



SHIRE OF IRWIN
DONGARA-PORT DENISON

A BRILLIANT BLEND

AGENDA FORUM NOTES

Tuesday 17 March 2026



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	2
4. PUBLIC QUESTION TIME.....	2
5. DECLARATIONS OF INTEREST.....	2
10. REPORTS OF OFFICERS AND COMMITTEES.....	3
11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	4
12. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN.....	4
13. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION	4
14. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC.....	4
15. CLOSURE	4

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

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

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

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

Staff

Mr S D Ivers	Chief Executive Officer
Mr M Connell	Manager Development
Mr M Jones	Manager Operations
Miss P Machaka	Manager Finance
Mr M Antony (arrived 5.08pm)	Community Emergency Services Manager
Ms S Mearns	Executive Assistant

Guests

Nil

Apologies

Ms F Boksmati	Manager Community Services
---------------	----------------------------

Gallery

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. DECLARATIONS OF INTEREST

Nil

Items 6 – 9 will be dealt with at the Ordinary Council Meeting being held on Tuesday 24 March 2026.

10. REPORTS OF OFFICERS AND COMMITTEES

10.1	FINANCE REPORTS
FIN 01-03/26	Accounts for Payment – February 2026
Report Purpose	For Council to receive the list of accounts paid under delegated authority during February 2026.
Questions	Nil
FIN 02-03/26	Monthly Financial Statements – January 2026
Report Purpose	For Council to consider and receive the Monthly Financial Statements for the period 1 July 2025 to 31 January 2026.
Questions	Nil
FIN 03-03/26	Annual Meeting with Council’s Appointed Auditor
Report Purpose	For Council to meet with Council’s appointed auditor via teleconference.
Questions	Nil
10.2	DEVELOPMENT REPORTS
DEV 01-03/26	February 2026 Development Delegated and Authorised Authority Report
Report Purpose	For Council to receive the February 2026 Development Delegated and Authorised Authority Report.
Questions	Nil
10.3	OPERATIONS REPORTS
OPS 01-03/26	Amendment to Village Housing Policy and Revision of Tenancy Procedure and Criteria for Units 1-4, 225 Ocean Drive, Port Denison
Report Purpose	To seek Council approval, by absolute majority, for amendments to the Village Housing Policy relating to Units 1–4 at 225 Ocean Drive, Port Denison, including a revised designated purpose, changes to residential tenancy criteria, and rent-setting arrangements. Council is also asked to consider and select the proposed rental management option for these units.
Questions	<p>Question: Cr Gillam asked whether recommendation #4 should be (either) ‘local market conditions’ or ‘cost recovery principles’, and whether rental charged would also take the tenants assets into consideration.</p> <p>Response: Administration clarified that the inclusion of both ‘local market conditions’ and ‘cost recovery principles’ is intended to provide Council with flexibility in setting rental levels. Applying local market conditions would enable Council to set higher rents where tenants have greater financial capacity, while cost recovery principles would support lower, more affordable rents for groups such as older persons or those with limited means.</p> <p>It was acknowledged that the final approach to rental setting and tenancy allocation will be guided by a future policy, which has not yet been finalised. This forthcoming policy is expected to draw on principles similar to CP28 – Two</p>

Henry Road Housing Allocation, including consideration of applicants' financial circumstances, to ensure an appropriate and equitable allocation framework.

10.4	COMMUNITY SERVICES REPORTS
COM 01-03/26	Addition to Recreation Centre Fees and Charges
Report Purpose	For Council to consider and approve additions to the adopted 2025/26 Schedule of Fees and Charges.
Questions	<p>Question: Cr Gillam questioned whether permitting third-party providers to run training sessions might limit the Shire's ability to hire a Gym Instructor, as the two roles could end up competing with one another.</p> <p>Response: The CEO confirmed that classes delivered by third-party providers would be entirely separate from those run by a Shire-employed Gym Instructor. If Council endorses the Officer's recommendation, the Shire will also be able to recover some costs through third-party exercise class providers.</p>

10.5	OFFICE OF THE CEO REPORTS
	Nil
10.6	COMMITTEE REPORTS
	Nil

Items 11 – 14 will be dealt with at the Ordinary Council Meeting being held on Tuesday 24 March 2026.

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

13. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

14. MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

15. CLOSURE

There being no further business, the Presiding Member closed the Agenda Forum at 5.11pm.