



Confirmed Minutes

Ordinary Meeting of Council

Tuesday, 17 March 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 declared the meeting open at 18:01.

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 Bill Auburn

OFFICERS

Paul Anderson (Acting Chief Executive Officer)

Natalie Bell (Executive Manager Project and Regulatory Services)

Paul Spencer (Executive Manager Infrastructure Services)

Les Mainwaring (Executive Manager Corporate Services)

Rod McGrath (Manager Community and Governance)

Michelle Grobler (Executive Assistant)

APOLOGIES

Cr Benno Sutherland

Max Szulc

Geoff Fyfe

LEAVE OF ABSENCE

Nil.

PUBLIC GALLERY

Linda Hay

Colin Hughes

Hayley Wisewould

Helen Burton

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Name: Ms Ainsley Foulds

The following responses are provided to questions (Referring to Resolution 91/25 from the Ordinary Council Meeting held on 16 September 2025) asked by Mr Ainsley Foulds during Public Question Time at the Ordinary Council Meeting held on 17 February 2026.

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 licence is issued, including the steps and who signs off at each stage?

Response (CEO):

The Hopetoun CRC and the Rave About Arts Council (Licensee) occupy the Youth and Arts Space owned by the Shire pursuant to a licence dated June 2023.

Under Clause 10 of the Licence, the Licensee must obtain written approval from the Shire prior to carrying out any improvements, alterations or modifications to the building located on the Licensed Area.

The governance pathway is therefore as follows:

1. The Licensee seeks written approval from the Shire to undertake the proposed works.
2. Council, as the owner of the asset and Licensor, may resolve to approve the proposed works where required.
3. The Licensee obtains all statutory approvals required under the Building Act 2011 (WA) and Building Regulations 2012 (WA).
4. A certified building permit application is prepared by a registered building surveyor (in this instance MD Building Approvals).
5. The Shire issues the building permit in its capacity as the permit authority.
6. The Licensee undertakes the works in accordance with the approved plans and conditions of the building permit.
7. Provided the Licensee complies with Clause 10 of the Licence and obtains the required statutory approvals, the governance pathway for undertaking works has been satisfied.

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 or building licence is issued?

Response (CEO):

1. There is no requirement in policy or procedure for works to return to Council once Council has approved the works pursuant to the Licence and a building permit has been issued under the Building Act 2011 (WA).
2. A matter would only need to return to Council if the works proposed subsequently become materially different from those originally approved or if the delivery of the works would not be consistent with the Council resolution approving the works.
3. Where modifications to approved works are proposed after the issue of a building permit, the applicant must obtain a new or amended building permit in accordance with the Building Act.

QUESTION 3

What is the Shire's written rule for resolving conflicting directions where Shire staff advice differs from a Councillor's expectation, and what escalation pathway must be followed?

Response (CEO):

A Council resolution is the formal and binding decision of Council and prevails over advice provided by staff.

Where there is a concern regarding the interpretation or implementation of a Council decision, the following escalation pathway may apply:

1. Internal review by the Shire administration to determine whether the Council resolution is being implemented correctly.
2. Written correspondence to the Chief Executive Officer outlining the concern or potential deviation from the Council resolution.
3. If the matter is not resolved internally, a complaint may be submitted to the Local Government Inspector.

4. In circumstances involving a significant alleged breach, it may also be possible to seek a review through the Supreme Court of Western Australia.

4. PUBLIC QUESTION 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.

Ms Linda Hay

Question 1 – Public Amenities (Hopetoun Foreshore Showers)

Ms Hay thanked the Shire for installing hooks in the showers at the public toilets in Hopetoun, noting that swimmers can now hang their gear without it getting wet.

Response:

The Presiding Person acknowledged the comment and thanked Ms Hay for the feedback.

Question 2 – Closure of the 48-Hour Caravan Parking Area

Ms Hay asked for an update regarding the closure of the 48-hour caravan parking area, which was previously indicated would close at the end of January.

Response:

Council advised that relocation options for the facility are currently being investigated and the matter would be taken on notice, with further information to be provided once a suitable location has been determined.

Question 3 – Ravensthorpe Supermarket (Future Fund Purchase)

Ms Hay raised questions regarding the former Ravensthorpe supermarket building, which closed approximately 13 months ago and was purchased by the Hopetoun/Ravensthorpe Future Fund in November.

Ms Hay asked:

1. Whether a building and structural report had been completed prior to purchase.
2. Whether cost estimates for required repairs and upgrades were prepared before the purchase.
3. Whether the estimated costs for bringing the building up to standard would be made public.
4. Why the building was purchased without confirmed costing, and who would ultimately be responsible for funding the upgrades.
5. Whether the ratepayers or the Future Fund would be responsible if the total investment approached approximately \$2 million for purchase and refurbishment.

Ms Hay also noted concern that there had been limited public communication since the purchase announcement in November.

Response:

Council advised that:

- A building and structural report was undertaken prior to the purchase and identified several issues requiring attention.
- Indicative cost estimates were provided in relation to the identified issues, however the full scope of works and confirmed costs are still being determined.
- At this stage the cost estimates are not yet public, as the final figures have not been confirmed.
- A meeting with the Future Fund representatives was scheduled for the following day to discuss the issues further and determine the required works and associated costs.
- Once further clarity is obtained, Council expects that additional information will be provided to the community.

Ms Hay reiterated that the community would appreciate clear communication regarding the costs and future plans for the building, noting the importance of transparency for the broader community.

Rachel Gibson thanked Ms Hay for her questions and advised that the matters raised would be taken on board and further information provided where available.

5. DECLARATIONS OF INTEREST

1. Cr Robert Miloseski declared a Financial Interest in Confidential Item 15.1.1 – Sale of Land for Recovery of Unpaid Rates (Property Seizure and Sale Order) and departed the meeting during consideration of the item.
2. Mr Paul Anderson (Acting Chief Executive Officer) declared a Financial Interest in Item 12.1.2 – Extension of Appointment of Interim Acting CEO and left the meeting during consideration of the item.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1. ORDINARY COUNCIL MEETING MINUTES 17 FEBRUARY 2026

(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 RESOLUTION:

That the minutes and associated attachments of the Ordinary Council Meeting held on 17 February 2026 be CONFIRMED as a true and correct record.

Moved: Cr Auburn

Seconded: Cr Miloseski

Resolution #16/26

Carried: 4/0

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

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

CR RACHEL GIBSON

20th Feb- WALGA Great Southern Country Zone Meeting PLANTAGENET

1. 12x LG's & Parliament members meet.
2. Cost shifting to LG's- medical, housing, renewable.
3. Housing- maybe State govt needs to release more land.
4. Waste- issue and recycling
5. Fire Fighting & WHS obligations- risk to CEO's & Officers being PCBU for registered BFB's & volunteers.
6. Phone signals- Telsta text msgs via satellite now. 1 Dec 2027 all providers are required to provide universal service.

26th Feb- JRWG (Jerdacuttup Ravensthorpe Working Group) & FQM Meet

1. 48 staff/4 vacant (filling)
2. Dust has decreased during Care & maintenance
3. Housing- 10x rent ex RNO staff/25x rent through Ray White/8x sold rural & res blocks/selling some non-spec houses
4. Rehab 1yr behind
5. Round 2 grants open
6. 1st Aid training \$10 p/de Ravy 11/3/26 & Hopey 18/3/26

1st Mar – Hopey Markets

1. 1st time at new location, McCulloch Park. All seemed happy with this and better for children and dogs.
2. Lots of visitors to shire stand.

1st Mar – Southerners Fishing Comp

1. Weather affected event date but still turned out great.
2. Many winners and great music.

3rd Mar- CD Ravensthorpe & Shop site visit

4th Mar- Telegraph Track (FRNP) AAR

1. More funding/resources/mitigation needed from State & Fed Govt.
2. Shire Comms needed every day
3. LEMC had no comms during fire event.
4. Was a well-attended AAR with lots of discussion. Now we hope to get some ACTION not just a REVIEW.

7th Mar – Mt Short Aero Event-

1. 24 planes
2. 26 people stayed overnight & 18 planes stayed overnight
3. 46 people at Wavecrest for lunch & 30 for dinner
4. 30 Breakfast at Mt Barron Café
5. Support from SES, VFES, Shire, GoWest & many volunteers
6. Lots of locals attended for a look.

11th Mar- BFAC Chair AGM & GM.

CR ROBERT MILOSESKI

- Attended the West River fire briefing, there were a lot of discussions about the fire and what needs to be improved with our firefighting equipment which keeps coming up at these briefings every time.
- Attended the fly-in at Hopetoun Aeroclub and the day was full of fun and excitement from all the planes coming in, credit to Hadyn and his team for making this possible and putting Hopetoun on the map with various aeroclubs.
- The fishing comp was also a great success considering that days were changed due to weather conditions.

CR SUE LEIGHTON

26 February 2026

1. Collaborative Meeting – CRC Hopetoun (via Zoom)
Attended a collaborative meeting via Zoom at the CRC Hopetoun as a representative of RWS. Provided an update regarding the upcoming extraordinary election and encouraged community members to participate in the voting process.

1 March 2026

1. Hopetoun Community Markets – McCulloch Park
Attended the Hopetoun Markets, held at McCulloch Park for the first time. The event was well supported by both locals and visitors. Engaged with community members and visitors regarding tourism and local initiatives. Responded to enquiries regarding the councillor voting process.
Fishing Competition – Weigh-In
2. Attended the fishing competition weigh-in and remained for part of the event. The 2-day competition was well supported and provided a positive community gathering opportunity.

3 March 2026

1. Corporate Discussion – Ravensthorpe
Attended the Corporate Discussion meeting in Ravensthorpe.

4–5 March 2026

1. Dieback Detector Dog Community Visit – Hopetoun
Hosted dieback detector dog “Kelly” and handler Megan during their visit to Hopetoun. The visit was organised by the Dieback Working Group in collaboration with CRC Hopetoun. The program included engagement with local schools and community members, raising awareness about dieback and the importance of environmental protection.

7 March 2026

1. Hopetoun Aero Club Fly-In
Attended the Hopetoun Aero Club Fly-In as a member of the club. Approximately 28 aircraft attended the event. The event was strongly supported by local volunteer organisations including the SES and Hopetoun Volunteer Fire Brigade.
Activities associated with the event included:
 - Visitors gathering at Salty Sips prior to transport.
 - Coach tours to Fitzgerald River National Park with commentary provided by a local environmental scientist and me.
 - Meals hosted locally including lunch and dinner at Wavecrest Bar & Bistro.
 - Many visitors stayed overnight in Hopetoun and patronised local businesses including Barrens Café for breakfast.

Advocacy & Representation

- Continued engagement with community members, visitors and local organisations during events and meetings.
- Promoted the Hopetoun and Fitzgerald Coast region as a visitor destination.
- Supported community awareness initiatives relating to environmental protection and dieback management.

