



MINUTES

Ordinary Council Meeting
22 September 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 September Ordinary Council Meeting has been convened for:

Date: Tuesday 22 September 2026

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

Commencing: 5.00pm

Rebecca McCall
Chief Executive Officer

17 September 2026

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1. Official Opening and Welcome

The Presiding Person welcomed everyone one declared the meeting open at 5.03pm.

The Presiding Member advises all attendees that this meeting is being audio recorded by the Shire of Narembeen. Attendance at this meeting may involve the collection of personal information, including an individual's voice, and any statements made. Recordings are made for the purpose of maintaining accurate records, enabling transparency in decision-making, and fulfilling the legislative requirement of the Local Government Act 1995, and regulations 14F-14I of the Local Government (Administration) Regulations 1996. Recordings are published and made available to the public in accordance with applicable legislation. Personal information is managed in accordance with applicable privacy legislation and the Shire of Narembeen's Privacy and Responsible Information Sharing Policy.

2. Record of Attendance / Apologies

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:

Nil

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Application for Leave of Absence

Nil

6. Deputations/ Petitions/ Presentations/ Submissions

Nil

7. Delegates' Reports

7.1 Cr Cusack

Date	Meeting/Event
19 August 2026	Club Meeting
26 August 2026	Stickybeak Tour – Town
26 August 2026	Public Enquiry Prep Meeting
28 August 2026	Public Enquiry - Northam
01 September 2026	NB School Athletics Presentation
01 September 2026	Citizenship Ceremony
14 September 2026	Stickybeak Tour - Farm
16 September 2026	Mayors and Presidents Forum - Perth
16 September 2026	Heads of Agency Lunch
17 September 2026	WALGA Convention – Day 1
18 September 2026	WALGA Convention – Day 2
18 September 2026	WALGA Week - Liberal Party Networking with Federal & State Members
21 September 2026	Opening of Emu Hill Information Bay and The Iris Bristow History Museum

7.2 Cr Bald

Date	Meeting/Event
26 August 2026	Sticky Beak Town Bus Tour
27 August 2026	Citizenship Ceremony
6-11 September	Small Town Reinvention Conference - Longreach
14 September 2026	Stickybeak Farm Tour
21 September 2026	Emu Hill Information Bay Opening
21 September 2026	Naming of History Centre

7.3 Cr Bray

Date	Meeting/Event
31 August 2026	Historical Workshop
17-18 September	WALGA Conference

7.4 Cr Currie

Date	Meeting/Event
Nil	

7.5 Cr Hardham

Date	Meeting/Event
31 August 2026	Heritage Workshop
21 September 2026	Naming of History Centre

7.6 Cr Smoker

Date	Meeting/Event
10 September 2026	Regional Road Subgroup Meeting

Date	Meeting/Event
Nil	

8. Confirmation of Previous Meetings

8.1 Ordinary Council Meeting 18 August 2026 Attachment 8.1A

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

Officer's Recommendation / Council Resolution – 8.1

That the minutes of the Shire of Narembreen Ordinary Council Meeting held on Tuesday 18 August 2026, as presented, be confirmed as a true and correct record of proceedings.

MIN 8238/26

MOTION - Moved Cr. Stirrat

Seconded Cr. Smoker

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

9.1 Local Emergency Management Committee Meeting 10 September 2026 Attachment 9.1A

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

Officer's Recommendation / Council Resolution – 9.1

That the minutes of the LEMC Meeting held on Thursday 10 September 2026, as presented, be received, noting that the meeting did not proceed due to the absence of a quorum.

MIN 8239/26

MOTION - Moved Cr. Smoker

Seconded Cr. Currie

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

Nil

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 —
- (c) information contained in a tender received by the local government for a contract to the extent that the information —
- (i) is a tendered price; or
 - (ii) a tendered methodology for calculating a price;

Voting Requirements

- ☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 12.1

That Council

- 1) accepts the late confidential report Pricing Information - RFT2026-03 Construction of Narembeen Dirt Jump Set for consideration due to the urgency of the matter, and
- 2) close the meeting to public, under Section 5.23(4)(c)(i) of the *Local Government Act 1995*, so that it can receive pricing information contained in a tender submission.

MIN 8240/26

MOTION - Moved Cr. Stirrat

Seconded Cr. Bray

CARRIED 7 / 0

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

The meeting was closed to the public at 5.07 pm.

The public recoding was ceased, and the confidential recording was commenced.

12.2 Pricing Information - RFT2026-03 Construction of Narembeen Dirt Jump Set

Date:	21 September 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Garrick Yandle, Project Officer
File Reference	CORPORATE MANAGEMENT\TENDERING\2026\RFT2026-03
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	12.2A Pricing Information – RFT2026-03

Purpose of Report

- ☒ Executive Decision ☐ Legislative Requirement

Summary

For Council to receive the pricing information contained in the submissions to RFT2026-03 Construction of Narembeen Dirt Jump Set.

Voting Requirements

- ☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 12.2

That Council receive the pricing information from the response for tender RFT2026-03 Construction of Narembeen Dirt Jump Set.

MIN 8241/26

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

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.

MIN 8242/26

MOTION - Moved Cr. Bald

Seconded Cr. Stirrat

CARRIED 7 / 0

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

The meeting was reopened to the public at 5.12 pm.

The confidential recording ceased and the public recording was recommenced.

13. Officers Reports - Office of the Chief Executive Officer

13.1 Periodic Review of Local Laws

Date:	23 August 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	LAWS & ENFORCEMENT \ LOCAL LAWS
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	13.1A Animals, Environment and Nuisance Local Law 2016 13.1B Health Local Law 2016

Purpose of Report

- ☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to consider commencing a statutory review of the Shire's Animals, Environment and Nuisance Local Law 2016 and Health Local Law 2016 in accordance with section 3.16 of the *Local Government Act 1995*.

Background

Section 3.16 of the *Local Government Act 1995* requires local governments to periodically review their local laws to determine whether each local law should:

- remain unchanged;
- be amended; or
- be repealed.

Amendments to the *Local Government Act 1995* have extended the general periodic review period for local laws from eight years to 15 years.

