Shire of Ngaanyatjarraku
ON A JOURNEY

Minutes

Ordinary Council Meeting
26 August 2026

1:00pm

Ordinary Council Meeting
26 August 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 26 August 2026

Damian McLean
Shire President
30 September 2026

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Order of Business

1. DECLARATION OF OPENING

Meeting was delayed and declared opened by the Presiding Member at 1.22pm.

2. ANNOUNCEMENT OF VISITORS

Nil

3. RECORD OF ATTENDANCE

3.1 Attendees

Elected Members:	President Councillor Councillor Councillor Councillor	D McLean J Frazer (via telephone) D Frazer P Thomas J Porter
Staff:	Chief Executive Officer Finance Manager Governance Manager Human Resource Coordinator	D Mosel M Parr T Baldock (via Teams) M Roberts (via teams)
Guests:	Judy Thompson – UHY Haines Norton (via teams)	
Members of the Public:	There were no members of the public in attendance at the commencement of the meeting.	

3.2 Apologies

Administration Coordinator – T Green

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

Nil

7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

8. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

8.1 Petitions

No petitions were received.

8.2 Presentations

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

8.3 Deputations

No requests to formally address the Council were been received.

9. CONFIRMATION OF MINUTES

9.1 Confirmation of Minutes from the Ordinary Meeting of Council Held on 29 July 2026

Voting Requirement
Simple majority

Council Resolution and Officers Recommendation

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

That the minutes of the Ordinary Council Meeting held on 29 July 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 Investments Report – July 2026

File Reference:	FM.04
Reporting Officer:	Max Parr, Finance Manager
Date Report Written:	17 August 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 July 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.

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.

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
In accordance with the following Corporate policies:

Policy 2.12 – Investment

Policy 2.10 – Cash Reserves

Attachments
10.1 Investment report – June 2026

Council Resolution and Officers Recommendation

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

That Council receive the Council Investment Register detailing investment activity for July 2026.

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 June – 26 July 2026

File Reference:	FM.02
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	17 August 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 June to 26 July 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

The attached schedule provides the information required by legislation. A detailed copy of the payments with supporting information saved in the Shire's record keeping system.

The list of payments made by authorised employees using transaction cards to be received by Council for the period 27 June to 26 July 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 2026/27 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
In accordance with the following Corporate policies and CEO procedures:

Policy 2.1 Procurement
Policy 2.11 – Corporate Purchasing Cards
CEO Procedure – Purchasing Limits – Authorised Officers
CEO Procedure – Corporate Credit Card

Attachments
Attachment 10.2 – Schedule of Payments Made by Employees via Purchasing Cards – 27 June to 26 July 2026.

Council Resolution and Officers Recommendation

Moved: Cr J Frazer **Seconded: Cr D Frazer**

That Council receive the listing of payments made by authorised employees using transaction cards for the period of 27 June to 26 July 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:	17 August 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 maintains regular communication with the Shire President both in person and via phone to discuss Council business.

Calendar of meetings and events		Meeting Format
June 2026		
29	Work Assist Vehicle training	In person
	Council Meeting	In person
	Operations Team Meeting	In person
30	EHO recruitment meeting	In person
	Outback Way Governance Group	Online
31	GVROC Meeting	Online
	CEO Travel - Warburton to Perth	
August 2026		
1	CEO Travel – Perth to Home	
3	Focus and Starlink IT support	Online
4	OHDC Planning Meeting	Online
5	CEO Travel – Home to Alice Springs	

	OHDC Meeting with Regional Development Australia	In person
	OHDC Meeting with The Hon Dale Last MP, Minister for Regional and Rural Development Deputy Director and Executive Director – Regional and Rural Development	In person
	CEO Attended the Developing Northern Australia conference	In person
6	OHDC Meeting	In person
	CEO Attended the Developing Northern Australia conference	In person
7	Meeting with NG Council	In person
	CEO Attended the Developing Northern Australia conference	In person
	CEO Travel – Alice Springs to Home	
10	Fortnightly meeting with Market Creations	Online
	WHS Meeting – Emergency Management Plan review	Online
	Property Review – McLeod Lawyers	Online
11	NG Council – Operation Manager re Property matters	Phone
	Meeting with Planning consultant re Community Layout plan rezoning	Phone
	Meeting with Building consultant re building applications	Phone
12	HR Strategy and Planning meeting	Online
	Sublease review with General Manager NG Council	Online

13	Meeting with Roads Officer	Phone
	Meeting with NG Council re building application	Phone
14	Shire Vehicle repair coordination	Phone
17	Shire Vehicle repair coordination	Phone
	Meeting with Council First	In person
	Website review - Market Creations	In person
18	Team Meeting	Online
	Development Applications and BSL Discussion	Online
	Roadwise Quarterly meeting	Online
	Council First project meeting	Online
19	HR Strategy & Planning Meeting	Online
21	GVROC Meeting	Online

Council Resolution and Officers Recommendation

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

That Council note the Chief Executive Officers Report for July/August 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:	Tania Baldock, Governance Manager
Date Report Written:	17 August 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 the previous meeting and outstanding resolutions at the time of the agenda preparation and allow Council to confirm resolutions market as complete.

