



# Minutes

## Ordinary Council Meeting

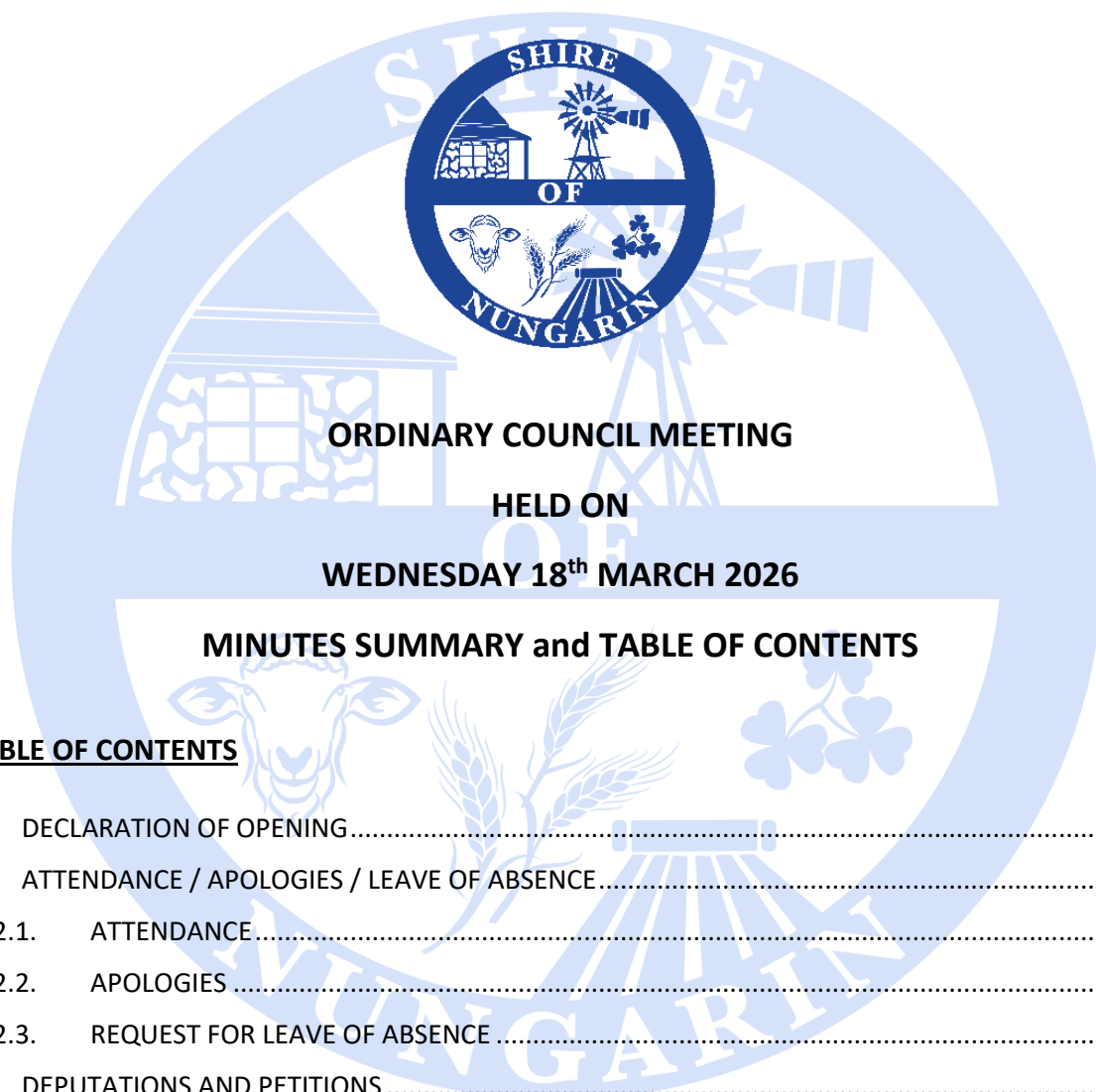
Wednesday 18<sup>th</sup> March 2026

Commenced at 5:00PM

Held in the Council Chambers,  
Railway Avenue Nungarin



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**ORDINARY COUNCIL MEETING  
HELD ON  
WEDNESDAY 18<sup>th</sup> MARCH 2026**

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## MINUTES and STAFF REPORTS

ORDINARY COUNCIL MEETING

HELD IN COUNCIL CHAMBERS, NUNGARIN

ON WEDNESDAY 18<sup>th</sup> MARCH 2026

### 1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.01 pm.

#### *Affirmation of Civic Duty and Responsibility as Read*

*I make this Affirmation in good faith on behalf of Councillors and Officers of the Shire of Nungarin. We collectively declare we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgment and ability.*

#### Acknowledgement of Traditional Custodians

We wish to acknowledge the Traditional Custodians of the land we are meeting on, the Njaki Njaki Nyoongar people, and recognise the contribution of Elders past, present and future.

### 2. ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

#### 2.1. ATTENDANCE

##### **Councillors**

Elected Member	Cr P de Lacy
Elected Member	Cr G Coumbe
Elected Member	Cr B Wegner
Elected Member	Cr K Dayman
Elected Member	Cr A Eksanow

Elected Member  
Elected Member

Cr W Lee  
Cr C Stobie

#### **Council Officers**

Acting Chief Executive Officer  
Manager Works & Services  
Executive Assistant

Miss S Sergeant  
Mr D Dhu  
Ms C Morrell

#### **Observers / Visitors**

Nil

#### **2.2.**

##### **APOLOGIES**

Chief Executive Officer

Mr D Nayda

#### **2.3.**

##### **REQUEST FOR LEAVE OF ABSENCE**

Nil

### **3. DEPUTATIONS AND PETITIONS**

#### **3.1.**

##### **DEPUTATIONS**

Nil

#### **3.2.**

##### **PETITIONS**

Nil

### **4. PUBLIC QUESTION TIME**

- a. Public Question Time provides the public with an opportunity to put questions to the Council. Questions should only relate to the business of the Council and should not be a statement or personal opinion.
- b. During the Council meeting, after Public Question Time no member of the public may interrupt the meeting's proceedings or enter into conversation.
- c. Whenever possible, questions should be submitted in writing at least 48 hours prior to the start of the meeting.
- d. All questions should be directed to the President and only questions relating to matters affecting Council may be answered at an Ordinary Council Meeting, and at a Special Council Meeting only questions that relate to the purpose of the meeting may be answered. Questions may be taken on notice and responded to after the meeting, at the discretion of the Presiding Member.
- e. The Presiding member will control Question Time and ensure each person wishing to ask a question states their name and address before asking the question. If the question relates to an item on the agenda, the item number should also be stated. In general, persons seeking to ask questions will be given two (2) minutes within which



