



Shire of **Ngaanyatjarra**
ON A JOURNEY

MINUTES

**Ordinary Council Meeting
25 February 2026**

1:00pm

Notice Paper

Ordinary Council Meeting 25 February 2026

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Meeting of Council.



David Mosel
Chief Executive Officer

The minutes were confirmed by Council as a true and correct record of proceedings of the Meeting of Council held on 25 February 2026.

Damian McLeod
Shire President
25 March 2026

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1. DECLARATION OF OPENING

Meeting to be declared open by the Presiding Member at 1.00pm.

2. ANNOUNCEMENT OF VISITORS

Welcoming and recording of visitors to the public gallery by the Presiding Member.

3. RECORD OF ATTENDANCE

3.1 Attendees

Elected Members:	President Councillor Councillor Councillor Councillor	D McLean J Frazer J Porter D Frazer P Thomas
Staff:	CEO HR Coordinator A/Finance Manager Governance Manager	D Mosel M Roberts (via video conference) M Parr T Baldock (via video conference)
Guests:	Nil	
Members of the Public:	There were no members of the public in attendance at the commencement of the meeting.	

3.2 Apologies

Judy Thompson – UHY Haines Norton

3.3 Approved Leave of Absence

Nil

4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5. DECLARATION OF INTEREST

Nil

6. PUBLIC QUESTIONS

6.1 Response to Previous Public Questions Taken on Notice

Nil

6.2 Public Questions

Questions invited from the public gallery by the Presiding Member.

7 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Shire President provided an update to Elected Members on the introduction of the role of WA Inspector of Local Government. This commenced on the 1st January, 2026.

8 RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

8.1 Petitions

No petitions have been received.

8.2 Presentations

No awards or gifts have been accepted by the Council on behalf of the Shire of Ngaanyatjaraku or the community.

8.3 Deputations

No requests to formally address the Council have been received.

9 CONFIRMATION OF MINUTES

9.1 Confirmation of Minutes from the Ordinary Meeting of Council held on 17 December 2025.

Voting Requirement

Simple majority

Council Resolution & Officers Recommendation

Moved: Cr P Thomas

Seconded: Cr D Frazer

That the minutes of the Ordinary Council Meeting held on 17 December 2025 at the Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community be confirmed as a true and accurate record of that meeting.

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

**9.2 Confirmation of Minutes from the Annual General Meeting 2023/24 held
on 26 March 2025.**

Council Resolution & Officers Recommendation

Moved: Cr P Thomas

Seconded: Cr D Frazer

That the unconfirmed minutes of the Annual General Meeting of Electors held on 26 March 2025 at the Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community be confirmed as a true and accurate record of that meeting.

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10 CHIEF EXECUTIVE OFFICER REPORTS

10.1 Council Investment Report – December 2025 and January 2026

File Reference:	FM.04
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	18th February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary

For Council to be advised of the Shires Municipal Account and Investments for December 2025 and January 2026

Background

To invest the Shire of Ngaanyatjaraku surplus funds with consideration of risk and at the most favourable rate of interest available to it at the time, for that investment type, whilst ensuring that liquidity requirements are being met.

Comment

Preservation of capital is the principal objective of the investment portfolio. Investments are to be performed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.

The investment portfolio will ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment.

The investment is expected to achieve a predetermined market average rate of return that considers the Shire's risk tolerance. Any additional target set by the Shire will also consider the risk limitation and prudent investment principles.

Attached is a copy of the Shire Investment Register recording the details of these longer-term investments.

In a previous report within the agenda, the Shire Investments were presented. This report reflects the reconciliation of bank & investment accounts reported in the monthly financial report under Note 2 Cash & Cash Equivalent (August 2025).

Statutory Environment

Local Government Act 1995, Section 6.14 – Power to Invest

- (2) Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the Trustees Act 1962 Part III
- (2A) A local government is to comply with the regulations when investing money referred to in subsection (1)
- (2) Regulations in relation to investments by local governments may –
 - (e) Make provision in respect of the investment of money referred to in subsection (1); and
 - (e) [deleted]
 - (e) Prescribe circumstances in which a local government is required to invest money held by it; and
 - (e) Provide for the application of investment earnings; and
 - (e) Generally, provide for the management of those investments.

Local Government (Financial Management) Regulations 1996

Regulation 19 – Investment of money, restrictions on (Act s. 6.14 (2)(a))

- (2) A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.
- (2) The control procedures are to enable the identification of –
 - (b) The nature and location of all investments; and
 - (b) The transactions related to each investment.

Regulation 19C – Investment of money, restrictions on (Act s. 6.14 (2)(a))

- (1) In this regulation –
Authorised institution means –
 - (b) An authorised deposit taking institution as defined in the Banking Act 1959 (Commonwealth) Section 5; or
 - (b) The Western Australian Treasury Corporation established by the Western Australia Treasury Corporation Act 1986;

Foreign currency means a currency except the currency of Australia.

- (2) When investing money under section 6.14 (1), a local government may not do any of the following –
 - (e) Deposit with an institution except an authorised institution;
 - (e) Deposit for a fixed term of more than 3 years;

- (e) Invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;
- (e) Invest in bonds with a term to maturity of more than 3 years;
- (e) Invest in a foreign currency.

Financial Implications

There are no known financial implications for this matter.

Strategic Implications

Shire of Ngaanyatjarraku Plan for the Future 2021-2031

Goal 3 – Our Leadership

Outcome 8 – A well-functioning Organisation

Strategy 8.1 – Maintain corporate governance, responsibility, and accountability.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

Corporate Policy. Finance 2.12 – Invest.

Attachments

Attachment 10.1 Investment Register December 2025 & January 2026

Council Resolution & Officers Recommendation

Moved: Cr J Frazer

Seconded: Cr D Frazer

That Council note the Council Investment Register detailing investment activity for December 2025 and January 2026 within the Financial report. (Attachment 10.1).

