

14.1 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

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 shire's 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

Item	Objectives and Strategies
2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage
2.4	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

OFFICER RECOMMENDATION

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.*

Moved: _____

Seconded: _____

Carried: ____ / ____

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

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

Moved: _____

Seconded: _____

Carried: ____ / ____

Our Ref: SP:NB 1.1

06 February 2026



Ainsley Foulds
Chair/Creative Director
Rave About Arts

Via email: ainsley@raveaboutarts.com

Dear Ainsley and Rave About Arts Committee

RE Youth Art Space Refurbishment Works

I refer to the emails dated Monday, 02 February 2026 from Off2Site Projects and Tropical Building Solutions. These emails contained two contract documents, Contract 1 and Contract 2. Also included were Issued for Construction (IFC) Design Documentation again noted as being for Contract 1 and Contract 2, presumably relating to each of the contract documents separately.

This letter refers to both Contract 1 and attached design documentation, having a total contract sum of Four Hundred and Ninety Two Thousand, Four Hundred and Eighty Five Dollars (\$492,485.00) (inclusive of GST) (Contract 1). This Contract 1 specifies the Works as being for the "conversion of Space from Class 7 to Class 9b". Contract 2, with a value of One Hundred and Fifteen thousand Three Hundred Dollars (\$115,300) (inclusive of GST) has the Works specified as being for "Contract 2 Supply and Installation of suspended ceiling. Supply and installation of Front entry door system as per plans and specifications."

At the Council Corporate Discussion held on Tuesday 04 February 2026, it was acknowledged that the Rave About Arts (RAA) have been the successful recipients of a LotteryWest grant for the sum of Four Hundred and Thirty Two Thousand, Two Hundred and Twenty Eight Dollars (Exc GST) and recognise this as a great achievement for the RAA community group.

However, it is noted that the funding does not cover the entirety of the Contract Works provided to Council. It also appears that works required to comply with the National Construction Code (NCC) (Building Code of Australia) are not fully funded within the Contract 1 sum to the extent that the building can be completed to a point where an Occupancy Certificate can be provided and the building utilised for its permitted purpose. In addition, the Shire notes that there has not been any additional Shire funds allocated to this project at this time.

The Shire's primary requirement is that any works proceed with a clear, fully funded scope that achieves NCC compliance and allows lawful occupation. Accordingly, the Shire cannot support commencement of the works until the minimum information set out below has been provided and confirmed.

1. Cost and Scope certainty
 - 1.1 The Shire requests a detailed price breakdown for Contract 1 that clearly identifies inclusions, exclusions, provisional sums and prime cost items;
 - 1.2 Written confirmation of all items excluded or by others, including the kitchen fitout and stage lighting, and YAS Contract 2 works (ceiling and door entry system, plus any "future" works shown on the drawings.
2. NCC compliance and occupancy pathway
 - 2.1 Written advice from the engaged building surveyor confirming the required compliance works for the Class 7 to Class 9b change of use and confirming the approval pathway to occupancy.
 - 2.2 Evidence that all works required for the building occupancy are funded and will be completed as if they were 'stage 1' of the Works.
3. Program
 - 3.1 A revised program that includes approvals, inspections and hold points, commissioning and testing, and certification.
 - 3.2 Evidence that the program sequencing prioritises all works required for occupancy are within the current program and LotteryWest (or other) approved funding.
4. Builder Compliance
 - 4.1 Evidence of current insurances required under the contract (including public liability and noting the Shire as an insured) and confirmation of a site WHS Management Plan and arrangements.

Until the above information is provided and reviewed, the Shire cannot confirm that;

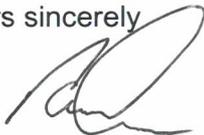
- The quoted sum of Contract 1 is sufficient to deliver a compliant, occupiable facility, and
- The program is achievable to compliant and occupiable completion.

On that basis, the Shire requires that the building works do not commence on 09 February as advised by yourself, until the above items are received and reviewed, and approval by the Shire is provided as the building owner.

Please provide the requested information by 12 February 2026.

If you would like any further information relating to this matter please contact, Natalie Bell, Executive Manager of Projects and Regulatory Services by emailing emprs@ravensthorpe.wa.gov.au or calling (08) 9839 0000.

