



SHIRE OF MENZIES

Minutes

**OF THE ORDINARY MEETING OF THE COUNCIL
HELD ON**

THURSDAY, 16 APRIL 2026

Commencing at 1.00PM

**At the Council Chambers,
124 Shenton Street, Menzies**

A handwritten signature in blue ink, appearing to read "Rob Stewart".

**Rob Stewart
Acting Chief Executive Officer**

Resolution Numbers 037/26 to 047/26

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DISCLOSURES OF INTEREST

A member who has an Impartiality, Proximity or Financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice, given to the Chief Executive Officer, prior to the meeting, or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to a Proximity or Financial interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

RECORDING OF MEETINGS

- All Council Meetings are digitally recorded, for audio only, except for Confidential Agenda Items (in accordance with Section 5.23(2) of the Local Government Act 1995) during which time recording ceases.
- Following publication and distribution of the meeting minutes to Council Members the digital audio recording will be available on the Shire's website.

Defamation – cl 14K Local Government (Administration) Regulations 1996

(1) A local government is not liable to an action for defamation in relation to any of the following done by the local government as required or authorised under this Part —

- (a) publicly broadcasting a meeting;
- (b) making a recording of a meeting;
- (c) making a recording of a meeting publicly available;
- (d) retaining a recording of a meeting or a copy of a recording;
- (e) providing a copy of a recording of a meeting to the Departmental CEO.

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1 DECLARATION OF OPENING

The Shire President, as Presiding Member, declared the meeting open at 1.15pm.

2 ANNOUNCEMENT OF VISITORS

Nil

3 RECORD OF ATTENDANCE

Councillors: Cr P Warner, Shire President
Cr I Baird
Cr K Tucker
Cr J Dwyer
Cr S Wessely

Apology: Cr S Sudhir, Deputy Shire President

Staff: Mr R Stewart, Acting Chief Executive Officer
Ms K Van Kuyl, Chief Financial Officer
Ms M Yulo-Uy, Executive Officer (Minutes)
Mr S McGay, Community Development Manager

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 PUBLIC QUESTION TIME

Asked By: Mr R Parfitt (Member of the Public)

Question: 'My question is the same as it was last year, the answer I received with regard to the bus stop shelter was that it is in the budget. Well if that was the case why haven't the bus stop shelters been provided?'

Response by Rob Stewart, Acting CEO:

Funds are available in the current budget and the Community Development Manager and I have discussed designs and have been seeking prices for the bus-shelter.

There is every likelihood that the bus-shelter will be constructed and placed on site this financial year, but this depends on the final design and availability.

6 APPLICATIONS FOR LEAVE OF ABSENCE

Cr A Tucker – from 20 February 2026 to 21 May 2026 (Previously approved, pursuant to Council Resolution 001/26)

7 DISCLOSURES OF INTEREST

Name	Item No	Interest
R Stewart, Acting CEO	16.1 Appointment of Acting (Temporary) Chief Executive Officer	Financial
K Van Kuyl, Chief Financial Officer	16.1 Appointment of Acting (Temporary) Chief Executive Officer	Financial

8 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

Item 16.1 Appointment of Acting (Temporary) Chief Executive Officer

9 CONFIRMATION/RECEIVAL OF MINUTES

9.1 Confirmation of Minutes

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	037/26
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Moved: Cr K Tucker **Seconded:** Cr S Wessely

That the Minutes of the Ordinary Council Meeting held on 19 March 2026 be confirmed as a true and correct record.

Carried	5 / 0
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For: Cr P Warner, Cr I Baird, Cr K Tucker, Cr J Dwyer and Cr S Wessely
 Against: Nil

10 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

11 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSION

President's Report – April 2026

Legal Issues

We are involved in a few legal issues at present.

On 22 April the Acting CEO will be in mediation in Perth with our legal representatives relating to the Menzies Hotel. This matter has been proceeding for two years, and a resolution needs to be found.

Court of Disputed Returns

The Shire has now been enjoined in this action, and the Acting CEO is receiving all correspondence. The Acting CEO will be attending court on 4 May 2026 and should be in a position to advise the Council immediately after with any decision that may have been made.

Former CEO

The Acting CEO has been in touch with the legal representatives attending to this matter. There is nothing further to report as no Hearing date has been set and the only timing we have been advised is 'probably July or August'.

Community Centre Advisory Committee

The first meeting of the Community Centre Advisory Committee was held on 13 April 2026. Councillors will recall that this committee has Crs Dwyer and Wessely along with community representatives Gaye Money and Roy Parfitt.

