Unconfirmed Minutes

Ordinary Meeting of Council

Tuesday, 21st of July 2026

Ravensthorpe Council Chambers

Commencing at 6.00pm

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NOTICE OF MEETING

Notice is hereby given that the

Shire of Ravensthorpe

Ordinary Council

Meeting

Will be held on

Tuesday, 21 July 2026

Commencing at

6.00pm

Located in the

Ravensthorpe Council Chambers

Nicole O'Neill JP
Chief Executive Officer

Disclaimer

The advice and information contained herein is given by and to the council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations which have not yet been adopted by Council

No responsibility whatsoever is implied or accepted by the Shire of Ravensthorpe for any act, omission, statement or intimation occurring during the Council/Committee meetings or during formal/informal conversations with staff. The Shire of Ravensthorpe disclaims any liability for any loss whatsoever and however caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broader disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation of approval made by a member or officer of the Shire of Ravensthorpe during the course of any meetings is not intended to be and is not taken as notice of approval from the Shire of Ravensthorpe. The Shire of Ravensthorpe warns that anyone who has an application lodged with the Shire of Ravensthorpe must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attached to the decision made by the Shire of Ravensthorpe in respect of the application.

This meeting will be recorded, and the recording will be made publicly available on the Shire of Ravensthorpe website, together with the publication of the meeting minutes upon completion, in accordance with Regulation 14I of the Local Government (Administration) Regulations 1996.

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AGENDA

Mission Statement	*To grow our community through the provision of leadership, services and infrastructure.*

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Shire President to declared the meeting open at 6:00pm
The Shire President acknowledges the Traditional Owners of the land on which we meet, and pays respect to Elders past, present, and emerging.

This meeting will be recorded, and the recording will be made publicly available on the Shire of Ravensthorpe website, together with the publication of the meeting minutes upon completion, in accordance with Regulation 14I of the Local Government (Administration) Regulations 1996.

2. RECORD OF ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE

Cr Rachel Gibson	(Shire President)
Cr Benno Sutherland	(Deputy Shire President)
Cr Robert Miloseski	
Cr Bill Auburn	
Cr Helen Burton	
Cr Geoff Fyfe	

Cr Rachel Gibson, Cr Geoff Fyfe and Cr Benno Sutherland is joining online and declared that they are in a confidential space for this meeting.

OFFICERS

Nicole O'Neill JP	(Chief Executive Officer)
Paul Spencer	(Director Infrastructure Services)
Rod McGrath	(Acting Director Corporate & Community Services)
Michelle Grobler	(Executive Assistant)

APOLOGIES
Nil.

LEAVE OF ABSENCE
Cr Sue Leighton

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTION TIME

Nil.

5. DECLARATIONS OF INTEREST

Nil.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1. ORDINARY COUNCIL MEETING MINUTES 16 JUNE 2026

(Attachment: 7.1) Statutory Environment:
Section 5.22 of the *Local Government Act 1995* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the Council or Committee, as the case requires, for confirmation.

COUNCIL RESOLUTION:

That the minutes and associated attachments of the Ordinary Council Meeting held on 16 JUNE 2026 be CONFIRMED as a true and correct record.

Moved: Cr Robert Miloseski Seconded: Cr Benno Sutherland

Carried:6/0
Resolution: 73/26
(In Favor: Cr Rachel Gibson, Cr Benno Sutherland, Cr Robert Miloseski, Cr Bill Auburn, Cr Helen Burton, Cr Geoff Fyfe)

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

CR RACHEL GIBSON (SHIRE PRESIDENT)

17th June – FQM Meeting
· Updates on Care & Maintenance
· Updates on Housing
· Updates on employee position changes

17th June – Community OCM (Ordinary Council Meeting) Online Video
· Met with SOR Communications Officer, Nadine Moloney, in Hopetoun for recording of June OCM updates to be uploaded onto the shire Facebook page for another way to update our local residents.

19th May – WALGA Country Zone Meeting
· Attended Country Zone Meeting and discussed many local government issues and ways forward.
· Reece Whitby, Minister of Police, Road Safety, Tourism and Great Southern. Talked about cost shifting from Sate & Federal Governments to Local Governments and the effects it has on local governments finances.

Talked about Roads and Fuel supply. WA has more fuel supply now than they ever have but the uncertainty comes from the effects of the Hormuz Strait issues.
· Darren Klem, DFES Commissioner. Darren explained about truck and resource expenses and mentioned

the aircraft fleet has been expanded. He is always advocating for more fleet increases.
We have bigger crops and more batteries in homes so the number of fires is increasing and can be volatile.
Nicole O'Neill asked about money for mitigation. Money comes from ESL/Royalty for Regions and DPLH.
DBCA has 1 year to use mitigation money from State Govt & Shire of Ravensthorpe has 3 years to use money from DFES.
Some issues for DBCA are it can be too wet to burn in a season and if they haven't done it in that year then they must reapply for the funding.

<u>21st June – 25th June ALGA National General Assembly Conference Canberra</u>
· Travelled with CEO Nicole O'Neill to Canberra to attend numerous meetings.
· 538 Australian Local Governments/139 WA Local Governments.
· Local Government Health Alliance Meeting for local governments to tell their stories and be a force to lobby and advocate to Federal Government for them to stop cost shifting. We at SOR pay $290,000 towards our doctors, surgeries and housing. This should be a commonwealth cost.
· ACLG- Australian Council of Local Government meeting at Parliament House.
Matt Thistlewaite - Assistant Minister Immigration and Foreign Affairs.
Claire O'Neill - Housing - $47 B program
Murray Watt- Environment – EPBC Act. Strong environmental benefits. More recycling = less waste. Packaging & plastics are a big issue.
Katy Callagher – Minister Finance, Women & Public Service. LGs are closest to the community. LG/State Govt & Fed Govt all need to work together.
Women are strong in Govt Labour 57% women & 43% men.
Catherine King – Minister Infrastructure & Transport, Minister Regional Devt & LGs. Housing is the biggest thing Fed Govt is focusing on. Road funding built in 1B dollars from 2027. LG like united funding but Fed Govt doesn't.
Kristy McBain – Minister Regional Development, Minister LG & Territories, Minister Emergency Management. OZALERT is the new world's biggest technology. 27th July 2026 at 2pm a Trial msg will be sent to all mobile phones. Kristy says State Govt should fund LGs.
Matt Burnett– ALGA President – topics and points
Put the alliance Health Issues to Katy.
Give Govts growth tax to help pay for increased costs.
Federal Govt work with State Govt to STOP cost shifting to LGs.