Transitional provisions associated with these amendments require relevant existing local laws to be reviewed by 7 December 2026, unless a review of the local law was undertaken within the preceding eight-year period.

The Shire's following local laws have been identified as requiring review:

1. Animals, Environment and Nuisance Local Law 2016; and
2. Health Local Law 2016.

The Shire had previously been awaiting further information regarding the development of proposed model local laws by the State Government, with the expectation that these may inform or assist with the review of the Shire's existing local laws.

The Department has subsequently advised that local governments are encouraged to continue to meet their statutory obligations and progress reviews of relevant local laws rather than defer reviews pending the development of model local laws.

Accordingly, it is recommended that the Shire now commence the statutory review process under section 3.16.

Comment

A review under section 3.16 does not, of itself, amend or repeal a local law. Its purpose is to determine whether an existing local law remains current and appropriate or whether it should be amended or repealed.

The first stage of the review requires the Shire to give local public notice advising of its intention to review the local laws, making copies available for inspection or obtaining, and inviting submissions for a period of not less than six weeks.

Following the close of the submission period, the Shire is required to consider any submissions received and cause a report of the review to be prepared and submitted to Council.

Council must then determine, by absolute majority, whether each local law should:

- remain unchanged;
- be amended; or
- be repealed.

Technical Review and External Assistance

Determining whether a local law should remain unchanged, be amended or be repealed requires consideration beyond the submissions received through the public consultation process.

The review should also consider matters including:

- whether the local law remains necessary and relevant;
- whether its provisions remain within the Shire's legislative powers;
- changes to relevant State legislation since the local law was made;
- duplication or inconsistency with other legislation;
- contemporary local government practice;
- operational experience in administering and enforcing the local law;
- whether provisions are obsolete, ineffective or no longer required;
- whether provisions should instead be dealt with through policy, another local law or State legislation;
- relevant findings and guidance from the Parliamentary Joint Standing Committee on Delegated Legislation and the Department; and
- any relevant model local laws or sector guidance available at the time of the review.

The Shire does not currently have the specialist legislative and local law expertise within its existing staff resources to undertake the detailed technical and legislative assessment required to confidently make recommendations to Council on these matters.

It is therefore proposed that the Shire engage a suitably qualified consultant with demonstrated experience in Western Australian local government local laws to assist Administration with the review.

The consultant would be requested to review the existing local laws, relevant legislation and any submissions received and provide recommendations as to whether each local law should remain unchanged, be amended or be repealed.

The consultant's assessment, together with submissions received and Administration's operational experience with the local laws, would then form the basis of a subsequent report to Council.

The ultimate determination under section 3.16 remains a decision of Council and requires an absolute majority.

Subsequent Amendment or Repeal

Should the section 3.16 review determine that a local law should be amended or repealed, that determination does not itself amend or repeal the local law.

A separate statutory process would subsequently be required under section 3.12 of the *Local Government Act 1995*.

Depending upon the extent of changes identified, this may involve preparation of an amendment local law, repeal local law or a replacement local law, together with the associated statutory consultation, Ministerial and gazettal processes.

Given the specialist nature of this work, it is anticipated that external assistance would also be required for any subsequent drafting and statutory process.

The broader review, drafting and implementation program may therefore extend over approximately 18 months to two years. This timeframe is separate from the immediate requirement to complete the section 3.16 review process within the applicable transitional timeframe.

Consultation

Executive Manager Corporate Services
Executive Governance Officer

Statutory Implications

Local Government Act 1995

Section 3.16 requires a local government to periodically review its local laws.

As part of the review, the Shire is required to give local public notice stating:

1. that the Shire proposes to review the local law;
2. where a copy of the local law may be inspected or obtained; and
3. that submissions may be made to the Shire by a specified date, being not less than six weeks after the notice is given.

Following the submission period, the local government must consider submissions received and cause a report of the review to be prepared and submitted to Council.

Council must subsequently determine, by absolute majority, whether the local law should be repealed, amended or remain unchanged.

Where amendment or repeal is subsequently required, the applicable process under section 3.12 of the *Local Government Act 1995* must be followed.

Policy Implications

Nil

Strategic Implications

Council Plan 2036

Priority:	4. Courageous Leadership and Shared Responsibility
Key Focus Area:	Governance and Accountability
Strategic Action:	Maintain high standards of governance, stewardship and organisational accountability

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	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (4)
Key Controls in Place	Legislation
Action / Treatment	Governance Calendar; Risk Framework
Risk Rating After Treatment	Adequate

Financial Implications

Costs associated with the section 3.16 review will include statutory advertising and the engagement of a suitably qualified consultant to provide specialist assistance.

The cost of the consultant will depend on the scope of services required and will be determined through the Shire's procurement process. Further costs may arise should Council determine that either local law requires amendment, repeal or replacement.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.1

That Council:

1. Notes the statutory requirements of section 3.16 of the *Local Government Act 1995* in relation to the periodic review of local laws;
2. Notes that the Shire had previously awaited further information regarding the State Government's proposed model local laws, however, following advice from the Department, will now proceed with its statutory local law review obligations;

3. Commences a review under section 3.16 of the *Local Government Act 1995* of the:
 - a. Animals, Environment and Nuisance Local Law 2016; and
 - b. Health Local Law 2016;
4. Authorises the Chief Executive Officer to give the required local public notice inviting submissions on the local laws in accordance with section 3.16 of the *Local Government Act 1995*;
5. Supports the engagement of a suitably qualified consultant, subject to the Shire's budget and purchasing requirements, to provide specialist legislative and local government advice to assist with the review and provide recommendations as to whether each local law should remain unchanged, be amended or be repealed;
6. Requests that, following the conclusion of the statutory public submission period and receipt of the specialist review, a further report be presented to Council to consider the submissions received and determine, by absolute majority, whether each local law should remain unchanged, be amended or be repealed; and
7. Authorises the Chief Executive Officer to advise the Department of the commencement of the Shire's statutory local law review process and the Shire's proposed approach to completing the review.

