



Confirmed Minutes

Ordinary Meeting of Council

Tuesday, 17 February 2026

Commencing at 6.00pm

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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 declare the meeting open.

The Shire President acknowledges 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**

Cr Rachel Gibson (Shire President)

Cr Sue Leighton

Cr Robert Miloseski

Cr Benno Sutherland

Cr Bill Auburn

OFFICERS

Paul Anderson (Acting Chief Executive Officer)

Paul Spencer (Executive Manager Infrastructure Services)

Les Mainwaring (Executive Manager Corporate Services)

Rod McGrath (Manager Community and Governance)

APOLOGIES

Natalie Bell (Executive Manager Project and Regulatory Services)

LEAVE OF ABSENCE

Nil.

PUBLIC GALLERY

Graham Richardson, Ann Tuppen, Rebecca Sexton, Jill Crisp, Ainsley Foulds, Karrina Smallman, Breoni Sorensen

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

Nil.

4. **PUBLIC QUESTIONS TIME**

In accordance with section 5.24 of the *Local Government Act 1995*, a 15-minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them.

(Ainsley Foulds)

Question 1 – What is the Shire's formal governance pathway for a community lessee to

undertake building works on a Shire owned facility once a building permit or license is issued, what are the steps including who signs off at each stage?

Question 2 – Where is it written, in policy or procedure, that a project must return to Council or Corporate Discussion for further approval after a building permit / building license is issued. Or as I refer to this statute here as per the Landlord has moved in a Council meeting that they approve the proposed building alterations as per the plan?

Question 3 – What is the Shire's written rule for resolving conflicting directions ie xxxx which Shire staff advice differs from councilor's expectation and what is the escalation pathway that we must follow?

Shire President : These questions are take on notice and will be addressed right back.

Council Consideration Towards Public

When public questions necessitate resolutions of Council, out of curtesy and at the Shire President's discretion, the matter is to be dealt with immediately to allow the public to observe the determination of the matter (obviates the need for the public to wait an undetermined period of time).

5. DECLARATIONS OF INTEREST

Cr Leighton declared a Financial Interest for Report 12.1.1 Delegation Support to Melbourne International Flower and Garden Show.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Leighton 18/3/2026 to 2/4/2026 to attend and represent the Wildflower Show in Melbourne.

COUNCIL DECISION

Moved: Cr Miloseki

Seconded: Cr Sutherland

Resolution #2/26

That Council approve Cr Leighton application for leave of absence from 18 March to 2 April 2026 inclusive

Carried 4/0

(In favour : Cr Gibson, Cr Miloseski Cr Sutherland, Cr Auburn)

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 15 DECEMBER 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: Cr Auburn

Seconded: Cr Sutherland

Resolution #5/26

That the minutes and associated attachments of the Ordinary Council Meeting held on 15 December 2025 be CONFIRMED once adding the announcements and reports of Cr Gibson to Section 8 as a true and correct record.

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

Cr Leighton

- 26/1/26 Australian Day breakfast, very good, 231 guests and 15-20 helpers
- 1/2/26 Hopetoun Local Markets (with DBCA)
- 3/2/26 Corporate Discussion & Annual Electors
- 4/2/26 Minister David Micheals
- 9/2/26 Friends of the Fitz meeting
- 11/2/26 FBN after hours presentation (Solar Farm)
- 14/2/26 Hopetoun – Stronger Together wellbeing day
- 16/2/26 YAS site visit
- Using drones to inspect power poles in Jerdacuttup
- Numerous phone calls and concerns on Facebook

Cr Sutherland

- 26/1/26 Australian Day breakfast, a good day, well put together
- Contributed a lot of effort to the bushfire effort
- Good discussions and feedback from locals on roads and harvest

Cr Auburn

- 1/2/26 Hopetoun Local Markets

- 3/2/26 Corporate Discussion & Annual Electors
- 4/2/26 Minister David Michaels visit
- 16/2 YAS site visit

Cr Miloseki

- 26/1/26 Australian Day breakfast, fantastic
- 1/2/26 Hopetoun Local Markets
- Meals on Wheels (Juniper) , more choices, but some

Cr Gibson

- 23/12/25 Met Nicole O'Neill with Matt Bird to introduce the Shire
- 10/1/26 Whip Cracking event
- 15/1/26 Minister of Health meeting in Gnowangerup with 6 local Shires to get government assistance
- 17/1/26 Hopey Summer Sessions in McCulloch Park
- 18/1/26 met Paul Anderson
- 18/1/26 – 19/1/26 fire meetings in Ravensthorpe
- 20/1/26 Shire / exec meeting
- 22/1/26 set up and rehearsals for Australia Day
- 24/1/26 Community Awareness : DBCA fire, IMT meeting
- 25/1/26 IMT meeting
- 26/1/26 Australian Day breakfast. 250 people. Citizen Awards (Colin Hughes, Peter McMahon Ella-Paige Groves, Clay Target Club), 8 new Australian Citizens
- 3/2/26 Corporate Discussion / Annual Electors
- 4/2/26 Minister David Michaels / GEDC, visit in Ravensthorpe and Hopetoun with FBN, RHFF, Shire Councilors, Shire Staff pitching projects in the Shire
- 10/2/26 CRC in Ravensthorpe
- 11/2/26 YAS and RTAG phone calls
- Abandoned Mines program at Elverdton shaft salvage, potential tourism development
- 14/2/26 Community Wellbeing Day in Hopetoun (Met Jill and Noise)
- Rural Aid (Louise) - support
- 17/2/26 – Met YAS team before OCM

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Regarding the fires. Once again, thank all the agencies and volunteers for their time, we are all very proud of the effort, the time and resources that went into that. Times like this reminds us that we are lucky to live in the community we live in. There will be debriefs to follow and as usual we will improve and learn from it.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

11. REPORTS OF COMMITTEES

Nil

12. REPORTS OF OFFICERS

12.1 EXECUTIVE SERVICES

12.1.1 SUBMISSION FROM RAVENSTHORPE WILDFLOWER SHOW – MELBOURNE DELEGATION SUPPORT TO MELBOURNE INTERNATIONAL FLOWER & GARDEN SHOW

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Ravensthorpe Wildflower Show Inc
Author:	Manager Community and Governance
Authorising Officer	Chief Executive Officer
Date:	10 February 2026
Disclosure of Interest:	Nil
Attachment: 12.1.1	Ravensthorpe Wildflower Show Inc. Delegation Submission Melbourne International Flower & Garden Show (25-29 March 2026)
Previous Reference:	N/A

PURPOSE

1. For Council to consider and approve a submission for funding from Ravensthorpe Wildflower Show Inc which is proposing to send a delegation to this year's Melbourne International Flower & Garden Show which is being held from 25 to 29 March.

