



Confirmed Minutes

Ordinary Meeting of Council

Tuesday, 16 September 2025

This page has been intentionally left blank.

NOTICE OF MEETING

Shire of Ravensthorpe

Ordinary Council

Meeting

Held on Tuesday, 16

September 2025

Hopetoun Community Centre

Matthew Bird
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 licence, 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.

INDEX

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS.....	6
2. RECORD OF ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE	6
3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	7
4. PUBLIC QUESTIONS TIME.....	7
5. DECLARATIONS OF INTEREST	7
6. APPLICATIONS FOR LEAVE OF ABSENCE	7
7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING	7
7.1. ORDINARY COUNCIL MEETING MINUTES 20 MAY 2025.....	7
8. ANNOUNCEMENTS / REPORTS BY ELECTED MEMBERS	7
9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION.....	7
10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS	7
11. MATTERS ARISING FROM COMMITTEES OF COUNCIL.....	8
11.1 RAVENSTHORPE LOCAL EMERGENCY MANAGEMENT COMMITTEE.....	8
11.2 RAVENSTHORPE TOURISM ADVISORY GROUP... ..	11
12. REPORTS OF OFFICERS.....	14
12.1. EXECUTIVE SERVICES	
12.1.1 SHIRE CHRISTMAS AND NEW YEAR CLOSURE	14
12.1.2 CEO RECRUITMENT PANEL – APPOINTMENT OF INDIPENDENT PERSONS	17
12.1.3 CEO KPI’S FOR 2025/26 PERIOD	20
12.1.4 NAMING AND HISTORICAL RECOGNITION OF A SHIRE FACILITY	22
12.2. CORPORATE SERVICES	
12.2.1 MONTHLY FINANCIAL REPORT – 31 AUGUST 2025.....	26
12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – AUGUST 2025... ..	28
12.3. INFRASTRUCTURE SERVICES	31
12.3.1 COMMUNITY WATER SUPPLIES PARTNERSHIP GRANT – JERDACCUTTUP DAM... ..	31
12.4. PROJECTS AND REGULATORY SERVICES	
NIL	
13. MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	34

14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.....	34
15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS	34
15.1 SALE OF LAND FOR RECOVERY OF UNPAID RATES	34
16. CLOSURE	33

MINUTES

Mission Statement	<i>To grow our community through the provision of leadership, services and infrastructure.</i>
--------------------------	--

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 6.01pm.

The Presiding Member acknowledged the Traditional Owners of the land on which we meet, and pays respect to Elders past, present, and emerging.

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

ELECTED MEMBERS

Cr Thomas Major (Shire President) (Presiding Member)

Cr Mark Mudie (Deputy President) (electronic)

Cr Sue Leighton

Cr Graham Richardson

Cr Robert Miloskeski

Cr Rachel Gibson

Cr Roger Mansell

OFFICERS

Matthew Bird (Chief Executive Officer)

Natalie Bell (Executive Manager Projects and Regulatory Services)

Paul Spencer (Executive Manager Infrastructure Services)

Les Mainwaring (Executive Manager Corporate Services)

Rod McGrath (Manager Community, Sport and Recreation)

VISITORS

Alan Higgins, Ainsley Foulds, Ben Broad, Freeman Rod Daw, Bill Auburn, Andrew Daw, Geoff Fairhead, Ann Tuppen, Brad Clarke, Geoff Vivian (Esperance Weekender)

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTIONS TIME

Ainsley Foulds and Ann Tuppen spoke to the Late Item 14.1 Hopetoun Youth Art Space – Approval for Funding Submission. Shire President invited questions from Council to Ainsley and Ann on the subject.

Alan Higgins thanked Council for its funding support \$2,000 via the Shire CDF for the Hopetoun Volunteer Fire & Emergency Services (VFES) community event – Fire Mitigation Day 26 October.

6.16pm Alan Higgins gave his apologies and left the Chambers.

5. DECLARATIONS OF INTEREST

Nil.

6. APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL DECISION

Moved by Cr Miloskeski and seconded by Cr Richardson

Resolution # 79/25

**That Council Approve Cr Gibson's request for Leave of Absence from
21 October 2025 to 21 October 2025.**

Carried 7/0

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 19 AUGUST 2025

(Attachment: Yellow 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 DECISION

Moved by Cr Gibson and seconded by Cr Richardson

Resolution # 80/25

**That the minutes and associated attachments of the Ordinary Council Meeting
held on 19 August 2025 be CONFIRMED as a true and correct record.**

Carried 7/0

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

Cr Mudie

- Attended the Ravensthorpe Wildflower Show opening, well done to the RWS.
- Chaired the BFAC meeting. Presentation from member re new app that could assist tracking during fires, brigades agreed to trial it. Discussed quote for a new fire shed. Looking at revamping the shire annual Fire Notice.

Cr Miloskeski

- Received a letter of thanks from the Hopetoun Volunteer Fire and Rescue Services group thanking Council for support for the upcoming community Fire Mitigation Day event.

Cr Mansell

- Nil

Cr Gibson

- Attended the September Corporate Discussion.
- Department Sport and Recreation meeting held in Munglinup with representatives from Kalgoorlie and Perth office along with Shire Manager Community, Sport and Recreation.
- Enquired to the Shire regarding idle times that Shire graders are not being utilized, want to ensure roads are being prepared for upcoming harvest period.
- Attended the Ravensthorpe Wildflower Show opening, great event.
- Attended the Ravensthorpe Community Cooperative group meeting.
- Attended the Fervor event as part of the RWS program.
- Attended the GS WALGA Zone meeting held in Ravensthorpe.
- Attended the Ravensthorpe markets including the presentation on local spiders.