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.2 Payments by Employees Via Purchasing Cards 27 November 2025 to 26 January 2026

File Reference:	FM.02
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary

To provide Council with the list of payments made by authorised employees using transaction cards for the period 27 November 2025 to 26 January 2026.

Background

On 1 September 2023, Regulation 13A of the *Local Government (Financial Management) Regulations 1996* was introduced requiring local governments to prepare a list of all payments made by an authorised employee using a credit, debit or other purchasing card.

Credit card payments were previously included in the accounts for payment listing presented to Council and are now provided as a separate attachment to distinguish these from the list of account payments made under delegated authority.

The listing of relevant cards has been prepared to highlight the information required by legislation:

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment;
- (d) sufficient information to identify the payment.

Comment

Purchasing card payments for the period 27 November 2025 to 27 December 2025 totalled \$6,476.74 and 28 December 2025 to 26 January 2026 via credit card payments totalling \$5,694.94 are presented to Council to be received.

The attached schedule provides the information required by legislation. A detailed copy of the payments and statements with supporting information will be kept in the Finance Office.

The list of payments made by authorised employees using transaction cards to be received by Council for the period 27 November 2025 to 26 January 2026 (Attachment 10.2) are presented to Council.

Statutory Environment

Regulation 13A of the Local Government (Financial Management) Regulations 1996 provides that a list of all payments made by an authorised employee using a credit, debit or other purchasing card be prepared and presented to Council.

This list must include all payments made since the list was last prepared and presented to Council and included in the minutes of the meeting.

Financial Implications

Expenditure relating to payments made using transaction cards is included in the 2025/26 budget.

Strategic Implications

Shire of Ngaanyatjaraku Plan for the Future 2021-2031

Goal 3 – Our Leadership

Outcome 8 – A well-functioning Organisation

Strategy 8.1 – Maintain corporate governance, responsibility, and accountability.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter.

Attachments

Attachment 10.2– Schedule of Payments Made by Employees via Purchasing Cards –27 November 2025 to 26 January 2026

Council Resolution & Officers Recommendation

Moved: Cr J Porter

Seconded: Cr P Thomas

That Council receive the listing of payments made by authorised employees using transaction cards for the period of 27 November 2025 to 26 January 2026
(Attachment 10.2)

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.3 Chief Executive Officer Report

File Reference:	GV.05
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Information Only report

Summary

This monthly report provides Council with a regular update of key activities and issues of the Chief Executive Officer (CEO) and is provided for information.

The CEO was on leave from 19 January to 10 February but maintained regular communication with the Shire President and staff via phone and online to discuss Council business.

Calendar of meetings and events		Meeting Format
December 2025		
15	Meeting with Warburton Art Centre	In person
	Council First framework meeting	Online
	Sport and Recreation meeting with Department Creative Industries, Tourism and Sport	Online
16	Meeting re Emergency Relief and Support for Ngaanyatjarra Lands with Regional Coordinator Goldfields	Online
	Environmental Health Office interview	Online
17	Westpac Bank	Online
	Audit Committee	In person
	Council Meeting	In person
18 - 19	CEO Travel Warburton to Home	
22	Meeting with Council First	In person

	Office Closure 22 December 2025 to 4 January 2026	
January 2026		
7	Finance Meeting	Online
8	Council First meeting and Interview for Council First social media	In person
	Finance Meeting	Online
9	Meeting with General Manager Outback Highway Development Council	Online
12	Meeting with Finance Manager re Property and SAMP	Online
13	Update with Roads Officer	Phone
	Meeting with Governance Manager	Online
	Meeting with HR Coordinator	Online
14	UHY Haines Norton meeting with Finance Officer	In person
15	Meeting with Breakaway Earthmovers	Phone
	Market Creations meeting	Online
	Council First meeting re Finance framework	In person
	Shire Road Data – Greenfield Tech	Phone
20	Council First meeting re Records Management framework	Online
26	Operational Area Support Group – Severe Weather Risk - Goldfields	Online
27	Market Creations weekly meeting	Online
28	Meeting re EHO recruitment	Online

30	GVROC meeting	Online
February 2026		
2	McLeod's Lawyers – Leases	Online
10	Meetings with Finance Manager and Governance Manager	Online
11	Meeting with Finance Manager	Online
	Annual General Meeting of Electors	Online
	Meeting with HR Coordinator	Online
12	Meeting with McLeod Lawyers re leases	Online
	Meeting with Finance team re Warta Shop financial procedures	Online
15	Travel Home to Perth	
16	Travel Perth to Warburton	
	Council First – project update	Online
	Mid-Year budget review meeting with Finance team	Online
17	Mid-Year budget review meeting with Finance team	Online
18	Meeting with IT Provider re Managed cloud service	Online
20	GVROC meeting to discuss WALGA State Agenda	Online

Council Resolution & Officers Recommendation

Moved: Cr J Porter

Seconded: Cr D Frazer

That Council receive the Chief Executive Officers Report for 15 December 2025 to 20 February 2026.

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

UNCONFIRMED

10.4 Council Resolution Register

File Reference:	GV.05
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Background

To update Council on the status of outstanding resolutions at the time of the agenda preparation and allow Council to confirm resolutions market as complete.

Comment

The attached register lists all Council resolutions since 2024 that are still in progress or not yet confirmed. It includes the meeting date, the latest progress commentary (if applicable), the status of each decision (Not Stared, IN progress, on hold or Complete), the intended date of completion and the responsible officer,

A Council decision that acknowledges the Council Resolution Register as a true and correct record, will confirm that Council is satisfied that decisions marked as 'complete' have been fully enacted to the satisfaction of Council. These decisions will then be closed by Administration and will no longer appear on the next Council Resolution Register. Confidential decisions that are still outstanding will be listed separately in the Council Resolution database and not included in this report.