BACKGROUND

2. "The Ravensthorpe Wildflower Show is a volunteer-run event with a 44-year history. It is the Shire's largest annual event, attracting thousands of visitors and contributing to regional tourism. Visitors travel from across Australia and internationally to attend." (Attachment)
3. "The Ravensthorpe Wildflower Show proposes to send a delegation to the Melbourne International Flower & Garden Show to deliver an engaging, interactive display showcasing the exceptional wildflower biodiversity of the Ravensthorpe region." (Attachment)
4. The Ravensthorpe Wildflower Show's submission proposal states in summary that: "Presenting at the Melbourne International Flower & Garden Show will showcase one of Australia's richest wildflower regions, promote sustainable regional tourism, and strengthen collaborations between growers, industry experts, and conservation educators. (The) "proposed display will engage visitors through hands-on activities, visual storytelling and clear calls to visit and support the wildflower industry as a whole and Ravensthorpe as a wildflower destination." (Attachment)

COMMENT

5. Certainly, to have representatives of the Ravensthorpe Wildflower Show attending the Melbourne International Flower & Garden Show is a wonderful initiative and opportunity to display not only the annual Ravensthorpe Wildflower Show but also this region of Australia and what it encompasses.
6. The funding sought from Council of \$2,000 (ex GST) for this Melbourne International Flower and Garden Show project is to assist towards costs for five persons to attend plus also costs for the interactive display. In summary, "will go toward airfares, incidental items required, site fees, promotional printing and other incidental items required to construct the display" (Attachment)

CONSULTATION

7. This submission for funding from the Ravensthorpe Wildflower Show to attend this year's Melbourne International Flower & Garden Show was discussed with Councillors and Shire Executive Staff at Council's Corporate Discussion held on 3 February 2026.

STATUTORY ENVIRONMENT

8. *Local Government Act 1995.*

POLICY IMPLICATIONS

9. Nil.

FINANCIAL IMPLICATIONS

10. A funding amount of \$2,000 (ex GST) be sourced from the Shire's general revenue and attributed to the Community Development Fund account.

RISK MANAGEMENT

11. No reportable risks have been identified as a part of this report;

ALTERNATE OPTIONS

12. Not support the funding submission.
13. Provide additional funds above the \$2,000 (ex GST) being sought.

STRATEGIC ALIGNMENT

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

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

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

VOTING REQUIREMENTS

15. Absolute Majority

COUNCIL DECISION

Note – Cr Leighton has left the room (declared Financial Interest).

Moved: Cr Auburn

Seconded: Cr Miloseki

Resolution #4/26

That Council financially SUPPORT for \$2,000 (ex GST) to the Ravensthorpe Wildflower Show Inc to assist in the costs of sending a delegation and providing an interactive display at this year's Melbourne International Flower & Garden Show which is being held from 25 to 29 March.

Carried 4/0

(In favour : Cr Gibson, Cr Miloseski Cr Sutherland, Cr Auburn)

12.1.2 SUBMISSION FROM RAVENSTHORPE AGRICULTURAL INITIATIVE NETWORK –
FIRE RECOVERY EVENT

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Ravensthorpe Agricultural Initiative Network
Author:	Manager Community and Governance
Authorising Officer	Chief Executive Officer
Date:	10 February 2026
Disclosure of Interest:	Nil
Attachments: 12.1.2	Fire Recovery Funding - Email from RAIN (28-1-2026) Fire Recovery Funding - Email from RAIN (3-2-2026)
Previous Reference:	N/A

PURPOSE

1. For Council to consider and approve a funding submission from Ravensthorpe Agricultural Initiative Network (RAIN) for a community engagement event following the 2025/2026 bushfires.

BACKGROUND

2. The RAIN organisation has approached the Shire for funding, specifically for one of the community events and workshops that they are seeking to organise following the devastating bushfires that have occurred during this region's summer season.
3. In the email from RAIN's Executive Officer, Khiara Daw, dated 28 January 2026 (Attachment 1), listed are some of the proposed activities that RAIN is seeking to organise. These activities include:
 - Community engagement event
 - Community workshop – on-farm fire unit best practice
 - Small landholder fire safety workshop
 - Fire evacuation and preparedness workshop – Ag land
4. "RAIN has previously delivered "Bands in the Bush" events following periods of hardship. These events focus on mental health, community connection, and encouraging open communication, reminding those that they are not alone". (Attachment 1)
5. "... we (RAIN) are currently planning several events and workshops aimed at recovery, preparedness, and resilience. While these initiatives largely focus on the agricultural sector, they are deigned to be inclusive and beneficial to the broader community." (Attachment 1)
6. "The fire recovery community event we propose will largely be a replica of our Band in the Bush event, held February 2025. This event features three local artists and two out of town bands performing on the back of a truck at the Starvation Bay Boat Ramp, allowing attendees to camp on the location. Food and beverages were strictly BYO. This event was ran for just over \$10 000 dollars, funded predominantly by the Grower Group Alliance (GGA) for drought relief with a small contribution from RAIN where funding fell short. The event was held between 3pm – 8pm, though encores from the bands saw us ending around 8:45pm. It was a very well supported event with 200 – 250 attendees, and RAIN have continued to receive very positive feedback." (Attachment 2)
7. "The proposed event would follow a near identical lay out, highlighting local artists while still inviting an outside guest/s as a feature so that a portion of the event can be enjoyed by all. How many artists performing on the night is largely dictated by funding. The reason RAIN is so passionate about the Bush Bash style event is its ability to be therapeutic for our farmers without labelling it as such. It gets growers off the farm and talking to their community in a neutral

environment, something that is vital in years of hardship. This year we would discuss with Regional Men's Health initiative about having someone present at the event, they come highly recommended by SEPWA who have had them down several times regarding their own fires, though this would be a very casual presence." (Attachment 2)