Cr Richardson

- Attended the Ravensthorpe Wildflower Show, well done.
- Attended the GS WALGA Zone meeting held in Ravensthorpe. Great to network with other LG representatives.

Cr Leighton

- Chaired the second Ravensthorpe Tourism Advisory Group (RTAG) meeting.
- Was part of the team to deliver the Ravensthorpe Wildflower Show (RWS).
- Was part of the ABC radio program "Roots n Shoots".
- Attended the Ravensthorpe Historical Society meeting, they are looking forward to working with Shire with new officer role.
- On behalf of the RWS I would like to thank the Shire for ongoing support. Great event speakers and well received.
- Have received a few complaints re the recent Telstra internet outage.
- The local church group has raised concerns re the use of the rear foyer space and having to move the large table.

Cr Major

- Ravensthorpe hosted the recent GS WALGA Zone meeting. Well attended and great to network with our regional neighbours.
- Attended the funeral of Philip Jamieson (Blue), good send off.
- Attended the September Corporate Discussion.
- Chaired the Local Emergency Management Committee (LEMC) meeting and we ran through a desktop emergency exercise.

- Met with FQM local management team as part of regular meetings.

Cr Mudie (additional)

- A young botanist that was in the region for the RWS and thanked the Shire for use of its accommodation, it is very much appreciated.
- I would also like to acknowledge that this is the last Ordinary Council Meeting for Crs Major, Richardson and Mansell and on behalf of the Council would like to thank and congratulate them for their time on Council.

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

The Shire President thanked Cr Mudie for his comments.

Cr Major detailed that this is his last Ordinary Council Meeting as he, and Crs Richardson and Mansell have not re-nominated and our terms will finish on the 18 October.

Cr Major thanked his other Crs and Shire team for their support and working so closely and well together during his term as Shire President.

Freeman Rod Daw (member of the public gallery) also thanked Cr Major for his "service, honesty and integrity".

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

11.1 RAVENSTHORPE LOCAL EMERGENCY MANAGEMENT COMMITTEE

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Local Emergency Management Committee
Author:	Executive Manager Projects and Regulatory Services
Authorising Officer	Chief Executive Officer
Date:	09 September 2025
Disclosure of Interest:	Nil
Attachments: Red	Meeting Minutes (Unconfirmed) – LEMC 03 September 2025
Previous Reference:	Nil

PURPOSE

1. For Council to receive the September 2025 Unconfirmed Minutes of the Shire of Ravensthorpe Local Emergency Management Committee (LEMC).

BACKGROUND

2. The LEMC is formed under the *Emergency Management Act 2005* which states that a Local Government must ensure that Local Emergency Management Arrangements (LEMA) are in place. The LEMC's main functions include;
 - I. Advising and assisting the Local Government in ensuring that Local Emergency Management Arrangements are established.
 - II. Liaising with public authorities and other key organisations to develop, review and test the LEMA.
3. The LEMC also carries out other activities as directed by the State Emergency Management Committee (SEMC) or prescribed by the *Emergency Management Regulations 2006*.
4. The LEMC is supported by and reports to a district Emergency Management Committee (DEMC), which in turn reports to the SEMC.

COMMENT

5. The minutes of the previous LEMC meeting held in March were confirmed as a true and correct record at the June meeting.
6. Agenda items included a desktop exercise to test the Aerodrome Emergency Management preparedness Plan. This involved a multi-agency approach and 27 members attended from the various shire and external emergency services agencies. This was the only item for this LEMC meeting.

CONSULTATION

7. Local Emergency Management Committee.

STATUTORY ENVIRONMENT

8. *Emergency Management Act 2005*.

POLICY IMPLICATIONS

9. Nil.

FINANCIAL IMPLICATIONS

10. Nil.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational)	Possible	Minor	Low	Coordination and cooperation between all emergency management stakeholders
Reputational	Possible	Moderate	Low	Look at way to advance continual improvement. Promote safety to the community through wide stakeholder inclusion. Improved response to incidents.

ALTERNATE OPTIONS

12. Nil.

STRATEGIC ALIGNMENT

13. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2025-2030.

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

Item	Objectives and Strategies
1.1	To grow business and employment
1.2	The right resources and infrastructure are in place to support local commerce and industry

Outcome 2: Community - This is a safe and family-friendly community where people of all ages have access to services and facilities, and there is plenty to blow your socks off

Item	Objectives and Strategies
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage

Outcome 3: Built Environment - The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors

Item	Objectives and Strategies
3.4	It is easy and safe to move around and in and out of the district

Outcome 4: Natural Environment - Our unique world class biosphere is valued and protected for the enjoyment of current and future generations

Item	Objectives and Strategies
4.3	The Shire's valued natural areas and systems are protected and enhanced

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
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 vision for the future
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

14. Simple Majority

COUNCIL DECISION

Moved by Cr Gibson and seconded by Cr Leighton

Resolution # 81/25

That Council:

RECEIVE the unconfirmed Minutes of the Local Emergency Management Committee Meeting held on 03 September 2025.

