



MINUTES

Special Meeting of Council
20 October 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: Monday 20 October 2025

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

Commencing: 4.30pm

Rebecca McCall
Chief Executive Officer

14 October 2025

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Narembeen for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Narembeen disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Narembeen during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narembeen. The Shire of Narembeen warns that anyone who has an application lodged with the Shire of Narembeen must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Narembeen in respect of the application.

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1. Official Opening and Welcome

In accordance with Claus 3 of Schedule 2.3 of the *Local Government Act 1995* the Chief Executive Officer is to preside at the meeting until the office of President is filled.

The Chief Executive Officer, Mrs Rebecca McCall welcomed everyone and declared the meeting open at 4.31pm

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

2. Swearing in Ceremony and Elections

In accordance with Section 2.29 of the *Local Government Act 1995*:

2.1 Swearing in Ceremony

Reading of Oath

Cr Michael Currie read the Declaration by Elected Member, the ceremony was witnessed by Mrs Regina DeLuis, JP.

Cr Holly Cusack read the Declaration by Elected Member, the ceremony was witnessed by Mrs Regina DeLuis, JP.

Cr Luke Smoker read the Declaration by Elected Member, the ceremony was witnessed by Mrs Regina DeLuis, JP.

Cr Scott Stirrat read the Declaration by Elected Member, the ceremony was witnessed by Mrs Regina DeLuis, JP.

2.2 Election of President

Ms Rebecca McCall, Chief Executive Officer, invited nominations for the position of President for the ensuing two years.

The following nomination was received.

Cr Bald has nominated Cr Cusack - Accepted

There being no further nominations Cr Cusack was duly elected to the position of President for the Shire of Narembreen for a term of office expiring October 2027.

Reading of Oath

Cr Cusack read the Declaration by Elected Member the ceremony was witnessed by Mrs Regina DeLuis, JP.

2.3 Election of Deputy President

Ms Rebecca McCall, Chief Executive Officer, invited nominations for the position of Deputy President for the ensuing two years.

The following nomination was received.

Cr Cusack nominated Cr Bald - Accepted

There being no further nominations Cr Bald was duly elected to the position of Deputy President for the Shire of Narembreen for a term of office expiring October 2027.

Reading of Oath

Cr Bald read the Declaration by Elected Member the ceremony was witnessed by Mrs Regina DeLuis, JP

Cr Cusack resumed the Chair

3. Seating Arrangements

To be conducted by ballot.

The seating arrangement for the next two-year period were determined by ballot.

From left to right:

1. Cr Cusack
2. Cr Bald
3. Cr Hardham
4. Cr Currie
5. Cr Stirrat
6. Cr Bray
7. Cr Smoker

4. Record of Attendance / Apologies

Councillors:

Cr SW Stirrat
Cr HA Cusack
Cr MJ Currie
Cr HJ Bald
Cr CD Bray
Cr AM Hardham
Mr LR Smoker Councillor Elect

Staff:

Ms R McCall Chief Executive Officer
Mr B Forbes Executive Manager Corporate Services
Ms K Conopo Executive Governance Officer
Ms G Atkins CRC Project Officer

Member of Public:

Ms R De Luis Justice of the Peace
Mr T Cusack
Mr B Cusack
Miss S Cusack
Mr C Cusack
Mr S Strange
Ms K Strange
Ms J Smoker
Mr N Smoker
Mr A Smoker
Ms L Cornish
Mr T Cole
Mr S Bald

Mr T Bald
Mr S Bald
Miss E Bald

Apologies:

Mr K Markham

Executive Manager Infrastructure Services

5. Public Question Time

Nil

6. Disclosure of Interest

Nil

7. Officers Reports

7.1 Council Representation on Committees and Working Groups

Date:	5 September 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Kathryn Conopo, Executive Governance Officer
File Reference	GOVERNANCE/COUNCIL MEETINGS/ Representation
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

Council to appoint representatives to committees and working groups following the 2025 Local Government Election.

Background

Council reviews its representation on Committees of Council, Regional Groups, Community Groups, and Working Groups every two years following each election cycle.

