



Minutes

Ordinary Council Meeting

Friday 25th July 2025

Commenced at 10:02am

Held in the Council Chambers,
Railway Avenue Nungarin





ORDINARY COUNCIL MEETING

HELD ON

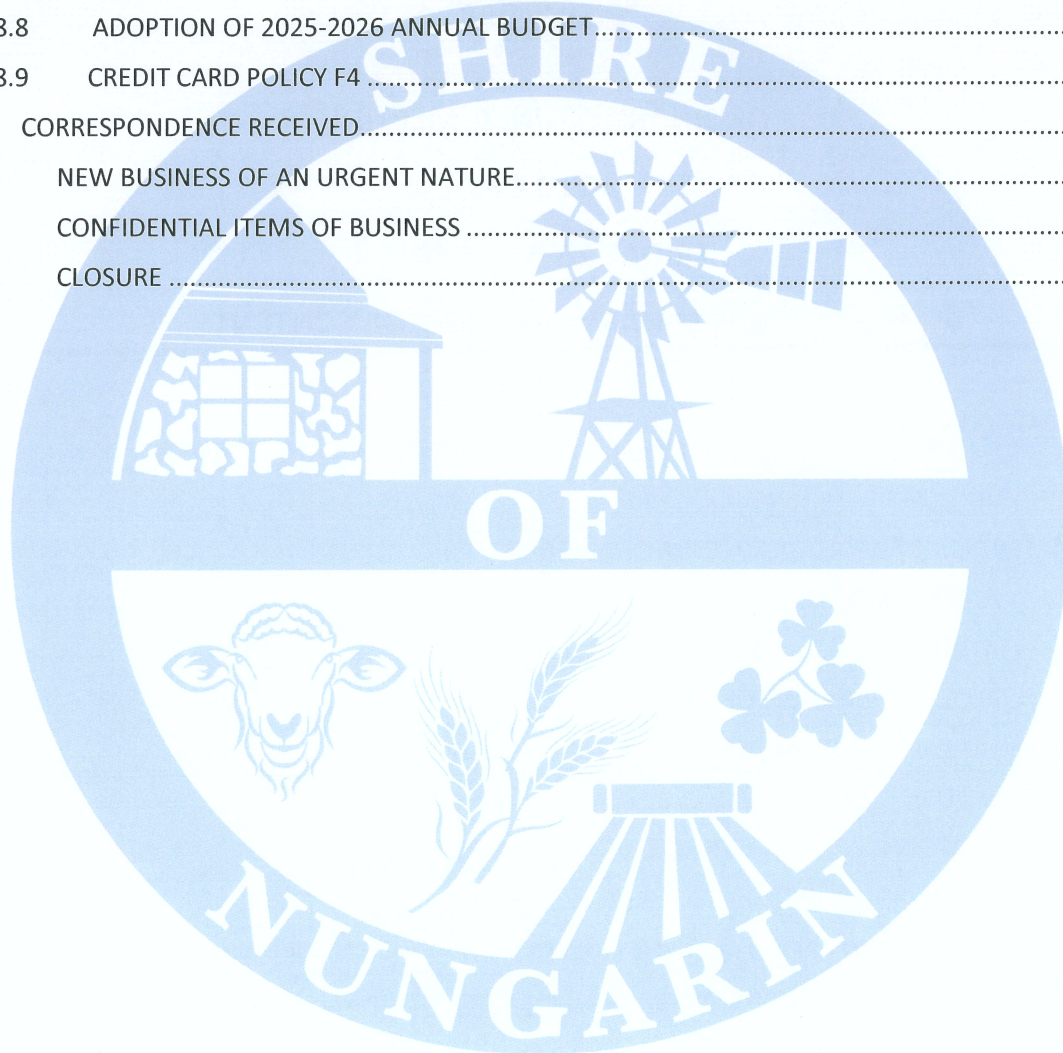
FRIDAY 25th JULY 2025

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MINUTES and STAFF REPORTS

ORDINARY COUNCIL MEETING

HELD IN COUNCIL CHAMBERS, NUNGARIN

ON FRIDAY 25th JULY 2025

1. DECLARATION OF OPENING

The Presiding Member to declare the meeting open at 10:02am.

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 Nyongar people, and recognise the contribution of Elders past, present and future.

2. ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

2.1 ATTENDANCE

Councillors

Shire President

Deputy Shire President

Elected Member

Elected Member

Elected Member

Cr P de Lacy

Cr G Coumbe

Cr RE O'Connell

Cr K Dayman

Cr A Eksanow

Elected Member

Cr M Caughey (online)

Council Officers

Chief Executive Officer

Mr D Nayda

Manager Works & Services

Mr A Wootton

Manager Corporate Services

Miss S Sergeant

Observers / Visitors

2.2 APOLOGIES

Elected Member

Cr W Lee

2.3 REQUEST FOR LEAVE OF ABSENCE

Cr Lee for council Meeting 25th July 2025

Moved Cr Eksanow

Cr Coumbe Second

Carried by Simple Majority 6/0

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 to address their question to Council. The Presiding Member may shorten or lengthen this time at their discretion.