Cr Dwyer advised me that the meeting went well with both community members contributing expansively with their knowledge and interest in the development of a community centre. The report that comes from that committee to the Council will surely make interesting reading,

Paul Warner
Shire President

12 REPORTS OF COMMITTEES

Nil

13 REPORTS OF OFFICERS

13.1 Finance Reports

13.1.1	Finance Report - March 2026
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1641
DATE OF REPORT	7 April 2026
AUTHOR	Finance Team Leader, Tien Tran
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Statement of Financial Activity - March 2026 [13.1.1.1 - 29 pages] 2. Financial Information Statement - March 2026 [13.1.1.2 - 9 pages]

SUMMARY:

To receive the Statement of Financial Activity for the period ended 31 March 2026.

BACKGROUND:

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity reporting on the revenue and expenditure, including:

- a. The annual budget estimates;
- b. Budget estimates to the end of the month;
- c. The actual amounts of expenditure, revenue and income to the end of the relevant month;
- d. Material variances between budget estimates and the year-to-date amounts of expenditure, revenue and income to the end of the relevant month;
- e. Net current assets.

Regulation 35 of the Regulations further requires a local government to prepare each month a statement of financial position of the local government as at the last day of the reporting month and the last day of the previous financial year.

COMMENT:

This report contains the annual budget, actual amounts of expenditure and income to the end of the month. It shows material variances between the budgeted and actual

amounts where they are not associated with timing differences for the purpose of keeping the Council informed of the Shire's current financial position.

CONSULTATION:

Nil

STATUTORY AUTHORITY:

Local Government (Financial Management) Regulations (1996):

Regulation 34 requires the local government to prepare and provide a statement of financial activity as of the end of the relevant month.

Regulation 35 requires the local government to prepare and provide a statement of financial position as of the end of the relevant month.

POLICY IMPLICATIONS:

There is no policy related to the subject matter.

FINANCIAL IMPLICATIONS:

There are no financial implications for this report.

RISK ASSESSMENT:

Applying the Council's Risk Management matrix, should the statutory process required not be followed there is a minor risk of reputational damage. As it is unlikely that the Council would ignore the statutory process, there is a low overall consequence. However, should the officer's recommendation not be adopted, the Council would be in contravention of Regulation 34.

STRATEGIC IMPLICATIONS:

The Shire's Council Plan 2025-2035 outlines the following Outcome, Strategy and Activity:

Outcome

8. An efficient and effective organisation.

Strategy

8.1. Maintain a high level of corporate governance, responsibility and accountability.

13.1.2	List of Monthly Payments – March 2026
LOCATION	Not applicable
APPLICANT	Internal
DOCUMENT REF	NAM1642
DATE OF REPORT	7 April 2026
AUTHOR	Finance Team Leader, Tien Tran
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. List of Payments - March 2026 [13.1.2.1 - 9 pages]

SUMMARY:

To receive the list of payments made for the month of March 2026.

BACKGROUND:

Payments have been made by electronic funds transfer (EFT), direct transfer from the Shire Municipal Bank account, and duly authorised as required by Council Policy. These payments have been made under delegated authority by the Chief Executive Officer and are reported to the Council.

COMMENT:

The EFT, Direct Debit, Credit Card and Payroll payments that have been made for the month of March 2026 are attached.

CONSULTATION:

Nil

STATUTORY AUTHORITY:

Regulation 13 of the Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS:

Policy 4.7 – Creditors Preparation for Payment

13.1.3	Rates Write-Off
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1643
DATE OF REPORT	8 April 2026
AUTHOR	Finance Team Leader, Tien Tran
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Title Search [13.1.3.1 - 1 page]

SUMMARY:

To consider the write-off of rates and interest for Assessment A1926 – 6 Brown Street, Menzies.

BACKGROUND:

At the Ordinary Council Meetings held on 24 April 2024 and 27 February 2025, the Council resolved to write off all rates and charges for assessments A1443, A1444, A1445, A1446, A1447 and A1448 relating to 18 – 28 Brown Street, Menzies.

Ownership of the titles was transferred to the Shire on 5 September 2024.

COMMENT:

The address 6 Brown Street, Menzies is not a valid street address and there is no Valuation Entity Number (VEN), a unique identifier, associated with this location. An internal memo on file confirms that this property is already recorded as assessment A1447 – Lot 6 (20) Brown Street, Menzies. On this basis, A1926 is a duplicate assessment created in error.

As the land is now owned by the Shire and is not used for the purpose of trading undertaking, it is not rateable in accordance with section 6.26(2)(b) of the Local Government Act 1995. Accordingly, no rates or service charges are leviable in respect of this land.