8. "With mental health being the focus, we are hoping to host the event Friday 6th of March, as this date falls right before farmers will begin seeding. Seeding is an incredibly isolating time for farmers, and we have seen before that although they put on a stoic exterior, it is these quite times when farmers fall apart. We are looking in to the Fitzgerald Hall, and oval as a location for this event as we feel it is this region of our community that has been the most impacted by this fire season. It also allows plenty of space for camping which we strongly encourage to reduce any drink driving. It will again be run as a BYO event, however last year groups reached out to query running a fundraising sausage sizzle, and we would consider this if they were to approach again." (Attachment 2)
9. Within RAIN's second email (Attachment 2), they are seeking total funding from a variety of agencies/organisations of up to \$15,000 to be able to organise a similar "Band in the Bush" event for this fire recovery proposal.
10. In a phone discussion with RAIN's Khiara Daw and also as she mentions in her email of 3 February 2026 (Attachment 2), the proposed "Band in the Bush" event that they are seeking to organise in March of this year could be organised for about \$10,000.

COMMENT

11. RAIN's initiative to undertake several events and workshops as part of a fire recovery process to support the community is to be commended.
Recognising the value to the community for what RAIN is seeking for funding assistance, it is proposed that the Shire provides financial support to assist with the holding of the community engagement event, the proposed "Band in the Bush" event with the financial support from the Shire being \$5,000 (ex GST).

CONSULTATION

12. This submission for funding from the Ravensthorpe Agricultural Initiative Network for a community engagement event was discussed with Councillors and Shire Executive Staff at Council's Corporate Discussion held on 3 February 2026.

STATUTORY ENVIRONMENT

13. Local Government Act 1995 .

POLICY IMPLICATIONS

14. Nil.

FINANCIAL IMPLICATIONS

15. A funding amount of \$5,000 (ex GST) be sourced from the Shire's general revenue and attributed to the Community Development Fund account.

RISK MANAGEMENT

16. No reportable risks have been identified as a part of this report

ALTERNATE OPTIONS

17. 14. Not support the funding submission.
18. Provide additional funds to RAIN above \$5,000 (ex GST).

STRATEGIC ALIGNMENT

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

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

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

VOTING REQUIREMENTS

20. Absolute Majority

COUNCIL DECISION

Moved: Cr Leighton

Seconded: Cr Sutherland

Resolution #5/26

That Council financially SUPPORT for \$5,000 (ex GST) the community engagement fire recovery event that RAIN is seeking to hold in March of this year providing RAIN are able to successfully source the additional funds required to ensure the event is able to be held.

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

12.1.3 ANNUAL ELECTORS MEETING REPORT – 3 FEBRUARY 2026

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Acting Chief Executive Officer
Authorising Officer	Acting Chief Executive Officer
Date:	11 February 2026
Disclosure of Interest:	Nil
Attachments: 12.1.3	Annual Electors Meeting Minutes 3 February 2026
Previous Reference:	N/A

PURPOSE

1. The Annual Electors Meeting was held on Tuesday, 3 January 2026 in the Ravensthorpe Council Chambers in accordance with the *Local Government Act 1995*.

BACKGROUND

2. A local government is required to prepare an Annual Report each year which provides an overview of the operations, activities and major projects undertaken by the Shire for the period. It also includes major initiatives that are proposed to commence or continue in the next financial year.
3. Once an Annual Report has been accepted by Council, an Annual Electors Meeting (AEM) must be held within 56 days. As prescribed by *Regulation 15 of the Local Government (Administration) Regulations 1996*, the purpose of the AEM is to discuss the annual report for the previous financial year and any other general business. The AEM presents an opportunity for electors to ask questions of Council and propose motions (recommendations). Electors present are asked to vote on the proposed motions. Motions that are carried are considered by Councillors at the next appropriate Ordinary Council Meeting.

COMMENT

4. In accordance with the *Local Government Act 1995* the Council is required to consider the motions that are carried at the AEM. At the AEM held on 3 February 2026, there was only one resolution which was the receipt of the Annual Report for the Shire of Ravensthorpe, for the year ending 30 June 2025.
5. The question raised by Mr. Norman can be addressed by Council at a future meeting as advised by the Shire President.

CONSULTATION

6. Chief Executive Officer
7. Elected Members

STATUTORY ENVIRONMENT

8. *Local Government Act 1995*.

5.33 Decisions made at electors' meetings:

(1) All decisions made at an electors' meeting are to be considered at the next Ordinary Council Meeting or, if that is not practicable –

- a) At the first ordinary council meeting after that meeting; or
- b) At a special meeting called for that purpose, whichever happens first.

(2) If at a meeting of the Council a local government makes a decision in response to a decision made at an electors meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

POLICY IMPLICATIONS

9. Nil.

FINANCIAL IMPLICATIONS

10. Nil.

RISK MANAGEMENT

11. No reportable risks have been identified as a part of this report;

OFFICER RECOMMENDATION

COUNCIL DECISION

Moved: Cr Auburn

Seconded: Cr Leighton

Resolution #6/26

That Council:

- 1. NOTE the Minutes of the Annual Electors Meeting held on Tuesday, 3 February 2026**
- 2. NOTE that there are no decisions to be considered from the Minutes of the Annual Electors Meeting.**

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORT – 31 DECEMBER 2025

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accounting Manager
Authorising Officer	Executive Manager Corporate Services
Date:	9 February 2026
Disclosure of Interest:	Nil
Attachments: 12.2.1	Monthly Financial Reports for 31 December 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 December 2025 Monthly Financial Reports.

