



Shire of **Ngaanyatjaraku**  
ON A JOURNEY

# MINUTES

Ordinary Council Meeting  
29 April 2026

1.00pm

Notice Paper

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## Ordinary Council Meeting 29 April 2026

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



**David Mosel**  
**Chief Executive Officer**

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The minutes were confirmed by Council as a true and correct record of proceedings of the Meeting of Council held on 29 April 2026.



**Damian McLean**  
**Shire President**  
**27 May 2026**

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## 1. DECLARATION OF OPENING

Meeting to be declared open by the Presiding Member.

## 2. ANNOUNCEMENT OF VISITORS

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

## 3. RECORD OF ATTENDANCE

### 3.1 Attendees

<b>Elected Members:</b>	<b>President Councillor Councillor Councillor Councillor</b>	<b>D McLean J Frazer J Porter D Frazer P Thomas</b>
<b>Staff:</b>	<b>CEO Finance Manager Governance Manager Administration Coordinator</b>	<b>D Mosel M Parr T Baldock T Green</b>
<b>Guests:</b>	Roadwise DFES Marketing Creations	L Parsons R Koch J Lee
<b>Members of the Public:</b>	<b>There were no members of the public in attendance at the commencement of the meeting.</b>	

### 3.2 Apologies

J Thompson, UHY Haines Norton

### 3.3 Approved Leave of Absence

Nil

## 4 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 5 DECLARATION OF INTEREST

Councillors are requested to give due consideration to all matters contained in the agenda before the meeting.

A member who has an Impartiality, Proximity or Financial Interest in any matter to be discussed at a Council or Committee meeting, that will be attended by the member, must disclose the nature of the interest:

- (a) in a written notice given to the Chief Executive Officer before the meeting, or
- (b) at the meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest must not:

- (a) Preside at the part of the meeting relating to the matter, or
- (b) Participate in or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

Declarations of Interest provided:

Item Number / Name	Type of Interest	Nature / Extent of Interest

## **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**

## **8 RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS**

### **8.1 Petitions**

No petitions have been received.

### **8.2 Presentations**

8.2.1 Depart of Fire and Emergency Services to present to council.

8.2.2 Road Wise – presentation to council

### **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 25 March 2026.**

#### **Voting Requirement**

Simple majority

#### **Council Resolution and Officers Recommendation**

**Moved: Cr P Thomas      Seconded: Cr J Frazer**

That the minutes of the Ordinary Council Meeting held on 25 March 2026 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 – March 2026

<b>File Reference:</b>	FM.04
<b>Reporting Officer:</b>	David Mosel, Chief Executive Officer
<b>Date Report Written:</b>	14 April 2026
<b>Disclosure of Interest:</b>	The author has no financial, proximity, or impartiality interests in the proposal.
<b>Voting Requirement:</b>	Simple Majority

#### Summary

For Council to be advised of the Shires Municipal Account and Investments for March 2026.

#### Background

To invest the Shire of Ngaanyatjarraku 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 (August2025).

## **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 March 2026

#### **Council Resolution and Officers Recommendation**

**Moved: Cr P Thomas**

**Seconded: Cr D Frazer**

That Council receive and note the Council Investment Register detailing investment activity for March 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 February – 26 March 2026

<b>File Reference:</b>	FM.02
<b>Reporting Officer:</b>	David Mosel, Chief Executive Officer
<b>Date Report Written:</b>	15 April 2026
<b>Disclosure of Interest:</b>	The author has no financial, proximity, or impartiality interests in the proposal.
<b>Voting Requirement:</b>	Simple Majority

### Summary

To provide Council with the list of payments made by authorised employees using transaction cards for the period 27 February 2025 to 26 March 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 February to 26 March 2026. via credit card payments totalling \$21,861.09 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 January 2026 to 26 February 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 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**

There are no known policy implications for this matter.