· NGA
Fuel – currently got plenty of fuel, more than normal- Diesel 39 days/Petrol 44 days/Jet 32 days. Aust are doing a great job of securing fuel. The world coped better than what we thought because China stopped importing fuel & used own stock.

Australia needs greater fuel resilience. 3.2B fuel security reserve. Diversify- cleaner fuel program, Transport- kickstart program, Feasibility- studies for new refinery.
Australia weathered the fuel storm well. Outlook to August no problems. Overall is encouraging but still uncertainties.

Infrastructure- LG Assets Infrastructure. Fewer councils/higher costs.
1. Protect Fundamentals. 2. Plan for Future. 3. Invest in Capability-build asset management.

COMMUNITY INCLUSION- Michael Theo with Autism, Actor from Love on the Spectrum, spoke of his life growing up with Autism, being invited to less social activities than his siblings. He thought success was getting married and having children. Now success has grown for Michael, he acts and advocates for autism and people/kids on the spectrum.

· Attended a parliamentary meeting to observe. What an eye opener. TBH our parliamentarians behaved badly. In my opinion our LG's we don't behave like that so why should our countries' leaders be able to.
· Meeting with Rick Wilson and other O'Connor members where we networked and shared our stories.
· Coastal Councils meeting, where we discussed coastal issues and plans to lobby to politicians.

<u>30th June – RHFF (Ravensthorpe Hopetoun Future Fund)</u>
· Talked about works required still to be done on the building and the processes from here going forward.

<u>7th July – Corporate Discussion</u>
· Chaired the meeting for the first time online from Kalbarri, as on holiday.

<u>14th July – Meeting Tom Price President Audra Smith</u>
· Discussed what was happening around Tom Price and how her local government operates.
· Chatted about how they lobbied for their new hospital.
· Talked about communities and the children's education.

<u>15th July – Met with Mark Irwan, WALGA President in Tom Price.</u>
I missed him when he was in Ravensthorpe last week, so when I was in Tom Price, he was as well so took the opportunity to catch up briefly.

Numerous Phone Calls/Emails/Texts- About roads/rates/mine camps

Whilst travelling up north I made efforts to learn more about their towns and reach out to other Presidents when I could. I dropped off our Ravensthorpe Wildflower Show fliers all around the north of the state.

CR BENNO SUTHERLAND (DEPUTY SHIRE PRESIDENT)
Took part in discussions with Main Roads regarding the proposed rollover coupling system and submitted a supporting document from my State representative body outlining the disadvantages and potential concerns associated with implementing such a system. WALGA meeting with Shire CEO.

CR SUE LEIGHTON
Nil

CR ROBERT MILOSESKI
Attended Medallion Medals community consultation meeting.

CR BILL AUBURN
Meeting HPA meeting – great push on marine week.
community engagement

CR HELEN BURTON
- <u>25th June 2026</u> - Facilitated the Community Collaboration Meeting**.** 13 people attended, representing approximately 15 community groups, organisations and agencies, including three mining companies, two CRCs, the Shire, the Wildflower Show, Rave About Arts, the Readers & Writers Festival & other local groups. It was a valuable hour long zoom meeting of sharing

updates, discussing upcoming events, identifying opportunities to work together, and sharing resources.
- 1st July 2026 - Attended the Ravensthorpe CRC Workshop Meeting**.** The CRC are actively seeking ways in which they can increase their revenue from non- grant sources. A number of ideas were raised, and these are currently being investigated further.
- 7th July 2026 - Attended the Corporate Discussion

CR GEOFF FYFE
Nil

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

11. REPORTS TO COUNCIL

Nil

12. REPORTS OF OFFICERS

12.1. EXECUTIVE SERVICES

12.1.1. WHISTLEBLOWER POLICY

File Reference:	
Location:	**Shire of Ravensthorpe**
Applicant:	
Author:	**Nicole O'Neill**
Authorising Officer	**Chief Executive Officer**
Date:	**21 July 2026**
Disclosure of Interest:	**Nil**
Attachments:	**1. Whistleblower Policy**
Previous Reference:	**Nil**

PURPOSE

1. The purpose of the report is to seek Council's approval to adopt the Shire of Ravensthorpe Whistleblower (Public Interest Disclosure) Policy.

BACKGROUND

2. The Strategic Community Plan outlines community long term (10+ years) vision, values, aspirations and priorities, with reference to other local government plans, information and resourcing capabilities.
3. The Shire of Ravensthorpe is committed to maintaining the highest standards of integrity, accountability, transparency and ethical conduct across all of its operations.
4. The Public Interest Disclosure Act 2003 (WA) provides a legislative framework that encourages the reporting of suspected wrongdoing in the public sector while providing protections for persons making disclosures in accordance with the Act.
5. The Shire currently maintains a range of governance documents including:
   a. Code of Conduct for Council Members, Committee Members and Candidates.
   b. Code of Conduct for Local Government Employees, Contractors and Volunteers.
   c. Fraud and Corruption Control Policy.
   d. Internal Control Policy.