Councillor representation across these groups ensures effective governance, collaboration, community consultation, and advocacy.

Comment

Committees of Council	
Audit, Risk and Improvement Committee	This committee meets at least twice a year and is generally held before an Ordinary Meeting of Council. The purpose of this committee is to oversee risk management, internal control, legislative compliance, and external audit processes. This includes acceptance of the auditors' statements and management reports. To fulfil its functions under regulation 16(c) of the <i>Local Government (Audit) Regulations 1996</i>, the Audit, Risk and Improvement Committee report directs to Council This committee requires an independent chairperson and an independent deputy to the chair and is comprised of all Councillors.

Behaviour Complaints Committee	The Behaviour Complaints Committee provides an avenue for complaints about Council Members, Committee Members and Candidates' behaviour to be brought forward, reviewed and assessed in a fair, consistent and equitable manner by Council.
Local Emergency Management Committee (LEMC)	The purpose of the LEMC is to provide advice and assist in the establishment, development, review and testing of local emergency management arrangements and to carry out emergency management activities as directed by State Emergency Management Committee or prescribed by regulations. This group meets quarterly.
Narembeen Bushfire Advisory Committee/Volunteer Fire Brigade	This committee advises Council on all matters relating to bushfire control including the management of bushfire brigades and coordination of prevention, preparation, and response strategies.
Plant and Works Committee	This committee, discusses and makes recommendations to Council for regarding its plant replacement strategy and reviews and provides recommendations for budgeted acquisitions with a value between \$150,001 and \$249,999 (ex-GST).
Regional Groups	
Central East Aged Care Alliance (CEACA)	CEACA is a partnership of local governments in the Wheatbelt established to plan, advocate, and deliver sustainable aged care and independent living options that enable residents to age within their communities. The Management Committee provides governance and oversight of CEACA's strategic direction, finances, and project delivery, ensuring alignment with regional priorities and legislative requirements. Each member Shire appoints a council delegate to represent its interests, participate in decision-making, and report back to Council, while the CEO supports the delegate through advice, coordination, and collaboration with CEACA's executive to ensure effective communication and implementation of Council decisions.
Eastern Wheatbelt Biosecurity Group	The objects of the association are to limit the impacts of pest animals and pest plant species within Eastern Wheatbelt communities by initiating, promoting and fostering the control of pests on all classes of land in the area, and encouraging landholders, land managers and other persons to adopt sound pest management practices on all classes of land throughout the area.
Great Eastern Country Zone (GECZ)	GECZ of WALGA provides a forum for member local governments to collaborate, discuss, and advocate on regional and state issues affecting the Eastern Wheatbelt region. It enables Councils to provide coordinated input into WALGA policy development and influence decisions at a higher level of government. The Shire of Narembeen is represented by the Shire President and Deputy Shire

	President, ensuring that local perspectives are voiced in regional discussions. A proxy representative is also appointed to attend meetings when either delegate is unavailable, ensuring consistent participation and representation of the Shire's interests.
Roe Regional Organisation of Councils (RoeROC)	RoeROC is a collaboration between the Shires of Narembeen, Corrigin, Kondinin, and Kulin, established through a Memorandum of Understanding (MOU) and guided by operational guidelines to promote regional cooperation and efficiency. The group focuses on strategic projects of regional significance, including the shared delivery of health services and joint management of the Bendering Waste Management Facility, while also exploring opportunities for resource sharing and joint advocacy. RoeROC is supported by an Executive Officer who coordinates meetings, reporting, and project implementation. The Shire President and Deputy Shire President represent Narembeen on the committee, with a proxy appointed to ensure continuity of representation when required.
Roe Sub-Group Regional Roads Group (RRG)	The RRG is a focused working group that operates under the broader Wheatbelt South Regional Road Group (WSRRG) framework. Its primary purpose is to coordinate, assess, and prioritise road funding and infrastructure projects within the subregion to ensure equitable distribution of resources and alignment with regional transport priorities. The subgroup provides a platform for member local governments to collaborate on planning, maintenance, and improvement of local and regional road networks, share technical expertise, and advocate collectively for funding through the State Road Funds to Local Government Agreement. It plays a key role in ensuring that road projects across the region are strategically aligned, cost-effective, and support regional connectivity and safety.
Roe Tourism	Roe Tourism is a not-for-profit incorporated community tourism group incorporating six Shires of the Roe district – Corrigin, Kulin, Kondinin, Lake Grace, Narembeen, Beverley, Bruce Rock and Quairading. Roe Tourism is a tourism marketing body for the Pathways to Wave Rock self-drive route, which includes the iconic and internally recognised Wave Rock.
Rural Water Council WA (Inc)	Promotes water issues in rural areas, including awareness, representation to Government Department and works collaboratively with Water Corporation, DWER and WDC.
Wheatbelt South Regional Road Group	The WSRRG is a key advisory body established under the State Road Funds to Local Government Agreement, bringing together local governments, Main Roads WA, and WALGA to plan and prioritise investment in the regional road network. The group oversees the allocation of road funding, reviews project submissions, and ensures that transport