### **Attachments**

Attachment 10.2– Schedule of Payments Made by Employees via Purchasing Cards –27 February to 26 March 2026

#### **Council Resolution and Officers Recommendation**

**Moved: Cr D Frazer**

**Seconded: Cr J Porter**

That Council receive and note the listing of payments made by authorised employees using transaction cards for the period of 27 February 2026 to 26 March 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

<b>File Reference:</b>	GV.05
<b>Reporting Officer:</b>	David Mosel, Chief Executive Officer
<b>Date Report Written:</b>	15 April 2026
<b>Disclosure of Interest:</b>	The author has no financial, proximity, or impartiality interests in the proposal.
<b>Voting Requirement:</b>	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.

Calendar of meetings and events		Meeting Format
<b>March 2026</b>		
23	Introduction meeting for Administration Coordinator	In person
	NG Council – Security Cameras	In person
24	Fortnightly Market Creations	In person
	Meeting with Warburton School Principal	In person
	Operational Area Support Group – Fuel Supply	Online
25	Meeting with McLeod Lawyers re funding agreement	Online
	Council Meeting	In person
	CEO Travel – Warburton to Leonora	
26	CEO Travel – Leonora to Kalgoorlie	
	Regional Road Group Meeting	In person
	CEO Travel – Kalgoorlie to Esperance	
27	GVROC meeting	In person
	Outback Way Governance Meeting	In person

28	CEO Travel – Esperance to Perth	
29	CEO Travel – Perth to Home	
30	Meeting with Moldeve re SAMP	Phone
	CEO & Governance Manager meeting	Online
	NG Council – Outback Highway meeting	Phone
<b>April 2026</b>		
1	Meeting with GM Ngaanyatjarraku Council	In person
	Council First Implementation meeting	Online
	CEO & Shire President - Meeting with GEDC	Online
7	Team Meeting	Online
	Meeting with ARIC Independent Member	In person
	Council First Implementation meeting	Online
8	Strategic Document review with Consultant	Online
	HR Strategy and Planning meeting	Online
	Meeting with WHS Monitoring providers	Online
9	Meeting with Moldeve re SAMP	Online
	Council First training	Online
10	Budget preparations meeting	In person
	Council First meeting	In person
	OHDC General Meeting	Online
12	CEO Travel – Home to Perth	
13	CEO Travel – Perth to Warburton	
	GEDC Meeting - Warburton	In person

16	Council First Records implementation meeting	Online
	Focus IT – SNU – IT DR Test	Online
	CEO Travel – Warburton to Alice Springs	
17	CEO Travel – Alice Springs to Home	
20	Meeting with Market Creations	Online
	Review of PID Survey with HRC and GM	Online
	HR Strategy and Planning meeting	Online
	Budget Review meeting with FM & UHY Haines Norton	Online
21	Breakaway Earthmoving	Phone
	Council First – Implementation and Project meeting	Online
22	Team meeting	Online
	HR Strategy and Planning meeting	Online
23	Strategic Community Plan Review meeting	Online
24	GVROC Meeting	Online

**Council Resolution and Officers Recommendation**

**Moved: Cr D Frazer**

**Seconded: Cr J Frazer**

That Council receive and note the Chief Executive Officers Report for 23 March to 24 April 2026.

**Carried 5/0**

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

#### 10.4 Council Resolution Register

File Reference:	GV.05
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	24 April 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
<b>Voting Requirement:</b>	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 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.

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**Policy Implications**

Nil

**Attachment**

10.4 Council Resolution Register

**Council Resolution and Officers Recommendation**

**Moved: Cr P Thomas      Seconded: Cr J Frazer**

That Council receive and note the Council Resolution Register for April 2026 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 Execution of GVROC Memorandum of Understanding 2026-2028 under Common Seal

File Reference:	GV.05
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	15 April 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 approve the execution under Common Seal of the Goldfields Voluntary Regional Organisation of Councils (GVROC) Memorandum of Understanding for the period 2026–2028.

### Background

The Goldfields Voluntary Regional Organisation of Councils (GVROC) is a voluntary alliance of Goldfields local governments established to enhance regional collaboration, shared advocacy, and coordinated service delivery. Member councils include the Shires of Coolgardie, Dundas, Esperance, Laverton, Leonora, Menzies, Ngaanyatjarraku, Wiluna and the City of Kalgoorlie-Boulder.

The current Memorandum of Understanding (MOU) sets out the agreed purpose, objectives, governance arrangements, financial contributions, and operating principles of GVROC, and is proposed to apply for a 12 month period. The MOU is a non-binding statement of intent and cooperation between the participating councils.