Comment

The register lists all Council resolutions since 2024 including those still in progress or not yet confirmed. It includes the meeting date, the latest progress commentary (if applicable), the status of each decision (Not Started, 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 Resolution Register will include decisions that are not yet complete from previous meetings. A full version, including all resolutions is available to Council members upon request.

Council Outstanding Resolution Tracker as of July 2026

Shire of Ngaanyatjarraku

Resolution Reference	Resolution	Action	Resolution Status
10.8.24.09.2025	•The draft Deed of Extension of Sublease J096492 has been prepared and circulated for consent. •The renewal process is progressing in accordance with statutory requirements and partnership agreements. •The Shire is awaiting formal consents from Warburton Community Inc and the Minister for Aboriginal Affairs. •The CEO will report back to Council to advise the finalisation of Sublease J096492.	Report back to council upon the finalisation of the agreement. Receipt of Formal consent from the Minister Aboriginal Affairs received 18 November 2025.	Ongoing
10.5.17.06.2026	That Council by absolute majority: 1. Authorises the CEO to waive the adopted rental fees and charges for Lot 183 Warburton (Early Learning Complex) and Lot 255B Motel Street, Warburton. 1. Authorises the CEO to waive the adopted rental fees and charges for Lot 183 Warburton (Early Learning Complex) and Lot 255B Motel Street, Warburton. 2. Authorises Lot 183 Warburton (Early Learning Complex) and Lot 255B Motel Street, Warburton to be made available to the Ngaanyatjarra Council Group on a month-to-month basis, with the arrangement to be reviewed in three months, being September 2026.	To be reviewed in September 2026 Lease agreement have been executed	To be reviewed in September 2026
10.5.29.07.2026	That Council by an absolute majority, authorises the CEO to waive the rental fees for the rental of Lot 104A Warburton for a further 12 months, and to be reviewed in July 2027.	Follow up July 2027	To be reviewed in July 2027

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.

Policy Implications
Nil

Attachment
10.4 – Council Resolution Register – July 2026

Council Resolution and Officers Recommendation

Moved: Cr D Frazer **Seconded: Cr J Frazer**

That Council receive and note the Council Resolution Register for July 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.

Carried 5/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

10.5 Proposed change of use of Lot 75 Warburton and Lot 410 Warburton

File Reference:	GV.00
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	17 August 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Simple Majority

Summary
For council to endorse the change of use for Lot 75 and Lot 410 Warburton a Community on the community layout plan.

Background
The Shire received a request to modify the classification of Lot 75 to allow for a 4-chair dialysis facility to be operated in association with the health centre in the adjacent Site 77. In addition, the previous establishment of workers and short stay accommodation at Site 410 (previous Shire depot site) in the western part of Warburton has also been requested.

Comment

Lot 75 Warburton
The proposed dialysis facility would be a valuable addition to health services in Warburton. As Lot 75 is currently identified for residential use, it is appropriate to reclassify the site for community purposes to align with the proposed land use.
This will be an excellent addition to the health care facilities for Warburton and given the site is currently identified for Residential, this should be converted to Community land use purpose so as to be consistent with the proposed land use which makes sense.

This has been tacitly supported by the Department of Planning, Lands & Heritage.

The location of Site 75 and its characteristics are evident at **Figure 1 – Location Plan** and **Figure 2 – Aerial Photograph** below.

Figure 1 – Location Plan

Figure 2 - Aerial Plan

It is evident that the change of use from Residential to Community to allow expansion of health facilities will be a good outcome and is recommended to be supported.

Lot 410 Warburton
In addition to the above change, the previous establishment of workers and short stay accommodation at Site 410 (previous Shire depot site) in the western part of Warburton has also been requested.

The site has already been developed for this purpose and is no longer utilised for Shire depot services.

A change of land use on the Layout Plan from Industrial to Commercial would be consistent with the changes to the land use that has occurred. This objective has also been tacitly supported by the Department of Planning, Lands & Heritage.

The location of Site 410 is evident in the plan below at Figure 3 and an aerial photograph depicting Site 410 is also provided at Figure 4.

Figure 3 – Location Plan

Figure 4 – Aerial Photograph

The objectives to modify the Layout Plan to respond to these matters makes sense, and the use of both sites for these purposes would not be in conflict with surrounding land use.