If a Council member wishes to discuss a confidential decision, Council must move into confidence in accordance with section 5.23 of the Local Government Act 1999.

The attached Resolution Register will include decisions that are fully completed and confirmed from the previous month's meeting. A full version, including all resolutions is available to Council members upon request.

Statutory Environment

Nil

Financial Implications

There are no financial implications of adopting this resolution.

Strategic Implications

Nil.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

Nil

Attachment

10.4

Council Resolution & Officers Recommendation

Moved: Cr J Frazer

Seconded: Cr D Frazer

That Council receive the Council Resolution Register for December 2025 as presented in this meeting agenda, as a true and correct record, and confirms that it is satisfied that decisions marked as 'complete' have been fully enacted to the satisfaction of Council (Attachment 10.4)

Carried 5/0

Voting For: Cr D McLean. Cr D Frazer. Cr J Porter. Cr P Thomas. Cr J Frazer

10.5 Mid-Year Budget Review as at 31 December 2025

File Reference:	FM.10
Reporting Officer:	David Mosel
Date Report Written:	16 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Absolute Majority

Summary

For Council to consider and adopt the proposed amendments to the 2025/26 Budget as a result of the Mid-Year Budget Review process.

Background

The Department of Local Government and Communities has issued Circular No. 06/2006 to provide local governments with information about the budget review process. The following paragraphs are key points from the circular:

A budget review is a detailed comparison of the year-to-date actual results with the adopted budget. It establishes whether a local government continues meeting its budget commitments is in receipt of income and incurs expenditure in accordance with the adopted budget.

Shire Officers have completed a review of the Shire's 2025/26 budget as at 31 December 2025. This review is now presented to the Shire, and the outcome of that review is to be considered for adoption by The Shire. As part of the process Officers have examined the operations of the Shire for the 2025/26 financial year to date identifying the reasons for significant variances and the action required to address them.

The attached review compares the year to date (YTD) Budget with YTD Actual, and commentary is provided on variances to the adopted budget Officers have ensured that The Shire resolutions presented during the 2025/26 financial year have been incorporated in this Mid-Year Budget Review. Changes to the Adopted Budget are proposed by Officers where they believe that circumstances have occurred that impact permanently on the budget position for the financial year under review.

Comment

The 'net result' of the recommended changes is to have a balanced budget.

After considering all adjustments considered to be permanent changes to the budget position for the 2025/26 financial year detailed in the mid-year Budget Review Report, the overall position of the Shire of the revised forecast reduction of deficit of the adopted budget.

Statutory Environment

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

1. A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
 - a. is incurred in a financial year before the adoption of the annual budget by the local government; or
 - b. is authorised in advance by resolution*;
 - c. is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

(1a) In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

Where expenditure has been incurred by a local government —

- a. pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
- b. pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council
- c. [Section 6.8 amended by No. 1 of 1998 s. 19.]

Local Government (Financial Management) Regulations 1996

32. Amounts which may be excluded when calculating budget deficiency (Acts. 6.2(3))

A local government may exclude from the calculation of the budget deficiency

- a. money borrowed or to be borrowed, to the extent that it is proposed in the annual budget to remain unspent at the end of the financial year; and
- b. reserves, to the extent that they are proposed in the annual budget to remain unspent at the end of the financial year; and
- c. in relation to a land transaction or trading undertaking, assets and liabilities, to the extent to which they are proposed in the annual budget to remain restricted to the purposes of the land transaction or trading undertaking at the end of the financial year; and
- d. any proposed amounts of depreciation of non-current assets; and
- e. assets from grants or gifts or non-cash revenue or expenditure; and
- f. current liabilities which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain uncleared at the end of the financial year; and
- g. any other current assets which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain unused at the end of the financial year.

33A. Review of Budget - Local Government (Financial Management) Regulations 1996

1. Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.

2A) The review of an annual budget for a financial year must —

- a. consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and
 - b. consider the local government's financial position as at the date of the review; and
 - c. review the outcomes for the end of that financial year that are forecast in the budget.
2. Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
 3. A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
- *Absolute majority required.
4. Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
 - (b) recorded in the minutes of the meeting at which it is presented.

Financial Implications

After accounting for all permanent budget adjustments for the 2025/26 financial year, as outlined in the mid-year Budget Review Report, the Shire's revised forecast reflects a reduced deficit compared to the adopted budget.

These budget variances are not reflected in either the December or January Month End Report.

The Shire's proposed net total comprehensive income deficit of \$679,678 a decrease of \$2,156,151 from adopted deficit of \$2,835,829.

During the mid-year Budget review, there were savings made in following areas.

Operational Income – Increase of \$1.286m

- **Fees & Charges** – Minor increase \$5k due to additional levies received and the reallocation of \$191k from Other Revenue following correction of an earlier misallocation.
- **Investment Earnings** – Increased by \$274k from higher investment returns.
- **Operating Grants, Subsidies & Contributions** – Higher income primarily due to receipt of prior year's LRCI funding (\$376k) and increased Financial Assistance Grants (\$467k), partly offset by a \$40k reduction in Aboriginal Access Road Funding.

- **Other Revenue** – Increased due to insurance claim recoveries (\$185k), BHP demobilisation income (\$18k), minor statutory commissions fees (\$1k), and the transfer of \$191k to Fees & Charges to correct prior allocation.