COMMENT

6. The Shire has undertaken significant progress in regard to the Shire of Ravensthorpe Strategic Community Plan 2020 – 2030, as outlined in Attachment 1.
7. Strong governance frameworks are a fundamental expectation of modern local government.
8. The draft Whistleblower Policy aims to clearly communicate:
   a. organisational commitment to integrity.
   b. legislative obligations.
   c. protections available to disclosers.
   d. responsibilities of Public Interest Disclosure Officers; and
   e. processes supporting confidential reporting.
9. Adoption of the Policy will establish a contemporary governance framework for managing disclosures of suspected wrongdoing and will support the implementation of the Shire's Public Interest Disclosure Guidelines.

CONSULTATION

10. Internal consultation undertaken.
11. The Policy will be publicly available on the Shire's website.

STATUTORY ENVIRONMENT

12. *Local Government Act* 1995,
13. *Public Interest Disclosure Act* 2003.
14. *Corruption, Crime and Misconduct Act* 2003.
15. Public Sector Commission Public Interest Disclosure guidance.
16. Public Sector Commission PID Code of Conduct and Integrity.

POLICY IMPLICATIONS

17. Community Engagement Policy and Strategy

FINANCIAL IMPLICATIONS

18. All items will be carried out within the approved operational annual budget.

RISK MANAGEMENT

19. The following risks have been identified as a part of this report.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Failure to maintain an effective whistleblower framework	Possible	Significant	Medium	Adoption of the Policy together with development of operational Guidelines.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Failure to appropriately manage disclosures	Possible	Significant	Medium	Compliance with the Public Interest Disclosure Act 2003 and Public Sector Commission guidance.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Employees or members of the public reluctant to report misconduct	Possible	Significant	Medium	Clear reporting pathways and protections for disclosers established through the Policy.

ALTERNATE OPTIONS

20. Request alternative and provide a rationale.
21. Defer the item and request further information.

STRATEGIC ALIGNMENT

22. The draft Policy supports the Strategic Community Plan by:
    a. strengthening organisational governance.
    b. promoting transparency and accountability.
    c. maintaining public confidence in Council decision-making.
    d. fostering an ethical organisational culture; and
    e. improving organisational risk management.

VOTING REQUIREMENTS

23. Simple Majority

COUNCIL RESOLUTION

That Council

1. **Adopts the Shire of Ravensthorpe Whistleblower (Public Interest Disclosure) Policy as attached to this report.**
2. **Authorises the Chief Executive Officer to make minor administrative, formatting and legislative reference amendments that do not alter the intent of the Policy.**

Moved: Cr Rachel Gibson Seconded: Cr Benno Sutherland

Carried:6/0
Resolution: 74/26
(In Favor: Cr Rachel Gibson, Cr Benno Sutherland, Cr Robert Miloseski, Cr Bill Auburn, Cr Helen Burton, Cr Geoff Fyfe)

12.1.2. FIREBREAK NOTICE 2026/2027

File Reference:	
Location:	**Shire of Ravensthorpe**
Applicant:	
Author:	**Nicole O'Neill**
Authorising Officer	**Chief Executive Officer**
Date:	**21 July 2026**
Disclosure of Interest:	**Nil**
Attachments:	**Fire Break Notice 2026/2027**
Previous Reference:	**Nil**

PURPOSE

1. The purpose of this report is to adopt the Shire of Ravensthorpe Firebreak Notice 2026–2027 pursuant to section 33(1) of the Bush Fires Act 1954.

BACKGROUND

2. Section 33(1) of the *Bush Fires Act 1954* enables a local government to require owners or occupiers of land within its district to construct and maintain firebreaks and to undertake specified actions in respect of anything on the land that is, or is likely to be, conducive to the outbreak, spread or extension of a bushfire.
3. The Shire of Ravensthorpe issues an annual Firebreak Notice requiring owners and occupiers of land within the district to undertake specified fire-prevention and fuel-hazard reduction works before the commencement of the annual compliance period.
4. The Notice establishes requirements for different categories of land, including residential, industrial, commercial, rural residential, rural, mixed-use, tourism, rural smallholdings and plantation properties.

COMMENT

5. The annual Firebreak Notice is an important component of the Shire's bushfire risk-reduction framework. It provides a consistent district-wide standard for property preparedness and establishes the requirements against which inspections and compliance action may be undertaken.
6. The proposed Firebreak Notice (Attachment 1) requires applicable works to be completed by 31 October 2026 and maintained throughout the compliance period ending 31 March 2027.
7. The Notice establishes a closing date of 1 October 2026 for applications to vary the location of a firebreak or undertake alternative fire-prevention measures.
8. The draft Notice includes provisions relating to:
   a. maintaining grass and other fire fuels at prescribed levels.
   b. constructing and maintaining boundary firebreaks.
   c. maintaining Asset Protection Zones around habitable buildings.
   d. providing suitable access for firefighting vehicles.
   e. maintaining low-fuel areas around electrical infrastructure.
   f. requirements applying to plantations and other identified land categories.
   g. applications for variations.
   h. inspection and enforcement; and
   i. penalties and cost recovery associated with non-compliance.
9. The Shire of Ravensthorpe has reviewed its notice against WALGA guidance to ensure that it is clear, concise, enforceable and aligned with regulatory requirements.
10. Once approved the Notice will be distributed via numerous communication channels, including:
    a. the Shire's website.

b. social media.
c. direct mail and inclusion with rates correspondence
d. Shire administration offices.
e. community noticeboards.
f. local bush fire brigades; and
g. direct communication with relevant property and industry groups.

CONSULTATION

11. Consultation has been undertaken with the
    a. Chief Bush Fire Control Officer.
    b. Shire of Ravensthorpe Bush Fire Advisory Committee.
    c. Community Emergency Services Manager.
    d. Rangers

STATUTORY ENVIRONMENT

12. *Local Government Act* 1995.
13. *Bush Fires Act* 1954
    Section 33(1) authorises a local government to require an owner or occupier of land to clear firebreaks and undertake specified measures to prevent the outbreak, spread or extension of a bushfire.
    Section 33(3) provides that a person who fails or neglects to comply with a notice commits an offence.
    Section 33(4) provides for the local government to arrange for the required works to be undertaken where an owner or occupier has failed to comply within the specified period.
    Section 33(5) provides for the recovery of the costs and expenses incurred by the local government.
14. *Bush Fires (Infringements) Regulations* 1978
    The Regulations prescribe a modified penalty for an infringement associated with a failure to comply with a notice issued under section 33. The current subsidiary legislation is listed on the official WA legislation website.