**8. CONFIRMATION OF MINUTES RECEIVED****8.1. RECEIPT OF MINUTES GREAT EASTERN COUNTRY ZONE MEETING HELD 12 FEBRUARY 2026**

<b><u>COUNCIL RESOLUTION</u></b>	<b>17/03/26</b>
<b>Moved: Cr K Dayman</b>	<b>Seconded: Cr G Coumbe</b>
<b>That the Minutes of the Great Eastern Country Zone Meeting held on 12<sup>th</sup> February 2026 be received.</b>	
<b>Carried by Simple Majority: 7/0</b>	
<b>For:</b>	<b>Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner</b>
<b>Against:</b>	<b>Nil</b>

**8.2 RECEIPT OF MINUTES NEWROC MEETING HELD ON 3<sup>rd</sup> MARCH 2026**

<b><u>COUNCIL RESOLUTION</u></b>	<b>18/03/26</b>
<b>Moved: Cr C Stobie</b>	<b>Seconded: Cr W Lee</b>
<b>That the Minutes of the NEWROC meeting held on 03<sup>rd</sup> March 2026 be received.</b>	
<b>Carried by Simple Majority: 7/0</b>	
<b>For:</b>	<b>Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner</b>
<b>Against:</b>	<b>Nil</b>

**8.3 RECEIPT OF MINUTES LEMC MEETING HELD ON 24<sup>th</sup> FEBRUARY 2026**

**COUNCIL RESOLUTION                      19/03/26**

**Moved: Cr G Coumbe**

**Seconded:            Cr A Eksanow**

**That the Minutes of the LEMC meeting held on 24<sup>th</sup> February 2026 be received.**

**Carried by Simple Majority:    7/0**

**For:                      Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner**

**Against:              Nil**



**9. OFFICER REPORTS**

<b>9.1. LISTING OF PAYMENTS FOR THE MONTH OF FEBRUARY 2026</b>	
<b>File Ref:</b>	N/A
<b>Previous Items:</b>	Nil
<b>Responsible Officer:</b>	Selina Sergeant Acting Chief Executive Officer
<b>Author and Title:</b>	Selina Sergeant Acting Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	9.1 A – Payment Listing February 2026

**COUNCIL RESOLUTION****20/03/26****Moved: Cr B Wegner****Seconded: Cr A Eksanow**

**That Council in relation to the Payment Listing for February 2026, resolves to formally accept and acknowledge the contents of the report.**

**The following payments were outgoing throughout February 2026:**

**Municipal:**

- **EFT: \$303,322.12**
- **Cheque: \$0.00**
- **Direct Debit: \$68,542.05**
- **Direct Wages: \$84,000.52**
- **Trust: \$0.00**
- **Grand Total: \$455,864.69**

**Carried by Simple Majority: 7/0**

**For: Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner**

**Against: Nil**

**IN BRIEF**

The purpose of this report is to present the list of payments made from the Shire's Municipal, Trust and Credit Card funds throughout the month of February 2026.

**BACKGROUND**

The attached appendix lists the payments from Council Municipal and Trust funds for the month applicable as per requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

As per Regulation 13 of the *Local Government (Financial Management) Regulations 1996* the following information is required to be presented to Council.

- The Payee's name.
- The amount of the payment.
- The date of the Payment; and
- Sufficient information to identify the transaction.

**REPORT DETAIL**

As Council has delegated authority to the Chief Executive Officer to execute payments from the municipal fund and the trust fund a list of accounts paid is required to be submitted to Council showing the prescribe information.

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033**

<b>Focus Area</b>	Community
<b>Aspiration</b>	Responds to the needs of all residents
<b>Objective</b>	Celebration of local culture, heritage and place

**OTHER STRATEGIC LINKS**

Nil

**STATUTORY ENVIRONMENT**

As per Regulation 13 of the *Local Government (Financial Management) Regulations 1996* the following is required;

- (1) If the local government has delegated to the CEO the exercise of its power 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.
  - (b) the amount of the payment.
  - (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 for each account which requires council authorization in that month:
  - (i) the payee's name.
  - (ii) the amount of the payment.
  - (iii) sufficient information to identify the transaction and;
  - (iv) 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 after the list is prepared; and

(b) recorded in the minutes of that meeting.

### **SUSTAINABILITY AND RISK CONSIDERATIONS**

#### **Economic**

Nil

#### **Social**

Nil

#### **Policy Implications**

Nil

#### **Risk Management Implications**

<b>Risk Level</b>	<b>Comment</b>
Medium	If the required information is not presented to Council in accordance with the <i>Local Government (Financial Management) Regulation 1996</i> it may result in a qualified audit report and an unclean compliance return submitted to the Department of Local Government, Sport & Cultural Industries.

### **CONSULTATION**

Nil

### **RESOURCE IMPLICATIONS**

#### **Financial**

Nil

#### **Workforce**

Nil

### **9.2. MONTHLY FINANCIAL REPORT FEBRUARY 2026**

<b>File Ref:</b>	N/A
<b>Previous Items:</b>	Nil
<b>Responsible Officer:</b>	Selina Sergeant Acting Chief Executive Officer
<b>Author and Title:</b>	Darren Long Financial Consultant
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	14.2A – Monthly Financial Report February 2026

**COUNCIL RESOLUTION**      21/03/26**Moved:**      Cr K Dayman**Seconded:**      Cr G Coumbe

**That Council, regarding the Monthly Financial Report for February 2026, resolves to formally accept and acknowledge the contents of the report**

**Carried by Simple Majority:    7/0**

**For:**      Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner**Against:**      Nil**IN BRIEF**

For Council to consider the monthly financial report for the period ending 28<sup>th</sup> February 2026.

**SUMMARY KEY ISSUES**

The *Local Government Act 1995* and Regulations require local government to prepare monthly reports containing the information that is prescribed.

