



# Ordinary Council Meeting

***Attachment Booklet  
December 2025***

## **ATTACHMENT BOOKLET – December 2025**

<b>Item</b>	<b>Description</b>
<b>8.1</b>	<b>Ordinary Council Meeting Minutes – 25 October 2025</b>
<b>8.2</b>	<b>Agenda Forum Notes – 2 December 2025</b>
<b>FIN 01-12/25</b>	<b>Accounts for Payment – November 2025</b>
<b>FIN 02-12/25</b>	<b>Monthly Financial Statements for the Period Ended 31 October 2025</b>
<b>DEV 01-12/25</b>	<b>November 2025 Development Delegated and Authorised Authority Report</b>
<b>DEV 02-12/25</b>	<b>Disposal of Land by Lease – Dongara Irwin Race Club</b>
<b>COM 01-12/25</b>	<b>Dongara Golf Course Reticulation Upgrade Funding Model</b>
<b>COM 02-12/25</b>	<b>Magic on Moreton Budget Amendment</b>
<b>COM 03-12/25</b>	<b>Community Assistance Scheme and Events Committee – Community Members</b>
<b>COM 04-12/25</b>	<b>Visitor Centre Closure of Saturday Operations</b>



# Ordinary Council Meeting

8 December 2025

Item 8.1  
OCM Minutes  
25 November 2025



**SHIRE OF IRWIN**  
DONGARA-PORT DENISON  
A BRILLIANT BLEND

# MINUTES

**ORDINARY COUNCIL MEETING**  
Tuesday 25 November 2025



# Table of Contents

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	2
2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE .....	2
3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	3
4. PUBLIC QUESTION TIME .....	3
5. DECLARATIONS OF INTEREST .....	4
6. APPLICATIONS FOR LEAVE OF ABSENCE .....	4
7. PETITIONS AND DEPUTATIONS .....	5
8. CONFIRMATION OF MINUTES AND TABLING OF AGENDA FORUM NOTES .....	5
8.1 Minutes of the Ordinary Council Meeting held 28 October 2025 .....	5
8.2 Minutes of the Special Council Meeting held 6 November 2025 .....	5
8.3 Agenda Forum Notes – 18 November 2025 .....	6
9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION .....	6
10. REPORTS OF OFFICERS AND COMMITTEES .....	7
10.1 Finance Reports .....	7
FIN 01-11/25 Accounts for Payment - October 2025 .....	7
FIN 02-11/25 Monthly Financial Statements - September 2025 .....	9
10.2 Development Reports .....	12
DEV 01-11/25 October 2025 Development Delegated and Authorised Authority Report ..	12
DEV 02-11/25 Proposed Road Name Change, Pettit Road .....	14
10.3 Community Services Reports .....	18
10.4 Operations Reports .....	18
10.5 Office of the CEO Reports .....	18
CEO 01-11/25 Agenda Forum and Council Meeting Dates 2026 .....	19
CEO 02-11/25 Irwin Arrowsmith Advisory Council (IAAC) Disclosure Report .....	22
CEO 03-11/25 Temporary Employment or Appointment of CEO Policy .....	26
10.6 Committee Reports .....	28
11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....	28
12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN .....	28
13. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION .....	28
14. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC .....	28
14.1 CEO 04-11/25 Appointment of Acting Chief Executive Officer and CEO Leave .....	28
15. CLOSURE .....	29

**MINUTES**  
of the  
**ORDINARY COUNCIL MEETING**  
held  
**25 November 2025**

**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Presiding Member declared the meeting open at 6.00pm and welcomed Councillors, Staff and Gallery Members.

**2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

**Members**

Councillor P Summers  
Councillor J Melsom  
Councillor A J Gillam  
Councillor I Scott  
Councillor S Hansen  
Councillor L Berecz  
Councillor L Musulin

**Staff**

Mr S D Ivers	Chief Executive Officer
Mr M Connell	Manager Development
Ms F Boksmati	Manager Community Services
Mr M Jones	Manager Operations
Miss P Machaka	Manager Finance
Mr M Antony	Community Emergency Services Manager
Ms S Mearns	Executive Assistant

**Guests**

Mr M Battilana	Observer
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**Apologies**

Nil

**Approved Leave of Absence**

Nil

**Gallery**

Mr Kris Waddington	Pye Road, Yardarino
Mr Richard Osborn	Pye Road, Yardarino
Mr Ian Maluish	5 Abbot Terrace, Port Denison
Mr Barry George	Pettit Lane, Bonniefield
Ms Anita Burton	214 Pettit Lane, Dongara
Mr Bruce Baskerville	"Indiaview", Port Denison
Mr John Rossitter	181 Point Leander Drive, Port Denison

### 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

**Question 1:** Mr John Rossiter, 181 Point Leander Drive, Port Denison

*Why have the tap top locks been replaced with key top locks in the Shire's amenities?*

*Response: The previous tap fixtures were at times left running or tampered with, resulting in unnecessary water wastage. There are currently three toilet blocks, one shower and two water fountains with dog-friendly water bowls along the foreshore, and this level of public access to water was considered adequate when determining the upgraded tap configuration.*

**Question 2:** Mr John Rossiter, 181 Point Leander Drive, Port Denison

*How much was realised from Kennedy Heights Duplex sale, not generated proceeds as was the response provided by the Shire?*

*Response: Please refer to the following table:*

Asset Number	Asset Description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Land and Buildings</b>									
2646	Land - 4 Kennedy Heights	160,000	160,000			160,000	160,000		
2598	Duplex 4A Kennedy Heights	215,310	125,000		(90,310)	215,310	125,000		(90,310)
2599	Duplex 4B Kennedy Heights	220,657	125,000		(95,657)	220,657	125,000		(95,657)

**Question 3:** Mr John Rossiter, 181 Point Leander Drive, Port Denison

*Why has it taken 6 months for the Shire to take action on repairing the yellow spinning playground equipment at Port Denison?*

*Response: The yellow spinner was operational, but the spinning mechanism had progressively tightened. It was recently removed so that the Shire can assess the unit and obtain pricing to restore the spinner to full functionality.*

### 4. PUBLIC QUESTION TIME

The following questions were raised at the Agenda Forum held 18 November 2025.

**Question 1:** Mr Ian Maluish, 5 Abbot Terrace, Port Denison

*Could the Shire resume including the "reason for payment" in the Accounts for Payment statement, as was previously the practice.*

*Response: The Shire will consider the request.*

**Question 2:** Mr Ian Maluish, 5 Abbot Terrace, Port Denison

*Why several neighbouring blocks, including those adjacent to and behind his property, had not been mowed in accordance with the Shire's Fire Break requirements due 1 November 2025, and asked what the Shire's policy is and when compliance will occur, given the fire risk to his property.*

*Response: Question to be taken on notice*

**Question 3:** Mr Ian Maluish, 5 Abbot Terrace, Port Denison

*Who is responsible for the eradication of Box Thorn (declared noxious weed) on urban blocks as there are several infestations nearby?*

*Response: The Shire President advised that, should the boxthorn weed be located on private property, its eradication is the responsibility of the landowner. The Shire President further stated that, in the absence of the responsible Manager, further information will be provided.*

The following questions were raised at the Ordinary Council Meeting held 25 November 2025.

**Question 4:** Mr John Rossiter, 181 Point Leander Drive, Port Denison

*Am I wrong in saying that all of the people in this chamber are public servants except for those in the gallery, who would mainly be residents and ratepayers?*

*Response: Question taken on notice.*

**Question 5:** Mr John Rossiter, 181 Point Leander Drive, Port Denison

*Is No 2 Kennedy Heights vacant? If so, how long has it been vacant? Why is it vacant?*

*Response: The Chief Executive Officer confirmed that the property was not vacant and that the Shire of Irwin provides the home for occupancy by the local General Practitioner.*

**Question 6:** Mr John Rossiter, 181 Point Leander Drive, Port Denison

*Why does it take over three weeks for the Shire to provide a response to my questions raised at a Council Meeting?*

*Response: Question taken on notice.*

**Question 7:** Mr John Rossiter, 181 Point Leander Drive, Port Denison

*Referring to my previous questions in relation to No 4 Kennedy Heights – How can you sell a duplex and then also sell the land on which it sits?*

*Response: Question taken on notice.*

**Question 8:** Mr Ian Maluish, 5 Abbot Terrace, Port Denison

*The two upcoming Foreshore Redevelopment Community Engagement Sessions being held on 9 December 2025 are being held at 10.00am and 4.00pm. Could these sessions be rescheduled to give working community members an opportunity to attend?*

*Response: The Shire President advised that the 4:00 pm session runs until 7:00 pm, allowing working community members sufficient time to attend. The sessions are held from 10:00 am to 1:00 pm and from 4:00 pm to 7:00 pm, with both sessions providing the same information. There is no formal presentation; instead, attendees can speak directly with the consultants, GHD, and view and discuss the foreshore redevelopment plans displayed throughout the room.*

## **5. DECLARATIONS OF INTEREST**

Nil

## **6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil



## 7. PETITIONS AND DEPUTATIONS

The following deputation were made during Public Question Time at the Agenda Forum held 18 November 2025.

### Deputation:

Mr Barry George of 197 Pettit Road, Dongara, requested that the Shire consider reverting the name of Pettit Road to its original and historically significant name, Pettit Lane, noting its longstanding community use and the unanimous support of all current residents. He also sought advice on the formal steps required to progress this proposed name change through the appropriate naming authorities.

### Deputation:

Mr Bruce Baskerville, Chair of the Irwin Districts Historical Society, requested that Council consider the written background briefing being prepared by the Society—at the invitation of the Shire President—when deliberating on Agenda Item 10.2 – DEV 02-11/25 Proposed Road Name Change (Pettit Road), to ensure that the social, cultural and historical context is properly taken into account.

## 8. CONFIRMATION OF MINUTES AND TABLING OF AGENDA FORUM NOTES

### 8.1 Minutes of the Ordinary Council Meeting held 28 October 2025

The Minutes of the Ordinary Council Meeting held 28 October 2025 are included in the *Attachment Booklet – November 2025*.

COUNCIL DECISION		111125
<b>MOVED: Cr Gillam</b>		<b>SECONDED: Cr Melsom</b>
That Council confirms the Minutes of the Ordinary Council Meeting held 28 October 2025.		
<b>VOTING DETAILS:</b>		<b>CARRIED: 7/0</b>
For:	Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin	
Against:	Nil	

### 8.2 Minutes of the Special Council Meeting held 6 November 2025

The Minutes of the Special Council Meeting held 6 November 2025 are included in the *Attachment Booklet – November 2025*.

COUNCIL DECISION		121125
<b>MOVED: Cr Hansen</b>		<b>SECONDED: Cr Gillam</b>
That Council confirms the Minutes of the Special Council Meeting held 6 November 2025.		
<b>VOTING DETAILS:</b>		<b>CARRIED: 7/0</b>
For:	Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin	
Against:	Nil	

**8.3 Agenda Forum Notes – 18 November 2025**

At the Agenda Forum held 18 November 2025, Shire Officers presented background information and answered questions on items to be considered at the November 2025 Ordinary Council Meeting.

Notes from the Agenda Forum are included in the *Attachment Booklet – November 2025*.

<b>COUNCIL DECISION</b>		<b>131125</b>
<b>MOVED: Cr Hansen</b>		<b>SECONDED: Cr Musulin</b>
That Council confirms the Notes of the Agenda Forum held 18 November 2025.		
<b>VOTING DETAILS:</b>		<b>CARRIED: 7/0</b>
<b>For:</b>	Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin	
<b>Against:</b>	Nil	

**9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

5 November 2025	CEO attended LEMC Meeting
12 November 2025	CEO attended Seniors Week Trivia Event
14 November 2025	CEO and Cr Gillam attended the Main RRG Meeting in Geraldton
24 November 2025	CEO and Shire President attended the Northern Country Zone of WALGA meeting in Geraldton

## 10. REPORTS OF OFFICERS AND COMMITTEES

### 10.1 Finance Reports

FIN 01-11/25 Accounts for Payment - October 2025	
Author:	S Clarkson, Senior Finance Officer
Responsible Officer:	P Machaka, Manager Finance
File Reference:	2.0057
Council Role:	Executive
Voting Requirements:	Simple Majority

#### Report Purpose:

For Council to receive the list of accounts paid under delegated authority during October 2025.

COUNCIL DECISION141125

MOVED: Cr MelsomSECONDED: Cr Summers

That Council, by Simple Majority, receives the Accounts paid during October 2025 as contained in FIN01-11/25 Attachment 1 of the Attachment Booklet – November 2025 represented by:

Payment Type/Numbers	Total Amount
EFT 34106 – 34213	\$811,071.08
Muni Cheques – 32253 – 32253	\$27,447.05
Direct Debit – Telstra	\$3,086.88
Direct Debit – WA Treasury Corporation	\$137,512.51
Direct Debit – Credit Card	\$14,725.37
Direct Debit – N-Able Pty Ltd	\$2,336.56
Direct Debit – Australian Phone Company	\$225.23
Direct Debit – Telair Pty Ltd	\$2,514.91
Direct Debit – Insurance Premium Repayments	\$47,893.29
Direct Debit – Superannuation	\$88,300.44
Grand Total	\$1,135,113.32

VOTING DETAILS:CARRIED: 7/0

For: Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin

Against: Nil

#### Background:

A list of accounts paid under delegated authority is attached showing all payments made during the month of October 2025.

**Officer's Comment:**

Changes to the format of the list of payments has been made to be aligned with Section 13(1) of the Local Government (Financial Management) Regulations.

**Consultation:**

Nil

**Statutory Environment:**

The *Local Government (Financial Management) Regulations 1996* provides as follows:

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*
- (1) *If the local government has delegated to the CEO the exercise of its 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.*
- (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.*

**Policy Implications:**

Under Delegation CEO101 Council has delegated authority to the Chief Executive Officer to authorise payments from the municipal or trust fund.