COMMENT

3. The December 2025 Monthly Financial Reports are presented for review.

CONSULTATION

4. Nil.

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, Corporate Business Plan and Long-Term Financial Plan.

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: Cr Sutherland

Seconded: Cr Leighton

Resolution #7/26

That Council RECEIVE the December 2025 Monthly Financial Reports as presented.

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

12.2.2 MONTHLY FINANCIAL REPORT – 31 JANUARY 2026

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accounting Manager
Authorising Officer	Executive Manager Corporate Services
Date:	9 February 2026
Disclosure of Interest:	Nil
Attachments: 12.2.2	Monthly Financial Reports for 31 January 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 January 2026 Monthly Financial Reports.

COMMENT

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

CONSULTATION

4. Nil.

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, Corporate Business Plan and Long-Term Financial Plan.

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: Cr Miloseki

Seconded: Cr Sutherland

Resolution #8/26

That Council RECEIVE the January 2026 Monthly Financial Reports as presented.

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

12.2.3 SCHEDULE OF ACCOUNTS PAID – DECEMBER 2025

File Reference: GR.ME.8
Location: Shire of Ravensthorpe
Applicant: Shire of Ravensthorpe
Author: Finance Officer
Authorising Officer: Chief Executive Officer
Date: 3 February 2026
Disclosure of Interest: Nil
Attachments: 12.2.3 Creditors List of Accounts Paid December 2025
 Credit Card Transactions Paid December 2025
 Fuel Card Transactions Paid December 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 01/12/2025 - 31/12/2025

Month	EFT	Fuel Card	Credit Card	Total Creditors	Payroll
Jul	1,307,532		9,775	1,317,307	385,331
Aug	814,220		9,270	823,490	324,609
Sep	689,784		10,260	700,043	345,534
Oct	1,111,383		10,976	1,122,359	462,498
Nov	715,724		12,546	728,270	329,601
Dec	705,957	615	10,199	716,411	271,071
Jan	0	0	0	0	0
Feb	0	0	0	0	0
Mar	0	0	0	0	0
Apr	0	0	0	0	0
May	0	0	0	0	0
Jun	0	0	0	0	0
25/26	5,344,600	615	63,026	5,407,880	2,118,644
24/25	10,347,743	0	93,838	10,441,582	4,662,964

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. Accountant and 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.

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: Cr Auburn

Seconded: Cr Miloseki

Resolution #9/26

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

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

12.2.4 SCHEDULE OF ACCOUNT PAYMENTS – JANUARY 2026

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Finance Officer
Authorising Officer	Accounting Manager
Date:	3 February 2026
Disclosure of Interest:	Nil
Attachments: 12.2.4	Creditors List of Accounts Paid January 2026 Credit Card Transactions Paid 1 January 2026 Fuel Card Transaction Paid January 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 01/01/2026 - 31/01/2026.

Month	EFT	Fuel Card	Credit Card	Total Creditors	Payroll
Jul	1,307,532		9,775	1,317,307	385,331
Aug	814,220		9,270	823,490	324,609
Sep	689,784		10,260	700,043	345,534
Oct	1,111,383		10,976	1,122,359	462,498
Nov	715,724		12,546	728,270	329,601
Dec	705,957	615	10,199	716,411	271,071
Jan	615,524	805	9,814	626,143	290,816
Feb	0	0	0	0	0
Mar	0	0	0	0	0
Apr	0	0	0	0	0
May	0	0	0	0	0
Jun	0	0	0	0	0
25/26	5,960,124	1,420	72,840	6,034,023	2,409,460
24/25	10,347,743	0	93,838	10,441,582	4,662,964

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. Accountant and 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.

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: Cr Leighton

Seconded: Cr Sutherland

Resolution #10/26

That Council pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996, the payment of accounts for the month of January 2026 be noted.

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

Carried: ____/ ____

12.3 PROJECTS AND REGULATORY SERVICES

12.3.1 DEVELOPMENT APPLICATION FOR CHANGE IN USE FOR FAST FOOD OUTLET

File Reference:	P26-02
Location:	Lot 100 (2/26) Veal Street, Hopetoun
Applicant:	Violeta Smith and Garry Allen
Author:	Planning Officer
Authorising Officer	Chief Executive Officer
Date:	9 February 2026
Disclosure of Interest:	Nil
Attachments: 12.3.1	Plans of Proposal
Previous Reference:	N/A

PURPOSE

1. For Council to consider an application for a change in use class to Fast Food Outlet and associated car parking relaxation within an existing commercial building at Lot 100 (2/26) Veal Street, Hopetoun (the site).
2. The proposed use class will enable the sale of pre-prepared food primarily for consumption off the premises. No building works or external alterations are proposed as part of this application.

BACKGROUND

Site and Zoning

3. The site is zoned Commercial under the Shire of Ravensthorpe's Local Planning Scheme No. 6 (LPS6). The premises forms part of an existing commercial building and shares common walls with Shipwrecked Gourmet Bakery. and LJ Hooker Real Estate. The applicant currently operates the adjoining bakery and the proposal represents an expansion of the existing business into the adjoining tenancy.

Land Use Classification

4. Under LPS6, a Fast Food Outlet is defined as premises used for preparation, sale and serving of food to customers in a form ready to be eaten, without further preparation and primarily for the consumption off the premises. The proposed use is consistent with this definition and is classed as a 'P' (permitted) use within the Commercialised zoning, meaning the use may be approved where it complies with the Scheme requirements.

Heritage

5. The site is included on both the State Register of Heritage Places under the *Heritage Act 2018* and the Shire of Ravensthorpe Municipal Heritage Inventory. The site/building is recognised for its heritage significance and contributes to the historic character of the Hopetoun townsite and Veal Street streetscape. LPS6 includes provisions requiring development affecting a heritage place to have due regard to the conservation of heritage significance, including the protection of the place's cultural values, built form and setting.

