

AGENDA

ORDINARY COUNCIL MEETING Tuesday 25 August 2026 – 5.00pm



NOTICE OF MEETING

Notice is hereby given that the next Ordinary Council Meeting of the Shire of Irwin will be held in the Council Chambers, 11-13 Waldeck Street, Dongara at 5.00pm on Tuesday 25 August 2026.



Shane Ivers
CHIEF EXECUTIVE OFFICER
21 August 2026



AGENDA & BUSINESS PAPERS

Agenda Forums and Ordinary Council Meetings for 2026 will be held on the following dates in the Council Chambers at 11-13 Waldeck Street, Dongara.

2026 DATES	
Agenda Forum - 5.00pm	Ordinary Council Meeting – 5.00pm
18 August	25 August
15 September	22 September
20 October	27 October
17 November	24 November
1 December	7 December (Monday)

Members of the public are always welcome to attend the Agenda Forums and Ordinary Council Meetings.

Disclaimer

The Shire of Irwin:

- advises that the purpose of an Ordinary Council Meeting is to discuss and, where possible, make resolutions about items appearing in the agenda. No person should rely on 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 from 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

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
Executive	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.
Legislative	Includes adopting local laws and local planning schemes.
Review	When Council reviews decisions made by Officers.
Quasi-judicial	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 meeting 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

ORDINARY COUNCIL MEETING

to be held

Tuesday, 25 August 2026

Commencing at 5.00pm

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

Shire President
Deputy Shire President

Staff

Mr S D Ivers
Mr M Jones
Mr M Connell
Mr M Antony
Ms F Boksmati
Ms S Mearns

Chief Executive Officer
Manager Operations
Manager Development
Community Emergency Services Manager
Manager Community Services
Executive Assistant

Guests

Apologies

Miss P Machaka

Manager Finance

Approved Leave of Absence

Gallery

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

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

In relation to obtaining a copy of the Quote for the bearing replacement for the Yellow Spinning Ball – aren't all quotation documents received for public works, public documents?

Response: No. A quotation submitted to a Western Australian local government is not automatically a document available for public inspection simply because it relates to public works. Section 5.94 of the Local Government Act 1995 specifies the categories of local government information that are available for public inspection. A supplier quotation held by the Shire does not, merely by being received as part of a procurement process, fall within those categories. Quotations may also contain commercially sensitive information such as pricing, methodologies and information concerning a supplier's business operations. Accordingly, the Shire does not generally release individual quotation documents through the ordinary public-inspection provisions of the Local Government Act 1995.

This does not prevent a person from making an application for access under the Freedom of Information Act 1992. Any such application would be assessed in accordance with that Act, including the provisions relating to commercial and business information.

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

When will the Francis Road signage be corrected?

Response: The sign for Francis Road has now been replaced.

4. PUBLIC QUESTION TIME

5. DECLARATIONS OF INTEREST

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. PETITIONS AND DEPUTATIONS

8. CONFIRMATION OF MINUTES AND TABLING OF AGENDA FORUM NOTES

8.1 Minutes of the Ordinary Council Meeting held 28 July 2026

The Minutes of the Ordinary Council Meeting held 28 July 2026 are included in the *Attachment Booklet – August 2026*.

RECOMMENDED:
That Council by Simple Majority confirms the Minutes of the Ordinary Council Meeting held 28 July 2026.

8.2 Agenda Forum Notes – 18 August 2026

At the Agenda Forum held 18 August 2026, Shire Officers presented background information and answered questions on items to be considered at the August 2026 Ordinary Council Meeting.

Notes from the Agenda Forum are included in the *Attachment Booklet – August 2026*.

RECOMMENDED:

That Council by Simple Majority receives the Notes of the Agenda Forum held 18 August 2026.

9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

10. REPORTS OF OFFICERS AND COMMITTEES

10.1 Finance Reports

FIN 01-08/26 Accounts for Payment - July 2026	
Author:	S Clarkson, Senior Finance Officer
Responsible Officer:	S Ivers, Chief Executive Officer
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 July 2026.