Community & Economic Outcomes

- Community events during the reporting period were well supported and demonstrated strong volunteer participation.

CR BENNO SUTHERLAND

- Attended the Bushfire meeting relating to the West River fires. The meeting was very well organised and facilitated, with Dan Sanderson doing an excellent job. Notes from the meeting have been referenced for discussion at the BFAC meeting.
- A Bushfire meeting was also held last week regarding the Fitzgerald River fire. It was noted during discussions that the Shire's level of involvement and response appeared limited. There is an opportunity for improvement in how the Shire engages in and supports these processes moving forward.
- Held discussions with representatives from the local Car Club regarding their proposed event. Due to several logistical challenges and regulatory requirements, the club found it difficult to proceed with the event at this stage. However, it appears discussions are continuing regarding potential options in the future.
- Attending a Fuel Industry Roundtable in Perth. While this meeting is primarily industry-focused, the Shire will also be referenced in discussions. Key issues expected to be raised include increasing concerns around fuel theft and panic buying.

CR BILL AUBURN

No items to be reported on.

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

NIL

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

NIL

11. REPORTS OF COMMITTEES

NIL

12. REPORTS OF OFFICERS

12.1. EXECUTIVE SERVICES

12.1.1. SCHEME AMENDMENT 4- PROPOSED SCHEME AMENDMENT TO PROVIDE ADDITIONAL USE OVER PORTION LOT 109 SOUTH COAST HIGHWAY, RAVENSTHORPE

File Reference:	Amendment 4
Location:	Lot 109, South Coast Highway, Ravensthorpe
Applicant:	Planning Solutions
Author:	Planning Officer
Authorising Officer	Chief Executive Officer
Date:	4 March 2026
Disclosure of Interest:	None
Attachments:	Scheme Amendment Documentation
Previous Reference:	N/A

PURPOSE

1. For Council to consider a Scheme Amendment request to adopt (initiate) Scheme Amendment No.4 to Local Planning Scheme No.6 (LPS6) to introduce an Additional Use over a portion of Lot 109 South Coast Highway, Ravensthorpe (the site).
2. The Additional Use will add the land use "Service Station" as a Discretionary (D) use class over a portion of the site.
3. The Additional Use will enable the Shire to consider any future development application on the identified portion of the site for a Service Station.
4. Having due regard to the *Planning and Development (Local Planning Scheme) Regulations 2015*, it is recommended the amendment be adopted.

BACKGROUND

5. The site details are as follows:
 - Legally described as Lot 109 South Coast Highway, Ravensthorpe on Deposited Plan 150029.
 - The area is 80.952ha
 - Is currently zoned Rural under LPS6.
 - Obtains legal road frontage to South Coast Highway and is 1.8km west of the Ravensthorpe Town Centre.
6. Currently under the Rural zoning of the site a Service Station is an "X" use meaning it is prohibited.
7. The proponent seeks to amend LPS6 by:
 - Applying an 'Additional Use' (A3) designation to part of the site.
 - Amending Clause 3.4 (Specified Additional Uses Table) to include:

No. 3 Part Lot 109 South Coast Highway Ravensthorpe- Service Station. No change to the underlying Rural zoning is proposed.

8. Under LPS6, a Service Station is defined as:

service station means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for:

(a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental/convenience retail nature; and/or

(b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles,

9. Whilst not specified in the proponent supporting document, the Planning Officer has been verbally advised the service station will comprise a 24-hour unmanned facility for the sale and distribution of diesel and petrol fuel and diesel exhaust fluid (i.e. AdBlue) only.

10. The proponent has submitted a Scheme Amendment Report (Attachment 12.1.1) that outlines justification for the proposal and supporting technical assessment (Transport Impact Assessment).

COMMENT

Amendment Classification

11. Pursuant to Regulation 34 of the Planning and Development (Local Planning Schemes) Regulations 2015, the amendment is considered a Complex Amendment.

12. The amendment is classified as a complex amendment given the Shire's Local Planning Strategy, identifies land to the east of Ravensthorpe for potential industrial purposes (i.e., a Service Station) as opposed to the west, as proposed by this application. Accordingly, it does not satisfy the criteria for a Standard Amendment.

Strategic Planning Consideration

Local Planning Strategy

13. The Shire's Local Planning Strategy (Strategy) is a guiding document, which informs the direction for future land uses and subsequent Scheme amendments within the Shire of Ravensthorpe. From a commercial perspective it recognises Ravensthorpe as the primary commercial and service centre for the municipality and acknowledges the significance of freight and heavy haulage movements in the region.

14. The Strategy identifies land to the east of the Ravensthorpe townsite for future industrial investigation, which assumes a Service Station would be in this area. This amendment request is contrary to the Strategy Identification.

15. In considering this amendment request, the site's strategic advantage is its location on South Coast Highway, in proximity to:

- The heavy haulage route;
- The CBH Ravensthorpe West grain facility; and
- Regional freight movements.

16. The proposal seeks to provide a refuelling facility catering to heavy vehicles and through-traffic, potentially reducing the need for large vehicles to enter the Ravensthorpe town centre.
17. Any future service station on the site must not permit land uses (i.e., those identified in the LPS6 definition of a Service Station), which may detract from the commercial viability of a Service Station within the existing Ravensthorpe town centre or any future Service Station in the Future Townsite Expansion Area. It is recommended the additional use Service Station for the site include conditions requiring the Service Station to be a Discretionary use and an unstaffed facility for the sale petroleum products and diesel exhaust fluid (i.e. AdBlue) only.
18. As part of Council's decision for this amendment request, they must consider if the additional use, with a restriction on the land use operation of the Service Station provides a complementary service use in a rural location or if it conflicts with the broader intent of consolidating commercial activity east of the townsite.

Statutory Planning Framework

19. The amendment request has been lodged pursuant to section 75 of the Planning and Development Act 2005.
20. The underlying Rural zoning of the site will remain unchanged. The amendment request is site-specific and would only permit the additional use identified- Service Station with restrictions (refer item 17).
21. Future Development of the site, subject to the Amendment being gazetted, would still be require Development Approval for a Service Station, which much address:
 - Compliance with conditions applicable to the additional use.
 - Compliance with Clause 4.14 – Development in the Rural Zone.
 - Environmental and servicing requirements.
 - Any relevant agency approvals (i.e., Main Roads).
 - Any discussion and support from impacted adjacent landowners- notably CBH.

Traffic and Access

22. The site access and egress is from South Coast Highway, which is a Primary Distributor Road under Main Roads WA functional road hierarchy and is under the care and control of Main Roads WA.
23. A Transport Impact and Car Parking Assessment has been prepared by Move Consultants and submitted with the amendment documentation.
24. Given the site's location on a Primary Distributor Road / Regional Road, formal support from Main Roads WA will be sought during advertising of the amendment. Note, advertising will be subject to Council initiating the amendment and advice from WAPC the amendment can proceed to advertising and the EPA making a decision there will be no adverse environmental impacts. Main Roads WA support will be required to confirm:
 - Suitability of access arrangements.
 - Turning movements and safety.
 - Whether any road upgrades or treatments are required.
 - Compliance with access control policies.

25. Council should note that without Main Roads support, progression of the amendment is unlikely.

Environmental and Rural Land Considerations

26. The site is not identified as priority agricultural land and is not currently used for productive agricultural purposes.

27. The amendment does not facilitate:

- Subdivision
- Fragmentation of rural land.
- Modifying the base Rural zoning.

28. Environmental matters, including groundwater protection and fuel storage requirements, would be addressed at development application stage.

Officer Comment

29. The proposal seeks to introduce Service Station as a Discretionary use, with conditions under the Rural zoning of the site.

30. Key considerations for Council to consider in initiating the amendment include:

- Whether the location is appropriate having regard to the Local Planning Strategy.
- The potential economic and freight servicing benefits.
- The potential impact on the existing town centre service stations.
- Traffic safety and access arrangements (subject to Main Roads advice).
- Precedent implications of introducing non-rural commercial uses in the Rural zone.

31. Given the proposal is site-specific, retains the Rural zoning and will be subject to agency referral and public advertising, it is considered appropriate for Council to initiate the amendment to LPS6.

32. In making a decision to initiate the amendment to LPS6, Council is advised they are not deciding if the proposed Service Station will ultimately be approved. Council is only deciding if the proposed scheme amendment should proceed to the next step in the statutory process, which includes referral to State Agencies and public advertising.

33. If Council resolves to initiate the amendment:

- The proposal will be referred to the WAPC and EPA.
- It will be advertised for public comment.
- Council will reconsider the amendment after the closure of advertising.
- Subject to a positive recommendation from the WAPC, the final decision on the amendment will be made by the Minister for Planning.

34. If Council resolves not to initiate the amendment, unless instructed by the Minister for Planning to proceed with the amendment, the following is noted:

- The amendment process ends.

- There is no appeal against Council’s decision.
- The only option available to the applicant would be to lodge a new amendment proposal in the future.

CONSULTATION

35. In accordance with *the Planning and Development (Local Planning Schemes) Regulations 2015*, a ‘complex amendment’ must be referred to the WAPC and EPA before advertising can commence.
36. Subject to Council initiating the amendment and it being referred to the WAPC and EPA with consent to advertise granted, the amendment will be subject to 42 days public advertising.
37. The advertising period will seek comment from relevant government agencies, including but not limited to Main Roads WA, Dept. Water and Environmental Regulation, Dept. Fire and Emergency Services, Dept. Planning Lands and Heritage. Comment will be sought from the public, including residents and businesses.

STATUTORY ENVIRONMENT

38. Local Planning Scheme No. 6
39. The proposed amendment has been lodged pursuant to section 75 of the Planning and Development Act 2005 (the Act), which enables a local government to amend its local planning scheme.

Under section 75 of the Act, a local government may:

- Prepare or adopt an amendment to its local planning scheme; or
- Decline to initiate the amendment.

POLICY IMPLICATIONS

40. N/A

FINANCIAL IMPLICATIONS

41. The Shire’s 2025/2026 fees and charges do not make allowance for the initiation of a Scheme Amendment Request or processing a Scheme Amendment Document.
42. Reflective of fees and charges from other nearby local authorities, it is recommended a fee of \$1,275 be charged for the Shire’s consideration of this amendment.
43. Subject to Council’s initiation of the amendment, a fee of \$2,000 be charged to process the Amendment documentation through to Shire final approval and referral to the WAPC.

RISK MANAGEMENT

1.

Risk	Likelihood	Consequence	Risk	Mitigation
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Analysis

Environmental	Rare	Moderate	Very Low	used land use will not impact the surrounding rural land use.
Reputational	Rare	Insignificant	Very Low	istency with decision making given Council is being asked to consider a scheme amendment request not in accordance with the Shire's Local Planning Strategy. Restrictions on permitted use as per officer recommendation address this.