COMMENT

Nature of Development

6. The application is for a change of use only. No new development or structural alterations are proposed. The use is compatible with surrounding commercial activities and is consistent with the intent of the Commercial zone, which seeks to provide for shops, restaurants and other commercial uses.

Floor Area

7. The proposed tenancy provides approximately 34m² of Net Lettable Area, comprising approximately 26m² square for food preparation and 8m² for customer service. The scale of the use is considered small and appropriate for the locality.

Car Parking

8. Under LPS6, the car parking requirement for a fast food outlet is one bay per 25m² of Net Lettable Area. Based on the proposed floor area, two car parking bays are required. No on-site car parking is proposed, as the site is physically constrained and unable to accommodate parking. LPS6 provides Council with a discretion where a shortfall in parking exists, to request cash-in-lieu for the shortfall in parking, approve a reduction in parking or permit parking to be accommodated within the adjoining road reserve.
9. It is considered appropriate the required parking be accommodated within the adjoining road reserve without requiring a cash-in-lieu contribution for the following reasons;
 - The site directly adjoins existing Shire provided on-street parking.
 - There is no demonstrated shortage of parking within the immediate locality.
 - The proposal involves a small-scale use within an existing commercial building.
 - The surrounding commercial area is intended to function as a walkable activity centre.

Loading, Servicing and Waste

10. No dedicated loading or unloading bay is proposed. Loading and unloading for the existing bakery is undertaken at the rear of the property via an established right-of-way. It is considered appropriate loading or unloading for the proposed use also occurs within the right-of-way.
11. Waste storage and collection can be accommodated at the rear of the building, with bins accessed and serviced via the right-of-way.

Signage

12. No signage is proposed as part of this application. Any future signage will require separate development approval.

Heritage

13. The current application proposes a change of use only within the existing building and does not involve any structural works, external alterations or changes to the building fabric. The proposed use will operate entirely within the existing internal layout and will not alter the external appearance of the heritage place.
14. As no physical works are proposed, the development is not considered to adversely impact the heritage significance of the place. The continued occupation and adaptive reuse of the building for a commercial purpose is consistent with accepted heritage conservation principles and assists in the ongoing maintenance and viability of the heritage asset.
15. Any future works to the building including alterations, additions or signage would require separate development approval and would be assessed having regard to the Heritage Act 2018, the State Register listing, the Municipal Heritage Inventory and LPS6.

Conclusion

16. The application is considered acceptable and capable of approval for the following reasons;
- The proposed use is a Permitted use under LPS6.
 - The proposal represents an expansion of an existing food-based business.
 - The development will provide an additional service to residents and visitors.
 - Adequate public parking exists within the adjoining road reserve.
 - Loading, servicing and waste management can be appropriately accommodated without adverse impact.
 - There is no adverse impact on the heritage significance of the site.

CONSULTATION

17. As the application is a Permitted use under LPS6 and there is no change to the building fabric, no consultation was necessary for the determination of this application.

STATUTORY ENVIRONMENT

18. Local Planning Scheme No.6
19. The applicant has a right of review to the State Administrative Tribunal if aggrieved by any planning decision.
20. It should also be noted that pursuant to Section 211(1) of the *Planning and Development Act 2005*, a person aggrieved by the failure of a local government to enforce or implement effectively the observance of a local planning scheme may make representation to the Minister. If the Minister considers it appropriate to do so, representation may be referred to the State Administrative Tribunal for its report and recommendation. Following subsequent actions and recommendation by the SAT the Minister may order the local government to do all things considered necessary for enforcing the observance of the Scheme or any provisions of the Scheme.

POLICY IMPLICATIONS

21. N/A.

FINANCIAL IMPLICATIONS

22. Application fees totalling \$295.00 were received as part of this application.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational	Rare	Insignificant	Very Low	Consistency with decision making given Council relaxation sought for car parking requirements.
Environmental	Rare	Moderate	Very Low	Proposed land use will complement surrounding land use and have no impact on the existing heritage listed building and unlikely to create an issue for car parking in the locality.

ALTERNATE OPTIONS

24. Nil.

STRATEGIC ALIGNMENT

25. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business Plan. Specifically, with respect to the Corporate Business Plan – Outcome 3 – Built Environment, the proposal meets this as follows;

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	New development (including commercial) is of a high quality and contributes positively to the character and appearance of the town
2.4	The towns of the Shire have attractive streetscapes in keeping with local character

VOTING REQUIREMENTS

26. Simple Majority

COUNCIL DECISION

Moved: Cr Sutherland

Seconded: Cr Leighton

Resolution #11/26

That Council APPROVE the Change of Use Class to Fast Food Outlet with car parking concession for at No.2/26 (Lot 100) Veal Street, Hopetoun subject to the following conditions;

1. The development shall be carried out and maintained in accordance with the approved application documentation unless otherwise approved in writing by the Shire of Ravensthorpe.
2. This approval is for the use of the premises as a Fast Food Outlet only, in accordance with the definition contained in Local Planning Scheme No. 6.
3. The shortfall of two car parking bays is approved on the basis that parking is accommodated within the adjoining road reserve. No cash-in-lieu contribution is required.
4. All loading and unloading associated with the development shall occur at the rear of the property via the existing right-of-way and shall not obstruct public access or adjoining properties.
5. Waste and recyclable materials shall be stored in bins located at the rear of the premises and serviced from the right-of-way. All waste storage areas shall be maintained in a clean and tidy condition at all times.
6. The hours of operation shall be consistent with the adjoining bakery unless otherwise approved in writing by the Shire of Ravensthorpe.
7. The development and ongoing use shall comply with the Environmental Protection (Noise) Regulations 1997 at all times.
8. The premises shall comply with the requirements of the Health Act 1911, the Food Act 2008 and the Shire of Ravensthorpe (Health) Local Laws 2009, to the satisfaction of the Shire's Environmental Health Services.
9. No signage is approved as part of this development approval. Any signage proposed to be erected on the site shall require separate development approval prior to installation.
10. This approval is limited to a change of use only. No alterations, additions or external works to the heritage-listed building are approved as part of this development approval.