	infrastructure across the Wheatbelt South region supports economic development, safety, and connectivity. The Shire President has historically represented the Shire of Narembreen on this group, advocating for local priorities and ensuring that Narembreen's regional road needs are effectively considered within broader planning and funding decisions.
Community Groups	
Community Shed	The community shed incorporates both the Men's Shed and the community space for Arts and Crafts.
Go Narembreen	Go Narembreen is Narembreen's Progress Association.
Historical Society	The Narembreen Historical Society works to preserve, collect, research and interpret historical information and items.
School Parents and Citizens	Representation on the P&C continues to strengthen our relationship with the school.
St John Ambulance	St John volunteers provide first aid services, training, and equipment for our local community.
Narembreen Town Team	The Shire works collaboratively with the Town Team to enhance community engagement through placemaking and space activation initiatives. This partnership supports community-led projects that transform public spaces into vibrant, welcoming areas that reflect Narembreen's character and spirit.
Narembreen Community Wellbeing	The Narembreen Community Wellbeing Plan seeks to build resilience, improve health and wellbeing and strengthen agency collaboration; in turn reducing the incidence of risky behaviours and potential harms associated with alcohol and other drug use within the community of Narembreen.
Narembreen Aged Homes Management Committee	Narembreen Aged Homes Inc provides housing and support services to the elderly in Narembreen.
Advisory Committees	
Shire of Narembreen, Ramelius Resources, Go Narembreen Community Benefit Fund Advisory Committee	Administered by the Shire of Narembreen, the Advisory Committee—comprising representatives from Go Narembreen, Ramelius Resources, and the Shire—reviews community grant applications and makes recommendations to Council on funding allocations. The purpose of the Community Benefit Fund process is to ensure community funds are distributed fairly and transparently to projects that enhance local wellbeing, support volunteer and sporting groups, and strengthen the social and cultural development of Narembreen.
Local Skeleton Weed Advisory Committee (External)	The Local Action Group assists its members in meeting all lawful obligations under the <i>Biosecurity and Agriculture Management Act 2007</i> and associated Regulations 2011, by identifying and treating the invasive weed, Skeleton Weed.

Working Groups	
Aged Care Working Group	Working with stakeholders to identify and plan for current and future needs of aged care (housing, facilities, and services).
Housing Working Group	The Housing Working Group provides recommendations to Council on the strategic direction of housing in Narembeen, ensuring that current and future needs are met in alignment with the Housing Strategy.
Recreation Working Group	To provide advice and guidance on sport and recreation relevant to Shire of Narembeen while representing the community's needs and aspirations in line with the Sport and Recreation Facilities Plan.

Consultation

Executive Manager Corporate Services
Council – September Discussion Forum

Statutory Implications

Local Government Act 1995

Section 5.8 – Establishment of committees

A local government may establish* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

* Absolute majority required

Section 5.10 – Committee members, appointment of

(1) A committee is to have as its members —

- (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
- (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* Absolute majority required.