POLICY IMPLICATIONS

15. Community Engagement Policy and Strategy

FINANCIAL IMPLICATIONS

16. All items will be carried out within the approved operational annual budget.

RISK MANAGEMENT

17. The following risks have been identified as a part of this report.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Notice contains unclear or unenforceable requirements	Unlikely	Major	High	Maintain a publication checklist and evidence of Gazette and newspaper publication

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Statutory publication	Possible	Moderate	Medium	Adopt a flexible and collaborative

requirements are not met				working group model

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Community is not adequately informed	Possible	Moderate	Medium	Ensure strong community

ALTERNATE OPTIONS

18. Defer the item and request further information.

STRATEGIC ALIGNMENT

19. This item supports the Shires Strategic Community Plan

VOTING REQUIREMENTS

20. Simple Majority

COUNCIL RESOLUTION

That Council

1. **Adopts the 2026/2027 Shire of Ravensthorpe Fire Break Notice.**
2. **Requests the Chief Executive Officer to arrange publication of the adopted Shire of Ravensthorpe Firebreak Notice 2026–2027 in the Government Gazette and notify ratepayers in accordance with section 33 of the Bush Fires Act 1954.**

Moved: Cr Helen Burton Seconded: Cr Geoff Fyfe

Carried:6/0
Resolution: 75/26
(In Favor: Cr Rachel Gibson, Cr Benno Sutherland, Cr Robert Miloseski, Cr Bill Auburn, Cr Helen Burton, Cr Geoff Fyfe)

12.1.3. RTAG – FORMATION OF WORKING GROUP

File Reference:	
Location:	**Shire of Ravensthorpe**
Applicant:	
Author:	**Nicole O'Neill**
Authorising Officer	**Chief Executive Officer**
Date:	**21 July 2026**
Disclosure of Interest:	**Nil**
Attachments:	**RTAG Current Terms of reference** **RTAG Revised Terms of reference** **Minutes of the RTAG Meeting Held on 3 June 2026**
Previous Reference:	**Res #27/25**

PURPOSE

1. The purpose of the report is to seek Council's approval to formally disband the Ravensthorpe Tourism Advisory Group as a committee established under section 5.8 of the Local Government Act 1995 and establishing the Ravensthorpe Tourism Working Group as a non-statutory working group.

BACKGROUND

2. At its Ordinary Council Meeting held on 18 February 2025, Council resolved:
   That Council APPROVE:
   The establishment of the Ravensthorpe Tourism Advisory Group as detailed in the draft Terms of Reference as per Part 5 Administration of the Local Government Act 1995; and
   The Chief Executive Officer to allocate appropriate resources and establish the new group as a priority.
3. The Ravensthorpe Tourism Advisory Group, commonly referred to as RTAG, was established to provide Council with advice from tourism businesses, community organisations, government agencies and other relevant stakeholders concerning tourism development, destination marketing and visitor servicing.
4. Council subsequently endorsed the RTAG membership and revised Terms of Reference at its Ordinary Council Meeting held on 20 May 2025. The terms of reference are provided as attachment 1.
5. The endorsed membership included local tourism and business representatives, community and sporting organisations, arts representatives, the Ravensthorpe Wildflower Show, Australia's Golden Outback, the Department of Biodiversity, Conservation and Attractions and Council representatives.
6. The May 2025 Council report identified RTAG as a committee of Council established under Part 5 of the Local Government Act 1995. It also confirmed that RTAG was advisory in nature, with Council retaining all decision-making authority.

COMMENT

7. A review of RTAG's purpose and operation indicates that its principal function is collaborative, consultative and project focused.
8. A non-statutory working group structure is considered more appropriate for this purpose. It would allow RTAG members to work collaboratively with Shire officers on identified tourism initiatives without the additional procedural requirements applying to a formal committee established under section 5.8 of the Local Government Act 1995.
9. Transitioning RTAG to a working group would:
   a) provide a less formal and more collaborative environment for tourism stakeholders.
   b) support practical and project-focused discussions.
   c) provide flexibility in meeting frequency, attendance and participation.

d) allow additional subject-matter experts and stakeholders to participate when required.
e) reduce the administrative and governance requirements associated with operating a statutory committee.
f) clarify that the group has no delegated decision-making authority.
g) enable the group to work directly with the Chief Executive Officer and relevant Shire officers on operational tourism initiatives.

10. The proposed change would not diminish the importance of tourism stakeholder participation. Instead, it would provide a governance structure more closely aligned with the practical role undertaken by the group.
11. An update Terms of Reference has been developed, as per attachment 2.

CONSULTATION

12. Consultation has been undertaken with the members of RTAG at the RTAG Meeting held on 3 June 2026.
13. Copies of the Minutes are provided at attachment 3.

STATUTORY ENVIRONMENT

14. *Local Government Act* 1995,

POLICY IMPLICATIONS

15. Community Engagement Policy and Strategy

FINANCIAL IMPLICATIONS

16. All items will be carried out within the approved operational annual budget.

RISK MANAGEMENT

17. The following risks have been identified as a part of this report.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Governance and compliance risk arising from uncertainty as to whether RTAG is a statutory committee or informal stakeholder group	Possible	Moderate	Medium	Formally disband the section 5.8 committee and establish a clearly defined non-statutory working group

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reduced stakeholder participation due to overly formal meeting procedures	Possible	Significant	Medium	Adopt a flexible and collaborative working group model

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Inadequate records of working group	Possible	Minor	Low	Maintain meeting notes and action records in the

discussions and agreed actions		Shire's corporate recordkeeping system

ALTERNATE OPTIONS

18. Defer the item and request further information.
19. Council may resolve to retain the Ravensthorpe Tourism Advisory Group as a committee established under section 5.8 of the Local Government Act 1995.
20. Council may amend the proposed working group membership or Terms of Reference before adoption.
21. Council may disband RTAG without establishing a replacement group. This option is not recommended because it would remove an established mechanism for tourism industry and community participation.