**BACKGROUND**

The *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996* require local governments to prepare monthly reports containing the information that is prescribed.

**SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033**

<b>Focus Area</b>	Our organisation
<b>Aspiration</b>	Effective forward planning, and engagement with our community
<b>Objective</b>	Deliver sound financial and asset management

**STRATEGIC IMPLICATIONS**

There are no Strategic Plan implications evident at this time.

**STATUTORY ENVIRONMENT**

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Finance) Regulations 1996*.

*Local Government (Financial Management) Regulations 1996:*

Regulation 34 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that 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);
  - (b) budget estimates to the end of month to which the statement relates;
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
  - (e) the net current assets at the end of the month to which the statement relates.
- (2) Sub regulations 2, 3, 4, 5, and 6 prescribe further details of information to be included in the monthly statement of financial activity.

#### **OFFICER COMMENT**

The Shire prepares the monthly financial statements in the statutory format along with other supplementary financial reports consisting of:

- (a) Statement of Comprehensive Income by Function/Program;
- (b) Statement of Comprehensive Income by Nature/Type;
- (c) Statement of Financial Activity by Nature/Type;
- (d) Statement of Financial Activity by Program;
- (e) Summary of Net Current Asset Position;
- (f) Statement of Explanation of Material Variances;
- (g) Statement of Financial Position;
- (h) Statement of Cash Flows;
- (i) Statement of Capital Grants and Contract Liabilities;
- (j) Statement of Capital Expenditure;
- (k) Statement of Cash Back Reserves;
- (l) Statement of Loan Borrowings;
- (m) Statement of Trust Funds held; and
- (n) Detailed Operating and Non-Operating Schedules.

#### **MATERIAL VARIANCE COMMENTARY ON YEAR TO DATE**

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* require local governments to prepare annual budget estimates and month by month budget estimates so that comparatives can be made to Year to Date (YTD) Actual amounts of expenditure, revenue and income.

Attached to this report is a copy of the month-by-month cumulative budget estimates, set out in the Statement of Financial Activity format.

The Statement of Financial Activity as at 28<sup>th</sup> February 2026 shows a closing surplus of \$1,195,291.00.

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic**

Nil

**Social**

Nil

**Policy Implications**

Nil

**Risk Management Implications**

Risk Level	Comment
Medium	N/A

**CONSULTATION**

Financial Consultant – Darren Long

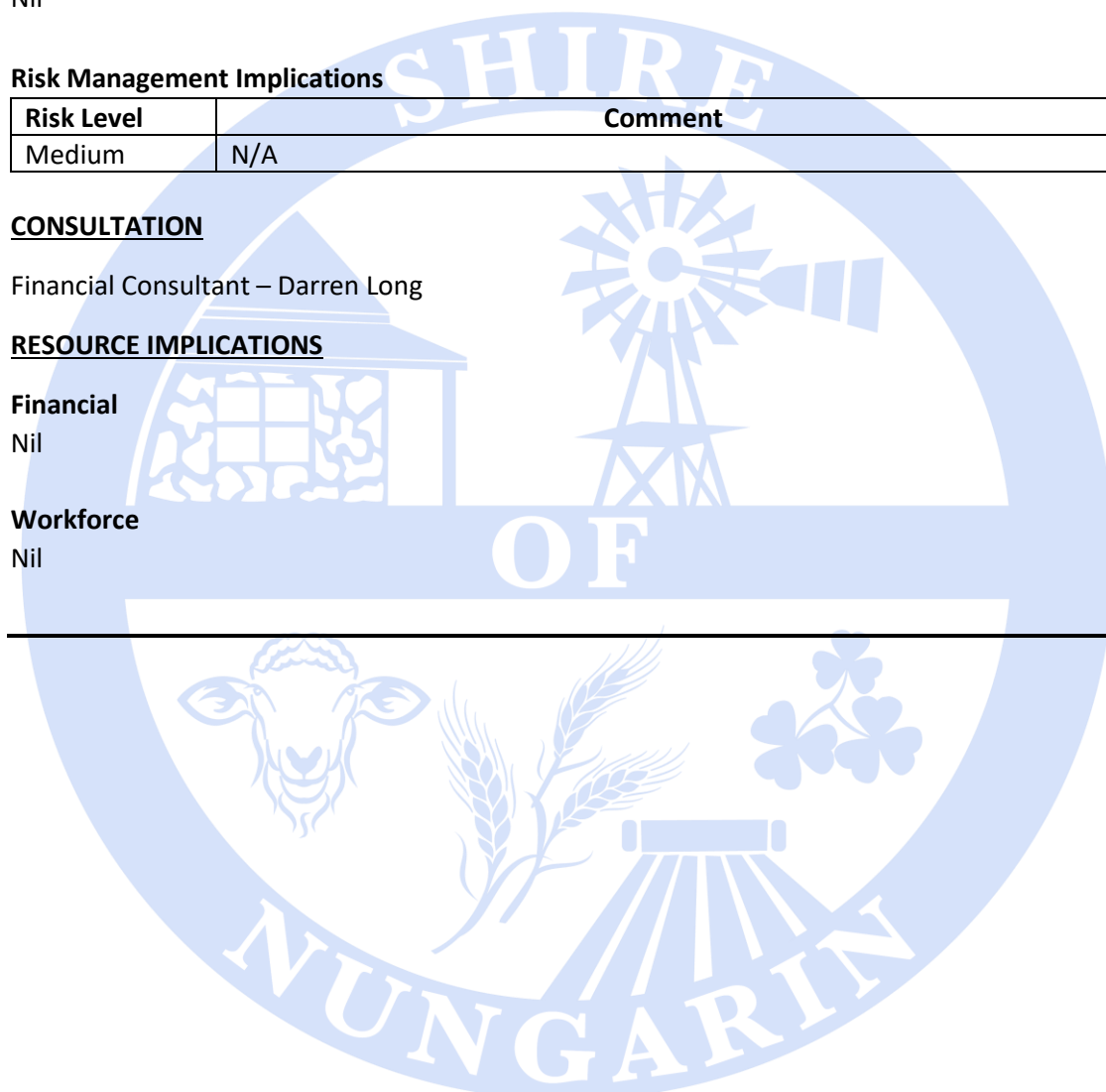
**RESOURCE IMPLICATIONS**

**Financial**

Nil

**Workforce**

Nil





INVESTMENT REGISTER						
1 <sup>st</sup> FEBRUARY – 28 <sup>th</sup> FEBRUARY						
COMMONWEALTH BANK – FIXED TERM DEPOSIT						
ACCOUNT N <sup>o</sup>	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNT TO 28/02/2026	INVESTMENT TRANSFERS	CLOSING BALANCE 28/02/2026
38132004.63	16/02/2026	4.08%	\$1,116,356.22	\$22,711.27	(\$1,139,067.49)	\$0.00
38132004.70	18/05/2026	4.43%	\$1,139,067.49	\$0.00	\$0.00	\$139,067.49

### SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033

<b>Focus Area</b>	Our organisation
<b>Aspiration</b>	Effective forward planning, and engagement with our community
<b>Objective</b>	We deliver sound financial and asset management

### OTHER STRATEGIC LINKS

No Strategic Plan implications

### STATUTORY ENVIRONMENT

#### *Local Government Act 1995*

#### **6.14. Power to invest**

- (1) 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 —
  - (a) make provision in respect of the investment of money referred to in subsection (1); and
  - (b) [deleted];
  - (c) prescribe circumstances in which a local government is required to invest money held by it; and
  - (d) provide for the application of investment earnings; and
  - (e) generally provide for the management of those investments.

#### *Local Government (Financial Management) Regulations 1996*

#### **19. Investments, control procedures for**

- (1) 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 —
  - (a) the nature and location of all investments; and
  - (b) the transactions related to each investment.

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

- (1) In this regulation —

**authorised institution** means —

- (a) 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 Australian 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 —
  - (a) deposit with an institution except an authorised institution;
  - (b) deposit for a fixed term of more than 12 months;
  - (c) invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;
  - (d) invest in bonds with a term to maturity of more than 3 years;
  - (e) invest in a foreign currency.

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic**

Nil

**Social**

Nil

**Policy Implications**

Council Policy F2 applies to the investment of surplus funds.

**Risk Management Implications**

Risk Level	Comment
Low	

**CONSULTATION**

Financial Consultant – Darren Long

**RESOURCE IMPLICATIONS**

**Financial**

Nil

**Workforce**

Nil

<b>9.4. STATUTORY BUDGET REVIEW AS AT 31<sup>st</sup> DECEMBER 2025</b>	
<b>File Ref:</b>	N/A
<b>Previous Items:</b>	Nil
<b>Responsible Officer:</b>	Selina Sergeant Acting Chief Executive Officer
<b>Author and Title:</b>	Darren Long – DL Consulting
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Absolute Majority
<b>Attachment Number</b>	9.4A Budget Review Workpapers

**COUNCIL RESOLUTION            23/03/26**

**Moved:**            Cr K Dayman

**Seconded:**        Cr B Wegner

**That Council:**

- 1. Adopt the 2025/26 Annual Budget Review, as presented in Attachment 9.4A, and note that the estimated closing funds are based on current revenue and expenditure trends; and**
- 2. Approve the following budget amendments and authorised expenditure:**

**Carried by Simple Majority:    7/0**

**For:**                Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner

**Against:**         Nil

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
504203	Proceeds on Asset Disposal – Increase in sale proceeds for Admin vehicle	(\$42,900)	(\$49,091)	(\$6,191)	
512302	Written Down Value – Plant – Increase in non-cash realisation	\$82,900	\$92,091		\$9,191
303210	Grants Commission General – Increase in General Purpose grant allocation for 2025/2026	(\$564,871)	(\$653,960)	(\$89,089)	
303235	Interest – Municipal Investments – Decrease in interest earned on Municipal Funds invested.	(\$65,000)	(\$56,000)		\$9,000
204102	Members Conference Expenses – Decrease in conference expenses	\$17,500	\$8,909	(\$8,591)	
204199	Members Admin costs allocated – Increase in administration allocations	\$593,895	\$650,458		\$56,563
204202	Governance Salaries – Increase in salaries for Acting and Relief CEO	\$474,157	\$518,234		\$44,077
204205	Governance Superannuation - Decrease in super expenses	\$74,592	\$63,500	(\$11,092)	
204208	Admin Building Maintenance – Decrease in wages; increase in labour overheads, electricity and water expenses	\$46,902	\$55,251		\$8,349
204207	Admin Office Garden Maintenance – Decrease in wages, overheads and plant costs	\$13,479	\$7,520	(\$5,959)	
204218	Governance Computer Services – Increase in contractor expenses for strategic IT plan, disaster recovery plan, IT security framework and new laptops	\$195,726	\$234,493		\$38,767
204222	Accounting Services – Increase in accounting services provided	\$59,250	\$69,250		\$10,000
204299	Governance Admin Costs Recovered – Increase in admin costs allocated to other programs	(\$1,205,879)	(\$1,295,603)	(\$89,724)	
304209	Governance Legal Costs Recovered – Increase in reimbursed legal fees	(\$0)	(\$5,800)	(\$5,800)	
209107	Aged Persons Accommodation Maintenance All Units – Increase in Bulk Gas expenses	\$22,590	\$28,340		\$5,750
209314/BM37	Building Maintenance – Unit A 20 First Avenue – Increase in wages, overheads and plant costs.	\$7,184	\$14,790		\$7,606
210102	Sanitation – Refuse Site Maintenance – Increase in plant costs	\$33,900	\$44,900		\$11,000