(2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.

(3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the council.

(4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.

(5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
(a) to be a member of the committee; or (b) that a representative of the CEO be a member of the committee, the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

Local Government Act Section 5.11 – Deputy committee members

5.11A. Deputy committee members

(1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.

* Absolute majority required.

(3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.

(4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member. [Section 5.11A inserted by No. 17 of 2009 s. 20.]

5.11. Committee membership, tenure of

(1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —

- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or
- (b) the person resigns from membership of the committee; or
- (c) the committee is disbanded; or (d) the next ordinary elections day, whichever happens first.

(2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —

- (a) the term of the person's appointment as a committee member expires; or
- (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
- (c) the committee is disbanded; or (d) the next ordinary elections day, whichever happens first.

Bush Fires Act 1954

67. Advisory committees (1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.

(2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.

Shire of Narembreen Standing Orders Local Law 2020.

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
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Following the ongoing Local Government reforms, Independent Members appointed to Committees of Council are entitled to remuneration under the Salaries and Allowances Tribunal annual determination.

At the May 2025 Ordinary Council Meeting, Council adopted a meeting allowance for committee members that are not Councillors of \$350 per meeting. An allocation of \$3,500 has been included in the 2026 annual budget.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation / Council Resolution – Item 7.1

That Council appoint representatives to identified committees and community groups per the table below, for a term of two (2) years from 2025 – 2027:

Committees of Council	Representatives	Proxy	Chair	ToR/ Aims
Audit, Risk and Improvement Committee	All Councillors		Ms R Cole	☒
Behaviour Complaints Committee	Cr Bray Cr Hardham Cr Bald Cr Currie	Cr Cusack Cr Smoker		☒
Local Emergency Management Committee	Cr Currie	Cr Stirrat		☒
Narembeen Bushfire Advisory Committee/Volunteer Fire Brigade	CEO Murray Dixon	Cr Smoker	Murray Dixon (CBFCO)	☒
Plant and Works Committee	Cr Bray Cr Currie Cr Stirrat	Cr Bald		☐

Regional Groups	Representatives	Proxy	Chair	ToR/ Aims
Central East Aged Care Alliance	Cr Cusack	Cr Bald Cr Hardham		☐
Eastern Wheatbelt Biosecurity Group	Cr Stirrat	Cr Currie	2023-2025	☐
Great Eastern Country Zone WALGA	Cr Cusack	Cr Bald		☐
Roe Regional Organisation of Councils	Cr Cusack Cr Bald	Cr Currie	2026-2028	☒
Roe Sub-Group Regional Roads Group	Cr Smoker	Cr Stirrat	2029-2031	☐
Roe Tourism	Cr Hardham	Cr Bald		☐
Rural Water Council WA (Inc)	Cr Bray	Cr Smoker		☒
Wheatbelt South Regional Road Group	Cr Smoker	Cr Stirrat		☐

Community Groups	Representative	Proxy
Community Shed	Cr Bray	Cr Currie
Go Narembeen	Cr Currie	Cr Hardham
Historical Society	Cr Hardham	Cr Bray
School Parents and Citizens	Cr Bald	Cr Cusack
St John Ambulance	Cr Bald	Cr Currie
Narembeen Town Team	Cr Hardham Cr Bald	Nil
Narembeen Community Wellbeing	Cr Bray	Cr Hardham

Advisory Committees	Representative	Proxy
Shire of Narembreen, Ramelius Resources, Go Narembreen Community Benefit Fund Advisory Committee	Cr Hardham	Cr Cusack
Local Skeleton Weed Advisory Committee (external)	Cr Stirrat	Cr Smoker

Working Groups	Representative	Proxy
Aged Care Working Group	Cr Cusack Cr Bald	Nil
Housing Working Group	Cr Hardham Cr Bald Cr Cusack	Nil
Recreation Working Group	Cr Cusack Cr Currie Cr Smoker	Nil

MIN 8065/25

MOTION - Moved Cr. Currie

Seconded Cr. Hardham

CARRIED 7 / 0

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

Council considered that the Narembreen Aged Homes Management Committee could be integrated into the Aged Care Working Group.