STRATEGIC ALIGNMENT

22. This item supports the Shire's strategic objectives relating to:

Economy

- Supporting sustainable business and employment growth.
- Promoting tourism and increasing visitation to the district.
- Supporting local businesses and tourism operators.
- Developing the Fitzgerald Coast as a recognised visitor destination.
- Encouraging collaboration between government, business and community stakeholders.

Community

- Supporting effective community organisations and volunteer participation.
- Providing opportunities for residents, businesses and community groups to contribute to Shire initiatives.
- Strengthening local events, culture and visitor experiences.

Governance and Leadership

- Maintaining transparent, accountable and fit-for-purpose governance arrangements.
- Engaging the community and relevant stakeholders in matters affecting the district.
- Ensuring Council retains appropriate oversight of strategy, expenditure and decision-making.
- Using Shire resources efficiently and reducing unnecessary administrative burden.

VOTING REQUIREMENTS

23. Absolute Majority

COUNCIL RESOLUTION

That Council

1. **DISBANDS the Ravensthorpe Tourism Advisory Group established as a committee under section 5.8 of the Local Government Act 1995.**
2. **ESTABLISHES the Ravensthorpe Tourism Working Group as a non-statutory working group that is not a committee established under section 5.8 of the Local Government Act 1995 and has no delegated authority or decision-making power.**
3. **ADOPTS the Ravensthorpe Tourism Working Group Terms of Reference, as contained in Attachment 2.**
4. **CONFIRMS that the existing members of the disbanded Ravensthorpe Tourism Advisory Group are to continue as members of the Ravensthorpe Tourism Working Group for the remainder of their current appointment period, subject to their acceptance.**
5. **CONFIRMS that the existing Council representative and proxy representative are to continue in those respective roles on the Ravensthorpe Tourism Working Group for the remainder of their current appointments.**
6. **REQUESTS the Chief Executive Officer to write to all members of the disbanded Ravensthorpe Tourism Advisory Group to:**
   a. **advise them of Council's decision.**
   b. **thank them on behalf of the Shire of Ravensthorpe for their contribution; and**
   c. **invite them to continue their participation as members of the Ravensthorpe Tourism Working Group; and**
7. **AUTHORISES the Chief Executive Officer to make minor administrative amendments to the Ravensthorpe Tourism Working Group Terms of Reference that do not alter their intent or effect.**

Moved: Cr Rachel Gibson Seconded: Cr Benno Sutherland

Carried:6/0

Resolution: 76/26

(In Favor: Cr Rachel Gibson, Cr Benno Sutherland, Cr Robert Miloseski, Cr Bill Auburn, Cr Helen Burton, Cr Geoff Fyfe)

12.2. CORPORATE SERVICES

12.2.1. SCHEDULE OF ACCOUNT PAYMENTS – JUNE 2026

File Reference:	**GR.ME.8**
Location:	**Shire of Ravensthorpe**
Applicant:	**Shire of Ravensthorpe**
Author:	**Wendy Spaans, Finance Officer**
Authorising Officer	**Rod McGrath, A/Director Corporate and Community Services**
Date:	**21 July 2026**
Disclosure of Interest:	**Nil**
Attachments:	**Creditors List of Accounts Paid June 2026** **Credit Card Transactions to 1 June 2026** **Fuel Card Transactions June 2026**
Previous Reference:	**Nil**

PURPOSE

1. This item presents the schedule of payments for Council approval in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996.

BACKGROUND

2. Period 01/06/2026 – 30/06/2026

2025-26							
Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Total Creditors	Payroll	Total
Jul	16,109	1,225,413	66,010	9,775	1,317,307	385,331	1,702,638
Aug	11,947	690,502	111,771	9,270	823,490	324,609	1,148,099
Sep	8,381	582,206	99,197	10,260	700,043	345,534	1,045,577
Oct	11,709	1,054,029	45,645	10,976	1,122,359	462,498	1,584,857
Nov	6,197	651,863	57,664	12,546	728,270	329,601	1,057,871
Dec	0	479,331	74,536	3,692	557,559	418,855	976,414
Jan	0	501,770	52,406	10,199	564,375	60,261	624,636
Feb	0	688,237	103,839	11,132	803,208	340,680	1,143,888
Mar	0	671,620	134,688	6,312	812,620	389,860	1,202,481
Apr	0	726,148	100,256	7,284	833,688	88,337	922,025
May	0	1,153,071	42,819	4,227	1,200,116	333,607	1,533,723
Jun	0	539,354	63,818	6,581	609,753	339,749	949,501
Total	**54,343**	**8,963,542**	**952,648**	**102,255**	**10,072,788**	**3,818,922**	**13,891,710**
24/25	**118000**	**9,182,236**	**967,285**	**93,838**	**10,361,359**	**4,662,964**	**15,024,323**

COMMENT

3. The schedule of accounts as presented, submitted to each member of the Council, have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods, the performance of services, to prices computation, costings and the amounts that have been paid.

CONSULTATION

4. Accountant and Acting Director Corporate & Community Services

STATUTORY ENVIRONMENT

5. Regulation 13 (1) – (3) of the Local Government (Financial Management) Regulations

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

7. This item discloses Council's expenditure from Municipal funds which have been paid under delegated authority.

RISK MANAGEMENT

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational – That Council does not receive the schedule of account payments.	Rare	Insignificant	Very Low	That Council receives the schedule of account payments.