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
210505	Cemetery Grave Preparation – Decrease in wages, overheads and plant costs	\$10,000	\$2,500	(\$7,500)	
210511	Community Amenities – Nungarin Community Bus – Increase in bus operating and repair expenses	\$500	\$8,740		\$8,240
211302	Oval Maintenance – Decrease in wages, overheads and plant costs	\$29,370	\$15,250	(\$14,120)	
211304	Pavilion Maintenance – Increase in electrical and plumbing repairs	\$58,426	\$77,622		\$19,196
311301	Recreation Reimbursements – Increase in insurance claim reimbursement for oval pump	\$0	(\$9,342)	(\$9,342)	
211201	Swimming Pool Salaries – Decrease in salaries	\$73,112	\$59,337	(\$13,775)	
211202	Swimming Pool Superannuation – Decrease in superannuation expense	\$12,429	\$7,350	(\$5,079)	
211608	Other Culture Memorial Building – Increase in wages and overheads	\$8,539	\$13,986		\$5,427
312102	Transport Local Road Grant – Increase in local road grant allocation	(\$173,039)	(\$200,535)	(\$27,496)	
212201	Transport Road Maintenance Council – Increase in overheads and plant costs	\$308,120	\$366,759		\$58,639
212206	Transport Street Trees and Watering – Decrease in wages, overheads and plant costs	\$13,619	\$3,670	(\$9,949)	
212210	Transport Depot Maintenance – Increase in wages, overheads, electricity expenses, fire equipment servicing and insurance. Decrease in plant costs.	\$43,316	\$48,476		\$5,160
212216	Infrastructure depreciation – Increase in non-cash depreciation expense	\$675,760	\$814,604		\$138,844
212301	Loss on Sale of Assets – Increase in non-cash loss on disposal of assets	\$0	\$11,498		\$11,498
312302	Profit on Sale of Assets – Increase in no-cash profit on disposal of assets	\$0	(\$30,449)	(\$30,449)	
214201	Works Supervisor Salaries – Increase in salaries	\$105,716	\$117,837		\$12,121
214204	Superannuation of Outside Worker – Decrease in superannuation expenses	\$106,067	\$93,000	(\$13,067)	
214211	Safety Management – Increase in wages and contractor expenses	\$3,000	\$32,103		\$29,103
214299	Less Allocation of Public Works Overheads – Increase in labour overheads allocated to other programs and projects	(\$474,916)	(\$501,207)	(\$26,291)	
214301	Plant Repairs – Internal – Increase in wages, overheads and plant costs	\$26,810	\$40,600		\$13,790
2143021	Parts and Repairs External – Increase in external contractor repairs	\$55,240	\$96,350		\$41,110
214305	Fuels and Oils – Increase in fuel purchases	\$95,000	\$115,000		\$20,000
214320	Plant Operation Depreciation – Increase in plant depreciation	\$104,351	\$125,630		\$21,279

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
214397	Plant Operation – Less Depreciation Allocated – Increase in plant depreciation allocated to projects	(\$104,351)	(\$125,630)	(\$21,279)	
214399	Less Plant costs Allocated to Works and Services – Increase in plant costs allocated to projects	(\$268,471)	(\$344,582)	(\$76,111)	
214401	Gross Salaries and Wages – Increase in gross salaries and wages paid	\$1,196,509	\$1,233,084		\$36,575
214402	Less Salaries and Wages Allocated – Increase in salaries and wages allocated to projects	(\$1,196,509)	(\$1,233,084)	(\$36,575)	
504208	Transfer from Computer Hardware/Software Reserve – Increase in transfer from reserve to fund corporate software purchase	\$0	(\$48,182)	(\$48,182)	
000000	(Surplus)/Deficit Carried Forward – Increase in surplus after end of year adjustments	(\$1,507,123)	(\$1,526,475)	(\$19,352)	
509300	New Loan – Purchase of Units – Increase in loan borrowings to acquire units from CEACA	(\$0)	(\$400,000)	(\$400,000)	
222222	Depreciation Written back – increase in non-cash depreciation written back	(\$1,249,016)	(\$1,412,483)	(\$163,467)	
333333	Book value of Assets Sold Written back – Increase in write back of non-cash asset realisation	(\$82,900)	(\$92,091)	(\$9,191)	
444444	Profit on Sale of Asset Written Back – Increase in write back of non-cash profit on disposal of assets	\$0	\$30,449		\$30,449
555555	Loss on Sale of Asset Written Back – Increase in write back of non-cash loss on disposal of assets	\$0	(\$11,498)	(\$11,498)	
404207	Administration Furniture and Equipment – Increase for new server	\$0	\$27,507		\$27,507
409210	Acquisition of Housing units – Increase in capital expenditure for acquisition of land and units from CEACA	\$0	\$403,778		\$403,778
412118	Depot Construction – Increase in materials for purchase of lockable flammable liquids cabinet	\$30,000	\$35,500		\$5,500
404201	Admin Vehicle Purchase – Increase in purchase price of replacement vehicle	\$75,000	\$80,455		\$5,455
412301	Manager of Works Vehicle Purchase – Increase in purchase price	\$55,000	\$62,099		\$7,099
	Other Minor variations below the \$5,000 threshold			(\$70,846)	\$128,742
<b>TOTAL</b>				<b>(\$1,229,815)</b>	<b>\$1,229,815</b>
<b>Net Adjustment to 2025/26 Budget</b>				<b>\$0</b>	

**IN BRIEF**

The purpose of this report is for Council to consider and adopt the Budget Review Report, with any amendments, for the period 1 July 2025 to 31 December 2025.

Based on current trends, it is anticipated that a balanced budget can be achieved as at 30<sup>th</sup> June 2026.

**BACKGROUND**

The *Local Government Act 1995* provides for local governments, including regional local governments, to prepare an annual budget.

*6.2. Local government to prepare annual budget*

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

***\*Absolute majority required.***

The Local Government (Financial Management) Regulations 1996 require local governments to undertake a review of the Annual Budget.

*33A. Review of Budget*

- (1) *Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must –*
- (a) consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
  - (b) consider the local government’s financial position as at the date of the review; and*
  - (c) review the outcomes for the end of that financial year that are forecast in the budget; and*
  - (d) Include the following-*
    - (i) the annual budget adopted by the local government;*
    - (ii) an update of each of the estimates included in the annual budget;*
    - (iii) the actual amounts of expenditure, revenue and income as at the date of the review;*
    - (iv) adjacent to each item in the annual budget adopted by the local government that stated an amount, the estimated end-of-year amount for the item.*
- (2) *The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.*
- (3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

*\*Absolute majority required.*

- (4) *Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

A detailed analysis at account level incorporating year to date actual results and budget projections to 30 June 2026, for the period ending 31 December 2025, is presented for consideration. Statements of Financial Activity at program level and nature/type level have been prepared to provide a summarisation of the budget review results, as well as a Statement of Closing Funds detailing the projected surplus as at 30 June 2026.

#### **REPORT DETAIL**

The budget review has been prepared to include the information required by the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996*, and the Australian Accounting Standards. Council adopted a 10% or \$5,000 threshold minimum for the reporting of material variances to be used in the Statement of Financial Activity and the annual Budget Review Report.