And the following advice notes:

1. This approval does not constitute a Building Permit.
2. Separate approvals may be required from Environmental Health Services prior to commencement of the use.
3. Any changes to the approved use or floor area may require further planning approval.
4. It is the responsibility of the applicant to ensure compliance with all relevant legislation and Australian Standards.

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

12.4 INFRASTRUCTURE SERVICES

12.4.1 MAIN STREET SPEED LIMITS

File Reference:	CR.CC.5
Location:	Veal St Hopetoun and Morgans St Ravensthorpe
Applicant:	Nil
Author:	Executive Manager Infrastructure Services
Authorising Officer	Chief Executive Officer
Date:	10 February 2026
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

PURPOSE

1. Council is asked to consider reducing the speed limit on the main street of both Hopetoun and Ravensthorpe to improve road safety for all road users, including car drivers, cyclists and pedestrians (young and old) by reducing both the number of road crashes and the severity of road crashes.

BACKGROUND

2. On 29th August 2025 the Shire received a letter from the Hopetoun Senior Citizens group requesting a speed reduction on Veal St to 40kph
3. Other Shires in the South West (Boyanup, Donnybrook, Balingup, Bridgetown and Collie) and in the Great Southern (Wagin and Katanning) have already reduced speeds to 40kph in their towns, whilst the Shire of Denmark is also considering lowering speed limits.
4. Studies, such as the Wramborg Model (2005) show significantly better safety results at lower speeds:



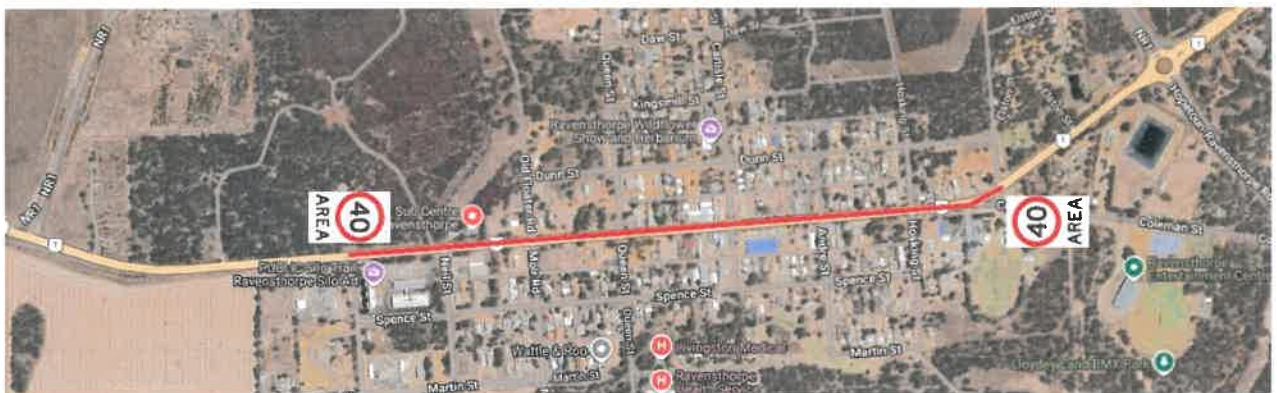
Source: based on the Wramborg Model (2005)

5. The proposed locations are as follows:

a. Veal St, Hopetoun, between Tamar St and Esplanade West



b. Morgans St, Ravensthorpe, between Dance St and Elston St



COMMENT

6. Nil.

CONSULTATION

7. Local Community, Schools, Police, Hopetoun Senior Citizens and other local groups will be consulted.

STATUTORY ENVIRONMENT

8. Road Traffic Act 1974.

POLICY IMPLICATIONS

9. Nil.

FINANCIAL IMPLICATIONS

10. Some minor costs expected for Officer time and effort to process the application with MWRA and signage changes.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational	Possible	Moderate	Medium	Ensure community consultation is well done

ALTERNATE OPTIONS

- 12. Remain at current speed of 50kph.
- 13. Extend the 40kph speed limit to cover the entire townships of Hopetoun and Ravensthorpe, including residential streets.

STRATEGIC ALIGNMENT

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

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
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage
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

VOTING REQUIREMENTS

15. Simple Majority

COUNCIL DECISION

Moved: Cr Auburn

Seconded: Cr Miloseki

Resolution #12/26

That Council:

1. **CONFIRMS** the proposed 40kph speed limit shall apply to the following locations:
 - a. Veal St, Hopetoun, between Tamar St and Esplanade West, and
 - b. Morgans St, Ravensthorpe, between Dance St and Elston St.
2. **AUTHORISES** the CEO to commence discussions with Main Roads Western Australia to begin the speed limit reduction application process.
3. **REQUESTS** the CEO to update Council if the application is successful and before any implementation works commence.

Supporting Comments :

Cr Gibson : I am for this. This has been requested twice by older residents in Hopetoun. It is an aged community, probably a little slower to cross the roads and need more time, there are a lot of kids and prams in the areas, school mornings and afternoons have kids crossing the road at

certain times, and it might slow some drivers who should not be driver as fast as they are. In Ravensthorpe, there are lots of vans parking on the streets and people crossing the road to go to different shops, the local police commented to me today that they think it is a very good idea.

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

13. MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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

14.1 Hopetoun Youth and Arts Space Renovations – Request for Information and Approval to Commence Work

Report was provided prior to meeting.

