




Shire of  
**Narrogin**  
*Love the life*

## MINUTES

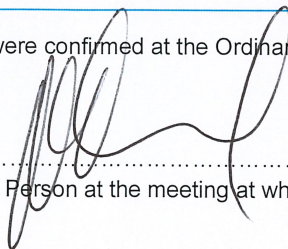
### ORDINARY COUNCIL MEETING

22 April 2026

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Council Meeting.

Signed:  Date 20 May 2026

These minutes were confirmed at the Ordinary Council Meeting held on 27 5, 26

Signed:   
(Presiding Person at the meeting at which minutes were confirmed)

### **Acknowledgement of Noongar People**

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyen Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

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Alternative formats are also available upon request, including large print, electronic format (disk or emailed), audio or Braille



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# STRATEGIC COMMUNITY

**SNAPSHOT**

**PLAN**  
2017-27

## VISION

A leading regional economic driver and a socially interactive and inclusive community.

## MISSION

Provide leadership, direction and opportunities for the community.

## KEY PRINCIPLES

In achieving the Vision and Mission, we will set achievable goals and work with the community to maintain a reputation of openness, honesty and accountability. In doing so we will:

- Respect the points of view of individuals and groups;
- Build on existing community involvement;
- Encourage community leadership;
- Promote self-reliance and initiative;
- Recognise and celebrate achievement;
- Support the principles of social justice; and
- Acknowledge the value of staff and volunteers.

## OUR VALUES

### Care with Trust & Teamwork

**Caring** - We display kindness and concern for one another and our community

**Accountability** - We accept responsibility for our actions and outcomes

**Respect** - We treat everyone how we would like to be treated

**Excellence** - We go the extra mile to deliver outstanding services

**Trust** - We share without fear of consequences

**Team Work** - We work together for a common goal

## ECONOMIC



### Support growth and progress, locally and regionally...

#### Growth in revenue opportunities

- Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
- Promote Narrogin and the Region
- Promote Narrogin's health and aged services including aged housing

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

- Maintain and improve road network in line with resource capacity
- Review and implement the Airport Master Plan

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

## SOCIAL



### Provide community facilities and promote social interaction...

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

- Support the provision of community security services and facilities
- Advocate for mental health and social support services
- Continue and improve provision of in-home care services

#### Existing strong community spirit and pride is fostered, promoted and encouraged

- Develop and activate Sport and Recreation Master Plan
- Engage and support community groups and volunteers
- Facilitate and support community events
- Provide improved community facilities (eg library/recreation)
- Encourage and support continued development of arts and culture

#### Cultural and heritage diversity is recognised

- Maintain and enhance heritage assets
- Support our Narrogin cultural and indigenous community

#### A broad range of quality education services and facilities servicing the region

- Advocate for increased education facilities for the region
- Advocate for and support increased education services

## ENVIRONMENT



### Conserve, protect and enhance our natural and built environment...

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC



### Continually enhance the Shire's organisational capacity to service the needs of a growing community...

#### An efficient and effective organisation

- Continually improve operational efficiencies and provide effective services
- Continue to enhance communication and transparency

#### An employer of choice

- Provide a positive, desirable workplace

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In accordance with Regulation 141 of the *Local Government (Administration) Regulations 1996*, the Shire of Narrogin records all Council Meetings. Recordings are publicly available within 14 days and retained for at least 5 years. Copies may be provided to the Departmental CEO upon request.

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# ORDINARY COUNCIL MEETING

22 April 2026

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## 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 7pm.

Before we begin, I remind Elected Members, Employees, and the public, that this meeting is being recorded in accordance with Regulation 14I of the *Local Government (Administration) Regulations 1996*. The recordings will be made publicly available and serve as a public record of proceedings.

While Section 9.57A of the *Local Government Act 1995* provides the Local Government with limited protection from defamation liability for content published on its official website as part of a broadcast or recording of Council proceedings, this does not extend to Elected Members or Employees and I encourage all participants to ensure their contributions are respectful, professional, and consistent with the standards expected of Council meetings. Please remember that all comments will form part of the public record.

## 2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

### Members (Voting)

Mr L Ballard – Shire President (Presiding Member)

Cr G Broad – Deputy Shire President

Cr M Fisher

Cr C Bartron

Cr J Pomykala

Cr T Wiese

Cr R McNab

### Employees

Mr D Stewart – Chief Executive Officer

Mr I Graham – Executive Manager Corporate & Community Services

Mr A Majid – Executive Manager Planning & Sustainability

Mr J Warburton – Executive Manager Infrastructure Services

Mrs L Boddy – Executive Support Coordinator

### Leave of Absence

Nil

### Apologies

Nil

### Absent

Nil

### Visitors

6

**3. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA**

Name	Item No	Interest	Nature
Dale Stewart, CEO	12.1	Impartiality	The applicants are known to the CEO

**4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**4.1 QUESTIONS FROM KEN SAUNDERS – ORDINARY COUNCIL MEETING - 25 MARCH 2026**

*How did McKenzie park go from recreational to residential?*

Response:

Please see below the written response that was sent to Ken Saunders on 30 March 2026.

We acknowledge the 1999 letter from the Town of Narrogin, which indicated that Council at that time resolved not to proceed with rezoning Lot 560 from “Recreation” to “Residential” and instead intended to amalgamate the lot with the reserve.

We also acknowledge your recent correspondence expressing concern that the land was understood to be retained for recreational purposes only.

Lot 560 Ensign Street is currently:

- Owned freehold by the Shire of Narrogin
- Zoned Residential (R12.5) under the applicable planning framework

Under this zoning, and with Council discretion, the lot can accommodate two dwellings.

The Shire intends to construct:

- Two (2) modern 3x2 modular dwellings
- Located on the 835sqm lot
- With separate access:
  - One driveway from Ensign Street
  - One driveway from Jersey Street

Council has recently awarded a Request for Tender (RFT) to Summit Homes Group to deliver these dwellings within the next six months.

This project forms part of a broader initiative including:

- 8 new dwellings across three Shire-owned sites
- Additional developments at:
  - 49 Clayton Road (4 x 2x2 dwellings)
  - 95 Lock Street (2 x 3x2 dwellings)

Council’s decision is driven by a clear and growing need to address housing shortages in Narrogin.

The Shire is experiencing:

- Increasing pressure on housing supply
- Rising rental costs
- Anticipated demand from approved and emerging renewable energy projects

Council has heard strong and consistent feedback from the community to take proactive steps to increase housing availability.

The Ensign Street site was selected due to its:

- Proximity to the CBD
- Location within an established residential area
- Access to recreation facilities
- Suitability for key workers such as teachers, police, nurses and other essential service providers

I can confirm that discussions are underway with the Government Regional Officers Housing Department (GROH) regarding potential government employee tenants, (our strong preference) although the dwellings may also be utilised by other employees and workers in the local economy.

