



SHIRE OF IRWIN
DONGARA-PORT DENISON

A BRILLIANT BLEND

AGENDA FORUM NOTES

Tuesday 16 June 2026



1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 5.00pm

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 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	Community Emergency Services Manager
Ms F Boksmati	Manager Community Services
Ms S Mearns	Executive Assistant

Guests

Nil

Apologies

Nil

Approved Leave of Absence

Nil

Gallery

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

Items 5 – 9 will be dealt with at the Ordinary Council Meeting being held on Tuesday 26 May 2026.

10. REPORTS OF OFFICERS AND COMMITTEES

10.1 Finance Reports

10.1	FINANCE REPORTS
FIN 01-06/26	Accounts for Payment – May 2026
Report Purpose	For Council to receive the list of accounts paid under delegated authority during May 2026.
Questions	Nil
FIN 02-06/26	Monthly Financial Statements – April 2026
Report Purpose	For Council to consider and receive the Monthly Financial Statements for the period 1 July 2025 to 30 April 2026.
Questions	Cr Gillam asked what the Shire's current ratio was and was advised that it was 1.1. He then questioned how the ratio had improved to that level. The Manager Finance advised that the current ratio is influenced by movements in the Shire's opening and closing monthly balances, as well as operational activity during the month. She further noted that the ratio has been included in the Monthly Financial Statements to assist Councillors in monitoring the Shire's overall financial position.
10.2	DEVELOPMENT REPORTS
DEV 01-06/26	May 2026 Development Delegated and Authorised Authority Report
Report Purpose	For Council to receive the May 2026 Development Delegated and Authorised Authority Report.
Questions	Nil
DEV 02-06/26	Final Adoption of Local Public Health Plan
Report Purpose	For Council to adopt the Shire of Irwin Local Public Health Plan 2026 – 2031.
Questions	Nil
DEV 03-06/26	Proposed Road Name, Dongara
Report Purpose	For Council to approve the road name 'Seaberry Pass' and alternative road names of 'Rhagodia' and 'Quindalup' to be applied to the new road that will be created as part of the subdivision of Lot 9000 Brennand Road / Hidden Valley Close, Dongara.
Questions	Nil
10.3	OPERATIONS REPORTS
	Nil

10.4 COMMUNITY SERVICES REPORTS

Nil

10.5 OFFICE OF THE CEO REPORTS**CEO 01-06/26 Draft Privacy and Responsible Information Sharing Policy**

Report Purpose Council is requested to consider and adopt a Privacy and Responsible Information Sharing Policy that:

- incorporates the Information Privacy Principles as prescribed under the *Privacy and Responsible Information Sharing Act 2024 (WA)* (PRIS Act) into the Shire's operational practices;
- facilitates lawful and responsible information sharing in the public interest; and
- provides clear guidance to Council Members, employees, volunteers and the community regarding how information is managed.

Questions Nil

CEO 02-06/26 Audit, Risk & Improvement Committee

Report Purpose To inform Council of amendments to the *Local Government Act 1995* requiring the transition from an Audit Committee to an Audit, Risk and Improvement Committee, and to seek Council's approval, by absolute majority, of the proposed committee structure and updated Terms of Reference.

The report also seeks Council's approval to rescind its November 2025 decision appointing the Presiding Member and Deputy Presiding Member of the Committee, to ensure compliance with the amended legislative requirements, which require the Presiding Member of the Audit, Risk and Improvement Committee to be an Independent Person.

Questions The Shire President sought clarification on whether the report should expressly address the appointment or recruitment of an independent deputy to the Presiding Member of the Audit, Risk and Improvement Committee, having regard to the deputy roles shown in the attachment material. The Chief Executive Officer advised that the matter would be reviewed with the report author before the Ordinary Council Meeting, and Councillors would be updated on any required amendment to the recommendation or Terms of Reference.

CEO 03-06/26 Register of Delegations Review 2026

Report Purpose For Council to review the Register of Delegations – Council to Chief Executive Officer (the 'Register'), provided as Attachment 1 CEO03-06/26: Register of Delegations.

Comments The Shire President advised the Author that a number of errors had been identified in the Register, which appeared to have occurred during the document download process. The Author advised that the errors would be corrected prior to the Register of Delegations being presented to Council at the Ordinary Council Meeting.

10.6 COMMITTEE REPORTS

Nil

Items 11 – 13 will be dealt with at the Ordinary Council Meeting being held on Tuesday 23 June 2026.

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

CEO 04-06/26	125091-23WA-BR9 Milo Road Crossing Upgrade Project – Evaluation Report and Contract Award
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Report Purpose	For Council to review the Evaluation Report and Award the Contract for the 125091-23WA-BR9 Milo Road Crossing Upgrade Project.
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Comments	Cr Hansen sought clarification regarding several provisions of the grant agreement and requested further information on the in-kind and financial contributions required from the Shire of Irwin to complete the Milo Road Crossing Upgrade Project.
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Cr Hansen further questioned the accuracy of information previously provided to Council during the budget workshop, including whether Council had been adequately informed of the Shire's financial and in-kind obligations under the grant agreement.

15. CLOSURE

There being no further business, the Agenda Forum was closed at 5.34pm.