7.2 Development Assessment Panels – Local Government Member Nominations

Date:	10 October 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Kathryn Conopo, Executive Governance Officer
File Reference	GOVERNANCE\COUNCIL MEETINGS\Representation
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

☒ Executive Decision ☐ Legislative Requirement

Summary

Following the Local Government Elections and the change in Councillors, the Development Assessment Panel representative members must be reviewed.

Council must nominate two members and two alternate members to the Development Assessment Panel (DAP).

Background

As a key component of planning reform in Western Australia, Development Assessment Panels (DAPs) are intended to enhance planning expertise in decision making by improving the balance between technical advice and local knowledge.

Each Development Assessment Panel comprises five (5) members – three (3) specialist members, including the presiding member and two local government members.

Development Assessment Panels (DAP's) were introduced on 1 July 2011 to determine development applications that met prescribed criteria.

Council has nominated the following Councillors as its DAP members, for a term ending 26 January 2026:

- DAP Local Government Members – Cr H Cusack and Cr S Stirrat
- DAP Local Government Alternate Members – Cr W Milner and Cr C Bray

The Development Assessment Panel has requested that Council nominate four Council members for the next two-year term, ending on 26 January 2028, by 21 November 2025.
Details of DAPS is as follows:

Mandatory DAP Applications

These are development applications which must be determined by a Development Assessment Panel and cannot be determined by a local government of the Western Australian Planning Commission. Mandatory applications must meet the following value thresholds:-

DAP	Mandatory value threshold
City of Perth	\$20 million or more
Rest of the State	\$10 million or more

Optional “Opt-in” DAP Applications

These are development applications where the applicant may choose to have the application determined by a Development Assessment Panel, or by the local government or Western Australian Planning Commission under the normal process. To be considered for an “opt-in” application, the application must fit within the following value thresholds:-

DAP	Mandatory value threshold
City of Perth	Between \$2 million - \$20 million
Rest of the State	Between \$2 million - \$10 million

Narembeen is part of the Mid-West/Wheatbelt Development Assessment Panel.

Comment

Following the completion of the term, there will be four vacancies to be filled for Narembeen’s DAP membership.

Representation of local interests is a key aspect of the DAP system. Under regulation 24 of the Planning and Development (Development Assessment Panels) Regulations 2011 (the Regulations), Council is requested to nominate as soon as possible following the elections, four elected council members to sit as DAP members for the Shire of Narembeen.

All Development Assessment Panel (DAP) members, including elected members, are required to complete mandatory online training provided by the Department of Planning, Lands and Heritage (DPLH) prior to appointment. The self-paced course (approximately 3–4 hours) covers the DAP framework, roles and responsibilities, decision-making processes, and conflict-of-interest requirements. Participants must successfully complete an online assessment to receive certification, which is valid for their term of appointment. The training is free of charge and accessed via the DPLH eLearning platform once nominations are confirmed.

Consultation

Nil

Statutory Implications

Planning and Development (Development Assessment Panels) Regulations 2011.

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
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications
Nil

Voting Requirements
☐ Simple Majority ☒ Absolute Majority

Officers Recommendation / Council Resolution – Item 7.2
That Council:

1. Nominate the following Councillors as DAP members:-
 - DAP Local Government Member 1 Cr Cusack
 - DAP Local Government Member 2 Cr Bald
 - DAP Local Government Alternate Member 1 Cr Hardham
 - DAP Local Government Alternate Member 2 Cr Stirrat
2. Forward the appropriate Development Assessment Panel Local Government Member Nomination Forms to the DAP Assessment Panel.