Council acknowledges the value of the adjoining McKenzie Park and recognises community concern regarding amenity.

To address this, the development will include:

- A new boundary fence along the park interface
- Relocation of the existing shelter approximately 3 metres east
- A refresh of the park, including:
  - Reticulation and lawn improvements
  - Installation of low, child-friendly perimeter fencing to improve safety from surrounding roads

Council's intention is to enhance the park overall, offsetting the partial reduction in adjoining open space.

While Council recognises that some nearby residents may prefer the land to remain undeveloped, it must balance:

- Localised amenity considerations with
- The broader and pressing need for housing across the entire community

Given the land is not currently functioning as dedicated parkland, serviced and zoned residential and strategically located, the Shire considers its development to represent the highest and best use of the land in the current context.

In conclusion the Shire has carefully considered this matter and remains committed to:

- Increasing housing supply;
- Supporting workforce accommodation needs; and
- Enhancing existing recreational assets where possible.

We acknowledge that this decision may not be supported by all residents, however it reflects the Shire's and Council's responsibility to act in the broader interests of the Narrogin community.

## 5. PUBLIC QUESTION TIME

### 5.1 Brian Seale

Will the Council consider a note of commendation to the Shire's outgoing Chief Executive Officer with respect to his service during his tenure with the Council?

Response

*The Shire President thanked Mr Seale for his comment and responded that he intended to make an announcement later in the meeting.*

### 5.2 Ken Saunders

What will the daily rent be for the proposed Shire modular dwellings that are coming to town?

Response:

The Chief Executive Officer advised the rent has not been set by the Council for these yet.

### 5.3 Courtney Wright on behalf of Frank Goater

How long does it take to incorporate the Community Benefits and requirements for funding decommissioning of windfarms in into the Shire's local planning schemes?

Response:

The Chief Executive Officer replied that local governments cannot mandate the funds nor decommissioning and these will be at the discretion of the State Government via their planning conditions and approvals.

### 5.4 Courtney Wright

Does the Shire foresee that with the current global uncertainty that this will push back the works on the Town Hall from the Lotterywest Grant?

Response:

The Shire President and Chief Executive Officer both advised that the works are still going ahead as planned, noting there may be some cost escalation.



**10. MATTERS WHICH REQUIRE DECISIONS**

**10.1 PLANNING & SUSTAINABILITY**

Nil

**10.2 INFRASTRUCTURE SERVICES**

Nil

## 10.3 CORPORATE & COMMUNITY SERVICES

### 10.3.1 SCHEDULE OF ACCOUNTS PAID – MARCH 2026

File Reference	12.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	10 April 2026
Author	Lucille Munnik – Manager Corporate Services
Authorising Officer	Ian Graham – Executive Manager Corporate & Community Services
Attachments	1. Schedule of Accounts Paid – March 2026

#### Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for March 2026.

#### Background

Pursuant to Local Government Act 1995, Section 6.8 (2)(b), where expenditure has been incurred by a local government, it is to be reported to the next Ordinary Meeting of Council.

#### Consultation

Consultation has been undertaken with the Executive Manager Corporate & Community Services.

Elected Members are encouraged to direct any queries regarding specific items within the Schedule of Accounts Paid to the Executive Manager Corporate & Community Services via email prior to the meeting. This approach allows sufficient time for thorough research and ensures that comprehensive responses can be provided to all Elected Members ahead of the meeting, facilitating informed discussion and decision-making.

#### Statutory Environment

Local Government Act 1995, Section 6.8 (2)(b) and Local Government (Financial Management) Regulations 1996, clause 13 relates.

#### Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

## Sustainability & Climate Change Implications

*Environmental* - There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

*Economic* - There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

*Social* - There are no significant identifiable social impacts arising from adoption of the officer's recommendation.

*Climate Change* – There are no significant identifiable climate change impacts arising from the adoption of the officer's recommendation.

## Financial Implications

All expenditure has been approved via adoption of the 2025/2026 Annual Budget or resulting from a Council resolution.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to present a detailed listing of payments in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, clause 13, which may result in a qualified audit.	Rare (1)	Minor (2)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

## Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; work health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of two (2) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

## Comment/Conclusion

The Schedule of Accounts Paid – March 2026 is presented to Council for notation. Below is a summary of activity.

March 2026 Payments			Regional	\$	%
Payment Type	\$	%	Non Local/Statutory	\$1,592,794.70	68%
Cheque	\$1,276.20	0%	Local Suppliers	\$361,654.96	15%
EFT	\$1,359,351.30	58%	Payroll	\$386,824.26	17%
Direct Debit	\$593,822.16	25%	Total	<b>\$2,341,273.92</b>	<b>100%</b>
Credit Card	\$0.00	0%			
Payroll	\$386,824.26	17%			
Total Payments	<b>\$2,341,273.92</b>	<b>100%</b>			

## Voting Requirements

Simple Majority

### OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION 220426.03

Moved: Cr Fisher

Seconded: Cr McNab

That with respect to the Schedule of Accounts Paid for March 2026, Council note the Report as presented.

**CARRIED 7/0**

For: President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against: Nil

### 10.3.2 MONTHLY FINANCIAL REPORT – MARCH 2026

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	9 April 2026
Author	Lucille Munnik – Manager Corporate Services
Authorising Officer	Ian Graham – Executive Manager Corporate & Community Services
Attachments	<ol style="list-style-type: none"><li>1. Monthly Financial Report for March 2026; and</li><li>2. Capital Projects Tracker – March 2026.</li></ol>

#### Summary

In accordance with the Local Government Financial Management Regulations (1996), Regulation 34, the Shire is to prepare a monthly Statement of Financial Activity for notation by Council.

#### Background

Council is requested to review the March 2026 Monthly Financial Report.

#### Consultation

Consultation has been undertaken with the Chief Executive Officer and Executive Manager Corporate & Community Services.

#### Statutory Environment

*Local Government (Financial Management) Regulations 1996, Regulation 34* applies.

#### Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

#### Sustainability & Climate Change Implications

*Environmental* - There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

*Economic* - There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

*Social* - There are no significant identifiable social impacts arising from adoption of the officer's recommendation.

## Financial Implications

All expenditure has been approved via adoption of the 2025/2026 Annual Budget or resulting from a Council resolution.

Council is requested to review the March 2026 Monthly Financial Report, noting that Council is advised of the following matters:

- Rates received to 31 March 2026 is \$7.34m (87.1%) of the total to be collected, with \$1.08M (12.9%) to be collected, compared with \$7.01m (83.1%) and \$1.21M (16.9%) as at February 2026. It should be noted that of this amount there is approximately \$208k related to Pensioner Rate Deferments. Payments received during March totalled \$379,380, with 552 assessments paying by instalments. The final instalment was due 27/03/2026.
- Trade Debtors – the 90+ days debtors sits at \$55k. The Executive Manager Corporate and Community Services is monitoring collection action on the remaining balances.
- Monthly Summary Information Graphs - as part of our ongoing commitment to financial transparency and effective budget management, some clarification regarding the phasing of expenditure in relation to the budget adopted in July each year is provided.