On 9 March 2026, the Department of Fire and Emergency Services (DFES) approved the write-off of Emergency Services Levy (ESL) interest totaling \$20.97 for assessment A1926. This interest had been charged in error and was written off in accordance with Provision 6.8 – Delinquent ESL Accounts and Write-Off Procedures of the ESL Manual of Operating Procedures.

CONSULTATION:

No external consultation has occurred during the preparation of the report.

STATUTORY AUTHORITY:

- 1. Local Government Act 1995:

Section 6.12(1)(c) authorises local governments to write off any amount of money owed to them.

Section 6.26(2)(b) provides that land within the district of a local government is not rateable land while it is owned by the local government and used for the purposes of that local government, other than for the purposes of a trading undertaking.

- 2. Section 36Y of the Fire and Emergency Services Act 1998.

POLICY IMPLICATIONS:

Policy 4.10 Rating Strategy

FINANCIAL IMPLICATIONS:

The write-off will improve the accuracy of the Shire’s financial records by removing balances that are not legally recoverable.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Incorrect revenue projection	Medium	Remove invalid balance from rates ledger to reflect actual revenue

STRATEGIC IMPLICATIONS:

The Shire’s Council Plan 2025-2035 outlines the following Outcome and Strategy:

- 8. An efficient and effective organisation.
- 8.1 Maintain a high level of corporate governance, responsibility and accountability.

Accordingly, the officer’s recommendation aligns with the Shire’s Council Plan.

13.2 Administration Reports

13.2.1	Delegations - Annual Review
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1644
DATE OF REPORT	7 April 2026
AUTHOR	Executive Officer, Maureen Yulo-Uy
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Draft 2026 Delegations Register [13.2.1.1 - 142 pages]

SUMMARY:

To present the Delegations Register for endorsement.

BACKGROUND:

Delegations are granted to the Chief Executive Officer (CEO) (and other officers in some instances) to assist in the efficient and effective running of the organisation to preclude many minor matters from coming before the Council and to maximise service to members of the public, residents and ratepayers.

The Council last endorsed the delegations at its meeting on 27 February 2025.

COMMENT:

The delegations in the attached Delegation Register remain appropriate and applicable and can be endorsed by the Council without amendment.

CONSULTATION:

No external consultation was conducted in the preparation of this report.

STATUTORY AUTHORITY:

Local Government Act 1995:

Section 5.42 allows a local government to delegate to the CEO the exercise of any of its powers or the discharge of its duties.

Section 5.43 lists certain powers or duties that cannot be delegated.

Section 5.44 permits the CEO to delegate the discharge of their duties under the Act, except for the power of delegation itself; such delegation must be in writing.

Section 5.45 provides that a delegation takes effect for the period specified in the delegation, or, if no period is specified, indefinitely.

Section 5.46(2) requires that delegations be reviewed by the delegator (in this case, the Council) at least once every financial year.

Finally, anyone exercising a delegated power or duty under the Act must keep records in accordance with the relevant regulations.

POLICY IMPLICATIONS:

This report has no policy implications.

FINANCIAL IMPLICATIONS:

This report has no financial implications.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Failure to review the Delegation Register at least annually could result in non-compliance with legislative requirements.	Low	Review and adopt the attached draft Delegation Register.

STRATEGIC IMPLICATIONS:

The Shire’s Council Plan 2025-2035 outlines the following Outcome and Strategy:

- 8. An efficient and effective organisation.
- 8.1 Maintain a high level of corporate governance, responsibility and accountability.

Accordingly, the officer’s recommendation aligns with the Shire’s Council Plan.

VOTING REQUIREMENTS:

Absolute Majority

13.2.2	Local Emergency Management Committee
LOCATION	Not Applicable
APPLICANT	Internal
DOCUMENT REF	NAM1645
DATE OF REPORT	18 March 2026
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	Nil

SUMMARY:

To consider the formation of a Combined Local Emergency Management Committee with the Shires of Laverton and Leonora.

BACKGROUND:

The Shires of Laverton, Leonora and Menzies each have a Local Emergency Management Committee (LEMC) formed pursuant to Section 34 of the Emergency Management Act 2005. Discussion has occurred between the three shires recommending the formation of a combined LEMC so that the responsibilities of the Act could be carried out in a united manner.

The Act provides for local governments combining in this manner. If a combined LEMC was formed, it would ensure that responsibilities of local governments under the Act were performed effectively and also result in economies, such that the combined LEMC was undertaking tasks on behalf of the whole designated district.