Officer Recommendation:

RECOMMENDED:																							
That Council, by Simple Majority, receives the list of accounts paid under delegated authority during July 2026, as contained in FIN 01-08/26 Attachment 1 and summarised as follows:																							
<table> <tr> <th>Payment Type/Numbers</th><th>Total Amount</th></tr> <tr> <td>EFT 000000025/1– 00000027/46</td><td>\$685,215.98</td></tr> <tr> <td>Muni Cheques – 32273 – 32274</td><td>\$27,253.65</td></tr> <tr> <td>Direct Debit – Telstra</td><td>\$3,107.95</td></tr> <tr> <td>Direct Debit – WA Treasury Corporation</td><td>\$164,076.61</td></tr> <tr> <td>Direct Debit – N-Able Pty Ltd</td><td>\$2,658.74</td></tr> <tr> <td>Direct Debit – Australian Phone Company</td><td>\$225.23</td></tr> <tr> <td>Direct Debit – Telair Pty Ltd</td><td>\$2,730.89</td></tr> <tr> <td>Direct Debit – Hello Teams Pty Ltd</td><td>\$2,420.68</td></tr> <tr> <td>Direct Debit – Superannuation</td><td>\$86,535.21</td></tr> <tr> <td>Grand Total</td><td>\$974,224.94</td></tr> </table>	Payment Type/Numbers	Total Amount	EFT 000000025/1– 00000027/46	\$685,215.98	Muni Cheques – 32273 – 32274	\$27,253.65	Direct Debit – Telstra	\$3,107.95	Direct Debit – WA Treasury Corporation	\$164,076.61	Direct Debit – N-Able Pty Ltd	\$2,658.74	Direct Debit – Australian Phone Company	\$225.23	Direct Debit – Telair Pty Ltd	\$2,730.89	Direct Debit – Hello Teams Pty Ltd	\$2,420.68	Direct Debit – Superannuation	\$86,535.21	Grand Total	\$974,224.94	
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Grand Total	\$974,224.94																						

Background:

A list of accounts paid under delegated authority is attached showing all payments made during the month of July 2026.

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 – August 2026

FIN01-08/26 Attachment 1: Accounts for Payment – July 2026

FIN 02-08/26 Monthly Financial Statements – June 2026	
Author:	K Kumar, Finance Consultant
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	2.0057
Council Role:	Executive
Voting Requirements:	Simple Majority

Report Purpose:

For Council to consider and receive the Monthly Financial Statements for the period 1 July 2025 to 30 June 2026.

Officer Recommendation:

RECOMMENDED:
That Council, by Simple Majority, receives the Monthly Financial Statements for the period 1 June 2026 to 30 June 2026 as contained in FIN 02-08/26 Attachment 1 of the Attachment Booklet – August 2026.

Background:

The Monthly Financial Statements to June 2026 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 financial position as at 30 June 2026 is detailed in the attached Monthly Financial Report. A number of year-end accounting adjustments are still to be completed, including the recognition of eligible grant and contribution revenue, processing of depreciation for the period January to June 2026, and the final allocation of employee costs between operating and capital activities. These adjustments will be completed as part of the June 2026 year-end process and may impact the final reported financial result.

The Statement of Financial Activity records a positive amount attributable to operating activities of approximately \$2.00 million after adjusting for non-cash items. Operating revenue was approximately \$12.40 million, which was \$773,000 above budget. The favourable variance was primarily due to grants, subsidies and contributions being approximately \$664,000 above budget, together with higher fees and charges and other Revenue. This was partly offset by rates and interest revenue being below budget.

Operating expenditure was approximately \$12.87 million, which was approximately \$2.04 million below the year-to-date budget. Materials and Contracts and Finance Costs were below budget, while Employee Costs and Utility Charges were above budget. These amounts remain subject to year-end adjustments and may change following completion of the year-end financial processes.

The adjusted net current funding position at 30 June 2026 remains preliminary and is subject to completion of the year-end accounting and reconciliation processes. The final position will be reported following completion of those adjustments.

Capital expenditure remains subject to year-end reconciliation. Significant capital works, including the Milo Road Crossing and Foreshore projects, were not completed by 30 June 2026, with the relevant unspent project budgets and associated grant funding to be carried forward into the 2026/27 financial year.

The Statement of Financial Position records total assets of approximately \$110.63 million, comprising approximately \$6.09 million in current assets and \$104.54 million in non-current assets. Total liabilities were approximately \$10.36 million, resulting in net assets of approximately \$100.27 million at 30 June 2026.

Rates collection for the year was approximately 98% at 30 June 2026. Management will continue to monitor outstanding receivables and aged debts as part of the ongoing year-end and financial management processes.

Overall, the June 2026 financial position reflects a favourable operating result and capital expenditure below the year-to-date budget, while the net current funding position remains in deficit. These results are preliminary and remain subject to year-end adjustments and the completion of the annual financial reporting process.

The current ratio at 30 June 2026 was 0.93, with current assets of approximately \$6.09 million compared with current liabilities of approximately \$6.53 million. The year-end position was materially influenced by significant grant-related receivables and associated contract liabilities. Approximately \$2.9 million of grant-related receivables remained outstanding at 30 June, with the corresponding cash received in July 2026. While receipt of the cash does not alter the current ratio reported at 30 June, it has strengthened the Shire's immediate liquidity position in the 2026/27 financial year. The reported ratio remains preliminary and will be reviewed as part of the year-end accounting process.