ALTERNATE OPTIONS

- Council can resolve not to initiate the amendment.

STRATEGIC ALIGNMENT

- This item is relevant to the Councils approved Strategic Community Plan 2030 and Corporate Business Plan. Specifically, with respect to the Corporate Business Plan- Outcome 1: Economy, the proposal meets this.

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

VOTING REQUIREMENTS

- Simple Majority

COUNCIL RESOLUTION:

That Council:

- Pursuant to section 75 of the Planning and Development Act 2005, resolves to initiate Amendment No. 4 to Local Planning Scheme No. 6 to:**

 - Apply an Additional Use (A3) to a portion of Lot 109 South Coast Highway, Ravensthorpe.**
 - Amend Clause 3.4 – Specified Additional Uses Table to include “Service Station” as a discretionary use for the portion of Lot 109 South Coast Highway, Ravensthorpe.**

- c) Include a condition applicable to the development of a Service Station requiring the service station to be an unstaffed facility selling petroleum products and diesel exhaust fluid only.
2. Refers the amendment to the Environmental Protection Authority pursuant to Section 81 of the Planning and Development Act 2005.
 3. Refers the amendment Western Australian Planning Commission in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015
 4. Subject to the Environmental Protection Authority determining the amendment does not require formal environmental assessment, and upon receipt of advice from the Western Australian Planning Commission (or expiry of the statutory referral period), authorises the Chief Executive Officer to advertise the amendment for public comment for a period of 42 days in accordance with the Regulations.
 5. Requires the applicant to pay:
 - a. An initiation assessment fee of \$1,275.
 - b. A scheme amendment assessment fee of \$2,000 subject to Council initiation of the amendment.

Moved: Cr Auburn

Seconded: Cr Leighton

Resolution #17/26

Carried: 4/0

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

12.1.2. EXTENSION OF APPOINTMENT OF INTERIM ACTING CEO

File Reference:

Location: Shire of Ravensthorpe
Author: Executive Assistant
Authorising Officer: Chief Executive Officer
Date: 25 February 2025
Disclosure of Interest: Paul Anderson – contract of employment
Attachments: 1. Draft Terms of Appointment (Circulated previously as confidential item on 15.12.2025)
2. Paul Anderson CV (Circulated previously as confidential item on 15.12.2025)

Previous Reference: N/A

Mr Paul Anderson declared a financial interest and left the meeting room during consideration of this item at 18:13.

PURPOSE

1. To consider extending the appointment of an Acting Chief Executive Officer for the period between 20 March 2026 to 27 March 2026.

BACKGROUND

2. The tenure of current acting CEO Paul Anderson is scheduled to finish Friday 20 March 2026.
3. Following a thorough and highly competitive recruitment process Council have appointed Ms Nicole O’Neill as the new permanent CEO with her commencement date confirmed for Wednesday 26 March 2026.

COMMENT

4. The President has requested that Mr Paul Anderson remain as acting CEO for an Additional week to facilitate a handover to the incoming CEO who commences on the 26 March 2026.
5. The continuity of an experienced local government CEO for the majority of the period required would provide greatest stability to the organisation and to support Council decision making.

CONSULTATION

6. Shire councillors
7. Acting CEO

STATUTORY ENVIRONMENT

8. Section 5.36 of the *Local Government Act 1995* provides that:
 - (1) A local government is to employ —
 - (a) a person to be the CEO of the local government; and
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.
 - (2) A person is not to be employed in the position of CEO unless the council —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied with the provisions of the proposed employment contract.

- (3) A person is not to be employed by a local government in any other position unless the CEO
 - (a) Believes that the person is suitably qualified for the position; and
 - (b) is satisfied with the proposed arrangements relating to the person's employment.
- (4) Unless subsection (5A) applies, if the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement into contain such information with respect to the position as is prescribed.
- (5A) Subsection (4) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (5) For the avoidance of doubt, subsection (4) does not impose requirement to advertise a position before the renewal of contract referred to in section 5.39.

Regulation 18 of the Local Government (Administration) Regulations provides that:

- (1) If a position of CEO, or of senior employee, of a local government becomes vacant, the local government is to advertise the position —
 - (a) on a notice board exhibited to the public at the local government's offices, if the position is —
 - (i) to be filled on a part time basis by a person who is also employed by another local government; or
 - (ii) an acting position for a term not exceeding one year;
 - or
 - (b) otherwise, in a newspaper circulating generally throughout the State.
- (2) An advertisement referred to in sub regulation (1) is to contain —
 - (a) the details of the remuneration and benefits offered;
 - (b) details of the place where applications for the position are to be submitted;
 - (c) the date and time for the closing of applications for the position;
 - (d) the duration of the proposed contract;
 - (e) contact details for a person who can provide further information about the position; and
 - (f) any other information that the local government considers is relevant.

POLICY IMPLICATIONS

9. Temporary Employment or Appointment of CEO Policy.

FINANCIAL IMPLICATIONS

10. CEO Salary allocation contained within the Budget.
all previous employment conditions agreed to by both parties remain in force.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational) The lack of an acting CEO would negatively impact the shire operations.	Likely	Moderate	High	Council appoint an experienced external resource to undertake CEO role until new commences end of March

ALTERNATE OPTIONS

12. Council may decide not to support the officer recommendation, appoint an acting CEO internally.

STRATEGIC ALIGNMENT

13. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business 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
5.1	The Shire's community is engaged and involved
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.5	The value of community owned assets is maintained
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

14. Absolute Majority

COUNCIL RESOLUTION:

That Council extend the appointment of Mr Paul Anderson as Acting Chief Executive Officer in accordance with the Terms of Appointment previously endorsed, until Friday 27 March 2026.

Moved: Cr Miloseski

Seconded: Cr Leighton

Resolution #18/26

Carried: 4/0

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

Mr Paul Anderson returned to the meeting room at 18:14

12.1.3. COUNCIL POLICY REVIEW – F1 RELATED PARTY DISCLOSURES

File Reference:	N/A
Location:	Shire Ravensthorpe
Applicant:	Nil
Author:	Manager Community and Governance
Authorising Officer	Chief Executive Officer
Date:	10 March 2026
Disclosure of Interest:	Nil
Attachment:	1. Council Policy - F1 Related Party Disclosures
Previous Reference:	N/A

PURPOSE

1. That Council approve the review of Council Policy F1 Related Party Disclosures

BACKGROUND

2. A review of specific Council policies is undertaken to adhere to the Shire of Ravensthorpe Compliance Calendar, which is the basis of the Compliance Audit Return submitted to the Department of Local Government, Industry Regulation and Safety
3. At the 2 September 2025 Corporate Discussion, it was proposed by Shire Officers rather than seek to have a review of all Council policies annually, it would be best to assist Council's considerations of the Shire's policies (now numbering over 90 policies) by Council reviewing a smaller number of policies at different times throughout the year, plus consider the introduction of new policies and also the deletion of policies that are no longer relevant.
4. The purpose of policy documents is to enable the effective and efficient management of Council resources and to assist staff and Council to achieve an equitable decision-making process. Written policies also enable the community to be aware of the reasoning behind administrative (operational) and Council decisions and to be familiar with the philosophy behind individual decisions.
5. A policy statement is not binding on Council but provides a guideline for Elected Members and staff in determining individual applications or requests. Generally, policies evolve as issues come before Council and should continue to evolve through a process of review and refinement. For this reason, it is important that a review process is in place.
6. Each policy is developed in order to address specific matters. They relate to objectives of the Shire of Ravensthorpe, and, in some instances, as required by legislation. The principles behind the policies are directly related to the Shire's values as an organisation.
7. It is important to note that the manual should only contain the policy statement of the Council and should not refer to operational, staff or procedural matters. A separate CEO Operational Manual exists for this purpose.

COMMENT

8. Council Policy F1 Related Party Disclosures was last reviewed in 2020.
9. The objective of this Council Policy is:
"To define the parameters for related party relationships, transactions and outstanding balances and the level of disclosure and reporting required for the Shire to achieve compliance with the Australian Accounting Standard AASB 124 – Related Party Disclosures."

10. Australian Accounting Standard AASB 124 – Related Party Disclosures was updated in December 2022 with the objective date for its reporting period beginning on or after 1 January 2023 but before 1 January 2027.
11. AASB 124 – Related Party Disclosures maintains in its statement:
 - a. “Related party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In those circumstances, the entity has the ability to affect the financial and operating policies of the investee through the presence of control, joint control or significant influence.”
 - b. “A related party relationship could have an effect on the profit or loss and financial position of an entity. Related parties may enter into transactions that unrelated parties would not. For example, an entity that sells goods to its parent at cost might not sell on those terms to another customer. Also, transactions between related parties may not be made at the same amounts as between unrelated parties.”
 - c. “The profit or loss and financial position of an entity may be affected by a related party relationship even if related party transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the entity with other parties. For example, a subsidiary may terminate relations with a trading partner on acquisition by the parent of a fellow subsidiary engaged in the same activity as the former trading partner. Alternatively, one party may refrain from acting because of the significant influence of another—for example, a subsidiary may be instructed by its parent not to engage in research and development.”
 - d. “For these reasons, knowledge of an entity’s transactions, outstanding balances, including commitments, and relationships with related parties may affect assessments of its operations by users of financial statements, including assessments of the risks and opportunities facing the entity.”
12. Once approved, F1 Related Party Disclosures will be consolidated into the Shire of Ravensthorpe Council Policy Manual which will be made available on the Shire’s website.
13. Additionally, F1 Related Party Disclosures will also be listed on the Shire’s website as an individual policy for ease of reference.

CONSULTATION

14. Councillors and Executive Management Team.

STATUTORY ENVIRONMENT

15. The Local Government Act 1995 outlines the roles of Council and the Chief Executive Officer.

POLICY IMPLICATIONS

16. The Policy Manual has been developed over time to enable the effective and efficient management of Council resources and to assist staff and Council achieve an equitable decision-making process. The Policy Manual is a fluid document and should be reviewed annually. If approved by Council, the proposed amendments will be updated in the Council Policy Manual.

FINANCIAL IMPLICATIONS

17. Nil

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
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Performance (operational) It is a requirement to review Council Policies, as required, as part of the Compliance Annual Return	Unlikely	Moderate	Medium	Council consider the officer recommendation to adopt the amended Council Policy,
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ALTERNATE OPTIONS

19. Council may decide not to accept the revised policy as presented in whole or part thereof.

STRATEGIC ALIGNMENT

20. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business 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
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENT

21. Absolute Majority

COUNCIL RESOLUTION:

That Council ADOPT by Absolute Majority the amended policy, F1 Related Party Disclosures, as presented in Attachment 1 to this report and for it to be consolidated into Council Policy Manual Version 15.