COMMENT:

This matter was raised at the Leonora LEMC meeting held in Leonora on 17 March 2026. The Shire of Menzies Chief Bush Fire Control Officer, Mr Garth Marland, attended this meeting.

The possibility of creating a combined LEMC has been discussed by the CEOs over the past three years as representatives from Laverton and Menzies have traditionally attended the Leonora LEMC.

CONSULTATION:

Consultation has occurred with both the Shire of Laverton and the Shire of Leonora. Consultation has also occurred with the Department of Fire and Emergency Services (DFES).

STATUTORY AUTHORITY:

Emergency Management Act 2025:
Section 38 of the Act requires local governments to establish one of more local emergency management committees for the local government's district.

Section 34 of the Act provides that two or more local governments may unite for the purposes of the Act with the approval of the State Emergency Management Committee (SEMC).

POLICY IMPLICATIONS:

Although no Council Policy covers Emergency Management issues, a CEO approved operational policy covers how staff members may volunteer for emergency services call outs.

FINANCIAL IMPLICATIONS:

There is an increased likelihood of joint exercises between the member councils, which may incur some costs. These costs are nevertheless included in annual budgets.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
District safety is compromised should statutory responsibilities not be adhered to.	Medium	Ensure statutory responsibilities are addressed in an efficient and effective manner.

STRATEGIC IMPLICATIONS:

The Shire’s Council Plan 2025-2035 outlines the following Outcome and Strategy:

- 2. A healthy and safe community.
- 2.1 Support provision of emergency and essential services.

Accordingly, the officer’s recommendation aligns with the Shire’s Council Plan.

13.2.3	Goldfields Voluntary Regional Organisation of Councils (GVROC) Memorandum of Understanding
LOCATION	Not applicable
APPLICANT	Internal
DOCUMENT REF	NAM1646
DATE OF REPORT	1 April 2026
AUTHOR	Acting Chief Executive Officer, Rob Stewart
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. GVROC Memorandum of Understanding 2026-2028 [13.2.3.1 - 12 pages]

SUMMARY:

To obtain authority for the Council's Seal to be affixed to the Memorandum of Understanding between the members of the Goldfields Voluntary Regional Organisation of Councils (GVROC).

BACKGROUND:

The GVROC was formed in 2007. The member Councils are:

Shire of Coolgardie

Shire of Dundas

Shire of Esperance

City of Kalgoorlie-Boulder

Shire of Laverton

Shire of Leonora

Shire of Menzies

Shire of Ngaanyatjaraku

Shire of Wiluna

The purpose of the GVROC is to:

Enhance service delivery and infrastructure for the collective and individual member communities.

Achieve a sustainable cost-effective model for sharing of resources.

Advocate on shared common interests and issues affecting the region and local government operations.

COMMENT:

The GVROC has been an effective regional voice for the member local governments. It achieves this through good governance, enthusiastic engagement by both elected representatives and officers and the decision to have a paid executive.

The GVROC is recognised by elected representatives at a State and Federal level as a powerful voice direct to other levels of government and to the WA local Government Association.

CONSULTATION:

The matter was raised at the most recent GVROC meeting held in Esperance on 26 March 2026.

STATUTORY AUTHORITY:

A Voluntary Regional Organisation of Councils does not have the legal authority that a Regional Local Government or a Regional Subsidiary created pursuant to the Local Government Act would have.

Nevertheless, each member council, pursuant to Section 2.5 of the Local Government Act 1995 is a body corporate with perpetual succession and has the legal capacity of a natural person.

Also, the Council Seal, to be applied to a document requires the local government's authority pursuant to Section 9.49A of the Act.

POLICY IMPLICATIONS:

No Council Policy relates to this matter.

FINANCIAL IMPLICATIONS:

The annual cost of membership of the GVROC for each participating local government is \$35,000.00.

RISK ASSESSMENT:

Should the Council not be a member of the GVROC, the Shire of Menzies would no longer have a 'regional voice'.

13.2.4	Policy Review - Volunteer Code of Conduct
LOCATION	Shire of Menzies
APPLICANT	Internal
DOCUMENT REF	NAM1647
DATE OF REPORT	7 April 2026
AUTHOR	Community Development Manager, Sean McGay
RESPONSIBLE OFFICER	Acting Chief Executive Officer, Rob Stewart
OFFICER DISCLOSURE OF INTEREST	Nil
ATTACHMENT	1. Policy 1 1 2 Volunteer Code of Conduct [13.2.4.1 - 3 pages]

SUMMARY:

To review Policy 1.1.2 Volunteer Code of Conduct as attached.