Carried 7/0

11.2 RAVENSTHORPE TOURISM ADVISORY GROUP

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Ravensthorpe Tourism Advisory Group
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	11 September 2025
Disclosure of Interest:	Nil
Attachments: Grey	Meeting Minutes (Unconfirmed) – RTAG 13 August 2025
Previous Reference:	Nil

PURPOSE

1. For Council to receive the August 2025 Unconfirmed Minutes of the Shire of Ravensthorpe, Ravensthorpe Tourism Advisory Group (RTAG).

BACKGROUND

2. The RTAG was formed via Council resolution number 04/25 endorsed at the February 2025 Ordinary Council Meeting and formed as a Committee of Council under Part 5 Administration of the Local Government Act 1995.
3. As per the Council endorsed Terms of Reference the purpose of the RTAG is to;
 - *Provide advice to Council on tourism development, destination marketing and tourism opportunities within the Shire of Ravensthorpe in accordance with the recommendations within the Shire's Economic Growth Strategy, Tourism Strategy and Corporate Business Plan;*
 - *Represent the interests of the local tourism industry and residents, to review and prioritise the implementation of key actions identified within the Shire's strategic documents, including destination marketing and events and make recommendations in accordance to Council;*
 - *Act as the initial point of community engagement for the Shire on matters relating to economic growth for tourism related matters;*
 - *Foster links with State and Federal Government departments and agencies, other local governments, tourism and business organisations, environmental stakeholder organisations and the community.*
4. The meeting of the RTAG was held 13 August 2025 and the unconfirmed minutes for the meeting are now presented for Council review and noting.

COMMENT

5. Agenda items for the 13 August 2025 meeting included discussion regarding the 2 year Tourism Marketing Plan.

CONSULTATION

6. The Ravensthorpe Tourism Advisory Group.

STATUTORY ENVIRONMENT

7. *Part 5 Administration of the Local Government Act 1995.*

POLICY IMPLICATIONS

8. Nil.

FINANCIAL IMPLICATIONS

9. Any recommendations for expenditure made by the RTAG will be considered by Council on a case by case basis. There were no recommendations made from the RTAG 13 August 2025 meeting that impact Shire financial resources.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational) That Shire tourism and marketing activities do not reflect local business aspirations	Possible	Moderate	Medium	Formation of the RTAG will provide Council with local business and stakeholder advice to guide tourism investments.

ALTERNATE OPTIONS

11. Nil.

STRATEGIC ALIGNMENT

12. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2025-2030.

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

Item	Objectives and Strategies
1.1	To grow business and employment
1.2	The right resources and infrastructure are in place to support local commerce and industry

Outcome 2: Community - This is a safe and family-friendly community where people of all ages have access to services and facilities, and there is plenty to blow your socks off

Item	Objectives and Strategies
2.1	Social services and facilities are designed and delivered in a way that fits community needs and aspirations
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life
2.5	Young people, older people and people with disability feel valued and have access to resources which provide opportunities for their development and enjoyment

Outcome 3: Built Environment - The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors

Item	Objectives and Strategies
3.4	It is easy and safe to move around and in and out of the district

Outcome 4: Natural Environment - Our unique world class biosphere is valued and protected for the enjoyment of current and future generations

Item	Objectives and Strategies
4.3	The Shire's valued natural areas and systems are protected and enhanced

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
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 vision for the future
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

13. Simple Majority

COUNCIL DECISION

Moved by Cr Miloskeski and seconded by Cr Richardson

Resolution # 82/25

That Council:

RECEIVE the unconfirmed Minutes of the Ravensthorpe Tourism Advisory Group meeting held on 13 August 2025.

Carried 7/0

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 SHIRE CHRISTMAS AND NEW YEAR CLOSURE

File Reference:	N/A
Location:	Shire Ravensthorpe
Applicant:	Nil
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	9 September 2025
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	N/A

PURPOSE

1. That Council consider the closing period for Shire departments during the annual Christmas and New Year period.

BACKGROUND

2. In previous years Council has resolved to close the Shire Office over the Christmas and New Year period. Shire staff will take annual or accumulated leave for the days the office is closed.
3. For 2025 in addition to the public holidays, the days in question are;
 - a. Monday 22, Tuesday 23, Wednesday 24 December; and
 - b. Monday 29, Tuesday 30, Wednesday 31 December 2025; and
 - c. Friday 2 January 2026.
4. It is recommended that the Shire Administration Offices will be closed from close of business Tuesday 23 December 2025 and will re-open Monday 5 January 2026.
5. Shire Depot will be closed from close of business Wednesday 24 December with a reduced service crew operating over the Christmas /New Year period.
6. Rangers, airport, cleaners, emergency services and waste site teams will continue to work over this period. A senior officer of the Shire will be in town during this period should an emergency arise.

COMMENT

7. The following table identifies the specific dates Shire departments will be closed during the Christmas/New Year period.

