



Agenda

Ordinary Meeting of Council

Tuesday, 19 August 2025

Commencing at 6.00pm

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NOTICE OF MEETING

Notice is hereby given that the

Shire of Ravensthorpe

Ordinary Council

Meeting

Will be held on Tuesday,

19 August 2025

Commencing at 6.00pm

Located in the Council Chambers

Ravensthorpe Cultural Precinct

Matthew Bird
Chief Executive Officer

Disclaimer

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

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

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

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

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AGENDA

Mission Statement	<i>To grow our community through the provision of leadership, services and infrastructure.</i>
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1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Presiding Member to declare the meeting open.

The Presiding Member 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

ELECTED MEMBERS

Cr Thomas Major (Shire President) (Presiding Member)

Cr Sue Leighton

Cr Graham Richardson

Cr Robert Miloseski

Cr Rachel Gibson

Cr Roger Mansell

OFFICERS

Matthew Bird (Chief Executive Officer)

Natalie Bell (Executive Manager Projects and Regulatory Services)

Paul Spencer (Executive Manager Infrastructure Services)

Les Mainwaring (Executive Manager Corporate Services)

VISITORS

APOLOGIES

LEAVE OF ABSENCE

Cr Mark Mudie (Resolution Number 54/25)

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. PUBLIC QUESTIONS TIME

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

Council Consideration Towards Public

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

5. DECLARATIONS OF INTEREST

Nil.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 ORDINARY COUNCIL MEETING MINUTES 15 JULY 2025

(Attachment: 7.1) Statutory Environment:

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

OFFICER RECOMMENDATION:

That the minutes and associated attachments of the Ordinary Council Meeting held on 15 July 2025 be CONFIRMED as a true and correct record.

Moved:_____

Seconded:_____

Carried:____/ ____

7.2 SPECIAL COUNCIL MEETING MINUTES 30 JULY 2025

(Attachment: 7.2) 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.

OFFICER RECOMMENDATION:

That the minutes and associated attachments of the Special Council Meeting held on 30 July 2025 be CONFIRMED as a true and correct record.

Moved:_____

Seconded:_____

Carried:____/ ____

8. ANNOUNCEMENTS/REPORTS BY ELECTED MEMBERS

9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

11. MATTERS ARISING FROM COMMITTEES OF COUNCIL

Nil.

12.2 CORPORATE SERVICES

12.2.1 MONTHLY FINANCIAL REPORT – 31 JULY 2025

File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Accounting Manager
Authorising Officer	Executive Manager Corporate Services
Date:	11 August 2025
Disclosure of Interest:	Nil
Attachments: 12.2.1	Monthly Financial Reports for 31 July 2025
Previous Reference:	Nil

PURPOSE

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

BACKGROUND

2. Council is requested to review the July 2025 Monthly Financial Reports.

COMMENT

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

CONSULTATION

4. Executive Team

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT

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

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

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

VOTING REQUIREMENTS

11. Simple Majority

OFFICER RECOMMENDATION

That Council:

RECEIVE the July 2025 Monthly Financial Reports as presented.

Moved:_____

Seconded:_____

Carried:_____ / _____

12.2 CORPORATE SERVICES

12.2.2 SCHEDULE OF ACCOUNT PAYMENTS – JULY 2025

File Reference: GR.ME.8
Location: Shire of Ravensthorpe
Applicant: Shire of Ravensthorpe
Author: Finance Officer
Authorising Officer: Executive Manager Corporate Services
Date: 12 August 2025
Disclosure of Interest: Nil
Attachments: 12.2.2 Creditors List of Accounts Paid July 2025
Credit Card Transactions to 01 July 2025
Fuel Card Transactions July 2025
Previous Reference: Nil

PURPOSE

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

BACKGROUND

2. Period 01/07/2025 – 31/07/2025

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

COMMENT

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

CONSULTATION

4. Accountant and Executive Manager Corporate Services

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

6. Nil.

FINANCIAL IMPLICATIONS

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

RISK MANAGEMENT

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational	Rare	Insignificant	Very Low	That Council receives the schedule of account payments.

ALTERNATE OPTIONS

9. Nil.

STRATEGIC ALIGNMENT

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

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

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

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

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

VOTING REQUIREMENTS

11. Simple Majority

OFFICER RECOMMENDATION

That Council:

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

Moved: _____

Seconded: _____

Carried: ____ / ____

12.4 INFRASTRUCTURE SERVICES

12.4.1 COMMODITY ROUTE PROJECT NOMINATION – MILLS RD-MELALEUCA RD UPGRADE

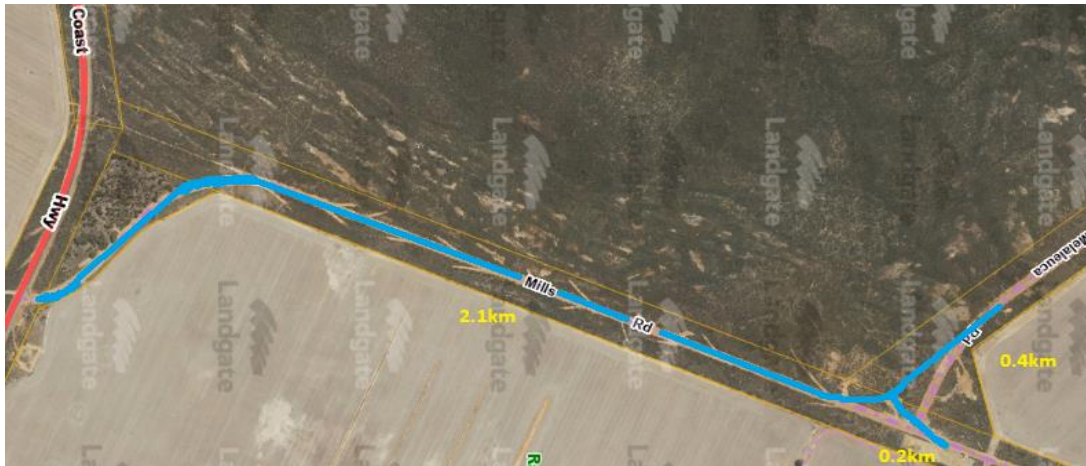
File Reference:	N/A
Location:	Shire of Ravensthorpe
Applicant:	Nil
Author:	Executive Manager Infrastructure Services
Authorising Officer	Chief Executive Officer
Date:	12 August 2025
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

PURPOSE

1. To obtain Council's approval to nominate a road improvement project on Mills Rd and Melaleuca Rd for grant funding under the State Government's 2026-2027 Commodity Route Fund.

BACKGROUND

2. Submissions for the 2026-2027 Commodity Route Fund are due by 22 August 2025.
3. The fund provides 2/3^{rds} of project value to a maximum of \$400,000 with the other 1/3rd coming from the LGA or local industry and targets roads not on the Roads 2040 plan that carry significant freight volumes.
4. The Mills Rd – Melaleuca Rd corridor is heavily used by trucks at grain harvest and was recently reviewed by the Shire as a priority for future upgrades, including the approach to the South Coast Hwy intersection, the re-orientation of Mills Rd & Melaleuca Rd intersection and sealing the road in this section.
5. Traffic counts taken over two weeks in December 2023 on Melaleuca Rd 100m north west of Mills Rd indicate an average of 80 vehicles per day with 35% being heavy vehicles.
6. The proposed project scope will include :
 - a) Survey and design work to be done this financial year
 - b) Construction of the following under the grant in 2026-27:
 - i. 14-7mm two coat sealing of approximately 2.3km of Mills Rd and 0.4km of Melaleuca
 - ii. Signage and linemarking at the approach to South Coast Highway
 - iii. Changing the orientation of the current "Tee" intersection of Mills Rd and Melaleuca Rd so that Melaleuca Rd has the priority which will require road realignment within the existing roads reserve to create a suitable low speed curve as shown below.



COMMENT

7. The project will require professional assessment of both vegetation and cultural heritage to enable construction of the new curve.
8. Due to the proximity to the South Coast Highway, MainRoads WA will be consulted.
9. The grant is a highly competitive funding process. There is no guarantee of success.

CONSULTATION

10. Executive Team and Works Supervisor.

STATUTORY ENVIRONMENT

11. Nil.

POLICY IMPLICATIONS

12. Nil.

FINANCIAL IMPLICATIONS

13. There is no financial implication at this stage, however should the application be successful the Shire would need to include \$200,000 of Shire funds in the 2026-27 budget to cover the required 1/3rd contribution or decline the grant opportunity.

RISK MANAGEMENT

14. The Shire works team will be able to do much of the work, but private contractors will be required for sealing, linemarking and other specialised works.
15. Fauna and Cultural Heritage assessments must be completed before commencing the works.
16. The following risks have been identified as a part of this report;

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance (Operational) Shire not actively seeking road grant funding	Possible	Moderate	Medium	Shire to seek Council endorsement to apply for Commodity Route grant funding
Financial – Not seeking third party funding increases Shire overall expenditure	Possible	Moderate	Medium	Shire to seek Council endorsement to apply for Commodity Route grant funding

ALTERNATE OPTIONS

17. That Council consider proposing another road for nomination to the 2027-28 Commodity Route Fund program.

STRATEGIC ALIGNMENT

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

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

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

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

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

VOTING REQUIREMENTS

19. Absolute Majority

OFFICER RECOMMENDATION

That Council:

That Council ENDORSES BY AN ABSOLUTE MAJORITY the CEO to propose that road improvement works on Mills Road between SLK0.0-2.3km and Melaleuca Rd between SLK0.0-0.4m be the preferred project nomination to the 2026-2027 Commodity Route Fund for \$400,000 (the full amount available), with a \$200,000 co-contribution by the Shire of Ravensthorpe in 2026-27, subject to the grant guidelines under the State Road Funds to Local Government Agreement.

Moved:_____

Seconded:_____

Carried:___ / ___

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

15.1 Rates Write Off and Interest – Mining Tenements A14339 and A14350

15.2 Sale of Land for Recovery of Unpaid Rates – A503 and A1366

16. CLOSURE

The Presiding Member to declare the meeting closed.