**Financial/Resource Implications:**

Nil

**Strategic Implications:**

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

**Attachments:**

*Attachment Booklet – November 2025*

FIN01-11/25 Attachment 1: Accounts for Payment –October 2025

FIN 02-11/25 Monthly Financial Statements - September 2025	
<b>Author:</b>	<b>P Machaka, Manager Finance</b>
<b>Responsible Officer:</b>	<b>S Ivers, Chief Executive Officer</b>
<b>File Reference:</b>	<b>2.0057</b>
<b>Council Role:</b>	<b>Executive</b>
<b>Voting Requirements:</b>	<b>Simple Majority</b>

**Report Purpose:**

For Council to consider and receive the Monthly Financial Statements for the period 1 July 2025 to 30 September 2025.

COUNCIL DECISION		151125
<b>MOVED: Cr</b>		<b>SECONDED: Cr</b>
<p><b>That Council, by Simple Majority, receives the Monthly Financial Statements for the period 1 July 2025 to 30 September 2025 as contained in FIN02 11/25 Attachment 1 of the Attachment Booklet – November 2025.</b></p>		
<b>VOTING DETAILS:</b>		<b>CARRIED: 7/0</b>
<b>For:</b>	Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin	
<b>Against:</b>	Nil	

**Background:**

The Monthly Financial Statements to 30 September 2025 are prepared in accordance with the requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996* and includes the following statutory reports:

- Statement of Financial Activity by Nature
- Statement of Financial Position
- Explanation of Material Variances
- Net Current Funding Position

The Statements also include various other financial information not required by legislation, but for Council information.

**Officer's Comment:**

The draft financial position to the end of September 2025 is detailed in the attached report and summarised as per below:

30/09/2025		YTD Budget	YTD Actual
Operating Revenue		8,746,368	8,977,002
Operating Expenditure		(3,584,076)	(1,951,060)
Net Operating		5,162,292	7,025,942
Non-Operating Revenue		371,917	0
Non-Operating Expenditure		(1,229,218)	(283,139)
Net Non-Operating		(857,301)	(283,139)
Cash at Bank			1,573,096
Cash at Bank Restricted			623,005
Reserve Bank			1,039,359
Total Cash Funds			3,235,460

**Consultation:**

Nil

**Statutory Environment:***Local Government Act 1995*

- *Section 6.4 Financial report*

*Local Government (Financial Management) Regulations*

- *Section 34 Financial activity statement report provides as follows:*

- (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 the 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); and*
  - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing -*
  - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
  - (b) *an explanation of each of the material variances referred to in sub-regulation (1)(d); and*
  - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity must be shown according to the nature classification.*
- (4) *A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be -*

- (a) presented to the council - at an ordinary meeting of the council within 2 months after the end of month to which the statement relates; and*  
*(b) recorded in the minutes of the meeting at which it is presented.*

**Policy Implications:**

Nil

**Financial/Resource Implications:**

Any issues in relation to expenditure and revenue allocations or variance trends are identified and addressed each month or at budget review.

**Strategic Implications:**

Our Brilliant Future - Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

**Attachments:**

*Attachment Booklet –November 2025*

FIN02-11/25 Attachment 1: Financial Statements for the Period Ended 30 September 2025.

## 10.2 Development Reports

DEV 01-11/25 October 2025 Development Delegated and Authorised Authority Report	
<b>Author:</b>	<b>M Connell, Manager Development</b>
<b>Responsible Officer:</b>	<b>S Ivers, Chief Executive Officer</b>
<b>File Reference:</b>	<b>3.00125</b>
<b>Council Role:</b>	<b>Executive</b>
<b>Voting Requirements:</b>	<b>Simple Majority</b>

### Report Purpose:

For Council to receive the October 2025 Development Delegated and Authorised Authority Report.

COUNCIL DECISION		161125
<b>MOVED: Cr Gillam</b>		<b>SECONDED: Cr Summers</b>
That Council by Simple Majority, receives the October 2025 Development Delegated and Authorised Authority Report, as contained in DEV 01-11/25 Attachment 1.		
<b>VOTING DETAILS:</b>		<b>CARRIED: 7/0</b>
<b>For:</b>	Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin	
<b>Against:</b>	Nil	

### Background:

Local governments utilise levels of delegated authority to undertake day-to-day statutory functions, thereby allowing Council to focus on policy development, representation, strategic planning and community leadership, with the organisation focussing on the day-to-day operations of the Shire.

The use of delegated authority means the large volume of routine work can be effectively managed and acted on promptly, which in turn facilitates efficient service delivery to the community.

In addition, as of 1 July 2024, the determination of development applications for single houses or any development associated with a single house (excluding development associated with a heritage place), can now only be done by the CEO or authorised employees of the local government.

### Officer's Comment:

This report presents the details of development functions made under delegated or authorised authority for the month of October 2025, with 7 building permits/certificates, 4 single house applications, 4 applications for development approval and 1 subdivision clearance having been issued.

### Consultation:

Nil.

### Statutory Environment:

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- *Planning and Development (Local Planning Schemes) Regulations 2015*



**Policy Implications:**

Nil.

**Financial/Resource Implications:**

Nil.

**Strategic Implications:**

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

**Attachments:**

*Attachment Booklet – November 2025*

DEV 01-11/25 Attachment 1: October 2025 Development Delegated and Authorised Authority Report

UNCONFIRMED

<b>DEV 02-11/25 Proposed Road Name Change, Pettit Road</b>	
<b>Author:</b>	<b>M Connell, Manager Development</b>
<b>Responsible Officer:</b>	<b>S Ivers, Chief Executive Officer</b>
<b>File Reference:</b>	<b>P25/69</b>
<b>Council Role:</b>	<b>Executive</b>
<b>Voting Requirements:</b>	<b>Simple</b>

**Report Purpose:**

For Council to consider a request to change the road name Pettit Road to Pettit Lane.

<b>OFFICER RECOMMENDATION</b>
<p><b>That Council by Simple Majority, not support the road name change of Pettit Road for the following reasons:</b></p> <ol style="list-style-type: none"> <li><b>As per Landgate's <i>Policies and Standards for Geographical Naming in Western Australia</i>, re-establishing the incorrect historical usage of Pettit Lane is not considered a compelling reason to change the name; and</b></li> <li><b>The layout of the road does not reflect the road type 'Lane'.</b></li> </ol>

The Shire President spoke to the item and proposed an alternative motion as follows.

<b>ALTERNATIVE MOTION</b>
<p><b>That Council by Simple Majority:</b></p> <ol style="list-style-type: none"> <li><b>Conduct an independent community consultation with the affected residents of Pettit Road;</b></li> <li><b>Subject to all affected residents providing written approval, support the road name change of Pettit Road to Pettit Lane; and</b></li> <li><b>Landgate's reapproval of road names service fee to be paid the Shire.</b></li> </ol>

**Reasons for change:**

Council would like to formally gauge the level of interest from the affected residents of Pettit Road, and if all the residents are fully supportive then request Landgate to change the road name. The road type 'Lane' could be appropriate as the original road reserve width was only 10m notwithstanding the long-term desire to widen the road to 20m.

The alternative motion then became the substantive motion and was put to the vote.

<b>COUNCIL DECISION</b>	<b>171125</b>
<b>MOVED: Cr Gillam</b>	<b>SECONDED: Cr Summers</b>
<p><b>That Council by Simple Majority:</b></p> <ol style="list-style-type: none"> <li><b>Conduct an independent community consultation with the affected residents of Pettit Road;</b></li> <li><b>Subject to all affected residents providing written approval, support the road name change of Pettit Road to Pettit Lane; and</b></li> </ol>	

**3. Landgate's reapproval of road names service fee to be paid the Shire.****VOTING DETAILS:****CARRIED: 7/0****For:** Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin**Against:** Nil

Councillor Gillam spoke to the item to advise that in all the time he had lived in the region, he had only ever know (it) to be called 'Pettit Lane'.

Councillor Summers also commented that the title 'Pettit Lane' is more appropriate for the area.

**Background:**

A request has been received from a member of the public (Mr. Barry George) requesting Pettit Road be renamed to Pettit Lane. In support of the request the applicant has stated the following:

*I am writing on behalf of all seven residents of Pettit Road to formally request that the street name be reverted to its original and historical name, Pettit Lane.*

*Prior to its renaming in 1975, the road was long known as Pettit Lane – a name that holds historical significance for the area and is fondly remembered by many long-term residents. The change to "Pettit Road" was made without local consultation at the time, and over the years, the name "Pettit Lane" has continued to be used informally and formally by members of the community, residents and the shire office alike.*

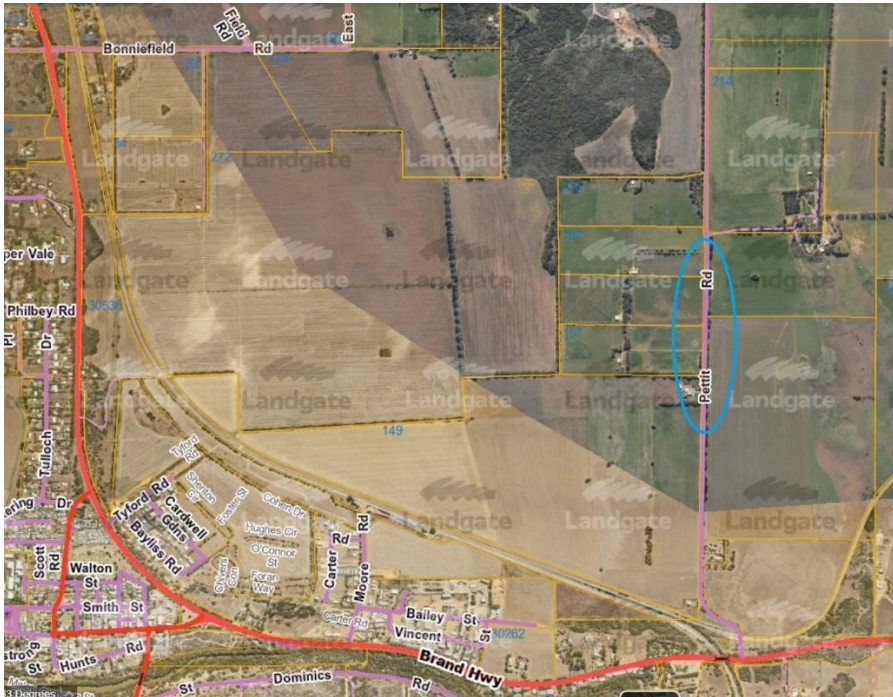
*All seven current residents of the street are in agreement with this request and strongly support reinstating the original name. We believe that restoring the name to Pettit Lane:*

- Preserves the historical integrity of the local area*
- Reflects the community's preference and shared identity*
- Corrects a longstanding oversight that was made without local input*

At the Annual Electors Meeting held on 25 March 2025 a question was also raised regarding Pettit Road and the response was as follows:

*The Shire President confirmed that Pettit Road was originally named as such. The street sign erected however was incorrect and showed the road name as Pettit Lane. Subsequently the street sign was corrected to Pettit Road which is the correct name as confirmed by Landgate.*

## Location Plan



### Officer's Comment:

Officers from Landgate have conducted a review of the Landgate database and have found no evidence that Pettit Road was originally named Pettit Lane. Whilst the road may have been incorrectly signposted in the past officers from Landgate have advised that it is not supportive of changing an existing approved road name due to errors with street signage.

### Consultation:

Any proposal for a road name change must be accompanied with evidence of community consultation. If Council is supportive of the road name change then it will be required to conduct independent community consultation with the affected residents and all must be supportive.

The applicant has anecdotally advised that all affected residents are supportive, however the Shire will still be required to conduct its own independent consultation.

As part of this consultation the Shire will be required to clearly articulate the implications of changing address and the potential for ongoing confusion between Road and Lane. Each existing resident will be required to update their addresses from Road to Lane and also update various other providers (such as drivers licences, utility and NBN providers, electoral commission, banks etc.).

### Statutory Environment:

The practice of officially naming roads is covered under section 26A of the *Land Administration Act 1997*. The local government must first approve proposed road names and then forward them to the Minister for Lands for final approval.

The legislation is supported by the *Policies and Standards for Geographical Naming in Western Australia* which provides the necessary information and details the principles and standards which apply to all naming.

The following extracts from the Policies and Standards is relevant to the renaming request:

#### 1.1.4 Unnecessary name changes

Any change to an existing approved name is discouraged. As all official names are meant to be enduring, any proposals to change the name of a road must include evidence of a compelling reason for such a change.

The changing of a name merely to correct or re-establish historical usage shall not be considered in itself a reason to change a name.

Evidence of community consultation and feedback from all relevant agencies and jurisdictions must be included with the submission. If Landgate determines that the name change is unnecessary or non-essential, yet there is enough community support for the change and it is compliant with the relevant naming policies and standards, it may be approved but it shall incur a service charge.

### **2.2.2 Road types**

All road names shall include a road type. The road type shall be chosen to convey the function and characteristics of the road as described in the 'description' field of the road type list. Road types may be chosen with the final configuration in mind.

**Lane** – Narrow way between walls, buildings or a narrow country or city roadway.

**Road** – Open way or public passage primarily for vehicles.

The layout of the constructed road does not reflect the definition of the road-type of 'Lane' (i.e. narrow country or city roadway). The southern portion of Pettit Road has a 15m wide road reserve with the northern portion being 10m wide. The land is zoned Rural Smallholdings allowing for subdivision of 15ha lots. As this future subdivision occurs the road reserve will be widened to the standard 20m.

#### **Policy Implications:**

Nil.

#### **Financial/Resource Implications:**

Landgate charge a service fee of \$334 for reapproval of road names.

#### **Strategic Implications:**

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.1.3 Maintain effective working relationships with relevant stakeholders.