ALTERNATE OPTIONS

8. Nil.

STRATEGIC ALIGNMENT

9. This item is relevant to the Councils approved Strategic Community Plan 2030.

Outcome 1: Economy - The population is growing, in tandem with a thriving, resilient local economy

Item	Objectives and Strategies
1.2	The right resources and infrastructure are in place to support local commerce and industry

Outcome 5: Governance and Leadership - The Shire of Ravensthorpe partners the community, and is an effective advocate and responsible steward

Item	Objectives and Strategies
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vison for the future
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

10. Simple Majority

COUNCIL RESOLUTION

That Council:

1. **Note the electronic payments as per the attached schedules of accounts for payments for the month of June 2026 totaling $949,501 (Nine hundred and forty-nine thousand, five hundred and one dollars) be accepted.**

Moved: Cr Rachel Gibson Seconded: Cr Geoff Fyfe

Carried:6/0
Resolution: 77/26
(In Favor: Cr Rachel Gibson, Cr Benno Sutherland, Cr Robert Miloseski, Cr Bill Auburn, Cr Helen Burton, Cr Geoff Fyfe)

Note: A minor amendment to the wording of the resolution was accepted under the original motion, replacing the word “That” with “Note” as the first word of the motion.

12.2.2. MONTHLY FINANCIAL REPORT – JUNE 2026

File Reference:	**N/A**
Location:	**Shire of Ravensthorpe**
Applicant:	**Nil**
Author:	**Rod McGrath – A/Director Corporate and Community Services**
Authorising Officer	**Nicole O'Neill – Chief Executive Officer**
Date:	**21 July 2026**
Disclosure of Interest:	**Nil**
Attachments:	**Monthly Financial Reports for 30 June 2026**
Previous Reference:	**Nil**

PURPOSE

1. In accordance with the *Local Government Financial Management Regulations (1996),* Regulation 34, a local government is to prepare a monthly Statement of Financial Activity for approval by Council.

BACKGROUND

2. Council is requested to review the June 2026 Monthly Financial Reports.

COMMENT

3. The June 2026 Monthly Financial Reports are presented for review.

CONSULTATION

4. Executive Team

STATUTORY ENVIRONMENT

5. Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the Local Government (Financial Management) Regulations 1996 apply.

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

7. All expenditure has been approved via adoption of the 2025/2026 Annual Budget or resulting from a Council Motion for a budget amendment.

RISK MANAGEMENT

8. The following risks have been identified as a part of this report.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational – That Council does not receive the Financial Activity Statements as required by S6.4 of the *LG Act 1995.*	Rare	Insignificant	Very Low	That council receives the Financial Activity Statements as required by legislation.

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

10. This item is relevant to the Councils approved Strategic Community Plan 2020-2030.

Outcome 5: Governance and Leadership - The Shire of Ravensthorpe partners the community, and is an effective advocate and responsible steward

Item	Objectives and Strategies
5.5	The value of community owned assets is maintained
5.5.1	Assets renewals and upgrades are funded to the level required to maintain asset value and agreed service levels
5.5.2	Projects are well-planned planned and delivered on time and on budget, with effective and thorough risk management and reporting
5.6	Financial systems are effectively managed
5..6.1	Financial management and reporting systems are able to deliver on all administrative and management functions (including reporting), and long-term financial planning requirements

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL RESOLUTION

That Council:

RECEIVE the June 2026 Monthly Financial Reports as presented.

Moved: Cr Benno Sutherland Seconded: Cr Robert Miloseski

Carried:6/0

Resolution: 78/26

(In Favor: Cr Rachel Gibson, Cr Benno Sutherland, Cr Robert Miloseski, Cr Bill Auburn, Cr Helen Burton, Cr Geoff Fyfe)

12.3. PROJECTS AND REGULATORY SERVICES

12.3.1. VARIATION TO SUPPORT DEVELOPMENT APPLICATION FOR INDUSTRIAL SHED EXTENSION – EXCEEDING PERMITTED BUILDING HEIGHT – LOT 1 (79) STEEREDALE ROAD, HOPETOUN

File Reference:	**P26-15**
Location:	**Lot 1 (79) Steeredale Road, Hopetoun**
Applicant:	**Off2Site Projects Pty Ltd (on behalf of the owners**
Owner:	**Daniel and Suzanne Parker**
Author:	**Planning Officer**
Authorising Officer	**Chief Executive Officer**
Date:	**6 July 2026**
Disclosure of Interest:	**None**
Attachments	**Signed Planning Application; Applicant's Submission Letter dated 11.05.2026; Site and Building Plans (Drawing Nos. 26015_DA01–DA06, Rev A); Adjoining Owner Comment Form (R & A Stephen) and Neighbour Referral Correspondence**
Previous Reference:	**N/A**

PURPOSE

1. For Council to consider a development application seeking approval for an industrial shed extension at Lot 1 (79) Steeredale Road, Hopetoun, which exceeds the maximum building height of 10 meters prescribed under the height provisions of Local Planning Scheme No. 6 (LPS6).

BACKGROUND

2. The Shire received a planning application from Off2Site Projects Pty Ltd, on behalf of the landowners Mr. Daniel and Mrs. Suzanne Parker, for the construction of an industrial shed extension at Lot 1 (79) Steeredale Road, Hopetoun. The application was lodged with a supporting submission letter dated 11 May 2026.
3. The property is occupied by Southern Engineering and Agriculture (SEA), which the applicant advises operates from the site manufacturing grain silos for local farmers. An overhead gantry crane has been installed on the site for more than 18 months to support this operation.
4. The existing development on the lot comprises a series of sheds with a combined length of approximately 32 metres. The application seeks approval to construct a new 12m x 15m shed extension, attached to the existing sheds, to enclose the existing crane structure and allow silo fabrication to occur under cover in all weather conditions. The upper truss of the existing crane is proposed to form the ridge line of the new shed, with the additional height above the crane comprising roof sheeting only.
5. The proposed extension has an estimated ridge height of 10.41 metres above natural ground level, exceeding the 10-metre maximum building height specified at Clause 4.33.1 of LPS6 by 410mm.
6. As the proposal does not comply with the maximum building height applying to the site, the application was referred to adjoining landowners for comment.