For this matter to proceed, the proposed changes need to be supported by the NG Land Council and the Warburton Community Inc.

Statutory Environment

It is necessary to modify the Layout Plan via Amendment 15, changing the classification of the sites from Residential to Community (Site 75) and Industrial to Commercial (Site 410).

Financial Implications

Nil

Strategic Implications

Plan for the Future 2021 – 2031

Our Land – Looking after our Land.
Outcome 4, Enjoying our Land
Strategy 4.1, Help preserve, enhance and enjoy our land.
Action 4.1.1, Ensure development controls are in place.

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

10.5 Draft Layout Plan Amendment 15.

Council Resolution and Officers Recommendation

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

That Council:

1. Support the change of land use for Lot 75 from Residential to Community and Lot 401 from Industrial to Commercial as detailed in Report 10.5.
2. To grant delegated authority to the CEO to confirm with the Department of Planning, Lands and Heritage of its intention to proceed with the amendment to the Warburton Community Layout plan to change the classification of Lot 75 from Residential to Community and Lot 401 from Industrial to Commercial.
3. The above actions being subject to written support being provided by the Ngaanyatjarra Land Council and the Warburton Community Incorporated.

Carried 5/0

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

10.6 Review of Policy 1.4 - Legal Representation and Costs Indemnification

File Reference:	GV.00
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	18 August 2026
Disclosure of Interest:	The author has no financial, proximity, or impartiality interests in the proposal.
Voting Requirement:	Absolute Majority

Summary
Council Policy 1.4 – Legal Representation and Costs Indemnification has been reviewed to ensure it remains contemporary, provides clear governance controls, and reflects current local government best practice.

The existing policy provides a framework for assisting elected members and employees who become involved in civil legal proceedings arising from the performance of their official duties. The review has retained the intent of the current policy while strengthening governance, accountability and risk management provisions.

The proposed revisions introduce clearer eligibility criteria, stronger conflict of interest requirements, consideration of insurance coverage prior to the expenditure of Shire funds, expanded recovery provisions and clearer exclusions relating to criminal and misconduct matters.

Background
The purpose of Policy 1.4 is to protect the interests of elected members and employees, including former elected members and former employees, who become involved in legal proceedings because of actions undertaken in the course of their official duties. The policy also provides Council with a framework for determining when financial assistance is appropriate and in the public interest.

As part of the policy review program, the policy was assessed against contemporary governance principles, local government practice and the Shire's associated Legal Representation Procedure.

Comment
The revised policy does not substantially alter Council's ability to provide legal assistance where warranted. Rather, it introduces greater clarity around when assistance may or may not be provided and strengthens controls over the use of public funds.

Key Changes

<u>1. Introduction of Scope and Definitions</u>

A new Scope section has been included to clearly identify who may be covered under the policy.

Definitions have also been inserted for terms including:

- Financial Assistance;
- Good Faith;
- Legal Proceedings; and
- Public Interest.

These additions improve consistency and interpretation of the policy.

2. Public Interest Test

The revised policy introduces a requirement that Council be satisfied that the provision of assistance is in the public interest and supports the effective administration of the local government.

This strengthens Council's ability to demonstrate responsible stewardship of public funds when determining applications.

3. Insurance Considerations

A new insurance section requires consideration of any available LGIS or other insurance coverage before Council commits Shire funds to legal costs.

This ensures that available insurance arrangements are utilised where appropriate and reduces financial exposure to the Shire.

4. Clearer Assessment Criteria

The revised policy introduces specific assessment criteria for Council to consider, including:

- whether the matter arose from official duties;
- whether the applicant acted honestly and in good faith;
- compliance with legislation and Council policies;
- legal merits of the matter;
- reputational and governance implications;
- availability of insurance; and
- public interest considerations.

These criteria provide greater transparency and consistency in decision-making.

5. Clarification of Matters Eligible for Assistance

The policy more clearly identifies circumstances in which assistance may be considered, including:

- proceedings initiated against third parties to facilitate the performance of official duties;

- civil proceedings brought against elected members or employees arising from official duties; and
- statutory inquiries, tribunals and investigations.

This improves understanding of the policy's intended application.

6. New Exclusions

The policy now expressly excludes assistance for:

- criminal proceedings;
- regulatory prosecutions;
- fraud, corruption and serious misconduct;
- private disputes unrelated to official duties;
- penalties and fines;
- political activities; and
- personal defamation claims seeking damages.

These exclusions provide clearer limitations and reduce governance risk.

7. Strengthened Conflict of Interest Provisions

The revised policy contains more explicit requirements for elected members who are applicants for assistance, including disclosure obligations and non-participation in Council deliberations and voting where required.

These provisions support compliance with the Local Government Act 1995 and promote transparent decision-making.

