Shire of Ngaanyatjarraku

ON A JOURNEY



MINUTES

Ordinary Council Meeting
30 September 2026

1:00pm

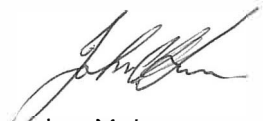
Ordinary Council Meeting
28 October 2026

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 30 September 2026



Damian McLean
Shire President
28 October 2026

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1. DECLARATION OF OPENING

Meeting declared open by the Presiding Member AT 1.04pm.

2. ANNOUNCEMENT OF VISITORS

Nil

3. RECORD OF ATTENDANCE

3.1 Attendees

Elected Members:	President Councillor Councillor Councillor	D McLean J Frazer D Frazer J Porter
Staff:	Chief Executive Officer Finance Manager Governance Manager Human Resource Coordinator Administration Coordinator	D Mosel M Parr (via teams) T Baldock (via Teams) M Roberts (via teams) T Green (via teams)
Guests:	Nil	
Members of the Public:	There were no members of the public in attendance at the commencement of the meeting.	

3.2 Apologies

Cr P Thomas

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 have been 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 have been received.

9. CONFIRMATION OF MINUTES

9.1 Confirmation of Minutes from the Ordinary Meeting of Council Held on 26 August 2026

Voting Requirement
Simple majority

Council Resolution & Officers Recommendation

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

That the minutes of the Ordinary Council Meeting held on 26 August 2026 at the Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community be confirmed as a true and accurate record of that meeting.

Carried 4/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr J Frazer

10. CHIEF EXECUTIVE OFFICER REPORTS

10.1 Council Investments Report – August 2026

File Reference:	FM.04
Reporting Officer:	Max Parr, Finance Manager
Date Report Written:	18 September 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 August 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 – August 2026

Council Resolution and Officers Recommendation

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

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

Carried 4/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr J Frazer

10.2 Payments by Employees Via Purchasing Cards 27 July – 26 August 2026

File Reference:	FM.02
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	18 September 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 July to 26 August 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 July to 26 August 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 July to 26 August 2026.

Council Resolution and Officers Recommendation

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

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

Carried 4/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr J Frazer

10.3 Chief Executive Officer Report

File Reference:	GV.05
Reporting Officer:	David Mosel, Chief Executive Officer
Date Report Written:	18 September 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
August 2026		
23	Travel – Home to Perth	
24	Travel – Perth to Kalgoorlie	
	Collection of Rubbish Truck following repairs	
	Travel – Kalgoorlie to Laverton	
25	Travel – Laverton to Warburton	
26	LEMA Planning Discussion with DFES	Online
	Council Meeting	In Person
27	Compliance Audit Return review	Online
28	McLeod Lawyers – Rental Agreements	Online
	RAMM Discussion	
31	Commercial Rubbish Collection - Warburton	
September 2026		
1	HR Strategy and Planning Meeting	Online

1	Meeting with Shire President	In person
	Strategic Community Plan meeting	Online
2	Commercial Rubbish Collection – Warburton	In person
	McLeod Lawyers re NG Council Subleases	Online
	Meeting with OHDC General Manager, President and Accountant	Online
	Meeting with OHDC President	Online
4	Travel - Warburton to Ularа	
	Travel - Ularа to Home	
7	Meeting with Westpac re credit cards	Online
	Meeting with Focus Networks	Online
8	Compliance Audit Report review	Online
9	HR Strategy and Planning meeting	Online
10	Meeting with Finance Manager and UHY Haines Account re depreciation	In person/online
	Meeting with Council First	In person
11	GVROC Meeting	Online
15	Team Meeting	Online
16	Audit, Risk and Improvement Committee Meeting	Online
	Road funding advocacy meeting	Online
17	Meeting with Kluem Group	Online
21	Market Creations meeting	Online
	McLeods Lawyers re Shire Subleases	Online

22	CEO Travel – Home to Perth	
	Meeting with LGIS	In person
	Meeting with Focus Networks	In person
	Meeting with NG Council	In person
23	CEO Travel - Perth to Home	
24	Meeting with McLeods Lawyers re Shire Subleases	Online
25	Northern Goldfields Working Group meeting	Online
27	CEO Travel – Home to Perth	
28	CEO Travel – Perth to Warburton	

Council Resolution and Officers Recommendation

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

That Council note the Chief Executive Officers Report for August/September 2026.

Carried 4/0

10.4 Council Resolution Register

File Reference:	GV.05
Reporting Officer:	Tania Baldock, Governance Manager
Date Report Written:	18 September 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 August 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 – August 2026

Council Resolution and Officers Recommendation

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

That Council receive and note the Council Resolution Register for August 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 4/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr J Frazer

10.5 Waiving of Rent for Lot 255b and Lot 183 (Early Learning Centre), Warburton

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

Summary

Council is requested to consider a further three-month waiver of rental charges for Lot 183 Warburton, being the Early Years Complex, and Lot 255B Warburton, being staff housing, to support the Ngaanyatjarra Council Group's continued delivery of the Early Learning community program.