COUNCIL DECISION TO ACCEPT LATE ITEM

Moved: Cr Auburn

Seconded: Cr Leighton

Resolution #13/26

On the Table

14.1 HOPETOUN YOUTH AND ART SPACE RENOVATIONS – REQUEST FOR INFORMATION AND APPROVAL TO COMMENCE WORKS

File Reference: B25-44
Location: LOT 2 (2/99b) Tamar Street, Hopetoun
Applicant: Rave About Arts
Author: Executive Manager Projects and Regulatory Services
Authorising Officer/Chief: Executive Officer
Date: 13 February 2026
Disclosure of Interest: Nil

Attachments: 14.1.1

- 1. Letter Shire of Ravensthorpe to Rave About Arts dated 06 February 2026**
- 2. Email Rave About Arts to Shire of Ravensthorpe dated 11 February 2026**
- 3. Email Rave About Arts to Shire of Ravensthorpe dated 11 February 2026**
- 4. Email from Shire President to Rave About Arts dated 11 February 2026**

Previous Reference: Nil

PURPOSE

1. For Council to consider approving the commencement of the Youth and Arts Space (YAS) refurbishment works following the assurances given by the Rave About Arts Council in their email of 11 February 2026. Approval will allow works to commence at 99(b) Tamar street, Hopetoun.

2. Works were requested by Council not to commence via email of 06 February 2026 (refer attached). This request by the shire as building owner was on the basis that refurbishment works appear not to be fully funded.

3. Council's concerns include that there is no allocation in the current budget for any additional funding by the Shire if the works cannot be completed and if the RAA fails to obtain the apparent required additional funding.

The outcome may be the building is not able to reach an occupiable state under the National Construction Code (NCC), and subsequently its use as a public building is compromised.

4. Whilst the building is not currently certified as a public building, the alterations proposed mean both conformance with the NCC and public building requirements.

5. In response to the shires email of 06 February, the Chair of the Rave About Arts (RAA) community group, Ainsley Foulds, emailed the Council on 11 February 2026 and provided the following assurance (refer attached)

a. We confirm the project will be sequenced so that all compliance-critical works required to achieve Class 9B occupation are prioritised and delivered first, within the existing approved scope and approvals pathway; and

b. We confirm that the Lotterywest-approved funding will be applied to complete those compliance-critical items required for lawful occupation, and we will continue to pursue additional funding for non-critical enhancements over time (within the permit and grant timeframes), without creating additional risk or liability to the Shire as owner.

6. A further email was sent to the Shire on Wednesday 11 February 2026 by the RAA (refer attached) requesting that Council decide on the following at this 17 February OCM;

Hopetoun Youth & Arts Space (99B Tamar Street, Hopetoun) – Stop Work Meeting Outcomes and Council Resolution to Recommence Approved Building Works

7. In this email Council is requested, by the RAA, to resolve on the following;

a. [Council] Notes the stop work meeting outcomes and confirms the project holds a valid Building Licence; and

b. Resolves that the approved building works may recommence immediately at 99B Tamar Street under the existing plans, approvals, and conditions of the Building Licence; and

c. Confirms there is no requirement for revised plans, re-approvals, or contract rewrites to be brought to Council as part of recommencing works; and

d. Authorises the CEO (or nominated officer) to issue written confirmation immediately following the meeting that works may proceed under the existing approvals, so the builder can recommence without uncertainty.

BACKGROUND

8. Works have been proposed as the result of a successful grant submission to LotteryWest for the sum of \$432,228.00 (Exc GST). Council has previously supported the concept and grant application at its OCM of 16 September 2025 resolution # 91/25 and approved the works to be undertaken.

9. The building, currently licenced to the Hopetoun Community Resource Centre (HCRC) and Rave About Arts (RAA), is owned by the Shire, having purchased this in 2025 for the youth and arts community activation. A change of use application to "community use" was endorsed by Council at the OCM dated 18 November 2025, resolution 110/25.

10. Development Approval, was applied for on 29 October 2025 and went to Council on 18 November 2025. Development Approval, with conditions, was given on 08 December 2025. The RAA then submitted a certified building application and received their Building Permit on 14 January 2026, following payment of levies and charges, with the certified application approval date being 23 December 2025.

11. Current proposed contract Works between the RAA and Tropical Building Solutions are to upgrade the current facility to a more fit-for-purpose facility. However, as a public building, and a class 9b under the NCC, the building must also be brought up to Code compliance.

12. The shire is not a party to the contracts between RAA and Tropical Building Solutions.

13. Costs for the works were estimated at \$700,000 in the Building Permit application. The two contracts recently provided to the shire have a works total value of \$552,531.82 (Exc GST) (Contract 1 being \$447,713.64 (Exc GST) and Contract 2 being for \$104,818.18 (Exc GST)).

14. Apart from the LotteryWest confirmed funding of \$432,228.00, and other than a \$20,000 Shire budget allowance, no other confirmed funding sources have been put forward by the RAA. Therefore assuming the shire allocation is put towards the refurbishment works, the shortfall in the contract works based on the contracts entered into, not including any preliminary costs or out of scope works costs, is currently \$100,303.82.

COMMENT

15. Council notes its continued support of the RAA and HCRC for the YAS. This has been reiterated in an email to RAA from the Shire President on 11 February 2026 (attached).

16. Notwithstanding, the Council has concerns about the indicated underfunded portion of the works, the apparent scope gaps, and any potential liability that may inhibit project completion.

17. Council notes it has not put a 'stop works' order on the refurbishment, it has requested that works do not commence until the information put by Council in the letter of 06 February have been addressed.

18. The above issues were also highlighted at a meeting attended with the RAA and CRC on site with shire representatives Acting/CEO Paul Spencer and Natalie Bell, on 12 January 2026. A full set of documentation had not been available at that time, and costs continued to be value managed by the RAA.

19. The LotteryWest Grant had not been announced and was not confirmed to RAA until 23 January 2026. The Shire was advised via email on 31 January 2026 by RAA.

20. The contract for the works between the RAA and the builder, Tropical Building Solutions was not in place at the time, and a program and detailed breakdown of the work costs was not available. Works had been requested to commence on 02 February 2026.