Each member council is required to formally approve and execute the MOU under Common Seal to confirm participation for the 12 month term.

### Comment

The MOU provides a clear framework for:

- Regional collaboration and advocacy on shared priorities;
- Joint service delivery and resource sharing where appropriate;
- Governance arrangements, including representation, voting and office bearers;
- Financial contributions to support GVROC operations, including the Executive Officer position; and
- Dispute resolution and review mechanisms.

Execution of the MOU enables the Shire to continue its participation in GVROC and to collectively engage with neighbouring local governments on matters of regional significance.

## **Statutory Environment**

*Local Government Act 1995*

### 2.7. Role of council

(1) The council —

- (a) governs the local government's affairs; and
- (b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to -

- (a) oversee the allocation of the local government's finances and resources; and
- (b) determine the local government's policies.

## **Financial Implications**

The MOU provides for equal annual contributions by participating councils, with the contribution amount determined annually as part of the GVROC budget process. As at the 2025/26 financial year, the contribution is set at \$35,000 per participating council. Future contributions will remain subject to annual Council consideration through the budget process.

## **Strategic Implications**

Plan for the Future 2021 – 2031

Goal 1, Our People: looking after our people.

Outcome 3, Informed People.

Strategy 3.1, Support education opportunities and advocate for appropriate education services.

Action 3.1.1, Advocate for early years learning service.

## **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**

Nil

**Council Resolution and Officers Recommendation**

**Moved: Cr P Thomas      Seconded: Cr J Porter**

That Council resolves to:

1. Approve the execution of the Goldfields Voluntary Regional Organisation of Councils (GVROC) Memorandum of Understanding 2026–2028; and
2. Authorise the Common Seal of the Shire of Ngaanyatjarraku to be affixed to the GVROC Memorandum of Understanding .

**Carried 5/0**

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

## 10.6 Sport and Recreation Funding agreement with the Ngaanyatjarra Council

File Reference:	GV.00
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	15 April 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
<b>Voting Requirement:</b>	Simple Majority

### Summary

The Council to approve the use of the common seal on the Sport and Recreation Funding Agreement with Ngaanyatjarra Council (NG Council) for the 2025/26 financial year.

### Background

Discussions between the NG Council CEO and the Shire of Ngaanyatjarraku determined that the NG Council is better suited to deliver the Sport and Recreation program in the Ngaanyatjarra communities.

At the 30 October 2024 ordinary council meeting, Council resolved to transfer Sport and Recreation program funds and assets to the Ngaanyatjarra Council. The 2025/26 budget allocation of \$270,000 reflects this ongoing divestment to ensure continued program delivery.

### Comment

A funding agreement has been established to formally allocate funds of \$270,000 to the Ngaanyatjarra Council, ensuring both transparency and accountability. The agreement requires a written report on achievement of the project objectives and outcomes within 60 days of the completion of the project as per Clause 6 of the agreement:

- a. All expenditure of the funding amount with supporting receipts and invoices; and
- b. A report on achievement of Project objectives and outcomes

### Statutory Environment

*Local Government Act 1995*

2.7. *Role of council*

(1) *The council —*

*(a) governs the local government's affairs; and*

*(b) is responsible for the performance of the local government's functions.*

(2) *Without limiting subsection (1), the council is to -*

*(a) oversee the allocation of the local government's finances and resources; and*

*(b) determine the local government's policies.*

### Financial Implications

There are no financial consequences since the \$270,000 allocated for divestment to the NG Council has already been included in the 2025/26 budget.

### **Strategic Implications**

Plan for the Future 2021 – 2031

Our People

Outcome 1.0 Happy People

Strategy 1.1 Support and facilitate community involvement and participation opportunities.

### **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**

10.6 - Funding Agreement – Sport & Recreation Program – Shire of Ngaanyatjarraku – Ngaanyatjarra Council (Aboriginal Corporation)

#### **Council Resolution and Officers Recommendation**

**Moved: Cr J Frazer**

**Seconded: Cr D Frazer**

That Council

1. Authorise the Common Seal of the Shire of Ngaanyatjarraku to be affixed to the Funding agreement – Sport and Recreation Program 2025/26.