COMMENT

7. Statutory Consideration – Clause 4.33.2
8. Clause 4.33.1 of LPS6 sets a maximum building height of 10 metres throughout the Scheme area, irrespective of whether development approval is otherwise required. Clause 4.33.2 allows the local government, following the advertising procedure at Clause 64 of the deemed provisions, to permit a building in excess of this limit where one or more of the following considerations are met, and Council is separately satisfied of four amenity-related matters. Each is addressed in turn below.
9. General Items- Clause 4.33.2(a)–(c)
   a. Clause 4.33.2(a) site constraints preventing a reasonable building without exceeding the limit is not considered applicable for the site as the lot is 1.0088ha with no apparent topographic or dimensional constraint forcing the height outcome.
   b. Clause 4.33.2 (b) is considered the relevant clause as the nature of the proposed building is such that, to be functional, it must be built to a higher level. The shed is required to enclose an existing overhead gantry crane, with the crane's upper truss forming the shed's ridge line. The building cannot perform its intended function of housing the crane and enabling under-cover silo fabrication unless it is constructed to a height that clears the crane structure.
   c. Clause 4.33.2(c) other extraordinary circumstances are also relevant, given the crane has been lawfully in place and in use for over 18 months without recorded complaint.
10. Submitted Plans – Clause 4.33.2(d)
    a. Plans including sections and elevations of the proposed development have been submitted (Drawing Nos. 26015_DA04–DA06), showing both existing and proposed elevations and the relationship of the new ridge height to the existing shed and crane structure. This satisfies Clause 4.33.2(d).
11. Amenity Items – Clause 4.33.2(e)(i)–(iv)
    a. Harmony with the general character of buildings in the locality: the site and surrounding area are predominantly industrial in character, with the existing 32m shed complex already present on the lot. A further shed of similar cladding and form is considered consistent with this character.
    b. Effect on beauty, character or quality of the environment: the height increase is modest (410mm, approximately 4% above the limit) and is substantially achieved through roof sheeting over a crane structure that is already erected and visible on site. No material change to the visual environment is anticipated.
    c. Relationship to lot boundaries and nearby buildings: the proposed extension continues the existing building line and cladding of the shed complex and is not sited closer to any boundary than the existing sheds. No variation to setbacks is sought.
    d. Amenity or development potential of adjoining lots: the adjoining owner to the east raised no objection. The owner to the west (Regional Power Corporation) did not provide comment and the owner facing the shed (i.e. to the north), raised no objection.
12. <u>Special Use Zone No. 7 (SU7) – Composite Rural Enterprise</u>
13. The site forms part of Special Use Zone No. 7 under Schedule 1 of LPS6 (Portion Oldfield Lot 8, Hopetoun-Ravensthorpe Road, Cnr Steeredale Road, Hopetoun).

14. SU7 is a Composite Rural Enterprise zone, with the stated objective of encouraging a mix of commercial, service trade and light industry activity in conjunction with rural living. Relevant permitted and discretionary uses under the zone table include Industry-Light, Industry-Rural and Industry-Service (each of these uses is Discretionary, requiring development approval)
15. SEA's silo manufacturing operation is considered consistent with the industry-Light and Service use classes and within the zone's stated objective, which supports the finding at Clause 4.33.2(e)(i) that the proposal is in harmony with the general character of the locality.
16. Schedule 1 also allows Council, in granting development approval within SU7, to assess and impose conditions relating to matters including building location and setbacks, external appearance, colours and finishes, size and scale of non-residential buildings, storage and disposal of waste, emission of noise, dust and odour, landscape screening, and hours of operation. These are addressed below and reflected in the recommended conditions.
17. Setbacks and Siting

    Schedule 1 (SU7, item 4) requires buildings to be setback a minimum of 20m from the Steeredale Road lot boundaries, 10m from the front boundary, and 5m from side and rear boundaries. The submitted site plan shows the existing and proposed shed complex setback approximately 35m from the Steeredale Road frontage and approximately 6m from the rear boundary, both of which exceed the applicable minimums. No variation to these setback requirements is sought or required.

18. Appearance, Colours and Materials

    The proposed extension is finished in zincalume cladding, matching the existing shed complex on the site. Given the established industrial character of SU7 and the discretion available to Council under Schedule 1 to consider external appearance, colours and finishes, this is considered a reasonable and consistent approach and is not considered to raise significant amenity concern.

19. Other SU7 Matters

    The application does not propose any new signage, waste storage, dwelling or landscaping changes, and accordingly items 5–9 and 13–16 of the SU7 provisions (relating to habitable building envelopes, effluent disposal, water supply and signage) are not engaged by this proposal. Consistent with items 3 and 11 of the SU7 provisions, it is recommended that any approval include a general condition addressing noise, dust and visual amenity, and that materials, vehicles and equipment associated with the enterprise continue to be managed so as to be adequately screened from the street.

CONSULTATION

20. As the proposal does not comply with the Scheme's maximum building height, the application referred to adjoining landowners for comment.

- 343 Hopetoun Ravensthorpe Road, east of the proposed development. An Adjoining Property Owner Comment Form signed and dated 20 May 2026 was included as part of the application, with no objection to the proposal.
- 74 Lechenaultia Drive (Regional Power Corporation), west of the proposed development. No response was received.
- 98 Steeredale Road, north of the proposed development. No objection to the proposal.