4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4.2 PUBLIC QUESTION TIME

Nil

5. DECLARATIONS OF INTEREST**5.1 FINANCIAL AND PROXIMITY INTEREST**

Nil

5.2 DISCLOSURES OF INTEREST THAT MAY CAUSE A CONFLICT

Nil

6. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Shire President de Lacy congratulated Cr Dayman for receipt of the Merit Award and Cr Coumbe for receipt of the Eminent Service Award, received at the WALGA Award Ceremony.

7. PREVIOUS COUNCIL MEETING MINUTES / OUT OF SESSION CONFIRMATION**7.1 CONFIRMATION MINUTES ORDINARY COUNCIL MEETING – 18th JUNE 2025****COUNCIL RESOLUTION****54/07/25****Moved: Cr K Dayman****Seconded: Cr A Eksanow**

**That the Minutes of the Ordinary Council Meeting held on 18th June 2025.
be confirmed as being a true and accurate record.**

Carried by Simple Majority: 6/0**For: Cr P de Lacy, Cr G Coumbe, Cr RE O'Connell, Cr K Dayman, Cr A Eksanow, Cr M Caughey****Against: Nil**

8. OFFICER REPORTS

8.1 LISTING OF PAYMENTS FOR THE MONTH OF JUNE 2025	
File Ref:	N/A
Previous Items:	Nil
Responsible Officer:	David Nayda Chief Executive Officer
Author and Title:	Selina Sergeant Manager Corporate Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number	8.1A – Payment Listing June 2025

COUNCIL RESOLUTION**55/07/25****Moved:** Cr RE O'Connell**Seconded:** Cr K Dayman

That Council in relation to the Payment Listing for June 2025, resolves to formally accept and acknowledge the contents of the report.

The following payments were outgoing throughout June 2025:

Municipal:

- EFT: \$1,043,190.79
- Cheque: \$21.00
- Direct Debit: \$53,370.63
- Credit Card: \$1,471.75
- Direct Wages: \$58,851.13
- Trust: \$0.00
-
- Grand Total: \$1,156,905.30

Carried by Simple Majority: 6/0

For: Cr P de Lacy, Cr G Coumbe, Cr RE O'Connell, Cr K Dayman, Cr A Eksanow, Cr M Caughey

Against: Nil

IN BRIEF

The purpose of this report is to present the listing of payments made from the Shire's Municipal, Trust and Credit Card funds throughout the month of June 2025.

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

Focus Area	Community
Aspiration	Responds to the needs of all residents
Objective	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

Risk Level	Comment
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

8.2 MONTHLY FINANCIAL REPORT JUNE 2025	
File Ref:	N/A
Previous Items:	Nil
Responsible Officer:	David Nayda Chief Executive Officer
Author and Title:	Darren Long Consultant
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number	8.2A – Monthly Financial Report June 2025

<u>COUNCIL RESOLUTION</u>	56/07/25		
Moved:	Cr G Coumbe	Seconded:	Cr M Caughey
That Council, regarding the Monthly Financial Report for June 2025, resolves to formally accept and acknowledge the contents of the report			
Carried by Simple Majority: 6/0			
For: Cr P de Lacy, Cr G Coumbe, Cr RE O’Connell, Cr K Dayman, Cr A Eksanow, Cr M Caughey			
Against: Nil			

IN BRIEF

For Council to consider the monthly financial report for the period ending 30th June 2025.

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

Focus Area	Our organisation
Aspiration	Effective forward planning, and engagement with our community
Objective	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) S 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 30th June 2025 shows a closing surplus of \$1,664,922.

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

8.3 INVESTMENT REPORT AS AT 30 JUNE 2025	
File Ref:	N/A
Previous Items:	Nil
Responsible Officer:	David Nayda Chief Executive Officer
Author and Title:	Darren Long Consultant
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Attachment Number	Nil

COUNCIL RESOLUTION**57/07/25****Moved: Cr G Coumbe****Seconded: Cr K Dayman****That the Investment Report as at 30th June 2025 be received.****Carried by Simple Majority: 6/0****For: Cr P de Lacy, Cr G Coumbe, Cr RE O’Connell, Cr K Dayman, Cr A Eksanow, Cr M Caughey****Against: Nil****IN BRIEF**For Council to receive the investment Report as at 30th June 2025.**BACKGROUND**

Money held in the Municipal Fund of the Shire of Nungarin that is not required for the time being may be invested in accordance with the *Local Government Act 1995* and the *Trustees Act 1962* Part III.