While the budget provides an annual allocation of funding, actual expenditure throughout the year may not always align perfectly with the anticipated monthly distribution. This is particularly relevant when considering the default phasing of expenditure, which is often spread evenly (at 1/12 per month or an initial 8.33% cumulative) depending on the nature of the expenses.

For administrative efficiency, the predicted phasing or timing of expenditure is not adjusted on a month-by-month basis to reflect actual variations. This means that while the financial report (and in particular the graphs) may show timing differences, these are not necessarily an indication of overspending or underspending, but rather a reflection of how expenses naturally fluctuate due to operational requirements, project timelines, and external factors.

It is important to view the financial report with this in mind and understand that variances are a normal part of financial management. The finance team continuously monitors and manages these variations to ensure overall budget integrity and adherence to Council's financial objectives.

Should any material changes arise that require formal budget adjustments, these will be brought to Council for consideration in the usual manner.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's Financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.	Rare (1)	Moderate (3)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

## Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; work health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of three (3) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

## Comment/Conclusion

The March 2026 Monthly Financial Report is presented for review.

## Voting Requirements

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION 220426.04**

Moved: Cr Wiese

Seconded: Cr Broad

That with respect to the Monthly Financial Report for March 2026, Council note the Report as presented.

**CARRIED 7/0**

For: President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against: Nil

### 10.3.3 REQUEST FOR WRITE OFF OF INTEREST – RATES ACCOUNT

File Reference	25.5.2 & A255900
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Ratepayer A255900
Previous Item Numbers	N/A
Date	10 April 2026
Author	Lucille Munnik – Manager Corporate Services
Authorising Officer	Ian Graham – Executive Manager Corporate & Community
Attachments	Nil

#### Summary

To consider a ratepayer request for the write-off of penalty interest charges of \$15.70 (at time of writing this report) on Assessment Number A255900 which have been applied due to late payment.

#### Background

A rates notice was issued to the ratepayer on 15 August 2025 and sent to the correct postal address provided by the ratepayer.

The payment due date of the rates notice was 19 September 2025.

No communication was received from the ratepayer until 30 March 2026. The ratepayer stated, by email dated 30 March 2026, as follows:

*'I paid my rates in full, on 17<sup>th</sup> October 2025. I was travelling for 12 months across Australia, Sydney, Melbourne, Adelaide, Perth, etc, giving public speeches and promoting my new book.*

*I only got to my PO Box in Peterborough, SA, on 17<sup>th</sup> October, and paid it in full straight away.*

*So it was not intentional, a delayed payment due 19<sup>th</sup> September. I ask you to please withdraw the \$15.70 cost, as it was out of my control, and not intentional.'*

The request for write-off the accrued interest was declined by the Executive Manager Corporate & Community Services, based on the information provided and the correct application of Fees & Charges in accordance with Council Resolution 280525.11 Adoption of 2025/26 Fees & Charges. The ratepayer was advised in writing of that decision.

The ratepayer responded by email on 2 April 2026 stating that they do not accept the decision and requesting that the matter be referred to Council.

## Consultation

Consultation was undertaken with the Executive Manager Corporate and Community Services. The ratepayer was advised of alternative options to mitigate delayed receipt of notices, including electronic delivery (e-Notices). This option was declined, with the ratepayer indicating a preference to continue receiving notices via post.

## Statutory Environment

The Local Government Act 1995 Section 6.12(1) a power to defer, grant discount, waive or write off debts, relates.

- (1) Subject to subsection (2) and any other written law, a local government may —
- a) when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or
  - b) waive or grant concessions in relation to any amount of money; or
  - c) write off any amount of money, which is owed to the local government.

\* *Absolute majority required.*

## Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

Council's Delegation 3.7 references write-off sundry and rate debts.

“ 1. *The CEO is delegated power to write off small amounts to a maximum of \$100.00 ex GST per individual debt for –*

- a) *sundry debtors and any interest, charges and associated cost where the debtor can no longer be traced, or recovery is deemed unlikely;*
- b) *rates or service charges, interest on rates or service charges, or rate instalment charge where there is satisfactory evidence of attempt to pay by the required date –*
  - (i) *where as a result of daily interest calculations, the rates were intended to be paid in full, but an error occurred, or the payment was received by mail after the calculation was made; or*
  - (ii) *on transfer of the property from one owner to the next; and*
  - (iii) *the value of the debt makes recovery attempts uneconomical.*

## SUSTAINABILITY & CLIMATE CHANGE IMPLICATIONS

*Environmental - There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.*

*Economic - There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.*

*Social - There are no significant identifiable social impacts arising from adoption of the officer's recommendation.*

## Financial Implications

The financial implications relative to this matter are of a minor nature and have no significant impact upon Council's overall financial interests.

The expenditure is wholly contained in the budget, referenced by GL3030125 (penalty interest received). The current value of the write-off is \$15.70 as of 10 April 2026.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2	Continue to enhance communication and transparency

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Whilst the amount requested for write-off is small, there are potential increased financial, reputational and social consequences resulting from inconsistent application of Council's adopted Fees & Charges.	Possible (3)	Moderate (3)	Medium (5-9)	Asset Sustainability	Manage by applying policy consistently and only approve waivers in exceptional circumstances

## Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of nine (9) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

The Shire has correctly issued a rate notice to the address supplied by the ratepayer. The ratepayer did not communicate with the Shire prior to the due date of the rates notice, to advise that a rates notice had not been received or of any change of address details. This supports the decision made by the Executive Manager Corporate and Community Services in confirming the application of adopted Fees & Charges and the decision that the claim for the write off of the interest was denied.

### Voting Requirements

Simple Majority

#### **OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION 220426.05**

Moved: Cr Pomykala

Seconded: Cr Broad

That with respect to the request for accrued penalty interest write-off on A255900, Council declines the request and affirms that the accrued penalty interest remains payable and continues to accrue on a daily basis.

**CARRIED 7/0**

For: President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab

Against: Nil

### 10.3.4 ARTS NARROGIN – REQUEST FOR INCREASED OPERATIONAL FUNDING (2026/2027)

File Reference	26.8.3
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	02 April 2026
Author	Regina Razumovskaya – Manager Community & Economic Services
Authorising Officer	Dale Stewart – Chief Executive Officer
<b>Attachments</b> <ol style="list-style-type: none"> <li>1. Arts Narrogin Letter of Request for Financial Support 2026/27</li> <li>2. Arts Narrogin Social Impact Snapshot 2025</li> <li>3. Arts Narrogin Annual &amp; Financial Report 2024/25</li> <li>4. Arts Narrogin Creative Programs (2025–2027)</li> <li>5. Arts Narrogin Budget Projection &amp; Commentary</li> <li>6. Regional Local Government Partnership Model</li> </ol>	

#### Summary

Council is requested to consider increasing its annual operational funding contribution to Arts Narrogin from \$65,000 (ex GST) in 2025/26 to \$80,000 (ex GST) in 2026/27, representing an increase of \$15,000 (ex GST), or approximately 23%.