Moved: Cr Auburn

Seconded: Cr Miloseski

Resolution #19/26

**Carried: 4/0 by Absolute Majority
(In favour: Cr Gibson, Cr Leighton, Cr Miloseski, Cr Auburn)**

12.1.4. COUNCIL POLICY REVIEW – F3 REGIONAL PRICE PREFERENCE

File Reference:	N/A
Location:	Shire Ravensthorpe
Applicant:	Nil
Author:	Manager Community and Governance
Authorising Officer	Chief Executive Officer
Date:	10 March 2026
Disclosure of Interest:	Nil
Attachments:	1. Council Policy – F3 Regional Price Preference
Previous Reference:	N/A

PURPOSE

1. That Council approve the review of Council Policy F3 Regional Price Preference.

BACKGROUND

2. A review of specific Council policies is undertaken to adhere to the Shire of Ravensthorpe Compliance Calendar, which is the basis of the Compliance Audit Return submitted to the Department of Local Government, Industry Regulation and Safety
3. At the 2 September 2025 Corporate Discussion, it was proposed by Shire Officers rather than seek to have a review of all Council policies annually, it would be best to assist Council's considerations of the Shire's policies (now numbering over 90 policies) by Council reviewing a smaller number of policies at different times throughout the year, plus consider the introduction of new policies and also the deletion of policies that are no longer relevant.
4. The purpose of policy documents is to enable the effective and efficient management of Council resources and to assist staff and Council to achieve an equitable decision-making process. Written policies also enable the community to be aware of the reasoning behind administrative (operational) and Council decisions and to be familiar with the philosophy behind individual decisions.
5. A policy statement is not binding on Council but provides a guideline for Elected Members and staff in determining individual applications or requests. Generally, policies evolve as issues come before Council and should continue to evolve through a process of review and refinement. For this reason, it is important that a review process is in place.
6. Each policy is developed in order to address specific matters. They relate to objectives of the Shire of Ravensthorpe, and, in some instances, as required by legislation. The principles behind the policies are directly related to the Shire's values as an organisation.
7. It is important to note that the manual should only contain the policy statement of the Council and should not refer to operational, staff or procedural matters. A separate CEO Operational Manual exists for this purpose.

COMMENT

8. Council Policy F3 Regional Price Preference was last reviewed and reconfirmed in 2024 with no amendments.
9. The policy objective for this policy is "to support local and sub-regional business and industry by providing a price preference to regional suppliers tendering for contracts with Council."

10. The policy's "price preference will (continue to) apply to all tenders invited by Council for the supply of goods and services and construction (building) services, unless Council resolves that this policy not apply to a particular tender."
11. In reviewing this policy, the intention is to ensure clarity by clearly emphasizing within the reviewed amended policy that:
The following levels of preference will be applied under this policy:
 - 10% to businesses located within the Shire of Ravensthorpe for goods and services up to a maximum price reduction of \$50,000.
 - 5% to businesses located in neighbouring Shires for goods and services up to a maximum of \$25,000.
12. Deleted from the policy review was wording that was not clear in relation to levels of preference that particularly supported businesses located within the Shire of Ravensthorpe.

CONSULTATION

13. Councillors and Executive Management Team.

STATUTORY ENVIRONMENT

14. The Local Government Act 1995 outlines the roles of Council and the Chief Executive Officer.

POLICY IMPLICATIONS

15. The Policy Manual has been developed over time to enable the effective and efficient management of Council resources and to assist staff and Council achieve an equitable decision-making process. The Policy Manual is a fluid document and should be reviewed annually. If approved by Council the proposed amendments will be updated in the Council Policy Manual.

FINANCIAL IMPLICATIONS

16. Nil

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Anal ysis	Mitigation
Performance (operational) It is a requirement to review Council Policies, as required, as part of the Compliance Annual Return	Unlikely	Moderate	Medium	Council consider the officer recommendation to adopt the amended Council Policy,

ALTERNATE OPTIONS

18. Council may decide not to accept the revised policy as presented in whole or part thereof.

STRATEGIC ALIGNMENT

19. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business 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
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENT

20. Absolute Majority

COUNCIL RESOLUTION:

That Council ADOPT by Absolute Majority the amended policy, F3 Regional Price Preference, as presented in Attachment 1 to this report and for it to be consolidated into Council Policy Manual Version 15.

Moved: Cr Miloseski

Seconded: Cr Gibson

Resolution #20/26

**Carried: 4/0 by Absolute Majority
(In favour: Cr Gibson, Cr Leighton, Cr Miloseski, Cr Auburn)**

12.1.5. COUNCIL POLICY REVIEW – G5A LEGAL REPRESENTATION FOR COUNCIL MEMBERS

File Reference:	N/A
Location:	Shire Ravensthorpe
Applicant:	Nil
Author:	Manager Community and Governance
Authorising Officer	Chief Executive Officer
Date:	10 March 2026
Disclosure of Interest:	Nil
Attachment:	1. Council Policy – G5A Legal Representation for Council Members
Previous Reference:	N/A

PURPOSE

1. That Council approve a new policy, G5A Legal Representation for Council Members.

BACKGROUND

2. A review of specific Council policies is undertaken to adhere to the Shire of Ravensthorpe Compliance Calendar, which is the basis of the Compliance Audit Return submitted to the Department of Local Government, Industry Regulation and Safety
3. At the 2 September 2025 Corporate Discussion, it was proposed by Shire Officers rather than seek to have a review of all Council policies annually, it would be best to assist Council's considerations of the Shire's policies (now numbering over 90 policies) by Council reviewing a smaller number of policies at different times throughout the year, plus consider the introduction of new policies and also the deletion of policies that are no longer relevant.
4. The purpose of policy documents is to enable the effective and efficient management of Council resources and to assist staff and Council to achieve an equitable decision-making process. Written policies also enable the community to be aware of the reasoning behind administrative (operational) and Council decisions and to be familiar with the philosophy behind individual decisions.
5. A policy statement is not binding on Council but provides a guideline for Elected Members and staff in determining individual applications or requests. Generally, policies evolve as issues come before Council and should continue to evolve through a process of review and refinement. For this reason, it is important that a review process is in place.
6. Each policy is developed in order to address specific matters. They relate to objectives of the Shire of Ravensthorpe, and, in some instances, as required by legislation. The principles behind the policies are directly related to the Shire's values as an organisation.
7. It is important to note that the manual should only contain the policy statement of the Council and should not refer to operational, staff or procedural matters. A separate CEO Operational Manual exists for this purpose.

COMMENT

8. The intention with the adoption of Council Policy, G5A Legal Representation for Council Members, is to rescind and replace the previous Council Policy, G5 Legal Representation for Council Members and Employees, with a new policy that relates only to Council Members.

9. The policy objective of G5A Legal Representation for Council Members is “to provide legal representation and cost indemnification to assist council members in specified situations”.
10. This policy refers to “four major criteria for determining whether the Shire will pay the legal representation costs of a council member”:
These are:
 - (a) The legal representation costs must relate to a matter that arises from the performance, by the council member, of his or her functions;
 - (b) The legal representation costs must be in respect of legal proceedings that have been, or may be, commenced;
 - (c) In performing his or her functions, to which the legal representation relates, the council member must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and
 - (d) The legal representation costs do not relate to a matter that is of a personal or private nature.
11. Noted within this Council Policy, G5A Legal Representation for Council Members, in reference to a limit for legal representation costs (clause 4):
 - 4.1 The council in approving an application in accordance with this policy shall set a limit on the costs to be paid based on the estimated costs in the application.
 - 4.2 A council member may make a further application to the council in respect of the same matter.

CONSULTATION

12. Councillors and Executive Management Team.

STATUTORY ENVIRONMENT

13. The Local Government Act 1995 outlines the roles of Council and the Chief Executive Officer.

POLICY IMPLICATIONS

14. The Policy Manual has been developed over time to enable the effective and efficient management of Council resources and to assist staff and Council achieve an equitable decision-making process. The Policy Manual is a fluid document and should be reviewed annually. If approved by Council the proposed amendments will be updated in the Council Policy Manual.

FINANCIAL IMPLICATIONS

15. Nil

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) It is a requirement to review Council Policies, as required, as part of the Compliance Annual Return	Unlikely	Moderate	Medium	Council consider the officer recommendation to adopt the amended Council Policy,

ALTERNATE OPTIONS

17. Council may decide not to accept the revised policy as presented in whole or part thereof.

STRATEGIC ALIGNMENT

18. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business 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
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENT

19. Absolute Majority

COUNCIL RESOLUTION:

That Council, by Absolute Majority, RESCIND policy, G5 Legal Representation for Council Members and Employees, and ADOPT the new policy, G5A Legal Representation for Council Members, and for this policy to be consolidated into Council Policy Manual Version 15.

Moved: Cr Gibson

Seconded: Cr Miloseski

Resolution #21/26

**Carried: 4/0 by Absolute Majority
(In favour: Cr Gibson, Cr Leighton, Cr Miloseski, Cr Auburn)**

12.1.6. COUNCIL POLICY REVIEW – G5B LEGAL REPRESENTATION FOR EMPLOYEES

File Reference:	N/A
Location:	Shire Ravensthorpe
Applicant:	Nil
Author:	Manager Community and Governance
Authorising Officer	Chief Executive Officer
Date:	10 March 2026
Disclosure of Interest:	Nil
Attachment:	1. Council Policy – G5B Legal Representation for Employees
Previous Reference:	N/A

PURPOSE

1. That Council approve a new policy, G5B Legal Representation for Employees.

BACKGROUND

2. A review of specific Council policies is undertaken to adhere to the Shire of Ravensthorpe Compliance Calendar, which is the basis of the Compliance Audit Return submitted to the Department of Local Government, Industry Regulation and Safety
3. At the 2 September 2025 Corporate Discussion, it was proposed by Shire Officers rather than seek to have a review of all Council policies annually, it would be best to assist Council's considerations of the Shire's policies (now numbering over 90 policies) by Council reviewing a smaller number of policies at different times throughout the year, plus consider the introduction of new policies and also the deletion of policies that are no longer relevant.
4. The purpose of policy documents is to enable the effective and efficient management of Council resources and to assist staff and Council to achieve an equitable decision-making process. Written policies also enable the community to be aware of the reasoning behind administrative (operational) and Council decisions and to be familiar with the philosophy behind individual decisions.
5. A policy statement is not binding on Council but provides a guideline for Elected Members and staff in determining individual applications or requests. Generally, policies evolve as issues come before Council and should continue to evolve through a process of review and refinement. For this reason, it is important that a review process is in place.
6. Each policy is developed in order to address specific matters. They relate to objectives of the Shire of Ravensthorpe, and, in some instances, as required by legislation. The principles behind the policies are directly related to the Shire's values as an organisation.
7. It is important to note that the manual should only contain the policy statement of the Council and should not refer to operational, staff or procedural matters. A separate CEO Operational Manual exists for this purpose.