Background

The Ngaanyatjarra Council Group has been provided rent-free access to Lot 183 Warburton, the Early Years Complex, and Lot 255B Warburton, staff housing, while it finalises arrangements for ongoing playgroup program funding. In June 2026, Council resolved to extend the rent waiver for a further three months to September 2026, with the arrangement to be reviewed at the September 2026 Ordinary Council Meeting.

Comment

The Shire has continued to support the Early Learning community program by providing rent-free access to both properties. The Ngaanyatjarra Council Group has been asked to provide an update on the status of the program and its ongoing funding arrangements to assist with reporting to Council; however, no formal response has been received to date.

It is recommended that Council consider approving a further three-month waiver of rental charges for Lot 183 Warburton and Lot 255B Warburton, on the basis that the arrangement continues to support the delivery of early years learning services in the community.

Lease documentation for both properties has been provided to Council, and the proposed waiver relates only to the rental charges payable during the further three-month period.

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 current rent is set at $596.16 per week for Lot 255b for 2026–2027 financial year. A further three-month waiver would result in foregone rental income for the period approved by Council. Council may resolve to waive or reduce fees and charges where it considers this appropriate in the circumstances.

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 and Risk Assessment Matrix. The perceived level of risk is low and can be managed through routine procedures, noting that Council's consideration of a defined three-month waiver provides a clear review point for the arrangement.

Policy Implications

There are no known policy implications for this matter.

Attachments

Nil

Council Resolution and Officers Recommendation

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

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 to the Ngaanyatjarra Council Group.
2. Waiving of Rental charges for Lot 183 Warburton (Early Learning Complex) and Lot 255B Motel Street, Warburton to the Ngaanyatjarra Council Group to be reviewed in three months, being December 2026.

Carried 4/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr J Frazer

10.6 Compliance Audit Review 2025

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

Summary

To provide the Council with the Compliance Audit Return (CAR) for the period 1 January to 31 December 2025. The Audit, Risk and Improvement Committee reviewed and provided the following recommendation

Committee Resolution and Officers Recommendation

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

That the Audit Risk and Improvement Committee:

1 Accept the Compliance Audit Return 2025 (Attachment 9.1) as contained in Attachment 9.1 for the period 1 January to 31 December 2025;

2 Recommend Council adopt the Compliance Audit Return 2025 and

3 Recommend Council authorise the Shire President and Chief Executive Officer to sign the 2025 Compliance Audit Return for submission to the Department of Local Government, Sport, and Cultural Industries by 30 September 2026 in accordance with legislative requirements.

Carried 4/0

Voting for Cr D Mclean, Cr P Thomas, Cr D Frazer, Cr J Porter

Following Council endorsement, the CAR is to be certified and submitted via the 2025 CAR portal to the Department of Local Government, by 30 September 2026.

Background

The Compliance Audit Return (CAR) is an annual self-assessment required under regulation 14 of the *Local Government (Audit) Regulations 1996*. Following the establishment of the Local Government Inspectorate, the CAR is now issued by the Local Government Inspector and is completed in accordance with the statutory requirements prescribed under regulation 13.

For the 2025 reporting period, the Local Government Inspectorate provided the CAR questions in advance to assist local governments to gather supporting information before submitting the approved responses through the online portal. Shire officers reviewed the questions and prepared the responses by analysing internal information requests and inspecting relevant documents and records, including:

- Minute books
- Tender register
- Extracts from the Financial Interest and Return Register
- Delegations Register
- Council's Website

The 2025 CAR reflects changes arising from the commencement of the Local Government Inspectorate and related amendments to the compliance audit framework. These changes include the Inspector's ability to determine, under regulation 15A of the *Local Government (Audit) Regulations 1996*, the statutory requirements to be included in the CAR.

The CAR remains an important governance tool for Council to monitor the Shire's compliance with the *Local Government Act 1995* and associated regulations. It also supports the Local Government Inspector's oversight role, including early intervention where systemic non-compliance is identified.

The Shire has not recorded any instances of non-compliance arising from its Compliance Audit Returns for previous reporting years.

Comment
The 2025 CAR questions have been prepared having regard to the revised compliance audit framework that commenced on 1 January 2026. The questions focus on key statutory obligations and areas where compliance monitoring supports accountability, transparency and good governance.

Ordinarily, the CAR must be adopted by Council and submitted by 31 March following the reporting period. For the 2025 CAR, the submission deadline has been deferred to 30 September 2026 to accommodate the transition to the Local Government Inspectorate and the revised CAR process.

The Presiding Member of the Audit, Risk and Improvement Committee provided feedback which resulted in minor updates to the CAR in the following areas:

- s5.104 – update from No to N/A
- s5.128 – update from No to Yes due to the Policy being adopted in July 2023 and current during the reporting period.
- r19c N/A to Yes to indicate the Strategic Community Plan was adopted OCM 26 May 2021.