The requested increase relates solely to core operational funding required to maintain current staffing levels and deliver Arts Narrogin’s existing program. It does not include any funding toward the proposed 2027 flagship project.

The increase is sought in response to rising operational costs and limited growth in external operational funding, with the aim of ensuring organisational stability during a critical transition period ahead of the next major funding cycle commencing in 2027/28. This approach is expected to reduce ongoing exhibition costs, improve accessibility, and maximise the value and visibility of the Shire’s art assets, while leveraging external funding and in-kind support.

#### Background

Arts Narrogin is the Shire’s key strategic partner in the delivery of arts and cultural programming, providing a broad range of exhibitions, performances, workshops and community projects across Narrogin and the wider Southern Wheatbelt region.

In 2025, Arts Narrogin delivered 66 arts activities in Narrogin, supported over 5,000 attendees, and maintained a public gallery open 3–5 days per week, demonstrating strong community engagement and accessibility.

The organisation operates with a small team of approximately 2.5 FTE staff, supported by volunteers and external funding. However, operational funding remains limited and highly competitive, with the majority of grant programs focused on project delivery rather than core organisational sustainability.

Arts Narrogin currently receives operational funding from multiple sources, including the Shire of Narrogin and the Regional Arts Sector Investment (RASI) program. Notably, RASI funding has only increased marginally from \$35,200 in 2020 to \$40,000 in the current three-year cycle, despite rising costs.

At the same time, operational expenses, including staffing, utilities, and program delivery, have increased significantly, placing pressure on the organisation's ability to maintain its current level of service.

Arts Narrogin has therefore requested an increase in Shire funding to \$80,000, which would support approximately 0.8 FTE of core staffing capacity required to deliver its annual program and sustain operations.

Without this increase, there is a risk that staffing levels may need to be reduced to maintain financial sustainability through to the next major funding cycle (2027–28).

The 2026 year represents a transition period, during which Arts Narrogin will be preparing and submitting several major funding applications, including:

- RASI operational funding (3-year program);
- RAVS program funding (2 applications for expanded performing and visual arts programs);
- Creative Organisations 2-Year operational funding program; and
- Project funding for the 2027 flagship initiative.

If successful, these programs are expected to commence from the 2027/28 financial year, supporting expanded programming, increased staffing, and longer gallery opening hours.

Arts Narrogin also operates within a regional partnership model, with neighbouring local governments contributing to program delivery at varying levels. Current contributions include approximately \$5,000 from the Shire of Boddington and \$10,000 from the Shire of Wagin. These partnerships support delivery of selected programming across the region, while the Shire of Narrogin remains the primary contributor to core operational funding.

## Consultation

Council Policy 1.14 – Community Engagement Policy is relevant and has been considered where applicable. Consultation has also occurred with the following:

- Arts Narrogin;
- Executive Manager Community & Corporate Services; and
- Chief Executive Officer.

## Statutory Environment

Nil

## Policy Implications

Council Policy 1.14 – Community Engagement Policy has been considered and applied through the project's design and delivery.

## Financial Implications

The proposal involves an increase in annual operational funding from \$65,000 (ex GST) in 2025/26 to \$80,000 (ex GST) in 2026/27, representing an increase of \$15,000 (ex GST), or approximately 23%.

This funding relates solely to core operational support and does not include any allocation toward future major or flagship projects.

The Shire's contribution continues to act as foundational funding, enabling Arts Narrogin to leverage significant external investment. Recent funding secured includes:

- Over \$220,000 in grant funding (2024/25); and
- Approximately \$149,915 secured to date (2025/26).

Maintaining and increasing this base level of support is critical to sustaining Arts Narrogin's capacity to attract external funding and deliver ongoing arts and cultural programming within the Shire and across the region.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	Provide community facilities and promote social interaction
Outcome:	2.3: Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.3: Facilitate and support community events
Strategy:	2.3.5: Encourage and support continued development of arts and culture

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Reduced program delivery and community engagement	Possible (3)	Moderate (3)	Medium (5-9)	Business & Community Disruption	Accept Officer Recommendation

### Risk Matrix

Consequence Likelihood		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of nine (9) has been determined for this item.

Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

Arts Narrogin provides significant cultural, social and economic value to the Shire, delivering a high volume of programming and leveraging substantial external funding relative to its size.

The requested increase in operational funding is not linked to program expansion, but rather to maintaining current service levels in the face of rising costs and limited growth in external operational funding.

This funding will support organisational stability during a critical transition period leading into the 2027/28 funding cycle, where major grant applications are expected to position Arts Narrogin for future growth.

It is also important to recognise that while the Shire of Narrogin provides the primary operational funding base, neighbouring local governments contribute at significantly lower levels. Current contributions include approximately \$5,000 from the Shire of Boddington and \$10,000 from the Shire of Wagin, under tiered partnership arrangements.

Given that a considerable proportion of attendees travel from surrounding LGAs to participate in events hosted in Narrogin, the current model places a disproportionate funding responsibility on the Shire of Narrogin, despite the regional benefit delivered.

While Arts Narrogin is actively engaging regional partners, there is a clear need to strengthen and rebalance regional contributions to better reflect shared benefits across the Region. There is also the observation that other adjoining local governments residents and ratepayers also receive benefit without their local government contributing any annual subsidy. It is acknowledged that Arts Narrogin has listened to concerns of the Shire of recent years and been successful in deriving contributions from two other nearby and/or adjoining local governments, however it is noted that there are three other adjoining local governments that are still not contributing financially.

Without the proposed increase, there is a risk of reduced staffing capacity and a corresponding decline in program delivery and community outcomes.

Overall, the proposal represents a targeted investment in sustaining an established and high-performing organisation, while also reinforcing the importance of progressing toward a more equitable regional funding model.

In conclusion, Arts Narrogin should be congratulated in being successful with initial and hopefully ongoing contributions from local governments whose communities have benefitted directly and indirectly from performances either in Narrogin or in their communities. This approach should be continued and further explored, which should in turn, reduce the reliance upon Narrogin's ratepayers alone. Notwithstanding the current works proposed for the Narrogin Town Hall Arts Narrogin should also be encouraged to continue to ensure that appropriate events are undertaken within the Shire of Narrogin given the Shire of Narrogin is the predominant financial sponsor of the organisation. On balance the Administration is of the view that the requested increase in contribution from \$65,000 to \$80,000 is both neither proportionate nor reasonable and have proposed a modest increase of 3.5% (\$4,127) reflecting indicative inflation.