MIN 8243/26

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

13.2 Community Wellbeing Plan 2026-2029

Date:	2 September 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CORPORATE PLANNING \ PLANNING \ CWP
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	13.2A Community Wellbeing Plan 2026

Purpose of Report

☒ Executive Decision

☐ Legislative Requirement

Summary

For Council to note the Narembeen Community Wellbeing Plan 2026–2029, developed collaboratively with Holyoake’s Wheatbelt Prevention Team and key community stakeholders.

Background

The Narembeen Community Wellbeing Plan 2026–2029 has been developed through a collaborative, whole-of-community planning process facilitated by Holyoake’s Wheatbelt Prevention Team, working alongside the Shire of Narembeen and key community stakeholders. Development included three planning workshops and consideration of local consultation, survey and health data.

The Plan builds on previous community wellbeing planning and establishes priorities and actions for the next three years. It focuses on three priority areas: Alcohol and Other Drugs; Mental Health, Wellbeing and Safety; and Supporting Community Across the Lifespan, including access to services. Holyoake is a lead partner, alongside the Shire, Narembeen CRC, Narembeen District High School, health and emergency services, community organisations and other stakeholders. Implementation will be overseen collaboratively through the Community Wellbeing Plan Committee, which will monitor progress and review the Plan annually.

Comment

The Plan establishes a coordinated approach to community wellbeing and sets short-term outcomes, actions, lead organisations, collaborative partners and performance measures. Its three priority areas respond to alcohol and other drug harm, mental health and safety, social connection, youth and older adult participation, and access to services and referral pathways.

Holyoake’s Wheatbelt Prevention Team has had a central role in facilitating development of the Plan and is identified as a lead partner for implementation, particularly in alcohol and other drug harm minimisation, mental health literacy, referral pathways, education and training. Holyoake will work alongside key stakeholders including the Shire of Narembeen, Narembeen CRC, Narembeen District High School, Narembeen Hospital, Narembeen Police, Road Safety and Drug Education and Narembeen Emergency Services.

Governance remains community-based. The Community Wellbeing Plan Committee collectively holds ownership of the Plan and will oversee implementation, monitoring and review. The Committee is to meet at least quarterly, monitor actions and key performance indicators, identify opportunities for collaboration and recommend amendments where required. This approach recognises Holyoake as a lead delivery and facilitation partner without displacing the collective ownership and decision-making role of the Committee.

Consultation

- Holyoake Wheatbelt Prevention Team
- Narembeen Community Resource Centre
- Narembeen Community Wellbeing Plan Committee and participating community/service stakeholders
- Consultation informing the Plan included stakeholder planning workshops and review of local survey, youth and health data.

Statutory Implications

Nil.

Policy Implications

Nil

Strategic Implications

Council Plan 2036

Priority: 3. Connected Community Life
 Key Focus Area: Increased wellbeing and belonging
 Strategic Action: Coordinate community activation initiatives

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Inadequate Engagement Practices
Risk Category	Health
Consequence Description	Substantiated, low impact, low news items
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (4)
Key Controls in Place	Community Wellbeing Plan
Action / Treatment	Outcome Reporting
Risk Rating After Treatment	Adequate

Financial Implications

No additional financial commitment is sought through this report. Shire actions identified in the Plan will be progressed within adopted operational budgets, subject to future budget decisions and available external funding where applicable.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation – Item 13.2

That Council:

1. notes the Narembeen Community Wellbeing Plan 2026-2029, as presented at Attachment 13.2A; and
2. notes Holyoake's Wheatbelt Prevention Team as a lead partner in the facilitation and implementation of the Plan, working alongside the Shire of Narembeen, the Narembeen Community Resource Centre, the Narembeen Community Wellbeing Plan Committee and other key community and service stakeholders.

MIN

MOTION - Moved Cr. Bald

Seconded Cr. Stirrat

Cr Bray proposed an amendment

Council Resolution – Item 13.2

That Council:

1. notes the Narembeen Community Wellbeing Plan 2026-2029, as presented at Attachment 13.2A;
2. notes Holyoake's Wheatbelt Prevention Team as a lead partner in the facilitation and implementation of the Plan, working alongside the Shire of Narembeen, the Narembeen Community Resource Centre, the Narembeen Community Wellbeing Plan Committee and other key community and service stakeholders; and
3. on first review consider e-safety and AI actions to be included in the plan.

MIN 8244/26

MOTION - Moved Cr. Bray

Seconded Cr. Smoker

CARRIED 7 / 0

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

13.3 Reviewed Housing Strategy 2024-2034

Date:	4 September 2026
Location:	NA
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CORPORATE PLANNING \ PLANNING \ Housing Strategy
Previous Meeting Reference	MIN 8128/26
Disclosure of Interest:	Nil
Attachments:	13.3A Housing Strategy – Review – September 2026

Purpose of Report

☒ Executive Decision

☐ Legislative Requirement

Summary

For Council to consider and endorse the reviewed Shire of Narembeen Housing Strategy 2024-2034.

Background

The Shire of Narembeen Housing Strategy 2024–2034 was adopted by Council in June 2024 and is reviewed six-monthly in accordance with its monitoring and evaluation framework. The purpose of the review is to record completed or advanced actions, identify strategies that are no longer to be pursued, and capture new or emerging priorities.

The September 2026 review follows the January 2026 review and has been informed by project progress, Council decisions and the Housing Working Group.

Key changes since January 2026 include updated housing priorities; progression of aged and staff housing actions; a new strategy to review the future governance and sustainability of Narembeen Homes for the Aged; continued advocacy following the unsuccessful key worker housing funding application; and a stronger focus on planning and residential land development.

Comment

The September review reflects the transition of several actions from investigation and planning to delivery, while also removing or replacing strategies that are no longer considered a priority.

Residential land development is now the highest housing priority. Avoca North has been identified as the preferred location for the next residential subdivision, with demonstrated community interest and preparation of a funding application underway. Planning work is also progressing to consider opportunities for greater residential density within appropriate areas of the townsite.

The Strategy will continue to be reviewed six-monthly through the Housing Working Group so that progress, completed actions, changed decisions and new priorities are formally captured and reported to Council.