Operating Expenses – Net Decrease of \$438K

- **Employee Costs** – Decrease of \$67k due to a vacancy being filled by a consultant.
- **Insurance** – Increase of \$9k due to premiums being higher than originally budgeted, resulting in a modest increase in expenditure.
- **Materials & Contracts** – Relating to a net decrease of operational expenditure due to the following:
 - reallocation of funds from operations to capital expenditure for works on the Great Central Rd (\$624k)
 - reallocation of funds from operational to capital expenditure for works on the Papulankutja Road (\$198k)
 - bank fees (\$2k)
 - increase in expenditures from insurance claim \$185k offset by income
 - increase in contractual services for vacancy in Employee cost \$67k
 - purchase of trailers donated to Ngaanyatjarraku Council \$115k transferred from capital
 - Increase in IT service contract \$22k
 - revaluation of Buildings \$50k.
- **Other Expenses** – Net Increase of \$4k arising from a Council resolution for additional support to the Outback Highway Development Council Action Plan

Capital Income – Net Increase of \$432k

- **Plant & Equipment sales** – increase \$32k for higher trade in values than budgeted
- **Road Grants \$396k** - increase from MRWA for new project on Papulankutja Road
- **Furniture & Equipment** - increase contribution for the Kapi Café coffee machine (Council resolution Oct 2025)

Capital Expenditure – Net Increase of \$960k

- **Land** – Decrease (\$50k) Change of works to be undertaken

- **Furniture & Equipment** – Decrease (\$93k) IT / Network Setup (\$160k) balance remaining used to update Servers and replace Airconditioning, Rental house furniture \$10k and purchase of Kapi Café coffee machine \$8k (Council resolution Oct 2025)
- **Plant & Equipment** - decrease (\$115k) transfer to operation for purchase of trailers donated to the Ngaanyatjaraku Council
- **Transport** - Increase expenditure for Papulankutja Road of \$594k (396k grant & 198k transfer from operational funds) and reallocation of funds from operations to capital expenditure for works on the Great Central Rd (\$624k)

Strategic Implications

Shire of Ngaanyatjaraku Plan for the Future 2021-2031

Goal 3 – Our Leadership

Outcome 8 – A well-functioning Organisation

Strategy 8.1 – Maintain corporate governance, responsibility, and accountability.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

No policy implications apply in the preparation of this report.

Attachments

10.5- 2025/26 Mid-Year Budget Review Report

Council Resolution & Officers Recommendation:

Moved: Cr P Thomas

Seconded: Cr D Frazer

1. Receives the Mid-Year Review Report for the period ending 31 December 2025
2. Adopts the 2025/26 revised budget position and associated budget amendments as per the Tabled Report

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.6 Endorsement for Use of the Shire's Common Seal – Lease for Community Resource Centre Units 3,4,9,11 and 13

File Reference:	GV.05
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Absolute Majority

Summary

To request Council approval, in accordance with the *Local Government Act 1995 (WA)*, for the application of the Shire's Common Seal to lease agreements for Units 4, 3, 11, 13 and 9.

Background

The Shire has entered into lease arrangements for Units 4, 3, 11, 13 and 9, which are located on Shire-owned property. These leases form part of the Shire's ongoing property and asset management activities.

Pursuant to section 9.49 of the *Local Government Act 1995 (WA)*, a local government may execute documents under its Common Seal. In accordance with section 9.49(2), the Common Seal may only be affixed by resolution of Council and must be witnessed by the Chief Executive Officer and one other person authorised by Council.

As the leases are required to be executed under seal, Council approval is necessary to authorise the affixing of the Shire's Common Seal to each lease agreement.

Comment

The proposed leases have been reviewed by officers and are considered consistent with Council's adopted policies and statutory obligations. The leases facilitate the effective use of Shire assets while providing certainty and enforceable tenure arrangements for the lessees.

Endorsing the use of the Common Seal will ensure that:

- the leases are lawfully executed in accordance with the *Local Government Act 1995 (WA)*;
- the Shire's contractual obligations are clearly documented; and
- legal and governance risks are minimised.

No operational impediments are anticipated as a result of Council granting this approval.

Statutory Environment

Local Government Act 1995 (WA)

- Section 9.49 – Execution of documents by a local government using the Common Seal
- Section 2.4(1)(b) – Council's role in governing the affairs of the local government

Financial implications

The execution of the leases will facilitate receipt of lease revenue in accordance with the agreed terms. The application of the Common Seal itself has no direct financial cost to the Shire.

Strategic implications

Plan for the Future

Our Leadership

Outcome 8 A well-functioning organisation

8.1 Maintain corporate governance, responsibility and accountability.

Risk Management

Failure to correctly execute the leases in accordance with section 9.49 of the *Local Government Act 1995 (WA)* could render the agreements unenforceable, exposing the Shire to legal and financial risk. Council endorsement of the use of the Common Seal mitigates this risk.

Policy implications

Nil.

Attachments

Nil

Council Resolution & Officers Recommendation:

Moved: Cr P Thomas

Seconded: Cr J Porter

That Council by absolute majority

1. Approves the use of the Shire's Common Seal to be affixed to the lease agreements for Units 4, 3, 11, 13 and 9; and
2. Authorises the Chief Executive Officer and the Shire President to affix the Common Seal to the lease agreements.

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.7 Review of Delegations 2025-26

File Reference:	GV.00
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Absolute Majority

Summary

For Council to consider the review of its powers of delegation to the Chief Executive Officer.

Background

The Local Government Act 1995 requires Council to review its Register of Delegations at least annually. On occasions, the Shire's Register needs to be reviewed and due to changes in the staff organisation structure, such a review of the register has been undertaken, in accordance with statutory requirements.

Comment

The Register of Delegations was reviewed by Council at its Ordinary Council Meeting on 28 May 2025. A review of the register has been conducted and is presented to Council for consideration. The review considered changes to the organisational structure, alignment with best practice. Changes that have been implemented support the Organisational structure and the delegated staff positions

The updates are as follows:

1.1.3 Payment from Municipal Fund or Trust Fund

Power to Sub-delegated to – include Governance Manager and Finance Manager

Statutory Environment

The Local Government Act 1995:

Section 5.42 - Delegation of some powers and duties to CEO.

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

** Absolute majority required.*
- 2. A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

Section 5.46. Register of, and records relevant to, delegations to CEO and employees.

- 1. The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.*
- 2. At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- 3. A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

Financial Implications

There are no known financial implications for this matter.