#### **Attachments:**

Nil.

### 10.3 Community Services Reports

Nil

### 10.4 Operations Reports

Nil

### 10.5 Office of the CEO Reports

The Shire President requested the meeting be suspended to allow for discussion on Item CEO 01-11/25.

COUNCIL DECISION		181125
MOVED: Cr Gillam		SECONDED: Cr Hansen
That Council suspends the meeting as per Clause 17.1 of the <i>Shire of Irwin Meeting Procedures Local Law 2016</i> at 6.23pm.		
VOTING DETAILS:		CARRIED: 7/0
For:	Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin	
Against:	Nil	

COUNCIL DECISION		191125
MOVED: Cr Gillam		SECONDED: Cr Summers
That Council reconvenes the meeting as per Clause 17.1 of the <i>Shire of Irwin Meeting Procedures Local Law 2016</i> at 6.25pm.		
VOTING DETAILS:		CARRIED: 7/0
For:	Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin	
Against:	Nil	

<b>CEO 01-11/25 Agenda Forum and Council Meeting Dates 2026</b>	
<b>Author:</b>	<b>S Mearns, Executive Assistant</b>
<b>Responsible Officer:</b>	<b>S Ivers, Chief Executive Officer</b>
<b>File Reference:</b>	<b>2.0073</b>
<b>Council Role:</b>	<b>Executive</b>
<b>Voting Requirements:</b>	<b>Simply Majority</b>

**Report Purpose:**

For Council to consider and set the Agenda Forum and Ordinary Council Meeting dates for 2026.

COUNCIL DECISION201125

MOVED: Cr Musulin

SECONDED: Cr Melsom

That Council by Simple Majority:

1. approve the amendment to the Ordinary Council Meeting start time, bringing the commencement time forward to 5.00 pm from February 2026 onward;

2. set the 2026 Agenda Forums and Ordinary Council Meetings in accordance with the following schedule; and

Agenda Forum Tuesday - 5.00pm	Ordinary Council Meeting Tuesday - 5.00pm
17 February	24 February
17 March	24 March
21 April	28 April
19 May	26 May
16 June	23 June
21 July	28 July
18 August	25 August
15 September	22 September
20 October	27 October
17 November	24 November
7 December (Monday)	15 December

3. authorise the Chief Executive Officer to publish the amended starting time for Ordinary Council Meetings, as detailed in point 1, and to advertise the 2026 meeting schedule to the community.

VOTING DETAILS:

CARRIED: 7/0

For:Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin

Against:Nil

**Background:**

In accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996*, Council is required to formally establish and publish the meeting dates for the upcoming 12 months, ensuring that this information is made accessible to the local community.

Historically, Council has scheduled its Ordinary Council Meetings for the fourth Tuesday of each month, with the exception of January and December. In 2025 Council did not hold an Ordinary Council Meeting in January, in line with past practice of allowing a break during the summer period.

As with the 2025 meeting schedule, the Agenda Forums will precede the Ordinary Council Meetings and be held on the third Tuesday of each month.

**Officer's Comment:**

It is proposed that the Ordinary Council Meetings for 2026 be scheduled on the fourth Tuesday of each month, with the exception of January and December. In alignment with last year's schedule, it is recommended that there be no Agenda Forum or Ordinary Council Meeting in January 2026.

The December 2026 Ordinary Council Meeting is suggested to be held on the second Monday of December to provide staff with sufficient time to take necessary action on Council decisions and prepare the meeting minutes before the Christmas and New Year closure period. This change from the usual Tuesday meeting is proposed due to a conflict with the Dongara District High School's end-of-year presentation night, which is typically scheduled for the second Tuesday of December. Many Councillors have children attending the school or are involved in the presentations as representatives of Council.

Councillors are asked to note that the December Ordinary Council Meeting time is being adjusted to better accommodate operational requirements.

The approval of accounts for payment and financial statements normally provided in January would be scheduled for consideration at the February 2025 meeting. With regards to the presentation of statements of financial activity to Council, Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, provides the following:

- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (b) recorded in the minutes of the meeting at which it is presented.

To improve community engagement whilst maximising knowledge and information sharing, it is proposed to continue with the existing format for meetings of Council:

- Third Tuesday of the Month at 5.00pm (except January and December)
  - Agenda Forum (*open to the public*)
  - Councillor Discussion Session (*closed to the public*)
- Fourth Tuesday of the Month at 5.00pm (except January and December)
  - Ordinary Council Meeting (*open to the public*)
  - Councillor Information Session (*open to the public*)

Councillors are asked to note that the ordinary council meeting will now commence at 5.00pm, instead of 6.00pm.

**Consultation:**

Nil

**Statutory Environment:**

- *Local Government Act 1995*



- *Local Government (Administration) Regulations 1996*, Regulation 12
- *Local Government (Financial Management) Regulations 1996*, Regulation 34

**Policy Implications:**

Nil

**Financial/Resource Implications:**

Nil

**Strategic Implications:**

Our Brilliant Future – Strategic Community Plan 2021-2031.

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles.

**Attachments:**

Nil

UNCONFIRMED

<b>CEO 02-11/25 Irwin Arrowsmith Advisory Council (IAAC) Disclosure Report</b>	
<b>Author:</b>	<b>S Ivers, Chief Executive Officer</b>
<b>Responsible Officer:</b>	<b>S Ivers, Chief Executive Officer</b>
<b>File Reference:</b>	<b>3.0271</b>
<b>Council Role:</b>	<b>Executive</b>
<b>Voting Requirements:</b>	<b>Absolute Majority</b>

**Report Purpose:**

To provide Council with a comprehensive disclosure of correspondence, meetings, collated information, and directives related to the Irwin Arrowsmith Advisory Council (IAAC), as requested under the resolution adopted at the September 2025 Ordinary Council Meeting. This report responds to Council's direction for a full disclosure and status update, including practical interpretation of correspondence and key decision-making activities.

<b>COUNCIL DECISION</b>		<b>211125</b>
<b>MOVED: Cr Gillam</b>		<b>SECONDED: Cr Summers</b>
<b>That Council, by Absolute Majority:</b>		
<ol style="list-style-type: none"> <li><b>1. Receives the CEO02-11/25 report on the Irwin Arrowsmith Advisory Council (IAAC), including the Correspondence &amp; Engagement and Disclosure registers.</b></li> <li><b>2. Notes the Officer's comments regarding the background, preparatory activities, and current status of the IAAC.</b></li> <li><b>3. Accepts the disclosures as fulfilling the Council resolution from the September 2025 Ordinary Council Meeting.</b></li> </ol>		
<b>VOTING DETAILS:</b>		<b>CARRIED: 7/0</b>
<b>For:</b>	<b>Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin</b>	
<b>Against:</b>	<b>Nil</b>	

**Background:**

The Irwin Arrowsmith Advisory Council (IAAC) was conceived as a strategic initiative to position the Shire of Irwin and surrounding districts to manage and benefit from increased industrial activity within the Arrowsmith region. The concept evolved from the Industry Leaders Workshop held at the Parmelia Hilton on 7 December 2021, which brought together key industry leaders in the Arrowsmith region to identify regional opportunities in infrastructure, energy, logistics, and workforce planning. In August 2023, Council endorsed the IAAC Strategic Framework & Operating Model and approved an allocation in the 2023/24 budget to support its establishment. Subsequent workshops and engagement activities throughout 2023 focused on infrastructure planning, renewable energy integration, and economic participation opportunities for local communities and Traditional Owners.

**Officer's Comment:**

The IAAC served as a strategic framework that demonstrated the Shire's capacity to bring industry and government together in pursuit of coordinated regional outcomes. Although it did not proceed to formal incorporation, the initiative generated measurable benefits through collaboration, advocacy, and groundwork that positioned the Shire as a credible regional leader.

Key phases of activity are summarised in the attached Disclosure Register, including:

- Industry Leaders Workshop (December 2021) – Initial identification of infrastructure, workforce, and housing needs.
- Strategic Framework Development (2022–2023) – Preparation of governance and operating model documentation.
- Operational Engagement (2023) – Industry coordination, Western Power submission, and road recovery initiatives.
- Dormancy (2024) – Industry delays and changed leadership priorities resulting in cessation of activity.
- Renewed Relevance (2025) – Increasing regional activity in renewable energy, silica sand, and gas production projects has revived the rationale for a collaborative forum akin to IAAC.

### **Infrastructure Impact**

The outcomes of the Industry Leaders Workshop provided the foundation for the IAAC concept, establishing early alignment between industry priorities, infrastructure planning, and the Shire's long-term regional development objectives.

Recent correspondence and planning discussions indicate a clear resurgence of industry interest across the Arrowsmith and Mid West corridor. Proponents in the renewables, silica sand, and gas sectors are again seeking coordination on transport routes, accommodation capacity, and shared infrastructure investment.

These renewed circumstances strongly reinforce the underlying logic of the IAAC model, a coordinated, locally led mechanism capable of aligning industry and community needs while ensuring transparent governance and equitable benefit sharing. The groundwork laid between 2021 and 2023 provides a strong platform for re-establishing such a forum if Council wishes to revisit the concept.

The attached disclosure materials demonstrate that, while the IAAC's operational phase was short-lived, it delivered significant preparatory work that continues to yield value. Its legacy is visible in project planning, road recovery arrangements, and the collaborative funding models later reflected in projects such as Milo Crossing.

### **Economic Impact**

Beyond its strategic infrastructure focus, the IAAC initiative also delivered clear economic and community benefits within the Shire of Irwin. By fostering collaboration between industry, government, and local enterprise, the IAAC provided early opportunities for businesses to participate in service delivery, logistics, accommodation, and transport solutions arising from major project activity. This engagement not only strengthened business confidence but also demonstrated the Shire's capacity to translate regional investment into tangible local outcomes, an essential element of the "Prosperous and Diverse Economy" pillar of Our Brilliant Future.

In several cases, this environment enabled new or emerging businesses to become established or expand their services in response to industry demand. While the scale of these outcomes varied, the principle remained consistent: a coordinated, Shire-facilitated approach ensured that economic benefits were retained locally, with local businesses and workers directly contributing to and sharing in the region's development. The IAAC model demonstrated how structured, community-based collaboration can complement broader regional strategies by ensuring that local perspectives and economic participation remain at the centre of growth planning.

It is noted that some community discussions have reflected a misunderstanding of what was meant by 'establishment costs' in the original IAAC reports. While the origin of this misinformation is unclear and may have arisen through miscommunication rather than intent, it is important to clarify that these costs were not associated with administrative overheads or discretionary expenditure, but rather represented defined, outcome-driven deliverables as set out in Council Report CEO01-12/23.

Contrary to some assumptions expressed at the time, no industry participants received financial payments or direct subsidies from the Shire. All expenditure was directed toward the Shire's own due diligence activities, technical workshops, and preparatory studies aimed at positioning the community for future funding and investment. The expenditure supported workshops facilitated by Ernst & Young that examined essential infrastructure priorities including power transmission, water security, road access, workers' accommodation, and temporary port planning.

### **Financial Impact**

Each of these components formed part of the due diligence required to prepare for future Regional Precincts and Partnerships Program (rPPP) funding submissions. The workshops and preparatory studies undertaken through the IAAC were specifically designed to support an application for the first stream of rPPP funding, valued at up to \$5 million, to advance strategic infrastructure planning, site investigations, and governance development. Subject to the successful completion of that stage, the IAAC would have been positioned to pursue a second-stage submission of up to \$50 million to support detailed design and precinct delivery. The overall approach reflected a deliberate and evidence-based pathway to secure substantial external funding for infrastructure critical to both local industry and the community.

It is important to recognise that these efforts were both prudent and foundational, reflecting a forward-looking approach to infrastructure planning that has since been validated by regional developments, such as Western Power's \$80 million commitment to grid upgrades. The Shire's engagement through IAAC ensured that local priorities were represented in these broader regional conversations and continues to demonstrate value for the community.

The experience underscores the importance of maintaining a cohesive and well-informed approach between Council, Administration, and external partners when advancing major strategic initiatives. Clear communication and consistent understanding of project intent are essential to ensuring that collective decisions reflect both evidence and the community's long-term interests.

During the IAAC process, differing interpretations of regional funding pathways contributed to a loss of collective focus and ultimately constrained the Shire's ability to advance what had been a promising collaborative framework. In hindsight, the experience reinforces the value of maintaining strategic consistency and independence in negotiations, ensuring that external engagement complements rather than diverts local priorities.

The broader lesson remains that lasting regional progress is best achieved through shared purpose, evidence-based decision-making, and a united commitment to outcomes that directly serve the Shire's residents and stakeholders. This report provides an opportunity to reaffirm those principles and clarify the record for the benefit of the community and future decision-makers.

The renewed surge in regional industry activity, including renewable energy, silica sand, and gas production, again demonstrates the continuing relevance of a collaborative structure such as IAAC. The challenges that the initiative originally sought to address; transport network resilience, workforce accommodation, housing availability, and service capacity, are now more pressing than ever. The IAAC framework, or a collaborative forum akin to IAAC, remains well positioned to be revitalised to support coordinated planning and industry engagement as these regional opportunities mature.

Re-establishing a coordinated structure such as IAAC would ensure that future regional opportunities are leveraged effectively, underpinned by local governance, transparency, and shared benefit. The Shire's proactive engagement and collaborative groundwork from 2021 to 2023 provide a strong foundation to renew this focus and restore the region's strategic voice in future funding and infrastructure discussions.

### **Consultation:**

Nil

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial/Resource Implications:**

Nil

**Strategic Implications:**

The IAAC demonstrated that even without incorporation, local leadership can unlock substantial external funding. Linking such approaches with the CASE Committee's governance could strengthen the Shire's ability to deliver projects aligned with water, energy, and infrastructure priorities.

