil

17. Officers Reports - Community Services

Nil

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

Nil

19. Elected Member Motions Without Notice

Nil

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

Nil

21. Closure of Meeting

The next meeting will be held on Tuesday 18 August 2026 commencing at 5.00pm.

There being no further business, the chair declared the meeting closed at 5.30pm.