21. The shire representatives requested a number of documents at the meeting held on 12 January 2026 including the program, cost breakdown, contracts, a complete construction documentation set, including services and structural documentation, the builders Safety Management Plan and site arrangements for inductions. Some of this documentation was provided on Monday 02 February 2026, with the start date advised as being pushed out to 09 February 2026.

22. The building permit had been issued on the basis of a certified application by the applicant Off2Site Projects with certification by MD Building Approvals. As a certified application, the shire, as the regulatory body, must comply with the legislative requirements for issue under the *Building Act WA 2011 and the Building Regulations WA 2012*. The Building Permit was signed as the building owner by the CEO, Matthew Bird, on 19 December 2025.

23. On receipt of the two contract documents on Monday 02 February 2026 with an indicated shortfall in funding apparent, the decision was made to seek further Council input.

24. The Contract 1 Works scope referred to conversion of space from Class 7 to Class 9b. Contract 2 Works were noted as Supply and installation of suspended ceiling, and, Supply and installation

of Front entry door system as per the plans and specifications. It is understood that all the works would be required before an Occupancy Certificate could be provided.

25. The RAA was advised that the refurbishment works would be brought to the February Corporate Discussion with Council. The letter of 06 February 2026, was then sent as soon as possible once the relevant shire employees had a chance to review the documents provided.

26. RAA was requested not to commence works until the further requests for information set out in the 06 February 2026 letter had been received. No further documents have been received relevant to the information requests.

27. It is noted however that a further estimate from AGM Projects, Construction Management and Cost Consultants, was received from Ainsley Foulds in the email of 11 February 2026, providing a cost estimate of \$814,240.00 as at 06 October 2025. It is not clear on what scope or drawings were provided for the price basis.

28. The options now put before Council, as requested by the RAA, are that Council;

Option 1 – Approve Works, based on assurances provided by RAA, that they have:

- a. confirmed the project will be sequenced so that all compliance-critical works required to achieve Class 9B occupation are prioritised and delivered first, within the existing approved scope and approvals pathway; and*
- b. confirmed that the Lotterywest-approved funding will be applied to complete those compliance-critical items required for lawful occupation, and [the RAA] will continue to pursue additional funding for non-critical enhancements over time (within the permit and grant timeframes), without creating additional risk or liability to the Shire as owner.*

Option 2 – Allow project Works to commence on existing information provided, without amendment and provide immediate notice to do so.

- a. Notes the stop work meeting outcomes and confirms the project holds a valid Building Licence; and*
- b. Resolves that the approved building works may recommence immediately at 99B Tamar Street under the existing plans, approvals, and conditions of the Building Licence; and*
- c. Confirms there is no requirement for revised plans, re-approvals, or contract rewrites to be brought to Council as part of recommencing works; and*
- d. Authorises the CEO (or nominated officer) to issue written confirmation immediately following the meeting that works may proceed under the existing approvals, so the builder can recommence without uncertainty.*

CONSULTATION

- 29. Council
- 30. Executive team
- 31. Rave About Arts
- 32. Off2 Site Projects
- 33. Tropical Building Solutions

STATUTORY ENVIRONMENT

- 34. Local Government Act 1995
- 35. Building Act 2011

POLICY IMPLICATIONS

36.LPP12 Leases and Licences Policy

FINANCIAL IMPLICATIONS

37. Potential future implications from funding shortfalls.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational)	Possible	Moderate	Medium	Shire oversight of community projects
Financial	Possible	Moderate	Medium	Clear communication on funding allocations
Reputational	Possible	Minor	Low	Cooperation and oversight of community projects. Clear communications and information requirements
Environmental	Rare	Insignificant	Very Low	Compliance with all building Code requirements

ALTERNATE OPTIONS

39. Nil.

STRATEGIC ALIGNMENT

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

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
2.3	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
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

41. Simple Majority

COUNCIL DECISION

Moved: Cr Miloseki

Seconded: Cr Auburn

Resolution #14/26

That Council:

1. **APPROVE** Works to commence on the basis of the assurances provided in the 11 February 2026 email from Ainsley Foulds, RAA Chair, per Option 1 in item 28, that the RAA has;

- confirmed the project will be sequenced so that all compliance-critical works required to achieve Class 9B occupation are prioritised and delivered first, within the existing approved scope and approvals pathway; and
- confirmed that the Lotterywest-approved funding will be applied to complete those compliance-critical items required for lawful occupation, and [the RAA] will continue to pursue additional funding for non-critical enhancements over time (within the permit and grant timeframes), without creating additional risk or liability to the Shire as owner.

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

Officer comment: The assurances made by The RAA chair Ainsley Foulds in her email dated 11 February 2026 provides Council with certainty and confirmation of the issues raised and council does not need to moved option 2 if this is considered sufficient to enable the project to proceed.

AND/OR

2. Council APPROVES the options presented by RAA per Option 2 of item 28, that;

- [Council] Notes the stop work meeting outcomes and confirms the project holds a valid Building Licence; and
- Resolves that the approved building works may recommence immediately at 99B Tamar Street under the existing plans, approvals, and conditions of the Building Licence; and
- Confirms there is no requirement for revised plans, re-approvals, or contract rewrites to be brought to Council as part of recommencing works; and recommence with certainty

Moved: _____

Seconded: _____

Carried: ____ / ____

Officer comment: The recommendation put forward is redundant if the council considers option 1 above is sufficient surety as no stop work order has been issued, only a stop works request in its capacity as the owner of the building.

AND

COUNCIL DECISION

Moved: Cr Auburn

Seconded: Cr Sutherland

Resolution #15/26

That Council:

3. Council ADDs to the recommendations and states that Council has no additional funding to allocate to this project.

Carried 5/0

(In favour : Cr Gibson, Cr Leighton Cr Miloseski Cr Sutherland, Cr Auburn)

15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS
Nil

16. CLOSURE

The Presiding Member to declare the meeting closed at 6.30pm.

CONFIRMATION OF MINUTES

Signed by Shire President:  Date: 18/3/26