



Shire of  
**Plantagenet**

Mount Barker • Kendenup • Narrikup  
Porongurup • Rocky Gully

# AGENDA

**A Special Meeting of Council will be held at the  
Shire of Plantagenet Council Chambers, Mount Barker  
at 5:00pm on Tuesday 20 January 2026**

**Julian Murphy**  
**CHIEF EXECUTIVE OFFICER**

## SPECIAL BUSINESS

The purpose of this meeting is to consider the following:

- Annual Report 2024 / 2025
- Tender RFT C02-2526 Mount Barker Waste Management Facility Extension

### **DISCLAIMER**

This agenda has yet to be dealt with by the Council. The Recommendations shown at the foot of each Item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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A warden will issue you with further instructions.

Obey the instruction of the warden at all times.

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## **1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Presiding Member will declare the meeting open.

Welcome to this Special Meeting of Council, of Tuesday the 20 January 2026, commencing at 5:00pm. This meeting is being audio-recorded, in accordance with Regulation 14I of the Local Government Regulations 1996.

I also point you to the Disclaimer and Emergency Procedures on the lead in pages of this agenda document for this building.

The Shire of Plantagenet acknowledges the traditional custodians of our area and their continuing connection to the land and community. We pay our respects to all members of the Menang Noongar community and their culture; and to Elders past and present.

## **2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

Members Present:

In Attendance:

Apologies:

Members of the Public Present:

Previously Approved Leave of Absence:

## **3 PUBLIC QUESTION TIME**

### **3.1 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995**

## **4 PETITIONS / DEPUTATIONS / PRESENTATIONS**

## **5 DISCLOSURE OF INTEREST**

Part 5 Division 6 Local Government Act 1995

## 6 REPORTS OF COMMITTEES AND OFFICERS

### 6.1 EXECUTIVE SERVICES REPORTS

#### 6.1.1 ANNUAL REPORT 2024 / 2025

File Ref:	N67252
Attachment:	<u>2024/2025 Annual Report</u>
Responsible Officer:	Anthony Middleton Executive Manager Corporate & Community
Author:	Kylie Caley Manager of Finance
Proposed Meeting Date:	20 January 2026

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#### PURPOSE

The purpose of this report is to consider the 2024/2025 Annual Report, incorporating the Annual Financial Report and Independent Auditors Report.

#### BACKGROUND

In accordance with s5.53 of the *Local Government Act 1995* (the Act) a local government is required to prepare and accept an annual report for each financial year, no later than 31 December after that financial year.

Furthermore, in accordance with s5.54 of the Act, if the auditor's report is not available in time for the annual report to be accepted by 31 December after the financial year, the annual report is to be accepted by the local government no later than two (2) months after the auditor's report becomes available.

Representatives from Lincoln's on behalf of the Office of the Auditor General (OAG), conducted an interim audit onsite 1-3 April 2025 followed by the final audit 21-22 October 2025.

The auditors report and management letter regarding the 2024/2025 Annual Financial Report was received from the OAG on 16 December 2025 and was presented to the Audit, Risk & Improvement Committee (the committee) for consideration at its meeting held on Tuesday 23 December 2025.

At the meeting, the committee resolved to recommend that Council adopts the 2024/2025 Annual Financial Report.

#### EXTERNAL CONSULTATION

Nil.

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**STATUTORY ENVIRONMENT**

*Local Government Act 1995, Part 5 – Administration, s5.26 – s5.33*

*Local Government Act 1995, Part 5 – Administration, s5.53 – s5.55A*

*Local Government Act 1995, Part 6 - Financial Management*

*Local Government Act 1995, Part 7 - Audit*

*Local Government (Financial Management) Regulations 1996, Part 4*

**POLICY IMPLICATIONS**

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

**FINANCIAL IMPLICATIONS**

This item reports on the financial position of the Shire as at 30 June 2025. The recommendation does not in itself have a financial implication.

**BUDGET IMPLICATIONS**

There are no budget implications for this report.