30/06/2026	YTD Budget	YTD Actual
Operating Revenue	11,622,455	12,395,699
Operating Expenditure	(14,915,269)	(12,871,995)
Net Operating	(3,292,814)	(476,296)
Non - Operating Revenue	1,677,187	1,531,304
Non - Operating Expenditure	(2,854,512)	(3,116,364)
Net Non-Operating	(1,177,325)	(1,585,059)
Cash at Bank		785,540
Cash at Bank Restricted		1,240,603
Reserve Bank		373,935
Total Cash Funds		2,400,079
Current Ratio		0.93

Consultation:

Nil

Statutory Environment:

Local Government Act 1995

- *Section 6.4 Financial report*

Local Government (Financial Management) Regulations

- *Regulation 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.

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 – August 2026

FIN 02-08/26 Attachment 1: Financial Statements for the Period Ended June 2026.

10.2 Development Reports

DEV 01-08/26 July 2026 Development Delegated and Authorised Authority Report	
Author:	M Connell, Manager Development
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	3.00125
Council Role:	Executive
Voting Requirements:	Simple Majority

Report Purpose:

For Council to receive the July 2026 Development Delegated and Authorised Authority Report.

Officer Recommendation:

RECOMMENDED:
That Council by Simple Majority, receives the July 2026 Development Delegated and Authorised Authority Report, as contained in DEV 01-08/26 Attachment 1.

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.

Officer's Comment:

This report presents the details of development functions made under delegated or authorised authority for the month of July 2026, with 10 building permits/certificates, 5 single house applications, 1 application 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 – August 2026

DEV 01-08/26 Attachment 1: July 2026 Development Delegated and Authorised Authority Report

DEV 02-08/26 Road Dedication, Reserve 45038 – Hidden Valley Close, Dongara	
Author:	M Connell, Manager Development
Responsible Officer:	S Ivers, Chief Executive Officer
File Reference:	WAPC202782
Council Role:	Legislative
Voting Requirements:	Simple Majority

Report Purpose:

For Council to request the Minister for Lands to approve the dedication of a portion of Reserve 45038 as road.

Officer Recommendation:

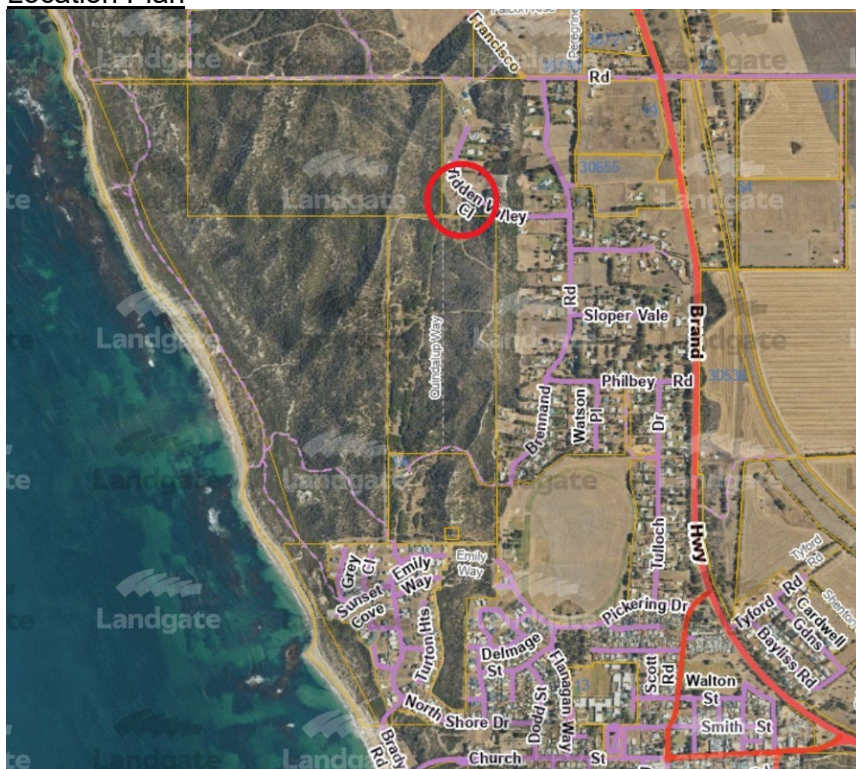
RECOMMENDED:
That Council by Simple Majority request the Minister for Lands to dedicate the portion of Reserve 45038, indicated on the plan contained in DEV 02-08/26 Attachment 1, as road.

Background:

The Shire has received a request from the developer of Lot 9000 Brennand Road, Dongara to dedicate a portion of Crown Reserve 45038 as a road (as per the plan contained in DEV 02-08/26 Attachment 1).