Our Brilliant Future – Strategic Community Plan 2021 – 2031:

- Objective 2 A prosperous and diverse economy.
- Objective 3 Custodianship of our natural and built environment.
- Objective 4 Leading the community with engaged and progressive governance.

**Attachments:**

*Confidential Attachment Booklet – November 2025*

CEO 02-11/25 Confidential Attachment 1: IAAC Correspondence & Engagement Register

CEO 02-11/25 Confidential Attachment 2: IAAC Disclosure Register (CSV Format)

<b>CEO 03-11/25 Temporary Employment or Appointment of CEO Policy</b>	
<b>Author:</b>	<b>S Ivers, Chief Executive Officer</b>
<b>Responsible Officer:</b>	<b>S Ivers, Chief Executive Officer</b>
<b>File Reference:</b>	<b>2.0023</b>
<b>Council Role:</b>	<b>Executive</b>
<b>Voting Requirements:</b>	<b>Absolute Majority</b>

**Report Purpose:**

To present the proposed Temporary Employment or Appointment of CEO Policy to Council for consideration and adoption, in accordance with section 5.39C of the Local Government Act 1995, which requires each local government to prepare and adopt a policy that outlines the process for employing a person in the position of CEO for a term not exceeding 1 year, or appointing an employee to act in that position for a term not exceeding 1 year.

<b>COUNCIL DECISION</b>		<b>221125</b>
<b>MOVED: Cr Hansen</b>		<b>SECONDED: Cr Melsom</b>
<p><b>That Council by Absolute Majority, ADOPTS the <i>Temporary Employment or Appointment of CEO Policy</i> as provided in Attachment 1, in accordance with section 5.39C of the <i>Local Government Act 1995</i>.</b></p>		
<b>VOTING DETAILS:</b>		<b>CARRIED: 7/0</b>
<b>For:</b>	<b>Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin</b>	
<b>Against:</b>	<b>Nil</b>	

**Background:**

Amendments to the Local Government Act 1995 introduced a requirement for local governments to formally adopt a policy outlining how temporary employment or acting arrangements for the Chief Executive Officer position will occur for periods up to 12 months.

This requirement sits alongside the standards for CEO recruitment, performance and termination introduced in February 2021 as part of the wider reforms to local government governance.

The Western Australian Local Government Association (WALGA) has produced a sector-standard template policy to assist local governments in meeting their legislative obligations. The Shire of Irwin has prepared a policy based on this template, modified to reflect the Shire's organisational structure, delegations and administrative processes.

The draft policy sets out the decision-making requirements for temporary employment or appointment of the CEO, identifies the officers who are suitably qualified to perform the role if required, and clarifies the circumstances in which Council approval is necessary.

**Officer's Comment:**

The *Temporary Employment or Appointment of CEO Policy* provides clear and transparent guidance on the process to be followed should the CEO role become temporarily vacant or require short-term acting arrangements.

**Adoption of the policy:**

- Ensures compliance with section 5.39C of the Local Government Act 1995.
- Provides organisational certainty in circumstances where the CEO is unexpectedly unavailable or where an acting arrangement is required.
- Clarifies the roles of Council and the Presiding Member in initiating temporary or acting CEO arrangements.
- Aligns the Shire with current sector practice, including the WALGA template used by many local governments.

The draft policy has been reviewed for consistency with the Shire's existing delegations and internal processes and is recommended for adoption without further modification.

**Consultation:**

WALGA guidance material.

**Statutory Environment:**

- Local Government Act 1995
  - *Section 5.39C – Policy for temporary employment or appointment of CEO*
  - Requires a local government to adopt a policy setting out the process for appointing or employing a person as CEO for a term not exceeding 1 year.
- Local Government (Administration) Regulations 1996
  - CEO standards framework for recruitment, performance and termination.

**Policy Implications:**

Adoption of the *Temporary Employment or Appointment of CEO Policy* will add a new policy to the Shire's Governance Framework. It will guide decision-making related to temporary CEO arrangements and ensure consistency with legislative requirements.

**Financial/Resource Implications:**

There are no direct financial implications arising from adoption of the policy. Temporary or acting CEO arrangements, if triggered, may have cost implications depending on the duration and nature of the appointment, which would be managed within existing budget parameters.

**Strategic Implications:**

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.2.3 Adopt a risk and asset management approach

**Attachments:**

*Attachment Booklet – Date*

CEO 03-11/25 Attachment 1: Draft Policy CP49 Temporary Employment or Appointment of CEO

**10.6 Committee Reports**

Nil

**11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**13. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION**

Nil

**14. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC****14.1 CEO 04-11/25 Appointment of Acting Chief Executive Officer and CEO Leave**

The matter at CEO03-09/25 is to be considered behind closed doors in accordance with Section 5.23(2)(a) of the *Local Government Act 1995* as it relates to a matter affecting an employee to be discussed at the meeting.

COUNCIL DECISION		231125
MOVED: Cr Gillam		SECONDED: Cr Hansen
That Council close the meeting to the public at 6.30pm in accordance with section 5.23(2) (a) and (c) of the <i>Local Government Act 1995</i> to discuss item 04-11/25 Appointment of Acting Chief Executive Officer and CEO Leave.		
VOTING DETAILS:		CARRIED: 7/0
For:	Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin	
Against:	Nil	

Staff and members of the gallery left the chambers at 6.30pm.

COUNCIL DECISION		241125
MOVED: Cr Gillam		SECONDED: Cr Hansen
That Council suspends the meeting as per Clause 17.1 of the <i>Shire of Irwin Meeting Procedures Local Law 2016</i> at 6.31pm.		
VOTING DETAILS:		CARRIED: 7/0
For:	Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin	
Against:	Nil	

Mr Battilana returned to the chambers at 6.32pm.

Mr Battilana left the chambers at 6.36pm.



COUNCIL DECISION		251125
<b>MOVED: Cr Berecz</b>		<b>SECONDED: Cr Melsom</b>
<b>That Council reconvenes the meeting as per Clause 17.1 of the <i>Shire of Irwin Meeting Procedures Local Law 2016</i> at 6.35pm.</b>		
<b>VOTING DETAILS:</b>		<b>CARRIED: 7/0</b>
<b>For: Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin</b>		
<b>Against: Nil</b>		

*Council Members voted unanimously on the confidential recommendation made behind closed doors. The confidential item will be recorded under separate cover.*

COUNCIL DECISION		271125
<b>MOVED: Cr Summers</b>		<b>SECONDED: Cr Berecz</b>
<b>That Council opens the meeting to the Public at 6.38pm.</b>		
<b>VOTING DETAILS:</b>		<b>CARRIED: 7/0</b>
<b>For: Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin</b>		
<b>Against: Nil</b>		

*Staff returned to the chambers at 6.38pm.*

COUNCIL DECISION		281125
<b>MOVED: Cr Summers</b>		<b>SECONDED: Cr Berecz</b>
<b>That Council endorse the recommendation made behind closed doors in relation to items CEO 04-11/25 Appointment of Acting Chief Executive Officer and CEO Leave.</b>		
<b>VOTING DETAILS:</b>		<b>CARRIED: 7/0</b>
<b>For: Cr Scott, Cr Gillam, Cr Summers, Cr J Melsom, Cr Berecz, Cr Hansen, Cr Musulin</b>		
<b>Against: Nil</b>		

## 15. CLOSURE

There being no further business, the Presiding Member closed the meeting at 6.40pm.



# Ordinary Council Meeting

8 December 2025

Item 8.2  
Agenda Forum Notes  
2 December 2025



SHIRE OF IRWIN  
DONGARA-PORT DENISON  
A BRILLIANT BLEND

# AGENDA FORUM NOTES

Tuesday 2 December 2025



# Table of Contents

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	2
2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE.....	2
4. PUBLIC QUESTION TIME.....	2
10. REPORTS OF OFFICERS AND COMMITTEES.....	2
10.1 Finance Reports.....	3
15. CLOSURE .....	4

## 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member declared the Agenda Forum open at 5.00pm and welcomed Councillors, Staff and the Gallery Member.

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

### Members

Councillor P Summers  
Councillor J Melsom  
Councillor A J Gillam  
Councillor I Scott  
Councillor S Hansen (Arrived at 5.02pm)  
Councillor L Berecz

### Staff

Mr M Battilana	(Acting) Chief Executive Officer
Mr M Connell	Manager Development
Ms F Boksmati	Manager Community Services
Miss P Machaka	Manager Finance
Mr M Antony	Community Emergency Services Manager
Ms S Mearns	Executive Assistant

### Guests

Nil

### Apologies

Councillor L Musulin

### Approved Leave of Absence

Mr S Ivers	Chief Executive Officer
Mr M Jones	Manager Operations

### Gallery

Mr Ian Maluish	5 Abbot Terrace, Port Denison
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*The Shire President advised that items 3, 5, 6, 8 and 9 will be dealt with at the 25 November 2025 Ordinary Council Meeting.*

## 4. PUBLIC QUESTION TIME

**Question 1:** Ian Maluish, 5 Abbot Terrace, Port Denison

*Mr Maluish sought clarification on whether public question time permits questions on any subject or is limited solely to matters included on the Agenda.*

*Response: The (Acting) Chief Executive Officer advised that any questions posed by the Public during an Agenda Forum must only relate to items which are on the Agenda however Public Question Time at Ordinary Council Meetings can relate to other matters.*

## 10. REPORTS OF OFFICERS AND COMMITTEES

## 10.1 Finance Reports

<b>10.1</b>	<b>FINANCE REPORTS</b>
<b>FIN 01-12/25</b>	<b>Accounts for Payment – November 2025</b>
<b>Report Purpose</b>	For Council to receive the list of accounts paid under delegated authority during November 2025.
<b>Comment</b>	Due to the shortened timeframe between the November and December Council Meetings, the 'Accounts for Payment – November 2025' report had not yet been completed. It will be provided prior to the Ordinary Council Meeting for Councillors to review and for publication.
<b>FIN 02-12/25</b>	<b>Monthly Financial Statements – October 2025</b>
<b>Report Purpose</b>	For Council to consider and receive the Monthly Financial Statements for the period 1 July 2024 to 31 October 2025.
<b>Comment</b>	Due to the shortened timeframe between the November and December Council Meetings, the 'Monthly Financial Statements - October 2025' report had not yet been completed. It will be provided prior to the Ordinary Council Meeting for Councillors to review and for publication.
<b>10.2</b>	<b>DEVELOPMENT REPORTS</b>
<b>DEV 01-12/25</b>	<b>November 2025 Development Delegated and Authorised Authority Report</b>
<b>Report Purpose</b>	For Council to receive the November 2025 Development Delegated and Authorised Authority Report.
<b>Questions</b>	Nil
<b>DEV 02-12/25</b>	<b>Disposal of Land by Lease – Dongara Irwin Race Club</b>
<b>Report Purpose</b>	For Council to consider the disposal by way of a new lease of portion of Reserve 40590 Brennand Road, Dongara to the Dongara – Irwin Race Club (Inc).
<b>Discussion</b>	It was discussed whether the new lease could include a provision stating that the Dongara Irwin Race Club, as the lessee, must not unreasonably refuse requests for the casual hire of the premises for equestrian purposes. A clause reflecting this will be added to the new lease.
<b>10.3</b>	<b>COMMUNITY SERVICES REPORTS</b>
<b>COM 01-12/25</b>	<b>Dongara Golf Course Reticulation Upgrade Funding Model</b>
<b>Report Purpose</b>	For Council to consider the Dongara Golf Club's request to renew and upgrade the existing Dongara Golf Course reticulation and control system using the recommended project funding model following the unsuccessful CSRFF grant application.
<b>Questions</b>	Councillor Gillam requested clarification regarding the purchase and whether it would resolve the issue. The Manager Community Services confirmed that the funds will be allocated to the pumps, Water Corporation–required water metering, and the necessary connections. The Golf Club has already purchased and installed the \$40,000 shed to house the new pump system. The works

funded under the loan are essential and provide an immediate solution to address key concerns with the reticulation system.

<b>COM 02-12/25</b>	<b>Magic on Moreton Budget Amendment</b>
<b>Report Purpose</b>	For Council to consider and support an increase to the Magic on Moreton 2025 event budget from \$15,000 to \$19,000, ensuring adequate funding for entertainment, logistics and community engagement activities associated with the event scheduled for Saturday, 6 December 2025.
<b>Questions</b>	Nil
<b>COM 03-12/25</b>	<b>Community Assistance Scheme and Events Committee – Community Members</b>
<b>Report Purpose</b>	For Council to consider appointing two (2) community members to join the Community Assistance Scheme and Events (CASE) Committee.
<b>Questions</b>	Nil
<b>COM 04-12/25</b>	<b>Visitor Centre Closure of Saturday Operations</b>
<b>Report Purpose</b>	For Council to note the cessation of Saturday operations at the Shire of Irwin Visitor Centre, currently staffed from 9.00am to 12.00pm, effective from 29 November 2025, due to low visitation levels and the cost-inefficiency of maintaining these hours.
<b>Questions</b>	Councillor Melsom sought confirmation on whether the school holiday periods result in an influx of travellers to the Visitors Centre. The Manager Community Services advised that school holidays do not affect patronage and that no increase in visitors has been observed during Saturday operations over these periods.
<b>10.4</b>	<b>OPERATIONS REPORTS</b>
	Nil
<b>10.5</b>	<b>OFFICE OF THE CEO REPORTS</b>
	Nil
<b>10.6</b>	<b>COMMITTEE REPORTS</b>
	Nil

*The Shire President advised that items 11 – 14 will be dealt with at the Ordinary Council Meeting being held on Monday 8 December 2025.*

## 15. CLOSURE

There being no further business, the Shire President closed the Agenda Forum at 5.27pm.