BACKGROUND:

Policy 1.1.2 Volunteer Code of Conduct was originally adopted on 20 December 2022 and received a major update in 2024. The policy was endorsed on 17 December 2025 with only a minor amendment from 2024.

COMMENT:

There have been concerns regarding the fitness of volunteers and use of the Council's physical resources, especially around the community bus service. LGIS, Shire of Menzies insurer, have been consulted, with management recommending adding in a clause (12 of the attached) that volunteers assure their fitness to drive the Council's community bus.

CONSULTATION:

LGIS
WALGA
Community members of the township of Menzies

STATUTORY AUTHORITY:

Local Government Act (1995)
The Privacy Act 1988

Volunteers and Food and other Donors (Protection from Liability) Act 2002
 Work Health and Safety Act 2020
 Road Traffic Act 1974

POLICY IMPLICATIONS:

Policy 1.7 Enterprise Risk Management
 Policy 1.11 Policy Review Schedule
 Policy 3.3 Legal Representation Costs Indemnification
 Policy 6.1 Work Health and Safety
 Policy 12.2 Shire Plant, Vehicles and Equipment
 Fleet Safety Policy

FINANCIAL IMPLICATIONS:

- Workers’ Compensation claims made against Shire of Menzies.
- Increase in overtime for Shire of Menzies staff if not enough volunteers are sourced for various events and facilities.
- Insurance claims for damages to physical resources owned by Shire of Menzies may be denied.
- Civil suits against Shire of Menzies by community members or their relatives for injuries related to volunteers’ lack of training/fitness.

RISK ASSESSMENT:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Workers’ Compensation claims made against Shire of Menzies	Low	Management to refer to statutory mechanisms that are already in place to reduce or eliminate pecuniary damages
Increase in overtime for Shire of Menzies staff if not enough volunteers are sourced for various events and facilities	Low	There are few events and facilities and organisations that require a large number of volunteers. Should that change, advertisements are to be created and distributed, seeking volunteers.
Insurance claims for damages to physical resources owned by Shire of Menzies may be denied	Medium	Ensure volunteers are self-reported fit for work and management monitor their performance regularly
Civil suits against Shire of Menzies by community members or their relatives for injuries related to volunteers’ lack of training/fitness	Medium	Ensure volunteers are self-reported fit for work and management monitor their performance regularly

STRATEGIC IMPLICATIONS:

The Shire's Council Plan 2025-2035 outlines the following Outcome and Strategy:

1. An engaged and inclusive community.

1.1. Facilitate, encourage and support community volunteers, groups, events and initiatives.

1.2 Welcoming to all residents, strengthen community cohesiveness and participation.

1.3 Provide, maintain and improve community facilities.

2. A healthy and safe community.

2.1 Support provision of emergency and essential services.

2.3 Support community health and wellbeing initiatives.

6. A natural environment for the benefit and enjoyment of current and future generations.

6.2 Promote reduced environmental impact within the Shire.

7. A strategically focused Council, leading our community.

7.3 Encourage and support community engagement and collaboration.

8. An efficient and effective organisation.

8.1 Maintain a high level of corporate governance, responsibility and accountability.

8.2 Provide appropriate services to the community in a professional and efficient manner.

8.3 Provide a positive and safe workplace.

Accordingly, the officer's recommendation aligns with the Shire's Council Plan.

VOTING REQUIREMENTS:

Simple Majority

14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15 NEW BUSINESS OF AN URGENT NATURE

Nil

16 BEHIND CLOSED DOORS - CONFIDENTIAL REPORTS

Item 16.1 Appointment of Acting (Temporary) Chief Executive Officer

This agenda item is confidential in accordance with Section 5.23(2) of the Local Government Act 1995 which permits the meeting to be closed to the public, for business relating to the following:

(b) a matter relating to the recruitment or employment of the CEO or a senior employee

OFFICER RECOMMENDATION/COUNCIL DECISION:

Council Resolution Number:	045/26
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Moved: Cr J Dwyer

Seconded: Cr I Baird

That in accordance with Section 5.23(2) of the Local Government Act 1995, the Meeting be closed to members of the public to consider Item 16.1 'Appointment of Acting (Temporary) Chief Executive Officer'.

Carried	5 / 0
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For: Cr P Warner, Cr I Baird, Cr K Tucker, Cr J Dwyer and Cr S Wessely
Against: Nil

The meeting was closed to the members of the public at 1.33pm.

17 NEXT MEETING

The next meeting will be held on 21 May 2026 in Tjuntjuntjara commencing at 1.00pm.

18 CLOSURE OF MEETING

The Shire President, as Presiding Member, declared the meeting closed at 1.46pm.