AGENDA FORUM

Tuesday, 17 November 2026 - 5:00 PM

NOTICE OF MEETING

Notice is hereby given that the next Agenda Forum of the Shire of Irwin will be held in Council Chambers, 11-13 Waldeck Street, Dongara at 5:00 PM on Tuesday, 17 November 2026.

Shane Ivers

Chief Executive Officer

17 November 2026

AGENDA & BUSINESS PAPERS

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

2026 DATES	
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.

Agenda Forum Information

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may, for a Committee, Working Party or Steering group examine specific subjects and then report to Council.
3. The purpose of the Agenda Forum is for council members and community members to be informed on agenda items before the next Ordinary Council Meeting.
4. Generally, all meetings are open to the public. Occasionally Council will be required to deal with person, legal and other sensitive matters and on these occasions, Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.
5. **Public Questions Time:** It is a requirement of the *Local Government Act 1995* to allow at least fifteen (15) minutes for public question time. At the Agenda Forum all questions asked must be related to the items listed on the Agenda Paper. Please note the following.
   a) Meetings are scheduled for a 5.00pm start (unless otherwise advised)
   b) Record your full name and suburb of residence on the Attendance Form available in the public seating area.
   c) When invited by the Presiding Member to ask your question/s, please state your full name for the benefit of the note taker and those present,
   d) A minimum of 15 minutes is allocated to Public Question Time, which may be extended at the discretion of the Presiding Member.
   e) You may ask up to 2 questions before other members of the public will be invited to ask their questions to ensure all have an equal and fair opportunity to ask questions.
   f) The Presiding Member may elect for written questions to be responded to as normal business correspondence.
   g) The Presiding Member may decide that a question shall not be responded to where the same or similar questions have been asked at a previous meeting and a response has already been provided;
      - A statement has been made and is not reformed into a question; or a question is offensive or defamatory in nature and is not reformed into a question.
   h) A question may be taken on notice by Council for a later response. Responses will be provided in writing to the member and summary will be included in the agenda of the next Ordinary Council Meeting of Council.
   i) Members of the public are encouraged to raise matters relating to operations and administration through the Shire's Customer Request System.
   j) Should you wish to provide written questions prior to the meeting please submit them by 4.00pm the day before the meeting. By submitting written questions, this assists the administration with preparing a response.
   k) Should you wish to provide a presentation at the Agenda Forum, a request will need to be submitted in writing directly to the Chief Executive Officer by 4pm the day before the meeting. The presentation must be related to an item listed on the agenda paper.
   l) Presentations have a time limit of 10 minutes and a limit of 2 representatives will be allowed to speak.
   m) Agendas for the Agenda Forum and Ordinary Council Meetings are available to the public from the Shire of Irwin Administration Centre or via the Shire's Website www.irwin.gov.au seventy-two (72) hours prior to the meeting.
   n) Recording of Minutes for Agenda Forums is not required by legislation however a summary of notes from the Agenda Forum will be presented to Council at the next Ordinary Council Meeting.
6. No person is to use any electronic, visual or audio recording device or instrument to record the proceedings of an Agenda Forum without the written permission of the Presiding Member.

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 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

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 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 (Draft)

Of the

ORDINARY COUNCIL MEETING

To be held

24 November 2026

Commencing at 5:00 PM

1 Declaration of Opening

2 Attendance

2.1 Members

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

2.2 Staff

Mr S D Ivers	Chief Executive Officer
Mr M Connell	Manager Development
Ms F Boksmati	Manager Community Services
Mr G Nadarajah	ICT Supervisor (IT support)
Ms W Brookhouse	Acting Executive Assistant to the CEO

2.3 Guests

2.4 Apologies

Councillor T S Coffey	
Mr M Antony	Community Emergency Services Manager
Mr M Jones	Manager Operations

2.5 Approved Leave of Absence

2.6 Gallery

3 Response to Previous Public Questions Taken on Notice

The following questions were taken on notice at the Ordinary Council Meeting held on 27 October 2026.

Mr Ian West JP, 5 Bygrave Drive, Port Denison

What was the final cost of the foreshore works, including removal of the two jetties and installation of the replacement jetty, and what was the Councillors' contribution to that cost? Response:

Response: *This item will be dealt with at the Ordinary Council Meeting being held on Tuesday 24 November 2026.*

Mr Ian Maluish, 5 Abbott Terrace, Port Denison

Further to the response to my previous question on notice regarding the ERP tender process, where can we find details of the tender and the annual fee being paid? Response:

Response: *This item will be dealt with at the Ordinary Council Meeting being held on Tuesday 24 November 2026.*

4 Public Question Time

Items 5 - 9 will be dealt with at the Ordinary Council Meeting being held on Tuesday 24 November 2026.