Strategic Implications

Plan for the Future 2021 – 2031

Goal 3, Our Leadership

Outcome 8, A well-functioning organisation

Strategy 8.1, Maintain corporate governance, responsibility, and accountability.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

Not applicable.

Attachments

10.7 – Register of Delegations

Council Resolution & Officers Recommendation:

Moved: Cr J Frazer

Seconded: Cr D Frazer

That Council by absolute majority adopts the review and updates to the Register of Delegations for 2025/26 as attached (Attachment 10.7)

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.8 National General Assembly - 23 – 25 June 2026

File Reference:	FM.04
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary

To seek approval for the CEO and an elected member (to be nominated) to attend the 2026 National General Assembly of Local Government (NGA) in Canberra from 23-25 June 2026.

Background

Attendance at the 2026 National General Assembly of Local government (NGA) is considered valuable for the Shire, offering key insights into national priorities and advancements in local government. It provides an opportunity for advocacy, offers networking opportunities, policy influence, knowledge sharing and professional development whilst keeping informed on emerging national issues that impact local communities.

Comment

The [National General Assembly – ALGA](#) will be held in Canberra from 23-25 June 2026, with the theme “Stronger Together: Resilient.Productive.United”. A Regional Cooperation and Development Forum will be held on Tuesday 23 June and is an additional registration and cost.

Statutory Environment

Not Applicable

Financial Implications

Event	Admission Cost per person	Airfares	Accommodation	Meals	Total approx. budget
National General Assembly Registration	\$999 (early bird rego)	Approx \$5124 per person	\$1000 per person	\$300.00 per person	\$7978
23-25 June, 2026	\$555 Regional Forum	Based on an average return trip Warburton - Canberra - Warburton	Based on the average cost of a corporate hotel in Canberra for 4 nights	Based on average cost of meals for 5 days not	approx. per person

National Convention Centre, Canberra	• Access to all Assembly Sessions • Access to the Exhibition Hall • General Assembly Satchel and Materials • Catered breaks each day • Welcome Reception & Exhibition Opening		General Assembly Dinner \$price to be confirmed	included in the conference.	
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Strategic Implications

Plan for the Future 2021 – 2031

Our Leadership

Outcome 7 – Provide strategic leadership and good governance

7.1.1 – Regular training and development for elected members

Risk Management

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter.

Attachments

Link within report provided to the National General Assembly website.

Council Resolution & Officers Recommendation:

Moved: Cr D Frazer

Seconded: Cr J Frazer

1. That Council approves the CEO and Cr Mclean and Cr Thomas attendance at the Australian Local Government Associations, 2026 Regional forum and National General Assembly 23 – 25 June 2026 in Canberra.
2. Endorses Cr McLean as the Shire's voting representative.

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.9 WALGA Climate Change Advocacy Position – Consultation Paper feedback

File Reference:	GV.00
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary

This report presents Council's feedback on WALGA's *Draft Climate Change Advocacy Position (2026)* as requested in the *Climate Change Advocacy Position Consultation Paper (January 2026)*. The feedback draws on the legislative, policy, technological, scientific and sector context outlined in the paper, and reflects Council's priorities, challenges, and requirements in addressing climate change at the local level.

Background

WALGA developed a Climate Change Policy Statement in 2018, and since then, major legislative, policy, and technological changes have occurred.

In August 2023, the Shire adopted the WALGA Climate Change Declaration, showing its commitment to local climate action through achievable mitigation and adaptation efforts.

To align with sector priorities, WALGA now proposes a revised Climate Change Advocacy Position to guide effective climate advocacy.

After State Council's initial consultation in 2025 and input from the Environment Policy Team, WALGA has produced a draft Advocacy Position for Local Government feedback.

1. Local Government acknowledges the risks associated with, and is committed to, addressing climate change.
2. WALGA calls on the Australian and Western Australian Governments to:
 - a. Provide leadership, coordination and action to ensure an orderly transition to achieve emission reduction targets and address climate impacts.
 - b. Provide dedicated funding, guidance and practical support to assist Local Governments to undertake emissions reduction and adaptation actions.

The Shire of Ngaanyatjarraku supports the intent of the updated position, recognising the significant changes since 2018, including the *Climate Change Act 2022*, the *Local Government Amendment Act 2023*, the *National Climate Risk Assessment 2025*, and increased technological and scientific clarity.

Comment

Recent legislative changes require the Shire to plan for and manage climate risks as part of its core functions, introducing new governance and compliance responsibilities without dedicated funding or delivery tools. These obligations, combined with accelerating climate impacts and rapid technological change, increase risks to infrastructure, service delivery, community safety and access across the Lands.

General Support

Council supports the proposed updated Climate Change Advocacy Position and agrees it reflects the current legislative, economic and scientific landscape. The two core statements are clear, concise and appropriate for sector-wide adoption.

Importance of Stronger Government Intervention

Council supports WALGA's call for both Australian and Western Australian Government leadership to drive coordinated climate action. Local Governments require alignment across national and state frameworks, particularly in adaptation planning, climate risk management and sector capability building.

Need for Sustainable Funding and Resourcing

Council strongly endorses WALGA's recommendation for *dedicated, ongoing funding mechanisms* for Local Government climate mitigation and adaptation. Key areas requiring support include:

- coastal erosion management
- EV infrastructure and fleet transition
- energy efficiency upgrades to community facilities
- adaptation planning tools aligned with the National Climate Risk Assessment
- workforce capability building
- consistent climate hazard mapping and data access

Support for Regional Capacity-Building Initiatives

Council supports WALGA's advocacy for a statewide Regional Climate Alliance program. Regional partnerships have been shown to deliver efficiencies, reduce duplication, and accelerate progress.

Emphasis on Equity and Risk Exposure

Council highlights that:

- remote communities face heightened vulnerability to heat, extreme weather and infrastructure failure;
- smaller Local Governments lack capacity to meet new statutory obligations without additional support.