## Voting Requirements

Simple Majority

### OFFICER'S RECOMMENDATION

That Council, with respect to the request for operational funding from Arts Narrogin:

- 1) Approves an increase to operational funding of 3.5% to \$69,127 (ex GST) for the 2026/27 financial year;
- 2) Includes the determined level of financial support in the 2026/27 Budget; and

Encourages their continued engagement with local governments whose communities' benefit, to support increased financial contributions, with the aim of achieving a more balanced and sustainable regional funding model reflective of shared community benefit.

### COUNCIL RESOLUTION 220426.06

Moved: Cr Pomykala

Seconded: Cr McNab

That Council, with respect to the request for operational funding from Arts Narrogin, resolve this item to be discussed further at the Council's Monthly Briefing Session in June 2026 during consideration of the draft budget.

**CARRIED 7/0**

For: President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against: Nil

Reasons for Change:

Council considered that the matter required further consideration in the context of the 2026/27 Budget deliberations, including broader financial priorities and funding allocations, and therefore resolved to defer the item for further discussion at a future briefing session.

### 10.3.5 SHIRE OF NARROGIN ART COLLECTION ACCESS & ACTIVATION PROJECT

File Reference	26.8.3
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	02 April 2026
Author	Regina Razumovskaya – Manager Community & Economic Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	<ol style="list-style-type: none"><li>1. Shire of Narrogin Art Collection Access &amp; Activation Project Proposal</li><li>2. Carol &amp; Peter Taylor Exhibition 2023 Budget vs Actuals</li></ol>

#### Summary

Council is requested to consider supporting a \$6,000 cash contribution toward the Arts Narrogin PRGIF 2026 grant application for the Art Collection Access & Activation Project.

The Shire of Narrogin is committed to delivering a biennial exhibition of its Art Collection. However, standalone exhibitions have historically required significant financial investment with limited long-term impact. The proposed project presents a more sustainable and strategic approach by establishing a permanent, professionally presented display environment in partnership with Arts Narrogin, complemented by digitisation of the collection.

This approach is expected to reduce ongoing exhibition costs, improve accessibility, and maximise the value and visibility of the Shire's art assets, while leveraging external funding and in-kind support.

#### Background

The Shire of Narrogin Art Collection, including the Taylor and Hotchin works, represents a significant cultural asset for the community. As part of its commitment to arts and culture, the Shire has undertaken to deliver a biennial exhibition of the collection every two years.

Historically, this has been delivered through standalone exhibitions. The most recent exhibition in 2023 cost approximately \$22,000 (excluding labour). A future exhibition planned for 2026 is projected to cost approximately \$23,000, through collaboration with Arts Narrogin, including substantial in-kind support such as staff time and operational assistance.

Despite these efficiencies, the current model remains resource-intensive and episodic, with limited visibility of the collection between exhibitions and no long-term infrastructure supporting ongoing access.

In response, Arts Narrogin is proposing to submit an application in May 2026 to the Public Regional Gallery Improvement Fund (PRGIF) for a three-part project aimed at improving access to, presentation of, and engagement with the Shire of Narrogin Art Collection.

The proposed project includes:

- Phase 2 Gallery Lighting Upgrades to improve exhibition capability across Arts Space Galleries 1 and 2, ensuring professional presentation standards for concurrent and large-scale exhibitions;
- Establishment of the Carol Taylor Room as a dedicated, permanent display space for a rotating selection of works from the Shire's collection, enabling continuous public access throughout the year; and
- Digitisation of the Art Collection, including professional photography and development of an online gallery and collection management system to improve documentation, accessibility, and long-term stewardship.

It is noted by the Administration that the bequest is titled the Carol & Peter Taylor Art Collection and Arts Narrogin should consider re-naming of the 'Carol Taylor Room' the 'Carol & Peter Taylor Art Collection Room' to comply with the intent of the bequest.

It is also noted that the Shire of Narrogin already has an online gallery and collection management system on its website and through software titled 'Smartsheet'. It is acknowledged that this approach has been done in house and without the benefit of professional photography, however, satisfied our initial attempt to increase visibility and awareness of the collection and improve asset management of the collection.

Through this grant application, Arts Narrogin will act as the lead applicant and project manager, contributing significant in-kind support, including staff time, volunteer labour, and coordination of project delivery.

There is an argument that this investment will substantially, if not completely, satisfy the Shire's obligations of the Deed of Agreement in relation to the Carol & Peter Taylor Art Collection, with respect to at least a biennial exhibition of the artworks.

To meet the PRGIF funding requirements, a cash contribution from the Shire of Narrogin of approximately \$6,000 is sought as a one-off investment, enabling the project to proceed and leverage State Government funding.

This approach provides the Shire with an opportunity to transition from high-cost, temporary exhibitions to a more sustainable model, where the collection is permanently accessible, regularly refreshed, and supported by both physical and digital infrastructure.

In addition, digitisation will enable the Shire to present its collection to a broader audience through online platforms and may create future opportunities for loaning artworks to exhibitions across Western Australia and nationally, further enhancing the profile of the collection.

Overall, the proposal represents a long-term strategic investment, reducing future exhibition costs while improving accessibility, visibility, and community engagement.

## **Consultation**

Council Policy 1.14 – Community Engagement Policy is relevant and has been considered where applicable. Consultation has also occurred with the following:

- Executive Manager Community & Corporate Services; and
- Chief Executive Officer.

## **Statutory Environment**

Nil

## Policy Implications

Council Policy 1.14 – Community Engagement Policy has been considered and applied through the project’s design and delivery.

The Shire of Narrogin is bound by the Deed of Agreement with Peter Taylor, which specifies a number of matters including appropriate curatorial management of the collection such as insurance, preservation and display.

## Financial Implications

The total project cost is estimated at \$39,931 (ex GST), comprising:

- Gallery Lighting Upgrades: \$13,750;
- Carol Taylor Room Upgrade: \$9,406;
- Digitisation: \$7,400; and
- Contingency: \$3,000.

Funding structure includes:

- State Government (PRGIF): ~\$27,556;
- Arts Narrogin in-kind contribution: \$6,375; and
- Proposed Shire contribution: \$6,000 (cash).

PRGIF funding allows up to 70% of project costs, with a required minimum 10% cash contribution from other sources.

Additionally, an ongoing operational cost of approximately \$670 per annum may be required to maintain the digital collection platform.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	Support growth and progress, locally and regionally
Outcome:	1.2: Increased tourism
Strategy:	1.2.1: Promote, develop tourism and maintain local attractions
Objective	Provide community facilities and promote social interaction
Outcome:	2.3: Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.3: Facilitate and support community events
Strategy:	2.3.5: Encourage and support continued development of arts and culture

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Whilst there is a risk that Arts Narrogin may be unsuccessful with its grant application in the current round, the strategic risk for the Shire of Narrogin is failure to comply with the Deed of Agreement.	Possible (3)	Minor (2)	Medium (5-9)	Engagement Practices	Support the application with the funding amount requested

## Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

## Comment/Conclusion

The proposed project presents a strategic opportunity to transition from high-cost, standalone exhibitions toward a more sustainable and efficient model for managing and showcasing the Shire of Narrogin Art Collection.