# Ordinary Council Meeting

8 December 2025

Item FIN 01-12/25  
Accounts for Payment  
November 2025



# Shire of Irwin

*List of Accounts paid November 2025 for presentation to the  
Council Meeting 8 December 2025*

MUNICIPAL/(TRUST) PAYMENTS			
EFT/CHQ #	DATE	PAYEE	PAYMENTS
EFT34214	06/11/2025	AUSTRALIA POST	-5,258.58
EFT34215	06/11/2025	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION - ONEMUSIC AUSTRALIA	-70.85
EFT34216	06/11/2025	FLOW CONSULTING ENGINEERS PTY LTD	-5,665.00
EFT34217	06/11/2025	CONSTRUCTION TRAINING FUND	-1,595.25
EFT34218	06/11/2025	BLACKWOODS	-424.18
EFT34219	06/11/2025	BOC LIMITED	-140.84
EFT34220	06/11/2025	BURSON AUTOMOTIVE PTY LTD	-406.71
EFT34221	06/11/2025	CAN'T CREATE	-1,705.00
EFT34222	06/11/2025	CARL SCUDDER	-895.00
EFT34223	06/11/2025	CLEANPAK TOTAL SOLUTIONS	-64.70
EFT34224	06/11/2025	CIVIC WORKFORCE MANAGEMENT	-4,950.00
EFT34225	06/11/2025	DELL AUSTRALIA PTY LTD	-2,871.00
EFT34226	06/11/2025	LANDGATE - WESTERN AUSTRALIAN LAND INFORMATION AUTHORITY	-96.96
EFT34227	06/11/2025	DONGARA BOBCAT & CONTRACTING SERVICES	-1,771.00
EFT34228	06/11/2025	DONGARA DRILLING & ELECTRICAL	-13,269.16
EFT34229	06/11/2025	TYREPOWER DONGARA	-5,107.82
EFT34230	06/11/2025	DONGARA YOUTHCARE	-2,000.00
EFT34231	06/11/2025	DONGARA HOTEL MOTEL	-2,083.34
EFT34232	06/11/2025	DAIMLER TRUCKS GERALDTON	-2,353.56
EFT34233	06/11/2025	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	-94,279.50
EFT34234	06/11/2025	GERALDTON BUILDING SERVICES & CABINETS	-158,280.83
EFT34235	06/11/2025	GERALDTON MOWER & REPAIR	-533.80
EFT34236	06/11/2025	ALL DECOR	-1,910.00
EFT34237	06/11/2025	CITY OF GREATER GERALDTON	-17,823.73
EFT34238	06/11/2025	REFUEL AUSTRALIA	-28,852.88
EFT34239	06/11/2025	GLASS CO WA	-263.27
EFT34240	06/11/2025	THINK WATER MID WEST	-146.00
EFT34241	06/11/2025	GREENFIELD TECHNICAL SERVICES	-5,500.00
EFT34242	06/11/2025	HUCKLEBERRY TANK AND WATER SERVICE	-7,373.00
EFT34243	06/11/2025	HUGGABLE TOYS	-596.70
EFT34244	06/11/2025	INCITE SECURITY	-556.50
EFT34245	06/11/2025	IQTECH SOLUTIONS	-568.41
EFT34246	06/11/2025	IRWIN SHIRE - RATES	-5,780.00
EFT34247	06/11/2025	IVEY CONTRACTING	-2,860.00
EFT34248	06/11/2025	JASON SIGNMAKERS	-2,372.57
EFT34249	06/11/2025	JCI LOCKSMITHS	-643.50
EFT34250	06/11/2025	JMH GROUP WA PTY LTD	-141.35
EFT34251	06/11/2025	DONGARA DENISON LIONS CLUB INC	-200.00
EFT34252	06/11/2025	NODE 1 PTY LTD	-49.00
EFT34253	06/11/2025	SHIRE OF IRWIN - LOTTO FUND	-342.50
EFT34254	06/11/2025	M2 ON HOLD (A DIVISION OF M2 TECHNOLOGY GROUP PTY LTD)	-462.00
EFT34255	06/11/2025	MARSDEN'S BECKENHAM TRANSPORT PTY LTD	-20,548.00
EFT34256	06/11/2025	M CREEDON	-466.70
EFT34257	06/11/2025	MCDONALD WHOLESALERS	-1,078.15
EFT34258	06/11/2025	MCLEODS BARRISTERS & SOLICITORS	-638.00
EFT34259	06/11/2025	MIDWEST FIRE PROTECTION & SAFETY SERVICES	-176.00
EFT34260	06/11/2025	MITCHELL & BROWN	-2,970.00
EFT34261	06/11/2025	MIDWEST POWER SOLUTIONS	-3,168.00
EFT34262	06/11/2025	MIDWEST SOLAR AND WATER	-2,283.60
EFT34263	06/11/2025	OFFICEWORKS	-1,006.94
EFT34264	06/11/2025	LOCAL WORKS	-1,357.50
EFT34265	06/11/2025	PRICE CONSULTING GROUP	-10,125.50
EFT34266	06/11/2025	PIRTEK GERALDTON	-885.68
EFT34267	06/11/2025	PIXIES SCREEN PRINTS	-2,139.00
EFT34268	06/11/2025	PARTY ON THE GREEN	-2,183.50
EFT34269	06/11/2025	POPPIES AT THE PARK	-120.00
EFT34270	06/11/2025	R & J TRUST - PEARCE PAINTING & DECORATING	-6,749.16
EFT34271	06/11/2025	RSEA PTY LTD	-396.00
EFT34272	06/11/2025	SUPAGAS PTY LIMITED	-3,242.04
EFT34273	06/11/2025	OVO'S CEILINGS - SWEET ORANGE PRODUCTIONS	-4,116.20
EFT34274	06/11/2025	TANGO IT	-8,273.10

# Shire of Irwin

*List of Accounts paid November 2025 for presentation to the  
Council Meeting 8 December 2025*

MUNICIPAL/(TRUST) PAYMENTS			
EFT/CHQ #	DATE	PAYEE	PAYMENTS
EFT34275	06/11/2025	TEAM GLOBAL EXPRESS PTY LTD	-195.44
EFT34276	06/11/2025	TOOL KIT DEPOT	-1,256.85
EFT34277	06/11/2025	T-QUIP	-565.70
EFT34278	06/11/2025	SYNERGY	-24,930.07
EFT34279	06/11/2025	WESTRAC EQUIPMENT	-3,831.72
EFT34280	06/11/2025	YUNGATHA PTY LTD	-1,683.00
EFT34281	06/11/2025	ZEAL AIR-CONDITIONING	-1,650.00
EFT34282	06/11/2025	ZETTAGRID PTY LTD	-4,618.73
EFT34283	06/11/2025	TWO'S COMPLEMENT COMPUTING PTY LTD TRADING AS ZOODATA	-5,775.00
EFT34284	21/11/2025	AAA-ASPHALT SURFACES	-1,764.65
EFT34285	21/11/2025	CR GILLAM	-5,000.00
EFT34286	21/11/2025	AMPAC DEBT RECOVERY (WA) PTY LTD	-1,165.12
EFT34287	21/11/2025	ATC WORK SMART	-526.75
EFT34288	21/11/2025	AVON WASTE	-40,062.54
EFT34289	21/11/2025	BADGELINK	-157.50
EFT34290	21/11/2025	FLOW CONSULTING ENGINEERS PTY LTD	-8,140.00
EFT34291	21/11/2025	BEDUNDO	-3,780.00
EFT34292	21/11/2025	BLACKWOODS	-406.99
EFT34293	21/11/2025	B WATSON	-1,509.75
EFT34294	21/11/2025	BP ROADHOUSE DONGARA	-214.50
EFT34295	21/11/2025	DEPARTMENT OF LOCAL GOVERNMENT, INDUSTRY REGULATION AND SAFETY	-425.03
EFT34296	21/11/2025	CARL SCUDDER	-2,106.00
EFT34297	21/11/2025	CLEANPAK TOTAL SOLUTIONS	-1,237.35
EFT34298	21/11/2025	CORSIGN WA	-71.50
EFT34299	21/11/2025	CIVIC WORKFORCE MANAGEMENT	-4,731.00
EFT34300	21/11/2025	CENTRAL WEST PEST CONTROL	-5,520.00
EFT34301	21/11/2025	DAZFAB ENGINEERING	-385.00
EFT34302	21/11/2025	DONGARA FREIGHT	-809.60
EFT34303	21/11/2025	LANDGATE - WESTERN AUSTRALIAN LAND INFORMATION AUTHORITY	-155.04
EFT34304	21/11/2025	DONGARA BOBCAT & CONTRACTING SERVICES	-1,980.00
EFT34305	21/11/2025	DONGARA BODY BUILDERS	-7,966.75
EFT34306	21/11/2025	DONGARA BUILDING & TRADE SUPPLIES	-571.55
EFT34307	21/11/2025	DONGARA DRILLING & ELECTRICAL	-5,150.26
EFT34308	21/11/2025	TYREPOWER DONGARA	-3,679.20
EFT34309	21/11/2025	DONGARA LOCAL RAG	-919.00
EFT34310	21/11/2025	REXEL ELECTRICAL SUPPLIES	-682.00
EFT34311	21/11/2025	FUTUREPROOF BUILDING SERVICES	-45,442.54
EFT34312	21/11/2025	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	-7,292.24
EFT34313	21/11/2025	FIRST HEALTH SERVICES	-14,162.50
EFT34314	21/11/2025	FUTURE INSTITUTE OF AUSTRALIA	-3,520.00
EFT34315	21/11/2025	G NADARAJAH	-300.00
EFT34316	21/11/2025	ALL DECOR	-4,848.00
EFT34317	21/11/2025	CITY OF GREATER GERALDTON	-10,695.44
EFT34318	21/11/2025	GERALDTON TROPHY & ENGRAVING CENTRE	-406.80
EFT34319	21/11/2025	GHD PTY LTD	-56,363.34
EFT34320	21/11/2025	GERALDTON PHOTOBOOTH	-600.00
EFT34321	21/11/2025	HILLE THOMPSON & DELFOS	-1,155.00
EFT34322	21/11/2025	HLS LEGAL	-1,543.40
EFT34323	21/11/2025	CR SCOTT	-20,000.00
EFT34324	21/11/2025	IRWIN SHIRE - RATES	-100.00
EFT34325	21/11/2025	READYTECH - IT VISION AUSTRALIA PTY LTD	-33,493.68
EFT34326	21/11/2025	JCI LOCKSMITHS	-1,941.10
EFT34327	21/11/2025	JMH GROUP WA PTY LTD	-276.86
EFT34328	21/11/2025	K WATSON	-1,000.00
EFT34329	21/11/2025	KICK SOLUTIONS	-4,020.00
EFT34330	21/11/2025	LOCAL BLOKE MARKETING AND DISTRIBUTION	-437.02
EFT34331	21/11/2025	LG BEST PRACTICES PTY LTD	-11,022.00
EFT34332	21/11/2025	DONGARA DENISON LIONS CLUB INC	-400.00
EFT34333	21/11/2025	LOCK, STOCK & FARRELL	-436.95
EFT34334	21/11/2025	SHIRE OF IRWIN - LOTTO FUND	-90.00
EFT34335	21/11/2025	MACS AUSTRALIA GROUP PTY LTD	-1,298.53

# Shire of Irwin

*List of Accounts paid November 2025 for presentation to the  
Council Meeting 8 December 2025*