5 Declarations of Interest

6 Application for Leave of Absence

7 Petitions and Deputations

Nil

8 Confirmation of Minutes and Tabling of Agenda Forum Notes

Nil

9 Announcements by the Person Presiding without Discussion

10 Reports of Officers and Committees

10.1 Finance Reports

10.1.1 ACCOUNTS FOR PAYMENT - OCTOBER 2026

FILE NUMBER: 2.0057

AUTHOR(S): Stephanie Clarkson, Senior Finance Officer

RESPONSIBLE OFFICER: Shane Ivers, Chief Executive Officer

COUNCIL'S ROLE **Executive** - The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

VOTING REQUIREMENTS Simple Majority

REPORT PURPOSE

For Council to receive the list of accounts paid under delegated authority during October 2026.

OFFICER RECOMMENDATION

1. That Council receives the Accounts paid during October 2026, represented by:

Payment Type/Numbers	Total Amount
EFT 00000032/1– 00000035/54	$1,225,809.12
Muni Cheques – 32279 – 32282	$75,362.16
Direct Debit – Telstra	$1,891.67
Direct Debit – WA Treasury Corporation	$67,069.10
Direct Debit – Credit Card	$25,460.15
Direct Debit – N-Able Pty Ltd	$2,743.80
Direct Debit – Australian Phone Company	$225.23
Direct Debit – Telair Pty Ltd	$2,510.40
Direct Debit – Hello Teams Pty Ltd	$754.61
Direct Debit – Insurance Premiums	$48,120.18
Direct Debit – Superannuation	$59,267.21
Grand Total	$1,509,213.63

BACKGROUND

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

1. Accounts for Payment - October 2026 Attachment - *Under Separate Cover*

10.1.2 Monthly Financial Statements - September 2026

FILE NUMBER:	2.0057
AUTHOR(S):	Jess Wadhawan, Finance Consultant
RESPONSIBLE OFFICER:	Shane Ivers, Chief Executive Officer
COUNCIL'S ROLE	**Executive** - The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
VOTING REQUIREMENTS	Simple Majority

REPORT PURPOSE

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

OFFICER RECOMMENDATION

That Council by Simple Majority receives the Monthly Financial Statements for the Period 1 July 2026 to 30 September 2026.

BACKGROUND

The Monthly Financial Statements to 30 September 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 draft financial position to the end of September 2026 is detailed in the attached report and summarised as per below:

30/09/2026	YTD Budget	YTD Actual
Operating Revenue	9,113,741	9,563,886
Operating Expenditure	(3,557,242)	(2,145,515)
Net Operating	5,556,498	7,418,371
Non - Operating Revenue	920,077	819,099
Non - Operating Expenditure	(567,087)	(650,014)
Net Non-Operating	352,990	169,085
Cash at Bank		3,726,632
Cash at Bank Restricted		881,179
Reserve Bank		988,581
Total Cash Funds		5,596,392

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

Goal 4.2 Effective governance, management and prudent financial responsibility

Goal 4.3 A local government that is professional, transparent and accountable

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

ATTACHMENTS

1. Monthly Financial Statements - September 2026 - Attachment - *Under Separate Cover*

10.2 Development Reports

10.2.1 Development Delegated Authority Report - October 2026

FILE NUMBER:	3.00125
AUTHOR(S):	Murray Connell, Manager Development
RESPONSIBLE OFFICER:	Shane Ivers, Chief Executive Officer
COUNCIL'S ROLE	**Executive** - The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
VOTING REQUIREMENTS	Simple Majority

REPORT PURPOSE

For Council to receive the Development Delegated Authority Report October 2026.

OFFICER RECOMMENDATION

That Council by Simple Majority, receives the Development Delegated Authority Report October 2026 as contained in 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 October 2026, with 14 building permits/certificates, 6 single house applications and 1 development approval 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

Goal 4.2 Effective governance, management and prudent financial responsibility

Goal 4.3 A local government that is professional, transparent and accountable

Strategy 4.2.1 Ensure compliance whilst embracing innovation and better practice principles

Strategy 4.3.2 Adopt and follow better practice processes

ATTACHMENTS

1. Development Delegated Authority Report October 2026 - *Under Separate Cover*

10.3 Community Development Reports

Nil

10.4 Operations Reports

Nil

10.5 Office of the CEO Reports

10.5.1 Ordinary Council Meeting Dates 2027

FILE NUMBER:

AUTHOR(S): Wendy Brookhouse, Acting Executive Assistant to the CEO

RESPONSIBLE OFFICER: Shane Ivers, Chief Executive Officer

COUNCIL'S ROLE **Executive** - The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

VOTING REQUIREMENTS Simple Majority

REPORT PURPOSE

For Council to consider and set the Agenda Forum and Ordinary Council Meeting dates for 2027.