	Shire Ravensthorpe office	Shire Hopetoun office	Ravensthorpe Waste Facility	Hopetoun Waste Facility	Depots	Airport
Monday 22/12	8.00-4.00	8.00-4.00	9.00-12.00	1.00-4.00	6.30-3.00	Regular operating hours will apply during this period
Tuesday 23/12	8.00-4.00	8.00-4.00	closed	closed	6.30-3.00	
Wednesday 24/12	closed	closed	9.00-12.00	1.00-4.00	6.30-3.00	
Thursday 25/12	closed	closed	closed	closed	closed	
Friday 26/12	closed	closed	closed	closed	closed	
Saturday 27/12	closed	closed	9.00-12.00	9.00-12.00	closed	
Sunday 28/12	closed	closed	9.00-12.00	9.00-12.00	closed	
Monday 29/12	closed	closed	9.00-12.00	1.00-4.00	closed	
Tuesday 30/12	closed	closed	closed	closed	closed	
Wednesday 31/12	closed	closed	9.00-12.00	1.00-4.00	closed	
Thursday 1/1	closed	closed	closed	closed	closed	
Friday 2/1	closed	closed	9.00-12.00	1.00-4.00	closed	
Saturday 3/1	closed	closed	9.00-12.00	9.00-12.00	closed	
Sunday 4/1	closed	closed	9.00-12.00	9.00-12.00	closed	
Monday 5/1	8.30-4.00	8.30-4.00	9.00-12.00	1.00-4.00	6.30-3.00	

CONSULTATION

8. Executive Management Team.

STATUTORY ENVIRONMENT

9. *Local Government Act 1995*

POLICY IMPLICATIONS

10. Nil

FINANCIAL IMPLICATIONS

11. Nil

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational) Interruption to service delivery	Almost Certain	Minor	High	A senior staff member on call with skeleton depot crew for town amenities, ranger services and airport teams business as usual.

ALTERNATE OPTIONS

13. The Shire Offices only close for the public holidays or a reduced number of days between Christmas Day and New Years Day.

STRATEGIC ALIGNMENT

14. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

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
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

15. Simple Majority

COUNCIL DECISION

Moved by Cr Richardson and seconded by Cr Mudie

Resolution # 83/25

That Council:

APPROVES to close the various Shire departments during the Christmas period as shown in the table below:

	Shire Ravensthorpe office	Shire Hopetoun office	Ravensthorpe Waste Facility	Hopetoun Waste Facility	Depots	Airport
Monday 22/12	8.00-4.00	8.00-4.00	9.00-12.00	1.00-4.00	6.30-3.00	Regular operating hours will apply during this period
Tuesday 23/12	8.00-4.00	8.00-4.00	closed	closed	6.30-3.00	
Wednesday 24/12	closed	closed	9.00-12.00	1.00-4.00	6.30-3.00	
Thursday 25/12	closed	closed	closed	closed	closed	
Friday 26/12	closed	closed	closed	closed	closed	
Saturday 27/12	closed	closed	9.00-12.00	9.00-12.00	closed	
Sunday 28/12	closed	closed	9.00-12.00	9.00-12.00	closed	
Monday 29/12	closed	closed	9.00-12.00	1.00-4.00	closed	
Tuesday 30/12	closed	closed	closed	closed	closed	
Wednesday 31/12	closed	closed	9.00-12.00	1.00-4.00	closed	
Thursday 1/1	closed	closed	closed	closed	closed	
Friday 2/1	closed	closed	9.00-12.00	1.00-4.00	closed	
Saturday 3/1	closed	closed	9.00-12.00	9.00-12.00	closed	
Sunday 4/1	closed	closed	9.00-12.00	9.00-12.00	closed	
Monday 5/1	8.30-4.00	8.30-4.00	9.00-12.00	1.00-4.00	6.30-3.00	

Carried 7/0

12.1.2 CEO RECRUITMENT PANEL – APPOINTMENT OF INDEPENDENT PERSONS

File Reference: N/A
Location: Shire of Ravensthorpe
Author: Chief Executive Officer
Authorising Officer: Chief Executive Officer
Date: 13 August 2025
Disclosure of Interest: Nil

Attachments: Orange 1. Policy G24 Standards for CEO Recruitment, Performance and Termination
2. Confidential - Independent Persons CVs
Previous Reference: N/A

PURPOSE

1. This report seeks Council endorsement of Independent Persons to assist the CEO Selection Panel.

BACKGROUND

2. The resignation of the current Chief Executive Officer was accepted on 14 August 2025.
3. At the 19 August 2025 Ordinary Council Meeting Council endorsed to initiate the recruitment process for a new Shire CEO via resolution number 77/25.
4. Point 6 of the above resolution included;

“6. Endorse current CEO to investigate and draft list of potential independent person to join the CEO selection panel, pursuant to Regulation 8(3)(b) of the Local Government (Administration) Regulations 1996 for Council further consideration at September 2025 OCM.”

COMMENT

5. Council must comply with the provisions of s.5.36 and s.5.39A and 5.39B of the *Local Government Act 1995* (The Act) Regulations 18A and 18B of the *Local Government (Administration) Regulations 1996* and the Standards for CEO Recruitment, Performance and Termination (Attachment 1), in the processes to recruit, select and appoint a new CEO.
6. The names of potential “Independent Persons” were discussed with Council at the September Corporate Discussion. These names are included in Confidential attachment along with profiles and fee structures.

CONSULTATION

7. CEO and Shire HR Manager

STATUTORY ENVIRONMENT

8. The Council is required to appoint a CEO pursuant to s.5.36(1)(a) of the Act. The Council and the Selection Panel must comply with the provisions of s.5.36 and s.5.39A and 5.39B of the *Local Government Act 1995* Regulations 18A and 18B of the *Local Government (Administration) Regulations 1996* and the Standards for CEO Recruitment, Performance and Termination, in the processes it engages in to recruit, select and appoint a new CEO.