Policy Implications

Local Government Act 1995

Division 1 – General

Part 3 - S3.1(1A) General Function, Local Governments are now required to:

To promote the economic, social and environmental sustainability of the district; and

- b. to plan for, and to plan for mitigating, risks associated with climate change; and*
- c. in making decisions, to consider potential long-term consequences and impacts on future generations.*

Financial Implications

The introduction of new climate-related responsibilities without corresponding funding or resources may increase financial pressure. Limited capacity, funding, and expertise further challenge the fulfilment of these obligations. In the absence of targeted State or Federal investment, the financial burden on the Shire's budget is expected to grow as climate impacts intensify.

Strategic Implications

Plan for our Future

Our Land: Looking after our Land

4.1 Help preserve, enhance and enjoy our land

Risk Management

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Voting Requirements

Absolute Majority

Attachments

10.9 WALGA Climate Change Advocacy Position – consultation paper – January 2026

Council Resolution & Officers Recommendation

Moved: Cr J Porter

Seconded: Cr D Frazer

That Council:

1. Endorses by absolute majority the revised *Draft WALGA Climate Change Advocacy Position (2026)* as its formal submission to WALGA in response to the *Climate Change Advocacy Position Consultation Paper (January 2026)*.
2. Authorises the Chief Executive Officer to submit the endorsed feedback to WALGA prior to the closing date of 1 May 2026.
3. Notes WALGA's ongoing advocacy for climate leadership, dedicated funding, and sector capability building, and supports continued collaboration on Local Government climate initiatives.

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.10 WALGA Aboriginal Elected Members Round Table and Aboriginal Engagement forum

File Reference:	GV.00
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary

To seek Council approval for Cr Preston Thomas, Deputy President, to attend the Western Australian Local Government Association (WALGA) Aboriginal Elected Member Roundtable on Tuesday, 17 March 2026 and the 2026 Aboriginal Engagement Forum on Wednesday 18 March.

Background

The Shire has received a formal invitation from the Western Australian Local Government Association (WALGA) inviting Cr Preston Thomas to attend the 2026 Aboriginal Elected Member Roundtable. The Roundtable provides a forum for Aboriginal Elected Members across Western Australia to connect, share experiences, and engage with WALGA's senior leadership. Following on Wednesday 18 March, a WALGA 2026 Aboriginal Engagement Forum will be held at the State Reception Centre, Kaarta Gar-up, Kings Park.

Comment

Attendance will support networking, leadership development, and strengthen sector partnerships while supporting Aboriginal representation in local government.

Statutory Environment

Nil

Financial Implications

Costs associated with attendance will be met from the Elected Members Training and Development budget.

Strategic Implications

Our Leadership

Outcome 7 – Provide strategic leadership and good governance

7.1.1 – Regular training and development for elected members

Risk Management

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be

managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

Nil

Voting Requirements

Simple Majority

Attachments

2026 Aboriginal Engagement Forum - [18 March Forum program](#)

10.10 Invitation to Cr P Thomas to WALGA Aboriginal Elected Member Roundtable

Council Resolution & Officers Recommendation:

Moved: Cr J Frazer

Seconded: Cr D Frazer

That Council resolves to approve Cr Preston Thomas to attend the WALGA Aboriginal Elected Member Roundtable on 17 March 2026 and the 2026 Aboriginal Engagement Forum on Wednesday 18 March 2026 and approve associated expenditure against the Elected Member Training and Development budget.

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.11 Update of Code of Conduct for Council Members, Committee Members and Candidates

File Reference:	GV.00
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Absolute Majority

Summary

Council is required to review the updated Code of Conduct for Council Members, Committee Members and Candidates, revised to align with Schedule 1 of the Local Government (Model Code of Conduct) Regulations 2021, as amended and in force from 1 January 2026.

Background

Section 5.104 of the Local Government Act 1995 requires local governments to adopt a Code of Conduct consistent with the Model Code of Conduct prescribed by regulation. The Shire last adopted its Code of Conduct in November 2025. Subsequent amendments to the Model Code commenced on 1 January 2026, requiring additional procedural provisions to be reflected in local Codes of Conduct following the appointment of the Local Governor Inspector.

Comment

The amendments do not change the behavioural standards expected of council members, committee members or candidates. The changes strengthen and clarify the governance and procedural framework for managing Code of Conduct complaints, including referral to the Local Government Inspector, appointment of a monitor, clarification of decision-making authority, updated terminology, and transitional arrangements.

The amendments are legislative in nature and reflect mandatory requirements of the Model Code of Conduct. No external consultation was required.

All amendments have been provided via track changes in Attachment 10.11 for easy identification.

Statutory Environment

- Local Government Act 1995 – sections 5.104, 5.105 and Part 8A.
- Local Government (Model Code of Conduct) Regulations 2021 – Schedule 1.

Financial Implications

There are no direct financial implications associated with adopting the updated Code of Conduct.

Strategic Implications

Our Land: Our Leadership

Outcome 8 – Maintain corporate governance, responsibility and accountability

8.1.2 Maintain effective policies, procedures and practices.

Risk Implications

Failure to update the Code may result in non-compliance with legislative requirements and increased governance risk.

Policy Implications

Upon adoption, the updated Code of Conduct will replace the current version adopted in November 2025.

Attachments

10.11 Code of Conduct for Council Members, Committee Members and Candidates –
Reviewed February 2026

Council Resolution & Officers Recommendation:

Moved: Cr P Thomas

Seconded: Cr J Frazer

That Council resolves by an absolute majority to adopt the updated Code of Conduct for Council Members, Committee Members and Candidates, in accordance with section 5.104 of the Local Government Act 1995. (Attachment 10.11)

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.12 Change of Meeting time for March 2025 Ordinary Council Meeting

File Reference:	GV.00
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Background

It is a statutory requirement for Council to adopt the schedule of meeting dates, times and locations for Ordinary Meetings of Council each year. This was undertaken by Council at its meeting on 29 October 2025.