OFFICER RECOMMENDATION

That Council by Simple Majority:

1. **Set the 2027 Agenda Forums and Ordinary Council Meetings in accordance with the following schedule; and**

Agenda Forum Tuesday - 5.00pm	Ordinary Council Meeting Tuesday - 5.00pm
16 February	23 February
16 March	23 March
20 April	27 April
18 May	25 May
15 June	22 June
20 July	27 July
17 August	24 August
21 September	28 September
19 October	26 October
16 November	23 November
7 December	13 December (Mon)

2. **Authorise the Chief Executive Officer to publish the Ordinary Council Meetings, as detailed in point 1, and to advertise the 2027 meeting schedule to the community.**

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 2026 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 2027 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 2027 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 2028.

The December 2027 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 2028 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)*

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

10.5.2 CEO Performance and Organisational Report – Quarter 1 2026/27

FILE NUMBER:

AUTHOR(S): Shane Ivers, Chief Executive Officer

RESPONSIBLE OFFICER: Shane Ivers, Chief Executive Officer

COUNCIL'S ROLE **Executive** - The substantial direction setting and oversight role of the Council. E.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

VOTING REQUIREMENTS Simple Majority

REPORT PURPOSE

To provide Council with the Chief Executive Officer Performance and Organisational Report for Quarter 1 of the 2026/27 financial year, covering the period 1 July to 30 September 2026, in accordance with the adopted CEO Performance Criteria.

OFFICER RECOMMENDATION

1. That Council, by Simple Majority, receives the Chief Executive Officer Performance and Organisational Report for Quarter 1 (July – September 2026).

BACKGROUND

The CEO Performance Criteria were adopted by Council in late September 2025. This is the first formal quarterly report for the 2026/27 financial year and continues the reporting approach established through the 2025/26 quarterly reports. The report provides a public, high-level update on organisational performance, governance, financial sustainability, annual priorities and strategic risks. It is presented in November because the CEO was on approved leave during October. The formal annual CEO performance review remains a separate statutory and contractual process.

OFFICER'S COMMENT

Executive Overview

The organisation remained stable during Quarter 1, while moving further from planning and procurement into delivery. The quarter was characterised by adoption of the 2026/27 Budget, completion of a major marine infrastructure project, advancement of the Milo Crossing and Port Denison Foreshore programs, delivery of community engagement for the replacement Council Plan, and transparent identification of governance improvements through the Compliance Audit Return process.

Key outcomes during the quarter included:

- Council adoption of the 2026/27 Annual Budget on 31 August 2026, including budgeted transfers of $678,589 to reserves and an estimated closing net current assets surplus of $400,465.
- Completion and official opening of the Port Denison Boat Ramp and Recreational Jetty – Stage 1 on 28 August 2026.

- Material progression of Milo Crossing procurement and construction readiness, including contract awards, finalisation of the Cultural Heritage Management Plan, subdivision work and continued statutory-approval activity.
- Release of the Port Denison Foreshore Pavilion and Playground procurement packages through the WALGA Preferred Supplier Panel on 30 September 2026.
- Delivery of the principal Strategic Community Plan engagement activities, including community survey, community leaders workshop and public drop-in sessions.
- Council review of the 2025 Compliance Audit Return and establishment of a documented corrective-action program.

The principal strategic challenges were external heritage and environmental approvals for Milo Crossing, maintaining Foreshore scope within the approved funding envelope, securing an appropriate funding pathway for coastal protection, and obtaining binding protections for Shire roads that may be affected by the Belisama project. These matters were managed through active agency engagement, staged procurement, formal Council processes and continued advocacy.

CEO Role – Governance and Administration

Advice to Council

Approximately 19 formal officer reports were presented across the Special Council Meetings held on 21 July and 31 August, and the Ordinary Council Meetings held on 28 July, 25 August and 22 September. Major matters included differential rating, adoption of the 2026/27 Budget, Milo Crossing contract awards, road dedication matters, monthly financial reporting and the 2025 Compliance Audit Return. The count excludes routine confirmation of minutes and committee-noting items.

Communication with Elected Members

Regular communication continued with the Shire President and Councillors through Council meetings, Agenda Forums, budget workshops, project briefings and normal organisational channels. This supported alignment on financial settings, major-project delivery, community engagement and emerging strategic matters.