POLICY IMPLICATIONS

9. Adhere to Policy G24 Standards for CEO Recruitment, Performance and Termination.

FINANCIAL IMPLICATIONS

10. If Council endorse the Officer recommendations as presented then minimal financial impacts should be incurred via the payment of Independent Persons fees.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational) non compliance with relevant Local Government Act and Regulations, and Standards for CEO Recruitment	Possible	Moderate	Low	Ensure compliance with ss.5.36 and ss. 5.39A and 5.39B of the Local Government Act 1995 Regulations 18A and 18B of the Local Government (Administration) Regulations 1996 and the Standards for CEO Recruitment, Performance and Termination
Reputational; Council does not act quickly to undertake CEO replacement	Possible	Minor	Low	Endorsing the proposed timelines and process for new CEO recruitment should ensure smooth transition for the organisation and community.

ALTERNATE OPTIONS

12. Council may decide to appoint Independent Person not recommended by the Report Officer.

STRATEGIC ALIGNMENT

13. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
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 vision for the future
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.5	The value of community owned assets is maintained
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

14. Absolute Majority

COUNCIL DECISION

Moved by Cr Miloseski and seconded by Cr Richardson

Resolution # 84/25

That Council:

ENDORSE the Officer Recommendation to appoint Independent Persons to the CEO Selection Panel as per Confidential Officer Recommendation attached.

Carried 7/0

12.1.3 CHIEF EXECUTIVE OFFICER KPI'S FOR 2025/26 PERIOD

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Chief Executive Officer
Authorising Officer	Chief Executive Officer
Date:	9 September 2025
Disclosure of Interest:	Insert Any Persons Who Disclose an Interest
Attachments: Blue	1. Confidential summary of outcomes CEO KPIs 2024/25 2. Confidential draft CEO KPIs 2025/26
Previous Reference:	N/A

PURPOSE

1. That Council considers the proposed Chief Executive Officer KPIs for the 2025/26 period.

BACKGROUND

2. At its December 2024 Ordinary Council Meeting, Council endorsed the setting of the CEO Key Performance Indicators (KPIs) via resolution #111/24 for the period 2024/25.
3. Council is now asked to review outcomes of the 24/25 period and to consider endorsing the draft CEO KPIs for the 2025/26 period as detailed in Confidential Attachment to this report.
4. Once endorsed by Council the CEO KPIs will be made available for public review on the Shire website.

COMMENT

5. The setting of the CEO's KPIs for the 2025/26 period has been conducted in accordance with Council's statutory and contractual (employment) obligations.

CONSULTATION

6. Councillors and Executive Management Team.

STATUTORY ENVIRONMENT

7. Local Government Act 1995, Part 5, Division 4, s 5.38 and Division 2, s5.23 (2)

POLICY IMPLICATIONS

8. Council Policy G24 CEO Recruitment, Performance and Termination.

FINANCIAL IMPLICATIONS

9. Nil.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Operational; Council does not conduct the CEO performance review and setting KPIs to the required standards.	Unlikely	Major	Moderate	Council review and endorse CEO KPI report recommendations.

ALTERNATE OPTIONS

11. Council may amend CEO KPI recommendations.

STRATEGIC ALIGNMENT

12. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

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
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

13. Simple Majority

COUNCIL DECISION

Moved by Cr Gibson and seconded by Cr Leighton

Resolution # 85/25

That Council ENDORSE:

1. The summary of CEO KPI outcomes achieved for the 2024/25 period, and
2. The draft CEO KPI table for 2025/26 period as detailed in Confidential attachments.

Carried 7/0

12.1.4 NAMING AND HISTORICAL RECOGNITION OF A SHIRE OF RAVENSTHORPE FACILITY

File Reference:	N/A
Location:	Sports Precinct, Coleman Street, Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Manager Community, Sport and Recreation
Authorising Officer	Chief Executive Officer
Date:	9 September 2025
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

PURPOSE

1. For Council to endorse an official name for a Shire facility and to provide a recognition opportunity within this facility that outlines its historical development.

BACKGROUND

2. Following a concept that was originally suggested in December 1986, an indoor two-court sports and entertainment facility was officially opened on 19 November 2002 in the township of Ravensthorpe at the sports precinct located on Lot 158, Reserve 7369, Coleman Street.
3. At the time of opening this facility, the sports floor had been complete but it was not until 2008 that the upper floor had been completed.
4. A 2004 Shire document which referred to the drafting of a Management Plan for this facility stated its mission statement as being: *"To provide a facility that will assist in the fostering of self-determination within the Ravensthorpe Shire in social, recreation and cultural responsibility areas to provide a quality lifestyle for all members of the community."*
5. At the time of conception to completion of the building's internal functional areas, the intention for this facility was to be a multi-purpose building that serviced the district area consisting of the township of Ravensthorpe being the major centre for sporting and recreational activities which assisted in servicing the needs of townships/villages of North Ravensthorpe, Mt Madden, Lake King and Lake Varley to the north; Jerdacuttup and Munglinup to the east; Hopetoun to the south; Ravensthorpe West and Dunn Rock to the west; and West River Fitzgerald to the south west.
6. Presently, this facility does not have a sign on the outside of the building noting its official name nor does it display within the facility any information about its historical development.