REPORT DETAILThe table below details the investments held by the Shire as at 30th June 2025:

INVESTMENT REGISTER						
1 st June 2025 to 30 th June 2025						
COMMONWEALTH BANK – FIXED TERM DEPOSIT						
ACCOUNT N ^o	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNED TO 30/06/2025	INVESTMENT TRANSFERS	CLOSING BALANCE 30/06/2025
38132004.59	30/06/2025	4.36%	\$914,913.29	\$7,431.60	(\$922,344.89)	\$0.00

SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033

Focus Area	Our organisation
Aspiration	Effective forward planning, and engagement with our community
Objective	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 3.07 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

8.4 VALUATIONS AND GENERAL RATES FOR 2025-2026 ANNUAL BUDGET	
File Ref:	N/A
Previous Items:	Nil
Responsible Officer:	David Nayda Chief Executive Officer
Author and Title:	D Long – Finance Consultant
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Attachment Number	8.4A Copy of the proposed 2025-2026 Annual Budget

COUNCIL RESOLUTION**58/07/25****Moved: Cr RE O'Connell****Seconded: Cr A Eksanow**

- 1. That Council adopt the valuations, as supplied by the Valuer General's Office and recorded in the Rate Book, for the 2025-2026 year:**

Gross Rental Valuations	\$439,970
Unimproved Valuations	\$58,544,865

- 2. That Council, pursuant to Section 6.32 of the *Local Government Act 1995*, impose the following general rates for 2025-2026:**

GRV properties	\$0.116665 Rate in the dollar
UV properties	\$0.011704 Rate in the dollar

Carried by Absolute Majority: 6/0**For: Cr P de Lacy, Cr G Coumbe, Cr RE O'Connell, Cr K Dayman, Cr A Eksanow, Cr M Caughey****Against: Nil****IN BRIEF**

The purpose of this report is for Council to give consideration to the adoption of applicable valuations and the imposition of general rates on rateable property.

BACKGROUND

Section 6.32 of the *Local Government Act 1995* states

6.32. Rates and service charges-

- (1) *When adopting the annual budget, a local government*
- (a) *in order to make up the budget deficiency, is to impose* a general rate on rateable land within its district, which rate may be imposed either:*
 - (i) *uniformly; or*
 - (ii) *differentially; and*
 - (b) *may impose* on rateable land within its district*
 - (i) *a specified area rate; or*
 - (ii) *a minimum payment; and*
 - (c) *may impose* a service charge on land within its district.*
- * Absolute majority required.*
- (2) *Where a local government resolves to impose a rate it is required to:*
- (a) *set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and*
 - (b) *set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.*

REPORT DETAIL

Following the draft budget workshops held during June and July 2025, the following general rates are presented for Councils consideration.

Every year, the unimproved value (UV) of each property is reassessed by the State's Valuer Generals Office. The gross rental valuation (GRV) of each property for country local governments is reassessed by the State's Valuer Generals Office every five (5) years, with the most recent valuation occurring in June 2024.

The following valuations are currently recorded in Council's rate book-

- (a) Unimproved Valuations (UV) - \$58,544,865 of which \$463,885 are minimum values;
- (b) Gross Rental Valuations (GRV) - \$439,970, of which \$28,546 are minimum values.

The Shire bases the determination of annual property rates payable upon the unimproved values (UV) for rural properties and the gross rental values (GRV) for non-rural properties; with the values set by the Valuer General. The Shire applies a rate in the dollar charge for each valuation category, which is multiplied against a property's valuation.

The rate in the dollar for the 2024-2025 financial year was set, for UV properties at 1.3007 cents, and for GRV properties at 10.9033 cents. This becomes the base rate in the dollar when determining the following year's rate in the dollar. When properties are revalued, the previous year's rate in the dollar is adjusted in consideration of the whether the valuation has increased or decreased. This allows for a revised base rate that would have generated the same amount of revenue using the revalued property valuations. The increase in UV valuations of 18.69% has necessitated an adjustment to the UV rate in the dollar as follows-

1. UV – decrease from 1.3007 cents to 1.0938 cents to account for the valuation increment.

The budget proposes the following increases in rates:

- (a) GRV rate in the dollar for 2025-2026 will increase from 10.9033 cents to 11.6665 cents, equating to an 7.00% increase; and

(b) UV rate in the dollar for 2025-2026 will increase from 1.0938 cents to 1.1704 cents, equating to an 7.00% increase.

SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033

This report forms part of the 2025-2026 Annual Budget. The 2025-2026 Annual Budget has taken into consideration the actions listed in the Corporate Business Plan, where fiscally possible.

OTHER STRATEGIC LINKS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 s.6.32.

SUSTAINABILITY AND RISK CONSIDERATIONS

Economic

Nil

Social

Nil

Policy Implications Nil

Nil

Risk Management Implications

Risk Level	Comment
Medium	

CONSULTATION

RESOURCE IMPLICATIONS

Financial

This report forms part of the 2025-2026 Annual Budget and relevant information is disclosed in the Statement of Rating Information.

Workforce

Nil

8.5 MINIMUM PAYMENT FOR 2025-2026 ANNUAL BUDGET	
File Ref:	N/A
Previous Items:	Nil
Responsible Officer:	D Long – Finance Consultant
Author and Title:	David Nayda Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Attachment Number	Copy of the proposed 2025-2026 Annual Budget

COUNCIL RESOLUTION**59/07/25****Moved: Cr K Dayman****Seconded: Cr G Coumbe**

That Council, pursuant to Sections 6.32 and 6.35 of the *Local Government Act 1995*, impose the following Minimum Payment for 2025-2026:

GRV properties	\$560 per rateable assessment
UV properties	\$560 per rateable assessment

Carried by Absolute Majority: 6/0

For: Cr P de Lacy, Cr G Coumbe, Cr RE O’Connell, Cr K Dayman, Cr A Eksanow, Cr M Caughey

Against: Nil

IN BRIEF

The purpose of this report is for Council to give consideration to the imposition of the Minimum Payment on rateable property for 2025-2026.