**LEGAL IMPLICATIONS**

There are no legal implications for this report.

**ASSET MANAGEMENT IMPLICATIONS**

There are no asset management implications as no assets are being created or acquired.

**STRATEGIC IMPLICATIONS**

The Shire of Plantagenet Corporate Business Plan 2025 - 2029 provides:

*At Key Pillar 4 Performance & Leadership the following:*

Strategy 4.2:

‘A Shire that is open and transparent with its community.’

Corporate Action 4.2.3 - Develop effective reporting and communication tools relevant to the way our community access information

Strategy 4.3:

‘Commitment to continuous improvement in service delivery.’

Corporate Action 4.3.2 - Be transparent with our financial management by reporting regularly readable and meaningful financial data to the community

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

**STRATEGIC RISK IMPLICATIONS**Low Risk

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

**REGIONAL IMPLICATIONS**

There are no regional implications for this report.

**OFFICER COMMENT**

The 2024/2025 Annual Report provides an overview of the Shire’s operations, activities, and major projects undertaken during the financial year along with the audited financial statements.

The annual financial statements can be summarised by the following:

- Net Operating Result of \$11.9m loss. due primarily to depreciation of \$16.5m (page 3)
- The year resulted in a negative cash flow of \$435,746 with total cash and cash equivalents of \$9.2m of which \$6.5m is held in reserves (page 6 & 12)
- The Shire is in a surplus position at 30 June 2025 of \$2.67m (page7)
- Current rate receivables at 30 June 2025 were \$529,431, or 6.5% of 2024/2025 rates revenue (page 13)
- Rates raised for the year totalled \$8.18m (page 34)
- Loan borrowings for the year reduced from \$1.26m to \$878k (page 36); and
- Reserve accounts increased from \$6.1m to \$6.5m. The reserve accounts were reviewed in November 2024 to address the appropriateness of the reserve accounts and suitability of the balances. 10 new reserves were created while 4 reserves were closed with the balances distributed. (page 38).

The Annual Electors Meeting must be held within 56 days of the Council accepting the Annual Report, allowing appropriate time after adoption to give public notice of the meeting, say 14 days. This effectively means that the Annual Electors Meeting needs to be held between 3 February 2026 and 17 March 2026, assuming the Annual Report is adopted by the Council as part of this agenda item.

As such, it is recommended that the Annual Electors Meeting be held in the Council Chambers following the February Council Meeting, commencing at 6.30pm.

## **VOTING REQUIREMENTS**

Absolute Majority

## **OFFICER/COMMITTEE RECOMMENDATION**

**That Council:**

- 1. Adopts the 2024/2025 Annual Report, incorporating the Annual Financial Report, as presented; and**
- 2. Holds the 2024/2025 Annual Meeting of Electors at 6:30pm on 24 February 2026 in the Council Chambers.**



## **7 CONFIDENTIAL REPORTS**

### **7.1 INFRASTRUCTURE & ASSETS REPORTS**

#### **7.1.1 TENDER RFT C02-2526 MOUNT BARKER WASTE MANAGEMENT FACILITY EXTENSION**

**Synergy Ref:** N67129  
**Responsible Officer:** Julian Murphy  
Chief Executive Officer  
**Author:** Kevin Hemmings  
Executive Manager Infrastructure and Assets  
**Proposed Meeting Date:** 20 January 2026

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#### **PURPOSE**

The purpose of this report is to consider submissions received for Tender C02-2526 Mount Barker Waste Management Facility (WMF) – Expansion Works.

#### **OFFICER RECOMMENDATION**

That in accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

Section 5.23 (2) (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

Section 5.23 (2) (e) a matter that if disclosed, would reveal —

- (i) a trade secret; or
- (ii) information that has a commercial value to a person; or
- (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and

**8      MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**9      NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY  
DECISION OF THE MEETING**

**10    CLOSURE OF MEETING**

There being no further business the Presiding member closed the meeting  
at \_\_\_\_\_ pm.