Yours sincerely



Paul Anderson
Acting Chief Executive Officer

Attachment 2

Dear Councillors,

I'm writing in relation to the Shire's direction that no works commence at the Hopetoun Youth & Arts Space (YAS), 99B Tamar Street, until further written owner approval is provided, and to request a prompt, practical resolution so the project can proceed without further avoidable delay, disruption and cost.

By way of context, I have been involved with the Ravensthorpe Regional Arts Council for close to 30 years, and given our long-standing working relationship with the Shire, it was disappointing that concerns were not raised with us earlier in a way that could have been resolved before works were scheduled to commence.

This project has been actively working with the Shire since **Tuesday, 4 March 2025**, including multiple rounds of plan development, on-site meetings with Shire officers, and two formal presentations to Council. The project then progressed through the Shire's processes to secure the relevant approvals:

Development Approval P25-44 (Change of Use to Community Purpose) was determined by Council on 18 November 2025 and issued in writing on 8 December 2025.

Building Permit B25-44 on 23 December 2025 for the YAS fit-out works (Class 7 to Class 9B conversion), and was being progressed administratively in mid-January 2026.

At multiple points during this process, there were clear, direct opportunities to raise any questions or concerns early and resolve them quickly—including during our two on-the-record presentations to Council and our ongoing face-to-face engagement with Shire officers. Also, established community channels were available where concerns could reasonably have been raised (including Shire representation on CRC and regular operational contact through staff and program delivery). No concerns were put to us through any of these channels until the final business day before works were scheduled to commence, despite the project's long, documented engagement and the Shire's own approvals pathway already being in place.

Following corporate discussions on Tuesday, 4 February 2026, we were notified by letter at 1:18 pm on Friday, 6 February 2026, that the Shire could not support the commencement of works until further information was provided. By the time we were notified, materials had been scheduled, trades booked, and programs had already been relocated—costs and disruption that could have been avoided with earlier notice. The timing also pushed the matter into a weekend window, leaving no practical opportunity to clarify issues or provide additional information before the scheduled start. It also created significant, unnecessary stress for our team, project partners, and service providers after many months of planning and preparation, with no practical avenue to resolve the issues before the scheduled start. Given the volume of documented engagement over the past 11 months, it was also disappointing to hear that concerns were raised at corporate discussions on the basis that plans and scope were not understood or available—when the plans and supporting documentation had been provided through the Shire's own processes and correspondence over that period, as shown in the attached correspondence timeline.

The day after the corporate discussions, the Shire highlighted the YAS Lotterywest project in its presentation to the Hon. David Michael MLA as a 2026 positive outcome. Shire/Ministerial representatives attended the YAS site that afternoon, with our team present for the cheque presentation. No questions or concerns were raised at either point, despite the clear opportunity to do so before the stop-direction and associated disruption.

Since receiving the Shire's correspondence, we have been working constructively to respond and to keep the project moving. For clarity on funding, Lotterywest has approved \$475,450.80 (incl. GST) for the YAS refurbishment (Grant G-202609-92769). Ravensthorpe Regional Arts Council received the first payment of \$255,450.80 on 23 January 2026.

Given the tight construction window our builder has held for this project, we agreed to order key materials up front and have them delivered to the YAS site to avoid delays once work commences. This is also why we fully vacated the building ahead of the start date—so the site would be clear and ready, and the builder could work uninterrupted. Consistent with that approach, the first payment to Tropical Building Solutions was made on 4 February 2026 to enable the ordering of materials and procurement to proceed. By the time the Shire's stop direction was issued, on 6 February, commitments and logistics were already in motion, and costs had already been incurred.

Rave About Arts has already completed and lodged the professional documentation required to support the approvals and compliance pathway, including (among other items) certified building documentation and supporting reports such as the Building Permit certification (CDC/BA3 by MD Building Approvals / Michael Donovan), the Part J energy assessment (Leading Energy), and associated consultant documentation lodged to enable the Shire to issue Building Permit B25-44. In addition, we obtained an independent construction cost estimate prepared by AGM Projects (Construction Management & Cost Consultants), authored by Adrian Murphy (MAIQS, CQS), issued by email on Monday, 6 October 2025 at 3:48 pm, which we will attach for Council's reference.

In discussions with Shire officers, James Lovenbury (registered builder, Tropical Building Solutions Pty Ltd) and Ravensthorpe Regional Arts Council have confirmed a practical pathway that directly addresses the Shire's stated concern about achieving a lawful, compliant, occupiable facility:

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

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.