Stakeholder Engagement and Advocacy

Material external engagement included the House of Representatives Standing Committee public hearing on local government funding on 27 August; meetings with the Mid West Development Commission, State Government representatives, Yamatji Southern Regional Council, the Department of Planning, Lands and Heritage, Main Roads Western Australia and Western Power; and attendance at the WALGA Convention. The Shire also maintained a clear advocacy position regarding protection of local roads from project-generated traffic associated with the Belisama development.

Governance and Compliance

The 2025 Compliance Audit Return recorded nine “No” responses across seven compliance matters. Council was provided with the identified issues and corrective actions. The tender-register publication matter was rectified, while programmed actions were established for local laws, the Employee Code of Conduct, Strategic Community Plan, Corporate Business Plan and Regulation 17 review. Draft annual financial statements were signed on 30 September and the external audit process progressed.

No material overdue Council resolution was identified from the records reviewed for this report. A formal implementation percentage has not been asserted because the report does not replace the organisation’s detailed action register.

Organisational Management

At 30 September 2026, the employee listing recorded 39 non-casual employees, comprising 36 full-time and three part-time employees. A further 19 casual employees were recorded; casuals are

excluded from the turnover calculation because their work patterns are intermittent and can distort a headcount-based measure.

During the quarter there were five non-casual separations and three non-casual commencements. Using the average non-casual headcount for the quarter, the Q1 turnover rate was approximately 12.5%. Service continuity was maintained; however, the quarter ended with senior transitions in Finance and executive support, requiring interim arrangements and recruitment activity.

Moore Australia continued work associated with workforce and integrated planning. The organisational culture review did not commence during the quarter and remains subject to future scope and budget consideration.

Work Health and Safety

Operational toolbox reporting demonstrated continued use of the Take 5 process. The recorded dashboard total increased from 292 at the late-July meeting to 311 at the early-September meeting and 351 by 24 September.

The July toolbox meeting recorded no new incidents, 16 corrective actions completed and 14 pending follow-ups.

The early-September toolbox meeting recorded three new incidents, no hazards and two completed corrective actions.

The late-September toolbox meeting recorded one hazard and two minor incident descriptions; overdue workplace inspections were identified as a follow-up item.

A separate Lost Time Injury total was not contained in the supplied toolbox summaries. The WHS quarterly dataset, including LTI status and a consistent corrective-action roll-forward, will be standardised for future reports.

Financial Position and Sustainability

2026/27 Annual Budget

Council adopted the 2026/27 Annual Budget on 31 August 2026. Key settings included an estimated closing net current assets surplus of $400,465, an increase of approximately 5.8% in the GRV general rate in the dollar, budgeted transfers of $678,589 to reserves—including $669,935 to the Asset Management Reserve—capital grants, subsidies and contributions of approximately $10.762 million, and new borrowings of $1.66 million. The borrowings primarily support the Foreshore Precinct works and a self-supporting loan to the Dongara Golf Club.

Quarterly Financial Reporting

Council continued to receive statutory monthly financial statements. The financial statements presented to the September Ordinary Council Meeting related to 31 July 2026 and reported total cash funds of approximately $4.371 million, comprising cash at bank, restricted cash and reserve bank funds. At that early stage of the year, actual operating expenditure was below the year-to-date budget, non-operating revenue had not yet been recognised, and non-operating expenditure was ahead of the year-to-date budget, primarily reflecting timing of the capital program.

A confirmed 30 September current ratio or unrestricted liquidity figure was not contained in the statutory report considered during the quarter and is therefore not represented as a confirmed Q1 result. Liquidity, grant timing and capital sequencing remain active management controls.

Federal Assistance Grant and Rating Advocacy

The Shire continued its Federal Assistance Grant advocacy during the quarter, including evidence to the House Standing Committee public hearing on 27 August. The improved allocation incorporated in the 2026/27 Budget was a positive outcome; however, the formal Grants Commission response was received after the reporting period and is not relied upon as a Q1 outcome in this report.

The 2026/27 Budget also included the proposed GRV Transient Workforce Accommodation/Other differential rating category, with any associated revenue expressly conditional upon Ministerial approval. That approval remained in progress at the end of the quarter. Ministerial approval for the separate UV Mining rate was granted on 24 August 2026.