**Carried 5/0**

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

## 10.7 Office of the Auditor General Correspondence

File Reference:	GV.00
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	21 April 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
<b>Voting Requirement:</b>	Simple Majority

### Summary

To advise Council of commendations received from the Office of the Auditor General (OAG) acknowledging the Shire of Ngaanyatjarraku's performance across key financial reporting and financial management control criteria for 2024-2025 Financial Audit.

### Background

As part of the annual financial audit process, the OAG issues an audit opinion and may also provide observations on the quality and timeliness of the Shire's financial reporting and the effectiveness of financial management controls. The Shire has received positive feedback and commendations in relation to the most recent audit cycle for the 2024-2025 Audit.

### Comment

The OAG released the [Local Government 2025 – Financial Audit Results](#) that is tabled to parliament on the 15 April 2026. Within this document the OAG's commendations acknowledge the Shire's commitment to sound governance and strong financial stewardship. Key areas recognised include:

- Clear audit opinion: The Shire received a clear audit opinion on its financial statements.
- Timely preparation: The CEO-certified annual financial report was prepared and submitted in a timely manner.
- High-quality financial report and supporting documentation: The annual financial report, working papers and supporting evidence provided to audit were of a high standard.
- Strong financial management controls: The Shire has maintained good financial management controls to support accurate reporting and appropriate stewardship of public resources.

These outcomes reflect the efforts of the CEO and staff to maintain robust financial processes and to support continuous improvement in governance and accountability.

Best practice top entities	
Top 10 Band 1 & 2	Top 20 Band 3, 4 and other entities
City of Belmont City of Cockburn City of Fremantle City of Greater Geraldton City of Rockingham City of Vincent* Shire of Mundaring* Shire of Murray* Shire of Northam Shire of Wyndham-East Kimberley	Murchison regional vermin council Shire of Beverley* Shire of Boddington Shire of Chittering Shire of Christmas Island* Shire of Donnybrook-Balingup Shire of Exmouth* Shire of Gingin Shire of Irwin* Shire of Lake Grace* Shire of Laverton Shire of Menzies* Shire of Nannup Shire of Narembeen Shire of Ngaanyatjarraku Shire of Peppermint Grove Shire of Three Springs* Shire of Wagin Shire of Waroona Shire of Wyalkatchem

Source: OAG

\* Indicates entities which received best practice in the Local Government 2023-24 – Financial Audit Results report.

Table 3: Best practice entities for 2025

## Statutory Environments

The requirement for the Shire to prepare annual financial statements and have them audited is governed by the following legislation and regulations in Western Australia:

- *Local Government Act 1995 (WA): Provides the statutory framework for financial management and audit requirements for local government entities.*
  - *Section 6.4 – Requires local governments to prepare annual financial reports in the prescribed form and submit them for audit.*
  - *Section 7.9 – Outlines the requirement for audited financial reports to be submitted to the Minister.*
  - *Section 7.12A – Details the obligations for local governments to address audit findings and report actions taken.*
- *Local Government (Financial Management) Regulations 1996 (WA):*

- *Regulation 36 – Prescribes the form and content of the annual financial report.*
- *Regulation 50 – Specifies accounting standards to be applied in preparing financial statements.*
- *Local Government (Audit) Regulations 1996 (WA): Specifies requirements for the audit process, appointment of auditors, and responsibilities of the Office of the Auditor General (OAG).*
  - *Regulation 9 – Sets out requirements for the appointment of auditors.*
  - *Regulation 10 – Specifies the scope and conduct of audits, including reporting responsibilities.*
  - *Regulation 16 – Requires the audit committee to review reports and recommend actions to Council.*

### **Financial Implications**

Nil

### **Strategic Implications**

Plan for the Future 2021 – 2031

Our Leadership

Outcome 8 – A well function organisation

8.1 Maintain corporate governance, responsibility and accountability

8.1.1 Maintain accountability and financial responsibility through effective planning

### **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

### **Voting requirement**

Simple Majority

### **Attachments**

Link to document included in report.

