



MINUTES

Special Meeting of Council
18 July 2025



NOTICE OF MEETING

Dear Elected Members,

In accordance with the provisions of Section 5.5 of the Local Government Act Regulation 12(3) of the Local Government (Administration) Regulations 1996, you are hereby notified that a Special Meeting of Council has been convened for:

Date: Friday 18 July 2025

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

Commencing: 3:30pm

Rebecca McCall
Chief Executive Officer

18 July 2025

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Contents

1. Official Opening and Welcome	4
2. Record of Attendance / Apologies	4
3. Public Question Time	4
4. Disclosure of Interest	4
5. Officers Reports – Executive Manager Corporate Services.....	4
5.1 Change to Resolution re Adoption of Annual Budget for the Year Ended 30 June 2026.....	4
6. Closure of Meeting.....	7

1. Official Opening and Welcome

The President opened the meeting at 3:31pm

2. Record of Attendance / Apologies

Councillors:

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

Staff:

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

Member of Public:

Nil

Apologies:

Nil

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Officers Reports – Executive Manager Corporate Services

5.1 Change to Resolution re Adoption of Annual Budget for the Year Ended 30 June 2026

Date:	18 July 2025
Location:	Not Applicable
Responsible Officer:	Ben Forbes, Executive Manager Corporate Services
Author:	Ben Forbes, Executive Manager Corporate Services
File Reference	FM\Budgets
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☐

Executive Decision

☒

Legislative Requirement

Summary

For Council to change part of its original resolution for the adoption of the annual budget for the year ended 30 June 2026.

Background

At the Ordinary Council Meeting held on 15 July 2026, Council passed a resolution of 12 parts to adopt the annual budget for the year ended 30 June 2026.

Owing to an administrative error, the adopted instalment dates for 2026 are non-compliant and must be changed to allow the rates notices to be issued.

Comment

Council's Enterprise Resource Program requires that rates instalments are given to be at least 2 months apart in order to comply with a Regulation regarding interim instalment due dates. Accordingly, the rates cannot be processed with the originally adopted instalment dates.

To correct this administrative oversight the requirements of Council's Standing Orders Local Laws 2020 and the Local Government (Administration) Regulations 1996 must be followed.

Section 16.2 of the Standing Orders Local Laws 2020 requires that a change or revocation of a resolution may only be done so if no action has been taken to implement the resolution. No action has been taken to implement the resolution (see definition provided by Local Laws 2020 below) other than internal administrative processing.

Regulation 10 of the Local Government (Administration) Regulations 1996 requires that a change or revocation of a motion requires the support of one-third of Council, including the original mover. All Councillors have been asked to support changing the resolution at a special meeting of Council and endorsement has been received from Councillor Hardham, Councillor Cole, Councillor Bald and the mover of the original resolution, Councillor Bray.

Consultation

Chief Executive Officer

Statutory Implications

Local Government (Administration) Regulations 1996

- (1) If a decision has been made at a council or a committee meeting, then any motion to revoke or change the decision must be supported —
 - (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
 - (b) in any other case, by at least 1/3 of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.
- (2) If a decision has been made at a council or a committee meeting, then any decision to revoke or change the first-mentioned decision must be made —
 - (a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or
 - (b) in any other case, by an absolute majority.

16.2 Limitations on powers to revoke or change decisions

- (1) Subject to subclause (2), the Council or a committee is not to consider a motion to revoke or change a decision—
 - (a) where, at the time the motion is moved or notice is given, any action has been taken under clause 16.3 to implement the decision; or
 - (b) where the decision is procedural in its form or effect.
- (2) The Council or a committee may consider a motion to revoke or change a decision of the kind described in subclause (1)(a) if the motion is accompanied by a written statement of the legal and financial consequences of carrying the motion.

16.3 Implementing a decision

- (1) In this clause—
 - (a) *authorisation* means a licence, permit, approval or other means of authorising a person to do anything;
 - (b) *implement*, in relation to a decision, includes:
 - i. communicate notice of the decision to a person affected by, or with an interest in, the decision; and
 - ii. take any other action to give effect to the decision; and
 - (c) *valid notice of revocation motion* means a notice of motion to revoke or change a decision that complies with the requirements of the Act, Regulations and the local laws and may be considered, but has not yet been considered, by the Council or a committee as the case may be.

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 Calendar
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

There are no material financial implications in relation to this proposed change of resolution; the material components of the budget have already been appropriately adopted. Changing the instalment dates will create a minor difference in actual eventual cash flows for the second half of the financial year, but instalment interest revenues had already been sufficiently provided for in the adopted budget.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation / Council Resolution – Item 6.1

That Council, by absolute majority, affects a change to Part 5 of its resolution for item 13.1 of the Ordinary Meeting of Council held on 15 July 2025, specifically the fourth specified instalment date, as follows:

Setting the following repayment options for rates as per with s6.45(1)(a) of the Local Government Act 1995:

Option	Due By
Option A – One Payment	29 August 2025
Option B – Four Instalment Options	29 August 2025
	31 October 2025
	2 January 2026
	27 February 2026 6 March 2026

MIN 8031/25 **MOTION** - Moved Cr. Cole Seconded Cr. Bald

CARRIED 7 / 0

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

6. Closure of Meeting

There being no further business, the chair declared the meeting closed at 3:33pm