Consultation

Shire President
Deputy President

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2036

Priority: 1. A place people can live, stay and belong
Key Focus Area: Housing activation
Strategic Action: Review and Continue implementing Housing Strategy

Asset Management Plan

Future maintenance and lifecycle costs associated with Shire-owned housing assets will continue to be considered through asset planning processes.

Long Term Financial Plan

Housing projects identified in the Strategy are reflected in the current Long-Term Financial Plan model.

Risk Implications

Risk Profiling Theme	Business and Community Disruption
Risk Category	Service Interruption
Consequence Description	Indeterminate prolonged interruption of services - non-performance >1 month
Consequence Rating	Major (4)
Likelihood Rating	Likely (4)
Risk Matrix Rating	High (12)
Key Controls in Place	Asset Management Plan; Long Term Financial Plan
Action / Treatment	Adoption and execution of reviewed Housing Strategy
Risk Rating After Treatment	Adequate

Financial Implications

Endorsement of the reviewed Housing Strategy reaffirms Council's in-principle commitment to capital expenditure over the life of the Strategy. All future projects remain subject to Council approval through the annual budgeting and Long-Term Financial Planning processes.

Voting Requirements

☒ Simple Majority

☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.3

That Council endorses the reviewed Shire of Narembeen Housing Strategy 2024-2034, as attached.

MIN 8245/26

MOTION - Moved Cr. Hardham

Seconded Cr. Bray

CARRIED 7 / 0

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

13.4 Development WA – Regional Development Assistance Program – Proposed Residential Land Assembly

Date:	3 September 2026
Location:	Lot 16224 Deposited Plan 225562
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	GRANTS AND SUBSIDIES \ APPLICATIONS \ EY2026
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

This report seeks Council endorsement to lodge a submission to DevelopmentWA under the Regional Development Assistance Program (RDAP) for the proposed residential development of Shire-owned land north of Cheetham Way, and seeks Council's in-principle support for the local government commitments required under the RDAP application.

Background

Council has adopted a proactive approach to addressing housing shortages through direct investment and strategic partnerships. Initiatives undertaken in recent years include the construction of additional staff and doctor housing, partnership with CEACA to deliver community housing, participation in the RoeROC Key Worker Housing Project, and implementation of the Shire's Housing Strategy 2024–2034.

As Council's investment in housing has progressed, the availability of serviced residential land has emerged as a key constraint to facilitating further private housing construction and investment within Narembeen.

Recent residential land sales within the Cheetham Way subdivision have exhausted the Shire's supply of serviced residential lots available for sale to the private market. The remaining Shire-owned serviced residential lot has been earmarked for future Shire staff housing.

In response to the diminishing supply of residential land, Council has developed the Shire of Narembeen Residential Land Assembly Strategy to identify and prioritise opportunities for the future supply of residential land. The Strategy identifies the Shire-owned land north of Cheetham Way as a residential land assembly opportunity.

The site represents a logical continuation of the existing Cheetham Way residential subdivision and provides an opportunity to increase the supply of serviced residential lots available for private purchase and home construction.

Preliminary discussions have been undertaken with DevelopmentWA regarding potential assistance through the RDAP to investigate the feasibility, servicing requirements and delivery of the proposed residential land assembly.

Comment

The proposed submission seeks to progress a supply of serviced residential lots primarily for private purchasers seeking to construct their own homes in Narembeen.

Demand is current and demonstrable. A recent Shire expression of interest process identified 13 prospective purchasers seeking residential land to construct their own residence, with intended building timeframes ranging from the next 12 months to four years. Interest includes existing local residents, local farming families seeking to relocate into the townsite, and people from outside the district interested in establishing a residence in Narembeen.

Other vacant land within the townsite is either privately owned, owned by the Department of Communities, or committed to existing strategic housing initiatives. There are currently no active private residential developers delivering new residential land within Narembeen. The RoeROC Key Worker Housing Project is a separate initiative, with land already identified for that project; Avoca North is not intended to duplicate or provide land for the RoeROC project.

The Shire-owned land north of Cheetham Way provides an opportunity to address the private land supply constraint through staged residential development. Final lot yield, layout and staging will be confirmed through feasibility, structure planning review, servicing investigations and subdivision design undertaken with DevelopmentWA.

DevelopmentWA's RDAP provides an opportunity for the Shire to seek assistance with planning, servicing, subdivision design, feasibility and appropriate delivery arrangements.

The RDAP Submission Guide identifies standard commitments sought from participating local governments. These include providing any freehold land contributed to the project to DevelopmentWA at no cost prior to construction; assisting with funding applications for service extensions where requested; maintaining firebreaks on future lots until sale; assisting with sales signage and promotion; waiving applicable local government bonds, fees and charges associated with DevelopmentWA's development and holding of lots until sale; and supporting reconsideration or review of any subdivision condition requiring a 10% public open space contribution where provision of that contribution as land within the project is not considered appropriate.

Council is prepared to contribute the portion of Shire-owned Lot 16224 on Deposited Plan 225562 required for the proposed development. This represents a significant local government contribution and is consistent with the RDAP preference for projects that include a local authority contribution.

The reference to a 10% public open space (POS) contribution relates to a potential subdivision condition. If such a condition is imposed and Council does not consider provision of POS as land within the project appropriate, the RDAP requires the Shire to support reconsideration or review of that condition as an alternative to DevelopmentWA making a cash-in-lieu contribution. Any POS requirement would ultimately be determined through the subdivision and planning process.

Preliminary servicing advice is being sought from relevant agencies to identify service availability, capacity constraints, likely upgrades and approval requirements. Detailed servicing design and costs are not known at this stage and would form part of feasibility and due diligence should the application progress.

Lodgement of the submission would not, of itself, commit Council to subdivision construction or an unspecified financial contribution. The application would confirm Council's land contribution and in principle acceptance of the standard local government commitments required by RDAP. The final project area and transfer arrangements, any material additional financial contribution, and any

decision to proceed following DevelopmentWA's assessment would be presented to Council for further consideration.