On 12 January 2026 the Minister for Planning approved the Shire of Irwin Local Planning Scheme Amendment No. 22 which rezoned the land to 'Rural Residential'. Subsequently, on 20 April 2026 the WA Planning Commission granted subdivisional approval for 38 rural residential lots. Council at its meeting held on 23 June 2026 approved the (alternate) road name 'Quindalup Way'.

A copy of the subdivision and road naming plan is contained in DEV 02-08/26 Attachment 2.

Location Plan

Officer's Comment:

Reserve 45038 was ceded free of cost to the Crown for public open space in 1997 and has not been developed or improved for recreation. The surrounding land has since been rezoned and largely developed for rural residential purposes, with now little requirement for active open space areas.

There are no plans to further develop the reserve other than maintain its limited natural landscape values.

The proposed road connection will facilitate public road access from Hidden Valley Close, through the new subdivisional road (Quindalup Way), ultimately connecting with Brennand Road. It is a requirement as part of the approved subdivision and will improve road connectivity throughout the locality.

Consultation:

The dedication was advertised in accordance with the provisions of the *Land Administration Act 1997* and involved the following:

- A public notice was published in the Midwest Times and the Dongara Denison Local Rag;
- A copy of the dedication was made available for public inspection at the Shire office;
- The dedication was published on the Shire's website along with an alert on the Shire's Facebook page; and
- A written notice was sent to the following government / service agencies:
 - Department of Biodiversity, Conservation and Attractions
 - Department of Planning, Lands and Heritage – Aboriginal Heritage
 - Department of Water and Environmental Regulation
 - Telstra
 - Water Corporation
 - Western Power

In response to the advertising a total of 8 submissions were received (5 from government / service agencies with no objections and 3 from the public with objections). A copy of the objecting submissions and the response from the developer is contained in DEV 02-08/26 **Confidential** Attachment 3.

The issues raised in the objecting submissions are summarised as follows:

- Increase in traffic.
- Clearing of vegetation.
- Disruption to wildlife.
- Amenity concerns over noise, dust, visual pollution and quiet character of the area.
- Negative impact on property values.

Regarding traffic, vegetation, wildlife and amenity all these matters have been previously considered by both the Shire and the relevant State government agencies. It is important to acknowledge that the subdivision itself that has necessitated the road dedication is not for consideration and has been previously scrutinised on a number of occasions as summarised below:

1. 7 May 2008 – Ministerial Gazettal of Local Planning Scheme No. 5 that zoned the land to Residential R12.5.
2. 5 July 2021 – WA Planning Commission subdivision approval for 81 (4,000m²) lots.
3. 25 February 2025 – Council initiation of Scheme Amendment No. 22 to rezone the land to 'rural residential' (item DEV 04-02/25).

4. 2 April 2025 – Environmental Protection Authority determination that no assessment of Amendment No. 22 was required under Part IV of the *Environmental Protection Act 1986*.
5. 22 July 2025 – Council approval of Amendment No. 22 having considered submissions received (item DEV 02-07/25).
6. 12 January 2026 – Ministerial approval of Amendment No. 22.
7. 5 February 2026 – Ministerial approval of the Local Planning Strategy showing the land as 'rural residential'.
8. 20 April 2026 – WA Planning Commission subdivision approval for 38 (1 hectare) lots.
9. 23 June 2026 – Council approval of new road name (item DEV 03-06-26).

Regarding property values, the claim is unsubstantiated and, in any event, property value is not a relevant planning consideration in itself. Council's role is not to determine whether a planning proposal may affect property values, but whether it would adversely affect the amenity of the locality. The amenity issues have already been considered, as outlined above.

Statutory Environment:

Section 56 of the Land Administration Act 1997 enables a local government to request the Minister for Lands to dedicate land as road, as follows:

56. Dedication of land as road

(1) *If in the district of a local government –*

(a) *land is reserved or acquired for use by the public, or is used by the public, as a road under the care, control and management of the local government;*

and that land is described in a plan of survey, sketch plan or document, the local government may request the Minister to dedicate that land as a road.

Policy Implications:

Nil.

Financial/Resource Implications:

Nil.

Strategic Implications:

Our Brilliant Future – Strategic Community Plan 2021 – 2031

Strategy 1.1.3 Support appropriate community transport options

Attachments:

Attachment Booklet – August 2026

DEV 02-08/26 Attachment 1: Road dedication plan

DEV 02-08/26 Attachment 2: Subdivision and road naming plan

DEV 02-08/26 **Confidential** Attachment 3: Objecting submissions

10.3 Operations Reports

10.4 Community Services Reports

10.5 Office of the CEO Reports

10.6 Committee Reports

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