BACKGROUND

Section 6.35 of the *Local Government Act 1995* states-

6.35. Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —*
 - (a) *50% of the total number of separately rated properties in the district; or*
 - (b) *50% of the number of properties in each category referred to in subsection (6),*

on which a minimum payment is imposed.

- (4) *A minimum payment is not to be imposed on more than the prescribed percentage of —*
- (a) *the number of separately rated properties in the district; or*
 - (b) *the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.*
- (5) *If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*
- (6) *For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —*
- (a) *to land rated on gross rental value; and*
 - (b) *to land rated on unimproved value; and*
 - (c) *to each differential rating category where a differential general rate is imposed.*

REPORT DETAIL

Following the draft budget workshop held in June and July 2025, the following minimum payments for rateable property are presented for Councils consideration.

The Minimum Payment for both UV and GRV properties is proposed to increase by 7.00% to \$560.

The proposed 2025-2026 UV Minimum Payment will be imposed on 31 UV property assessments, being 22.30% of the total UV property assessments.

The proposed 2025-2026 GRV Minimum Payment will be imposed on 24 GRV property assessments, being 33.33% of the total GRV property assessments. Council will have to monitor future increases in this minimum rate to ensure the number of properties subject to the minimum rate does not exceed 50%, as per the requirements of S6.35(3) of the *Local Government Act 1995*.

SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033

Focus Area	
Aspiration	Effective forward planning, and engagement with our community
Objective	To deliver transparency regarding Ordinary Council Meeting dates

OTHER STRATEGIC LINKS

This report forms part of the 2025-2026 Annual Budget. The 2025-2026 Annual Budget has taken into consideration the actions listed in the Corporate Business Plan, where fiscally possible.

STATUTORY ENVIRONMENT

Local Government Act 1995 s.6.35.

The imposition of the proposed Minimum Payment complies with the percentage requirements of subclause (3) of Section 6.35.