COMMENT

8. The intention with the adoption of Council Policy, G5B Legal Representation for Employees is to have separate legal representation policies for Shire of Ravensthorpe employees from that of Councillors (G5A Legal Representation for Councillors), hence, rescinding Council Policy, G5 Legal Representation for Council Members and Employees.

9. The policy objective of G5B Legal Representation for Employees Council Members is “to provide legal representation and cost indemnification to assist employees in specified situations”.
10. This policy refers to “four major criteria for determining whether the Shire will pay the legal representation costs of an employee”:

These are:

- a) The legal representation costs must relate to a matter that arises from the performance by the employee of his or her functions;
 - b) The legal representation costs must be in respect of legal proceedings that have been, or may be, commenced;
 - c) In performing his or her functions, to which the legal representation relates, the employee must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and
 - d) The legal representation costs do not relate to a matter that is of a personal or private nature.
11. Noted within this Council Policy, G5B Legal Representation for Employees, in reference to an allegation of a defamation matter, “if circumstances warrant the giving of a concerns notice”, for example, if the CEO was to instruct an approved lawyer, this policy states: “the costs payable to the approved lawyer must not, without Council’s approval, exceed \$10,000 in respect of any application”.

CONSULTATION

12. Councillors and Executive Management Team.

STATUTORY ENVIRONMENT

13. The Local Government Act 1995 outlines the roles of Council and the Chief Executive Officer.

POLICY IMPLICATIONS

14. The Policy Manual has been developed over time to enable the effective and efficient management of Council resources and to assist staff and Council achieve an equitable decision-making process. The Policy Manual is a fluid document and should be reviewed annually. If approved by Council, the proposed amendments will be updated in the Council Policy Manual.

FINANCIAL IMPLICATIONS

15. Nil

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (operational) It is a requirement to review Council Policies, as required, as part of the Compliance Annual Return	Unlikely	Moderate	Medium	Council consider the officer recommendation to adopt the amended Council Policy,

ALTERNATE OPTIONS

17. Council may decide not to accept the revised policy as presented in whole or part thereof.

STRATEGIC ALIGNMENT

18. This item is relevant to the Councils approved Strategic Community Plan 2020-2030 and Corporate Business 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
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.4	The Shire of Ravensthorpe is known as a good employer, and staff have the capacity and skills to deliver identified services and strategies
5.6	Financial systems are effectively managed
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENT

19. Absolute Majority

COUNCIL RESOLUTION:

That Council, by Absolute Majority, ADOPT the new policy, G5B Legal Representation for Employees, and for this policy to be consolidated into Council Policy Manual Version 15.

Moved: Cr Leighton

Seconded: Cr Auburn

Resolution #22/26

**Carried: 4/0 by Absolute Majority
(In favour: Cr Gibson, Cr Leighton, Cr Miloseski, Cr Auburn)**

12.1.7. ADOPTION OF A SHIRE OF RAVENSTHORPE FLAG

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	N/A
Author:	Manager Community and Governance
Authorising Officer	Chief Executive Officer
Date	10 March 2026
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	N/A

PURPOSE

4. For Council to support and endorse the adoption of an official Shire of Ravensthorpe flag.

BACKGROUND

5. The consideration for the Shire of Ravensthorpe as local government to have its own flag might be to foster community identity, represent its unique regional history (such as mining, agriculture, and wildflowers), and distinguish itself as a distinct civic entity.
6. A flag acts as a symbol of local pride, unity, and heritage, and is often used for official events, branding, and promoting tourism in areas, for instance, like the townships of Ravensthorpe and Hopetoun.
7. Official flags of local governments in Western Australia (LGA) are typically, though not exclusively, based on their respective coats of arms or council logos. Examples include flags for the Cities of Perth, Armadale, Canning, Subiaco, and Wanneroo, as well as the Town of Bassendean and the Shires of Gingin, Northam and Lake Grace.
8. For example, with the following local government flags, they specifically display:
 - City of Perth: Features the city's coat of arms.
 - City of Subiaco: Often features the city's logo, which includes a stylized "S".
 - City of Wanneroo: Frequently displays the city's logo or crest.
9. Many, but not all, local councils in WA have designed their own official banners to represent their unique, local, identity, often, on, a white, or, light-coloured, background.
10. A Shire of Ravensthorpe flag could assist to promote:
 - **Regional Identity**: Reflects specific local history, including the 1898 gold rush and ongoing mining (gold, copper, nickel, lithium) of the Ravensthorpe Range.
 - **Civic Representation**: Represents the unique natural assets, such as local wildflowers, which are featured in events like the Spring Festival.
 - **Symbolism**: Acts as a visual brand for the shire council, promoting the area's agricultural and mining industries.
 - **Community Pride**: Creates a sense of unity among residents and distinguishes the Shire from other Western Australian regions.

11. The creation of such a flag aligns with the principles of fostering a recognizable and distinct, yet professional, civic identity.
12. It is quite common for smaller rural shires in Western Australia to use the council logo for identification, rather than a unique, custom-designed flag.
13. For instance, in the photo below, the Shire of Lake Grace has its logo on its flag which is being flown outside the Shire's office in the Lake Grace township.



COMMENT

14. The intention, therefore, of having a Shire of Ravensthorpe flag, is to display a visual, unique identity incorporating a flag with it being flown at the Shire's civic buildings and also used in various official capacities.
15. Noting Australia's Flags Act 1953, there is a flag protocol with flags being required to be flown in correct precedence (depending on the flags to be flown, the precedence is Australian, State, Aboriginal, Torres Strait Islander and then a local government flag). Local government flags are typically classified as "ensigns and pennants" and are flown in an inferior position to national, state, and territory flags. A Shire of Ravensthorpe flag would be aiming to be produced in standard flag proportions for maximum visibility.
13. A consideration for a shire of a Ravensthorpe flag is to refer to its flag displaying the shire's logo as the logo would connect a shire's visual identity or "brand" which is already used in digital and print formats.
14. The RAVENSTHORPE'S logo embodies the region's diverse identity, blending its natural beauty with its industrial roots. It typically highlights the area's unique wildflowers and biodiversity, the coastline of the Fitzgerald biosphere coast, and the significant mineral and mining heritage (gold, nickel) of the Ravensthorpe range
15. Two possible options for an official shire of Ravensthorpe flag with the shire's logo displayed on a background involving a plain colour, are displayed below:



Option A: The Shire of Ravensthorpe logo on a light blue background.



Option B: The Shire of Ravensthorpe logo on a light green background.

CONSULTATION

16. Councillors and Executive Management

STATUTORY ENVIRONMENT

17. Australian Flags Act 1953 policy implications

POLICY IMPLICATIONS

18. Nil

FINANCIAL IMPLICATIONS

19. Financial considerations to be determined include the cost of designing and manufacturing the new flag, as well as costs involved in installing a flag pole outside each of the Shire offices in Ravensthorpe and Hopetoun. (Note: The Shire presently has available spare flag poles in storage and the intention is to have a third flag pole outside each office.)

RISK MANAGEMENT

20. The following risk have been identified as a part of this report;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
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Reputational					For the decision on a Shire of Ravensthorpe flag that considers the option best suited for representation and visual display.
To ensure the that a Shire of Ravensthorpe flag best represents the Local government.	Possible	Moderate	Low		

ALTERNATE OPTIONS

21. Within this report, Council has been presented with two options to assist in selecting an official flag that displays the Shire's logo.
22. Council may decide, with the display of the Shire's logo, to not select either of the background colours presented here (light blue or light green) and, therefore, decide to select another background colour.
23. Council may decide to not have a flag which displays the Shire's logo.
24. Council may decide on other options with regards to coming to a decision on a Shire flag.
25. *Council may decide to not endorse and support the adoption of a Shire of Ravensthorpe flag.*

STRATEGIC ALIGNMENT

26. 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
2.1	Social services and facilities are designed and delivered in a way that fits community needs and aspirations
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life

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
5.5	The value of community owned assets is maintained
5.7	Customer service and other corporate systems are of high quality

VOTING REQUIREMENTS

27. Simple Majority

COUNCIL RESOLUTION:

That Council:

- 1. Support and endorse the adoption of an official Shire of Ravensthorpe flag;**
- 2. Support the design of the Shire of Ravensthorpe flag to include the logo being displayed in the middle of the flag;**
- 3. Support as a background colour on the Shire of Ravensthorpe flag, another colour being white.**
- 4. Authorise the Chief Executive Officer (CEO) to arrange for the manufacture of the Shire of Ravensthorpe's official flag and the installation of flag poles, as required.**

Moved: Cr Leighton

Seconded: Cr Auburn

Resolution #23/26

Carried: 4/0

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

12.1.8. PROPOSED LOCATION FOR THE SITE OF BOEING 737 WATER BOMBER'S PLANE TAIL

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe/Mt Short Aero Club Inc
Author:	Manager Community and Governance
Authorising Officer	Chief Executive Officer
Date:	10 March 2026
Disclosure of Interest:	Nil
Attachments:	Nil

PURPOSE

1. For Council to consider and support a proposed location for the Boeing 737 Water Bomber's Plane Tail.

BACKGROUND

16. It has been three years since the Boeing 737 water bomber crashed within the shire of Ravensthorpe.



Photo of the Coulson Fireliner 139 Boeing 737 Water Bomber

17. Thankfully, both pilots were not injured during the crash landing of this plane.
18. The Boeing 737's plane's tail was able to be obtained by the shire with the Mt Short Aero club's committee having expressed a keenness for this part of the plane to be publicly displayed.
19. Several sites closer to the Hopetoun township were identified as possible locations for the placement of the Boeing 737 plane tail but achieving just one of those sites proved problematic.