In summary, based on current trends, it is anticipated that a balanced budget can be achieved as at 30 June 2026.

The following table details the proposed budget amendments:

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
504203	Proceeds on Asset Disposal – Increase in sale proceeds for Admin vehicle	(\$42,900)	(\$49,091)	(\$6,191)	
512302	Written Down Value – Plant – Increase in non-cash realisation	\$82,900	\$92,091		\$9,191
303210	Grants Commission General – Increase in General Purpose grant allocation for 2025/2026	(\$564,871)	(\$653,960)	(\$89,089)	
303235	Interest – Municipal Investments – Decrease in interest earned on Municipal Funds invested.	(\$65,000)	(\$56,000)		\$9,000
204102	Members Conference Expenses – Decrease in conference expenses	\$17,500	\$8,909	(\$8,591)	
204199	Members Admin costs allocated – Increase in administration allocations	\$593,895	\$650,458		\$56,563
204202	Governance Salaries – Increase in salaries for Acting and Relief CEO	\$474,157	\$518,234		\$44,077
204205	Governance Superannuation - Decrease in super expenses	\$74,592	\$63,500	(\$11,092)	
204206	Admin Building Maintenance – Decrease in wages; increase in labour overheads, electricity and water expenses	\$46,902	\$55,251		\$8,349
204207	Admin Office Garden Maintenance – Decrease in wages, overheads and plant costs	\$13,479	\$7,520	(\$5,959)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
204216	Governance Computer Services – Increase in contractor expenses for strategic IT plan, disaster recovery plan, IT security framework and new laptops	\$195,726	\$234,493		\$38,767
204222	Accounting Services – Increase in accounting services provided	\$59,250	\$69,250		\$10,000
204299	Governance Admin Costs Recovered – Increase in admin costs allocated to other programs	(\$1,205,879)	(\$1,295,603)	(\$89,724)	
304209	Governance Legal Costs Recovered – Increase in reimbursed legal fees	(\$0)	(\$5,800)	(\$5,800)	
209107	Aged Persons Accommodation Maintenance All Units – Increase in Bulk Gas expenses	\$22,590	\$28,340		\$5,750
209314/B M37	Building Maintenance – Unit A 20 First Avenue – Increase in wages, overheads and plant costs.	\$7,184	\$14,790		\$7,606
210102	Sanitation – Refuse Site Maintenance – Increase in plant costs	\$33,900	\$44,900		\$11,000
210505	Cemetery Grave Preparation – Decrease in wages, overheads and plant costs	\$10,000	\$2,500	(\$7,500)	
210511	Community Amenities – Nungarin Community Bus – Increase in bus operating and repair expenses	\$500	\$8,740		\$8,240
211302	Oval Maintenance – Decrease in wages, overheads and plant costs	\$29,370	\$15,250	(\$14,120)	
211304	Pavilion Maintenance – Increase in electrical and plumbing repairs	\$58,426	\$77,622		\$19,196
311301	Recreation Reimbursements – Increase in insurance claim reimbursement for oval pump	\$0	(\$9,342)	(\$9,342)	
211201	Swimming Pool Salaries – Decrease in salaries	\$73,112	\$59,337	(\$13,775)	
211202	Swimming Pool Superannuation – Decrease in superannuation expense	\$12,429	\$7,350	(\$5,079)	
211608	Other Culture Memorial Building – Increase in wages and overheads	\$8,539	\$13,966		\$5,427
312102	Transport Local Road Grant – Increase in local road grant allocation	(\$173,039)	(\$200,535)	(\$27,496)	
212201	Transport Road Maintenance Council – Increase in overheads and plant costs	\$308,120	\$366,759		\$58,639
212206	Transport Street Trees and Watering – Decrease in wages, overheads and plant costs	\$13,619	\$3,670	(\$9,949)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
212210	Transport Depot Maintenance – Increase in wages, overheads, electricity expenses, fire equipment servicing and insurance. Decrease in plant costs.	\$43,316	\$48,476		\$5,160
212216	Infrastructure depreciation – Increase in non-cash depreciation expense	\$675,760	\$814,604		\$138,844
212301	Loss on Sale of Assets – Increase in non-cash loss on disposal of assets	\$0	\$11,498		\$11,498
312302	Profit on Sale of Assets – Increase in no-cash profit on disposal of assets	\$0	(\$30,449)	(\$30,449)	
214201	Works Supervisor Salaries – Increase in salaries	\$105,716	\$117,837		\$12,121
214204	Superannuation of Outside Worker – Decrease in superannuation expenses	\$106,067	\$93,000	(\$13,067)	
214211	Safety Management – Increase in wages and contractor expenses	\$3,000	\$32,103		\$29,103
214299	Less Allocation of Public Works Overheads – Increase in labour overheads allocated to other programs and projects	(\$474,916)	(\$501,207)	(\$26,291)	
214301	Plant Repairs – Internal – Increase in wages, overheads and plant costs	\$26,810	\$40,600		\$13,790
2143021	Parts and Repairs External – Increase in external contractor repairs	\$55,240	\$96,350		\$41,110
214305	Fuels and Oils – Increase in fuel purchases	\$95,000	\$115,000		\$20,000
214320	Plant Operation Depreciation – Increase in plant depreciation	\$104,351	\$125,630		\$21,279
214397	Plant Operation – Less Depreciation Allocated – Increase in plant depreciation allocated to projects	(\$104,351)	(\$125,630)	(\$21,279)	
214399	Less Plant costs Allocated to Works and Services – Increase in plant costs allocated to projects	(\$268,471)	(\$344,582)	(\$76,111)	
214401	Gross Salaries and Wages – Increase in gross salaries and wages paid	\$1,196,509	\$1,233,084		\$36,575
214402	Less Salaries and Wages Allocated – Increase in salaries and wages allocated to projects	(\$1,196,509)	(\$1,233,084)	(\$36,575)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
504206	Transfer from Computer Hardware/Software Reserve – Increase in transfer from reserve to fund corporate software purchase	\$0	(\$48,182)	(\$48,182)	
000000	(Surplus)/Deficit Carried Forward – Increase in surplus after end of year adjustments	(\$1,507,123)	(\$1,526,475)	(\$19,352)	
509300	New Loan – Purchase of Units – Increase in loan borrowings to acquire units from CEACA	(\$0)	(\$400,000)	(\$400,000)	
222222	Depreciation Written back – increase in non-cash depreciation written back	(\$1,249,016)	(\$1,412,483)	(\$163,467)	
333333	Book value of Assets Sold Written back – Increase in write back of non-cash asset realisation	(\$82,900)	(\$92,091)	(\$9,191)	
444444	Profit on Sale of Asset Written Back – Increase in write back of non-cash profit on disposal of assets	\$0	\$30,449		\$30,449
555555	Loss on Sale of Asset Written Back – Increase in write back of non-cash loss on disposal of assets	\$0	(\$11,498)	(\$11,498)	
404207	Administration Furniture and Equipment – Increase for new server	\$0	\$27,507		\$27,507
409210	Acquisition of Housing units – Increase in capital expenditure for acquisition of land and units from CEACA	\$0	\$403,778		\$403,778
412116	Depot Construction – Increase in materials for purchase of lockable flammable liquids cabinet	\$30,000	\$35,500		\$5,500
404201	Admin Vehicle Purchase – Increase in purchase price of replacement vehicle	\$75,000	\$80,455		\$5,455
412301	Manager of Works Vehicle Purchase – Increase in purchase price	\$55,000	\$62,099		\$7,099
	Other Minor variations below the \$5,000 threshold			(\$70,646)	\$128,742
	<b>TOTAL</b>			<b>(\$1,229,815)</b>	<b>\$1,229,815</b>
	<b>Net Adjustment to 2025/26 Budget</b>			<b>\$0</b>	