Through a relatively modest one-off contribution, the Shire can leverage significant State Government funding and in-kind support from Arts Narrogin to establish permanent gallery infrastructure and digital access to the collection. This approach will reduce future expenditure associated with temporary exhibitions, while improving accessibility, visibility, and ongoing community engagement.

Should the PRGIF application be unsuccessful, it is recommended that the Shire continue to explore alternative funding opportunities to progress this initiative, as it represents a more sustainable long-term solution and aligns with the Shire's commitment to preserving and activating its cultural assets.

## Voting Requirements

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION 220426.07**

Moved: Cr Bartron

Seconded: Cr McNab

That Council with respect to the proposal by Arts Narrogin for Art Collection access and activation:

- 1) Supports the submission of the PRGIF 2026 grant application by Arts Narrogin for the Art Collection Access & Activation Project
- 2) Approves a cash contribution of \$6,000 and its inclusion in the 2026/27 Budget, subject to successful grant funding; and
- 3) Considers provision for ongoing operational costs associated with the digital collection platform in future budgets of approximately \$600 pa.

**CARRIED 7/0**

For: President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab

Against: Nil

## 10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 10.4.1 CBD BUILDING FAÇADES COLOUR PALETTE PROJECT FUND APPLICATION – 83 FEDERAL STREET, NARROGIN

File Reference	A162900
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Benjamin Hills
Previous Item Numbers	Nil
Date	30 March 2026
Author	Danielle van Rooyen – Business Development and Innovation Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	<ol style="list-style-type: none"><li>1. Colour Palette Fund Application – 83 Federal Street</li><li>2. Quote – External Painting Works</li></ol>

#### Summary

An application has been received from Mr Benjamin Hills (one of the registered owners) for funding assistance under the CBD Building Façades Colour Palette Project Fund for external painting works at 83 Federal Street, Narrogin. Council is requested to consider the application, following recommendation from the Townscape Committee, and determine whether funding support is appropriate.

#### Background

The subject property at 83 Federal Street, Narrogin is a large commercial building within the Central Business Precinct that has been recently purchased by the applicant.

The building comprises multiple tenancy spaces and has the potential to support a range of commercial uses. The applicant has advised that the proposed external painting works form part of broader efforts to improve the presentation and usability of the building.

Given its prominent location on Federal Street, improvements to the façade are expected to contribute positively to the revitalisation of the streetscape and enhance the overall appearance of the town centre.

#### Consultation

Consultation has been undertaken with:

- The Townscape Advisory Committee;
- The Chief Executive Officer and
- The applicant.

## Statutory Environment

The legislation that relates is as follows:

- Local Government Act 1995, Section 3.1 outlines the general function of local government to provide for the good government of persons in its district, including promoting economic, social and environmental sustainability.

## Policy Implications

The application has been assessed against:

- Shire of Narrogin Council Policy 10.3 Colour Palette and Sign Guide (Central Business Precinct);
- Town Centre Colour Palette Guide & Signage Guide; and
- CBD Building Façades Colour Palette Project Fund Guidelines.

The proposed works are considered to be compliant with the relevant policy and guidelines, including alignment with the Town Centre Colour Palette. The application supports the intent of the policy to enhance the visual presentation of buildings and contribute to a cohesive and attractive streetscape within the Central Business Precinct.

## Sustainability & Climate Change Implications

*Environmental - There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.*

*Economic - The project supports investment in a commercial property within the Central Business Precinct and contributes to local economic activity.*

*Social - The project is expected to positively contribute to the visual amenity of the Central Business Precinct and community pride.*

## Financial Implications

The total project cost is \$17,600 (incl. GST).

In accordance with the funding guidelines, buildings with a frontage exceeding 40 lineal metres are eligible for a matching contribution of up to \$7,500.

Based on the scale and frontage of the building, the applicant is considered eligible for the maximum funding amount.

Sufficient funds are available within the CBD Building Façades Colour Palette Project Fund budget (part of GL 2130200 Public Relations & Area Promotion) to support this application.

The proposal has no impact on the Shire's Long Term Financial Plan.

## Strategic Implications

The proposed project aligns with the following objectives, outcomes and strategies of the Shire of Narrogin Strategic Community Plan 2017–2027:

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	1.	Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.1	Growth in revenue opportunities
Strategy:	1.1.1	Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
Strategy:	1.1.2	Promote Narrogin and the Region

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	3.	Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4	A well maintained built environment
Strategy:	3.4.1	Improve and maintain built environment

### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Project not completed within the required timeframe (financial year) and or not undertaken.	Possible (3)	Minor (2)	Medium (5-9)	Compliance Requirements	Accept risk standard funding conditions relating to completion and acquittal within the financial year apply and funds will be provided upon completion.

### Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### Comment/Conclusion

The application has been considered by the Townscape Committee, which supported the proposal and recommended it be presented to Council for final determination. The proposal demonstrates a significant financial commitment by the applicant and will improve the presentation of a prominent commercial building within the Central Business Precinct.

The building's size, extensive frontage along Federal Street, and capacity to accommodate multiple tenancies present a strong opportunity to enhance the streetscape and support the revitalisation and activation of the town centre.

The proposal is consistent with the objectives of the CBD Building Façades Colour Palette Project Fund and is considered compliant with the relevant policy and guidelines.

Given the scale of the building and the extent of the proposed works, the application is considered to meet the criteria for the higher funding tier and is likely to deliver a commensurate visual and economic benefit to the precinct.

On this basis, the application is considered suitable for funding support.

Accordingly, the application is recommended for approval.

### **Voting Requirements**

Simple Majority

#### **OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION 220426.08**

Moved: Cr Pomykala                      Seconded: Cr Broad

That, in respect of the CBD Building Façades Colour Palette Project Fund application for 83 Federal Street, Narrogin, Council:

- 1) Approves the application submitted by the owner's representative for funding assistance of up to \$7,500 (plus GST), representing a 50% matching contribution towards the project, in recognition of the building frontage exceeding 40 lineal metres; and
- 2) Notes that:
  - a. The project is to be completed and acquitted within the financial year in which approval is granted; and
- 3) Funding will be paid in arrears upon submission of a valid tax invoice demonstrating expenditure by a qualified painter, in accordance with the approved application.