Consultation

DevelopmentWA
Wheatbelt Development Commission

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2036

Priority: 1. A place people can live, stay and belong
Key Focus Area: Housing activation
Strategic Action: Review and Continue implementing Housing Strategy

Asset Management Plan

There are no direct asset management implications arising from the submission of the applications. Should the project proceed beyond the investigation stage, Council will be required to consider the future maintenance responsibilities associated with any new roads, drainage and public infrastructure created as part of the subdivision

Long Term Financial Plan

There are no immediate impacts on the Long-Term Financial Plan arising from submission of the application. Should DevelopmentWA determine the project is feasible and Council subsequently elect to proceed with subdivision works, any future financial commitments would be considered through the annual budget process and future revisions to the Long-Term Financial Plan.

Risk Implications

Risk Profiling Theme	Business and Community Disruption
Risk Category	Reputational
Consequence Description	Unsubstantiated, low impact, low profile or 'no news' item
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (4)
Key Controls in Place	IRP Suite of Plans; Long-Term Financial Plan
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There is no direct construction expenditure arising from lodgement of the application. Council's proposed contribution is the portion of Shire-owned land required for the project together with the standard local government commitments identified in the RDAP application. Any material additional financial contribution or expenditure associated with delivery of the development would be subject to further consideration and approval by Council.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.4

That Council:

1. Endorse the lodgement of a submission to DevelopmentWA under the Regional Development Assistance Program for the proposed residential development of Shire-owned land north of Cheetham Way.
2. Endorse, in principle, the provision at no cost to DevelopmentWA of the portion of Shire-owned Lot 16224 Deposited Plan 225562 required for the project, as Council's contribution toward facilitating the development of serviced residential lots for sale to the private market, with the final project area and land transfer arrangements to be presented to Council for approval should the project proceed.
3. Confirm Council's in-principle support for the standard Local Authority requirements of the Regional Development Assistance Program, including:
 - a. assisting with applications for funding for service extensions where requested by DevelopmentWA;
 - b. maintaining required firebreaks on future lots until sale;
 - c. assisting with the inspection and maintenance of sales signage and promotion of lots;
 - d. waiving applicable Shire bonds, fees and charges relating to DevelopmentWA's development and holding of the proposed lots until sale; and
 - e. supporting reconsideration or review of any subdivision condition requiring a 10% public open space contribution where provision of public open space as land within the development is not considered appropriate.
4. Authorise the Chief Executive Officer to prepare, finalise and lodge the submission and provide any supporting information or documentation required by DevelopmentWA.
5. Note that the final project area and land transfer arrangements, any material additional financial contribution by the Shire, and any decision to proceed with development following DevelopmentWA's assessment will be subject to further consideration and approval by Council.

MIN 8246/26

MOTION - Moved Cr. Stirrat

Seconded Cr. Smoker

CARRIED 7 / 0

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

13.5 Risk Dashboard – Quarterly Report – August 2026

Date:	4 September 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	RISK MANAGEMENT/PLANNING/Risk Management Framework
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	13.5A Risk Dashboard Quarterly Report – August 2026

Purpose of Report

- ☒ Executive Decision ☐ Legislative Requirement

Summary

This item presents the Risk Dashboard – quarterly monitoring report for August 2026 to Council for consideration and receipt.

Background

The Risk Management Framework for the Shire of Narembeen sets out the approach to the identification, assessment, management, reporting and monitoring of risks. The objective is to ensure that all areas of the Shire adopt the outlined procedures to ensure:

- strong corporate governance;
- compliance with relevant legislation, regulations and internal policies;
- integrated Planning and Reporting requirements are met; and
- uncertainty and its effects on objectives are understood.

The Shire has adopted a ‘Three Lines of Defence’ model for the management of risk. This model ensures roles, responsibilities, and accountabilities for decision making are structured to demonstrate effective governance and assurance. By operating within the approved risk appetite and framework, the council, management, and community will have assurance that risks are managed effectively to support the delivery of the strategic, corporate, and operational plans.

The Shire qualified its risk appetite through the development of the Shire’s Risk Assessment and Acceptance Criteria.

There is a requirement to assess and manage the risk profiles on an ongoing basis to monitor risks and treatments.

Comment

The quarterly review of risk profiles assessed emerging risks, control effectiveness and key indicator performance. Assigned actions are reflective of current risks and control environment.

There are no risk themes listed on the Risk Register as the overall control rating was ‘inadequate’.

Consultation

Nil

Statutory Implications

The *Local Government Act 1995* and Regulation 17 of the *Local Government (Audit) Regulations* is applicable.

Policy Implications

Risk Management Framework

Strategic Implications

Council Plan 2036

Strategic Priority: 5. Courageous Leadership and Shared Responsibility
Key Focus Area: Partnerships and collaboration
Strategic Action: Strengthen partnerships across sectors

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	Risk Management Framework
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There are no financial implications to Council in relation to this item as the Risk Dashboard identifies and evaluates risk.

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation / Council Resolution – Item 13.5

That Council receives the Risk Dashboard Quarterly Report – August 2026 as presented in Attachment 13.5A.

MIN 8247/26

MOTION - Moved Cr. Bald

Seconded Cr. Currie

CARRIED 7 / 0

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

13.6 CEACA Limited – Rate Exemption

Date:	14 September 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	CORPORATE MANAGEMENT \ CEACA \ Expansion Project
Previous Meeting Reference	MIN 8089/25; MIN 8110/25
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☐ Executive Decision

☒ Legislative Requirement

Summary

To inform Council of the proposed rates treatment for land associated with the CEACA Limited (ACN 693 494 638) development at Lot 104 (27) Currall Street, Narembeen, and the administrative process proposed to assess and document the property's eligibility for exemption from rates under section 6.26 of the *Local Government Act 1995*.

Where the legislative requirements are satisfied, the land is non-rateable by operation of the Act rather than through a discretionary exemption granted by Council.

Background

The Shire of Narembeen is partnering with the Central East Accommodation and Care Alliance for the development of four residential units at Lot 104 (27) Currall Street, Narembeen.

At its Ordinary Council Meeting held on 18 November 2025, Council considered the CEACA Expansion Project and, under MIN 8089/25, endorsed the Shire's participation in the project, including the proposed transfer of Lot 104 and preparation of a formal agreement.