Estimated closing funds in 2025-26 Adopted Budget	\$0
Plus net savings as detailed in table above	\$0
<b>Net Estimated Closing Funds</b>	<b>\$0</b>

Based on current revenue and expenditure trends, and projections as at 31 December 2025, it is estimated that there will be a projected surplus of \$0 as at 30 June 2026.

**OTHER STRATEGIC LINKS**

There are no other strategic links at this time

**STATUTORY IMPLICATIONS**

*Local Government Act 1995 Section 6.2*

*Local Government (Financial Management) Regulations 1996, Regulation 33A*

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic**

There are no social implications at this time

**Social**

There are no social implications at this time

**Policy Implications**

There are no significant policy implications evident at this time

**Risk Management Implications**

Risk Level	Comment

**CONSULTATION**

There has been no specific consultation undertaken in respect to this matter.

**STRATEGIC IMPLICATIONS**

There are no Strategic Plan implications evident at this time

**Financial Implications**

The financial implications of this report are detailed in the commentary section. Based on current trends, the budget review analysis predicts:

1. an overall increase in operating revenue of \$19,525.
2. an overall decrease in operating expenditure of \$187,893.
3. an overall increase in capital expenditure of \$94,641.
4. an overall increase in financing activity expenditure of \$49,605
5. A decrease in the opening surplus of \$59,942.

**Environmental Implications**

There are no environmental implications at this time.

**Workforce**

Nil



In accordance with good governance practice, Council is now being advised of this action.

### **REPORT DETAIL**

The Common Seal was affixed in alignment with Council's authorised signing process and witnessed by Shire President de Lacy. This Agenda item provides transparency regarding the sealing activity.

Council is therefore requested to endorse the affixing of the Common Seal to:

- MOU with Kununoppin Medical Practice Committee; and
- MOU with NEWROC

### **OTHER STRATEGIC LINKS**

Nil

### **STATUTORY ENVIRONMENT**

*The Local Government Act 1995*

#### **9.49A. Execution of documents**

- (1) A document is duly executed by a local government if —
  - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
  - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
  - (a) the mayor or president; and
  - (b) the CEO, each of whom is to sign the document to attest that the common seal was so affixed.
- (4) A local government may, by resolution, authorise the CEO, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.

(7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

**SUSTAINABILITY AND RISK CONSIDERATIONS**

**Economic**

Nil

**Social**

Nil

**Policy Implications**

Nil

**Risk Management Implications**

Risk Level	Comment

**CONSULTATION**

Nil

**RESOURCE IMPLICATIONS**

**Financial**

Nil

**Workforce**

Nil

9.6. STREETS ALIVE PROJECT – REQUEST FOR APPROVAL	
<b>File Ref:</b>	N/A
<b>Previous Items:</b>	74/08/25 – Support the Nungarin Community Resource Centre’s Grant Application
<b>Responsible Officer:</b>	Selina Sergeant Acting Chief Executive Officer
<b>Author and Title:</b>	Selina Sergeant Acting Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	9.8A Nungarin CRC Request for Approval

**COUNCIL RESOLUTION      25/03/26****Moved:      Cr K Dayman****Seconded:      Cr B Wegner****That Council resolves to:**

- **Approve a modification to the original Streets Alive Project Plan.**
- **Approve the placement of two metal Grass Trees along Railway Avenue.**

**Carried by Simple Majority: 7/0****For:      Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner****Against:      Nil****IN BRIEF**

At the August Ordinary Council Meeting held on 20<sup>th</sup> August 2025, Council resolved to support the Nungarin Community Resource Centre's (CRC) funding application under the Streets Alive Grant – Stream 2, for the project title "Drive with Caution: The Return!"

The Nungarin CRC has since written to Council seeking approval for a minor modification to the endorsed project plan.

**BACKGROUND**

The Nungarin CRC successfully applied for and received grant funding under the Streets Alive Grant – Stream 2, for the project title "Drive with Caution: The Return!"

The Streets Alive Program is a WA Road-safety and place-activation initiative delivered by Main Roads WA, the WA Local Government Association (WALGA) and the Town Team Movement. The program supports community-led projects designed to enhance safety and vibrancy of local streets.

**REPORT DETAIL**

The Nungarin CRC has been advised by Town Team Movement and Main Roads WA to make one project adjustment. The original scope included the purchase of five bins. The requested modification is to reallocate the cost of one bin towards the creation of a street mural.

A draft mural design is currently being prepared and will be presented to Council once received.

Council approval is required at this stage to confirm support for including the street mural within the project scope in order to progress the Streets Alive funding requirements.

The final artwork and a proposed installation location will be presented to Council for consideration at a later date.

In addition to the above, Council approval is requested to place two Grass Trees along Railway Avenue, Nungarin, as a streetscape enhancement supporting the objective of the project.