STATUTORY ENVIRONMENT

21. Local Planning Scheme No. 6 – Clause 4.33 (Building Height), which sets a 10m maximum height throughout the Scheme area (Clause 4.33.1) and empowers Council to approve a building in excess of that limit subject to Clause 4.33.2, following advertising under Clause 64 of the deemed provisions.
22. Local Planning Scheme No. 6, Schedule 1 – Special Use Zone No. 7 (SU7), Composite Rural Enterprise, applying to the site as part of Portion Oldfield Lot 8, Hopetoun-Ravensthorpe Road (Cnr Steeredale Road), Hopetoun.
23. Clause 64 of the deemed provisions (Planning and Development (Local Planning Schemes) Regulations 2015) – advertising of applications
24. Clause 67 of the deemed provisions – matters to be considered by the local government
25. The applicant has the right to review the State Administrative Tribunal if aggrieved by Council's determination.

POLICY IMPLICATIONS

26. The proposal represents a variation to the maximum building height specified at Clause 4.33.1 of Local Planning Scheme No. 6, to be considered under Clause 4.33.2.

FINANCIAL IMPLICATIONS

27. Planning application fees were received in accordance with the Shire’s adopted schedule of fees and charges.

RISK MANAGEMENT

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Statutory / Procedural	Possible	Minor	Very Low	Consultation obligations under Clause 64 of the deemed provisions have been properly discharged in relation to seeking comment from the adjoining owners
Reputational	Rare	Insignificant	Very Low	Consistency with decision making. subject to consistent application of the statutory tests under the Scheme.

ALTERNATE OPTIONS

28. Council may resolve to refuse the application on the basis of non-compliance with the height provisions of LPS6. This is not recommended given the planning merits outlined in this report.

STRATEGIC ALIGNMENT

29. The proposal supports the continued operation of an established local industry (silo manufacturing) and is generally consistent with the Shire's strategic objectives of facilitating employment and economic development. Officers recommend the specific objectives and strategies of the current Strategic Community Plan be cross-referenced when this report is finalised.

Item	Objectives and Strategies
1.1	To grow business and employment.

VOTING REQUIREMENTS

30. Simple Majority

COUNCIL RESOLUTION

That Council, pursuant to Clause 4.33.2 of Local Planning Scheme No. 6, approve Development Application 26-15 for an industrial shed extension at Lot 1 (79) Steeredale Road, Hopetoun, to permit a ridge height of 10.41 metres in excess of the 10m maximum specified at Clause 4.33.1, subject to the following conditions:

1. **Development shall be carried out in accordance with the approved plans and details submitted with the application (Drawing Nos. 26015_DA01–DA06, Rev A, Off2Site Projects Pty Ltd).**
2. **The approved shed extension shall be used only for purposes incidental and ancillary to the existing industrial use of the land (Southern Engineering and Agriculture) and shall not be used for human habitation.**
3. **All stormwater runoff from roofed and impervious areas shall be retained and disposed of on-site to the satisfaction of the Shire of Ravensthorpe.**
4. **The development shall not adversely affect the amenity of the locality by reason of noise, dust, vibration or visual impact.**
5. **Consistent with Schedule 1 (SU7) of Local Planning Scheme No. 6, any commercial vehicles, machinery, materials or equipment associated with the enterprise shall continue to be adequately screened from Steeredale Road and maintained in a neat and tidy manner.**

And the following advice notes:

1. **THIS IS NOT A BUILDING PERMIT. An application for a building permit is required to be submitted and approved by the Shire of Ravensthorpe prior to any work commencing on-site.**
2. **The development is to comply with the Building Code of Australia, Building Act 2011, Building Regulations 2012 and the Local Government Act 1995.**
3. **It is the responsibility of the developer to search for the title of the property to ascertain the presence of any easements and/or restrictive covenants that may apply.**
4. **It is the responsibility of the applicant to ensure that building setbacks correspond with the legal description of the land. This may necessitate re-surveying and re-pegging the site. The Shire of Ravensthorpe will take no responsibility for incorrectly located buildings.**

Moved: Cr Bill Auburn Seconded: Cr Robert Miloseski

Carried:6/0

Resolution: 79/26

(In Favor: Cr Rachel Gibson, Cr Benno Sutherland, Cr Robert Miloseski, Cr Bill Auburn, Cr Helen Burton, Cr Geoff Fyfe)

12.4. INFRASTRUCTURE SERVICES

Nil.

13. MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

14. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil.

15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for the following items as the following sub-sections applies:

1. (C) – a prescribed matter

PROCEDURAL MOTION

OFFICER RECOMMENDATION

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for the following items as the following sub-sections applies:

1. (C) – a prescribed matter

Moved: Cr Bill Auburn Seconded: Cr Benno Sutherland

Carried:6/0
Resolution: 80/26
(In Favor: Cr Rachel Gibson, Cr Benno Sutherland, Cr Robert Miloseski, Cr Bill Auburn, Cr Helen Burton, Cr Geoff Fyfe)

15.1. EXECUTIVE SERVICES

15.1.1. CONFIDENTIAL – HONORARY FREEMAN OF THE SHIRE NOMINATION

COUNCIL RESOLUTION

1. **That Council, BY AN ABSOLUTE MAJORITY, ENDORSE the identified individual as an Honorary Freeman of the Shire as detailed in the Confidential Report Attachment.**

Moved: Cr Rachel Gibson Seconded: Cr Bill Auburn

Carried:6/0
Resolution: 81/26
(In Favor: Cr Rachel Gibson, Cr Benno Sutherland, Cr Robert Miloseski, Cr Bill Auburn, Cr Helen Burton, Cr Geoff Fyfe)

PROCEDURAL MOTION

OFFICER RECOMMENDATION
That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public at 6:13

Moved: Cr Helen Burton Seconded: Cr Bill Auburn

Carried:6/0
Resolution: 82/26
(In Favor: Cr Rachel Gibson, Cr Benno Sutherland, Cr Robert Miloseski, Cr Bill Auburn, Cr Helen Burton, Cr Geoff Fyfe)

16. CLOSURE

The Presiding Member to declared the meeting closed at 6:15