SUSTAINABILITY AND RISK CONSIDERATIONS**Economic**

Nil

Social

Nil

Policy Implications

Nil

Risk Management Implications

Risk Level	Comment
Low	

CONSULTATION

Staff and council

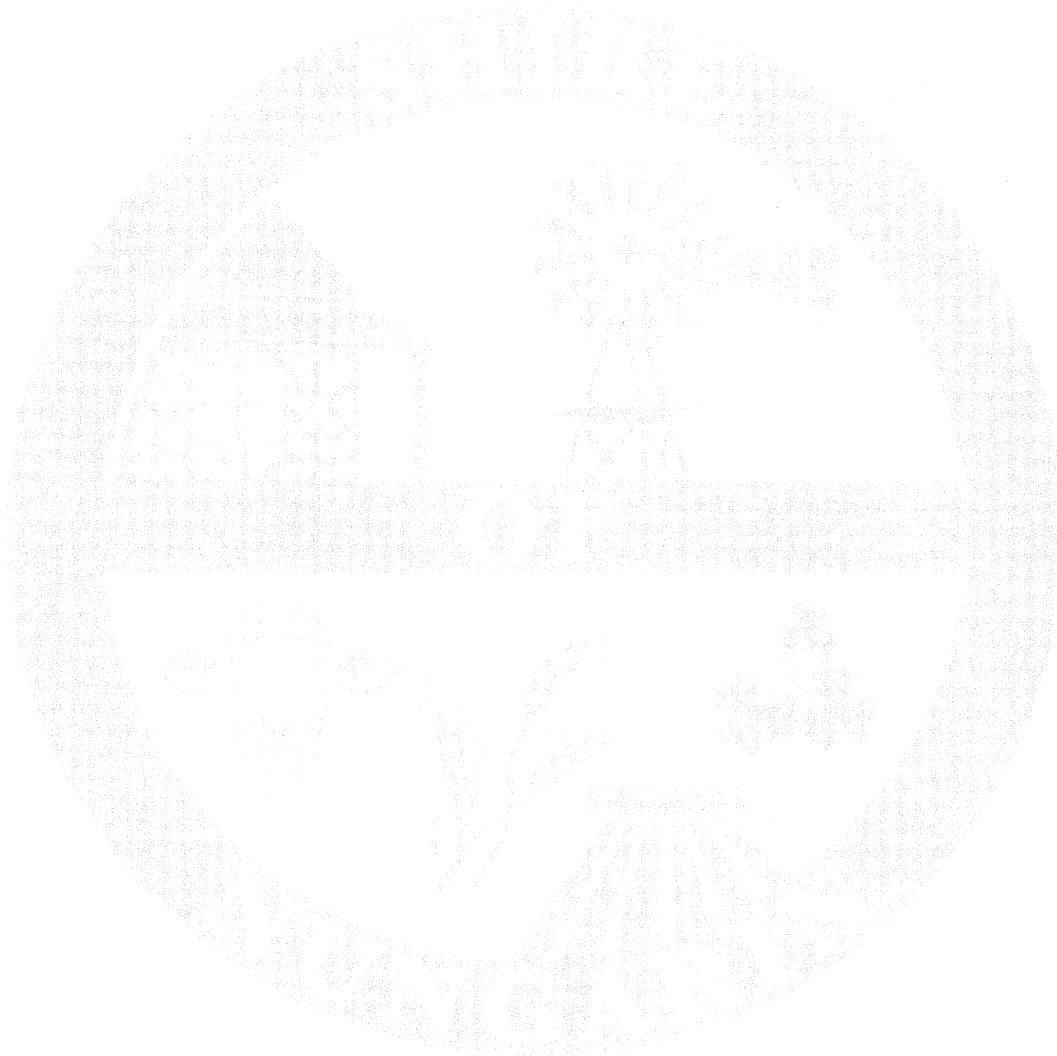
RESOURCE IMPLICATIONS**Financial**

This report forms part of the 2025-2026 Annual Budget and relevant information is disclosed in Note 2 to the Budget - Rates and Service Charges.

Workforce

Nil

8.6 PAYMENT OF RATES OPTIONS AND INTEREST CHARGES FOR 2025-2026 ANNUAL BUDGET	
File Ref:	N/A
Previous Items:	Nil
Responsible Officer:	David Nayda Chief Executive Officer
Author and Title:	David Nayda Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Attachment Number	Nil



COUNCIL RESOLUTION**60/07/25****Moved: Cr M Caughey****Seconded: Cr G Coumbe****That Council:**

1. Pursuant to Section 6.45 of the *Local Government Act 1995*, offer three payment options for rates and service charges for the 2025-2026 financial year, being:
 - (a.) Option 1 – Payment in full by a single instalment by the due date, being 35 days from the date of issue of the rate notice, being 5th September 2025;
 - (b.) Option 2 – Payment in two equal instalments, being
 - (i) Instalment 1 - 50% of the rates and service charges within 35 days of date of issue of the rate notice, 5th September 2025;
 - (ii) Instalment 2 - 50% of the rates and service charges within 4 months of (i), being 9 January 2026;
 - (c.) Option 3 - Payment in four equal instalments, being
 - (i) Instalment 1 - 25% of the rates and service charges within 35 days of date of issue of the rate notice, being 5 September 2025;
 - (ii) Instalment 2 - 25% of the rates and service charges within 2 months of (i), being 7 November 2025;
 - (iii) Instalment 3 - 25% of the rates and service charges within 2 months of (ii), being 9 January 2026; and
 - (iv) Instalment 4 - 25% of the rates and service charges within 2 months of (iii), being 13 March 2026.
2. Pursuant to Section 6.45 of the *Local Government Act 1995*, impose an instalment administration charge of \$5 (GST Free), which is to apply to Instalment 2 under payment option 2; and instalment 2, 3 and 4 under payment option 3.
3. Pursuant to Section 6.45 of the *Local Government Act 1995*, impose an instalment interest charge of 5.50%, which is to apply to Instalment 2 under payment option 2; and Instalments 2, 3 and 4 under payment option 3.
4. Pursuant to Section 6.51 of the *Local Government Act 1995*, impose a 11.00% rate of penalty interest on overdue rates and service charges that remain unpaid after the due date.

Carried by Absolute Majority: 6/0**For: Cr P de Lacy, Cr G Coumbe, Cr RE O'Connell, Cr K Dayman, Cr A Eksanow, Cr M Caughey****Against: Nil**

IN BRIEF

The purpose of this report is for Council to give consideration to the:

1. Setting of options for the payment of rates and service charges for the 2025-2026 financial year;
2. Imposition of an administration fee and instalment interest charge for payments made by instalments; and
3. Imposition of a rate of interest on overdue rates and service charges for the 2025-2026 financial year.

BACKGROUND

Section 6.45 requires a local government to set the options for the payment of rates or service charges; as well as the ability to impose an administration fee and an instalment interest charge applicable to those payment options.

Section 6.45 of the *Local Government Act 1995* states-

6.45. Options for payment of rates or service charges

- (1) *A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —*
 - (a) *4 equal or nearly equal instalments; or*
 - (b) *such other method of payment by instalments as is set forth in the local government's annual budget.*
- (2) *Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —*
 - (a) *by a single payment; or*
 - (b) *by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.*
- (3) *A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.*
- (4) *Regulations may —*
 - (a) *provide for the manner of making an election to pay by instalments under subsection (1) or (2); and*
 - (b) *prescribe circumstances in which payments may or may not be made by instalments; and*
 - (c) *prohibit or regulate any matters relating to payments by instalments; and*
 - (d) *provide for the time when, and manner in which, instalments are to be paid; and*
 - (e) *prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and*
 - (f) *provide for any other matter relating to the payment of rates or service charges.*

Section 6.51 provides for a local government to impose an interest charge on a rate or service charge that remains unpaid after becoming due and payable.