These have been updated and are reflected in Attachment 10.6.

Additionally, the ARIC resolution referred to the Department by its former name, the Department of Local Government, Sport and Cultural Industries. The Council resolution has been updated to reflect the Department's current name, the Department of Local Government, Industry Regulation and Safety.

The 2025 CAR identified no non-compliance. The Shire will continue to monitor compliance and address any improvement opportunities through its governance and risk management processes.

The CAR also confirms sound governance practices, including maintaining statutory registers, regular reporting, publishing required information and using external review processes.

These practices support transparency, accountability and continuous improvement, and provide the ARIC and Elected Members with assurance that the Shire has systems in place to identify, monitor and respond to statutory compliance obligations.

Statutory Environment
Local Government (Audit) Regulations 1996

Regulation 14 Compliance audits by local governments

(1) A local government is to carry out a compliance audit for the period 1 January to 31 December each year.
(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under sub regulation (3A), the compliance audit return is to be –
(a) Presented to the council at a meeting of the council; and
(b) Adopted by the council; and
(c) Recorded in the minutes of the meeting at which it is adopted.

Regulation 15 Certified copy of compliance audit return and other documents to be given to

Departmental CEO

(1) After the compliance audit return have been presented to the council in accordance with regulation 14(3) a certified copy of the return together with –
(a) A copy of the relevant section of the minutes referred to in regulation 14(3); and
(b) Any additional information explaining or qualifying the compliance audit,
is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

(2) In this regulation –
***certified** in relation to a compliance audit return means signed by –*
(a) The mayor or president; and
(b) The CEO.

Local Government Act 1995

Section 7.13 Regulations as to audits

(1) Regulations make provisions as follows –
(i) Requiring local governments to carry out, in the prescribed manner and in a form approved by the Minister, an audit of compliance with such statutory requirements as are prescribed whether those requirements are –
(i) Of a financial nature or not; or
(ii) Under this Act or another written law

Financial Implications
There are no known financial implications for this matter.

Strategic Implications
Plan for the Future 2021-2031

Goal 3 – Our Leadership: Showing the way for our communities.

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's Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "medium" and can be managed by routine procedures and is unlikely to need specific application of resources, other than contained in the recommendation.

Policy Implications
There are no known policy implications for this matter.

Attachments
Attachment 10.6 – CAR 2025

Council Resolution and Audit, Risk and Improvement Recommendation

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

That Council:

1. Accept the Compliance Audit Return 2025 (Attachment 9.1) as contained in Attachment 9.1 for the period 1 January to 31 December 2025;

2. Recommend Council adopt the Compliance Audit Return 2025 and

3. Recommend Council authorise the Shire President and Chief Executive Officer to sign the 2025 Compliance Audit Return for submission to the Department of Local Government, Industry Regulation and Safety by 30 September 2026 in accordance with legislative requirements.

Carried 4/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr J Frazer

OPERATIONAL REPORTS

11.1 Action Report – Operational Services

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

Council Resolution and Officers Recommendation

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

That Council receive the Operational Services Action Report for September 2026. (Attachment 11.1).

Carried 4/0

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

11.2 Information Report – Environmental Health

File Reference:	EM.00
Business Area:	Operations
Reporting Officer:	Environmental Health Officer
Date Report Written:	18 September 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 – August 2026

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

Council Resolution and Officers Recommendation

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

That the Council received the month payment listing for August 2026 showing payments of $1,115,301.18 (Attachment 12.1).

Carried 4/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr J Frazer

12.2 Monthly Statement of Financial Activity for the August 2026 Month End

File Reference:	FM.02
Reporting Officer:	Max Parr, Finance Manager
Date Report Written:	18 September 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 August 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*: Result due to later than anticipated confirmation of grant funding allocation. To increase in September 2026.
- **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.
- **Depreciation –** Favourable: Reflects timing differences – Depreciation not yet posted since start of financial year.
- **Utility Charges –** *Favourable*: Caused by timing differences between budgeted and actual expenditure.
- **Other Expenditure –** *Favourable*: General underspending across various accounts.
- **Capital grants, subsidies & contributions –** Unfavourable: - *Unfavourable*: Result due to later than anticipated confirmation of grant funding allocation. To increase in September 2026.

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 August 2026

Council Resolution and Officer Recommendation

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

That Council receive the Monthly Financial Report for the periods ended 31 August 2026 (Attachment 12.2).

Carried 4/0
Voting For: Cr D McLean, Cr D Frazer, Cr J Porter, Cr J Frazer

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

Nil

14. CONFIDENTIAL ITEMS

Nil

15. NEXT MEETING

The next meeting is scheduled for Wednesday 28 October 2026 at the Tjulyuru Cultural and Civic Centre, Warburton Community, commencing at 1.00pm.

16. CLOSURE OF MEETING

Meeting to be declared closed by the Presiding Member at 1.14pm.