COMMENT

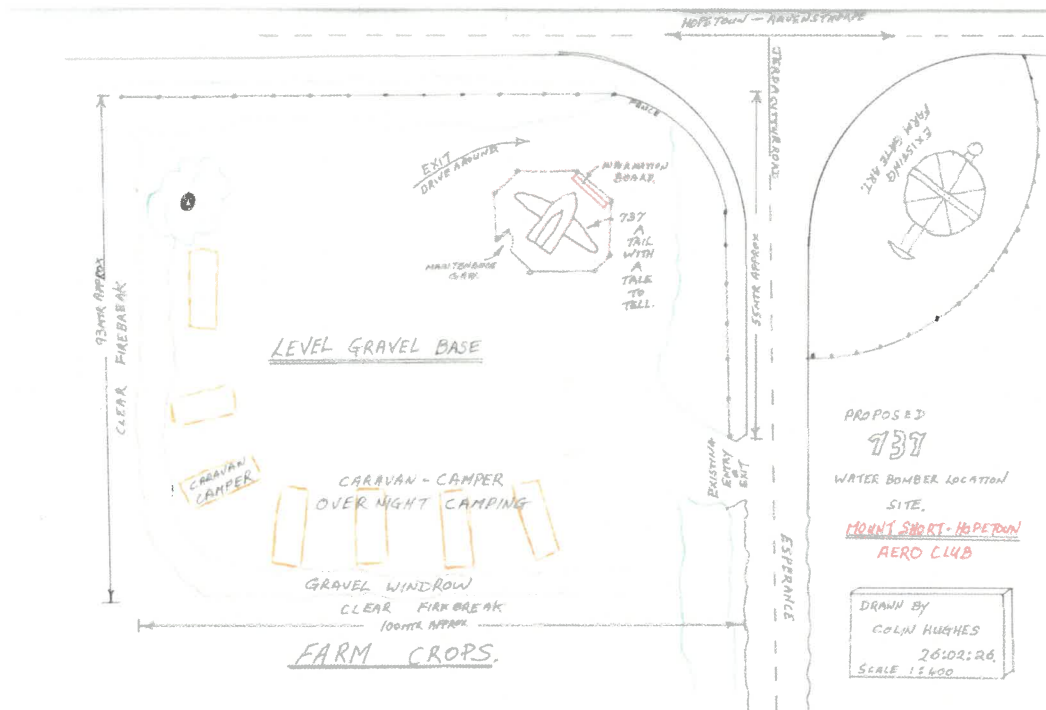
20. Another site has been identified as a possible location for the plane's tail site and that is on land owned by the shire – which is land at the south corner of the intersection of Hopetoun/Ravensthorpe road and Jerdacuttup road.
21. This proposed possible site for the location and display of the Boeing 737 plane tail is a former gravel pit on land which is approx. 100 metres by 100 metres.



Photo of the south corner of the intersection of Hopetoun-Ravensthorpe Road and Jerdacuttup Road showing the former main roads gravel pit.

22. The land in this area – lots 759 and 82 held in certificates of title volume 1792 and 529 – is owned by the shire of Ravensthorpe.
23. A key consideration regarding this proposed site is that while the land is owned by the shire, the land is presently privately leased for farming until 31 March 2027.
24. But this corner of the leased land is not being used for farming as it is a former gravel pit that has not been rehabilitated. It is relatively flat and will not involve a lot work and time to clear this area as it is relatively flat.
25. Therefore, it is expected that excising this portion of land will not unduly affect the lease intentions of the shire for the nearby farming land.
26. A map below (not to scale) of the possible placement of Boeing 737 plane's tail at this proposed site. This map has been produced by Colin Hughes (Mt Short Aero Club Inc), who has been tasked by the

Mt Short Aero Club committee to liaise with the shire on this project. The map does show that this site – sometime in the future based on council consideration and approval – could be also use be used for caravan/camping overnight.



Map above (not to scale) showing possible site placement at the proposed location for the Boeing 737 plane tail.

27. If the Boeing 737 plane tail was approved by council to be placed at this site, then the height of the plane tail's tip would reach 11 metres.



Photo displaying the approx. specific land area and height (with a flag pole) of the Boeing 737 plane tail which would reach 11 metres into the air.

28. With the present lease the shire has in place of this farming land expiring on 31 March 2027, there is an opportunity for council to consider excising the portion of land proposed for the location of the Boeing 737 plane tail.

CONSULTATION

29. Mt Short Aero Club Inc.
30. Councillors and executive management

STATUTORY ENVIRONMENT

31. LOCAL GOVERNMENT ACT 1995, LAND ADMINISTRATION ACT 1997 (LAA)

POLICY IMPLICATIONS

32. NIL

FINANCIAL IMPLICATIONS

33. If the site mentioned in this officer's report is supported and approved by council for the location of the water bomber Boeing 737 plane tail, shire officers will prepare and present financial costings (including surveying, land clearing, road entry, fencing, installation, securing and visitor display of the plane tail) to be included in the shire's 2026-2027 budget. This project's costing overall costing could be up to an estimated \$80,000 (though this figure has not been specifically examined). It is expected that there will be funds, in partnership, with the Mt Short Aero Club Inc, towards the provision of the project's costs.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational) Management of this project.	Unlikely	Minor	Low	The Shire undertake a project management role in partnership with the Mt Short Aero Club Inc
Financial To ensure the project is financially supported.	Possible	Minor	Low	To ensure sufficient funds are available to undertake this project.

ALTERNATE OPTIONS

2. Council may decide to not support the proposed location mentioned in this Officer's Report and request to consider another site be proposed.

STRATEGIC ALIGNMENT

3. 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
2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life

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
3.2	New development (including commercial) is of a high quality and contributes positively to the character and appearance of the town
3.3	The towns of the Shire have attractive streetscapes in keeping with local character
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 4: Natural Environment - Our unique world class biosphere is valued and protected for the enjoyment of current and future generations

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

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

Item	Objectives and Strategies
5.1	The Shire's community is engaged and involved
5.2	The Council ensures its decisions are well informed and considered
5.3	The Council, with the support of the community, is an effective advocate for resources and facilities which support the vision for the future
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

4. Simple Majority

COUNCIL RESOLUTION:

That Council:

1. Supports the proposed location of the Boeing 737 Water Bomber's plane tail on land near the corner of Hopetoun-Ravensthorpe Road and Jerdacuttup Road.
2. Authorises the Chief Executive Officer (CEO) to prepare financial costings to be considered for the Shire's 2026-2027 budget deliberations for the locating of the Boeing 7373 Water Bomber's plane tail.
3. Authorises the Chief Executive Officer (CEO) during the preparation of a new lease for Lots 759 and 82 held in Certificates of Title Volume 1792 and 529 from 1 April 2027 to excise portions of

land within the new lease for the proposed location of the Boeing 737 Water Bomber's plane tail.

Council notes that the proposal to determine a location for the aircraft tail was publicly advertised, inviting community groups and interested parties to submit proposals for its placement.

Two submissions were received in response to the invitation:

- One submission from the Mt Short Hopetoun Aero Club and
- One submission from an organisation outside of the region.

Both proposals were presented to Council for consideration (OCM 13/05/2025 – Confidential Agenda item 15.1; Res #35/25), and council resolved by Absolute Majority to approve the Mt Short Hopetoun Aero Club as the preferred recipient and location for the aircraft tail.

Moved: Cr Auburn

Seconded: Cr Miloseski

Resolution #24/26

Carried: 4/0

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

12.1. CORPORATE SERVICES

12.2.1. SCHEDULE OF ACCOUNT PAYMENTS – FEBRUARY 2026

File Reference:	GR.ME.8
Location:	Shire of Ravensthorpe
Applicant:	Shire of Ravensthorpe
Author:	Finance Officer
Authorising Officer	Executive Manager of Corporate Services
Date:	09 March 2026
Disclosure of Interest:	Nil
Attachments:	Creditors List of Accounts Paid February 2026 Credit Card Transactions to 1 February 2026 Fuel Card Transactions February 2026
Previous Reference:	Nil

PURPOSE

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

BACKGROUND

21. Period 01/02/2026 – 28/02/2026

2025-26							
Month	Cheques	EFT Payments	Direct Debits	Credit Card	Total Creditors	Payroll	Total
Jul	16,109	1,225,413	66,010	9,775	1,317,307	385,331	1,702,638
Aug	11,947	690,502	111,771	9,270	823,490	324,609	1,148,099
Sep	8,381	582,206	99,197	10,260	700,043	345,534	1,045,577
Oct	11,709	1,054,029	45,645	10,976	1,122,359	462,498	1,584,857
Nov	6,197	651,863	57,664	12,546	728,270	329,601	1,057,871
Dec	0	479,331	74,536	3,692	557,559	418,855	976,414
Jan	0	501,770	52,406	10,199	564,375	331,332	895,707
Feb	0	688,237	102,720	11,132	802,089	340,680	1,142,769
Mar	0	0			0		
Apr	0	0			0		
May	0	0			0		
Jun	0	0			0		
Total	54,343	5,873,351	609,948	77,851	6,615,492	2,938,440	9,553,932
24/25	1,18,000	9,182,236	967,285	93,838	10,361,359	4,662,964	15,024,323

COMMENT

22. 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

23. Accountant and Executive Manager Corporate Services

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

25. Nil.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT

27.

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

28. Nil.

STRATEGIC ALIGNMENT

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

30. Simple Majority

COUNCIL RESOLUTION:

That Council:

1. **That the cheques and electronic payments as per the attached schedules of accounts for payment totalling \$1,143,888 (One million one hundred and forty-three thousand eight hundred and eighty-eight) be accepted.**

Moved: Cr Leighton

Seconded: Cr Gibson

Resolution #25/26

Carried: 4/0
(In favour: Cr Gibson, Cr Leighton, Cr Miloseski, Cr Auburn)

12.2.2. MONTHLY FINANCIAL REPORT – 28 FEBRUARY 2026

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accounting Manager
Authorising Officer	Executive Manager Corporate Services
Date:	10 March 2026
Disclosure of Interest:	Nil
Attachments: 12.2.1	Monthly Financial Reports for 28 February 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 February 2026 Monthly Financial Reports.

COMMENT

3. The February 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 2025.

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 and delivered on time and on budget, with effective and thorough risk management and reporting
5.6	Financial systems are effectively managed
5.6.1	Financial management and reporting systems are able to deliver on all administrative and management functions (including reporting), and long-term financial planning requirements

VOTING REQUIREMENTS

11. Simple Majority

COUNCIL RESOLUTION:

That Council:

RECEIVE the February 2026 Monthly Financial Reports as presented.

Moved: Cr Auburn

Seconded: Cr Miloskeski

Resolution #26/26

Carried: 4/0

(In favour: Cr Gibson, Cr Leighton, Cr Miloskeski, Cr Auburn)

12.2.3. BUDGET REVIEW 2025/2026 AS AT JANUARY 2026

File Reference:	GR.RE.2
Location:	Shire of Ravensthorpe
Applicant:	N/A
Author:	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Date	11 March 2026
Disclosure of Interest:	Nil
Attachments:	Shire of Ravensthorpe Budget Review Report
Previous Reference:	Nil

PURPOSE

1. This item is the statutory half yearly budget review and gives an indication and projection of the end of year financial position as at the review date. Based on current revenue and expenditure analysis and review of capital projects Council is projected to forecast a budgeted carry forward surplus of \$1,271,714 as at 30 June 2026.

BACKGROUND

2. Under the revised Regulation 33A (1) the local government is required to carry out a review of the annual budget between 1 January and 28 February each year, with Regulation 33 (2A) (a) stipulating that the span of the review is the period beginning on 1 July and ending no earlier than 31 December in that financial year.
3. This statutory budget review was undertaken by the Executive Manager of Corporate Services for the period ending 31 January 2026 covering about 2,200 operating budget line items and 150 capital budget line items. In reference to the audit of the 30 June 2025 Annual Financials, we can confirm that the brought forward balance was \$3,690,324 in comparison to the 2025/2026 Budget brought forward estimate of \$2,406,610, which has provided a budget funding surplus of \$1,283,714 before the review process had begun. In general terms, the 30 June 2025 financial activity statement reported higher revenues in grants and contributions, plus interest revenue earned and lower expenditure in employee costs and material and contract expenditure. Notwithstanding the change in brought forward position, the attached Budget Review Summary Report details the review undertaken and the results are hereby submitted to be received by Council in consideration of a forecast surplus at 30 June 2026, that will be considered for the estimated carried forward position when preparing the 2026/2027 draft budget.