Following this decision, CEACA advised that its expansion project had been restructured, with new project assets to be held by a special purpose vehicle, CEACA Limited (ACN 693 494 638), a company limited by guarantee.

At its Ordinary Council Meeting held on 16 December 2025, Council subsequently resolved under MIN 8110/25 to recognise CEACA Limited as the appropriate legal entity for the project. Council authorised the Chief Executive Officer to prepare and execute the formal agreement and, subject to the relevant statutory requirements, facilitate the transfer of Lot 104 to CEACA Limited.

As the project progresses, Administration has considered the rating status that will apply to the land following its transfer to CEACA Limited.

Comment

Section 6.26 of the *Local Government Act 1995* provides that certain land is not rateable, including land used exclusively for charitable purposes.

Where CEACA Limited and the use of the land satisfy the requirements of section 6.26, the exemption arises by operation of the Act rather than being a discretionary exemption granted by Council.

A review of the Shire's current Delegations Register has identified that there is no specific delegated authority relating to the determination of rate exemption applications.

As the exemption is statutory where the legislative requirements are satisfied, it is not considered necessary for Council to separately approve or grant the exemption. However, to ensure appropriate governance and an audit trail, Administration proposes to formally document the assessment of CEACA Limited and the use of the land against section 6.26.

The assessment will include the relevant supporting documentation and will be formally reviewed and signed off by the Chief Executive Officer prior to the property's rating status being amended and any necessary notification being provided to Landgate.

Administration also proposes to develop a simple internal procedure for future rate exemption applications, including requirements for supporting documentation, legislative assessment, approval or sign-off, record keeping and notification.

Consultation

Executive Manager Corporate Services
Senior Finance Officer
CEACA Limited

Statutory Implications

Local Government Act 1995

Section 6.26 – Rateable Land

Section 6.26 provides that, except as otherwise provided, all land within a district is rateable land. Section 6.26(2) identifies categories of land that are not rateable, including under section 6.26(2)(g), land used exclusively for charitable purposes.

Accordingly, where the land held by CEACA Limited satisfies the requirements of section 6.26(2)(g), its non-rateable status arises under the legislation and is not dependent upon Council exercising discretion to grant an exemption.

Policy Implications

Nil.

Administration proposes to develop an internal administrative procedure to ensure a consistent approach to the assessment, approval and documentation of future statutory rate exemptions.

Strategic Implications

Council Plan 2036

Strategic Priority: 5. Courageous Leadership and Shared Responsibility
Key Focus Area: Partnerships and collaboration
Strategic Action: Strengthen partnerships across sectors

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	Legislative assessment against section 6.26 of the <i>Local Government Act 1995</i> ; supporting documentation confirming ownership, entity status and land use; CEO review and sign-off; record keeping; and notification to Landgate where required.
Action / Treatment	Complete and retain the rate exemption assessment for Lot 104 prior to amending the property's rating status. Develop an internal rate exemption assessment procedure to guide future applications, evidence requirements, approvals, records and notifications.
Risk Rating After Treatment	Adequate

Financial Implications

The land will not generate rate revenue for any period during which it qualifies as non-rateable under section 6.26 of the *Local Government Act 1995*.

Council's earlier consideration of the CEACA expansion project anticipated that the property would be exempt from annual rates.

Voting Requirements



Simple Majority



Absolute Majority

That Council:

1. Notes the previous decisions of Council under MIN 8089/25 and MIN 8110/25 relating to the CEACA expansion project and the transfer of Lot 104 (27) Currall Street, Naremben to CEACA Limited (ACN 693 494 638);
2. Notes that land satisfying the requirements of section 6.26(2)(g) of the *Local Government Act 1995* is non-rateable and that the exemption arises by operation of the Act rather than through a discretionary rate exemption granted by Council;
3. Notes that Administration will formally assess and document the eligibility of the land held by CEACA Limited (ACN 693 494 638) for exemption under section 6.26 of the *Local Government Act 1995*, with the assessment to be reviewed and signed off by the Chief Executive Officer prior to amendment of the property's rating status and any necessary notification to Landgate; and
4. Notes that Administration will develop an internal procedure for the assessment and administration of future statutory rate exemptions.

MIN 8248/26

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

13.7 Great Eastern Country Zone – MOU – Mutual Aid in Emergencies and Post-Incident Recovery

Date:	14 September 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	EMERGENCY SERVICES\SERVICE PROVISION\MOU\GECZ
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	13.7A Draft MOU for Mutual Aid 2026

Purpose of Report

☒ Executive Decision

☐ Legislative Requirement

Summary

To seek Council endorsement of the Great Eastern Country Zone Memorandum of Understanding – Mutual Aid in Emergencies and Post-Incident Recovery, following consultation with the Shire of Narembreen Local Emergency Management Committee (LEMC).

The MOU establishes a non-binding framework for voluntary mutual assistance between participating Great Eastern Country Zone local governments during emergencies and post-incident recovery.

Background

For some years, local governments have established a range of informal and formal arrangements for mutual assistance during emergencies.

WALGA has worked with relevant Zones to establish a simplified annual process through which participating local governments reaffirm a general commitment to voluntary mutual aid, with assistance coordinated operationally between Chief Executive Officers.

The MOU is non-binding and recognises that assistance is voluntary, subject to the capacity and operational requirements of the assisting Local Government. Decisions regarding the provision of assistance remain at the discretion of the Chief Executive Officer.

To ensure LEMC members were provided an opportunity to consider the document, the MOU was subsequently circulated by email on 16 September 2026, inviting feedback prior to its presentation to Council. No concerns were received.

Comment

The MOU provides a practical framework for voluntary mutual assistance between participating Local Governments during emergencies and post-incident recovery. It recognises that significant events may exceed the resources of an individual Local Government and provides a mechanism for assistance to be coordinated between Chief Executive Officers.

Importantly, the MOU does not create an automatic obligation to provide personnel, plant, equipment or other resources. Assistance remains at the discretion of the Chief Executive Officer, having regard to the Shire's own operational and resourcing requirements. Unless otherwise agreed, each local government is responsible for its own costs associated with providing assistance.