MUNICIPAL/(TRUST) PAYMENTS			
EFT/CHQ #	DATE	PAYEE	PAYMENTS
EFT34336	21/11/2025	M BATTILANA	-4,950.00
EFT34337	21/11/2025	MCDONALD WHOLESALERS	-983.65
EFT34338	21/11/2025	MCLEODS BARRISTERS & SOLICITORS	-6,014.08
EFT34339	21/11/2025	MEEDAC	-225.00
EFT34340	21/11/2025	MIDWEST WINDSCREENS	-490.00
EFT34341	21/11/2025	MILLS OAKLEY	-10,722.25
EFT34342	21/11/2025	MIDWEST POWER SOLUTIONS	-2,156.00
EFT34343	21/11/2025	MIDWEST SWEEPING CONTRACTORS & VAC WEST INDUSTRIAL	-2,860.00
EFT34344	21/11/2025	MIDWEST SOLAR AND WATER	-4,298.20
EFT34345	21/11/2025	LGIS WA	-3,449.71
EFT34346	21/11/2025	NUTRIEN AG SOLUTIONS	-1,265.00
EFT34347	21/11/2025	ONSHORE CABINETS AND FURNITURE	-6,852.00
EFT34348	21/11/2025	PEMCO DIESEL	-12,808.57
EFT34349	21/11/2025	P CUPIT	-171.65
EFT34350	21/11/2025	PIRTEK GERALDTON	-712.50
EFT34351	21/11/2025	PITCHER PARTNERS	-2,090.00
EFT34352	21/11/2025	R & J TRUST - PEARCE PAINTING & DECORATING	-7,946.84
EFT34353	21/11/2025	R BROAD	-1,000.00
EFT34354	21/11/2025	SEA FOLK CO - THE TRUSTEE FOR THE PEPPERTREE POOL TRUST	-280.00
EFT34355	21/11/2025	SUNSET TAKEAWAY DINER	-880.00
EFT34356	21/11/2025	DONGARA IGA	-1,536.52
EFT34357	21/11/2025	DONGARA TENNIS CLUB	-200.00
EFT34358	21/11/2025	TEAM GLOBAL EXPRESS PTY LTD	-552.01
EFT34359	21/11/2025	VANGUARD PRINT	-423.75
EFT34360	21/11/2025	VINIDEX PTY LTD	-553.96
EFT34361	21/11/2025	WA COUNTRY BUILDERS	-1,000.00
EFT34362	21/11/2025	WELL DONE INTERNATIONAL	-707.21
EFT34363	21/11/2025	SYNERGY	-405.11
EFT34364	21/11/2025	WESTRAC EQUIPMENT	-2,017.52
EFT34365	21/11/2025	WOODLANDS DISTRIBUTORS AND AGENCIES PTY LTD	-917.40
EFT34366	21/11/2025	ZETTAGRID PTY LTD	-4,618.73
EFT34367	21/11/2025	WINC AUSTRALIA PTY LTD	-255.15
EFT34368	21/11/2025	AUSTRALIAN TAXATION OFFICE - BAS	-15,293.00
EFT34369	24/11/2025	C & M ROWE	-804.00
EFT34370	24/11/2025	G & B O'GRADY	-279.05
EFT34371	24/11/2025	L RUAKERE	-500.00
EFT34372	24/11/2025	T JONES	-804.00
EFT34373	28/11/2025	CONSTRUCTION TRAINING FUND	-319.53
EFT34374	28/11/2025	DATA#3 LIMITED	-37,188.04
EFT34375	28/11/2025	DARK HORSE HIRE	-242.55
EFT34376	28/11/2025	EFTSURE	-7,699.96
EFT34377	28/11/2025	HOUSPECT WA	-1,060.00
EFT34378	28/11/2025	IRWIN SHIRE - RATES	-1,490.00
EFT34379	28/11/2025	RIP-IT SECURITY SHREDDING	-65.00
EFT34380	28/11/2025	SYNERGY	-10,155.87
32254	07/11/2025	SHIRE OF IRWIN	-6,789.50
32255	20/11/2025	WATER CORPORATION	-43,367.65
DD23761.1	03/11/2025	TELSTRA AUSTRALIA	-110.00
DD23767.1	24/11/2025	TELSTRA AUSTRALIA	-90.00
DD23763.1	04/11/2025	WA TREASURY CORPORATION	-44,623.21
DD23765.1	07/11/2025	WA TREASURY CORPORATION	-20,727.35
CR 031125	03/11/2025	NAB BUSINESS VISA	-10,392.98
DD23769.1	17/11/2025	N-ABLE PTY LTD	-2,393.16
DD23771.1	03/11/2025	AUSTRALIAN PHONE COMPANY PTY LTD	-225.23
DD23773.1	17/11/2025	TELAIR PTY LTD	-1,494.00
DD23775.1	17/11/2025	TELAIR PTY LTD	-1,120.90
DD23712.5	07/11/2025	COLONIAL FIRST STATE FIRST CHOICE SUPER	-817.52
DD23745.1	14/11/2025	AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS	-414.00
DD23745.2	14/11/2025	AMP CORPORATE SUPER - SIGNATURE SUPER	-1,004.95
DD23745.3	14/11/2025	AUSTRALIAN SUPER	-2,870.19
DD23745.4	14/11/2025	AWARE SUPER PTY LTD	-21,876.48

# Shire of Irwin

*List of Accounts paid November 2025 for presentation to the  
Council Meeting 8 December 2025*

## MUNICIPAL/(TRUST) PAYMENTS

EFT/CHQ #	DATE	PAYEE	PAYMENTS
DD23745.5	14/11/2025	CBUS SUPER	-276.83
DD23745.6	21/11/2025	COLONIAL FIRST STATE FIRST CHOICE SUPER	-837.18
DD23745.7	14/11/2025	HOSTPLUS	-1,605.24
DD23745.8	14/11/2025	HUB 24 SUPER FUND	-631.97
DD23745.9	14/11/2025	MERCER	-569.65
DD23745.10	14/11/2025	REST SUPERANNUATION	-274.24
			<u>-1,138,412.59</u>

**Sundry Creditors as at 30/11/2025      41,733.40**

*The Payments included in the above list of Accounts Paid, have been authorised by the Chief Executive Officer under delegation from*

4 December 2025



DATE

**Maurice Battilana**  
**Acting Chief Executive Officer**

# Shire of Irwin

## Corporate Credit Card Expenditure - Payment Reference CR031125

### S.IVERS CREDIT CARD EXPENSES

Date	Payee	Amount
30/09/2025	United Lexia	\$ 153.48
02/10/2025	Seek	\$ 423.50
03/10/2025	Google Cloud	\$ 300.45
06/10/2025	Garmin	\$ 50.00
07/10/2025	Starlink Internet	\$ 80.00
07/10/2025	JAMF Software	\$ 369.48
08/10/2025	Spotify	\$ 15.99
15/10/2025	Remarkable	\$ 5.14
16/10/2025	Links Modular	\$ 297.15
20/10/2025	Apple	\$ 1.49
20/10/2025	JW Computers	\$ 2,880.81
20/10/2025	Dongara Hotel Motel	\$ 421.90
20/10/2025	OpenAI	\$ 422.17
23/10/2025	UBIQUITI	\$ 49.00
23/10/2025	Grammarly	\$ 95.42
24/10/2025	Monsterinsights	\$ 634.92
27/10/2025	Dongara Hotel Motel	\$ 160.00
28/10/2025	Petro Fuels	\$ 155.91
28/10/2025	NAB	\$ 9.00
		<b>6,525.81</b>

### P.MACHAKA CREDIT CARD EXPENSES

Date	Payee	
30/09/2025	Zoom	\$ 1,699.69
01/10/2025	Microsoft	\$ 51.87
02/10/2025	SSL.Com	\$ 54.87
03/10/2025	Amazon Web Services	\$ 858.54
07/10/2025	GO Fax Pty Ltd	\$ 15.00
08/10/2025	Microsoft	\$ 98.53
09/10/2025	Landgate	\$ 32.60
09/10/2025	Landgate	\$ 65.20
10/10/2025	GO Fax Pty Ltd	\$ 15.00
13/10/2025	Microsoft	\$ 13.20
13/10/2025	Microsoft	\$ 169.59
14/10/2025	Microsoft	\$ 34.67
17/10/2025	Dongara IGA	\$ 5.18
20/10/2025	Landgate	\$ 32.60
20/10/2025	Landgate	\$ 32.60
20/10/2025	Microsoft	\$ 285.19
20/10/2025	Microsoft	\$ 196.81
27/10/2025	GO Fax Pty Ltd	\$ 15.00
28/10/2025	CodeTwo	\$ 126.39
28/10/2025	NAB	\$ 9.00
		<b>\$ 3,811.53</b>

### F.BOKSMATI CREDIT CARD EXPENSES

Date	Payee	
28/10/2025	NAB	\$ 9.00
		<b>\$ 9.00</b>

### M.ANTONY CREDIT CARD EXPENSES

Date	Payee	
16/10/2025	Dongara IGA	\$ 37.64
28/10/2025	NAB	\$ 9.00
		<b>\$ 46.64</b>

### TOTAL PAYMENT TO CORPORATE CREDIT CARD ACCOUNT

**\$ 10,392.98**



# Ordinary Council Meeting

8 December 2025

Item FIN 02-12/25  
Monthly Financial Statements  
October 2025



## **SHIRE OF IRWIN**

### **MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 October 2025**

**LOCAL GOVERNMENT ACT 1995**

**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

#### **TABLE OF CONTENTS**

Key Terms and Descriptions - Nature	2
Statement of Financial Activity by Nature	3
Statement of Financial Position	4
Note 1      Adjusted Net Current Assets	5
Note 3      Receivables	6
Note 5      Payables	7
Note 8      Capital Acquisitions	8
Note 15     Explanation of Material Variances	11

## SHIRE OF IRWIN

### KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 OCTOBER 2025

## NATURE DESCRIPTIONS

### REVENUE

#### RATES

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

#### PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

#### FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

#### SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

#### INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

#### OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

### EXPENSES

#### EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

#### MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

#### UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

#### INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

#### LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

#### OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.



	Adopted Annual Budget	Revised Annual Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Var.	Significant Var.
		(d)	(a)	(b)	(b)-(a)	(b)-(a)/(a)	▲▼	S
	\$	\$	\$	\$	\$	%		
Opening Funding Surplus (Deficit)	(609,744)	(683,679)	(683,679)	(683,679)	0	0%		73,935
Revenue from operating activities								
Rates	7,641,077	7,641,077	6,995,763	7,201,148	205,385	3%	▲	
Operating Grants, Subsidies and Contributions	1,478,455	876,676	305,804	238,863	(66,942)	(22%)	▼	S
Fees and Charges	2,626,912	2,626,912	1,406,529	1,598,539	192,010	14%	▲	S
Interest Earnings	212,409	212,409	69,240	66,606	(2,634)	(4%)	▼	
Other Revenue	339,884	433,050	209,807	298,297	88,490	42%	▲	S
Profit on Disposal of Assets	20,000	20,000	0	0	0			
	12,318,737	11,810,124	8,987,143	9,403,452	416,309			
Expenditure from operating activities								
Employee Costs	(4,184,296)	(4,184,296)	(1,449,161)	(1,643,099)	(193,938)	(13%)	▼	S
Materials and Contracts	(4,314,707)	(4,300,282)	(1,395,846)	(1,314,111)	81,735	6%		
Utility Charges	(561,912)	(561,912)	(182,936)	(160,351)	22,585	12%	▲	S
Depreciation on Non-Current Assets	(4,891,805)	(4,891,805)	(1,630,560)	0	1,630,560	100%	▲	S
Interest Expenses	(229,459)	(229,459)	(30,323)	(30,577)	(254)	(1%)	▼	
Insurance Expenses	(273,429)	(273,429)	(124,770)	(8,967)	115,803	93%	▲	S
Other Expenditure	(265,028)	(178,028)	(41,234)	(36,525)	4,709	11%	▲	
Loss on Disposal of Assets	0	0	0	0	0			
	(14,720,636)	(14,619,211)	(4,854,830)	(3,193,630)	1,661,200			
Operating activities excluded from budget								
Add back Depreciation	4,891,805	4,891,805	1,630,560	0	(1,630,560)	(100%)	▼	S
Adjust (Profit)/Loss on Asset Disposal	(20,000)	(20,000)	0	0	0			
Movement in Leave Reserve (Added Back)	5,336	5,336	5,336	2,097	(3,239)	(61%)	▼	
Amount attributable to operating activities	2,475,242	2,068,054	5,768,209	6,211,920	443,711			
Investing activities								
Non-Operating Grants, Subsidies and Contributions	9,525,442	9,695,653	624,668	0	(624,668)	(100%)	▼	S
Proceeds from Disposal of Assets	35,000	35,000	0	69,700	69,700		▲	S
Land and Buildings	(395,147)	(367,477)	(202,304)	(157,254)	45,050	22%	▲	S
Plant and Equipment	(787,981)	(787,981)	(445,139)	(88,595)	356,544	80%	▲	S
Furniture and Equipment	(139,050)	(35,763)	(6,920)	0	6,920	100%	▲	
Infrastructure Assets - Roads	(1,405,063)	(1,405,063)	(409,138)	(318,637)	90,501	22%	▲	S
Infrastructure Assets - Other	(9,701,815)	(9,727,219)	(799,554)	(201,203)	598,351	75%	▲	S
Amount attributable to investing activities	(2,868,614)	(2,592,850)	(1,238,387)	(695,989)	542,398			
Financing Activities								
Proceeds from New Debentures	1,940,000	1,940,000	0	0	0			
Repayment of Debentures	(872,956)	(872,956)	(264,422)	(283,195)	(18,772)	(7%)	▼	
Repayment of Lease Financing	(35,948)	(35,948)	(11,976)	(8,903)	3,073	26%	▲	
Self-Supporting Loan Principal	55,187	55,187	9,988	(9,673)	(19,661)	197%	▼	
Transfer from Restricted Cash - Other	86,246	102,916	0	0	0			
Transfer from Reserves	25,000	25,000	0	0	0			
Transfer to Reserves	(35,369)	(35,369)	(11,784)	(13,902)	(2,118)	(18%)	▲	
Amount attributable to financing activities	1,162,160	1,178,830	(278,194)	(315,673)	(37,478)			
Closing Funding Surplus (Deficit)	159,044	(29,645)	3,567,948	4,516,579	948,631			

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 15 for an explanation of the reasons for the variance.  
The material variance adopted by Council for the 2025/26 year is \$10,000 and 10%.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF IRWIN**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 31 October 2025**

	<b>30-Jun-25</b>	<b>31-Oct-25</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	2,424,015	6,158,548
Trade and other receivables	294,864	2,357,844
Other financial assets	45,939	500,251
Inventories	29,087	29,087
<b>TOTAL CURRENT ASSETS</b>	<b>3,033,992</b>	<b>9,281,302</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	62,814	62,814
Other financial assets	284,560	284,560
Property, plant and equipment	40,714,428	40,970,727
Infrastructure	62,681,644	63,201,484
Right-of-use assets	70,118	70,118
<b>TOTAL NON-CURRENT ASSETS</b>	<b>103,813,565</b>	<b>104,589,703</b>
<b>TOTAL ASSETS</b>	<b>106,847,556</b>	<b>113,871,005</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	802,446	1,254,992
Other liabilities	1,070,759	1,411,769
Lease liabilities	35,949	27,046
Borrowings	861,790	578,595
Employee related provisions	782,938	782,938
<b>TOTAL CURRENT LIABILITIES</b>	<b>3,553,882</b>	<b>4,055,340</b>
<b>NON-CURRENT LIABILITIES</b>		
Lease liabilities	34,402	34,402
Borrowings	4,201,780	4,201,780
Employee related provisions	65,308	65,308
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>4,301,490</b>	<b>4,301,490</b>
<b>TOTAL LIABILITIES</b>	<b>7,855,372</b>	<b>8,356,831</b>
<b>NET ASSETS</b>	<b>98,992,184</b>	<b>105,514,175</b>
<b>EQUITY</b>		
Retained surplus	34,565,266	40,830,886
Reserve accounts	1,028,900	1,042,802
Revaluation surplus	63,640,487	63,640,487
<b>TOTAL EQUITY</b>	<b>99,234,653</b>	<b>105,514,175</b>

This statement is to be read in conjunction with the accompanying notes.