COMMENT

4. The projections contained within the reports are based on estimates to the best of the knowledge of staff, which has involved a process of considering current account balances, forecasted expenditures, current budgets and the materiality of any changes. These estimates do not guarantee that the 2025/2026 projected results will match the end of year result as there are many external influences that can have a bearing on Council's capacity or expenditure timing between now and 30 June 2026, however it does show that the Shire is currently heading towards a surplus position at years end.
5. The current financial period which had been set on a lower revenue base associated with the rapid closure of the local mining sector of the economy in the previous period, has seen better than expected results in operating grants and interest revenue, however also cost pressures on employment and materials and contract expenses. Whilst the shire is still conservatively predicting a surplus, the recent reduction of available cash in the financial system will still present a significant business challenge for the local government to maintain existing service standards and meet any new community demands in the medium term within the available funding structure. Generally speaking

the local government while coming to grips with an added emphasis on compliance and safety in the workplace, together with industrial negotiations, will need to consider long view revenue positions and what is sustainable.

6. As per the Statement of Budget Review (Nature and Type) the following is a summary of material amendments for consideration \geq \$20,000.
7. Favourable means adding further cash to the budget, whereas Unfavourable means reducing the amount of cash to the budget.
8. Change in Brought Forward Net Current Assets at start of year – Favourable \$1,283,714.
9. The audited net current assets of \$3,690,324 was \$1,283,714 higher after all end of year balance day adjustments had been completed. This had the effect of being favourable as an additional funding source for the 2025/26 balanced budget. The cautionary note here is that carried forward balances can fluctuate markedly between financial years, therefore estimating carried forward balances in full as a budget funding source cannot be relied upon and if the result is less than the budget estimate, then a shortfall of budget funding will occur. This can result in shocks to the financial system and service delivery expectations.
10. Revenue from Operating Activities – Favourable \$156,000
11. \$ 64,000 – Favourable – Increase in WALGGC Financial Assistance Grant from estimate.
12. \$ 48,000 – Favourable – Increase in WALGGC Local Roads Grant from estimate.
13. \$ 20,000 – Unfavourable – Reduction in tip/transfer station fees as a further consequence of the mining downturn. LY reduction was \$60,000.
14. \$ 34,000 – Unfavourable – Reduction in income related to water transport facilities as a result of lower Hopetoun standpipe sales.
15. \$ 23,000 – Favourable – Increase in penalty interest from rates as a result of increased interest rate setting.
16. \$ 65,000 – Favourable – Increased interest earnings forecast on municipal cash investments from higher interest rates.
17. \$ 20,000 – Unfavourable – Reduced forecast landfill recovery from Shire of Jerramungup as a result of lower plant use at regional landfill.
18. Expenditure from Operating Activities – Unfavourable \$276,000
19. \$ 26,000 – Unfavourable – Ranger salaries more overtime than estimated.
20. \$ 37,000 – Favourable – Savings in salaries from Planning Administrative services.
21. \$ 21,000 – Unfavourable – Greater forecast for Recreation ground maintenance.
22. \$141,000 – Unfavourable – Budget correction 2 x Level 4.1 Works staff vacancies omitted from budget calculation in error.
23. \$ 20,000 – Favourable – Savings from delay in recruitment of Ravensthorpe Tourism Officer.
24. \$ 41,000 – Favourable – Savings from vacancy in Works Administration and Support.
25. \$100,000 – Unfavourable – Higher than expected Works Leave paid out, includes \$82,000 termination July 2025.
26. \$ 22,000 – Unfavourable – Workers compensation insurance escalation in premiums applied to Works staff.
27. \$ 20,000 – Unfavourable – Additional contractor resources for local brigade fire-fighting.
28. \$ 20,000 – Unfavourable – Additional expenditure on building preparation of 18 Carlisle Street.
29. \$ 33,000 – Unfavourable – Additional costs of new Planning contractor replacement of Shire of Esperance support.
30. \$ 30,000 – Favourable – Savings in materials for road maintenance.
31. \$ 25,000 – Unfavourable – Additional costs expendable stores for road signage, roundup, fertilizer, AdBlue, concrete, oil, tool replacement and dog waste bags.
32. \$ 20,000 – Favourable – Forecast savings in WHS matters.
33. \$ 25,000 – Unfavourable – Parts and Repairs more grader and firetruck fleet servicing.
34. \$ 25,000 – Favourable – Lower administration consultancy services required.

35. \$ 25,000 – Favourable – Lower IT license services required.
36. \$ 45,000 – Favourable – Savings in water cost from Hopetoun standpipe with less contractor carting due to seasonally higher rainfall.
37. Inflows from Investing Activities – Favourable \$1,156,000
38. \$721,000 – Favourable – Reciprocal grant from DFES recognised for new fire appliance.
39. \$360,000 – Favourable – Money that was recovered from the final acquittal of the LRCIP3 grant after the Federal Government agreed to a late change of scope and re-audit to broaden the claim against the whole RCP Construction project.
40. \$ 30,000 – Favourable – Proceeds from final acquittal of BEV Project completed in 2023/24.
41. \$100,000 – Favourable – DWER grant for GTE Water Tank AB713B
42. \$ 40,000 – Unfavourable – Proceeds not received GTE Water Tank AB713A retained
43. \$ 25,000 - Unfavourable – Estimated sale proceeds deferred on EMCS vehicle retained to allow purchase of new CEO Shire vehicle.
44. Outflows from Investing Activities – Unfavourable \$745,000
45. \$721,000 – Unfavourable – Mt Short BFB fire appliance supplied by DFES as a reciprocal grant.
46. \$ 30,000 – Favourable – Forecast deferral of municipal allocation for \$60,000 CMPAP Hopetoun foreshore project.
47. \$ 37,000 – Unfavourable – Additional costs of re-sizing Mason’s Bay campground lots.
48. Cash Inflows from Financing Activities – Unfavourable \$300,000
49. \$300,000 – Unfavourable – Increased transfer to IT Reserve to allow funds for preparation of ERP data migration to new council software system 2027/28.

CONSULTATION

50. Executive Team and other responsible officers.

STATUTORY ENVIRONMENT

51. Regulation 33A. Local Government (Financial Management) Regulations 1996:
52. Between 1 January and 28 February in each year a local government is to carry out a review of its annual budget for that year.
53. The review of the annual budget of a local government when carried out it is to be submitted to the Council by 31 March.
54. A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review. *Absolute majority required.
55. Within 14 days (previously 30 days) after a council has made a determination, a copy of the review and the determination is to be provided to the Department of Local Government, Industry Regulation and Safety.

POLICY IMPLICATIONS

56. Nil.

FINANCIAL IMPLICATIONS

57. The proposed budget revisions identify an end of year forecast surplus of \$1,374,714.

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational)	Likely	Moderate	Medium	

Financial

Unlikely

Moderate

Medium

ALTERNATE OPTIONS

59. Reject proposed amendments which may restrict the ability to respond to changes in the business climate or minor initiatives that support changes in priorities.

STRATEGIC ALIGNMENT

60. 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 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

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

Item	Objectives and Strategies
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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
5.5	The value of community owned assets is maintained

VOTING REQUIREMENTS

61. Absolute Majority

COUNCIL RESOLUTION:

That Council:

- 1. Adopt the statutory half yearly budget review, as presented, for the period ended 31 January 2026 and endorse amending the budget according to the attached Budget Review Report for a total forecast surplus of \$1,274,714.**
- 2. Request the Chief Executive Officer to forward the results of the statutory budget review to the Department of Local Government, Industry Regulation and Safety within 14 days of the adoption of**

this budget review.

Moved: Cr Auburn

Seconded: Cr Leighton

Resolution #27/26

**Carried: 4/0 by Absolute Majority
(In favour: Cr Gibson, Cr Leighton, Cr Miloseski, Cr Auburn)**

12.3. PROJECTS AND REGULATORY SERVICES

NIL

12.4. INFRASTRUCTURE SERVICES

12.4.1. WATER TANKER

File Reference:	N/A
Location:	Shire Ravensthorpe
Applicant:	Nil
Author:	Executive Manager Infrastructure Services
Authorising Officer	Chief Executive Officer
Date:	10 March 2026
Disclosure of Interest:	Nil
Attachment:	Nil
Previous Reference:	N/A

PURPOSE

1. That Council endorse retaining the Shire Water Tanker P713A to improve water supply to ground based fire-fighters and water bombers using Ravensthorpe Airport.

BACKGROUND

2. The 2025-2026 budget item AP713B included \$140,000 to purchase a new triaxle semi-trailer water tanker and receive expected revenue of \$40,000 from the sale of the older unit P713A, with a net cost of \$100,000 to the budget in 2025-2026.
3. In December 2025 the Shire won a Community Water Supply Partnership (CWSP) grant from the Department of Water and Environment Regulation (DWER), the grant covers 70% of the new water tanker cost up to \$100,000.
4. The Shire has just received the new unit with a final cost of \$157,000 (excluding GST and licensing) and is in the process of acquitting the CWSP grant for \$100,000, with Council to cover the \$57,000 balance at its own cost, well under the original budget.
5. The new water tanker is performing well.
6. Following post fire debriefs after the West River fires, the idea of keeping the old water tanker unit for firefighting purposes only (no road construction work) was raised by firefighters and the Shire works team, the flexibility of having a second unit ready to go at any time provides advantages as follows:
 - Improved response time to fire events
 - Enabling road construction works to continue when only one tanker is needed for fire-fighting purposes.
 - Enabling a second water tanker to be used if required
 - Providing a back-up unit should the first unit be unavailable.

COMMENT

7. The old water tanker could be sold and in theory additional water tankers could be hired when needed, however in reality it would be difficult to provide a consistent and quick response to a fire with this approach.

CONSULTATION

8. Councillors, Firefighters, Works Team and Executive Management Team.

STATUTORY ENVIRONMENT

9. Nil

POLICY IMPLICATIONS

10. Nil

FINANCIAL IMPLICATIONS

11. The sale of the old water tanker was expected to raise \$40,000 towards the 2025-26 budget, which will not be realized, however this is outweighed by the savings realized from the CWSP grant.
12. There will be an additional and ongoing cost to register, insure and maintain the old water tanker of approximately \$1,000-2,000 per year.