This matter is now time-critical. Every additional delay compounds the cost exposure for the builder and project partners, disrupts services that have already been relocated, and jeopardises our ability to deliver within Lotterywest's required timeframes.

RAA is also actively pursuing additional funding to complete the non-compliance enhancements in an orderly, staged manner. We have met with the Ravensthorpe Hopetoun Future Fund (RHFF), received a formal invitation to submit an out-of-round application (19 December 2025), and have been working through that staged application framework. I also spoke today with **Carolyn Robinson (Chair, RHFF)** to brief her on the current situation. While RHFF cannot predetermine an outcome, she advised that the project continues to align strongly with the Fund's priorities and encouraged us

to proceed with the application. We are continuing to move RHFF alongside other funding options to ensure the full project scope can be delivered without creating additional risk or liability to the Shire as owner.

YAS is an essential, working community facility and a partnership between Rave About Arts (Ravensthorpe Regional Arts Council) and the Hopetoun Community Resource Centre. Over the past two years at 99B Tamar Street, it has made it possible to deliver youth and community programs week to week, including youth activities, workshops, music activities, individual music sessions, and broader community use, such as open- and closed-mic activities for adults.

We also acknowledge, and are grateful, that the Shire purchased this facility (along with the adjoining gym) for community benefit. For the past two years, both Rave About Arts and the Hopetoun CRC have operated from the space in its original "warehouse/garage" condition—concrete floors and walls, hot in summer and cold in winter—without complaint and without seeking additional Shire funding. Instead, we have secured external funding and put together the approvals process so the Shire-owned asset can be upgraded to a compliant, fit-for-purpose community facility. That track record is why it's hard to see how the project could proceed without a clear funding and delivery approach.

Importantly, the Hopetoun CRC operates a dedicated youth drop-in program from YAS three nights per week, 52 weeks of the year, staffed by two youth workers per session, specifically supporting local teenagers (12–18 years). This age group is often the first to miss out on fit-for-purpose services in small regional towns, yet they are the cohort most in need of a safe, welcoming place to belong, connect, and engage in positive activity. YAS has been that place. The long-term intent of the project has always been to strengthen that sense of ownership and safety for young people, so the space feels like theirs—not borrowed, temporary, or constantly displaced.

We vacated YAS in good faith to enable the scheduled works to commence. The youth program has been relocated to the sporting pavilion. That arrangement has a limited life: as seasonal sport starts up, that space will no longer be available. If this delay continues, CRC will have no viable alternative venue, and the youth drop-in program will be at risk of suspension—undoing the momentum and trust built with local young people and reinforcing the message that services for teenagers are temporary and can be taken away at short notice.

YAS is RAA's only viable local "home base". It provides secure storage and operational capacity for the equipment and infrastructure we have built over many years—including a complete band backline setup, staging, lighting, and production equipment—so programs can be delivered locally rather than being limited by logistics and the lack of suitable space.

Rave About Arts is a long-standing local not-for-profit employer and program provider. We employ seven permanent part-time staff and 12 local artists/tutors, with a local wages bill of around \$200,000—money that goes directly back into local households and the regional economy through employment, services, and local spending. In 2025, we delivered 1,000+ program sessions, and YAS is a key part of the infrastructure that makes that possible in Hopetoun.

Any extended delay directly displaces these services and undermines continuity for young people and families who rely on the space.

The Acting CEO and the Shire President have suggested a face-to-face discussion, and we would like to take up that opportunity. We are available to meet face-to-face on site at YAS (99B Tamar Street) on Monday 16 February 2026, or at the Shire Offices on Tuesday 17 February 2026 before the

scheduled Ordinary Council Meeting, with Shire officers, any councillors who wish to attend, Hopetoun CRC and our project team/builder; please confirm the time and attendees and advise the Shire's proposed process/decision point for issuing written owner approval following that meeting.

I will also be reaching out to councillors in the coming days to ensure everyone has the necessary context to support a timely resolution. If any councillor wishes to discuss this directly beforehand, please get in touch with me on 0427 383 078.

I have attached a short core pack; the full printed project record will be available in hard copy at the proposed on-site meeting.