**Council Resolution and Officers Recommendation**

**Moved: Cr P Thomas      Seconded: Cr J Porter**

That Council notes and receives the commendations from the Office of the Auditor General acknowledging the Shire of Ngaanyatjarraku's performance in financial reporting and financial management controls for the 2024-2025 Financial Audit.

**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

<b>File Reference:</b>	CP.00, PE.00, RD.00, WM.00
<b>Business Area:</b>	Operations
<b>Reporting Officer:</b>	Marsel Toska, Building Maintenance Officer
<b>Date Report Written:</b>	20 April 2026
<b>Disclosure of Interest:</b>	The author has no financial, proximity, or impartiality interests in the proposal.
<b>Voting Requirement:</b>	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 Ngaanyatjarraku 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 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**

11.1 – Operations Report April 2026.

#### **Council Resolution and Officers Recommendation**

**Moved: Cr J Porter**

**Seconded: Cr D Frazer**

That Council notes and receives the Operational Services Action Report for April 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

<b>File Reference:</b>	EM.00
<b>Business Area:</b>	Operations
<b>Reporting Officer:</b>	Environmental Health Officer
<b>Date Report Written:</b>	14 April 2026
<b>Disclosure of Interest:</b>	The author has no financial, proximity, or impartiality interests in the proposal.
<b>Voting Requirement:</b>	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 Ngaanyatjarraku 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 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

Nil

## 12. CORPORATE AND COMMUNITY SERVICES REPORTS

### 12.1 Monthly Payments Listing – March 2026

<b>File Reference:</b>	FM.02
<b>Reporting Officer:</b>	Max Parr, Finance Manager
<b>Date Report Written:</b>	14 April 2026
<b>Disclosure of Interest:</b>	The author has no financial, proximity, or impartiality interests in the proposal.
<b>Voting Requirement:</b>	Simple Majority

#### Summary

For Council to receive the list of payments made by authority as attached in the Monthly Payments Listing for March 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 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**

There are no known policy implications for this matter.

### **Attachments**

12.1 - Payment Listing March 2026

#### **Council Resolution and Officers Recommendation**

**Moved: Cr J Porter**

**Seconded: Cr P Thomas**

That the Council notes and receives the monthly payment listing for March 2026 with payments of \$798,449.01

**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 March 2026 Month End

<b>File Reference:</b>	FM.10
<b>Reporting Officer:</b>	Max Parr, Acting Finance Manager
<b>Date Report Written:</b>	15 April 2026
<b>Disclosure of Interest:</b>	The author has no financial, proximity, or impartiality interests in the proposal.
<b>Voting Requirement:</b>	Simple Majority

### Summary

For Council to receive the monthly financial report for March 2026.

### 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 included 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.

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

- **Grants, Subsidies & Contribution** - *Favourable*: Result due to early receipt of grant funding.
- **Fees and Charges** – *Favourable*: Increase in rentals income.
- **Other revenue** – *Favourable*: Increased income from insurance reimbursements.
- **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 of timing differences. Expected to be in-line with budget by the year-end.
- **Insurance** – *Unfavourable*: *Unfavourable*: a result of timing differences. Expected to be in-line with budget by the year-end.
- **Other Expenditure** – *Favourable*: General underspending across various accounts.

The Council has also been advised that the variance between the cash and cash equivalents position disclosed in the monthly financial report of \$18,474,953 differs from that of the cash position disclosed in the investment register of \$18,481,246 (\$6,293 variance) due to expenses which had not cleared the bank at the date of reporting.

## **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 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**

No policy implications apply in the preparation of this report.

### **Attachments**

12.2 – Monthly Financial Report March 2026

**Council Resolution and Officers Recommendation**

**Moved: Cr D Frazer                      Seconded: Cr P Thomas**

That Council notes and receives the Monthly Financial Report for the period ending 31 March 2026 (Attachment 12.2).

**Carried 5/0**

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

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

**14. CONFIDENTIAL ITEMS**

**15. NEXT MEETING**

The next meeting is scheduled for Wednesday 27 May 2026 at the Tjulyuru Cultural and Civic Centre, Warburton Community, commencing at a time to be confirmed.

**16. CLOSURE OF MEETING**

Meeting to be declared closed by the Presiding Member at 1.21pm.