Comment

The Council meeting in March 2026 is currently scheduled to be held on the 25 March 2026 at 1.00pm

The Chief Executive Officer has requested that the meeting be rescheduled to begin at 11:00 am, rather than 1:00 pm, in order to ensure a quorum is present for the March Council meeting.

If the Council endorses the change of meeting time, the administration will provide public notice of the change of date via its website, Facebook page and notification on public community notice boards.

Statutory Environment

Local Government Act 1995

Section 5.3 requires Council to hold an Ordinary Meeting not more than three months apart.

Section 5.25(1)(g) indicates regulations may be made concerning the giving of public notice of the date and agenda for council or committee meetings.

Local Government (Administration) Regulations 1996

Regulation 12 specifies the date, time and venue of Ordinary Council meetings for the next 12 months must be advertised once a year.

Financial Implications

Nil

Strategic Implications

Plan for the Future 2021-2031

Goal 3, Our leadership

Outcome 8, A well-functioning organisation.

Strategy 8.2, Maintain corporate governance, responsibility and accountability.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter.

Attachments

Nil

Voting Requirement

Simple Majority

Council Resolution

Moved: Cr P Thomas

Seconded: Cr J Frazer

That Council endorse to reschedule the 25 March 2026 Council meeting from 1.00pm to 10.00am and for the Chief Executive Officer to notify the public via the council website and social media.

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.13 Installation of Public Internet Access Point – Arts Centre / Shire Building (Warburton)

File Reference:	GV.00
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary

To seek Council support for the installation of telecommunications equipment at the Tjulyuru Cultural and Civic Centre in Warburton to establish a public internet access point, as part of the First Nations Community WiFi Grant project.

The project is in accordance with the Management Deed between the Shire and Warburton Community Inc.

Background

The Ngaanyatjarra Council has partnered with Australia Private Networks (APN) and successfully secured funding under the First Nations Community WiFi Grant program. The funding supports the establishment of a Community Mesh Network across Warburton, including the installation of phone and internet services to Yarnangu housing. The project has an estimated budget of approximately \$2.7 million over five years, covering capital and operational expenditure. APN has identified the Tjulyuru Cultural and Civic Centre as a suitable endpoint for a public internet access point following a site visit.

Comment

Council approval is sought to allow the installation of APN telecommunications equipment at the Tjulyuru Cultural and Civic Centre to support public internet access.

Scope of Works

- Installation of a 3-metre mast with telecommunications equipment
- Servicing two separate buildings (Art gallery and Shire office building)
- Internal and external access points
- Coverage of gallery, café, and outdoor public areas
- Powered via AC power

Statutory Environment

No additional statutory approvals are required beyond Council consent for installation on Shire property.

Financial Implications

There are no direct financial costs to Council. All costs associated with installation and operation are covered under the First Nations Community WiFi Grant funding.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources. Minimal operational and asset risk.

The project is expected to deliver positive community outcomes through improved access to digital services.

Strategic Alignment

Plan for the Future

Our People – Looking after our people

Outcome 3 – Informed People

3.2 Advocate for adequate telecommunication infrastructure and services

Policy Implications

Nil

Council Resolution & Officers Recommendation

Moved: Cr P Thomas

Seconded: Cr J Porter

That Council:

1. Support the installation of telecommunications equipment at the Tjulyuru Cultural and Civic Centre and building in Warburton to establish a public internet access point as part of the First Nations Community WiFi Grant project; and
2. Advise the Warburton Community Inc. of the installation and network build in accordance with the Management Deed
3. Authorises the Chief Executive Officer to provide formal approval to the Ngaanyatjarra Council and Australia Private Networks to proceed with the installation and network build.

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

OPERATIONAL REPORTS

11.1 Action Report – Operational Services

File Reference:	CP.00, PE.00, RD.00, WM.00
Business Area:	Operations
Reporting Officer:	Phillip O’Loughlin, Building Maintenance Officer
Date Report Written:	20 February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary

To inform Council of building maintenance, plant and equipment, road and waste activities and actions for the preceding month.

Background

Not applicable.

Comment

See attachment 11.1 for actions achieved.

Statutory Environment

Not applicable.

Financial Implications

There are no financial implications resulting for this matter.

Strategic Implications

Shire of Ngaanyatjaraku Plan for the Future 2021-2031

Goal 1 – Our People

Outcome 2 – Healthy People

Strategy 2.2 – Ensure appropriate regulatory health and waste services provision with funding.

Goal 2 – Looking after our Land

Outcome 6 – Living on our Land

Strategy 6.1 – Maintain Shire owned buildings and facilities.

Goal 3 – Our Leadership

Outcome 8 – A well-functioning Organisation

Strategy 8.2 – Provide a good place to work.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter.

Attachments

11.1 – Operations Report November 2025.

Council Resolution & Officers Recommendation

Moved: Cr J Porter

Seconded: Cr J Frazer

That Council receive the Operational Services Action Report for December 2025.to February 2026 (Attachment 11.1).

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

11.2 Action Report – Environmental Health Services

File Reference:	EM.00
Business Area:	Operations
Reporting Officer:	Environmental Health Officer
Date Report Written:	12 December 2025
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary

No report to be provided at this meeting.

Background

Not applicable.

Comment

No Environmental Health Officer visited the lands during the time of reporting.

Statutory Environment

Not applicable.

Financial Implications

There are no financial implications resulting for this matter.

Strategic Implications

Shire of Ngaanyatjaraku Plan for the Future 2021-2031

Goal 1 – Our People

Outcome 2 – Healthy People

Strategy 2.2 – Ensure appropriate regulatory health and waste services provision with funding.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter.