#### **OTHER STRATEGIC LINKS**

Nil

#### **STATUTORY ENVIRONMENT**

Nil

#### **SUSTAINABILITY AND RISK CONSIDERATIONS**

##### **Economic**

Nil

##### **Social**

The project contributes to improved traffic safety and enhances street vibrancy.

##### **Policy Implications**

Nil

##### **Risk Management Implications**

Risk Level	Comment

#### **CONSULTATION**

Nil

#### **RESOURCE IMPLICATIONS**

##### **Financial**

Nil

##### **Workforce**

Nil

### **9.9 COMPLAINTS POLICY**

<b>File Ref:</b>	N/A
<b>Previous Items:</b>	N/A
<b>Responsible Officer:</b>	Selina Sergeant Acting Chief Executive Officer
<b>Author and Title:</b>	Selina Sergeant Acting Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	9.9A Complaints Policy CM 4
	9.9B Procedure complaint about alleged breach of code of
	conduct Council Members

**COUNCIL RESOLUTION          26/03/26****Moved:          Cr G Coumbe****Seconded:      Cr W Lee****That Council resolves to amend Policy CM4 – Complaints by adding the following sentence under the Policy Intention section:****“This policy does not apply to code of conduct complaints. For code of conduct complaints, please refer to the relevant policy”.****Carried by Simple Majority: 7/0****For:              Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr Lee, Cr Dayman, Cr Stobie, Cr Wegner****Against:        Nil****IN BRIEF**

The purpose of this item is to recommend the inclusion of a clarifying statement within Policy CM4 – Complaints to ensure that it is clear that the policy does not apply to Code of Conduct complaints. The amendment will address potential confusion arising from the differing legislative requirements for handling Code of Conduct complaints versus general complaints.

**BACKGROUND**

Under the *Local Government Act 1995* and associated regulations, a local government does not have the authority to determine that a Code of Conduct complaint is vexatious, frivolous, misconceived or lacking in substance. The Shire’s Code of Conduct complaint form accurately reflects this.

However, Policy CM4 – Complaints includes a provision enabling the CEO to label a complaint as vexatious for the purpose of restricting services. While this provision is intended for general administrative complaints, the wording may create ambiguity about whether it also applies to Code of Conduct complaints.

To ensure clarity and legislative alignment, it is recommended that Policy CM4 – Complaints explicitly states that it does not apply to Code of Conduct complaints.

**REPORT DETAIL**

A review of Council’s complaint policy has identified an inconsistency between the treatment of general complaints and Code of Conduct complaints. The CEO’s authority to designate a complainant as vexatious is limited to general administrative matters and cannot be applied to complaints made for Elected Member or Employee Code of Conduct related matters.

To remove any confusion, it is proposed that Policy CM4 – Complaints be updated to include a statement under the “Policy Intention” heading clarifying the separation between the two types of complaints.

**OTHER STRATEGIC LINKS**

Nil

**STATUTORY ENVIRONMENT**

Nil

**SUSTAINABILITY AND RISK CONSIDERATIONS****Economic**

Nil

**Social**

Nil

**Policy Implications**

Update Policy CM4 – Complaints to provide clarity and separation between Code of Conduct complaints and general complaints.

**Risk Management Implications**

Risk Level	Comment

**CONSULTATION**

Nil

**RESOURCE IMPLICATIONS****Financial**

Nil

**Workforce**

Nil

**10. CORRESPONDENCE RECEIVED**

Nil

**11. NEW BUSINESS OF AN URGENT NATURE**

11.1 FUTURE OPTIONS PIONEERS' PATHWAY	
<b>File Ref:</b>	N/A
<b>Previous Items:</b>	N/A
<b>Responsible Officer:</b>	Selina Sergeant Acting Chief Executive Officer
<b>Author and Title:</b>	Selina Sergeant Acting Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Attachment Number</b>	11A – Correspondence Received from Pioneers 'Pathway Advisory Group



The following staff left the meeting at 5:13pm

Selina Sergeant

David Dhu

Corinne Morrell

**12.1.2 Opening of the Meeting to the Public**

**COUNCIL RESOLUTION            29/03/26**

**Moved:**            Cr A Eksanow                    **Seconded:**            Cr C Stobie

**That in accordance with Section 5.23(2) of the *Local Government Act 1995*, Council reopens the meeting to the members of the public at 5.22 pm**

**Carried by Simple Majority: 7/0**

**For:**                Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner

**Against:**        Nil

Following staff re-entered the room at 5.23 pm

Selina Sergeant

David Dhu

Corinne Morrell



**12.1.3 Appointment of Acting CEO****COUNCIL RESOLUTION            30/03/26****Moved:            Cr G Coumbe                            Seconded:            Cr C Stobie****That Council endorses the following:**

- **The appointment of Selina Sergeant as Acting Chief Executive Officer from 23<sup>rd</sup> February 2026 to 25<sup>th</sup> March 2026 and**
- **The appointment of John Merrick as Acting Chief Executive Officer from 26<sup>th</sup> March 2026 until the return of Chief Executive Officer David Nayda**

**Carried by Absolute Majority: 7/0****For:                    Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner****Against:            Nil****12.1.4 Write off Payroll Debt****COUNCIL RESOLUTION            31/03/26****That Council approves the write-off of \$1,721.06 relating to unrecovered debt, noting that recovery is no longer cost-effective.****Moved:            Cr K Dayman                            Seconded:            Cr B Wegner****Carried by Absolute Majority: 7/0****For:                    Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner****Against:            Nil**

**12.1.5 Debt Write off request Debtor 28****COUNCIL RESOLUTION            32/03/26****That Council approves the write-off of \$726.49 (Debtor 28) relating to unrecovered debt.****Moved:            Cr C Stobie                            Seconded:            Cr W Lee****Carried by Absolute Majority: 7/0****For:                Cr de Lacy, Cr Coumbe, Cr Eksanow, Cr lee, Cr Dayman, Cr Stobie, Cr Wegner****Against:           Nil****13. CLOSURE**

Cr de Lacy thanked Cr Coumbe for stepping in while she was away, congratulated David Dhu on his appointment as Works Manager, thanked Tamara Colley for her time at the Shire and wished her all the best and Selina Sergeant for taking on the role as Acting CEO at such short notice.

There being no further business the meeting closed at 5.25 pm.

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**Presiding Member**

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**Date**