**CARRIED 7/0**

For:            President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against:    Nil

## 10.4.2 BLUE TREE MURAL PROPOSAL – NARROGIN REGIONAL LEISURE CENTRE

File Reference	A105213
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Narrogin Race & Pace
Previous Item Numbers	Nil
Date	9 April 2026
Author	Danielle van Rooyen – Business Development and Innovation Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Proposed mural location – NRLC (photograph)

### Summary

This report presents a proposal from Narrogin Race & Pace (NR&P) for a Blue Tree mural to be installed within the Narrogin Regional Leisure Centre (NRLC) precinct. Council is requested to consider the proposal in principle, following review and recommendation from the Townscape Committee, subject to clarification of final design, asset impacts, maintenance responsibilities, liability, and delivery timeframes. The proposed location within the NRLC precinct is shown in Attachment 1.

### Background

Narrogin Race & Pace (NR&P), who utilise the Narrogin Regional Leisure Centre (NRLC) precinct for the delivery of racing events and associated activities throughout the year, have approached the Shire regarding a proposed Blue Tree mural to be delivered in partnership with the Blue Tree Project.

The concept is intended to promote mental health awareness and provide a community participation opportunity, with members of the public contributing handprints and fingerprints in shades of blue to form part of the tree canopy and leaves, based on a concept design facilitated through the Blue Tree Project.

The proposed mural is intended to be delivered by local artist Yvette Ettridge. NR&P has advised that all artist and material costs would be covered externally and that all funds raised through the activity would be directed to the Blue Tree Project.

### Consultation

Consultation has been undertaken with:

- Manager Recreational Services; and
- Chief Executive Officer.

External consultation has been undertaken with:

- Cathi Trefort – Manager Narrogin Race & Pace; and
- A representative of Holyoake Narrogin.

NR&P have indicated a preference for a decision by the end of April 2026 to allow completion of the mural in early May.

The Administration considers that an installation of this significance, in such a prominent location, would ordinarily be subject to community consultation to understand local perspectives on the proposed subject matter. While the intent to encourage conversations around mental health and suicide prevention is acknowledged as important, the Administration notes there may be community sensitivities and some evidence suggesting that installations of this nature could have unintended negative impacts. The suggested request to require appropriate mental health resources will we believe mitigate that perception and risk.

### Statutory Environment

There are no relevant laws that relate other than the general competency powers of a local government, under the Local Government Act 1995, section 3.1 (general function).

### Policy Implications

The Council's Policy Manual contains no policies that relate directly to this matter, however the proposal should be considered consistently with Council Policy 1.14 Community Engagement and with the Shire's general obligations as custodian of public assets.

### Sustainability & Climate Change Implications

*Environmental - There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.*

*Economic - There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.*

*Social - The proposal has positive potential social impacts through promotion of mental health awareness, community participation, local artistic contribution and activation of the sporting precinct.*

### Financial Implications

NR&P has advised that all installation and ongoing maintenance costs, including any future upkeep or rectification, will be funded by the proponent, including fixing any damage, graffiti or vandalism, and reinstatement of the wall at the end of the artwork's service life, with no funding contribution requested from the Shire.

The proposal has no current impact on the Shire's Long Term Financial Plan, provided that these responsibilities remain with the proponent unless otherwise agreed.

### Strategic Implications

The proposed project aligns with the following objectives, outcomes and strategies of the Shire of Narrogin Strategic Community Plan 2017–2027:

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2	Build a healthier and safer community
Strategy:	2.2.2	Advocate for mental health and social support services

Outcome:	2.3	Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.2	Engage and support community groups and volunteers
Strategy:	2.3.3	Facilitate and support community events
Strategy:	2.3.5	Encourage and support continued development of arts and culture

Objective:	3.	Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4	A well maintained built environment
Strategy:	3.4.1	Improve and maintain built environment

### Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
The mural is proposed for a highly visible location and may not be supported by all members of the community, which could result in complaints or reputational impacts for the Shire. This risk could be mitigated through a community consultation process; however, as outlined in the report, the inclusion of mental health resources is expected to assist in reducing this risk.	Unlikely (2)	Minor (2)	Low (1-4)	Business & Community Disruption	Manage by consideration through the Townscape Committee process, including review of concept and location, and clear communication of the community-focused intent of the project and resource materials at the location.

### Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of four (4) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

### **Comment/Conclusion**

The proposal has been considered by the Townscape Committee, which supported the concept and recommended it be presented to Council for final determination. It presents a positive community initiative with clear social benefit, supporting mental health awareness, encouraging community participation and enhancing the precinct through a locally delivered artwork.

As the mural is proposed on a Shire-owned asset within a highly visible location (refer Attachment 1), there are a number of practical considerations. These include the suitability of the location within the broader precinct, the proposed installation method, and how ongoing maintenance and future asset requirements may be managed.

NR&P has indicated a preferred delivery date aligned with the Pacing Cup event on 9 May 2026.

It is anticipated that roles and responsibilities, including maintenance, may be documented through a simple agreement between the parties.

Overall, the Administration considers the proposal merits favourable consideration from a community and place activation perspective. However, Council should be aware that locating such a mural in a high-profile area, frequented by patrons and the broader community, may give rise to negative triggers associated with mental health. The Administration also notes there is some debate among professionals and organisations as to whether installations of this nature may have unintended adverse mental health outcomes. Accordingly, the inclusion of appropriate mental health resources is recommended to help mitigate this risk.

### **Voting Requirements**

Simple Majority

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION 220426.09**

Moved: Cr McNab

Seconded: Cr Bartron

That, with respect to the Blue Tree Mural Proposal – NRLC Precinct, Council:

- 1) Approves the Blue Tree mural proposal in principle at the Narrogin Regional Leisure Centre (refer Attachment 1).
- 2) Require the inclusion of a mental health resource such as Lifeline or similar (on the advice of local organisation Holyoake) in the vicinity of the artwork.

**AMENDMENT**

Moved: Cr Pomykala

Seconded: Cr Broad

That part 1) be deleted and replaced with the following:

- 1) Approves the Blue Tree mural proposal at the Narrogin Regional Leisure Centre (refer Attachment 1) on the old Tote building or similar building of the Narrogin Racing Pacing (lease) but not the John Higgins Centre, with the location and final design being to the satisfaction of the Acting Shire President in liaison with the Chair of the Council's Townscape Advisory Committee.

**AMENDMENT CARRIED 7/0**

For: President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against: Nil

**SUBSTANTIVE MOTION**

That, with respect to the Blue Tree Mural Proposal – NRLC Precinct, Council:

- 1) Approves the Blue Tree mural proposal at the Narrogin Regional Leisure Centre (refer Attachment 1) on the old Tote building or similar building of the Narrogin Racing Pacing (lease) but not the John Higgins Centre, with the location and final design being to the satisfaction of the Acting Shire President in liaison with the Chair of the Council's Townscape Advisory Committee.
- 2) Require the inclusion of a mental health resource such as Lifeline or similar (on the advice of local organisation Holyoake) in the vicinity of the artwork.

**SUBSTANTIVE MOTION CARRIED 7/0**

For: President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against: Nil

**11. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING**

**OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION 220426.10**

Moved: Cr Pomykala                      Seconded: Cr Broad

That late item 12.1 Recruitment of Chief Executive Officer be introduced as new business.