While the scheduled LEMC meeting did not proceed due to a lack of quorum, members were provided with the MOU and an opportunity to comment prior to the matter being presented to Council. No feedback was received.

Management recommends that Council endorse the general principles of the MOU, supporting regional cooperation and preparedness ahead of the 2026–27 high threat season.

Consultation

Shire of Narembeen Local Emergency Management Committee members
Great Eastern Country Zone
WALGA
Department of Fire and Emergency Services

Statutory Implications

The MOU makes reference to (but does not seek to modify any application of) the Local Government's obligations under relevant legislation, including the *Emergency Management Act 2005*.

Policy Implications

The MOU is non-binding and is not intended to directly modify policy.

Strategic Implications

Council Plan

Strategic Priority: 5. Courageous Leadership and Shared Responsibility
Key Focus Area: Partnerships and collaboration
Strategic Action: Strengthen partnerships across sectors

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Risk Implications

Risk Profiling Theme	Business and Community Disruption
Risk Category	Service Interruption
Consequence Description	No material service interruption
Consequence Rating	Insignificant (1)
Likelihood Rating	Possible (3)
Risk Matrix Rating	Low (4)
Key Controls in Place	LEMA; LEMC; CESM; Risk Management Framework
Action / Treatment	Implement MOU and assess mutual aid requests against available Shire resources and operational requirements.

Risk Rating After Treatment	Adequate
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Financial Implications

The MOU does not have any expected financial implication, as the provision of mutual aid is to be arranged by agreement between Chief Executive Officers – considering any resourcing constraints relevant in the context of the emergency or post-incident recovery situation.

Voting Requirements

- ☐ Simple Majority ☒ Absolute Majority

Officers Recommendation / Council Resolution – Item 13.7

That Council:

1. Notes that the Great Eastern Country Zone *Memorandum of Understanding – Mutual Aid in Emergencies and Post-Incident Recovery* was scheduled to be considered by the Local Emergency Management Committee on 10 September 2026; however, the meeting did not proceed due to a lack of quorum;
2. Notes that the MOU was subsequently circulated to LEMC members on 16 September 2026 seeking feedback, with no concerns received; and
3. Endorses the general principles of voluntary mutual assistance outlined in the Great Eastern Country Zone *Memorandum of Understanding – Mutual Aid in Emergencies and Post-Incident Recovery*, with assistance to be organised and managed between the Chief Executive Officers of the relevant Local Governments.

MIN 8249/26

MOTION - Moved Cr. Currie

Seconded Cr. Stirrat

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 Amendments to the 2026-2027 Fees and Charges Schedule

Date:	9 September 2026
Location:	Not applicable
Responsible Officer:	Rajinder Sunner, Executive Manager Corporate Services
Author:	Kathryn Conopo, Executive Governance Officer
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

During the August Ordinary Council Meeting, Council adopted the current Schedule of Fees and Charges for the Year Ended 30 June 2027.

Comment

During a review of the schedule of fees and charges, it was noted that there is a typographical error in the Ex-GST rate for the Mt Roe Standpipe charge. This item is presented to Council to fix the error.

Consultation

Chief Executive Officer
Executive Manager Infrastructure Services

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

Council Plan 2036

Priority: 1. Courageous Leadership and Shared Responsibility
Key Focus Area: Governance and Accountability
Strategic Action: Maintain high standards of governance, stewardship and organisational accountability

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	N/A
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil.

Voting Requirements

☒ Simple Majority ☐ Absolute Majority

Officers Recommendation / Council Resolution – Item 14.1

That Council adopts the following amendments to the Fees and Charges Schedule for 2026-2027, with the amended fees to take effect from 9 October 2026 following the completion of the required public notice period.

Fees and Charges to be amended:

Standpipe Charges			
	Ex-GST	GST	TOTAL
Mt Roe Dam, water usage charge per kilolitre (50mm)	6.00	-	6.00

MIN 8250/26

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

14.2 Financial Statements for the Month Ended 31 July 2026

Date:	16 September 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:	14.2A Shire of Narembreen - Financial Statements for Month Ended 31 July 2026

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to review and receive the financial statements for the month ended 31 July 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 31 July 2026 is \$3,439,722 with cash on hand of \$9,615,039 including \$5,405,592 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

Council Plan 2036

Strategic Priority: 5. Courageous Leadership and Shared Responsibility
Key Focus Area Partnerships and collaborations
Strategic Action: Strengthen partnerships across sectors

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 31 July 2026.

MIN 8251/26

MOTION - Moved Cr. Hardham

Seconded Cr. Stirrat

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 31 August 2026

Date:	16 September 2026
Location:	Not applicable
Responsible Officer:	Rajinder Sunner, Executive Manager Corporate Services
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 Narembreen - Financial Statements for Month Ended 31 August 2026

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to review and receive the financial statements for the month ended 31 August 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 31 August 2026 is \$6,795,436 with cash on hand of \$12,837,938 including \$5,405,592 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

Council Plan 2036

Strategic Priority: 5. Courageous Leadership and Shared Responsibility
Key Focus Area Partnerships and collaborations
Strategic Action: Strengthen partnerships across sectors

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 31 August 2026.

MIN 8252/26

MOTION - Moved Cr. Bray

Seconded Cr. Bald

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 31 August 2026

Date:	16 September 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 – August 2026 14.4B Credit Card Payment list – August 2026

Purpose of Report

☐ Executive Decision ☒ Legislative Requirement

Summary

For Council to receive the list of payments made by the Shire of Narembreen for the month ended 31 August 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 August 2026 were \$519,742.25

Total expenditure incurred on corporate cards for the same period was \$4569.77

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

Council Plan 2036

Strategic Priority: 5. Courageous Leadership and Shared Responsibility
 Key Focus Area Partnerships and collaborations
 Strategic Action: Strengthen partnerships across sectors

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 31 August 2026, as attached.

MIN 8253/26

MOTION - Moved Cr. Currie

Seconded Cr. Bray

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

16. Officers Reports - Infrastructure Services

17. Officers Reports - Community Services

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

The Presiding Person approved the inclusion of Item 20.1 due to the procurement timeframe.