6.51. Accrual of interest on overdue rates or service charges

- (1) *A local government may at the time of imposing a rate or service charge resolve* to impose interest (at the rate set in its annual budget) on —*
 - (a) *a rate or service charge (or any instalment of a rate or service charge); and*

- (b) *any costs of proceedings to recover any such charge, that remains unpaid after becoming due and payable.*

*** Absolute majority required.**

REPORT DETAIL

Payment options

The Shire has traditionally offered three payment options-

- Option 1 Payment in full by the due date being 5 September 2025.
- Option 2 Payment in two equal instalments, being-
- (a) Instalment 1 - 50% of the rates and service charges within 35 days of date of issue, being 5 September 2025;
 - (b) Instalment 2 - 50% of the rates and service charges within 4 months of (a), being 9 January 2026;
- Option 3 Payment in four equal instalments, being-
- (a) Instalment 1 - 25% of the rates and service charges within 35 days of date of issue, being 5 September 2025;
 - (b) Instalment 2 - 25% of the rates and service charges within 2 months of (a), being 7 November 2025;
 - (c) Instalment 3 - 25% of the rates and service charges within 2 months of (b), being 9 January 2026; and
 - (d) Instalment 4 - 25% of the rates and service charges within 2 months of (c), being 13 March 2026.

It is suggested that these payment options continue.

Administration fee and instalment interest charge

Section 6.45 of the Act permits Council to impose an administration charge where a payment of rate or service charge is made by instalments.

Regulations 67 and 68 of the *Local Government (Financial Management) Regulations 1996* limit how much can be imposed as an administration charge and as an instalment interest charge.

Traditionally the Shire has imposed an administration fee of \$5 on the second, third and fourth instalment payments.

It is suggested that a \$5 administration fee continue to apply to the second, third and fourth instalment payments for 2025-2026.

Local governments are able to impose a maximum instalment interest rate of 5.5% under Regulation 68.

The Shire has also previously imposed an instalment interest charge of 5.5% when option 2 or option 3 is selected by ratepayers.

It is suggested that Council continue to impose an instalment interest charge of 5.5%.

Accrual of interest on overdue rates or service charges

Section 6.51 of the Act permits Council to impose an interest charge on overdue rates or service charges.

The maximum late payment penalty interest rate that can be imposed is 11.00% under Regulation 70.

It is suggested that Council impose a late payment interest charge of 11.00% on overdue rates or service charges not paid by the due date.

OTHER STRATEGIC LINKS

This report forms part of the 2025-2026 Annual Budget. The 2025-2026 Annual Budget has taken into consideration the actions listed in the Corporate Business Plan, where fiscally possible.

STATUTORY ENVIRONMENT

Local Government Act 1995 s.6.45, 6.50, 6.51.

Local Government (Financial Management) Regulations 1996, Regulations 67, 68, 70 and 71

SUSTAINABILITY AND RISK CONSIDERATIONS

Economic

This report forms part of the 2025-2026 Annual Budget and relevant information is disclosed in the Notes to the Annual Budget.

Social

Nil

Policy Implications

Nil

Risk Management Implications

Risk Level	Comment
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CONSULTATION

Nil

RESOURCE IMPLICATIONS

Financial

Nil

Workforce

Nil

8.7 IMPOSITION OF FEES AND CHARGES, AND RUBBISH REMOVAL CHARGES FOR 2025-2026 ANNUAL BUDGET	
File Ref:	N/A
Previous Items:	Nil
Responsible Officer:	David Nayda Chief Executive Officer
Author and Title:	D Long – Finance Consultant
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Attachment Number	8.7A Copy of the proposed 2025-2026 Schedule of Fees and Charges

COUNCIL RESOLUTION**61/07/25****Moved: Cr A Eksanow****Seconded: Cr RE O'Connell**

That Council, pursuant to Sections 6.16 of the *Local Government Act 1995* and Section 67 of the *Waste Avoidance and Resource Recovery Act 2007*, adopts the fees and charges, as listed in the Schedule of Fees and Charges for 2025-2026, and incorporates the Schedule of Fees and Charges into its 2025-2026 annual budget.

Carried by Absolute Majority: 6/0**For: Cr P de Lacy, Cr G Coumbe, Cr RE O'Connell, Cr K Dayman, Cr A Eksanow, Cr M Caughey****Against: Nil****IN BRIEF**

The purpose of this report is for Council to give consideration to the imposition of:

1. Fees and charges for the 2025-2026 financial year;
2. Rubbish removal and recycling removal charges for the 2025-2026 financial year.

BACKGROUND

Sections 6.16 to 6.19 of the *Local Government Act 1995* govern how a local government may impose fee and charges for the provision of goods or services.

Section 6.16 states:

6.16. Imposition of fees and charges

- (1) *A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

*** Absolute majority required.**

- (2) *A fee or charge may be imposed for the following —*
- (a) *providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
 - (b) *supplying a service or carrying out work at the request of a person;*
 - (c) *subject to section 5.94, providing information from local government records;*
 - (d) *receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
 - (e) *supplying goods;*
 - (f) *such other service as may be prescribed.*
- (3) *Fees and charges are to be imposed when adopting the annual budget but may be —*
- (a) *imposed* during a financial year; and*
 - (b) *amended* from time to time during a financial year.*