Attachments

Nil

12. CORPORATE AND COMMUNITY SERVICES REPORTS

12.1 Monthly Payments Listing – December 2025 and January 2026

File Reference:	FM.02
Business Area:	Corporate & Community Services
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	18 th February 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary

For Council to receive the list of payments made by authority as attached in the Monthly Payments Listing for December 2025 and January 2026 (Attachment 12.1).

Background

In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the Chief Executive Officer is required to present a list of payments to the Council at the next ordinary meeting of the Council after the list is prepared.

Comment

The list of payments made during the month of June is consistent with previous months, as per Attachment 12.1, though the payments made by employees who are authorised to use credit cards have been removed from this listing and are presented in a separate report and listing.

Statutory Environment

Local Government (Financial Management) Regulations 1996

Section 13 – Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

1. If the local government has delegated to the CEO the exercise of its powers 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; and
 - b. The amount of the payment; and
 - c. The date of the payment; and
 - d. Sufficient information to identify the transaction.
2. A list of accounts for approval to be paid is to be prepared each month showing –
 - a. For each account for approval to be paid is to be prepared each month showing –
 - i. The payee's name; and
 - ii. The amount of the payment; and

- iii. Sufficient information to identify the transaction; and
 - b. The date of the meeting of the council to which the list is to be presented.
3. A list prepared under sub regulation (1) or (2) is to be –
- a. Presented to the council at the next ordinary meeting of the council the list is prepared; and
 - b. Recorded in the minutes of that meeting.

Financial Implications

The Shire makes annual budget allocations for payments of accounts.

Strategic Implications

Shire of Ngaanyatjaraku Plan for the Future 2021-2031

Goal 3 – Our Leadership

Outcome 8 – A well-functioning Organisation

Strategy 8.1 – Maintain corporate governance, responsibility, and accountability.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter.

Attachments

12.1 - Payment Listing December 2025 & January 2026

Council Resolution & Officers Recommendation

Moved: Cr P Thomas

Seconded: Cr D Frazer

That the Council received the month payment listing for December 2025 with payments of \$943,671.94, and January 2026 with payments of \$466,648.80.
(Attachment 12.1)

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

12.2 Monthly Statement of Financial activity for the Month of December 2025 and January 2026

File Reference:	FM.10
Business Area:	Corporate and Community Services
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	9 December 2025
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary

For Council to receive the monthly financial report for December 2025 & January 2026. Due to there being no meeting held in January 2026, the December 2025 has been included in the January 2026 report.

Background

Council is to prepare monthly financial reports as required by the Local Government (Financial Management) Regulations 1996.

Council has resolved those details and explanations of the material variances reflected on the Statement of Financial Activity and are provided as required by Local Government (Financial Management) Regulation 34 (1)(d). The attached statements include details of variances between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold of \$20,000 or 10% whichever is the greater.

Comment

Comments in relation to budget to actual variances are include below. Comments related to 'timing' refer to an estimate of when costs would occur at the time the budget was formulated versus the actual costs once incurred. Any substantial variances will be addressed in the Mid-year Budget review.

'Permanent' variances to note as at month end are:

- **Grants, Subsidies & Contribution** - *Unfavourable*: Result due to unpaid grants at time of report.
- **Fees and Charges** – *Favourable*: Increase in rentals income.
- **Interest** – *Favourable*: Increase interest received on investments.
- **Employee Costs** – *Favourable*: Reflects savings from current vacancies in budgeted positions.
- **Utility Charges** – *Favourable*: Caused by timing differences between budgeted and actual expenditure.
- **Depreciation** – *Unfavourable*: a result from purchasing of new vehicles and updated of the depreciation
- **Other Expenditure** – *Favourable*: General underspending across various accounts.

The Council has also been advised that Financial Assistance Grant and will receive an increase, approximate \$426,000 for the current financial year.

Additional variances are detailed in the Mid-Year Review, and related budget adjustments will appear in the February month-end report.

Statutory Environment

Local Government (Financial Management) Regulations 1996

Regulation 34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

1. A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month (the relevant month) in the following detail —

- a. annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
- b. budget estimates to the end of the relevant month; and
- c. actual amounts of expenditure, revenue and income to the end of the relevant month; and
- d. material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- e. the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.

(1B) The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a).

(1C) Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.

(2) Each statement of financial activity is to be accompanied by documents containing —

- a. [deleted]
- b. an explanation of each of the material variances referred to in subregulation (1)(d); and
- c. such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity must be shown according to nature classification.

- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Regulation 35. Financial position statement required each month.

- (1) A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the previous month) and —
 - (a) the financial position of the local government as at the last day of the previous financial year; or
 - (b) if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.
- (2) A statement of financial position must be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
 - (b) recorded in the minutes of the meeting at which it is presented.

Financial Implications

Monthly financial reporting is a primary financial management and control process. It provides the Council with the ability to oversee the Shire's financial performance against budgeted targets.

Strategic Implications

Shire of Ngaanyatjaraku Plan for the Future 2021-2031

Goal 3 – Our Leadership

Outcome 8 – A well-functioning Organisation

Strategy 8.1 – Maintain corporate governance, responsibility, and accountability.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

No policy implications apply in the preparation of this report.

Attachments

12.2– Monthly Financial Report December 2025

Monthly Financial Report January 2026

Council Resolution & Officer Recommendation

Moved: Cr J Porter

Seconded: Cr D Frazer

That Council receive the Monthly Financial Report for the periods ended 31st December 2025 and 31st January 2026 (Attachment 12.2)

Carried 5/0

Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

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13. NEW BUSINESS OF AN URGENT NATURE AS ADMITTED BY DECISION

14. CONFIDENTIAL ITEMS

15. NEXT MEETING

The next meeting is scheduled for Wednesday 25 March 2026 at the Tjulyuru Cultural and Civic Centre, Warburton Community, commencing at 10.00am.

16. CLOSURE OF MEETING

Meeting to be declared closed by the Presiding Member at 1.30pm

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