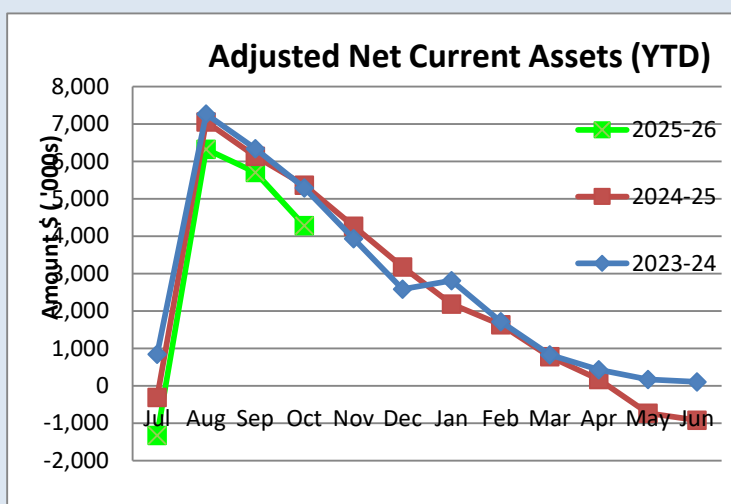
## ADJUSTED NET CURRENT ASSETS

Adjusted Net Current Assets	Last Years Closing 30/06/2025	This Time Last Year 31/10/2024	Year to Date Actual 31/10/2025
	\$	\$	\$
<b>Current Assets</b>			
Cash Unrestricted	776,448	4,436,938	4,491,207
Cash Restricted - Reserves	1,028,900	1,316,873	1,042,802
Cash Restricted - General	373,935	373,935	373,935
Cash Restricted - Bonds & Deposits	244,731	246,276	250,604
Receivables - Rates	207	2,261,887	2,059,015
Receivables - Other	577,130	655,183	799,038
Inventories	29,087	35,881	29,087
Contract Assets	235,572	0	235,572
	3,266,010	9,326,973	9,281,259
<b>Less: Current Liabilities</b>			
Payables	(557,714)	(406,031)	(1,004,389)
Contract Liabilities	(1,039,428)	(1,429,613)	(1,380,438)
Financial Liabilities	(31,331)	(31,331)	(31,331)
Bonds & Deposits	(244,731)	(246,276)	(250,604)
Loan and Lease Liability	(897,739)	(576,134)	(605,641)
Provisions	(782,938)	(672,589)	(782,938)
	(3,553,882)	(3,361,974)	(4,055,340)
Less: Cash Reserves	(1,028,900)	(1,316,873)	(1,042,802)
Add Back: Component of Leave Liability not Required to be funded	155,227	177,249	157,325
Add Back: Loan and Lease Liability	897,739	576,134	605,641
Less : Loan Receivable - clubs/institutions	(45,939)	(36,554)	(55,612)
Less : Restricted Cash General	(373,935)	0	(373,935)
<b>Net Current Funding Position</b>	<b>(683,679)</b>	<b>5,364,956</b>	<b>4,516,536</b>

## SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

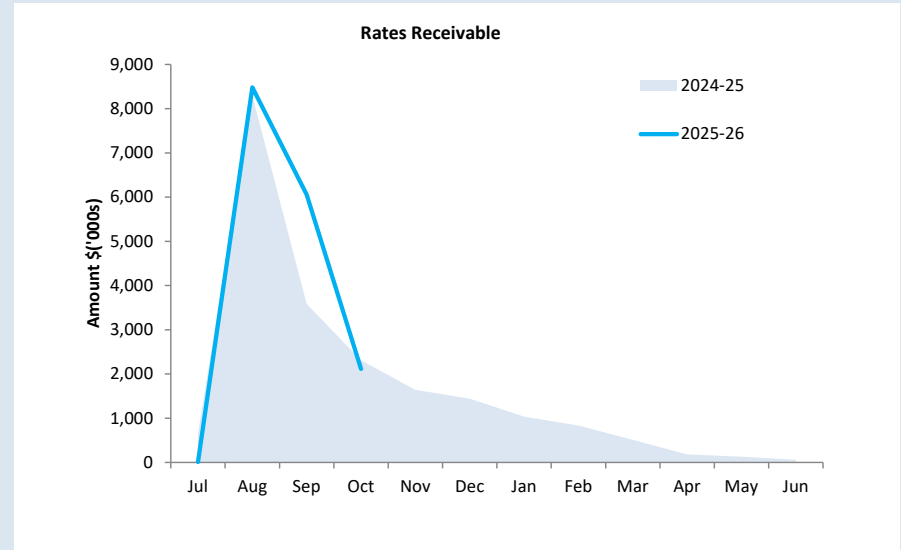
The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.

**This Year YTD****Surplus(Deficit)****\$4.52 M****Last Year YTD****Surplus(Deficit)****\$5.365 M**

Receivables - Rates & Rubbish	30 June 2025	31 Oct 25
	\$	\$
Opening Arrears Previous Years	726,082	57,846
Levied this year	7,947,274	8,219,039
Less Collections to date	(8,615,510)	(6,160,188)
Equals Current Outstanding	57,846	2,116,697
<b>Net Rates Collectable</b>	<b>57,846</b>	<b>2,116,697</b>
% Collected	99.33%	74.43%

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

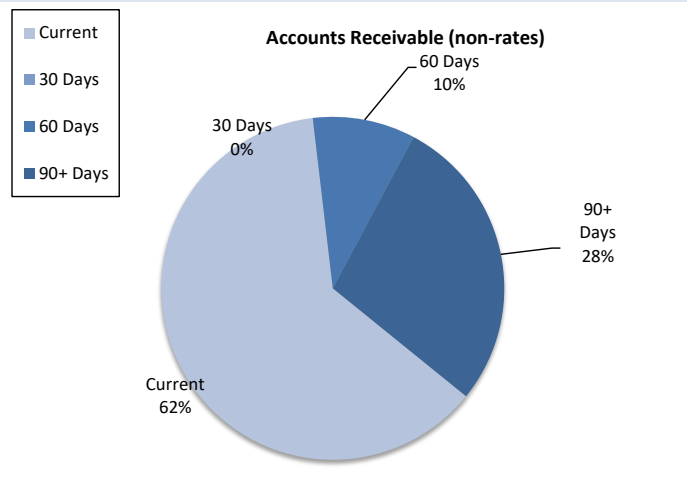


Collected	Rates Due
74%	\$2,116,697

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	170,524	0	26,512	76,684	273,720
Percentage	62%	0%	10%	28%	
<b>Balance per Trial Balance</b>					
Sundry Debtors					273,720
Receivables - Other					525,318
<b>Total Receivables General Outstanding</b>					<b>799,038</b>
Amounts shown above include GST (where applicable)					

SIGNIFICANT ACCOUNTING POLICIES

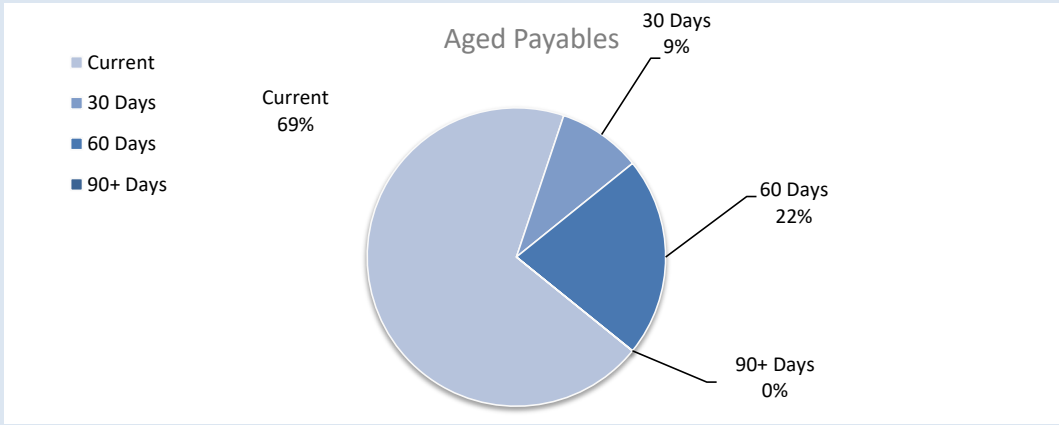
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



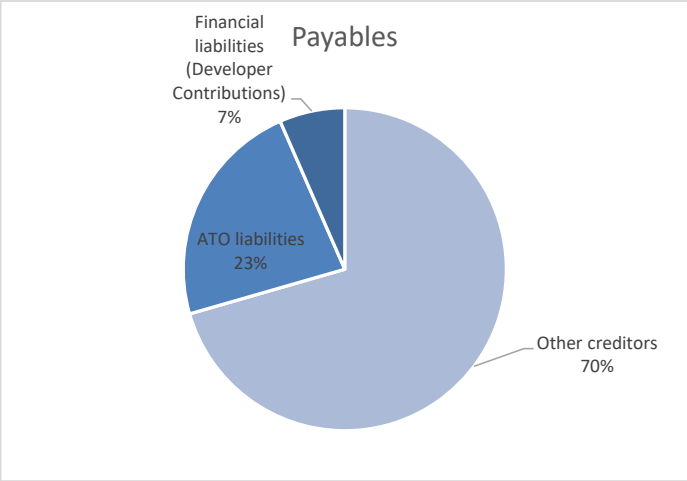
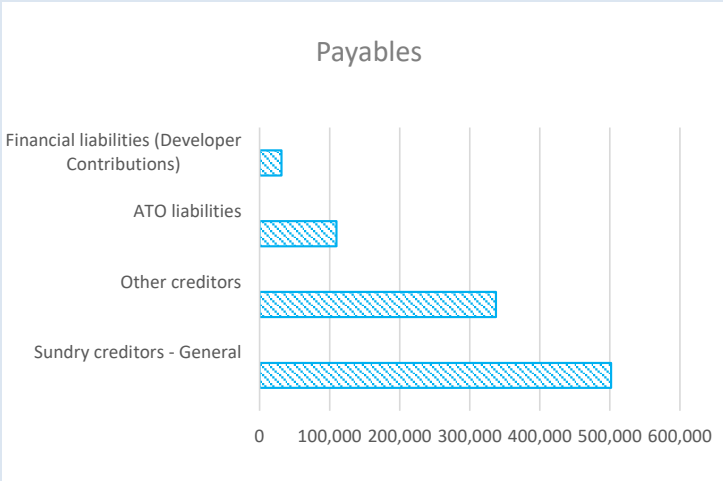
<b>Debtors Due</b>
<b>\$799,038</b>
<b>Over 30 Days</b>
<b>38%</b>
<b>Over 90 Days</b>
<b>28%</b>

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables (Sundry Creditors) - General	347,751	45,464	108,426	105	501,746
Percentage	69.3%	9.1%	21.6%	0%	
<b>Balance per Trial Balance</b>					
Sundry creditors - General					501,746
Other creditors					337,391
ATO liabilities					109,566
Financial liabilities (Developer Contributions)					31,331
<b>Total Payables General Outstanding</b>					<b>1,035,720</b>
Amounts shown above include GST (where applicable)					

**KEY INFORMATION**  
Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



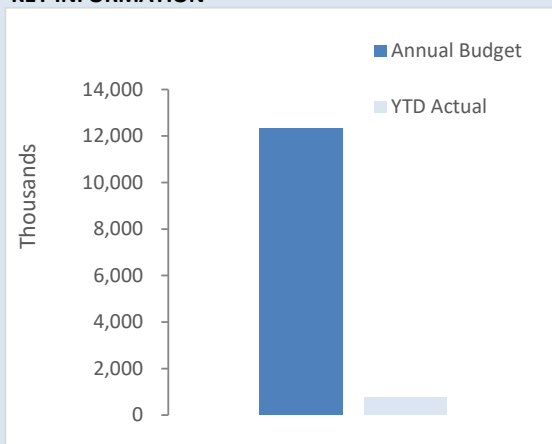
<b>Creditors Due</b>
<b>\$1,035,720</b>
<b>Over 30 Days</b>
<b>31%</b>
<b>Over 90 Days</b>
<b>0%</b>



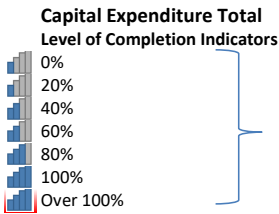
Capital Acquisitions	Adopted Annual Budget	Amended		YTD Actual Total	YTD Budget Variance
		YTD Budget	Annual Budget		
	\$	\$	\$	\$	\$
Land Held for Resale	0	0	0	0	0
Land and Buildings	395,147	202,304	367,477	157,254	(45,050)
Plant and Equipment	787,981	445,139	787,981	88,595	(356,544)
Furniture and Equipment	139,050	6,920	35,763	0	(6,920)
Infrastructure Assets - Roads	1,427,063	409,138	1,405,063	318,637	(90,501)
Infrastructure Assets - Drainage	0	0	0	0	0
Infrastructure Assets - Footpaths	0	0	0	0	0
Infrastructure Assets - Public Facilities	0	0	0	0	0
Infrastructure Assets - Other	9,679,815	799,554	9,727,219	201,203	(598,351)
<b>Capital Expenditure Totals</b>	<b>12,429,056</b>	<b>1,863,055</b>	<b>12,323,503</b>	<b>765,689</b>	<b>(1,097,366)</b>
<b>Capital acquisitions funded by:</b>					
	\$	\$	\$	\$	\$
Capital Grants and Contributions	9,525,442	624,668	9,695,653	0	(624,668)
Borrowings	1,940,000	0	1,940,000	0	0
Other (Disposals & C/Fwd)	35,000	0	35,000	69,700	69,700
Council contribution - Cash Backed Reserves					
Various Reserves		0	350,000	0	0
Council contribution - operations		1,238,387	302,850	695,989	(542,398)
<b>Capital Funding Total</b>		<b>1,863,055</b>	<b>12,323,503</b>	<b>765,689</b>	<b>(1,097,366)</b>

**SIGNIFICANT ACCOUNTING POLICIES**


All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**KEY INFORMATION**

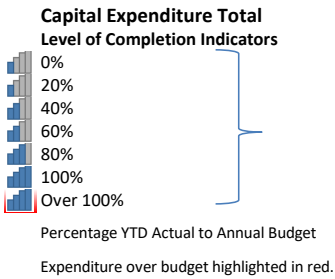
Acquisitions	Annual Budget	YTD Actual	% Spent
	<b>\$12.32 M</b>	<b>\$.77 M</b>	<b>6%</b>
Capital Grant	Annual Budget	YTD Actual	% Received
	<b>\$9.7 M</b>	<b>\$. M</b>	<b>0%</b>



% of  
Completion














 Level of completion indicator, please see table at the top of this note for further detail.