*** Absolute majority required.**

6.17. Setting level of fees and charges

- (1) *In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —*
- (a) *the cost to the local government of providing the service or goods; and*
 - (b) *the importance of the service or goods to the community; and*
 - (c) *the price at which the service or goods could be provided by an alternative provider.*
- (2) *A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.*
- (3) *The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —*
- (a) *under section 5.96; or*
 - (b) *under section 6.16(2)(d); or*
 - (c) *prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.*
- (4) *Regulations may —*
- (a) *prohibit the imposition of a fee or charge in prescribed circumstances; or*
 - (b) *limit the amount of a fee or charge in prescribed circumstances.*

6.18. Effect of other written laws

- (1) *If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —*
- (a) *determine an amount that is inconsistent with the amount determined under the other written law; or*
 - (b) *charge a fee or charge in addition to the amount determined by or under the other written law.*

- (2) *A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.*

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of

—

- (a) *its intention to do so; and*
- (b) *the date from which it is proposed the fees or charges will be imposed.*

Sections 67 and 68 of the *Waste Avoidance and Resource Recovery Act 2007* also apply to the imposition of rubbish and recycling removal charges. Section 67 of the *Waste Avoidance and Resource Recovery Act 2007* states:

67. Local government may impose receptacle charge

- (1) *A local government may, in lieu of, or in addition to a rate under section 66, provide for the proper disposal of waste, whether within its district or not, by making an annual charge per waste receptacle, payable in one sum or by equal monthly or other instalments in advance, in respect of premises provided with a waste service by the local government.*
- (2) *The charge is to be imposed on the owner (as defined in section 64(1)) or occupier, as the local government may decide, of any premises provided with a waste service by the local government.*
- (3) *The provisions of the Local Government Act 1995 relating to the recovery of general rates apply with respect to a charge referred to in subsection (1).*
- (4) *In the case of premises being erected and becoming occupied during the year for which payment is to be made, the charge for the service provided is to be the sum that proportionately represents the period between the occupation of the premises and the end of the year for which payment is made.*
- (5) *Notice of any charge made under this section may be included in any notice of rates imposed under section 66 or the Local Government Act 1995, but the omission to give notice of a charge does not affect the validity of the charge or the power of the local government to recover the charge.*
- (6) *A charge may be limited to premises in a particular portion of the area under the control of the local government.*
- (7) *Charges under this section may be imposed in respect of and are to be payable for all premises in respect of which a waste service is provided, whether such premises are rateable or not.*
- (8) *A local government may make different charges for waste services rendered in different portions of its district.*

Section 68 of the *Waste Avoidance and Resource Recovery Act 2007* states:

68. Fees and charges fixed by local government

Nothing in this Part prevents or restricts a local government from imposing or recovering a fee or charge in respect of waste services under the Local Government Act 1995 section 6.16.

REPORT DETAIL

Incorporated into the Schedule of Fees and Charges are the following Rubbish Removal Charges relating to the 2025-2026 financial year:

Annual Fee GST Exclusive

Waste & Recycling Collection 240lt bin service \$398.00

SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033

Focus Area	
Aspiration	
Objective	

OTHER STRATEGIC LINKS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 s.6.16 to s.6.19.

SUSTAINABILITY AND RISK CONSIDERATIONS**Economic**

All fees listed in the attached schedule have been incorporated into the Draft Budget.

Social

Nil

Policy Implications

Nil

Risk Management Implications

Risk Level	Comment

CONSULTATION

Council and staff

RESOURCE IMPLICATIONS**Financial**

Nil

Workforce

Nil

8.8 ADOPTION OF 2025-2026 ANNUAL BUDGET	
File Ref:	N/A
Previous Items:	Nil
Responsible Officer:	David Nayda Chief Executive Officer
Author and Title:	D Long – Finance Consultant
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Attachment Number:	8.8A Copy of the proposed 2025-2026 Annual Budget 8.8B Copy of proposed 2025-2026 Management Budget



COUNCIL RESOLUTION**62/07/25****Moved: Cr RE O'Connell****Seconded: Cr G Coumbe**

- 1. That Council Pursuant to Section 6.2 of the *Local Government Act 1995* and the Local Government (Financial Management) Regulations Part 3, Regulations 22 to 33, adopt the 2025-26 Annual Budget (as contained in Attachment 8.8A) for the Shire of Nungarin, including the following-**
 - (a) Budget Statement of Comprehensive Income by Nature/Type for the year ending 30 June 2026 showing a net result of \$798,326;**
 - (b) Budget Statement of Cash Flows for the year ending 30 June 2026;**
 - (c) Budget Statement of Financial Activity for the year ending 30 June 2026;**
 - (d) Basis of Preparation**
 - (e) Rates and Service Charges;**
 - (f) Net Current Assets;**
 - (g) Reconciliation of Cash;**
 - (h) Property, Plant and Equipment;**
 - (i) Depreciation;**
 - (j) Borrowings;**
 - (k) Reserve Accounts;**
 - (l) Other Information;**
 - (m) Council Members Remuneration;**
 - (n) Trust Funds;**
 - (o) Revenue and Expenditure;**
 - (p) Program Information;**
 - (q) Fees and Charges;**
 - (r) Schedule of Fees and Charges for 2025-2026.**
- 2. That Council establish a new cash backed reserve called Co-Contributions Reserve with the purpose of "To be used to provide matching funding for grants for projects and programs".**
- 3. That Council Pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, adopts the following as the materiality threshold for 2025-2026:**
 - (a) \$5,000 or 10%, whichever is the lowest, for the purposes of reporting material variances.**

Carried by Absolute Majority: 6/0**For: Cr P de Lacy, Cr G Coumbe, Cr RE O'Connell, Cr K Dayman, Cr A Eksanow, Cr M Caughey****Against: Nil**

IN BRIEF

The purpose of this report is for Council to consider and adopt the 2025-2026 Annual Budget.