COMMENT

7. When invitations were sent by the Shire of Ravensthorpe for the opening of this facility in November 2002, the Shire referred to the name of the facility as: *Ravensthorpe and Districts Entertainment Centre* which had been the name used in various historical and marketing documents as a result of its development from concept.
8. In conjunction with the Shire of Ravensthorpe, there were many members of the community who were instrumental in the historical development of this facility, and a number of sub-committees were established involving these community members; including fundraising, giftseeking, community cropping, building, functions, public relations, kitchen & interior design, and landscaping.
9. Overseeing the vision for the development of this facility was an Executive Committee consisting of President/Chairperson Geoff Fairhead, Vice President Brad Clarke, Secretary Andy Daw, and Treasurer Rod Daw, who later replaced Kerry Dickinson in the role.

10. The Shire of Ravensthorpe officially recognised the efforts of members of the Executive Committee with the awarding of plaques that stated: *"The Shire of Ravensthorpe thanks you for your efforts in the development of the **Ravensthorpe and Districts Entertainment Centre** Officially opened on Tuesday 19 November 2002"*.

CONSULTATION

11. Councillors at Corporate Discussion
Shire Executive Management
Former Executive Committee Members of the Ravensthorpe & Districts Entertainment Centre

STATUTORY ENVIRONMENT

12. Nil

POLICY IMPLICATIONS

13. Nil

FINANCIAL IMPLICATIONS

14. There is no financial implication at this stage.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational) – Shire continuing to have an unnamed facility and the loss of information over time as to how this facility came to be developed for the community.	Possible	Moderate	Medium	To seek Council endorsement for the naming of the facility and approval to identify an appropriate signage design and provision of an internal historical information display.
Financial – Not immediately but at a later stage, a decision will need to be made for the allocation of funds, if both signage and an historical informational display are approved.	Possible	Moderate	Medium	To seek Council approval to source quotes for a signage design and placement of the design on the facility and also to internally display historical information about the facility's development..

ALTERNATE OPTIONS

16. Council may decide to approve and endorse another name for this facility or decide to continue to not have an official name associated with this facility.

STRATEGIC ALIGNMENT

17. This item is relevant to the Council's approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

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 2: Community - This is a safe and family-friendly community where people of all ages have access to services and facilities, and there is plenty to blow your socks off

Item	Objectives and Strategies
2.1	Social services and facilities are designed and delivered in a way that fits community needs and aspirations
2.2	Community groups function well with strong volunteer effort and feel supported by the community
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life
2.5	Young people, older people and people with disability feel valued and have access to resources which provide opportunities for their development and enjoyment

Outcome 3: Built Environment - The built environment is accessible, honours history and provides for the economic and social needs of residents, industry and visitors

Item	Objectives and Strategies
3.5	The Shire's heritage structures, heritage and cultural places are valued and protected, and are integrated into community life and economic activity.

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
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 vision for the future
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

18. Simple Majority

COUNCIL DECISION

Moved by Cr Mudie and seconded by Cr Miloseski

Resolution # 86/25

That Council:

- 1. Officially ENDORSES the naming of the indoor two sports court entertainment and function facility located on Lot 158, Reserve 7369, Coleman Street, Ravensthorpe as: *Ravensthorpe and Districts Entertainment Centre*.**
- 2. DELEGATES to the Chief Executive Officer to research and provide details and costings at a later Council Meeting for both (a) an appropriate signage design to be placed on the outside of the facility, and (b) an appropriate display to be placed inside the facility that outlines its historical development.**

Carried 7/0

Cr Leighton commented that this is a great initiative and long overdue.

Cr Major commented that the community is very fortunate to have this type of building and thanked the original committee for their efforts, and important that the history is not lost.

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORT – 31 AUGUST 2025

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accounting Manager
Authorising Officer	Executive Manager Corporate Services
Date:	9 September 2025
Disclosure of Interest:	Nil
Attachments: Green	Monthly Financial Reports for 31 August 2025
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 August 2025 Monthly Financial Reports.

COMMENT

3. The August 2025 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 <i>LG Act 1995</i> .	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 and Corporate Business Plan 2020-2024.

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 DECISION

Moved by Cr Richardson and seconded by Cr Gibson

Resolution # 87/25

That Council:

RECEIVE the August 2025 Monthly Financial Reports as presented.

Carried 7/0

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – AUGUST 2025

File Reference: GR.ME.8
Location: Shire of Ravensthorpe
Applicant: Shire of Ravensthorpe
Author: Finance Officer
Authorising Officer: Executive Manager Corporate Services
Date: 9 September 2025
Disclosure of Interest: Nil
Attachments: Light Blue Creditors List of Accounts Paid August 2025
Credit Card Transactions to 01 August 2025
Fuel Card Transactions August 2025
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 01/08/2025 – 31/08/2025.

2025-26						
Month	Cheques	EFT Pymts	Direct Debits	Credit Card	Total Creditors	Payroll
Jul	16,109	1,225,413	66,010	9,775	1,317,307	385,331
Aug	11,947	690,502	111,771	9,270	823,490	324,609
Sep	0	0			0	
Oct	0	0			0	
Nov	0	0			0	
Dec	0	0			0	
Jan	0	0			0	
Feb	0	0			0	
Mar	0	0			0	
Apr	0	0			0	
May	0	0			0	
Jun	0	0			0	
Total	28,056	1,915,915	177,781	19,045	2,140,797	709,940
23/24	186,555	12,324,178	1,020,367	106,440	13,637,540	4,948,850
22/23	114,562	12,445,050	943,431	81,842	13,584,885	4,162,759
21/22	109,610	11,455,728	1,217,128	101,107	12,883,572	4,057,812

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, costing's and the amounts that have been paid.