Annual Priority Projects

Project	Status	Q1 progress	Next Council-level milestone
Milo Road River Crossing	In progress	Culvert contract awarded; CHMP finalised; Section 18 and subdivision pathways progressed; survey, utilities and construction packages advanced.	External heritage and environmental approvals remain the critical path. Work is being programmed within the approved extension to 30 June 2027.
Port Denison Foreshore — Pavilion & Playground	Procurement	Design and scope development reached tender stage; packages were issued through the WALGA panel on 30 September.	Evaluate submissions, maintain scope control and bring the recommended award through Council.
Foreshore Carpark	Design / procurement	Design work progressed substantially during Q1; the State funding allocation of $300,000 remains linked to the carpark component.	Complete design acceptance and procurement, integrated with the wider Foreshore program.
Boat Ramp & Recreational Jetty — Stage 1	Completed	Works completed, officially opened on 28 August, and the Recreational Boating Facilities Scheme project was reported as completed and acquitted.	Final defects and records close-out only.
CCTV	Staged delivery	Stage 1 had previously been delivered. At 17 September, $89,701 was carried forward, with $44,333 committed and $45,367 uncommitted for remaining stages.	Complete Stage 2 locations and commissioning, currently targeted for December 2026.
Old Shire Hall	Completed	No further material works or issues were identified during Q1.	Routine close-out only.
Coastal Management	Funding pathway	The Shire continued to assess required works at Granny's Beach and Surf Beach and publicly confirmed that external funding and a preferred delivery approach would be pursued.	Develop a fundable, staged response and bring material budget decisions through Council.

Systems and Service Improvement

NetSuite finance remained operational. During Q1, preparation also progressed for implementation of InfoCouncil, which moved into operational use after the quarter. The wider property-and-rates system pathway was not expanded during the reporting period. MEX training and testing occurred without a material change to the existing asset-management platform during Q1.

Strategic Planning and Community Outcomes

The principal Strategic Community Plan engagement phase was delivered during August and September through a community survey, community leaders workshop and public drop-in sessions. The findings were prepared for Council workshops and drafting of the replacement

Council Plan, with service levels, affordability and implementation capacity remaining central considerations.

Community Services also delivered a range of Q1 outcomes, including distribution of the new Holiday Planner through more than 250 metropolitan locations, an Australia's Coral Coast marketing campaign to more than 30,000 subscribers, two Tidy Towns nominations, community events and library programs. Funding activity included completion and acquittal of the $365,000 Recreational Boating Facilities Scheme project, a successful $55,000 Recreational Fishing Initiatives Fund grant for fish-cleaning facilities, and continuing delivery of the Foreshore and Drive-In projects.

Strategic Risks and Management Response

Risk	Potential consequence	Management response
Milo statutory approvals and seasonal construction window	Approvals delays may affect the construction program and increase exposure to wetter months.	Maintain a single integrated approvals and delivery program; escalate agency dependencies; coordinate contractors and utilities before mobilisation.
Foreshore scope, tender pricing and funding envelope	Tender outcomes may exceed available funding or require scope changes.	Evaluate through the approved panel process; preserve essential outcomes; bring material variation or additional funding decisions to Council early.
Coastal damage and long-term protection funding	The scale of protection works exceeds routine operating capacity and no suitable Q1 funding round was identified.	Separate immediate public-safety works from the long-term solution; develop a staged business case and external funding strategy.
Belisama project traffic and Shire roads	Project traffic may create safety, maintenance and financial impacts without binding protections.	Seek verified traffic evidence, enforceable monitoring and cost responsibility, and keep formal Council and planning processes separate from informal engagement.

CEO Outlook — October to December 2026

The immediate focus is to convert the Foreshore tender process into a Council decision, progress Milo approvals and construction readiness, complete the annual audit and Annual Report, recruit the Manager Finance, advance the Council Plan, maintain formal engagement on Hancock road protections, prepare an inclusive Springfield consultation process and pursue viable coastal funding pathways. Financial resilience, project sequencing and early reporting of material changes will remain the operating disciplines.

CONSULTATION

Internal consultation occurred with relevant managers and officers.

STATUTORY ENVIRONMENT

Local Government Act 1995 and associated regulations.

POLICY IMPLICATIONS

Nil.

FINANCIAL/RESOURCE IMPLICATIONS

Matters identified in this report are being managed within the adopted 2026/27 Budget and existing project funding agreements. Any material variation or budget amendment will be reported separately to Council.

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

Nil

10.6 Committees Reports

Nil

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

11 Motions of Which Previous Notice Has Been Given

Nil

12 Questions by Members of which due Notice has been given

13 Urgent Business Approved by the Person Presiding or by Decision

14 Matters for which Meeting was Closed to the Public

Nil

15 Decisions made while Meeting was Closed to the Public

16 Closure

There being no further business, the Presiding Member closed the Agenda Forum at enter time.