Regards,



Ainsley Foulds

Chair / Creative Director

Monday - Friday | 0427 383 078

PO BOX 398, Hopetoun, WA, 6348



Rave About Arts recognises the Wudjari Noongar people as the Traditional Custodians of the land in the southern region of Western Australia where we operate. We wholeheartedly honour and respect their elders and leaders, past, present, and emerging.

**REGIONAL
ARTS WA**



Department of
Local Government, Sport
and Cultural Industries



CIRCUITWEST



Attachment 3

Dear Rachel and Paul,

I am writing on behalf of Hopetoun Community Resource Centre (Hopetoun CRC) and Rave About Arts (RAA) to request that an item be accepted as a Late Agenda Item for the Ordinary Council Meeting on Tuesday, 17 February 2026.

Requested a late agenda item title

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

Reason for late item (urgency)

This is time-critical. We require a clear Council resolution on 17 February that enables the builder to recommence works immediately and with certainty. Our builder has advised that, without a decision and written authority to proceed, they will need to take on other work and will be unable to continue holding capacity for this project. Any further delay risks significant schedule impacts and cost escalation.

Funding and approvals already in place (no additional work requested).

To be clear, we are not asking Council to impose any additional rework or resubmission. We have already met the requirements to proceed under the existing approvals. We hold an approved Building Licence with a two-year validity period, providing the timeframe required to complete the works. We are not rewriting contracts, redoing plans, or seeking re-approval of the project scope. We have secured \$475,450.80 (including GST) from Lotterywest to commence the project, and we are pursuing other funding streams separately. We are not seeking to return to Council for additional project approvals as part of recommencing works—this request is specifically to remove uncertainty so the builder can proceed without “comeback.”

Note on supporting documents

All Councillors have already been supplied with the Building Licence details, existing approval status, and a brief outline of the correspondence/events to date (via my previous emails to Councillors and staff). We can bring paper copies on the night if helpful, but we are not proposing to re-lodge or re-circulate the same material as part of this late item.

Purpose of the item

To provide a short status update and obtain a Council resolution that confirms works may recommence under the existing approvals and Building Licence, and that no further resubmissions are required for the builder to proceed.

Decision sought (resolution required)

That Council:

1. Notes the stop work meeting outcomes and confirms the project holds a valid Building Licence; and
2. 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

3. Confirms there is no requirement for revised plans, re-approvals, or contract rewrites to be brought to Council as part of recommending works; and
4. 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.

Please confirm the process for accepting a late item for the 17 February agenda and the required wording/format for the motion, so this can be lodged today.

Kind regards,
Ainsley Foulds



Ainsley Foulds

Chair / Creative Director

Monday - Friday | 0427 383 078

PO BOX 398, Hopetoun, WA, 6348



Attachment 4

Dear Ainsley,

Thank you for your detailed correspondence regarding the Hopetoun Youth & Arts Space project at 99B Tamar Street.

Council acknowledges the significant work undertaken by Rave About Arts and its partners over many years, and the important contribution YAS makes to youth engagement, arts participation and broader community wellbeing in Hopetoun and Districts. We recognise the value of the programs delivered from the space and the positive outcomes achieved for young people and the wider community.

We also acknowledge the time, effort and planning that has gone into progressing the current refurbishment project, including engagement with the Shire through the approvals process. Council understands the impacts that delays can have on project delivery, service continuity and community confidence.

Given the matters raised and the time-critical nature of the project, Council agrees that a face-to-face discussion is the most constructive way forward to clarify outstanding issues and identify a practical pathway to resolution.

Accordingly, Council proposes a meeting on **Tuesday 17 February 2026 at 3.30 pm** at the **Ravensthorpe Shire Council Offices**, with relevant Shire officers, interested councillors, and representatives of Rave About Arts, the Hopetoun Community Resource Centre and the project team. Please confirm your availability for this time and advise attendees.

Following the meeting with Rave about Arts , Council will consider the information provided at the Shire council meeting and advise you in regard to the next steps in progressing the project.

I appreciate your proposal in your correspondence to address the shires concerns which certainly will be taken into consideration by the council.

Council looks forward to working collaboratively with you to achieve a positive outcome that supports a compliant, safe and sustainable facility for the benefit of the Hopetoun community.

Kind regards,

Rachel

Cr Rachel Gibson

President

Shire Of Ravensthorpe

Phone: 0428 751 062