CONSULTATION

4. Executive Manager Corporate 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

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 schedule of account payments.	Rare	Insignificant	Very Low	That Council receives the schedule of account payments.

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

10. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

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 vision for the future
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

11. Simple Majority.

COUNCIL DECISION

Moved by Cr Leighton and seconded by Cr Gibson

Resolution # 88/25

That Council:

Pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, the payment of accounts for the month of August 2025 be NOTED.

Carried 7/0

12.3 INFRASTRUCTURE SERVICES

12.3.1 COMMUNITY WATER SUPPLIES PARTNERSHIP GRANT – JERDACUTTUP DAM

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Executive Manager Infrastructure Services
Authorising Officer	Chief Executive Officer
Date:	9 September 2025
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

PURPOSE

1. To obtain Council's approval to nominate a water improvement project at Jerdacuttup Dam for grant funding under the State Government Department of Water and Environmental Regulation (DWER) 2026-2027 Community Water Supplies Partnerships (CWSP) fund.

BACKGROUND

2. Submissions for the 2026-2027 CWSP Grant are due by 10 October 2025.
3. The fund provides 70% of project value up to a maximum of \$100,000 with the Shire to cover 30%, or any excess.
4. Applications to this fund led to the Munglinup tank and standpipe project constructed in early 2025 and two planned projects for 2025-26, the replacement 30,000lt water tanker semi-trailer and the Mary's Rd tank and standpipe
5. The Jerdacuttup Dam is located near the intersection of Fence Rd and Jerdacuttup Rd and supplies water to users in the vicinity. Users are currently required to bring a pump and pipeline to extract water from the dam, which is time consuming and brings risks of slips and falls to staff installing the equipment.



6. In 2024 DWER gifted a 70,000lt mobile tank to the shire, this has proved useful and supported road construction in the area and standby fire water. This mobile tank would be removed during the project and moved to firefighting duties in the future where it can be quickly deployed close to a fire front, enabling the road tankers to unload quickly and collect new water supplies.
7. Shire officers have requested quotes from suppliers and will include these in the grant application, from recent experience at Munglinup this year, the expected cost of the project will be approximately :
 - a) Tank supply and installation \$35,000
 - b) Solar Pump, pipeline and compound \$35,000
 - c) Total \$70,000 (of which the Shire would need to provide \$21,000)

COMMENT

8. DWER officers are aware of this potential project and have encouraged the Shire to apply for the grant at this location

CONSULTATION

9. Executive Team and Works Supervisor.

STATUTORY ENVIRONMENT

10. Nil.

POLICY IMPLICATIONS

11. Nil.

FINANCIAL IMPLICATIONS

12. There is no financial implication at this stage, however should the application be successful the Shire would need to include \$21,000 of Shire funds in the 2026-27 budget to cover the required 30% contribution, or decline the grant opportunity.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational) DWER financial grant may be a missed opportunity	Possible	Moderate	Low	Council give directions to officer for grant application.

ALTERNATE OPTIONS

14. That Council consider proposing another water project for nomination to the 2026-2027 CWSP fund.

STRATEGIC ALIGNMENT

15. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

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
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future

VOTING REQUIREMENTS

16. Absolute Majority

COUNCIL DECISION

Moved by Cr Gibson and seconded by Cr Leighton

Resolution # 89/25

That Council:

ENDORSE by an absolute majority the CEO to propose that water tank and pump works at Jerdacuttup Dam be the preferred project nomination to the 2026-2027 Community Water Supplies Partnerships for \$49,000, with a \$21,00 co-contribution by the Shire of Ravensthorpe in 2026-27, subject to the grant guidelines managed by the Department of Water and Environmental Regulation.

Carried 7/0

13. MEMBERS NOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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

14.1 Late Item Hopetoun Youth Art Space – Approval for Grant Submission

COUNCIL DECISION

Moved by Cr Miloseski and seconded by Cr Mudie

That Council accept Late Item 14.1 for consideration.

Resolution # 90/25

Carried 7/0

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

14.1 EXECUTIVE SERVICES

14.1.1 HOPETOUN YOUTH ART SPACE – 99B TAMAR ST COUNCIL APPROVAL FOR GRANT SUBMISSION

File Reference:

Location: Shire of Ravensthorpe

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Date: 13 September 2025

Disclosure of Interest: CEO – Matthew Bird

Attachments: 14.1.1 1. Preliminary Design YAS Building Improvements.

Previous Reference: N/A

PURPOSE

1. This report recommends that Council APPROVE the proposed alterations to the Shire owned building at 99b Tamar St and operating under the name of Hopetoun Youth Art Space. Council approval is required in order for lessee Rave About Arts to submit funding applications.

BACKGROUND

2. In May 2023 Council approved the Shire leasing Unit 5 99 Tamar St from building owner Roselea Trading and approved licensing the use of the space to the Hopetoun CRC and Rave About Arts via resolution number 39/23.
3. Council then approved the Shire purchase of Lot 2 99 (including Units 5 and 6) Tamar St Hopetoun in February 2024 via resolution number 119/24.
4. Unit 5 has been successfully activated by these community groups and has developed a strong community profile known as the Hopetoun Youth and Arts Space, or YAS for short.
5. Rave About Arts are now seeking third party funding to improve these facilities and are seeking Council approval as the building owner for the proposed alterations.

