



SHIRE OF IRWIN  
DONGARA-PORT DENISON  
A BRILLIANT BLEND

# AGENDA

**SPECIAL COUNCIL MEETING**  
Tuesday 31 March 2026 – 5.00pm



## NOTICE OF MEETING

Notice is hereby given that a Special Council Meeting of the Shire of Irwin will be held in the Council Chambers, 11-13 Waldeck Street, Dongara at 5.00pm on Tuesday 31 March 2026.

*The purpose of this meeting is for Council to consider the following:*

- *Annual Budget Review 2025/26*

Shane Ivers  
**CHIEF EXECUTIVE OFFICER**  
27 March 2026

## Disclaimer

The Shire of Irwin:

- advises that the purpose of a Special Council Meeting is to discuss and, where possible, make resolutions about items appearing in the agenda. No person should rely or act on the basis of any decision, advice or information provided by an Elected Member or Officer, or on the content of any discussion occurring during the course of the meeting. No person should rely on the decisions made by Council until formal written advice of the Council is received by that person.
- expressly disclaims any liability for any loss or damage whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Agenda Forums, Council or Committee Meetings.
- disclaims any liability for any loss arising from any person or body relying on any statement, discussion, recommendation or decision in the audio recording. Council minutes provide the definitive record of Council's resolutions.

## Nature of Council's Role in Decision Making

<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<b>Executive</b>	The substantial direction setting and oversight role of the Council e.g., performance of the Local Government's function under law, administration of Local Laws, adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<b>Legislative</b>	Includes adopting local laws and local planning schemes.
<b>Review</b>	When Council reviews decisions made by Officers.
<b>Quasi-judicial</b>	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g., local planning applications, building permits, other permits/licences (e.g. under the Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

By allocating these roles, the Shire ensures that the Council's decision-making is structured and aligned with its legal responsibilities, allowing it to effectively govern, serve its community, and maintain compliance with applicable laws.

## Notes for Members of the Public

### Meeting Formalities

Shire of Irwin Council Meetings are governed by legislation and regulations. During the meeting, no member of the public may interrupt the meetings proceedings or enter into conversation.

Members of the public shall ensure that their mobile phones are switched off and not used during any Shire meeting.

Members of the public are hereby advised that in line with Council Policy CP48 – Recording of Council Minutes, no person is to use any electronic, visual or audio recording device or instrument to record the proceedings of a Council Meeting without the written permission of the Council.

### Audio Recordings

This Meeting will be audio recorded. The recording will be made publicly available on the Shire's website within ten (10) days of the meeting being held.

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# **AGENDA**

of the

## **SPECIAL COUNCIL MEETING**

to be held

**Tuesday, 31 March 2026**

Commencing at 5.00pm

- 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**
- 2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

### **Members**

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

### **Staff**

Mr S D Ivers	Chief Executive Officer
Miss P Machaka	Manager Finance
Ms S Mearns	Executive Assistant

### **Guests**

### **Apologies**

Mr M Connell	Manager Development
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### **Approved Leave of Absence**

### **Gallery**

- 3. DECLARATION OF PURPOSE OF MEETING**

The purpose of this meeting is for Council to consider the following:

- Annual Budget Review 2025/26.

- 4. DECLARATIONS OF INTEREST**

- 5. PUBLIC QUESTION TIME**

- 6. REPORTS OF OFFICERS AND COMMITTEES**

**6.1 Finance Reports**

<b>FIN 04-03/26 Annual Budget Review 2025/26</b>	
<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>3.00227</b>
<b>Council Role:</b>	<b>Executive</b>
<b>Voting Requirements:</b>	<b>Absolute Majority</b>

**Report Purpose:**

To consider and adopt the annual budget review for the 2025/26 financial year as presented in Attachment Booklet – March 2026.

**Officer Recommendation:**

<b>RECOMMENDED:</b>
<p><b>That Council by Absolute Majority:</b></p> <ul style="list-style-type: none"> <li>a) <b>Adopts the 2025/26 Annual Budget Review presented as Attachment 1 in SCM Attachment Booklet – March 2026.</b></li> <li>b) <b>Amends the budget accordingly, by Nature as reflected in the estimated year amount column.</b></li> <li>c) <b>Amends the capital budget as listed the capital program details.</b></li> </ul>

**Background:**

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires Council to conduct a review of its budget between 1 January and the last day of February in each financial year. The Regulation requires that the results be submitted to Council to determine whether to adopt the review and recommendations made. Within 14 days of the review a copy of the review and determination is to be provided to the Department of Local Government, Sport and Cultural Industries.

**Officer’s Comment:**

- This report provides information by nature and is based on the seven - month period from 1 July 2025 to 31 January 2026.
- The budget review projects the Shire’s full year income and expenditure against full year original budget.
- It is anticipated that the Shire will end the financial year with a deficit of approximately \$342,000, compared to \$159,000 surplus as originally budgeted, which is a decrease of \$501,000. Of this variance, \$75,000 is attributed to the Opening Funding Deficit of \$609,000 increasing to \$684,000, in line with the audited final closing balance for 2024/25 financial year. The remaining \$150,000 is a combination of an increase and reduction in revenue and expenditure in different areas.

Attachment 1 is an explanation of identified major expenditure and revenue variations and a review of the capital program – showing all budgeted items and any expected variation to the budget.

Noteworthy projected variations to the original budget include:

**Revenue**

- Lower Rates revenue due to the delay by Department of Local Government in processing the Transient Workers Accommodation rates application.
- Lower Operating Grants Subsidies and Contributions of \$581,000 as budgeted road maintenance grant did not materialise as expected.
- Other Revenue is up by \$150,000 due to the receipt of unbudgeted insurance reimbursements.

**Operating Expenditure**

- Overall Materials & Contracts are projected to increase by \$169,000 or 4%. This is a net result of over and under expenditure in different areas.

**Capital Expenditure**

- Two new significant projects are as per below:
  - Drive – In Projector \$231,000 (Lotterywest funded)
  - Mount Adams Intersection - \$252,000 (Main Roads and Industry funded)
- On the contrary, some projects were deferred resulting in a net overall decrease of \$209,000 for capital expenditure.

**Consultation:**

Responsible officers have predicted the balances on their activities.

**Statutory Environment:**

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

33A. *Review of budget*

(1) *Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.*

(2A) *The review of an annual budget for a financial year must -*

- (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
- (b) *consider the local government's financial position as at the date of the review; and*
- (c) *review the outcomes for the end of that financial year that are forecast in the budget.*

(2) *The review is to be presented to council by 31 March in that financial year.*

(3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

*\*Absolute majority required.*

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

*Australian Accounting Standards*

**Policy Implications:**

Nil

**Financial/Resource Implications:**

The adoption of this budget review will forecast an estimated deficit of \$342k.

**Strategic Implications:**

Strategic Community Plan 2021 - 2031

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.3 Adopt and follow better practice processes

**Attachments:**

*SCM Attachment Booklet – March 2026*

FIN 04-03/26 Attachment 1 – Annual Budget Review 2025/26

## **7. CLOSURE**