Level of completion indicator, please see table at the top of this note for further detail.					Adopted	Amended			
Assets		Account Number	Balance Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget	Total YTD	Variance (Under)/Over
					\$	\$	\$	\$	\$
Buildings									
0.00	DONGARA MEDICAL CENTRE	4977	1311	CJ68	(5,000)	(5,000)	(1,664)	0	1,664
Housing									
0.10	BUILDING - THE VILLAGE - RENEWAL	2584	1311	CJ02	(20,000)	(20,000)	(6,664)	(1,940)	4,724
Total - Housing					(20,000)	(20,000)	(6,664)	(1,940)	4,724
Recreation And Culture									
0.65	DONGARA PUBLIC TOWN HALL	2404	1311	CJ130	(239,477)	(239,477)	(159,648)	(155,314)	4,334
0.00	IRWIN REC CENTRE ROOF UPGRADE - PARTIALLY GRANT FUNDED	2834	1311	CJ121	(70,000)	(70,000)	(23,332)	0	23,332
0.00	MUSEUM - OLD POLICE STATION	3344	1311	CJ172	(8,000)	(8,000)	(2,664)	0	2,664
0.00	DENISON HOUSE - CAPITAL RENEWAL WORKS	3344	1311	C910	(25,000)	(25,000)	(8,332)	0	8,332
Total - Recreation And Culture					(342,477)	(342,477)	(193,976)	(155,314)	38,662
Transport									
1.00	DEPO FENCING	3324	1311	CJ143	(27,670)	0	0	0	0
Total - Transport					(27,670)	0	0	0	0
0.43	Total - Buildings				(395,147)	(367,477)	(202,304)	(157,254)	45,050
Plant & Equipment									
Fire Prevention									
0.31	CCTV	0784	1312	CJ161	(160,000)	(160,000)	(39,999)	(49,529)	(9,530)
0.28	CESM STORAGE	0784	1312	CJ160	(12,550)	(12,550)	0	(3,497)	(3,497)
Total - Fire Prevention					(172,550)	(172,550)	(39,999)	(53,025)	(13,026)
Health									
0.00	DOCTORS VEHICLES	4975	1312	V950	(68,431)	(68,431)	(22,808)	0	22,808
Total - Health					(68,431)	(68,431)	(22,808)	0	22,808
TV RADIO - PLANT AND EQUIPMENT RENEWAL (CAPITAL)									
0.96	TV TOWER ANTENNA RENEWAL	7524	1312	V881	(37,000)	(37,000)	(12,332)	(35,570)	(23,238)
Total - TV RADIO - PLANT AND EQUIPMENT RENEWAL (CAPITAL)					(37,000)	(37,000)	(12,332)	(35,570)	(23,238)
Transport									
0.00	NEW PRIME MOVER	3534	1312	V877	(370,000)	(370,000)	(370,000)	0	370,000
0.00	SIDE TIPPING SEMI TRAILER	3534	1312	V851	(140,000)	(140,000)	0	0	0
Total - Transport					(510,000)	(370,000)	(370,000)		370,000
0.14	Total - Plant & Equipment				(787,981)	(647,981)	(445,139)	(88,595)	356,544
Furniture & Equipment									
Recreation & Culture									
1.00	REC CENTRE GYM MASTER	2824	1314	CJ144	(20,000)	0	0	0	0
1.00	STREET FURNITURE	2824	1314	CJ151	(10,000)	0	0	0	0
Total - Recreation & Culture					(30,000)	0	0	0	0
Other Property & Services									
0.00	INFORMATION TECHNOLOGY HARDWARE >\$5K	0264	1314	CJ150	(30,000)	(15,000)	0	0	0
1.00	E-LOCKING SYSTEM	0264	1314	CJ155	(37,525)	0	0	0	0
0.00	CLEANING EQUIPMENT	0264	1314	CJ163	(41,525)	(20,763)	(6,920)	0	6,920
Total - Other Property & Services					(109,050)	(35,763)	(6,920)	0	6,920
0.00	Total - Furniture & Equipment				(139,050)	(35,763)	(6,920)	0	6,920
Roads									
Transport									
0.00	POINT LEANDER DVE FOOTPATH	3214	1317	C201	(89,800)	(89,800)	(14,966)	0	14,966
1.00	R2R - WYE FARM ROAD (SLK 0.00 - 5.78)	3214	1317	CJ109	0	0	0	(1,227)	(1,227)
1.00	VEGETATION PROGRAM	3214	1317	CJ136	0	0	0	(714)	(714)
1.00	R2R - WATER SUPPLY ROAD -SLK 0.00 - 0.000 6KM	3214	1317	CJ134	0	0	0	(52,524)	(52,524)
1.00	RURAL ROAD SHOULDER RECONSTRUCTION	6614	1317	CJ110	0	0	0	(2,523)	(2,523)
1.00	MOUNT HORNER WEST ROAD -SLK 0.00 - 0.000 8KM	6614	1317	CJ132	0	0	0	(4,061)	(4,061)
0.00	R2R - WARRADONG SPRINGS ROAD	6644	1317	CJ180	(142,041)	(142,041)	(23,672)	0	23,672
0.00	R2R-BURMA ROAD	6644	1317	CJ181	(180,728)	(180,728)	(30,120)	0	30,120
0.00	LUDLOW RD SLK 0.00 - SLK 0 - 2.96KM	6644	1317	CJ176	(222,088)	(222,088)	(74,028)	0	74,028
0.39	R2R - WATER SUPPLY ROAD -SLK 5 - 11KM	6644	1317	CJ162	(196,169)	(196,169)	(65,384)	(76,571)	(11,187)
0.00	RRG- WARRADONG SPRING SLK 0.46 - SLK 5.24 4.78KM	6674	1317	CJ174	(280,255)	(280,255)	(98,082)	0	98,082
0.62	RRG- BURMA RD SOUTH SLK 17.5 -SLK 23.99 6.49KM	6674	1317	CJ175	(293,982)	(293,982)	(102,886)	(181,016)	(78,130)
Total - Transport					(1,405,063)	(1,405,063)	(409,138)	(318,637)	90,501
0.23	Total - Roads				(1,405,063)	(1,405,063)	(409,138)	(318,637)	90,501
Infrastructure - Other									
Housing									
0.00	THE VILLAGE - SOAKWELLS & DOWNPIPES	2585	1318	CJ46	(20,000)	(20,000)	0	0	0
0.00	TWO HENRY ROAD - LANDSCAPING	2585	1318	CJ113	(18,000)	(18,000)	(6,000)	0	6,000
Total - Housing					(38,000)	(38,000)	(6,000)	0	6,000



% of  
Completion

Level of completion indicator, please see table at the top of this note for further detail.

n	Level of completion indicator, please see table at the top of this note for further detail.					Adopted		Amended		Variance (Under)/Over
	Assets	Account Number	Balance Sheet Category	Job Number	Annual Budget	Annual Budget	YTD Budget	Total YTD		
					\$	\$	\$	\$	\$	
0.05 	BOAT RAMP	8054	1318	CJ120	(715,000)	(715,000)	(119,166)	(38,802)	80,364	
0.00 	UPGRADE OVAL LIGHTING - PORT DENISON OVAL	2864	1318	1428	(20,000)	(20,000)	(6,664)	0	6,664	
0.00 	SHADE SAILS - PARKS	2864	1318	1429	(15,000)	(15,000)	(5,000)	0	5,000	
0.00 	TOWN PARK CARPARK	2864	1318	C934	(36,090)	(36,090)	(6,014)	0	6,014	
0.01 	FORESHORE - PRECINCT	2864	1318	CJ153	(4,766,000)	(4,766,000)	0	(31,546)	(31,546)	
Total - Recreation And Culture					(5,552,090)	(5,552,090)	(136,844)	(70,348)	66,496	
Transport										
0.00 	DRAINAGE, KERBING & FOOTPATH RENEWAL	6794	1318	CJ94	(44,862)	(22,431)	0	0	0	
1.00 	LINE MARKING	6794	1318	CJ168	(22,000)	0	0	0	0	
0.00 	PT LEANDER BRIDGE	6794	1318	C495	(10,000)	(10,000)	(3,332)	0	3,332	
0.40 	TECHNICAL STUDIES - INFRASTRUCTURE RENEWAL	6794	1318	CJ112	(102,500)	(77,500)	0	(31,222)	(31,222)	
0.02 	MILO CROSSING UPGRADE	6794	1318	CJ124	(3,917,363)	(3,917,363)	(653,378)	(97,873)	555,505	
Total - Transport					(4,096,725)	(4,027,294)	(656,710)	(130,855)	527,614	
Economic Services										
1.00 	ENTRY STATEMENT - LARRY LOBSTER	3914	1318	C623	(15,000)	0	0	0	0	
Total - Economic Services					(15,000)	0	0	0	0	
0.02 	Total - Infrastructure - Other				(9,701,815)	(9,617,384)	(799,554)	(201,203)	600,110	
0.06 	Grand Total				(12,429,056)	(12,073,668)	(1,863,055)	(765,689)	1,099,126	



## EXPLANATION OF SIGNIFICANT VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

	Var. \$	Var. %	Var. ▲▼	Significant Var. \$	Timing/ Permanent	Explanation of Variance
Reporting Nature or Type	Var. \$	Var. %	Var. pq	Significant Var. \$	Timing/ Permanent	Explanation of Variance
<b>Revenue from operating activities</b>						
Operating Grants, Subsidies and Contributions	(66,942)	(22%)	▼	\$	Timing	This is a timing variance which is expected to reduce as the year progresses.
Fees and Charges	192,010	14%	▲		Timing	A favourable timing variance of \$192k is reflected within Fees and Charges.
Other Revenue	88,490	42%	▲	\$	Timing	Other Revenue reflects a favourable variance of \$88k which is attributed to the receipt of unbudgeted insurance reimbursement for the Rec Centre repairs.
<b>Expenditure from operating activities</b>						
Employee Costs	(193,938)		▼	\$	Timing	Employee Costs are tracking above YTD budget by \$194k. This will be reviewed as part of the annual budget review and if a budget amendment is required this will be applied accordingly.
Utility Charges	22,585	12%	▲	\$	Timing	This is a timing variance which is expected to align to budget as the year progresses.
Depreciation on Non-Current Assets	1,630,560	100%	▲	\$	Timing	Following the finalisation of the 2024/25 year end, depreciation expense will be processed in November 2025 financials.
Insurance Expenses	115,803	93%	▲	\$	Timing	This is a timing variance which is expected to reduce as the year progresses.
<b>Investing Activities</b>						
Proceeds from Disposal of Assets	69,700	100%	▲	\$	Timing	This will be adjusted accordingly, following finalisation of 2024/25 financial year end.
Land and Buildings	45,050	22%	▲	\$	Timing	Variance is due to timing of works
Plant and Equipment	356,544	80%	▲	\$	Timing	Variance is due timing of purchases.
Infrastructure Assets - Roads	90,501	22%	▲	\$	Timing	Variance is due to timing of works
Infrastructure Assets - Other	598,351	75%	▲	\$	Timing	Variance is due to timing of works



# Ordinary Council Meeting

8 December 2025

Item DEV 01-12/25

Attachment 1

November 2025 – Development  
Delegated and Authorised Authority  
Report

## November 2025 Development Delegated and Authorised Authority Report (Records of exercise of delegated and authorised powers or duties)

Function	Officer	Date of decision	Decision	Description	Address
<b>Building Permit / Certificate</b>	Manager Development	5 November 2025	Granted	Dwelling	Lot 190 (No. 4) Jack Lane, Port Denison
		5 November 2025	Granted	Shed	Lot 10 (No. 54) Tulloch Drive, Dongara
		5 November 2025	Granted	Ancillary Dwelling	Lot 2 (No. 23) Flanagan Way, Dongara
		7 November 2025	Granted	Shed	Lot 715 (No. 3) Gem Way, Dongara
		10 November 2025	Granted	Swimming Pool	Lot 73 (No. 31) Church Street, Dongara
		12 November 2025	Granted	Shed	Lot 138 Summer Wattle Drive, Bookara
		12 November 2025	Granted	Dwelling & Shed	Lot 231 (No. 2) Bayliss Road, Dongara
		18 November 2025	Granted	Dwelling	Lot 704 (No. 5) Salvado View, Port Denison
<b>Single House Application</b>	Manager Development	10 November 2025	Granted	Single House & Outbuilding (Amended Plans)	Lot 62 (No. 118) Springfield Drive, Springfield
		12 November 2025	Granted	Deck	Lot 73 (No. 31) Church Street, Dongara
		21 November 2025	Granted	Single House	Lot 333 (No. 46) North Shore Drive, Dongara
<b>Development Approval</b>	Manager Development	21 November 2025	Granted	Holiday Accommodation	Lot 95 (No. 68A) Point Leander Drive, Port Denison