RISK MANAGEMENT

13. This is a low risk exercise with no major risks identified.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational)	<u>Rare</u>	<u>Insignificant</u>	<u>Very Low</u>	
	Unlikely	Minor	Low	
	Possible	Moderate	Medium	
	Likely	Major	High	
Financial	Almost Certain	Catastrophic	Extreme	
	<u>Rare</u>	<u>Insignificant</u>	<u>Very Low</u>	
	Unlikely	Minor	Low	
	Possible	Moderate	Medium	
Reputational	Likely	Major	High	
	Almost Certain	Catastrophic	Extreme	
	<u>Rare</u>	<u>Insignificant</u>	<u>Very Low</u>	
	Unlikely	Minor	Low	
Environmental	Possible	Moderate	Medium	
	Likely	Major	High	
	Almost Certain	Catastrophic	Extreme	
	<u>Rare</u>	<u>Insignificant</u>	<u>Very Low</u>	
	Unlikely	Minor	Low	
	Possible	Moderate	Medium	
	Likely	Major	High	
	Almost Certain	Catastrophic	Extreme	

ALTERNATE OPTIONS

14. Alternatives include hiring additional water tankers from third parties when needed, construction of fixed water tanks at strategic locations around the Shire.

STRATEGIC ALIGNMENT

15. 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

2.2	Community groups function well with strong volunteer effort and feel supported by the community
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Outcome 4: Natural Environment - Our unique world class biosphere is valued and protected for the enjoyment of current and future generations

Item	Objectives and Strategies
4.1	Maximised resource recovery from waste and safe disposal of residual waste
4.2	Water conservation and water harvesting opportunities are maximised
4.3	The Shire's valued natural areas and systems are protected and enhanced

VOTING REQUIREMENT

16. Simple Majority

COUNCIL RESOLUTION:

That Council:

- ENDORSE retaining the existing water tanker P713A predominantly for firefighting purposes as needed and cancelling its disposal in the 2025-2026 mid-year budget review.**

Moved: Cr Miloseski

Seconded: Cr Auburn

Resolution #28/26

Carried: 4/0

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

12.4.2. NEW ROAD NAMES FOR TWO UN-NAMED ROADS IN RAVENSTHORPE

File Reference:	N/A
Location:	Shire Ravensthorpe
Applicant:	Nil
Author:	Executive Manager Infrastructure Services
Authorising Officer	Chief Executive Officer
Date:	10 March 2026
Disclosure of Interest:	Nil
Attachment:	Nil
Previous Reference:	N/A

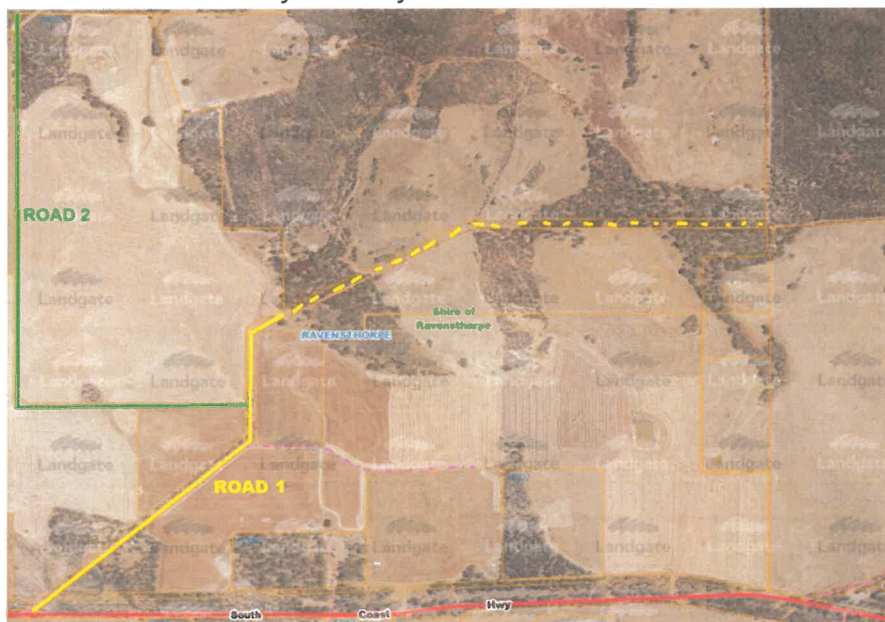
PURPOSE

1. That Council indicate their preferred names for two unnamed roads in Ravensthorpe and authorize the CEO to commence the naming process with MRWA, WALGA and Landgate. Naming these roads will make it easier for suppliers and emergency services to find local property owners.

BACKGROUND

2. With reference to the map below, the un-named road shown as road 1 (in solid yellow) connects to the south coast Hwy about 2.4km east of the Ravensthorpe roundabout and services multiple properties. The road was first gazetted in 1904 and was built to service the last chance mine (see appendix), and appears in the gazette four times, at one stage one part of the road was called Jamison street, but for most of the time, most of the road has been unnamed. The road has never been officially listed by MRWA. The dashed section is not required at this time and could be considered at a later date if needed.

The un-named road shown as Road 2 (in solid green) connects to Road 1 and services multiple properties. The road is not officially listed by MRWA.



3. The shire has traditionally graded both road 1 and road 2, the roads are not wide but are generally serviceable and fit for purpose. The first section of road 1 adjacent to the south coast highway

requires a concrete pipe culvert to avoid flooding which can be completed within normal maintenance budgets.

4. By officially naming these roads the shire will be eligible for government grants and funding for their upkeep.
5. Council officers are working with WALGA, Landgate and MRWA to have them officially added to road maps, this will take some time to accomplish.
6. The shire can propose preferred names for the two roads for consideration by WALGA, Landgate and MRWA, possible road names include but are not limited to:

Name	Background
Last Chance Mine Rd	Name of original mine at the end of Road 1
Maori Queen Mine Rd	Name of original mine at the end of Road 2
Range Rd	Roads lead to the Ravensthorpe ranges
Goldfinch Rd	After past Shire President Cr Ian Goldfinch OAM (Freeman) and Chenda Goldfinch OAM (Freeman)
Dunlop Rd	After past Shire President Cr Keith Dunlop
Mudie Rd	After past Deputy Shire President Cr Mark Mudie
Rowe Rd	After Keith Rowe (Freeman)
Lee Rd	After Lee Rd was replaced with Jerdacuttup Rd
Bennett Rd	Prominent local family

7. Once preferred names for the road are agreed, shire officers will check with Landgate's geographic names team to confirm name suitability and continue working with WALGA, Landgate and MRWA to finalize the naming process.

COMMENT

8. Other names could be proposed as shire councillors feel appropriate.

CONSULTATION

9. Councillors and executive management team.

STATUTORY ENVIRONMENT

10. Road traffic act 1974

POLICY IMPLICATIONS

11. NIL

FINANCIAL IMPLICATIONS

12. Minimal works required to erect road name sign posts, amounting to around \$1000. Ongoing road maintenance as required.

RISK MANAGEMENT

13. This is a low risk exercise with no major risks identified.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational)	Rare	Insignificant	Very Low	
	Unlikely	Minor	Low	
	Possible	Moderate	Medium	

	Likely Almost Certain	Major Catastrophic	High Extreme
Financial	<u>Rare</u> Unlikely	<u>Insignificant</u> Minor	<u>Very Low</u> Low
	Possible	Moderate	Medium
	Likely	Major	High
	Almost Certain	Catastrophic	Extreme
Reputational	<u>Rare</u> Unlikely	<u>Insignificant</u> Minor	<u>Very Low</u> Low
	Possible	Moderate	Medium
	Likely	Major	High
	Almost Certain	Catastrophic	Extreme
Environmental	<u>Rare</u> Unlikely	<u>Insignificant</u> Minor	<u>Very Low</u> Low
	Possible	Moderate	Medium
	Likely	Major	High
	Almost Certain	Catastrophic	Extreme

ALTERNATE OPTIONS

14. COUNCIL MAY PROPOSE ALTERNATIVE NAMES TO THOSE PRESENTED.

STRATEGIC ALIGNMENT

15. This item is relevant to the councils approved strategic community plan 2020-2030 and corporate business plan.

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

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

Outcome 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

VOTING REQUIREMENT

34. Simple majority

COUNCIL RESOLUTION:

That Council:

1. That Council lay the item on the table and refer the matter back to Executive Services for further investigation.

Moved: Cr Auburn

Seconded: Cr Leighton

Resolution #29/26

Carried: 4/0
(In favour: Cr Gibson, Cr Leighton, Cr Miloseski, 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

NIL

15. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

Council decision: That Council suspend standing orders to discuss confidential items and close the meeting to the public in accordance with Section 5.23(2) of the Local Government Act 1995 to consider confidential items.

Moved: Cr Auburn

Seconded: Cr Leighton

Resolution #30/26

Carried: 4/0

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

15.1. EXECUTIVE SERVICES

15.1.1. SALE OF LAND FOR RECOVERY OF UNPAID RATES – PROPERTY (SEIZURE AND SALE) ORDER (PSSO ON LAND)

Note: Cr Miloseski declared a Financial Interest and left the meeting during consideration of this item at 18:25.

COUNCIL RESOLUTION:

That Council:

- 1. Engage AMPAC Collection Services to commence the process of taking possession and selling (PSSO on Land) the following parcel of land to recover unpaid rates and charges.
1.1 A845 – 24 Gibson Way, Hopetoun WA**
- 2. Pursuant to Section 5.56 (Rates and Service charges recoverable in court) of the Local Government Act 1995, proceed with the Property Seizure and Sale Order (PSSO) of Land on the following land parcel which have rates and services in arrears.
2.1 A845 – 24 Gibson Way, Hopetoun WA**

Moved: Cr Auburn

Seconded: Cr Leighton

Resolution #31/26

Carried: 3/0

The resolution lapsed due to the requirement for an Absolute Majority

Cr Miloseski returned to the meeting at 18:27

15.2. INFRASTRUCTURE SERVICES

15.2.1. 2025-2026 RESEAL PROJECTS UPDATE

COUNCIL RESOLUTION:

That Council:

1. **ENDORSE** the CEO's decision to award RFQ03-2025-2026 Hot Bitumen Reseals to Boral as being the most advantageous to Council
2. **ENDORSE** the CEO's decision to award RFQ04-2025-2026 10mm washed sealing aggregate supply to Lawry's Electrical and Civil as being the most advantageous to Council.

Moved: Cr Miloskeski

Seconded: Cr Auburn

Resolution #32/26

Council Decision: That the meeting be reopened to the public and standing orders be resumed.

Moved: Cr Auburn

Seconded: Cr Miloskeski

Resolution #33/26

Carried: 4/0

(In favour: Cr Gibson, Cr Leighton, Cr Miloskeski, Cr Auburn)

16. CLOSURE

There being no further business, the Shire President, Cr Rachel Gibson, declared the meeting closed.

The meeting closed at: 6:30 pm

CONFIRMATION OF MINUTES

Signed by Shire President:



Date: 21.4.26

-----END-----