**CARRIED 7/0**

For:            President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against:    Nil

Prior to consideration of item 12.1. the Chief Executive Officer disclosed an impartiality interest in this matter due to the applicants being known to him.

Moved: Cr Bartron                      Seconded: Cr Wiese

**OFFICERS' RECOMMENDATION & COUNCIL RESOLUTION 220426.11**

That, with respect to the discussion on the report relating to the Recruitment of the Chief Executive Officer, the meeting be closed to the public, pursuant to Section 5.23(2)(b) of the Local Government Act 1995.

**CARRIED 7/0**

For:            President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against:    Nil

## 12.1 RECRUITMENT OF CHIEF EXECUTIVE OFFICER

File Reference	22.7.3
Disclosure of Interest	The Authorising Officer has an impartiality Interest that requires disclosure, as the Chief Executive Officer is personally acquainted with some of the applicants for the Chief Executive Officer position.
Applicant	Nil
Previous Item Numbers	Nil
Date	14 April 2026
Author	Lisa Boddy – Executive Support Coordinator
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	<ol style="list-style-type: none"><li>1. Council Policy 1.18 – Standards for CEO Recruitment, Performance and Termination</li><li>2. CONFIDENTIAL Attachments provided under separate cover</li></ol>

### Summary

Council was formally advised of the resignation of the Chief Executive Officer, effective Friday, 1 May 2026. Council initiated the recruitment process for the incoming Chief Executive Officer (CEO) by establishing a CEO Selection Panel, appointing an independent panel member, and engaging an external recruitment consultant to assist with the recruitment process.

These actions were required to ensure a timely and compliant process with the Shire's adopted CEO Recruitment Standards and relevant legislative requirements.

### Background

Elected Members have been briefed on the statutory, policy and governance framework applicable to the recruitment of a new Chief Executive Officer.

The recruitment and appointment of a new CEO is a statutory function of Council pursuant to the Local Government Act 1995, the Local Government (Administration) Regulations 1996, and the Shire of Narrogin's adopted CEO Recruitment Standards (Policy 1.18).

The adopted Standards require that:

- A selection panel be established;
- The panel include at least one independent person;
- Selection criteria and the job description form be approved by absolute majority of Council; and
- The recruitment process be conducted in a transparent, merit-based and defensible manner.

The CEO Selection Panel is comprised of all Elected Members, together with an independent panel member appointed by Council in accordance with Policy 1.18.

Quotations were sought from executive recruitment providers with demonstrated experience in Western Australian Local Government CEO recruitment. McArthur were appointed as the recruitment consultant.

## Consultation

McArthur.

Internal consultation has occurred with governance and administration staff to confirm statutory requirements, probity considerations and policy compliance.

No community consultation is considered required.

## Statutory Environment

The recruitment and appointment of a CEO must comply with:

Local Government Act 1995:

- Section 5.36 – Employment of CEO;
- Section 5.37 – CEO to be appointed by Council;
- Section 5.39B – Contract of employment (CEO); and
- Section 5.39C – Standards for CEO recruitment and performance.

Local Government (Administration) Regulations 1996:

- Regulation 18A – Selection panel requirements and advertising; and
- Regulation 18FB(3) and (4) – Certification requirement following employment of CEO.

Regulation 18FB(3) provides that:

*“As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution, certify that the person was employed in accordance with the local government’s adopted standards in relation to the recruitment of CEOs.”* (Absolute majority required.)

Regulation 18FB(4) requires that a copy of the resolution be provided to the Local Government Inspector within fourteen (14) days after the resolution is passed.

Council must therefore ensure that the entire recruitment process strictly complies with its adopted Standards (Policy 1.18) to enable lawful certification following appointment.

## Policy Implications

This report aligns with Policy 1.18 – Standards for CEO Recruitment, Performance and Termination, which establishes mandatory requirements for:

- Selection panel composition;
- Independent panel member inclusion;
- Approval of selection criteria and job description form;
- Advertising requirements; and
- Merit-based assessment and probity.

No amendments to existing policy are proposed.

## Sustainability & Climate Change Implications

*Environmental – There are no significant identifiable environmental impacts arising from adoption of the officer’s recommendation.*

*Economic – There are no significant identifiable economic impacts arising from adoption of the officer’s recommendation.*

*Social – There are no significant identifiable social impacts arising from adoption of the officer’s recommendation.*

## Financial Implications

The proposal has no impact on the Long-Term Financial Plan beyond normal CEO remuneration budgeting.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2	Continue to enhance communication and transparency

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Recruitment process fails to comply with legislation and adopted standards.	Unlikely (2)	Major (4)	Medium (5-9)	Compliance Requirements	Establish compliant selection panel, appoint independent member, engage experienced recruitment consultant and ensure appropriate governance processes are complied with.

## Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of eight (8) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

## Comment/Conclusion

This report seeks Council approval to:

- Appoint the preferred CEO candidate and approve contract terms (absolute majority required); and
- Certify compliance with adopted standards under Regulation 18FB and provide that certification to the Inspector within fourteen (14) days of appointment (absolute majority required).

## Voting Requirements

Absolute Majority

### **OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION 220426.12**

Moved: Cr Fisher

Seconded: Cr McNab

That, with respect to the recruitment of a permanent Chief Executive Officer, Council:

- 1) Authorises the Shire President to make an offer to employ Applicant A in the position of Chief Executive Officer from the agreed commencement date for a five (5) year term, and if the offer to employ Applicant A is not accepted or does not otherwise result in the employment of Applicant A, approve the making of the offer to employ Applicant B in the position;
- 2) Believes that both Applicants A & B are suitably qualified for the position;
- 3) Is satisfied with the provisions of the proposed employment conditions;
- 4) Authorises the Shire President to conduct any negotiations with Applicant A or Applicant B in relation to the proposed employment conditions, including any minor amendments that are consistent with the approved remuneration band applicable to the Shire of Narrogin and maximum salary component agreed to behind closed doors;
- 5) Authorises the Interim CEO to certify compliance with adopted standards under Regulation 18FB and provides that certification to the Inspector within fourteen (14) days of finalisation of the appointment.

**CARRIED BY ABSOLUTE MAJORITY 7/0**

For: President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against: Nil

### **OFFICER'S RECOMMENDATION & COUNCIL RESOLUTION 220426.13**

Moved: Cr Cr Bartron

Seconded: Cr Cr Fisher

That the meeting be re-opened to the public.

**CARRIED 7/0**

For: President Ballard, Cr Broad, Cr Fisher, Cr Bartron, Cr Pomykala, Cr Wiese, Cr McNab  
Against: Nil

## 13. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 8.54 pm and, pursuant to resolution 221025.05 of 22 October 2025, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm on Wednesday 27 May 2026, at this same venue.



Shire of  
**Narrogin**  
*Love the life*

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