MIN 8066/25

MOTION - Moved Cr. Bald

Seconded Cr. Currie

CARRIED 7 / 0

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

7.3 Appointment of Zone Delegates

Date:	14 October 2025
Location:	Not applicable
Responsible Officer:	Rebecca McCall, Chief Executive Officer
Author:	Rebecca McCall, Chief Executive Officer
File Reference	GOVERNANCE\COUNCIL MEETINGS\Representation
Previous Meeting Reference	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report



Executive Decision



Legislative Requirement

Summary

For Council to nominate two voting delegates to the Great Eastern Country Zone (GECZ).

Background

The governance structure of WALGA is designed to ensure it is representative of all 139 Member Local Governments.

Zones are autonomous groupings of geographically aligned Local Governments. The key functions of Zones are to elect one or more representative to State Council, consider the State Council Agenda and provide direction and feedback to State Council. Zones can also act independently in considering and advocating on regional issues.

State Council is the decision-making, representative body of WALGA, responsible for sector-wide policy making and strategic planning.

The relationship between State Council and Zones is critical as it underpins WALGA's advocacy on behalf of Local Government at the State and Federal Government levels. Zones have an integral role in shaping the political and strategic direction of WALGA.

Delegates are appointed to represent their Local Government on the Zone and make decisions at a regional level. Individual Zones determine how many Delegates represent each member Local Government and are responsible for electing a Zone Chair and Deputy Chair.

When a Delegate is appointed to a Zone, they become eligible to nominate for State Council. As this is an election year, November Zone meetings will hold elections for State Council representatives and Zone Chair.

There are no sitting fees or reimbursements paid to Zone Delegates. State Councillors are entitled to travel reimbursement related to meeting attendance and are paid an annual sitting fee.

The time commitment for a Zone Delegate varies from Zone to Zone. Zones meet five times per year (in February, April, June, August and November). Meetings run for approximately 90 minutes. Agendas are distributed a week before Zone meetings.

There are sixteen Local Governments in the Great Eastern Country Zone (GECZ).

The GECZ generally been held on the second Thursday of the month (in February, April, June, August and November) at 9:30am. Hosting of Great Eastern Country Zone has been held rotating between Kellerberrin and Merredin, however at the November meeting it may be considered to rotate around member local Governments to provide an opportunity to showcase their area.

Each member Local Government on the Great Eastern Country Zone is entitled to appoint two voting Delegates and as many Deputy Delegates as they see fit. It is recommended that the Chief Executive Officer be appointed as an additional Deputy Delegate where it may be beneficial, to ensure that representation from each member Local Government can always be achieved at Zone meetings.

At the November Zone meeting, an election will be held for the positions of State Councillor (one position) and Deputy State Councillor (one position).

The next meeting of the Great Eastern Country Zone is on Thursday, 13 November at 9:30am hosted by the Shire of Kellerberrin.

For more information about the role of a Zone Delegate and State Councillor please refer to the [2025 Elected Member Prospectus](#).

Comment

GECZ provides a valuable forum for member Councils to collaborate on issues of regional significance, share resources and knowledge, and contribute to WALGA's policy and advocacy work.

Participation ensures that the Shire of Narembreen has a voice in discussions and decisions that influence the local government sector at both regional and state levels.

As there are no membership fees applicable for the 2025/26 financial year, the Shire's continued involvement remains cost-effective while supporting regional collaboration and leadership development. Representation through appointed delegates ensures consistent advocacy and alignment with Council's strategic priorities.

Consultation

Nil

Statutory Implications

There are no statutory or legislative requirements governing the appointment of Zone delegates. Participation is undertaken voluntarily as part of the Shire's engagement with WALGA's regional structure and its broader advocacy network.

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
Action / Treatment	Nil
Risk Rating After Treatment	Adequate

Financial Implications

Nil

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

Officers Recommendation / Council Resolution – Item 7.3

That Council:

1. Nominate Cr Cusack and Cr. Bald as the voting delegates for the Great Eastern Country Zone.
2. Nominate the Chief Executive Officer as a Deputy Delegate.

MIN 8067/25

MOTION - Moved Cr. Stirrat

Seconded Cr. Bray

CARRIED 7 / 0

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

8. Closure of Meeting

There being no further business, the chair declared the meeting closed at 5.08pm

UNCONFIRMED