8. Delegated Authority for Urgent Legal Expenses

The existing policy contains a fixed monetary approval limit for urgent legal assistance.

The revised policy instead references the Chief Executive Officer's current written delegation under the Local Government Act 1995, allowing delegated limits to be managed through Council's delegation framework without amending the policy.

9. Enhanced Recovery Provisions

The revised policy expands Council's ability to recover costs where:

- legal costs are recovered from another party;
- insurance subsequently covers the claim;
- information supplied by an applicant is false or misleading; or
- assistance is later determined to have been improperly granted.

These provisions strengthen protection of public funds.

10. Updated Review Requirements

A four-year review cycle has been included, while allowing earlier review where legislative, governance or insurance changes occur.

Statutory Environment
Local Government Act 1995.

Policy Implications
Council Policy 1.4 – Legal Representation and Costs Indemnification.

Financial Implications
The revised policy does not create any additional financial obligations. The amendments are expected to improve financial controls through clearer eligibility requirements, insurance considerations and recovery provisions.

Risk Implications
This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework and Risk Assessment Matrix. The perceived level of risk is low and can be managed through routine procedures. The main risk of not renewing is reduced regional tourism collaboration and reduced visibility in broader Golden Outback and Outback Way promotion and advocacy activities.

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.

Attachments
Policy 1.4 Legal Representation and Costs Indemnification.

Council Resolution and Officers Recommendation

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

That Council by absolute majority adopts the revised Council Policy 1.4 – Legal Representation and Costs Indemnification as attached.

Carried 5/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

11. OPERATIONAL REPORTS

11.1 Action Report – Operational Services

File Reference:	CP.00, PE.00, RD.00, WM.00
Business Area:	Operations
Reporting Officer:	Building Maintenance Officers
Date Report Written:	18 July 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 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 July 2026

Council Resolution and Officers Recommendation

Moved: Cr J Frazer **Seconded: Cr J Porter**

That Council receive the Operational Services Action Report for July 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

File Reference:	EM.00
Business Area:	Operations
Reporting Officer:	Environmental Health Officer
Date Report Written:	17 August 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 Environmental Health and Building Services activities and actions for the preceding month.

Comment

No report is provided this month due to no Environmental Health Officer on the lands.

Statutory Environment

Food Act 2008 (WA),
Food Regulations 2009 (WA)

Financial Implications

There are no financial implications resulting from 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 and Risk Assessment Matrix. The perceived level of risk is low and can be managed through routine procedures, with no specific application of additional resources expected.

Policy Implications

There are no known policy implications for this matter.

Attachments

Nil

12. CORPORATE AND COMMUNITY SERVICES REPORTS

12.1 Monthly Payments Listing – July 2026

File Reference:	FM.02
Reporting Officer:	Max Parr, Finance Manager
Date Report Written:	17 August 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 July 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 July 2026

Council Resolution and Officers Recommendation

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

That the Council received the month payment listing for July 2026 showing payments of $992,272.60 (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 June 2026 Month End

File Reference:	FM.02
Reporting Officer:	Max Parr, Finance Manager
Date Report Written:	17 August 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 monthly financial report for June 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 relating to the 2027 Financial year.
- **Fees and Charges** – *Favourable*: Increase in rentals income.
- **Interest Revenue** – Favourable: Increase in interest income due to higher interest rates and more active approach to investments.
- **Other revenue** – F*avourable*: 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.
- **Other Expenditure** – *Favourable*: General underspending across various accounts.

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 June 2026

Council Resolution and Officers Recommendation

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

That Council receive the Monthly Financial Report for the periods ended 30th June 2026 (Attachment 12.2)

Carried 5/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr P Thomas, Cr J Frazer

12.3 Monthly Statement of Financial Activity for the July 2026 Month End

File Reference:	FM.02
Reporting Officer:	Max Parr, Finance Manager
Date Report Written:	17 August 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 monthly financial report for July 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 – *Unfavourable: Due to Timing of receipt and invoicing of grant funding.*
- Interest Revenue – Favourable: Increase in interest income due to higher interest rates and more active approach to investments.
- Employee Costs – *Favourable*: Reflects savings from current vacancies in budgeted positions.
- Capital Grants, Subsidies & Contribution – *Unfavourable: Due to Timing of receipt and invoicing of capital grant funding.*

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 July 2026

Council Resolution and Officers Recommendation

Moved: Cr J Porter **Seconded: Cr D Frazer**

That Council receive the Monthly Financial Report for the periods ended 31 July 2026 (Attachment 12.3)

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 30 September 2026 at the Tjulyuru Cultural and Civic Centre, Warburton Community, commencing at 1.00pm.

16. CLOSURE OF MEETING

Meeting was declared closed by the Presiding Member at 1.45pm.