20.1 Tender Review – RFT2026-03 – Construction of Narembeen Dirt Jump Set

Date:	21 September 2026
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Garrick Yandle, Haddeo Infrastructure Agriculture
File Reference	CORPORATE MANAGEMENT\TERNDERING\2026\2026-03
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	20.1A Dirt Jump Set Selection Criteria Assessment

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

For Council to consider the award of tender for RFT 2026-03 Construction of Narembeen Dirt Jump Set.

Background

The project was advertised through WALGA eQuotes, with Council inviting tenders from prequalified suppliers under the WALGA Landscape, Infrastructure, Works and Maintenance Panel for the construction of the Narembeen Dirt Jump Set (pump track) at Apex Park, Currall Street, Narembeen, in accordance with the approved project drawings.

On Thursday, 13 August 2026, Council advertised Request for Tender (RFT) 2026-03 – Construction of Narembeen Dirt Jump Set via WALGA eQuotes, with an original closing date of Friday, 11 September 2026 at 4.00pm.

Following requests for additional information, including the topographical survey, the closing date was extended to Friday, 17 September 2026 at 4.00pm.

The scope of works includes, but not limited to:

1. Site Establishment
2. Site Preliminaries
3. Sub-Grade Preparation
4. Basecourse and Fill Preparation
5. Top Course Polymer

Comment

A contract may be awarded to the Tenderer whose Tender is considered the most advantageous to the Principal and who best demonstrates the ability to provide quality products and/or services at a competitive price. Tendered prices are assessed together with the qualitative and compliance criteria to determine the most advantageous outcome for the Principal.

The Principal has adopted a best value for money approach to this Request for Tender. This means that, although price is a significant consideration, the Tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked highest against the qualitative criteria necessarily be successful.

A scoring system was used as part of the assessment of the qualitative criteria. Tenders demonstrating a greater level of satisfaction against each criterion received a higher score. The aggregate score for each Tender was then considered as part of the overall assessment of value for money.

All Tenders were assessed against the compliance and selection criteria outlined in the Request for Tender documentation. A summary of the assessment against the selection criteria and price is provided below:

Criteria	Weighting %	A	B	C
Relevant Experience	20%	20	16	16
Demonstrated Understanding	20%	16	16	20
Timeframe	10%	10	7	10
Price	50%	46.5	35.5	41
Grand Total	100%	92.5	74.5	87

A detailed breakdown of the assessment against the selection criteria is provided separately.

The assessment demonstrates that all Tenderers have relevant experience and an understanding of the project requirements. Tenderer A achieved the highest overall assessment score of 92.5, followed by Tenderer C with 87 and Tenderer B with 74.5.

Tenderer A also offered a discounted contract price of \$250,000 exclusive of GST, subject to the tender being awarded by 23 September 2026, with works commencing on 5 October 2026. The submitted tender price prior to application of this discount was \$283,600 exclusive of GST.

All Tenderers also offered discounted pricing should the Shire provide the required sand and gravel materials delivered to site.

It should be noted that Tenderer C prepared the original concept design for the project and demonstrated a thorough understanding of the project scope, achieving the highest score against the Demonstrated Understanding criterion. Both Tenderer A and Tenderer C have indicated that they are able to complete the project prior to Christmas 2026.

Based on the assessment against the adopted selection criteria, together with consideration of price, project delivery timeframe and overall value for money, Tenderer A achieved the highest overall assessment score. Accordingly, it is recommended that Council award RFT 2026-03 – Construction of Narembreen Dirt Jump Set to Tenderer A for the discounted contract price of \$250,000 exclusive of GST, subject to the tender being awarded by 23 September 2026.

Consultation

Chief Executive Officer

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

Council Plan 2036

Strategic Priority: 5. Courageous Leadership and Shared Responsibility
 Key Focus Area: Partnerships and collaborations
 Strategic Action: Strengthen partnerships across sectors

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

Risk Profiling Theme	Inadequate Project/Change Management
Risk Category	Financial Impact
Consequence Description	\$10,001 - \$50,000
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (4)
Key Controls in Place	Approved budget; Project management
Action / Treatment	Execution of contract and ongoing project monitoring
Risk Rating After Treatment	Adequate

Financial Implications

In the 2026/2027 Council Budget, Council has an allocation of \$420,000 (exclusive of GST) for construction of the Narembreen Dirt Jump Set. This figure nominally includes:

Funding Source (ex GST)	Budget
Grant	\$250,000
Council	\$170,000
Total Lump Sum Price	\$420,000

The difference between the tendered price and the approved budget allocation will be utilised to deliver complementary components of the project, including, but not limited to, seating, shade structures, fencing, rubbish bins, landscaping and signage, and/or any approved variations to the construction works considered necessary to support and enhance the overall project outcomes. Procurement of complementary components will be undertaken separately from the tender for the construction of the dirt jump set. All expenditure, including any approved contract variations and complementary project components, will be contained within Council's adopted 2026/27 Budget allocation for the project.

Voting Requirements

- ☐ Simple Majority ☒ Absolute Majority

Officers Recommendation / Council Resolution – Item 20.1

That Council:

1. accepts the tender submitted by Tenderer A for RFT 2026-03 – Construction of Narembreen Dirt Jump Set, at the submitted tender price of \$283,600 exclusive of GST (\$311,960 inclusive of GST), noting that a discounted contract price of \$250,000 exclusive of GST (\$275,000 inclusive of GST) applies where the tender is awarded by 23 September 2026; and
2. authorises the Chief Executive Officer to finalise and execute the contract documentation and undertake all necessary actions to give effect to Council's decision, including the approval of any contract variations, provided that the total project expenditure remains within the allocation provided for in Council's adopted 2026/27 Budget.

MIN 8254/26

MOTION - Moved Cr. Smoker

Seconded Cr. Stirrat

CARRIED 7 / 0

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

21. Closure of Meeting

The next meeting will be held on Tuesday 20 October 2026 commencing at 5.00pm

There being no further business, the chair declared the meeting closed at 5.48pm

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