COMMENT

6. The YAS building has been a tremendous success for local community members driven by the local community groups of Rave About Arts and the Hopetoun CRC. These groups deliver a regular program of community based activities and events that greatly enhance the overall liveability and attractiveness for the town.
7. The proposed building improvements are detailed in report attachments and include;
 - Renovate and extend toilet and kitchen facilities including compliant ambulant facilities,
 - Install new doorways, roller doors, entry/exits to improve user circulation flow and compliance,
 - Create new server area for improved events delivery,
 - Extensions to mezzanine areas for enhanced user spaces,
 - Build new permanent stage area including ramp for improved access, and
 - Build new sound proof room with appropriate acoustic insulation installed throughout building.
8. The proposed additions will greatly enhance the YAS building and allow expansion to the current programs and events delivery.
9. Rave About Arts plan to submit a funding application for these proposed works under the Lotterywest Arts and Culture Infrastructure Grant Program. This grant program will support arts

and culture projects through \$30m of funding delivered across 3 financial years 2025 to 2027. Round one funding closes 13 October 2025.

"Western Australian organisations working to bring communities together through improved and accessible arts and culture infrastructure may be eligible for this funding, which will be delivered through grant rounds.

Items supported include Equipment, Technology, upgrades to existing facilities, and minor capital works." Source: Lotterywest website

10. Rave About Arts are seeking Council approval as building owner for the proposed works in order to submit this funding application.

CONSULTATION

11. Rave About Arts, Hopetoun CRC, Shire executive team.

STATUTORY ENVIRONMENT

12. Local Government Act 1995, Section 3.58.

POLICY IMPLICATIONS

13. Adhere to Policy LPP12 Leases and Licences.

FINANCIAL IMPLICATIONS

14. As part of the 25/26 Budget adoption, Council approved an allocation of \$20k to Rave About Arts for this project subject to successful grant applications.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational) Level of support for local community groups seeking third party funding to improve Council owned assets	Possible	Moderate	Low	Council actively supports local groups to secure third party funding.
Reputational; Council do not support RAA's application to improve YAS building facilities	Possible	Minor	Low	Council fully considers the RAA application and impacts to future community program delivery.

ALTERNATE OPTIONS

16. Council may decide not to support the RAA funding application as presented and/or recommend revisions to proposed building changes.

STRATEGIC ALIGNMENT

17. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan 2020-2024.

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
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 vision for the future
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.5	The value of community owned assets is maintained
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

18. Absolute Majority

CEO amended Officer Recommendation to include words at start of point 2 "As landlord,..." to clarify approval is being given in capacity as building landlord and all other required planning and building approvals will still need to be met.

COUNCIL DECISION

Moved by Cr Richardson and seconded by Cr Leighton

Resolution # 91/25

That Council:

- 1. Extend congratulations to the Rave About Arts and Hopetoun CRC groups for the successful program and event delivery undertaken at the YAS to date,**
- 2. As Landlord, APPROVE the proposed building alterations as detailed in Attachment 1 building design plans,**
- 3. APPROVE the CEO to provide a letter of support from Council to assist YAS future grant applications for the proposed works.**

Carried 7/0

Cr Richardson congratulated the Arts Council on the success achieved at the YAS, this is very well run, they deserve a better facility.

Cr Leighton also congratulated both the Rave About Arts and Hopetoun CRC for their efforts.

15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

- 15.1 Sale of Land for Recovery of Unpaid Rates

COUNCIL DECISION

Moved by Cr Gibson and seconded by Cr Leighton

Resolution # 92/25

That Council move behind closed doors to consider Item 15.1.

Carried 7/0

At 6.44pm the public gallery left the Council Chambers.

COUNCIL DECISION

Moved by Cr Gibson and seconded by Cr Richardson

Resolution # 93/25

That Council:

1. **ENGAGE AMPAC Collection Services to commence the process of taking possession and selling the following parcels of land to recover unpaid rates and charges.**
1.1 A637 – 25 Morgans Street, Ravensthorpe.
2. **Pursuant to Section 6.64 (1)(b) and (2) of the Local Government Act 1995, PROCEED with the sale of the following land parcels which have rates and services in arrears for 3 or more years.**
2.1 A637 – 25 Morgans Street, Ravensthorpe

COUNCIL DECISION

Moved by Cr Gibson and seconded by Cr Major

Resolution # 93/25

That Council return from behind closed doors.

Carried 7/0

At 6.47pm the public gallery returned to the Council Chambers.

Freeman Rod Daw requested a final question.


Rod detailed how the region is renowned as the "Centre of the Universe" for Eucalyptus species. There is a Reserve currently used by Water Corp as catchment area for the Cordingup Dam and is no longer being used. Can we look at gaining tenure of this Reserve and using this to promote the unique flora of our region?

CEO response: *The CEO thanked Rod for the question. The Shire is currently working with Water Corp regarding the future use of Cordingup Dam and the Reserve in question. We have asked Water Corp to present to Council and advise on current status.*

16. CLOSURE

The Presiding Member declared the meeting closed at 6.51pm.

CONFIRMATION OF MINUTES

Signed by Shire President:  Date: 21/10/2025