BACKGROUND

The draft budget has been prepared in accordance with the presentations made to Councillors at workshops held during June and July 2025. The following draft Annual Budget is presented to Council for consideration and adoption.

The 2025-2026 Annual Budget has been prepared in accordance with Section 6.2 of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations Part 3, Regulations 22 to 33*.

REPORT DETAIL

The draft budget has been prepared in accordance with the presentations made to Councillors at the workshops held. The following draft Annual Budget is presented to Council, as a balanced budget, for consideration and adoption.

The 2025-2026 Annual Budget comprises the following information-

1. Budget Statement of Comprehensive Income By Nature/Type for the Year Ending 30 June 2026;
2. Budget Statement of Cash Flows for the Year Ending 30 June 2026;
3. Budget Statement of Financial Activity for the Year Ending 30 June 2026;
4. Notes to the Budget;
5. Schedule of Fees and Charges 2025-2026.

Materiality Threshold for reporting purposes

Each year the Council is required to adopt a percentage or value for the purposes of reporting material variances in the monthly Statement of Financial Activity.

This value or percentage is then used throughout the financial year to identify potential areas in Council's actual revenues and expenditures that vary significantly from Council's budget estimates. The early identification of these potential variances and their cause can assist in better budget management and increased utilisation and allocation of Council funds and resources.

Council has previously used a value of (+) or (-) \$5,000 and a percentage of (+) or (-) 10% for each of the revenue and expenditure nature/type categories listed on the Statement of Financial Activity

SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 – 2033

The adoption of the annual budget provides the strategic direction of Council for the next twelve months.

Focus Area	
Aspiration	
Objective	

OTHER STRATEGIC LINKS**STATUTORY ENVIRONMENT**

Local Government Act (1995) s.6.2. (1) states that each Local Government is to prepare an annual budget prior to 31 August, unless an extension from the Minister is granted.

SUSTAINABILITY AND RISK CONSIDERATIONS**Economic**

The 2025-26 budget is presented as a balanced budget.

Social

Nil

Policy Implications

Nil

Risk Management Implications

Risk Level	Comment
Low	

CONSULTATION

Council and staff

RESOURCE IMPLICATIONS**Financial**

Nil

Workforce

Nil

8.9 CREDIT CARD POLICY F4	
File Ref:	N/A
Previous Items:	Nil
Responsible Officer:	David Nayda Chief Executive Officer
Author and Title:	David Nayda Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Absolute majority
Attachment Number	8.9 Policy F4 – Corporate Credit Card

COUNCIL RESOLUTION**63/07/25****Moved: Cr G Coumbe****Seconded: Cr K Dayman****That Council adopts Corporate Credit Card Policy F4.****That Council discuss Corporate Credit Card Policy F4:****Carried by Simple Majority: 6/0****That Council add a statement that the limits are to be per month in point 2.2 of the Corporate Credit Card Policy F4.****Moved: Cr G Coumbe****Seconded: E O'Connell****Carried by Absolute Majority: 6/0****For: Cr P de Lacy, Cr G Coumbe, Cr RE O'Connell, Cr K Dayman, Cr A Eksanow, Cr M Caughey****Against: Nil****IN BRIEF**

The council is being requested to deliberate on the implementation of reviewed and updated Credit Card policy F4.

REPORT DETAIL

A review by the Manager Corporate Services was conducted and as a result the Credit Card policy was updated to make it clear and compliant with audit requirements. The policy was given to council to review in the June workshop and is now ready for adoption by council.

SHIRE OF NUNGARIN INTEGRATED STRATEGIC PLAN 2023 - 2033

Focus Area	Good Governance
Aspiration	A strong local government policy
Objective	A Shire that prospers through partnership and good governance

OTHER STRATEGIC LINKS

Nil

STATUTORY ENVIRONMENT

Nil

SUSTAINABILITY AND RISK CONSIDERATIONS**Economic**

Nil

Social

Nil

Policy Implications

Evaluation and Amendment of Existing Credit Card Policy F4.

Risk Management Implications

Risk Level	Comment
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CONSULTATION

Staff and Council

RESOURCE IMPLICATIONS**Financial**

Nil

Workforce

Nil

9. CORRESPONDENCE RECEIVED

Nil

10. NEW BUSINESS OF AN URGENT NATURE

(New business of an urgent nature approved by the Presiding Member)

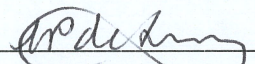
Nil

11. CONFIDENTIAL ITEMS OF BUSINESS

Nil

12. CLOSURE

There being no further business the meeting closed at 10:11am.


Presiding Member

20.08.2025
Date

